

# AXM MANAGER

The next dimension of Locking System Management

## AXM Classic

### Manual

29.11.2024

**Simons Voss**  
technologies

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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

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### IMPORTANT

#### Changes to the locking system only take effect after synchronisation

If you edit the locking system with the AXM Classic, 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* [▶ 36]).
  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* [▶ 379]).
-

### 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:

<b>Example</b>	button
<input checked="" type="checkbox"/> Example <input type="checkbox"/> Example	checkbox
<input checked="" type="radio"/> Example	Option
[Example]	Tab
"Example"	Name of a displayed window
Example	Upper programme bar
Example	Entry in the expanded upper programme bar
Example	Context menu entry
▼ Example	Name of a drop-down menu
"Example"	Selection option in a drop-down menu
"Example"	Area
<i>Example</i>	Field
<i>Example</i>	Name of a (Windows) service
<i>Example</i>	Commands (e.g. Windows CMD commands)
<b>Example</b>	Database entry
[Example]	MobileKey type selection

## 4. Intended use

The AX Manager Classic (AXM Classic) 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).

New in 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 assistants
- 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



Classic Edition

We are now entering the next dimension of locking system management with the Classic Edition. This edition features selected functions (compare LSM Basic).

You have 64,000 locking devices and 64,000 identification media (transponders/cards) per locking system at your disposal.

## 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. The latest versions of our products offer you a higher level of security since they are always state-of-the-art. Multi-level encryption methods are used (AES, 3DES).

#### 6.2.2 What data is encrypted?

Within the system's own communication network, no personal data is processed. It is 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. Due to the end-to-end encryption type used, there is no need to also encrypt the transmission paths.

### 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
- City/Building
- Set From/To
- Date of birth
- 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.

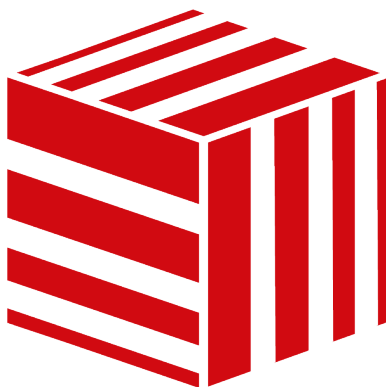
#### **6.3.6 Can the stored data be made available as a copy?**

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 SPI) and the associated database at the request of a data subject in accordance with Art. 17 GDPR.

7. Range of functions for AXM Classic



Projects/locking systems	Multiple projects with multiple locking systems
Users	Two users (Admin/AdminAL)
Number of locking devices	64,000 per locking system
Number of credentials	64,000 per locking system
Locking devices and identification media supported	<div><div>■ G2 components</div><div>■ AX components</div></div>
	<div><div>■ Digital Cylinder AX</div><div>■ Locking Cylinder 3061</div><div>■ SmartHandle AX</div><div>■ SmartHandle 3062</div><div>■ SmartRelay 3063 (G2)</div><div>■ SmartRelay 2 3063</div><div>■ Padlock</div><div>■ Padlock AX</div><div>■ SmartLocker AX</div><div>■ Furniture lock (G2)</div></div>
Programming devices	<div><div>■ SmartCD.G2/SmartCD2.G2</div><div>■ SmartCD.MP</div><div>■ SmartStick AX</div></div>

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

8. System requirements

AXM Classic

Operating system	<div><div></div> Windows 10</div> <div><div></div> Windows 11</div>
CPU	2.66 GHz or faster (Intel, AMD) No support for ARM processors under System 3060
Main memory	4 GB or more
Free memory space	500 MB (physical); during installation approx. 1 GB
Display	<div><div></div> 13 inches (≈ 33 cm) or more</div> <div><div></div> 1280×1024 or more</div>
Supported MS SQL Edition	SQL Server Express Local DB

## 9. Release notes

### 9.1 Version 1.0.2305.3101

Released on 31.05.2023

#### Improvements

1. During the card configuration of a locking system, templates are now displayed in ascending order of memory size.
2. Support for all further developments of our AX components (HP2)
3. Function Distribution of lock ID and battery warning by receipts
4. Optimisation of the entire backup process

#### Bugfixes

1. Corrected recognition and display of programming devices
2. Corrections when transferring projects to other or higher editions
3. Fixed error when creating a new project (Error code: 0x00001104)
4. Corrections in the global search and display of results when using several locking systems
5. "Cancel" button during update download without function
6. Various text corrections
7. Support of AX padlock variant
8. Close-up mode by default with FD programming
9. Corrected display of the equipment of AX closures
10. Error in the registration if the project name is too long
11. Display and configuration of cylinder 3061 with push-button control
12. Faulty programming requirements - Duplicated transponder and changed time control
13. Correction of target status of transponder when assigning to access levels
14. Multiple locking systems on passive medium - correction in sector management

### 9.2 Version 1.0.2402.2703

Released on 01.03.2024

#### Improvements

1. Support for the new SmartHandle AX Advanced

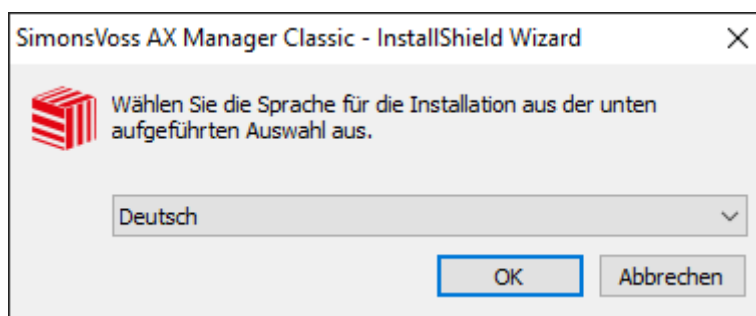


## 10. Installation

- ✓ System requirements fulfilled for the AXM Classic (see *System requirements* [▶ 18]).

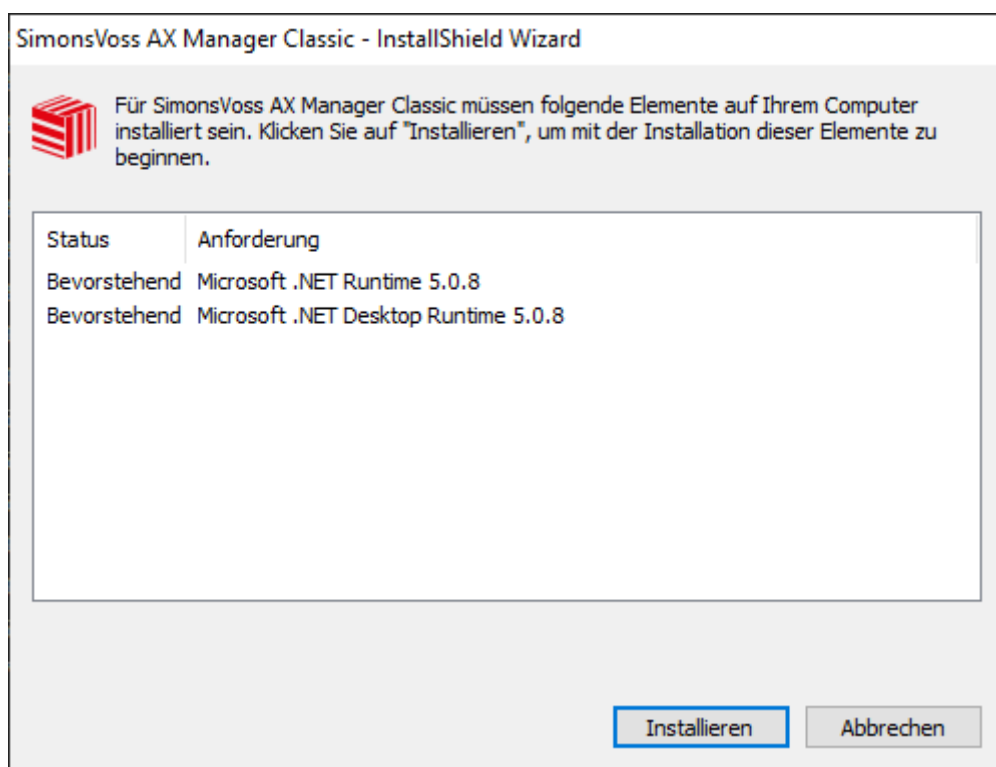
1. Execute the set-up file.

↳ The InstallShield wizard will open.



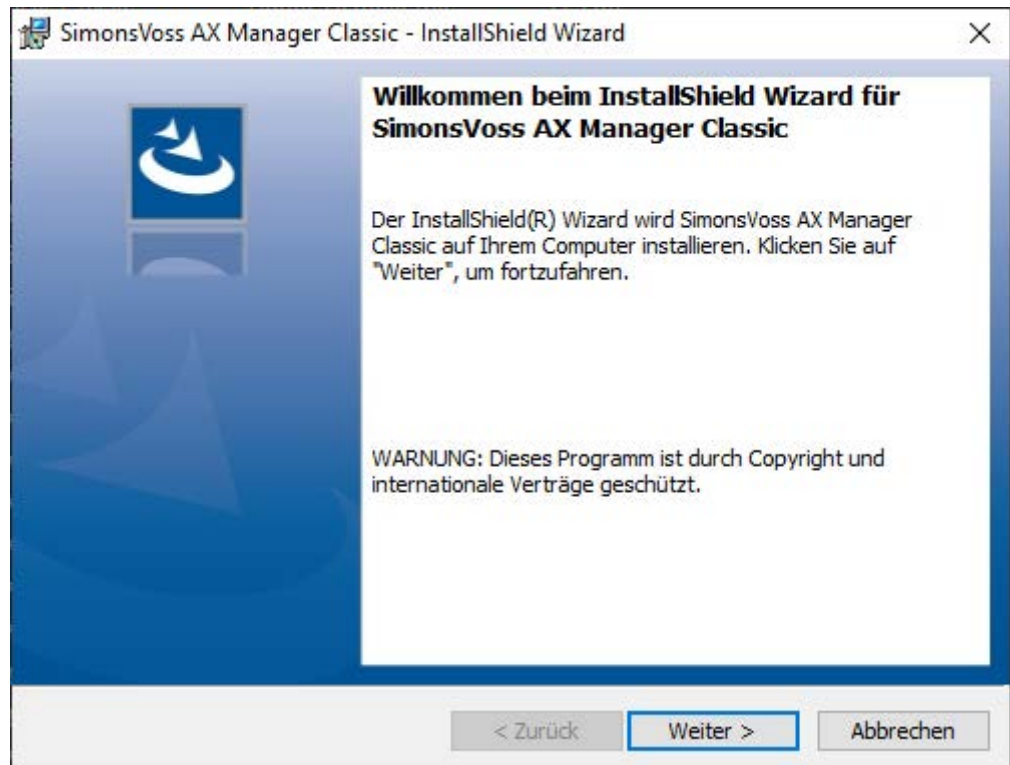
2. Select the language in which the is AXM Classic to be installed.

↳ Set-up checks whether additional software needs to be installed.



3. Install the additional software displayed if required.

↳ The AXM Classic set-up will open.



4. Follow the AXM Classic set-up.

➔ AXM Classic is installed.

## 10.1 Run AXM as the administrator (recommended)

SimonsVoss recommends that you always start AXM Classic 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

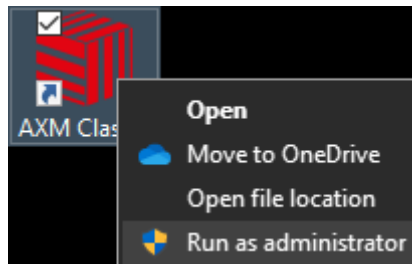
- ✓ AXM Classic installed.
- ✓ Administrator rights available.

1. Locate the shortcut or the AXM Classic icon.



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

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



- AXM Classic 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 Classic as the administrator.

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

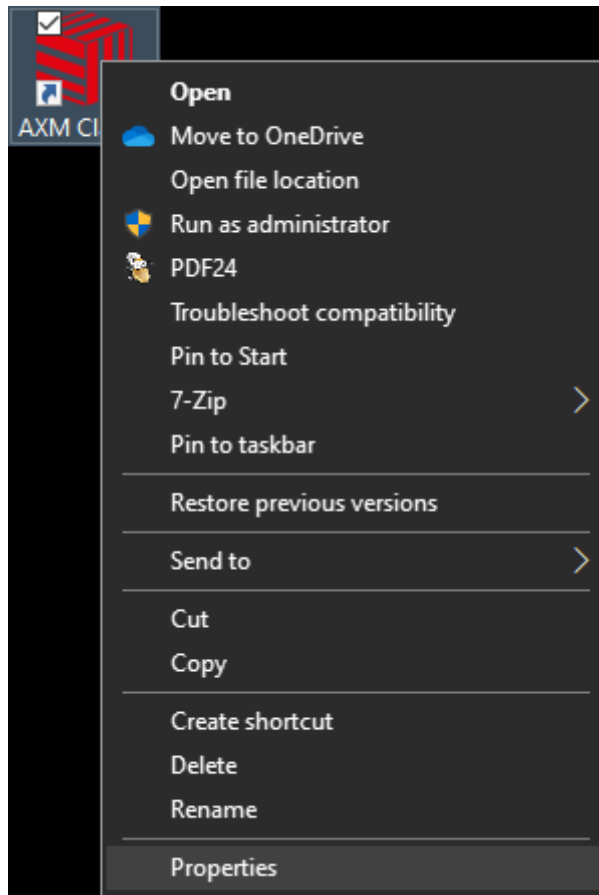
- ✓ AXM Classic installed.
- ✓ Administrator rights available.

1. Locate the shortcut or the AXM Classic icon.



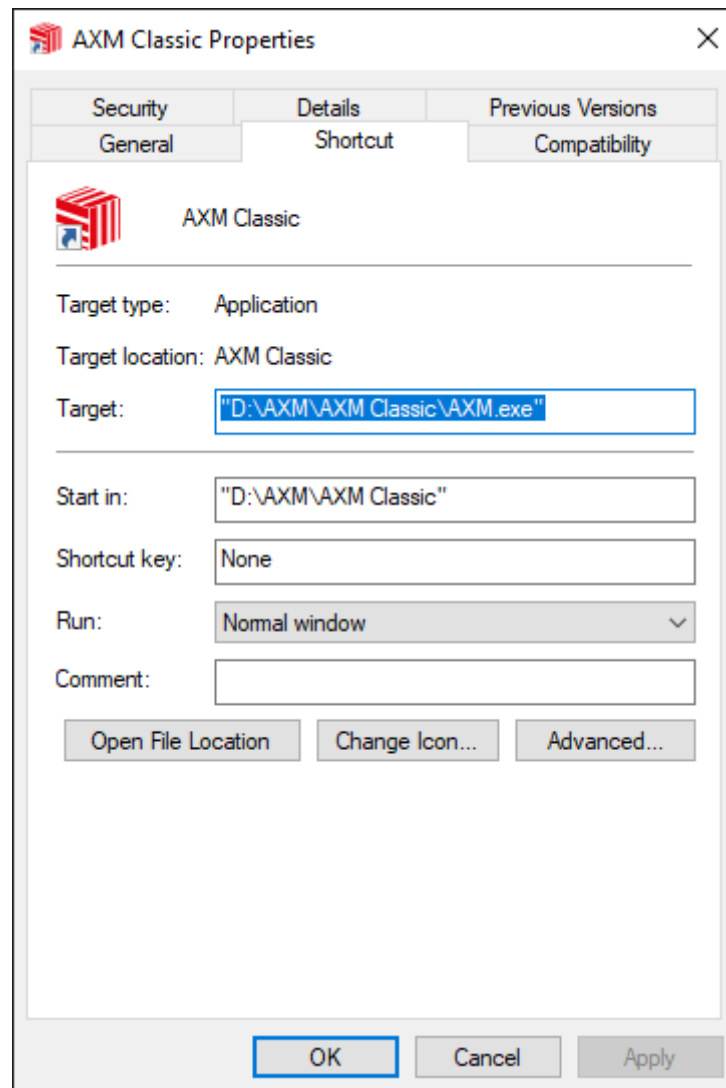
2. Right-click on the shortcut menu to open the context menu.

3. Click on the **Properties** entry with your name.



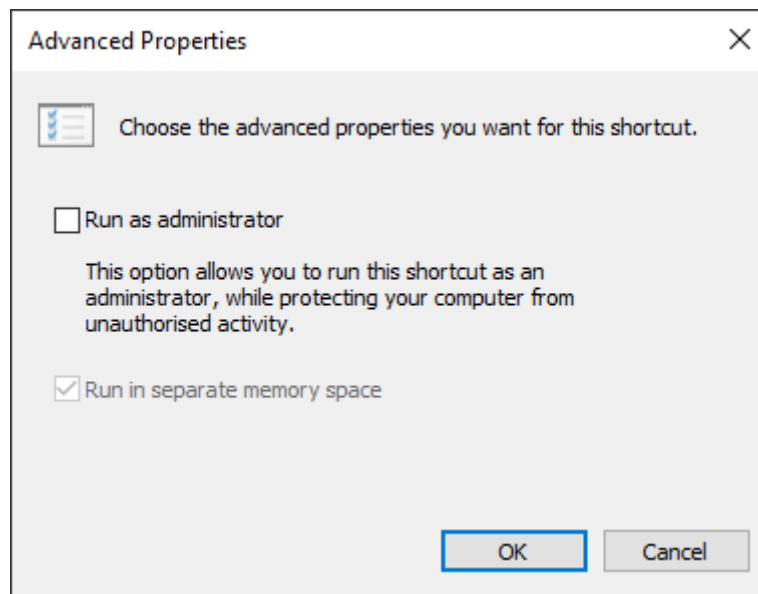
→ The "AXM ... Properties" window will open.

4. Go to the [Link] tab.



5. Click on the Advanced... button.

→ The "Advanced Properties" window will open.



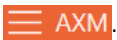
6. Activate the ☒ Run as administrator checkbox.
7. Click on the **OK** button.
  - ↳ Window "Advanced Properties" closes.
8. Click on the **OK** button.
  - ↳ Window "AXM ... Properties" closes.
- ↳ If you start AXM Classic via this link in the future, AXM Classic will automatically run as the administrator.

## 10.2 Updating AXM

With the latest AXM Classic, you have the best software and hardware support. This is why your AXM Classic checks whether updates are available and also offer them for installation every time it launches. Back up your database (see [Creating a backup \[▶ 446\]](#)) before updating.

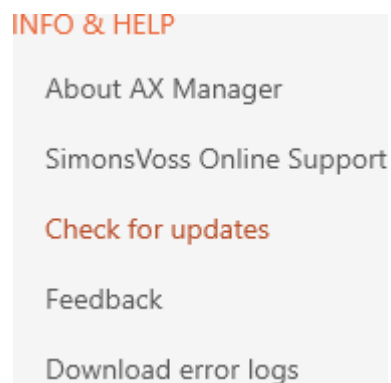
See [Displaying version number and licence key for the AXM installed \[▶ 451\]](#) to view the currently installed version of your AXM Classic instead.

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

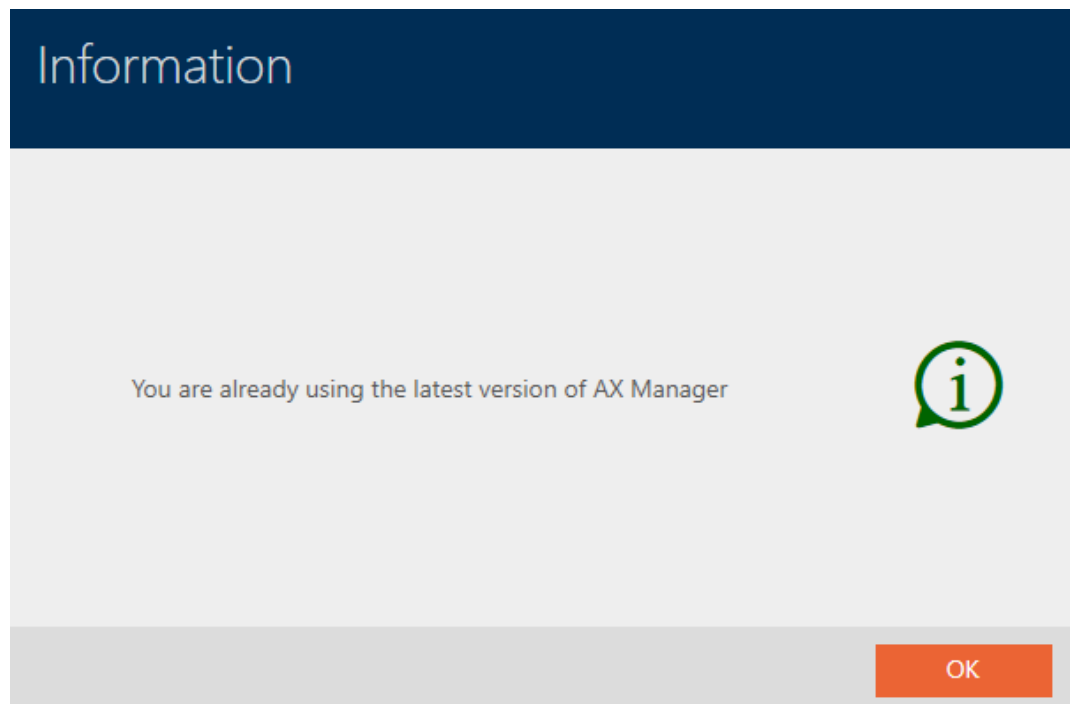
- ✓ AXM Classic open.
  - ✓ Database backed up.
1. Click on the orange AXM icon .
  - ↳ AXM bar opens.



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



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



## 11. First steps after a new installation

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

Willkommen bei AXM Classic (Beta)  
Zum Starten können Sie ein bestehendes Projekt laden oder ein neues Projekt erstellen

+ Neu Löschen Umbenennen

Fenster ausschneiden

Ein neues Projekt anlegen

Projektname

Benutzername

Neues Kennwort

Kennwort wiederholen

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.
  - ↳ The new project is protected.

You can change the user password you have just created if required (see [Changing the user password \[► 453\]](#)).



You can change the locking system password (see [Changing locking system password](#) [▶ 364]).

### 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 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 Classic for the first time

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

1. Add locking system
2. Add locking device
3. Add transponder



These wizards allow you to start building your locking system directly and familiarise yourself with the AXM Classic 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](#) [▶ 489].

## 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 as possible.

As a basic rule, the easiest way is to prepare the organisational structure first (see *Organisational structure* [▶ 45]).

Experience has shown that the following approach is best:

1. Create locations (see *Creating a location* [▶ 73]).
2. Create building (see *Creating a building and assigning it to a location* [▶ 76]).
3. Create areas (see *Creating an area* [▶ 79]).
4. Create the first schedule (see *Creating a schedule* [▶ 48]).
5. Create all required time groups (see *Create time group* [▶ 52]).
6. Create additional schedules, setting the time groups directly for each schedule while doing so.
7. Create access levels (see *Access levels* [▶ 303]).
8. Create person groups (see *Creating a person group* [▶ 46]).
9. If necessary, Configure cards in the locking system (see *Enable cards or transponders* [▶ 370]).
10. Create identification media and assign them directly to their access levels and time groups when they are created (see *Creating transponders and cards* [▶ 84], *Creating a person group* [▶ 46] and *Restricting identification medium authorisations to specific times (time group)* [▶ 113]).
11. Create locking devices and assign them directly to access levels, areas and schedules when they are created (see *Creating a locking device* [▶ 212], *Creating an area* [▶ 79] and *Limiting authorisations for locking devices to specific times (schedule)* [▶ 258]).
12. Synchronise locking devices (see *Synchronising the locking device (including reading access list)* [▶ 380]).
13. Synchronise identification media (see *Synchronise a card/transponder (including importing physical access list)* [▶ 393]).

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* [[▶ 500](#)]

- ❑ *Access levels* [[▶ 512](#)]

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 Classic 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 Classic 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
- Consignment number
- Order number
- ✓ AXM Classic open.

1. Click on the **< Register now** button at the bottom of AXM Classic .



- ➞ The registration form will open.

### Registrierung Ihres AX Managers

Bitte geben Sie Ihre Registrierungsdaten ein

Bitte füllen Sie dieses Formular vollständig aus und generieren Sie eine Lizenzanforderung.

Edition

AXM Classic

▼

Unternehmen

Adresse

PLZ

Ort

Land

▼

Kontaktperson

E-Mail

Tel.

Lizenzschlüssel

☐ Nutzungsbedingungen akzeptieren

Lizenzdatei importieren

Registrieren

84-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.

## Registrierung Ihres AX Managers

Bitte geben Sie Ihre Registrierungsdaten ein

Bitte füllen Sie dieses Formular vollständig aus und generieren Sie eine Lizenzanforderung.



Edition	AXM Classic		
Unternehmen	SimonsVoss Technologies GmbH		
Adresse	Feringastrasse 4		
PLZ	85774	Ort	Unterföhring
Land	Deutschland		
Kontaktperson	Korbinian Geiger		
E-Mail	korbinian.geiger@allegion.com		
Tel.	+49-89-99228-365		
Lizenzschlüssel	8696-E8CB-45A8-AD9F-CD37		
<input checked="" type="checkbox"/> Nutzungsbedingungen akzeptieren			

Lizenzdatei importieren

Registrieren

84-tägige Testphase weiterführen

Abbrechen

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

## Registrierung Ihres AX Managers

Bitte geben Sie Ihre Registrierungsdaten ein

Bitte schicken Sie die heruntergeladene Datei an die E-Mailadresse

[software-registration.sv@allegion.com](mailto: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](mailto: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).



Dear Madam and Sir,

Please find attached your license file. Save this file to your computer. The file can be read in from the registration screen within the Software.

Any questions regarding the operation of the software? Then please have a look at our FAQ area at:  
<http://www.simons-voss.com/FAQ-Bereich.1315.0.html?&L=1>

In case you have remaining questions or need support, please contact:

Technical Support  
[Support-simonsvoss@allegion.com](mailto:Support-simonsvoss@allegion.com)  
 Tel. + 49(0)89 99 228 333

Register your AXM Classic by importing this licence file.

✓ AXM Classic 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 Classic .




➡ The registration form will open.

## Registrierung Ihres AX Managers

Bitte geben Sie Ihre Registrierungsdaten ein

Bitte füllen Sie dieses Formular vollständig aus und generieren Sie eine Lizenzanforderung.



Edition	AXM Classic		
Unternehmen	SimonsVoss Technologies GmbH		
Adresse	Feringastrasse 4		
PLZ	85774	Ort	Unterföhring
Land	Deutschland		
Kontaktperson	Korbinian Geiger		
E-Mail	korbinian.geiger@allegion.com		
Tel.	+49-89-99228-365		
Lizenzschlüssel	8696-E8CB-45A8-AD9F-CD37		
<input checked="" type="checkbox"/> Nutzungsbedingungen akzeptieren			

Lizenzdatei importierenRegistrieren84-tägige Testphase weiterführenAbbrechen

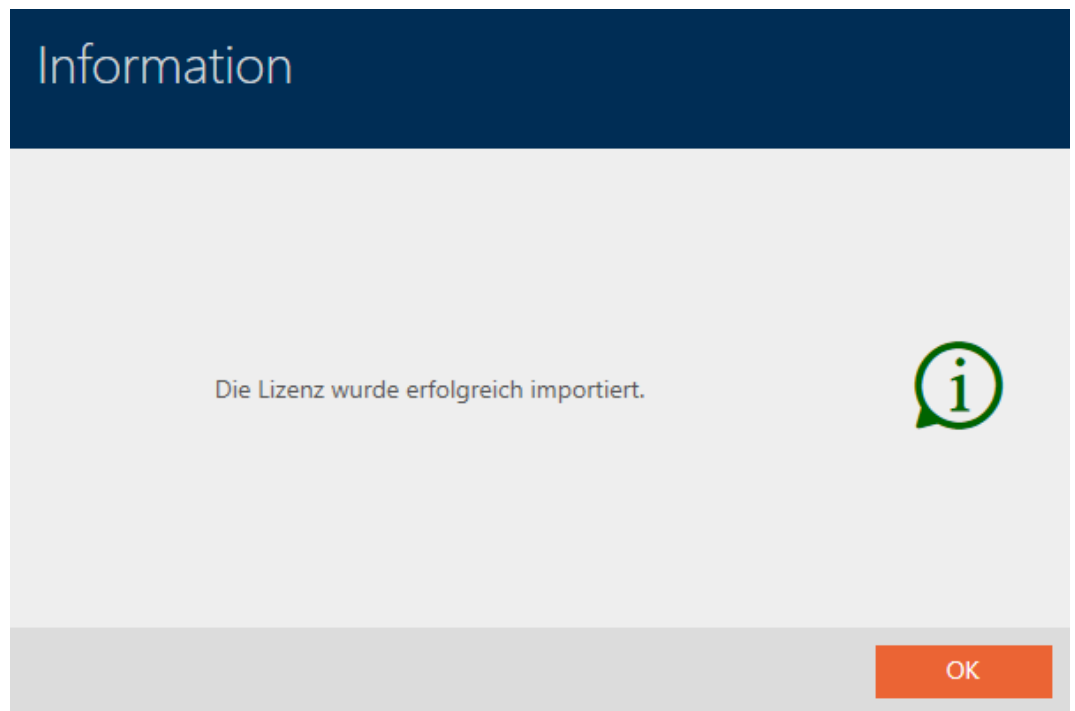


### NOTE

#### No need to complete twice

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

- Click on the **Importing the licence file** button.
  - The Explorer window will open.
- Navigate to your licence file.
- Select your licence file.
- Click on the **Open** button.
  - Explorer window closes.
  - Licence file is imported.
- AXM Classic is registered.



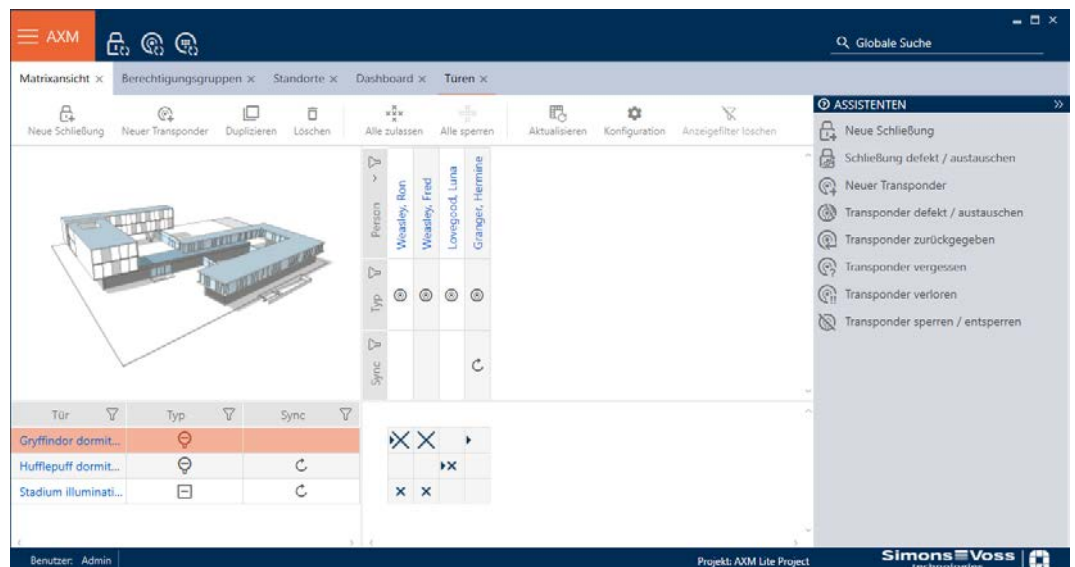
### SimonsVoss ID for cloud services

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 \[► 31\]](#)).

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

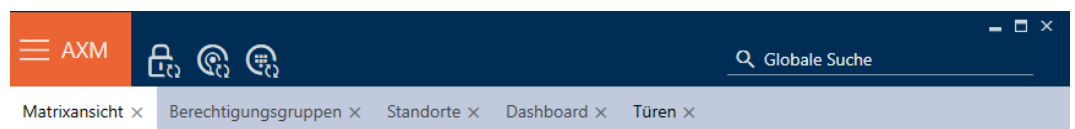


## 13. The AXM's structure



The AXM Classic interface consists primarily of four large sections:

### AXM bar and tabs



Use the orange AXM button  to expand the AXM bar:



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](#) [▶ 42]).

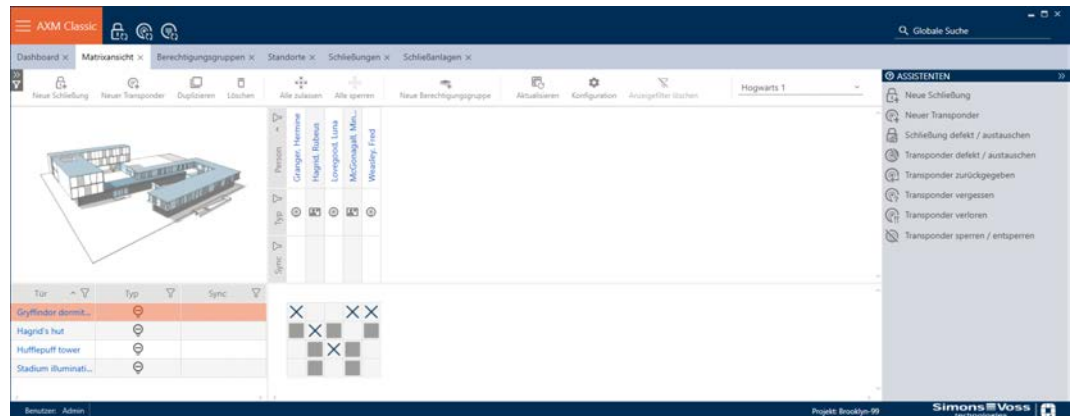
There are three buttons next to the AXM button to skip directly to synchronisation of locking devices and identification media.



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](#) [[▶ 42](#)]).



## Matrix section



The matrix section is the engine room behind your AXM Classic. 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](#) [[▶ 38](#)]).

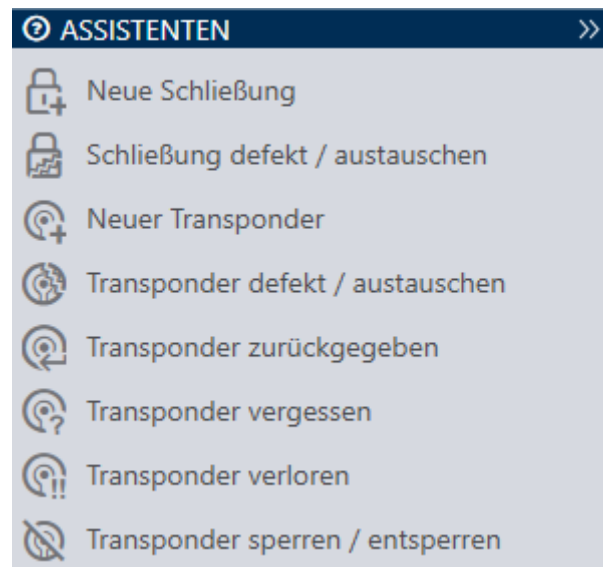
Each row normally represents a locking device and each column represents an identification medium. This identification medium's authorisation for this locking device is indicated where rows and columns meet (see [Permissions](#) [[▶ 298](#)]). There are basically two different main states:

- 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  here (see [Synchronisation: Comparison between locking plan and reality](#) [[▶ 379](#)]). Click on  to start synchronising the entry concerned immediately.

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

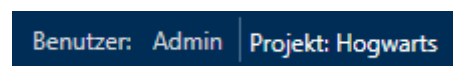
### Wizard menu



There is a wizard menu on the right side of your AXM Classic. 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



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

### Dashboard

One new feature in AXM Classic is the dashboard (see [View statistics and warnings \(dashboard\)](#) [[▶ 475](#)]). 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 \(log\)](#) [[▶ 477](#)]).

The log can also be accessed via the AXM bar.

## 13.1 Sorting and filtering


Large lists and tables can become confusing.

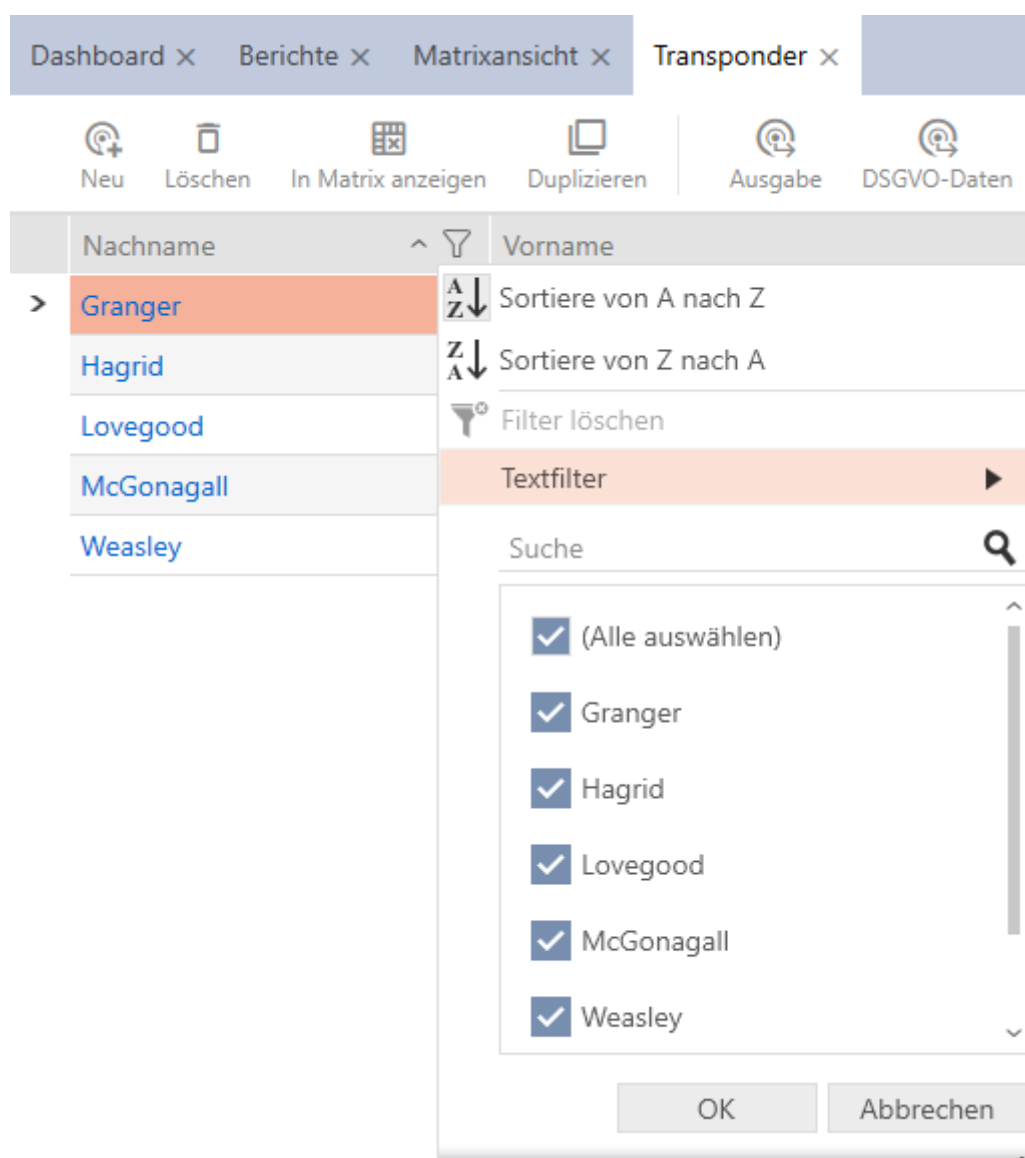
The AXM Classic provides you with sorting and filtering functions to simplify things.

### Sorting

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

### Filtering

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



The screenshot shows the AXM Classic interface with the 'Matrixansicht' tab selected. The 'Nachname' column header has a filter icon (funnel) next to it. The filter menu is open, showing options to sort by 'A nach Z' or 'Z nach A', or to 'Filter löschen'. The 'Textfilter' option is selected, and a search bar is visible. The search results list all names: Granger, Hagrid, Lovegood, McGonagall, and Weasley, each with a checked checkbox.

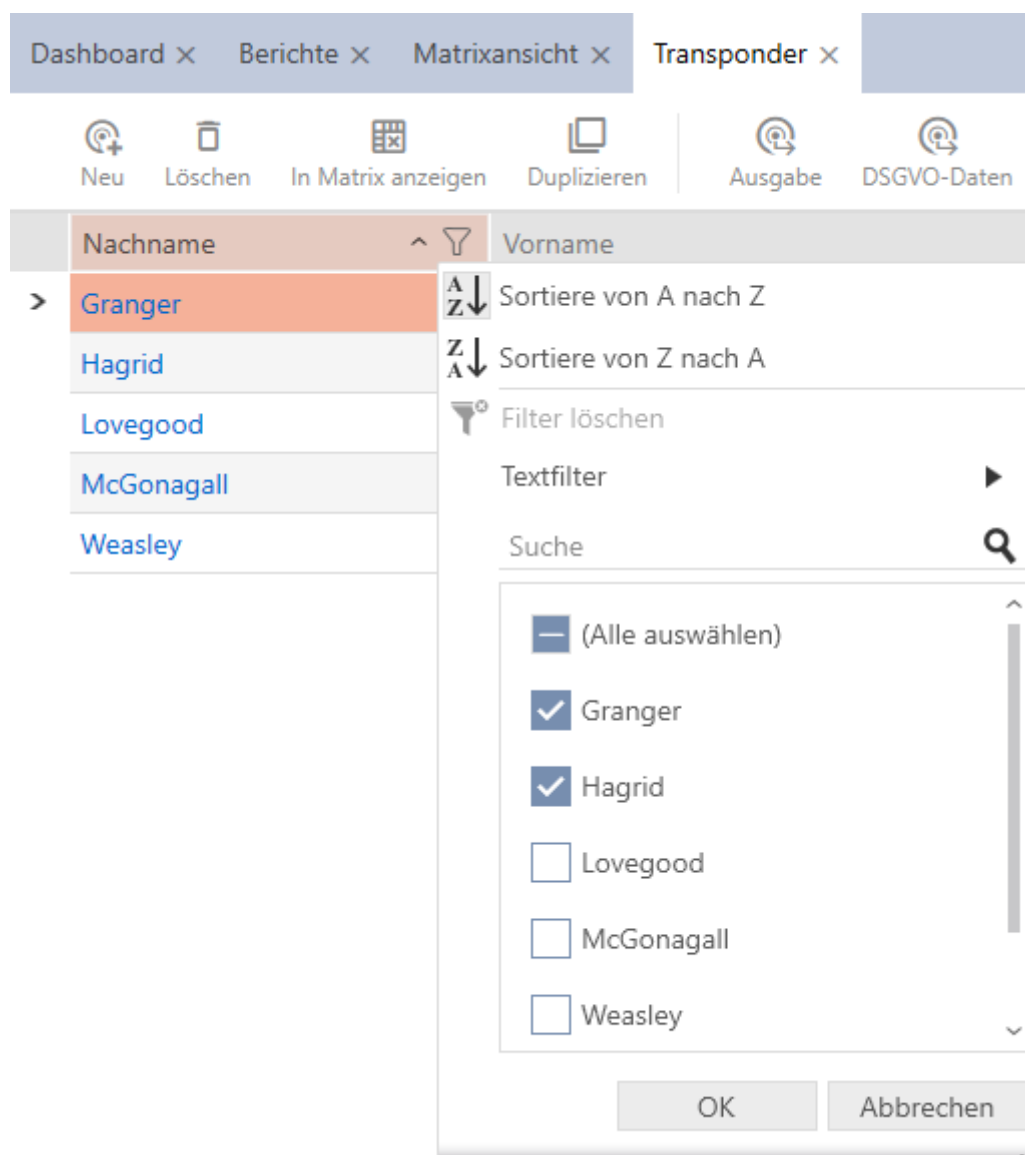
Dashboard × Berichte × Matrixansicht × Transponder ×

Neu Löschen In Matrix anzeigen Duplizieren Ausgabe DSGVO-Daten

Nachname	Vorname
Granger	
Hagrid	
Lovegood	
McGonagall	
Weasley	

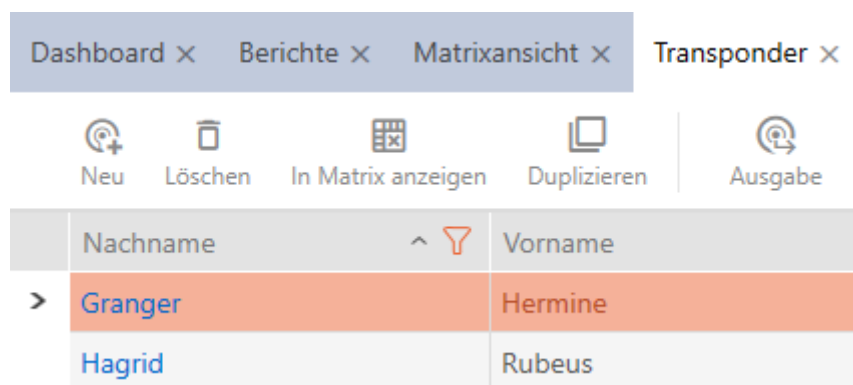
Sortiere von A nach Z  
Sortiere von Z nach A  
Filter löschen  
Textfilter  
Suche  
☒ (Alle auswählen)  
☒ Granger  
☒ Hagrid  
☒ Lovegood  
☒ McGonagall  
☒ Weasley  
OK Abbrechen

2. Adjust the filters.

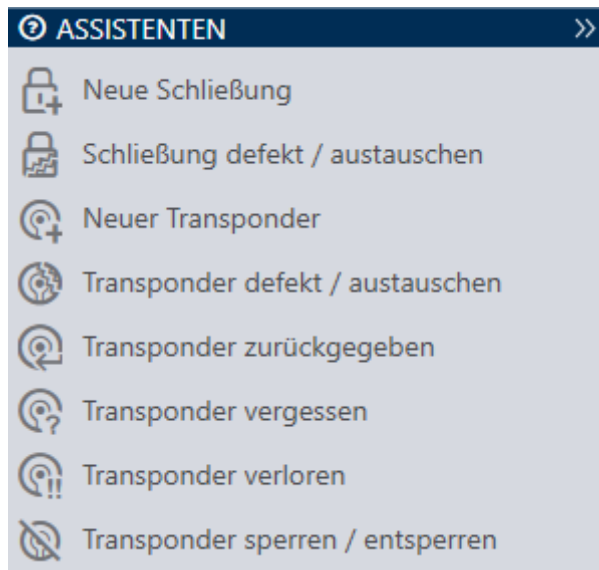


3. Click on the **OK** button.

- ↳ The filter menu will close.
- ↳ Entries will now be filtered when displayed.



## 13.2 Installation wizards



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.

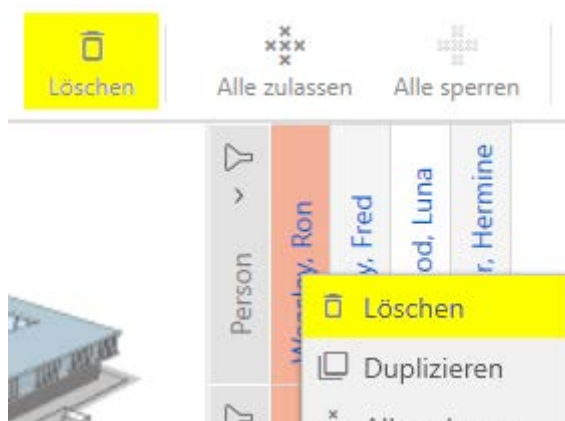
If you need more space, you can use **>>** to hide the wizard menu and **<<** to show it.

## 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.

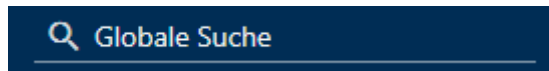
For example, you can delete an entry in the matrix in two ways:



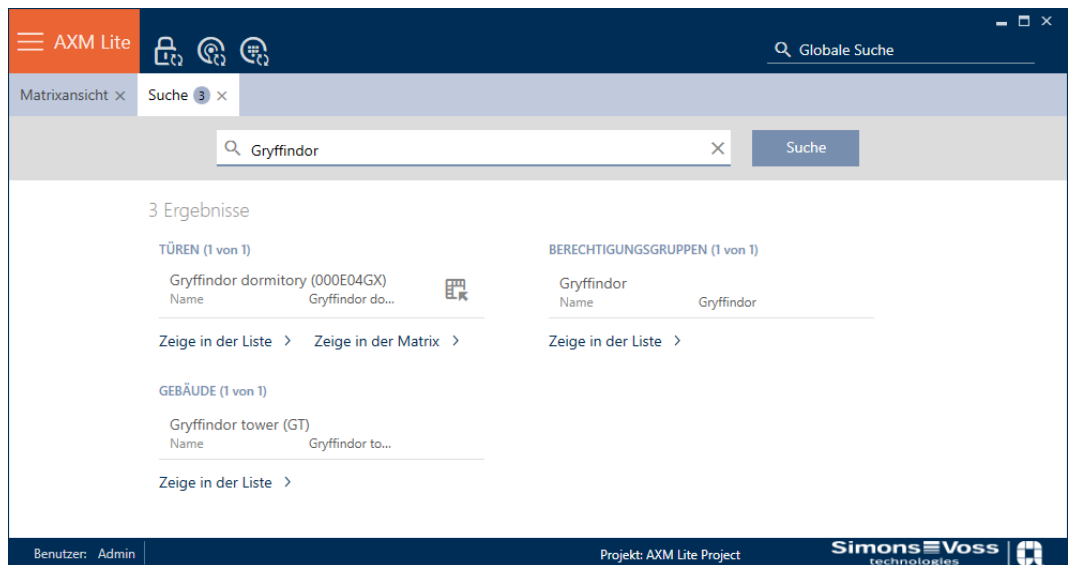
1. Using the matrix bar: **Löschen**
2. Using the context menu: **Löschen**

Both ways delete the entry.

## 13.4 Global search

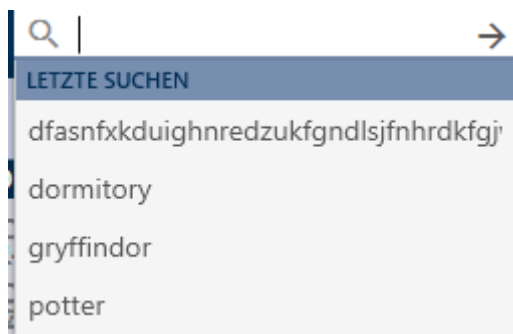


The global search in AXM Classic searches all entries and lists them in an overview:



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



## 13.5 Working with AXM more effectively

### 13.5.1 Tab operation

AXM Classic 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.

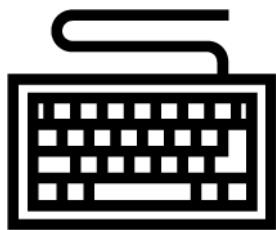
Frequently used tabs can also be opened automatically when the program is launched (see *Pinning tabs* [▶ 423]).

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 Classic is greyed out when opened.

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 Classic helps you and offers the ☒ 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 Classic open.

1. Click the orange AXM button .

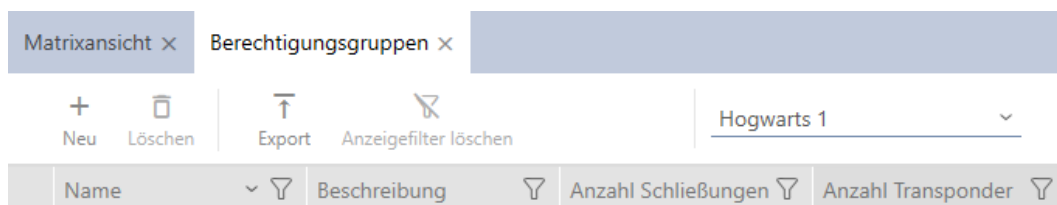
↳ AXM bar opens.



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

↳ The AXM bar will close.

↳ The [Access levels] tab will open.



3. Click on the **New**  button.

↳ The window for a new access level will open.

**Berechtigungsgruppe - Details**  
Hier können Sie die Details der Berechtigungsgruppe bearbeiten

1 Details
2 Schließungen
3 Transponder

Name   
Beschreibung

☐ 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.

↳ The new access level is listed.

Matrixansicht ×	Berechtigungsgruppen ×				
+	🗑️	↑	🗑️	Hogwarts 1	
Neu	Löschen	Export	Anzeigefilter löschen		
Name	Beschreibung	Anzahl Schließungen	Anzahl Transponder		
> Gryffindor		0	0		

## 14.2 Creating a person group

Person groups are a very useful structure for your locking system (also see *Person groups* [▶ 513]).

✓ AXM Classic open.

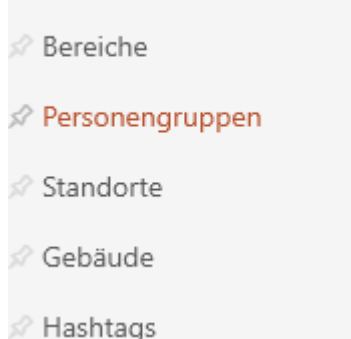
1. Click the orange AXM button .

↳ AXM bar opens.

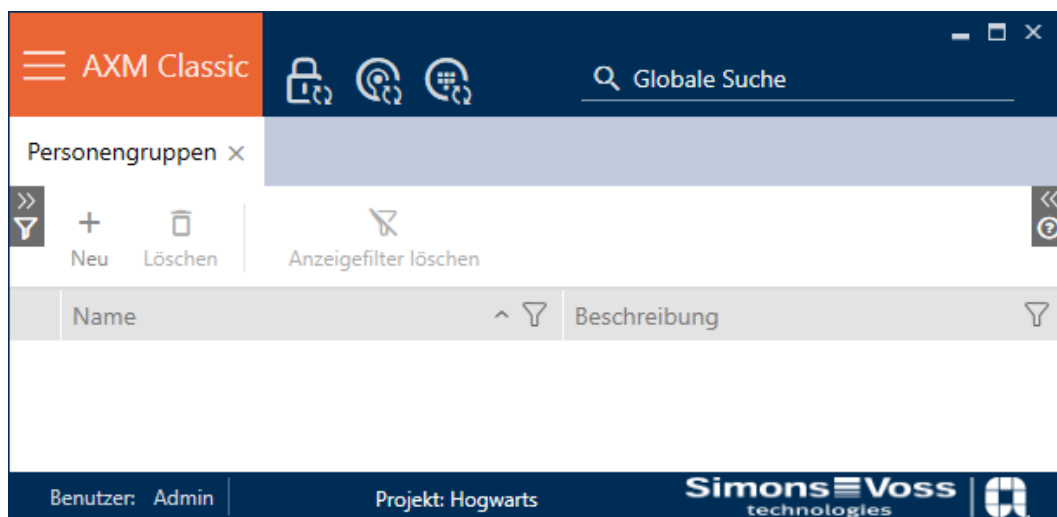


- Select the **Person groups** entry in the | LOCKING SYSTEM CONTROL | group.

### ORGANISATIONSTRUKTUR



→ The [Person groups] tab will open.



- Click on the **New** **+** button.
- The "Person group" window will open.

4. Enter the name of your person group in the *Name* field.
5. Enter a description of your person group in the *Description* field if required.
6. Click on the **Finish** button.
  - ↳ "Person group" window closes.
  - ↳ Newly created person group is now listed.

Name	Beschreibung
Teachers	

### 14.3 Creating a schedule

- ✓ AXM Classic open.
- 1. Click the orange AXM button **AXM**.
  - ↳ AXM bar opens.




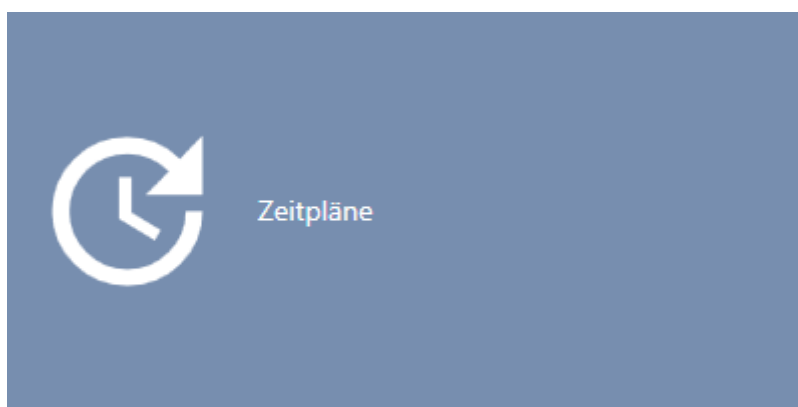
2. Select the **Time schedule control** entry in the | LOCKING SYSTEM CONTROL | group.

### SCHLISSANLAGENSTEUERUNG

- ✚ Matrixansicht
- ✚ Schließungen
- ✚ Transponder
- ✚ PinCode Tastaturen
- ✚ Berechtigungsgruppen
- ✚ **Zeitplansteuerung**

- ➞ The AXM bar will close.
- ➞ The [Time schedule control] tab will open.

3. Click on the **Time schedules**  button.

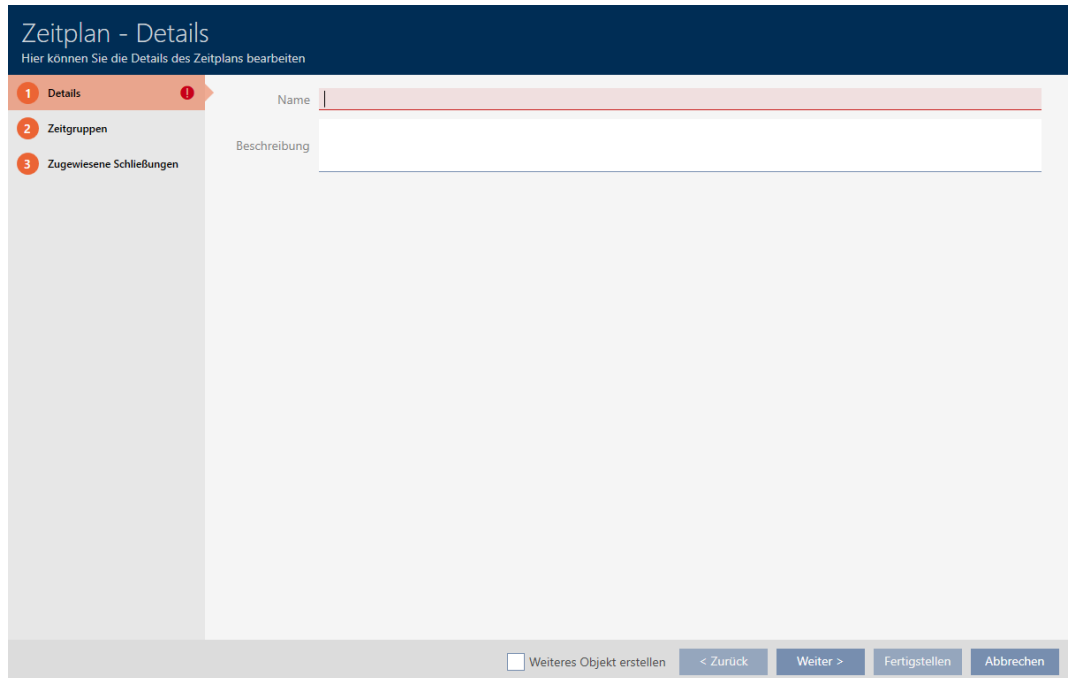


- ➞ The [Time schedules] tab will open.



4. Click on the **New**  button.

→ The window for creating a schedule will open.



Zeitplan - Details

Hier können Sie die Details des Zeitplans bearbeiten

1 Details

2 Zeitgruppen

3 Zugewiesene Schließungen

Name

Beschreibung

☐ Weiteres Objekt erstellen

< Zurück

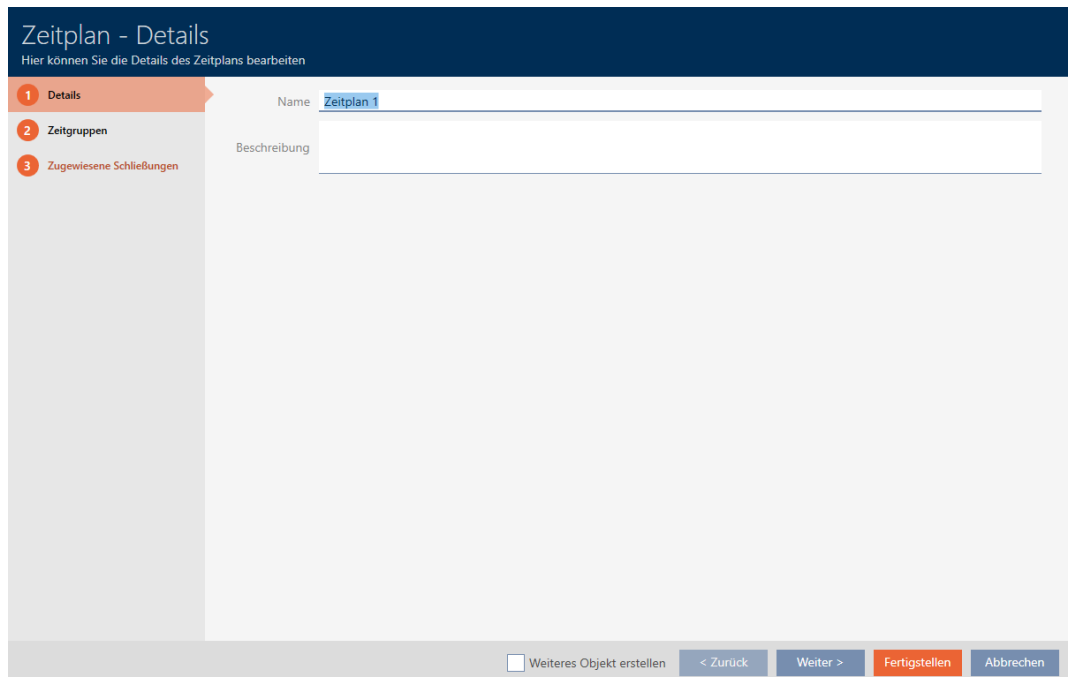
Weiter >

Fertigstellen

Abbrechen

5. Enter a name for the schedule in the *Name* field.

6. Enter a description in the *Description* field.



Zeitplan - Details

Hier können Sie die Details des Zeitplans bearbeiten

1 Details

2 Zeitgruppen

3 Zugewiesene Schließungen

Name

Beschreibung

☐ Weiteres Objekt erstellen

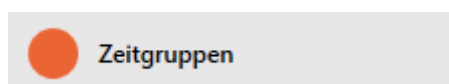
< Zurück


Weiter >

Fertigstellen

Abbrechen

7. Click on the  **Time groups** tab.



 Zeitgruppen

→ Window switches to the "Time groups" tab.



## NOTE

### First time group created automatically

You need at least one time group for AXM Classic time management. AXM Classic 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 \[► 52\]](#)).  
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 \[► 322\]](#) and [Adding locking devices to the schedule \[► 319\]](#) if required.
  - Schedule has been created and is listed.

Zeitplansteuerung × Zeitpläne ×

Neu

Löschen

Export

Anzeigefilter löschen



	Name ^ ▾	Anzahl Schließungen ▾	Letzte Änderung ▾	Beschreibung ▾
>	Zeitplan 1	1	06.05.2021 11:53:10	



## 14.4 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:

<input checked="" type="radio"/> Authorised	<p>All identification media in this time group are authorised for all locking devices in this schedule as specified in the matrix or access levels.</p> <p><input checked="" type="radio"/> 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:</p>  <p>If you try to save this time limit in this way, the AXM Classic automatically changes the mode to <input checked="" type="radio"/> Berechtigt.</p>
<input type="radio"/> Not authorised	<p>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.</p> <p><input type="radio"/> Not authorised corresponds to a time limit that does not allow use on any day (i.e. effectively restricted at all times); see screenshot:</p> 
<input type="radio"/> Limit times	<p>All identification media in this time group are authorised for all locking devices in this schedule as specified in the matrix or authorisation groups if one of the configured time intervals applies.</p>

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

ZEITEN


	Von	Bis	Tage
	07:30	13:00	<input checked="" type="checkbox"/> Mo <input checked="" type="checkbox"/> Di <input checked="" type="checkbox"/> Mi <input checked="" type="checkbox"/> Do <input checked="" type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> So <input type="checkbox"/> Sondertag
	14:00	18:00	<input checked="" type="checkbox"/> Mo <input checked="" type="checkbox"/> Di <input checked="" type="checkbox"/> Mi <input checked="" type="checkbox"/> Do <input checked="" type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> So <input type="checkbox"/> Sondertag
	08:00	13:00	<input type="checkbox"/> Mo <input type="checkbox"/> Di <input type="checkbox"/> Mi <input type="checkbox"/> Do <input type="checkbox"/> Fr <input checked="" type="checkbox"/> Sa <input type="checkbox"/> So <input type="checkbox"/> Sondertag

- 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* [[▶ 500](#)].

The ☒ 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* [[▶ 64](#)]).

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

- ✓ AXM Classic open.
  - ✓ Schedule created (see [Creating a schedule \[► 48\]](#)).
  - ✓ Schedule window open (see [Creating a schedule \[► 48\]](#)).
1. Click the  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 ☒ Limit times mode.

Name	Zeitgruppe 1		
Modus	<input type="radio"/> Berechtigt	<input type="radio"/> Nicht berechtigt	<input checked="" type="radio"/> Zeiten beschränken
	<input type="checkbox"/> 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).

ZEITEN										
	Von	Bis	Tage							
	00:00	24:00	<input checked="" type="checkbox"/> Mo	<input checked="" type="checkbox"/> Di	<input checked="" type="checkbox"/> Mi	<input checked="" type="checkbox"/> Do	<input checked="" type="checkbox"/> Fr	<input type="checkbox"/> Sa	<input type="checkbox"/> So	<input checked="" type="checkbox"/> Sondertag

The screenshot shows the 'ZEITEN' configuration section. The 'Name' field is 'Zeitgruppe 1'. The 'Modus' is set to 'Zeiten beschränken'. The 'ZEITEN' table has columns 'Von', 'Bis', and 'Tage'. The 'Tage' column has checkboxes for days of the week and 'Sondertag'. A dropdown menu is open for the 'Sondertag' column, showing a list of days including 'Sondertag'.


6. Set the time for the selected days.

The screenshot shows the 'ZEITEN' configuration section. The 'Name' field is 'Zeitgruppe 1'. The 'Modus' is set to 'Zeiten beschränken'. The 'ZEITEN' table has columns 'Von', 'Bis', and 'Tage'. The 'Von' column has a dropdown menu open, showing a list of time intervals from 00:00 to 01:30.

↪ First time interval defined.

7. Click on the **+** button to display further time intervals if required.


The screenshot shows the 'ZEITEN' configuration section. The 'Name' field is 'Zeitgruppe 1'. The 'Modus' is set to 'Zeiten beschränken'. The 'ZEITEN' table has columns 'Von', 'Bis', and 'Tage'. The 'Von' column has a dropdown menu open, showing a list of time intervals from 07:30 to 08:00. The 'Tage' column has checkboxes for days of the week and 'Sondertag'.

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.

## 14.5 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 \[▶ 322\]](#)).

- 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 Classic open.

1. Click on the orange AXM icon .
- ↳ AXM bar opens.




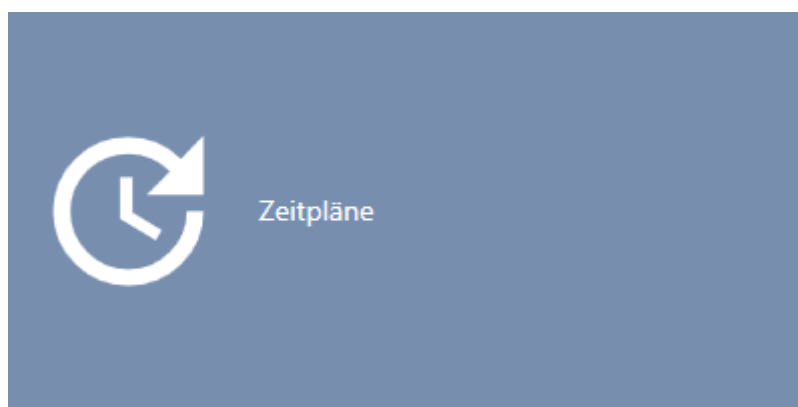
- Select the **Time schedule control** entry in the | LOCKING SYSTEM CONTROL | group.

### SCHLISSANLAGENSTEUERUNG

- Matrixansicht
- Schließungen
- Transponder
- PinCode Tastaturen
- Berechtigungsgruppen
- Zeitplansteuerung**

- The AXM bar will close.
- The [Time schedule control] tab will open.

- Click on the **Time schedules**  button.



- The [Time schedules] tab will open.

Zeitplansteuerung x		Zeitpläne x				
+	🗑️	↑	🗑️			
Neu	Löschen	Export	Anzeigefilter löschen			
Name	^	🗑️	Anzahl Schließungen	🗑️	Letzte Änderung	🗑️
> Zeitplan 1			1		06.05.2021 11:53:10	

4. Click on any schedule to open its window.

→ The schedule window will open.

5. Click on the **Time groups** tab.

→ Window switches to the "Time groups" tab.

6. Select the time group you wish to delete.

7. Click on the  button.

→ Time group is now deleted.

8. Click on the **Finish** button.

### Zeitplan - Zeitgruppen

Hier können Sie die Zeitgruppen für Transponder konfigurieren

1 Details  
2 **Zeitgruppen**  
3 Zugewiesene Schließungen

Zeitgruppe 1  
Zeitgruppe 2  
**Zeitgruppe 3**

Name: Zeitgruppe 3  
Modus: ☒ Berechtigt ☐ Nicht berechtigt ☐ Zeiten beschränken  
☐ Für PinCode Tastatur


**ZEITEN**  

Von	Bis	Tage
00:00	24:00	<input type="checkbox"/> Mo <input type="checkbox"/> Di <input type="checkbox"/> Mi <input type="checkbox"/> Do <input type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> So <input type="checkbox"/> Sondertag

< Zurück Weiter > **Fertigstellen** Abbrechen

## 14.6 Deleting schedules

- ✓ AXM Classic open.
- ✓ Schedules are no longer assigned to a locking device (see [Adding locking devices to the schedule](#) [▶ 319] for instructions on how to edit assigned locking devices).

1. Click on the orange AXM icon .
  - ➔ AXM bar opens.






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

#### SCHLIESSANLAGENSTEUERUNG

- ✚ Matrixansicht
- ✚ Schließungen
- ✚ Transponder
- ✚ PinCode Tastaturen
- ✚ Berechtigungsgruppen
- ✚ **Zeitplansteuerung**

- ➞ 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.

Zeitplansteuerung x

Zeitpläne x

+

Neu

🗑

Löschen



⬆

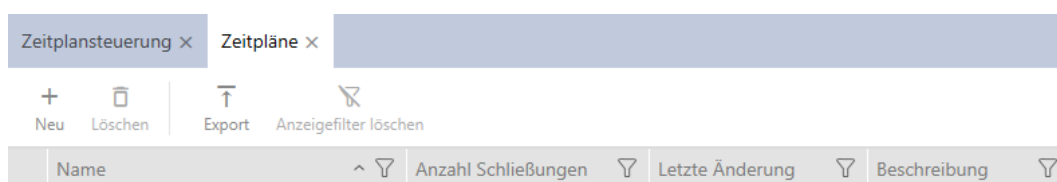
Export

🗑

Anzeigefilter löschen

	Name ^ 🗑	Anzahl Schließungen 🗑	Letzte Änderung 🗑	Beschreibung 🗑
>	Zeitplan 1	1	06.05.2021 11:53:10	

4. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
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.



## 14.7 Creating a time switchover

✓ AXM Classic open.

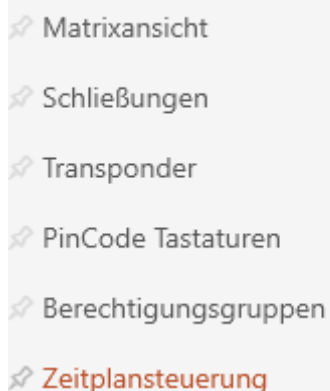
1. Click the orange AXM button .

↳ AXM bar opens.




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

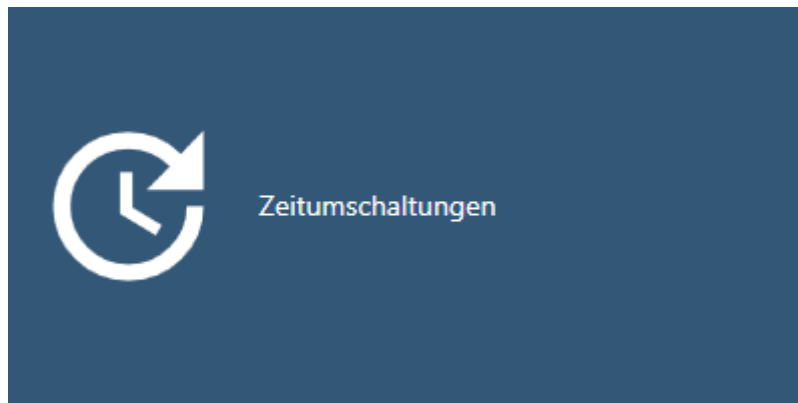
### SCHLISSANLAGENSTEUERUNG



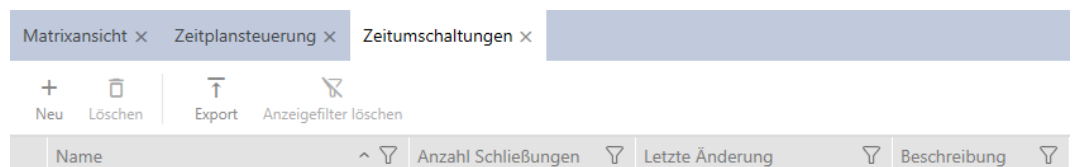
↳ The AXM bar will close.

↳ The [Time schedule control] tab will open.

3. Click on the Time switching  button.



- The [Time switching] tab will open.



4. Click on the New  button.

- The window for creating a time switchover will open.

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

The screenshot shows the 'Zeitumschaltung - Details' form. The 'Name' field is filled with 'Zeitumschaltung 1'. The 'Beschreibung' field is empty. The 'ZEITEN' section has a '+' icon to add intervals. The bottom navigation bar includes buttons for '< Zurück', 'Weiter >', 'Fertigstellen', and 'Abbrechen', along with a checkbox for 'Weiteres Objekt erstellen'.

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, ☒ Tue, ☒ Wed, ☒ Thu, , ☒ Fri, ☒ Sat, ☒ Sun & ☒ Special day).

The screenshot shows the 'Zeitumschaltung - Details' form. The 'Beschreibung' field is now filled. The 'ZEITEN' section has a '+' icon and a table with columns 'Von', 'Bis', and 'Tage'. The table contains one row with '00:00' in the 'Von' column, '24:00' in the 'Bis' column, and checkboxes for 'Mo', 'Di', 'Mi', 'Do', 'Fr', 'Sa', 'So', and 'Sondertag', all of which are checked. The bottom navigation bar is the same as in the previous screenshot.

9. Set the time interval for these days in the ▼ **Until** and ▼ **From** drop-down menus.

ZEITEN

+

Von	Bis	Tage
00:00	24:00	<input checked="" type="checkbox"/> Mo <input checked="" type="checkbox"/> Di <input checked="" type="checkbox"/> Mi <input checked="" type="checkbox"/> Do <input checked="" type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> So <input type="checkbox"/> Sondertag

00:00  
00:15  
00:30  
00:45  
01:00  
01:15  
01:30

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 dis-engaging locking devices automatically with time switchover* [► 260] if required.

Matrixansicht x

Zeitplansteuerung x

Zeitumschaltungen x

+

Neu

🗑️

Löschen

⬆️

Export

🗑️

Anzeigefilter löschen

	Name ^ ▾	Anzahl Schließungen ▾	Letzte Änderung ▾	Beschreibung ▾
>	Zeitumschaltung 1	1	07.05.2021 17:33:50	

## 14.8 Creating and editing public holidays



### NOTE

#### Public holidays available in all locking systems

The list of public holidays is the same for all locking systems within a project. Public holidays created here are therefore also available in all other locking systems.

✓ AXM Classic open.

1. Click the orange AXM button .

↳ AXM bar opens.



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

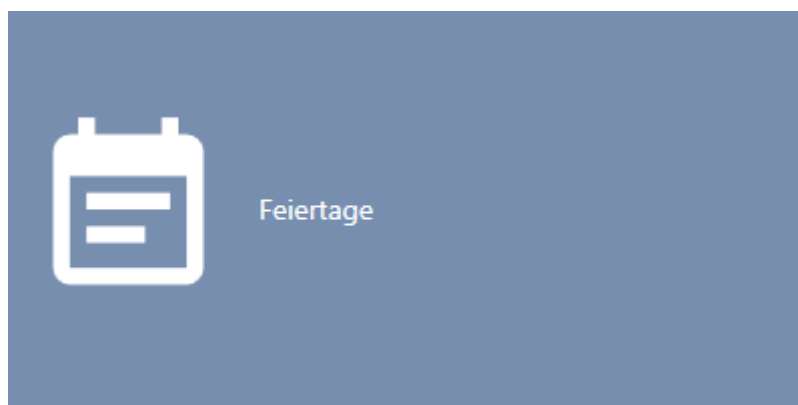
#### SCHLISSANLAGENSTEUERUNG

- Matrixansicht
- Schließungen
- Transponder
- PinCode Tastaturen
- Berechtigungsgruppen
- Zeitplansteuerung**

↳ The AXM bar will close.

↳ The [Time schedule control] tab will open.

3. Click on the **Public holidays**  button.



↳ The [Public holidays] tab will open.

Matrixansicht x Zeitplansteuerung x Feiertage x

+ Neu    
 Löschen    
 ↑ Export    
 Anzeigefilter löschen

	Name	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	01.11.2021		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
	Buß- und Betttag	17.11.2021		Nein	Sonntag
	Christi Himmelfahrt	13.05.2021		Nein	Sonntag
	Erntedanktag	04.10.2021		Nein	Sonntag
	Fastnacht	16.02.2021		Nein	Sonntag
	Firsts National	21.04.2021		Nein	Sonntag

4. Click on the **New +** button.

→ The window for creating a public holiday will open.

**Feiertag - Details**  
Hier können Sie die Details des Feiertags bearbeiten

1 Details

Name

Urlaub ☐

Datum

Jedes Jahr ☐

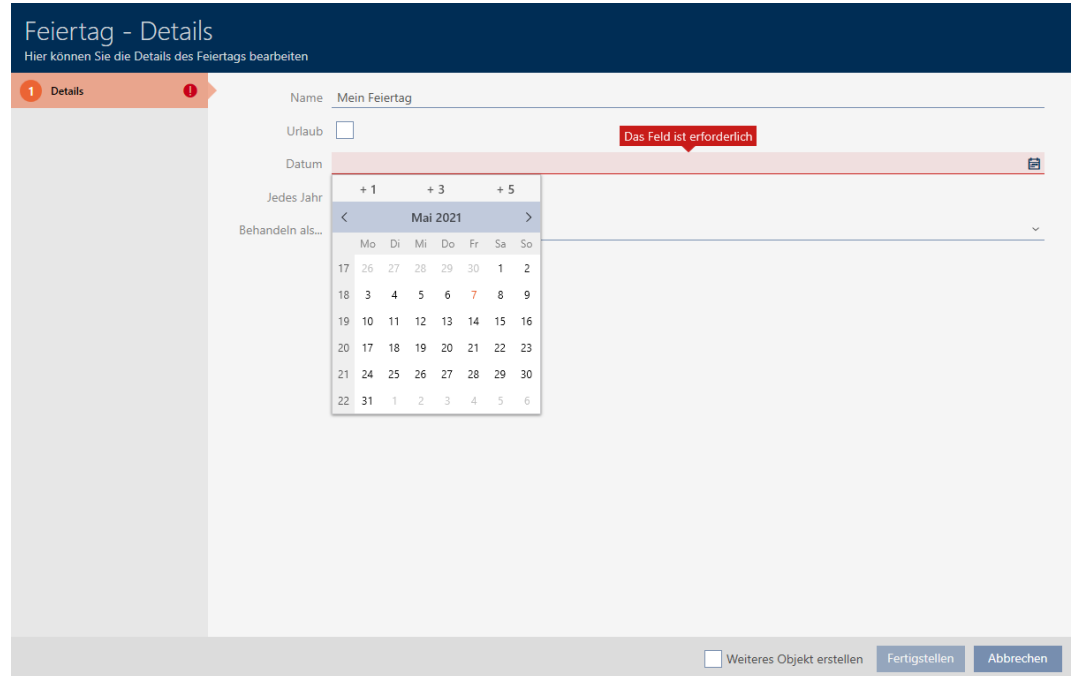
Behandeln als... Sonntag

☐ Weiteres Objekt erstellen    
 Fertigstellen    
 Abbrechen

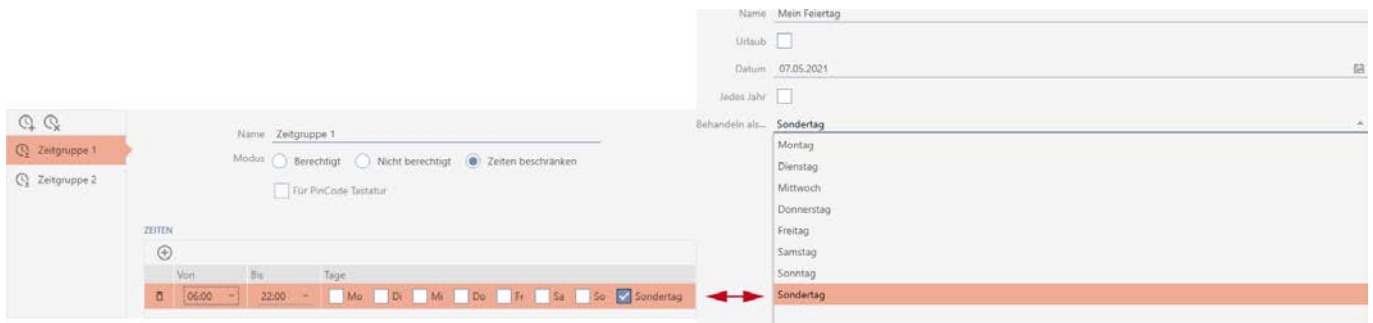
5. Enter a name for your public holiday in the *Name* field.

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.



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").



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



Heilige Drei Könige	06.01.2021		Nein	Sonntag
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
Pfingstsonntag	23.05.2021		Nein	Sonntag
Reformationstag	11.10.2021		Nein	Sonntag

## 14.9 Creating and editing public holiday lists

✓ AXM Classic open.

1. Click the orange AXM button .


↳ AXM bar opens.



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

### SCHLIESSANLAGENSTEUERUNG

- ✚ Matrixansicht
- ✚ Schließungen
- ✚ 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.

Matrixansicht ×

Zeitplansteuerung ×

Feiertagslisten ×

Feiertage ×

+

Neu

🗑

Löschen


↑


Export

🗑


Anzeigefilter löschen

	Name ^	Letzte Änderung
>	Baden-Württemberg	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

- Click on the **New**  button.  
 ↳ The window for creating a public holiday list will open.



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.

Name	Von	Bis
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	
4. Advent	19.12.2021	
Allerheiligen	01.11.2021	
Armistice de 1918	11.11.2021	
Armistice de 1945	08.05.2021	
Aschermittwoch	17.02.2021	
Battle of the Boyne Da	12.07.2021	
Buß- und Betttag	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	

7. Use  to sort/filter the displayed entries if required (see [Sorting and filtering](#) [▶ 38]).
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  to move all displayed public holidays.
- ↳ The public holidays highlighted in the left-hand column are added to your public holiday list.

**Feiertagsliste - Feiertage**  
Hier können Sie Feiertage zu der Feiertagsliste hinzufügen

**1 Details**

**2 Zugewiesene Feiertage**

**AUSGEWÄHLT (4)**

Name	Von	Bis
1. Advent	28.11.2021	
2. Advent	05.12.2021	
3. Advent	12.12.2021	
4. Advent	19.12.2021	

**NICHT AUSGEWÄHLT (31)**

Name	Von	Bis
1. Weihnachtsfeiertag	25.12.2021	
2. Weihnachtsfeiertag	26.12.2021	
Allerheiligen	01.11.2021	
Armistice de 1918	11.11.2021	
Armistice de 1945	08.05.2021	
Aschermittwoch	17.02.2021	
Battle of the Boyne Da	12.07.2021	
Buß- und Betttag	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

< Zurück Weiter > Fertigstellen Abbrechen

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.

Matrixansicht ×		Zeitplansteuerung ×		Feiertagslisten ×		Feiertage ×	
+ Neu		🗑️ Löschen		⬆️ Export		🗒️ Anzeigefilter löschen	
	Name	^	🔍	Letzte Änderung		🔍	
	Baden-Württemberg			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)* [▶ 258].

## 14.10 Creating a location



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

✓ AXM Classic open.

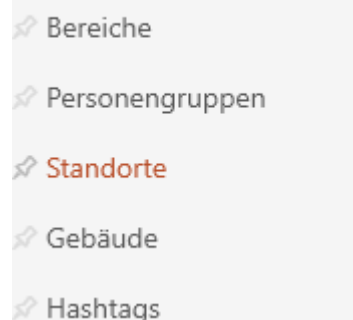
1. Click on the orange AXM icon .

↳ AXM bar opens.

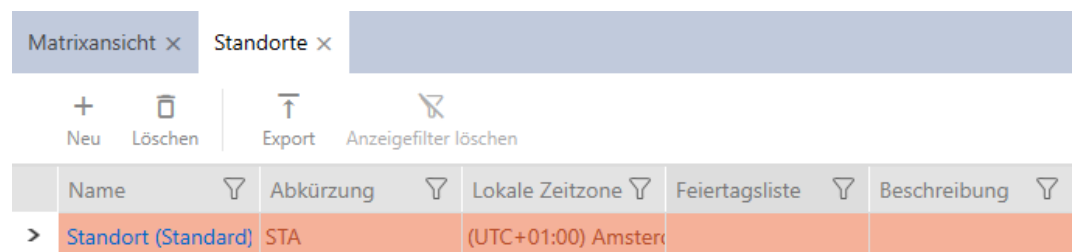


2. Select the **Locations** entry in the | ORGANISATIONAL STRUCTURE | group.

#### ORGANISATIONSTRUKTUR



↳ The [Locations] tab will open.



3. Click on the **New**  button.

↳ The window for creating a new location will open.

### Standort - Details

Hier können Sie die Details des Standorts bearbeiten

1 Details

Name   
Abkürzung   
Lokale Zeitzone (UTC+01:00) Amsterdam, Berlin, Bern, Rome, Stockholm, Vienna  
Feiertagsliste  + Neu  
Beschreibung   
Als Standard verwenden ☐

☐ Weiteres Objekt erstellen
Fertigstellen
Abbrechen

- Enter a name for your location in the *Name* field.
- Enter the abbreviation for your location in the *Shortcut* field (max. 5 character).
- Select the time zone for your location in the ▼ **Local time zone** drop-down 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 holiday lists \[► 68\]](#)).

### Standort - Details

Hier können Sie die Details des Standorts bearbeiten

1 Details  
2 Zugeordnete Gebäude

Name   
Abkürzung   
Lokale Zeitzone (UTC+01:00) Amsterdam, Berlin, Bern, Rome, Stockholm, Vienna  
Feiertagsliste  + Neu  
Beschreibung   
Als Standard verwenden ☐

☐ Weiteres Objekt erstellen
Fertigstellen
Abbrechen



**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. Select the Use as default check box if you would like to preselect this location for new locking devices/doors.
10. Click on the **Finish** button.
  - ➞ The window for creating a new location closes.
  - ➞ The newly created location is listed.

Matrixansicht x		Standorte x				
+ Neu		🗑️ Löschen				
↑ Export		🗑️ Anzeigefilter löschen				
	Name	Abkürzung	Lokale Zeitzone	Feiertagsliste	Beschreibung	
>	Hogsmeade	HM	(UTC+01:00) Amster			
	Standort (Standard)	STA	(UTC+01:00) Amster			

## 14.11 Creating a building and assigning it to a location



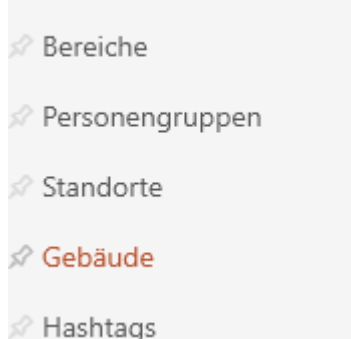
There must be at least one building in the database. AXM Classic therefore creates a default building for you. Obviously, you can create additional buildings.

- ✓ AXM Classic open.
- 1. Click on the orange AXM icon  **AXM**.
  - ➞ AXM bar opens.

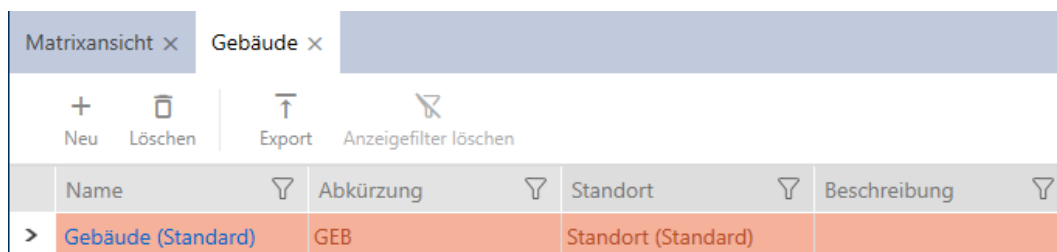


- Select the **Building** entry in the | ORGANISATIONAL STRUCTURE | group.

### ORGANISATIONSTRUKTUR



↳ The [Building] tab will open.



- 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: Hogsmeade

Beschreibung

Als Standard verwenden ☐

☐ 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 - Details  
Hier können Sie die Details des Gebäudes bearbeiten

1 Details

Name

Abkürzung

Standort: Hogsmeade

Beschreibung

Als Standard verwenden ☐

☐ 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.

Matrixansicht x Gebäude x			
+ Neu		↑ Export	
Löschen		Anzeigefilter löschen	
Name	Abkürzung	Standort	Beschreibung
Gebäude (Standard)	GEB	Standort (Standard)	
> Gryffindor tower	GT	Hogwarts	

## 14.12 Creating an area

Areas are a very useful structure for your locking system (also see [Areas](#) [▶ 517]).

✓ AXM Classic open.

1. Click the orange AXM button .

↳ AXM bar opens.

AXM Classic				
Globale Suche				
ÜBERSICHT	SCHLIESSANLAGENSTEUERUNG	ORGANISATIONSTRUKTUR	EINSTELLUNGEN	INFO & HILFE
Dashboard	Matrixansicht	Bereiche	Schließanlagen	Über AX Manager
Berichte	Schließungen	Personengruppen	Benutzer	SimonsVoss Online Support
Protokoll	Transponder	Standorte	Benutzerkennwort ändern	Auf Updates überprüfen
Sicherung	PinCode Tastaturen	Gebäude	AX Manager Einstellungen	Feedback
Projekt schließen	Berechtigungsgruppen	Hashtags	Programmiergeräte	Fehlerdateien herunterladen
AX Manager beenden	Zeitplansteuerung			
Version: 1.0.2112.1304				



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

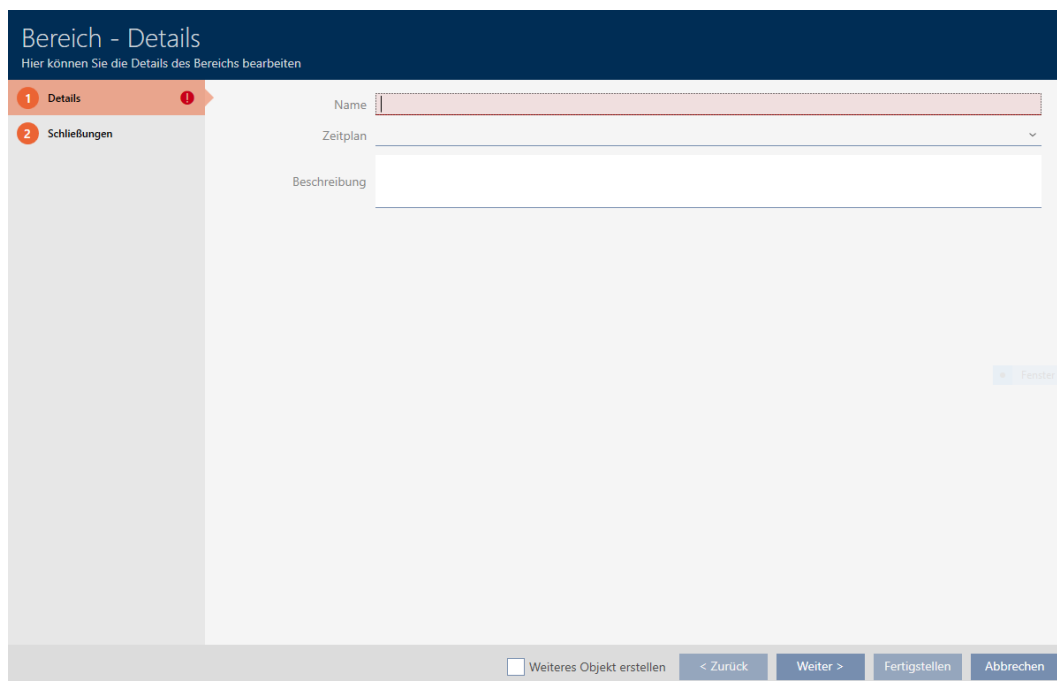
### ORGANISATIONSTRUKTUR

Bereiche
Personengruppen
Standorte
Gebäude
Hashtags

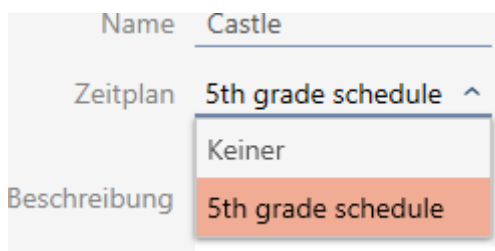
↳ The [Areas] tab will open.

Bereiche x			
+ Neu		↑ Export	
Löschen		Anzeigefilter löschen	
Name	Zeitplan	Beschreibung	

3. Click on the **New**  button.  
 The "Area" window will open.



4. Enter a name for your area in the *Name* field.
5. Select a schedule that you wish to use for the locking devices in this area from the ▼ **Time schedule** drop-down menu if required.






## NOTE

### Available schedules

Obviously, schedules that you wish to use for an area need to be available. If there are no schedules in your locking system, the ▼ **Time schedule** drop-down menu is greyed out.

- ❑ Create at least one schedule beforehand (see *Creating a schedule* [▶ 48]) in such a case.

6. Enter a description of your area in the *Description* field if necessary.
7. Click on the **Finish** button.  
 "Area" window closes.  
 The newly created area is listed.

Bereiche x			
<div> <div>+</div> <div>Neu</div> <div>🗑️</div> <div>Löschen</div> <div>🗑️</div> <div>Anzeigefilter löschen</div> <div>⏪</div> <div>?</div> </div>			
	Name	Zeitplan	Beschreibung
>	Castle	5th grade schedule	



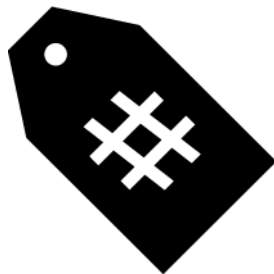
### NOTE

#### Schedules in locking devices and areas

You can assign schedules both to a locking device and to the locking device area. In this case, the schedule is used in the locking device and the schedule for the area is ignored.

If a schedule is assigned to an area instead of the locking device, the schedule for the area is adopted for the locking device. The suffix "(inherited)" in the locking device window indicates that this is the case.

## 14.13 Creating a hashtag



Hashtags can be used as keywords for persons and/or doors (see *Hashtags* [▶ 518]).

✓ AXM Classic open.

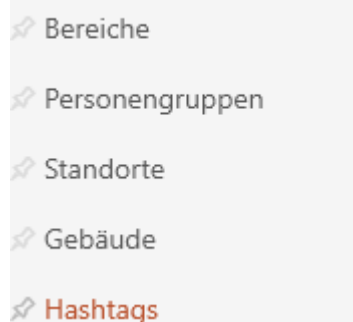
1. Click on the orange AXM icon .

➡ AXM bar opens.

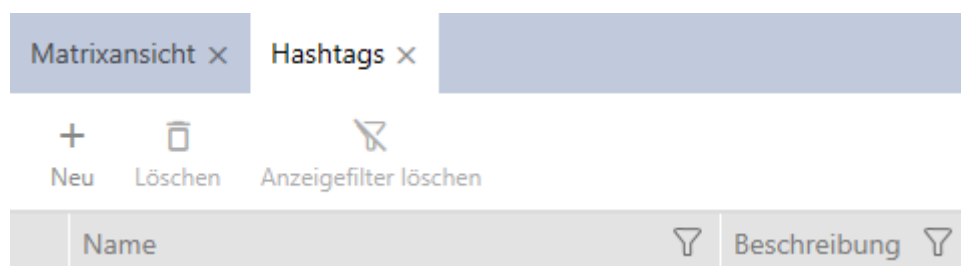


2. Select the **Hashtags** entry in the | ORGANISATIONAL STRUCTURE | group.

#### ORGANISATIONSTRUKTUR



- The [Hashtags] tab will open.



3. Click on the **New** **+** button.

- The window for creating a new hashtag will open.

A screenshot of the 'Hashtag - Details' form. The form has a dark blue header with the title 'Hashtag - Details' and a subtitle 'Hier können Sie die Details zum Hashtag bearbeiten'. Below the header is a sidebar with a 'Details' tab. The main area contains two input fields: 'Name' and 'Beschreibung'. At the bottom right, there are three buttons: 'Weiteres Objekt erstellen' (disabled), 'Fertigstellen', and '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.
  - ↳ The window for creating a new hashtag closes.
  - ↳ The newly created hashtag is listed.

Matrixansicht ×

Hashtags ×

+

🗑

✖

Neu

Löschen

Anzeigefilter löschen

	Name	Beschreibung
>	Glastür	

	Name	Beschreibung
>	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)* [▶ 393]).

### 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* [▶ 489]).

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

- Transponder
- 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* [▶ 489].

#### 15.1.1 Creating transponders and cards



#### NOTE

##### Activating cards or transponders for a locking system


The only credential types available are those that have been activated in your locking system.

- If necessary, activate cards or transponders in the locking system properties (see *Enable cards or transponders* [▶ 370]).

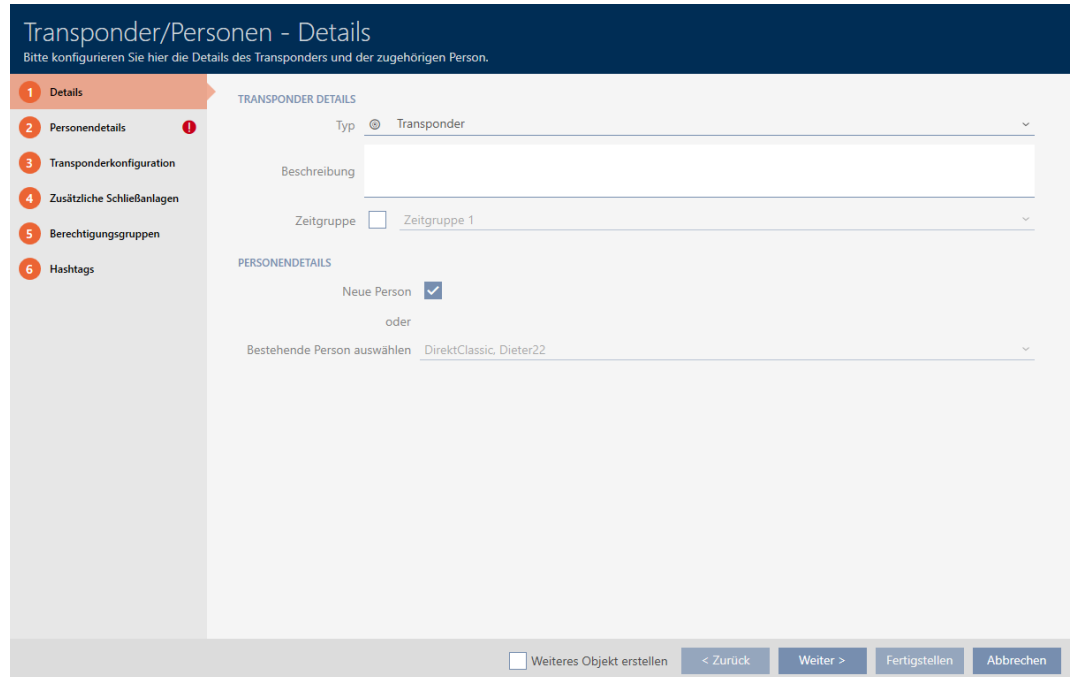
In the interests of best practice (see *Best practice: setting up the locking system* [▶ 29]), SimonsVoss recommends that you configure access levels, person groups and schedules/time groups:

- *Access levels* [▶ 303] (see *Access levels* [▶ 512] for background information )
- *Creating a person group* [▶ 46] (see *Person groups* [▶ 513] for background information )
- *Creating a schedule* [▶ 48] or *Create time group* [▶ 52] (see *Time groups and schedules* [▶ 500] for background information )

✓ AXM Classic open.

1. Click on the **New transponder**  button.

➔ The window for creating an identification medium will open.



2. Select the identification medium you wish to create from the ▼ **Type** drop-down menu.



3. Enter a description if required.

4. If the identification medium is to feature time-controlled authorisations: select the ☒ Time group checkbox.

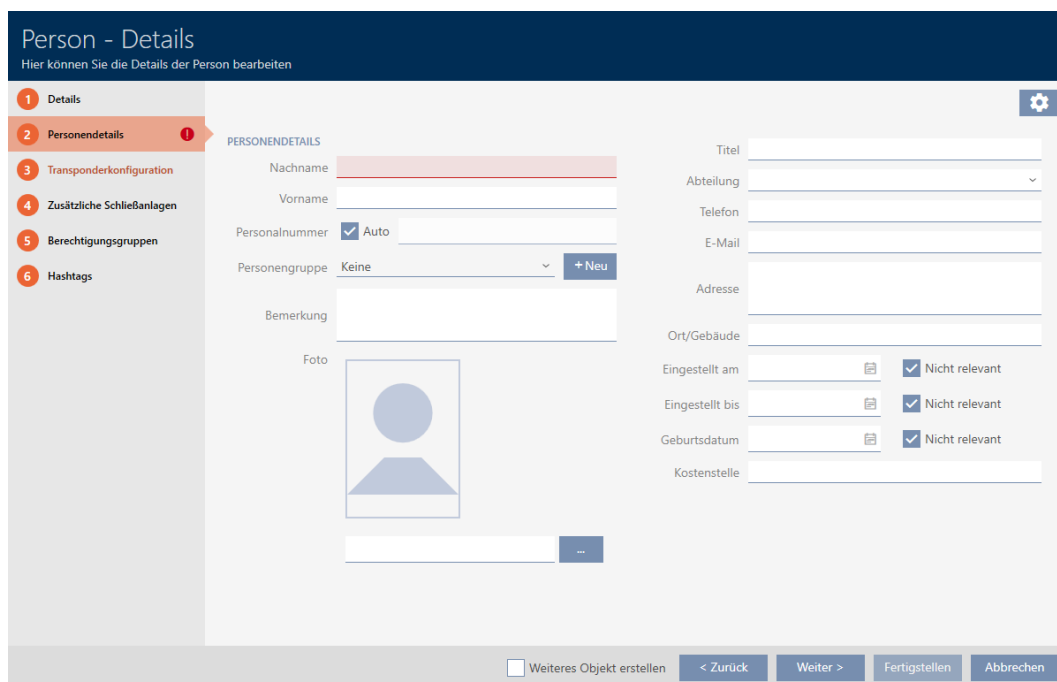
5. Select the time group from the ▼ **Time group** drop-down list (e.g. "Time group").

6. Activate the ☒ New person check box.

➔ AXM Classic will automatically create a new person for the new identification medium. Deactivate this check box to select an existing person (e.g. for a second identification medium or a replacement identification medium).

➔ The "Person details" tab is shown.

7. Click on the  **Person details** tab.



**Person - Details**  
Hier können Sie die Details der Person bearbeiten

**PERSONENDETAILS**


Nachname

Vorname

Personalnummer ☒ Auto

Personengruppe

Bemerkung

Foto 

Titel

Abteilung

Telefon

E-Mail

Adresse

Ort/Gebäude

Eingestellt am  ☒ Nicht relevant

Eingestellt bis  ☒ Nicht relevant

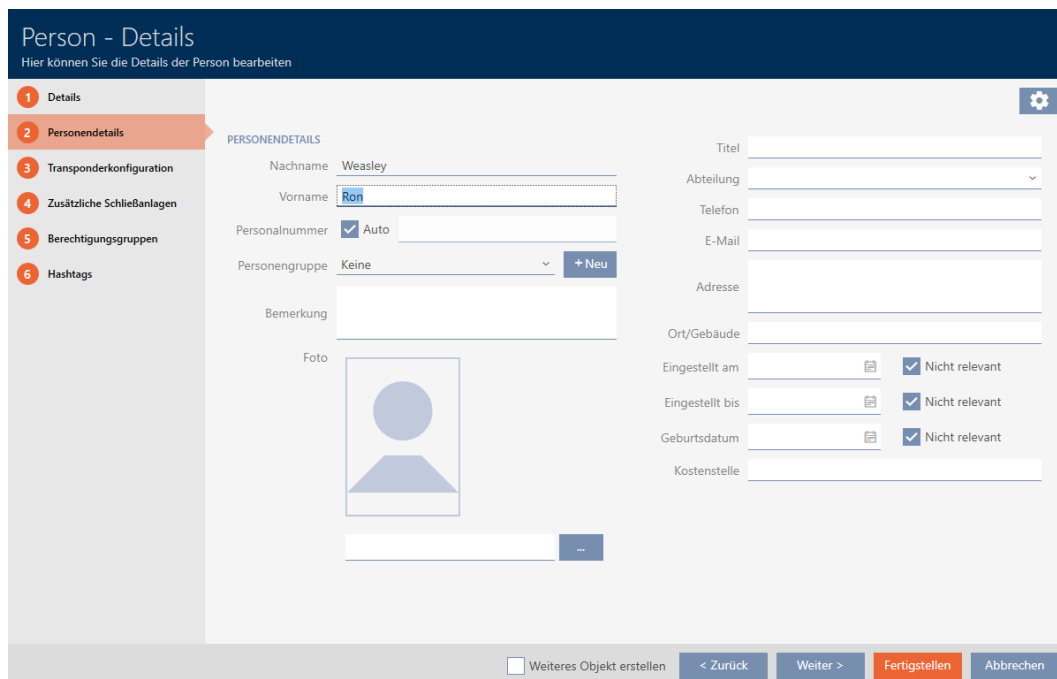
Geburtsdatum  ☒ Nicht relevant

Kostenstelle

☐ Weiteres Objekt erstellen

8. 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.
- ➞ The personnel number is generated automatically.



**Person - Details**  
Hier können Sie die Details der Person bearbeiten

**PERSONENDETAILS**


Nachname

Vorname

Personalnummer ☒ Auto

Personengruppe

Bemerkung

Foto 

Titel

Abteilung

Telefon

E-Mail

Adresse

Ort/Gebäude

Eingestellt am  ☒ Nicht relevant

Eingestellt bis  ☒ Nicht relevant

Geburtsdatum  ☒ Nicht relevant

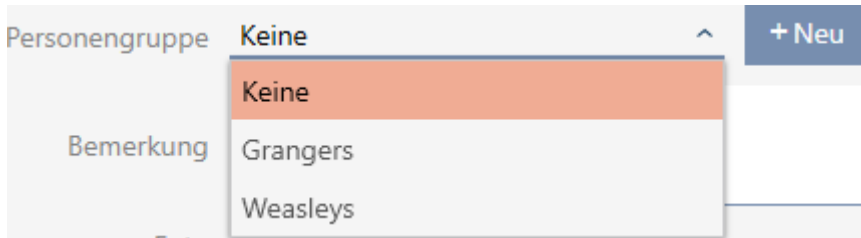
Kostenstelle

☐ Weiteres Objekt erstellen

**NOTE****Personnel number formula or manual entry**

The AXM Classic 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* [▶ 424]).

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.
- 
9. If you wish to assign this person to a person group: Select the person group to which this person belongs from the ▼ **Person group** drop-down menu.
- 
10. Give further details about the person if required.  
↳ You can then simply select the information you enter in the *Department* field from a list for other persons.
  11. If you want to edit the *Set on*, *Quitting date* or *Date of birth* fields: Deactivate the relevant ☐ Not relevant check box.

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

13. If locking devices need to open twice as long for this identification medium (doubling to max. 25 s): select the ☒ Long opening checkbox.
14. If you don't wish locking devices for this identification medium to beep: disable the ☐ No acoustic opening signal checkbox.
15. 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.
16. If you do not want the transponder to be usable immediately: disable the ☐ from now checkbox. Then enter an activation date.
17. If the transponder is only to be used for a limited period of time, disable the ☐ without expiry date checkbox. Then enter an expiry date.
18. Use the **Additional locking systems** button to switch to the next tab or complete the entries with the **Finish** button.
19. If you wish to use the identification medium in other locking systems in this project: Use the **Add** button to add further locking systems (see *Use identification media in multiple locking systems* [▶ 195]).






## NOTE

### Limitations for Transponder - Additional locking systems

Depending on the type of identification medium, different volumes of memory space are available for additional locking devices (e.g.: G2 transponders can store four G2 locking systems). The locking system also needs to support the identification medium (e.g.: transponders cannot be used in card-only locking systems).

1. Make sure that there is sufficient memory space on your identification medium.
2. Make sure that the required locking system supports your identification medium. Upgrade the locking system if necessary (see [Enable cards or transponders \[▶ 370\]](#)).
3. Ensure that the locking system memory spaces do not overlap in the case of cards.

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

21. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
22. Select the required access levels in the right column (Ctrl+click for single groups or Shift+click for multiple groups).
23. 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 - Berechtigungsgruppen

Hier können Sie den Transponder zu Berechtigungsgruppen hinzufügen

1 Details  
2 Personendetails  
3 Transponderkonfiguration  
4 Zusätzliche Schließanlagen  
5 **Berechtigungsgruppen**  
6 Hashtags

AUSGEWÄHLT (1)

Name	Beschreibung
Gryffindor	

NICHT AUSGEWÄHLT (3)

Name	Beschreibung
Hufflepuff	
Ravenclaw	
Slytherin	

☐ Weiteres Objekt erstellen
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 Weiter >
 Fertigstellen
 Abbrechen



## 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.

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

### Neue Person

Hier können Sie Hashtags zu der Person hinzufügen

1 Details  
2 Personendetails  
3 Transponderkonfiguration  
4 Zusätzliche Schließanlagen  
5 Berechtigungsgruppen  
6 **Hashtags**


AUSGEWÄHLT (0)



Name	Beschreibung
------	--------------

NICHT AUSGEWÄHLT (3)

Name	Beschreibung
Glastür	
Rohrrahmentür	
Rothaarige	

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25. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

26. Select the required hashtags in the right column (Ctrl+click for single hashtags or Shift+click for multiple hashtags).
27. 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.

28. Select the ☒ Create additional objects checkbox to leave the window with the same settings open for the next identification medium to be created.
29. Click on the **Finish** button to create the identification medium.
  - The window for creating a new identification medium closes.
  - 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* [▶ 489]).



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* [▶ 48] or *Create time group* [▶ 52] (see *Time groups and schedules* [▶ 500] 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 Classic (also see *PIN Code G1 vs. PIN Code AX* [▶ 491]).

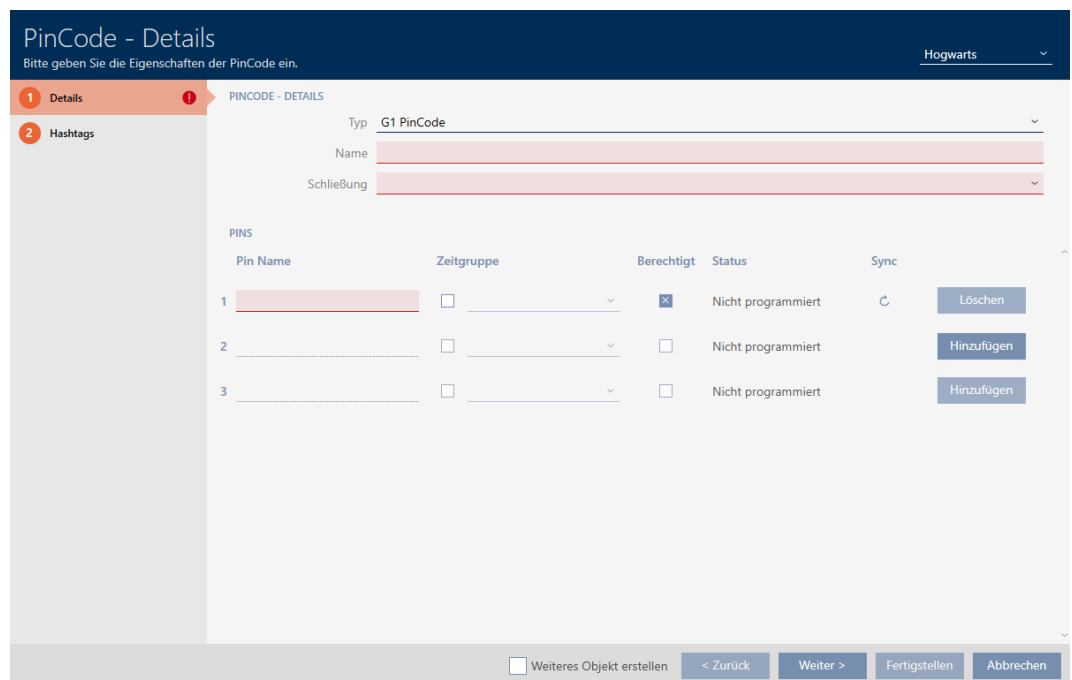


## NOTE

### Authorisations set automatically

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

- ✓ AXM Classic open.
  - ✓ Locking device has been created for the PIN code keypad (see *Creating a locking device* [▶ 212] in the AXM manual).
1. Click on the **New PinCode** button 
    - ➔ The "PinCode - Details" window will open.



PinCode - Details

Bitte geben Sie die Eigenschaften der PinCode ein.

Hogwarts

1 Details

2 Hashtags

PINCODE - DETAILS

Typ: G1 PinCode

Name:

Schließung:

PINS

	Pin Name	Zeitgruppe	Berechtigt	Status	Sync	
1			<input checked="" type="checkbox"/>	Nicht programmiert		Löschen
2			<input type="checkbox"/>	Nicht programmiert		Hinzufügen
3			<input type="checkbox"/>	Nicht programmiert		Hinzufügen

☐ Weiteres Objekt erstellen

< Zurück Weiter > Fertigstellen Abbrechen

2. Select the PIN code keypad you wish to create from the ▼ **Type** drop-down menu.

**PINCODE - DETAILS**

Typ	AX PinCode
Name	AX PinCode
Schließung	PinCode G1

3. Enter a name for the PIN code keypad in the *Name* field.
4. 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.

Pinlänge	6
	4
	5
	6
	7
	8
	9
	10

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 Classic 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.
9. If you want to control an activation/expiry date or the authorisation in terms of time, use ▼ to expand the PIN settings.
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.



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

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

15. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

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.

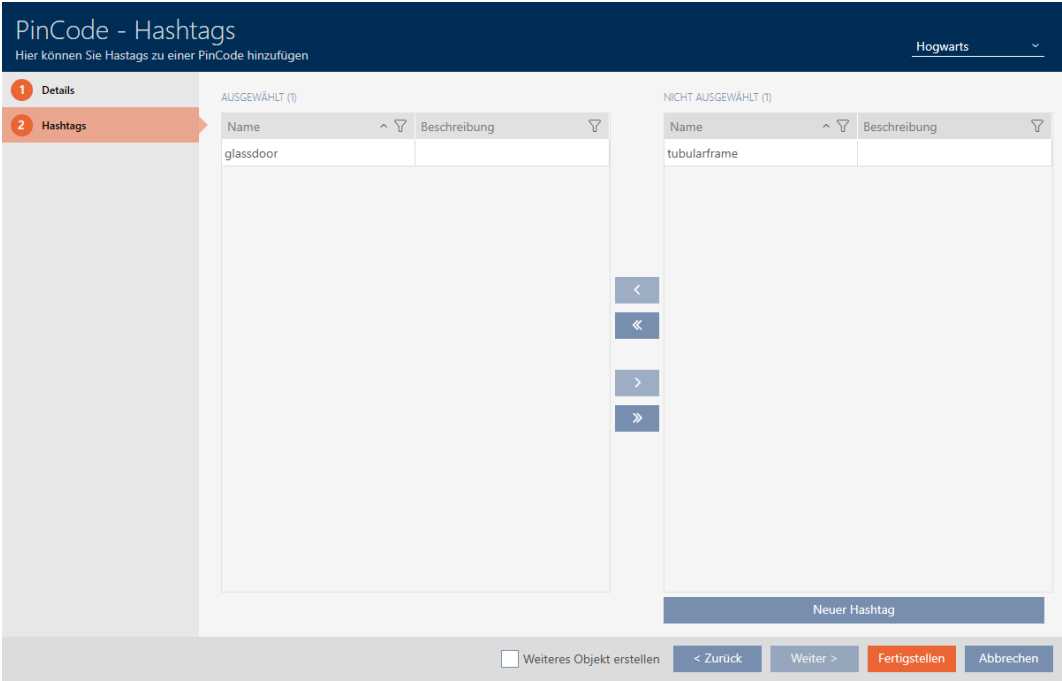


## NOTE

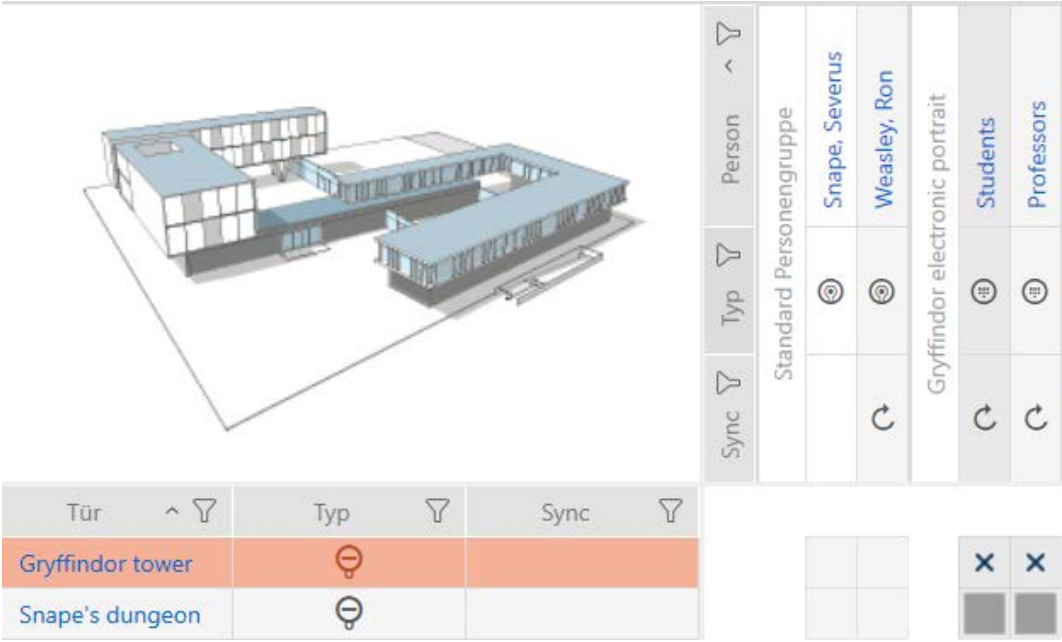
### Double-clicking as an alternative to arrow keys

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.



- 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.
  - ➔ 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.

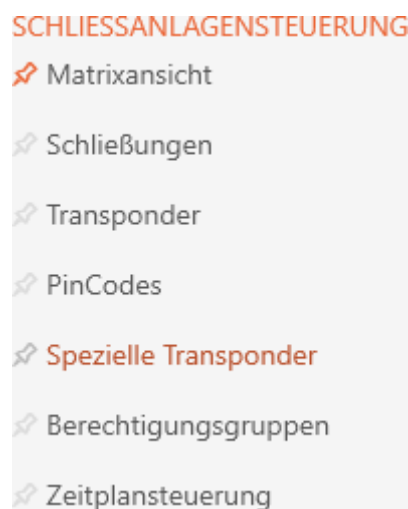
✓ AXM Classic open.

1. Click on the orange AXM icon .

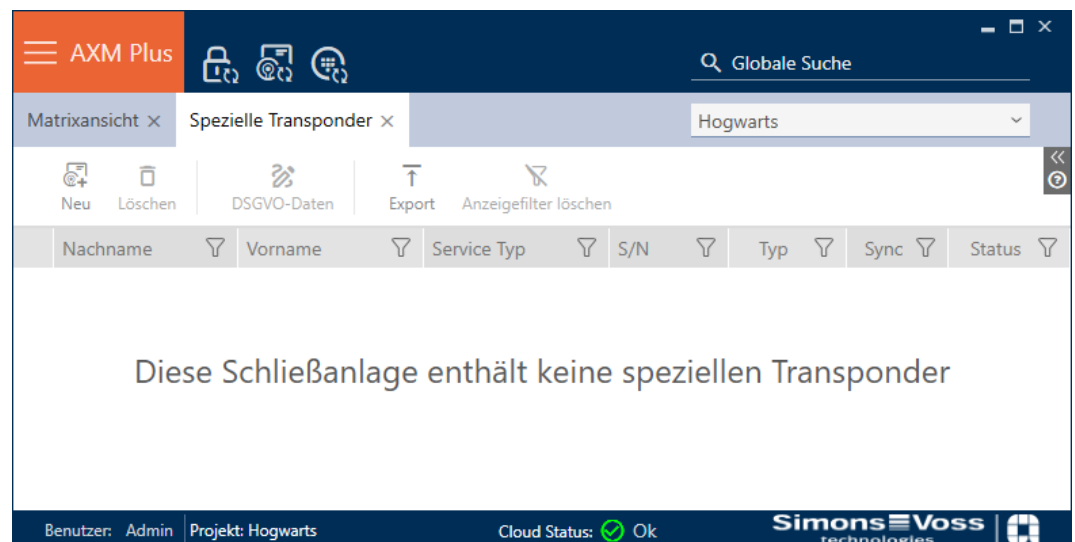
↳ AXM bar opens.



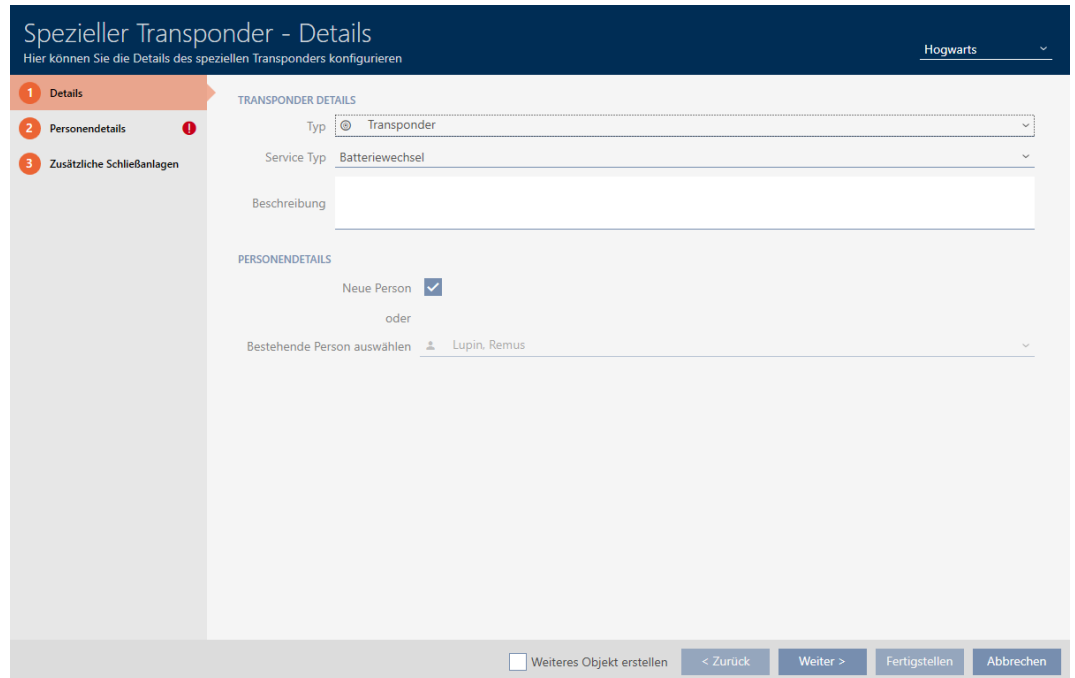
2. Select the **Special Transponders** entry in the | LOCKING SYSTEM CONTROL | group.



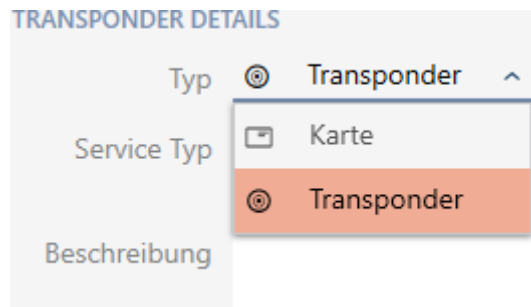
↳ The [Special Transponders] tab will open.



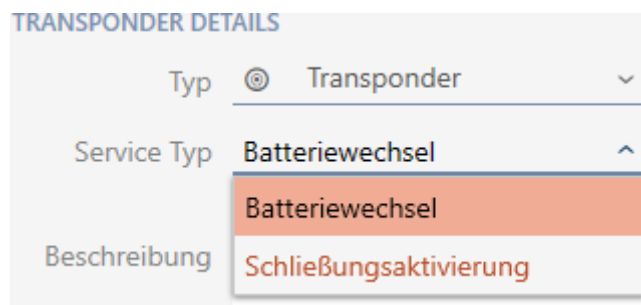
3. Click on the **New** button 
  - The "Special Transponder" window will open.




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

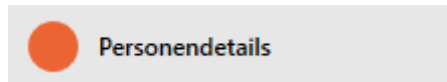


5. Then use the drop-down ▼ **Service Type** menu to select which function this identification medium should have ("Battery replacement" or "Lock Activation").



6. Enter a description if required.

7. Activate the ☒ New person check box.
  - ↳ AXM Classic will automatically create a new person for the new identification medium. Deactivate this check box to select an existing person (e.g. for a second identification medium or a replacement identification medium).
  - ↳ The "Person details" tab is shown.
8. Click on the  Person details tab.



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

Spezieller Transponder - Personen Details

Hier können Sie die Details der Person bearbeiten

Hogwarts

1 Details

2 Personendetails

3 Zusätzliche Schließanlagen

PERSONENDETAILS

Nachname

Vorname

Personalnummer ☒ Auto

Personengruppe Standard Personengruppe + Neu

Bemerkung

Foto

Titel

Abteilung

Telefon

E-Mail

Adresse

Ort/Gebäude

Eingestellt am ☒ Nicht relevant

Eingestellt bis ☒ Nicht relevant

Geburtsdatum ☒ Nicht relevant

Kostenstelle

☐ Weiteres Objekt erstellen

< Zurück Weiter > Fertigstellen Abbrechen



## NOTE

### Personnel number formula or manual entry

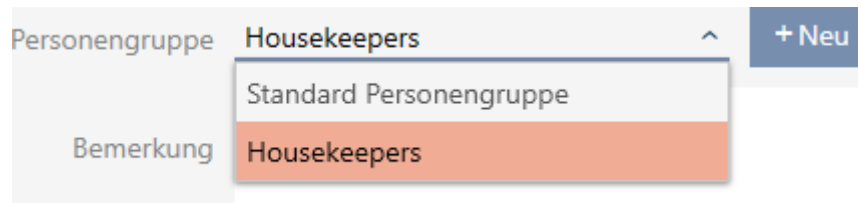
The AXM Classic generates personnel numbers based on the following formula: PN-1, PN-2, PN-X. The abbreviation *PN* can be changed if required (see [Changing automatic numbering](#) [▶ 424]).

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.

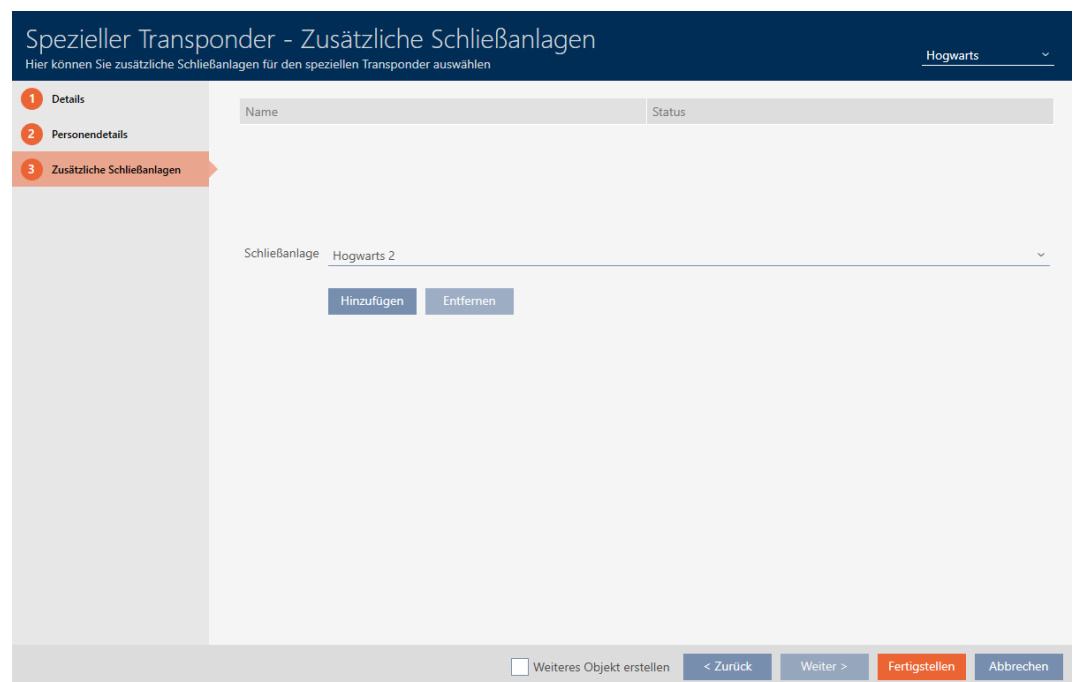


10. If you wish to assign this person to a person group: Select the person group to which this person belongs from the ▼ **Person group** drop-down menu.



The screenshot shows a form with a dropdown menu labeled 'Personengruppe'. The selected option is 'Housekeepers'. Below the dropdown, there is a 'Bemerkung' field. To the right of the dropdown is a '+ Neu' button.

11. Give further details about the person if required.  
↳ You can then simply select the information you enter in the *Department* field from a list for other persons.
12. If you want to edit the *Set on*, *Quitting date* or *Date of birth* fields: Deactivate the relevant ☐ Not relevant check box.
13. Use the **Additional locking systems** button to switch to the next tab or complete the entries with the **Finish** button.



The screenshot shows a form titled 'Spezieller Transponder - Zusätzliche Schließanlagen'. The subtitle is 'Hier können Sie zusätzliche Schließanlagen für den speziellen Transponder auswählen'. The form has a sidebar with three tabs: '1 Details', '2 Personendetails', and '3 Zusätzliche Schließanlagen'. The '3 Zusätzliche Schließanlagen' tab is selected. The main area contains a 'Name' field, a 'Status' field, and a 'Schließanlage' dropdown menu. The 'Schließanlage' dropdown is currently set to 'Hogwarts 2'. Below the dropdown are two buttons: 'Hinzufügen' and 'Entfernen'. At the bottom of the form, there is a checkbox labeled 'Weiteres Objekt erstellen' and four buttons: '< Zurück', 'Weiter >', 'Fertigstellen', and 'Abbrechen'.

14. If you want to use this special identification medium in other locking systems, use the **Add** button to add other locking systems.

**NOTE****Limitations for Transponder - Additional locking systems**

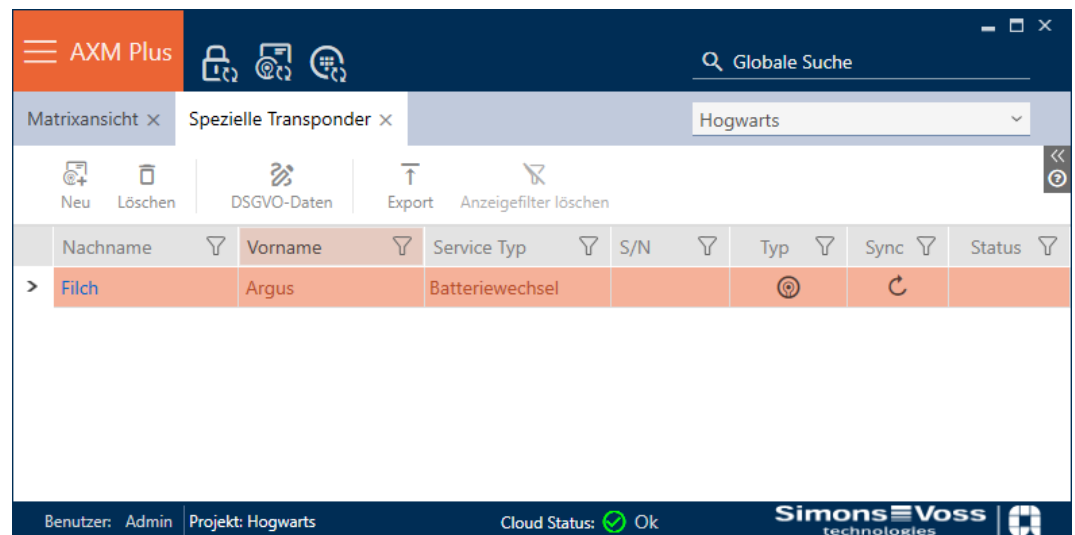
Depending on the type of identification medium, different volumes of memory space are available for additional locking devices (e.g.: G2 transponders can store four G2 locking systems). The locking system also needs to support the identification medium (e.g.: transponders cannot be used in card-only locking systems).

1. Make sure that there is sufficient memory space on your identification medium.
2. Make sure that the required locking system supports your identification medium. Upgrade the locking system if necessary (see [Enable cards or transponders \[▶ 370\]](#)).
3. Ensure that the locking system memory spaces do not overlap in the case of cards.

15. Click on the **Finish** button.

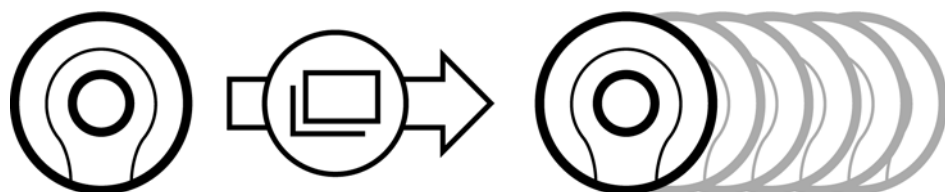
↳ "Special Transponders" window closes.

↳ Newly created identification medium with special function is now listed.



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 Classic also applies the properties, which can be changed in the AXM Classic.

The following settings are duplicated:


- Transponder type
- Time group
- Person details (except for Personnel number. This is continued automatically with the adjustable abbreviation; also see [Changing automatic numbering \[► 424\]](#))
- Person group
- Transponder configuration
- Transponder - Additional locking systems
- 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
  - Personal audit trail
- ✓ AXM Classic 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.

# Transponder duplizieren

Hier können Sie die Anzahl der Kopien eingeben


Wie viele Kopien des ausgewählten Transponders sollen erstellt werden?

5

OK

Abbrechen

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



Tür	Typ
Gryffindor dormitory	
Hufflepuff dormitory	

Person	Typ
Weasley_0005, Ron	
Weasley_0004, Ron	
Weasley_0003, Ron	
Weasley_0002, Ron	
Weasley_0001, Ron	
Weasley, Ron	

▶X▶X▶X▶X▶X▶X

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* ▶ 104])
2. Delete using the tab for identification media (*Deleting multiple identification media using the tab* ▶ 105])

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

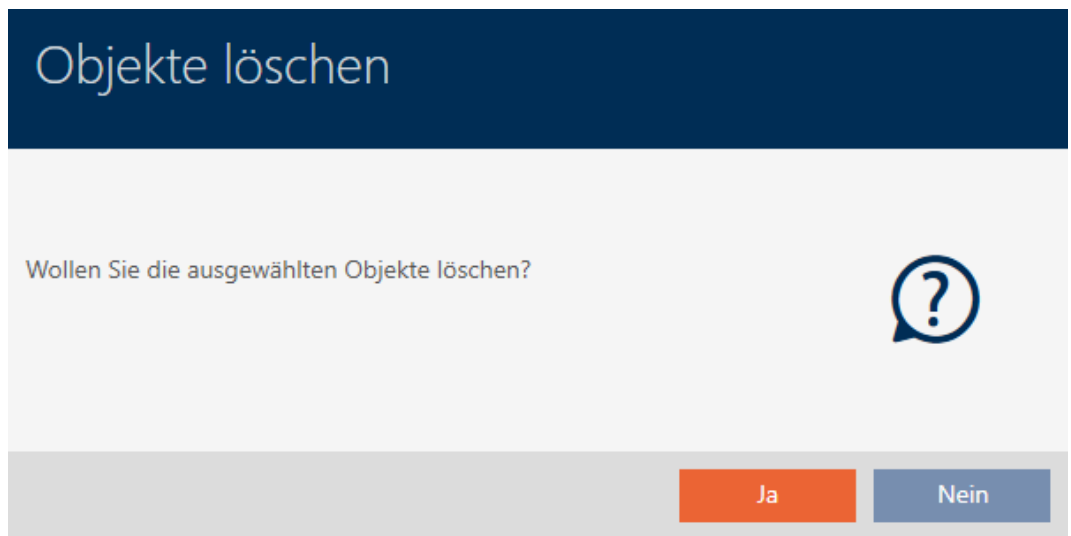
- ✓ AXM Classic open.
- ✓ Matrix screen open.
- ✓ The identification medium to be deleted is unprogrammed or reset (see *Resetting cards/transponders* [▶ 405] about resetting).

1. Select the identification medium you wish to delete.

Person	▼
Weasley_0005, Ron	
Weasley_0004, Ron	
Weasley_0003, Ron	
Weasley_0002, Ron	
Weasley_0001, Ron	
Weasley, Ron	

Type	▼

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



3. Click on the **Yes** button.
  - ↳ Deletion query closes.
  - ↳ Identification medium is deleted.

Typ	Person
	Weasley_0004, Ron
	Weasley_0003, Ron
	Weasley_0002, Ron
	Weasley_0001, Ron
	Weasley, Ron

### 15.3.1.2 Deleting multiple identification media using the tab

- ✓ AXM Classic open.
- ✓ Identification media to be deleted are unprogrammed or reset (see [Resetting cards/transponders \[▶ 405\]](#) about resetting).

1. Click on the orange AXM icon **AXM**.
  - ↳ AXM bar opens.




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

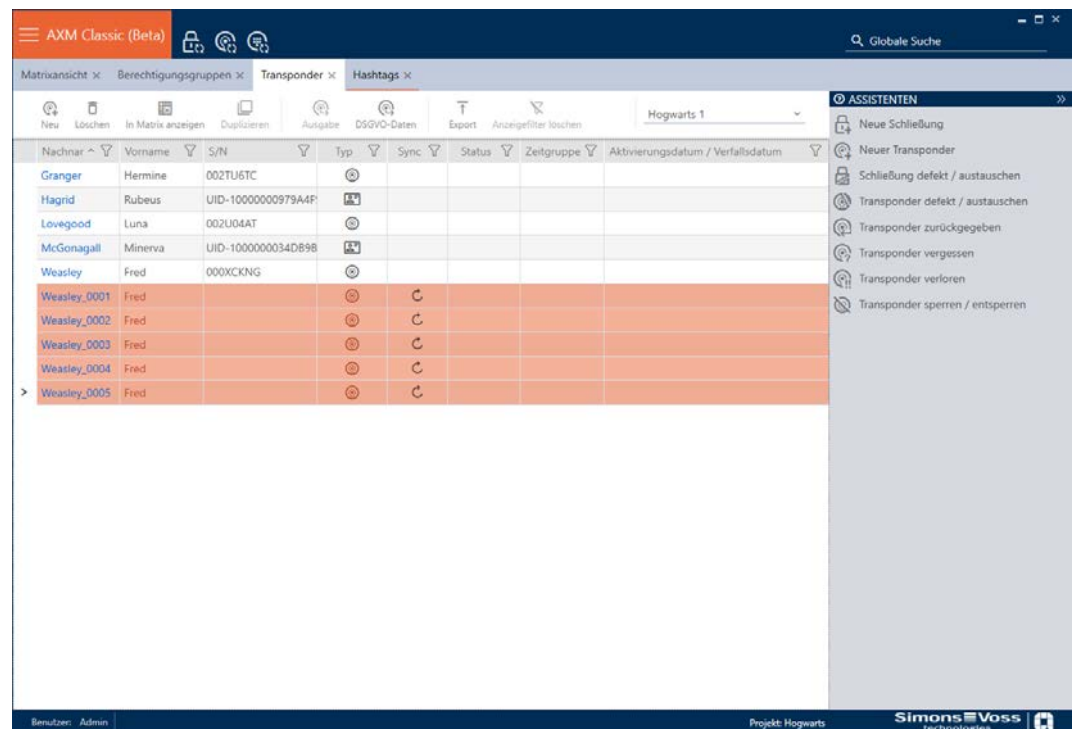
### SCHLIESSANLAGENSTEUERUNG

- ✚ Matrixansicht
- ✚ Schließungen
- ✚ **Transponder**
- ✚ PinCode Tastaturen
- ✚ Berechtigungsgruppen
- ✚ Zeitplansteuerung

➞ The AXM bar will close.

➞ The [Transponder] tab will open.

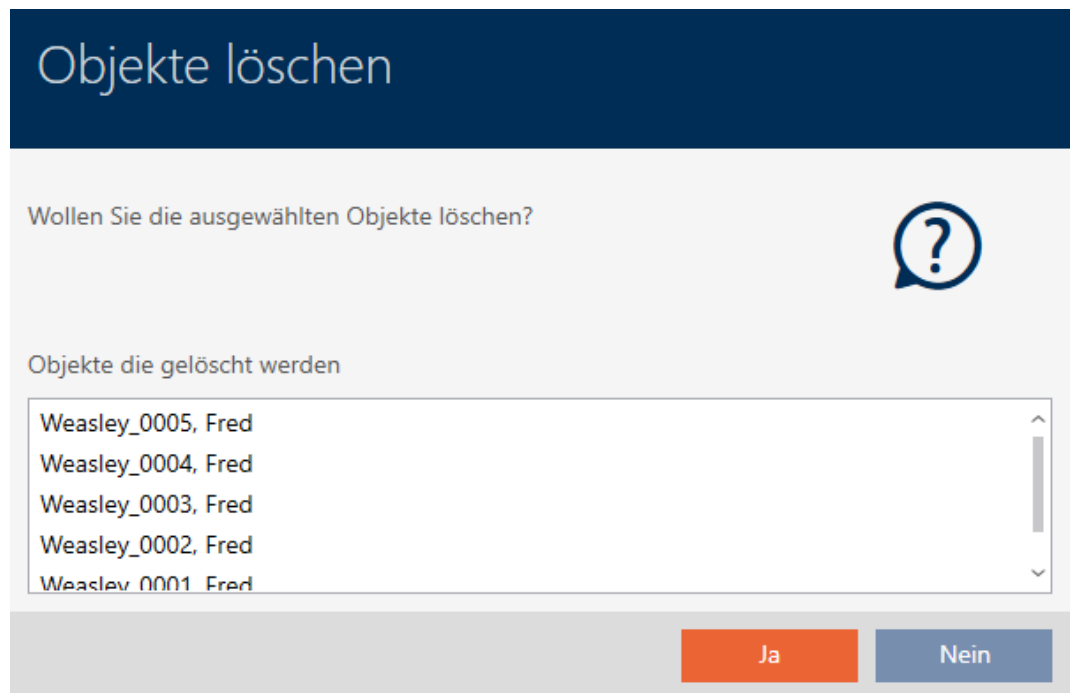
3. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
4. Select all identification media that you wish to delete (Ctrl+click for single media or Shift+click for multiple media).



Nachname	Vorname	S/N	Typ	Sync	Status	Zeitgruppe	Aktivierungsdatum / Verfallsdatum
Granger	Hermine	002TU6TC	Ⓢ				
Hagrid	Rubeus	UID-1000000979A4F	Ⓢ				
Lovegood	Luna	002U04AT	Ⓢ				
McGonagall	Minerva	UID-100000034DB98	Ⓢ				
Wesley	Fred	000XCKNG	Ⓢ				
Wesley_0001	Fred		Ⓢ	⌂			
Wesley_0002	Fred		Ⓢ	⌂			
Wesley_0003	Fred		Ⓢ	⌂			
Wesley_0004	Fred		Ⓢ	⌂			
Wesley_0005	Fred		Ⓢ	⌂			

5. Click on the **Delete** button .

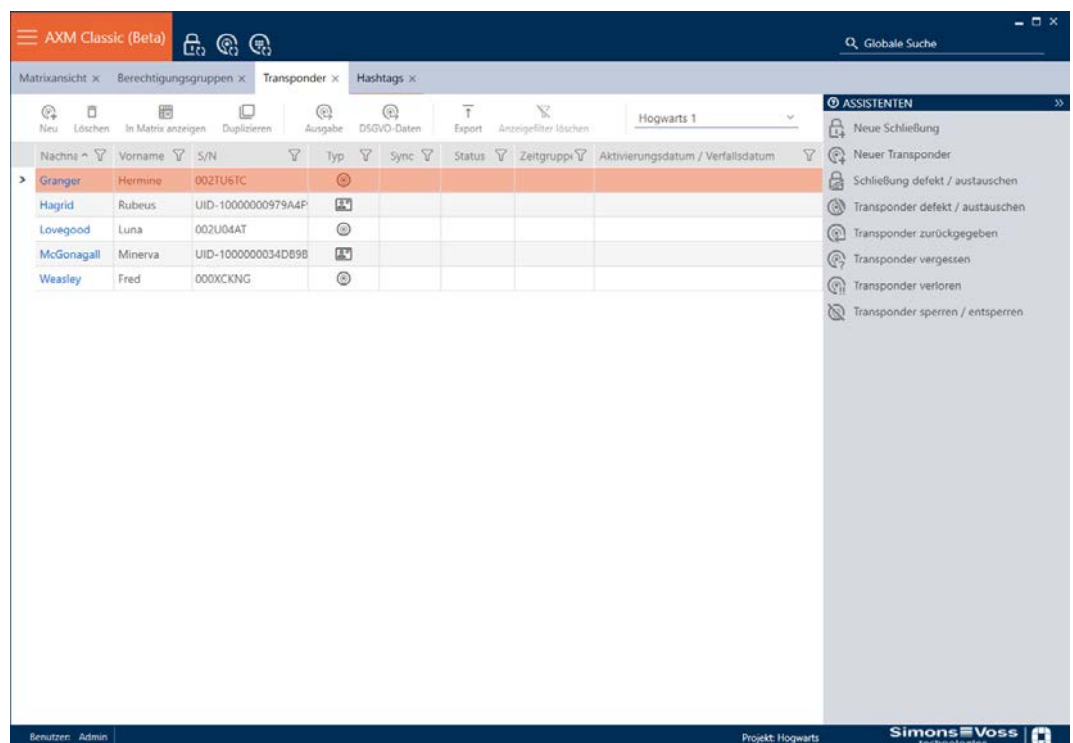
➞ Confirmation dialogue with a list of identification media to be deleted will open.



6. Click on the **Yes** button.

↳ Confirmation dialogue with list of identification media to be deleted closes.

↳ Identification media are now deleted.





**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 your AXM Classic. On the PIN code keypad 3068, you can use the Master PIN to change this setting directly on the PIN code keypad 3068.

- ✓ AXM Classic open.
- ✓ Matrix screen open.
- ✓ PIN code keypad AX created (see *Creating PIN code keypads* [▶ 91]).

1. Click on any PIN to open details on your PIN code keypad AX.
  - ➞ The "PinCode - Details" window will open.

PinCode - Details

Bitte geben Sie die Eigenschaften der PinCode ein.

Hogwarts Synchronisieren In Matrix anzeigen

**1 Details** PINCODE - DETAILS

**2 Hashtags**

**3 Aktionen**

Seriennummer 0873CDF

Typ AX PinCode

Firmware Version 1.1.1048

Name Gryffindor electronic portrait

Schließung Snape's dungeon

Pinlänge 4

Letzte Synchronisierung 18.04.2024 14:12:57

Sync Programmiert


Batteriestatus Ok

PINS

	Pin Name	PIN	Sync	Berechtigt	Status	Programmiert
1	Students	****	Sync	Berechtigt	Status	Programmiert
2	Professors	****	Sync	Berechtigt	Status	Programmiert


Hinzufügen

< Zurück Weiter > Fertigstellen Abbrechen

2. Use the ▼ to expand the settings for the PIN to be deleted.
3. Click on  to highlight the PIN to be deleted.  
 ↳ *Status* field shows *Prepared to delete*.



3	Pin Name	Trolls	PIN	****	Sync	Berechtigt	Status	Löschen vorbereitet
Gültig ab		Gültig bis		Zeitgruppe				




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








Person	Typ	Sync
Standard Personengruppe		
Lupin, Remus		
Snape, Severus		
Weasley, Ron		
Gryffindor electronic portrait		
Students		
Professors		
Trolls		

Tür	Typ	Sync
Holla die Waldfee		
Gryffindor tower		
Standardbereich		
Quidditch field		
Snape's dungeon		

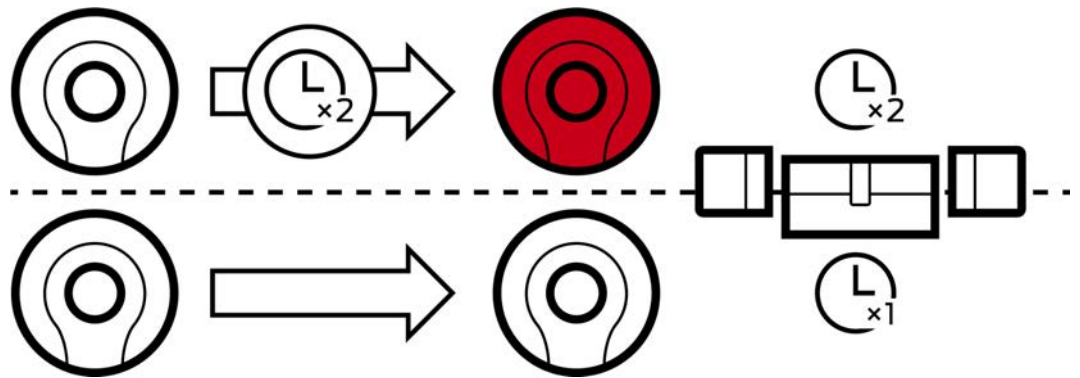
The deleted PIN will disappear after synchronisation.

#### 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.

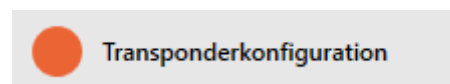


The maximum engagement interval remains 25 s:

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

- ✓ AXM Classic open.
- ✓ Identification medium available.

1. Click on the identification medium which needs to open twice as long.  
↳ The identification medium window will open.
2. Click on the **Transponder configuration** tab.



- ↳ Window switches to the "Transponder configuration" tab.

3. Activate the ☐ Long opening checkbox.

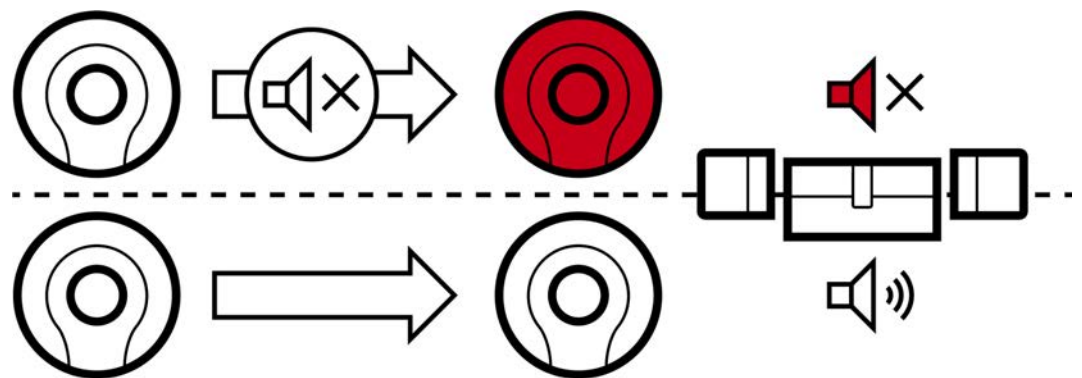
4. Click on the **Finish** button.
  - ↳ The identification medium window closes.
  - ↳ All locking devices will now open twice as long for this identification medium.

## 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.

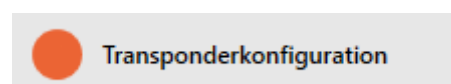


This means

- 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 Classic open.
  - ✓ Identification medium available.
1. Click on the identification medium you wish to mute.
    - ↳ The identification medium window will open.
  2. Click on the **Transponder configuration** tab.



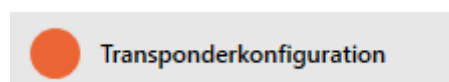
- ↳ Window switches to the "Transponder configuration" tab.

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 \[► 499\]](#)).

- ✓ AXM Classic 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 - Konfiguration**  
Hier können Sie den Transponder konfigurieren

Synchronisieren In Matrix anzeigen

- 1 Details
- 2 Personendetails
- 3 Transponderkonfiguration**
- 4 Zusätzliche Schließanlagen
- 5 Berechtigungsgruppen
- 6 Hashtags
- 7 Aktionen
- 8 Begehungsliste
- 9 Berechtigte Schließungen

ÖFFNUNGSKONFIGURATIONEN

- ☐ Langes Öffnen
- ☒ Akustisches Öffnungssignal
- ☐ Begehungsliste

DYNAMISCHES ZEITFENSTER

- ☒ Zeitfenster am Gateway nicht verändern
- ☐ bis zu einer bestimmten Uhrzeit des (nächsten) Tages
- ☐ Stundenanzahl ab der letzten vollen Std. der Buchung

AKTIVIERUNG

- ☒ ab sofort

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 \[► 500\]](#)). See [Create time group \[► 52\]](#) and [Adding identification medium to time group \[► 322\]](#) to set up time management for identification media.

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

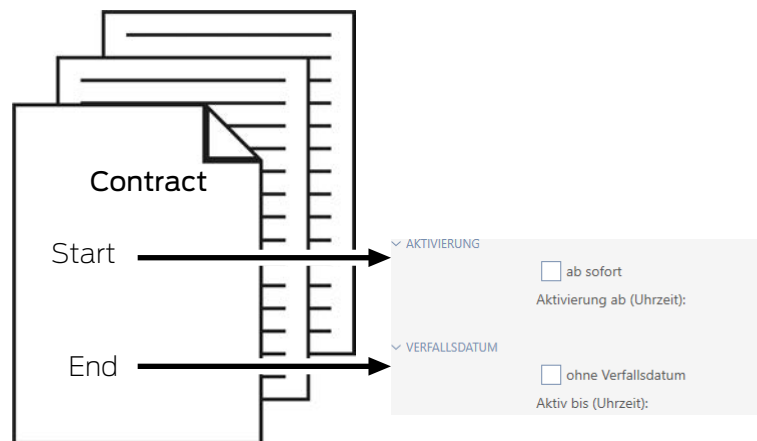
Your AXM Classic recognises two points in time for identification media:

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

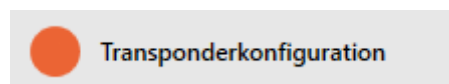
Both dates are normally set for the future. If you change these dates for an existing identification medium:

- 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.:



- ✓ AXM Classic open.
  - ✓ Identification medium available.
1. Click on the identification medium whose activation or expiry date you wish to set.
    - ↳ The identification medium window will open.
  2. Click on the **Transponderkonfiguration** tab.



- ↳ Window switches to the "Transponder configuration" tab.



Transponder - Konfiguration

Hier können Sie den Transponder konfigurieren

Synchronisieren

In Matrix anzeigen

1 Details

2 Personendetails

3 Transponderkonfiguration

4 Zusätzliche Schließanlagen

5 Berechtigungsgruppen

6 Hashtags

7 Aktionen

8 Begehungliste

9 Berechtigte Schließungen

ÖFFNUNGSKONFIGURATIONEN

☐ Langes Öffnen

☒ Akustisches Öffnungssignal

☐ Begehungliste

DYNAMISCHES ZEITFENSTER

☒ Zeitfenster am Gateway nicht verändern

☐ bis zu einer bestimmten Uhrzeit des (nächsten) Tages

☐ Stundenzahl ab der letzten vollen Std. der Buchung

AKTIVIERUNG

☒ ab sofort

VERFALLSDATUM

☒ ohne Verfallsdatum

< Zurück

Weiter >

Fertigstellen

Abbrechen


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

AKTIVIERUNG

☒ ab sofort

VERFALLSDATUM

☒ ohne Verfallsdatum

- If you wish to set an activation date: Activate the ☐ from now check-box.
- 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):

VERFALLSDATUM

☒ ohne Verfallsdatum

30.05.2021

00:00

+ 1

+ 3


+ 5

<

Mai 2021

>

	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	19	20	21	22	23
21	24	25	26	27	28	29	30
22	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):

29.05.2021

+ 1    + 3    + 5

<    Mai 2021    >

	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	19	20	21	22	23
21	24	25	26	27	28	29	30
22	31	1	2	3	4	5	6

00:00

▼

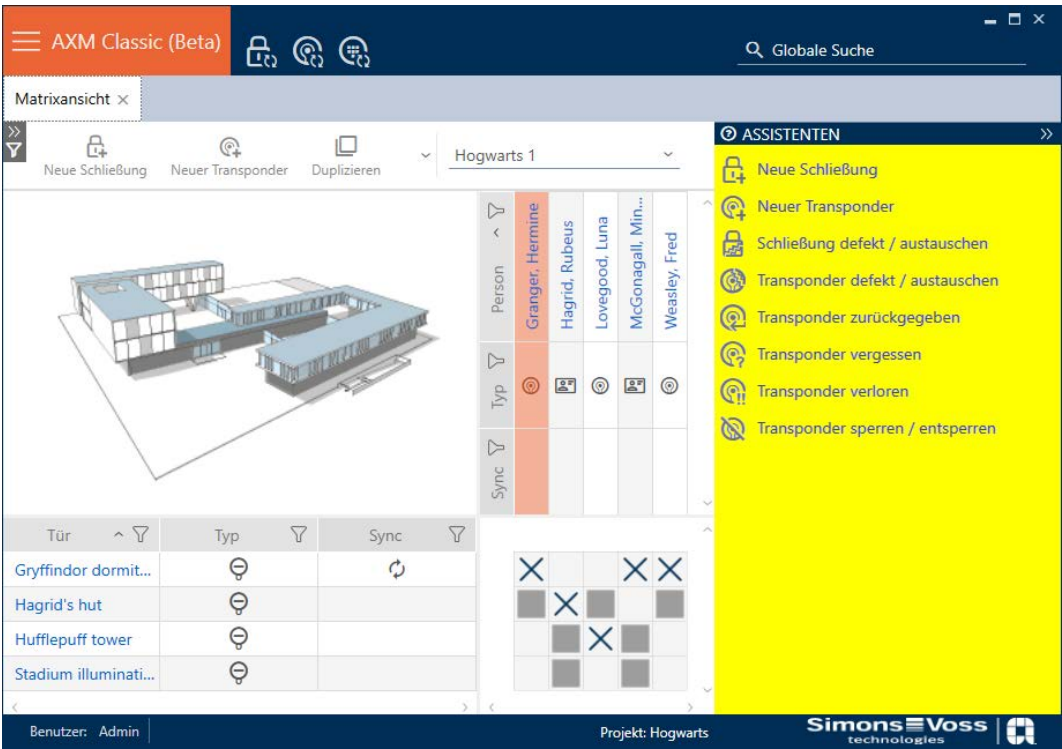
8. Click on the **Finish** button.
  - The identification medium window closes.
  - Identification medium will become active or inactive at the specified times.

## 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* [▶ 156]).

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* [▶ 489]).

**Transponders/replacement transponders are required again immediately:**

Suitable for:

Re-synchronise (repair)	Resetting and replacing	Delete and replace
Identification media with undefined software status.	<ul style="list-style-type: none"><li>■ Identification media with external damage (e.g. scratched).</li><li>■ Identification media which needs to be replaced as a precaution (e.g. wet).</li></ul>	Identification media with permanent damage (e.g. burnt) for which a replacement is required.

Example situation:

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

Procedure:

Re-synchronise (repair)	Resetting and replacing	Delete and replace
<p><i>Repairing a card/transponder (resynchronising) [► 121]</i></p> <ol style="list-style-type: none"> <li>Reset (= TID available in database again)</li> <li>Resynchronise (= TID is immediately written back onto the same identification medium)</li> </ol> <p>The identification medium functions as before after it is repaired.</p>	<p><i>Resetting and replacing a card/transponder [► 126]</i></p> <ol style="list-style-type: none"> <li>Reset (= TID flagged as defective in database and removed from original identification medium)</li> <li>Synchronise replacement identification medium with new TID</li> </ol> <p>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.</p>	<p><i>Deleting and replacing a card/transponder [► 129]</i></p> <ol style="list-style-type: none"> <li>Delete (= TID flagged as defective in database) and removed from project</li> <li>Synchronise replacement identification medium with the new TID</li> </ol> <p>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.</p> <p>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 re-assigned.</p> <p>You can also hide defective or disabled identification media as an alternative to deletion (see <i>Hiding deactivated and defective identification media [► 417]</i>).</p>

**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 (e.g. burnt) for which no replacement is required (e.g. employee left company)	Permanently damaged identification media (e.g. burnt) for which no replacement is required (e.g. employee left company)

Example situation:

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. Consequence: transponder melted and permanently damaged; employee no longer on staff.	The employee's transponder fell into camp fire at the employees' farewell party. Consequence: transponder melted and permanently damaged; employee no longer on staff.

Procedure:

Taking out of use and leaving in project	Taking out of use and deleting from project
<p><i>Take card/transponder out of use and leave in project [► 137]</i></p> <p>1. Flag as taken out of operation (= TID flagged as defective in database)</p> <p>The permanently damaged identification medium retains its TID but the TID is flagged as "defective". New identification media cannot be created with this TID.</p> <p>This means that the same TID cannot be brought into circulation twice.</p>	<p><i>Taking a card/transponder out of use and deleting it from project [► 144]</i></p> <p>1. Delete (= TID flagged as defective in database) and removed from project</p> <p>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.</p> <p>You can also hide defective or disabled identification media as an alternative to deletion (see <i>Hiding deactivated and defective identification media [► 417]</i>).</p>



### 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) [► 122]*)
- Reset and PinCode (manual; not via wizard - see *Resetting and replacing a PIN code keypad [► 129]*)
- Delete and PinCode (see *Deleting and replacing a PIN code keypad [► 132]*)
- Decommission PinCode and leave in the project (see *Taking a PIN code keypad out of use and leaving it in project [► 140]*)
- Decommission PinCode and remove from project (see *Taking a PIN code keypad out of use and deleting it from project [► 146]*)

## 15.9.1 Repairing/resynchronising

### 15.9.1.1 Repairing a card/transponder (resynchronising)

- ✓ AXM Classic open.
  - ✓ Identification media list or matrix open.
  - ✓ Identification medium at hand.
  - ✓ Suitable programming device connected.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  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**

Schließenanlage	Hogwarts 1	▼
Transponder	Weasley, Fred (000XCKNG)	▼
Programmiergerät	 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.

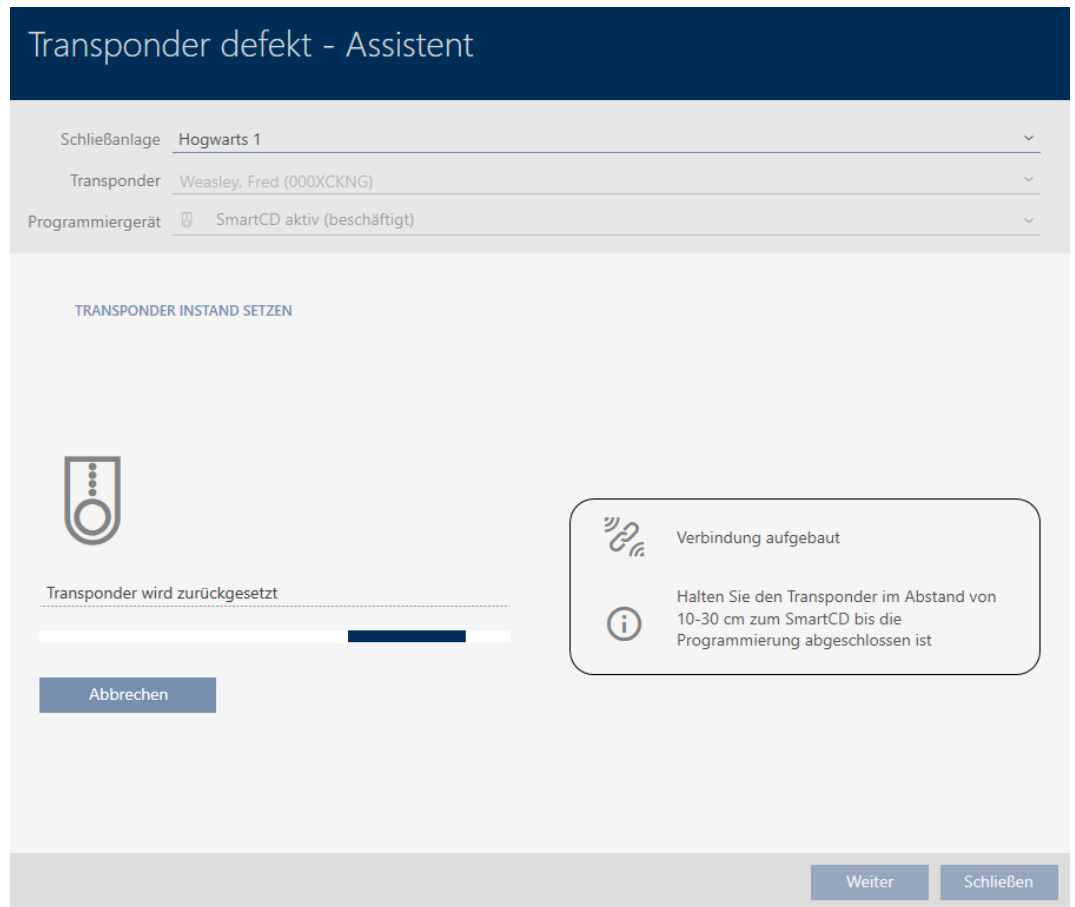
☐ Transponder austauschen  
Der bestehende Transponder wird gegen einen anderen ausgetauscht. Halten Sie einen passenden Ersatztransponder bereit.

☐ 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  Repair transponder.
5. Click on the **Next** button.
  - ➔ Identification medium is being reset.



➞ Identification medium is synchronised.

➞ Identification medium has been resynchronised with the same settings.

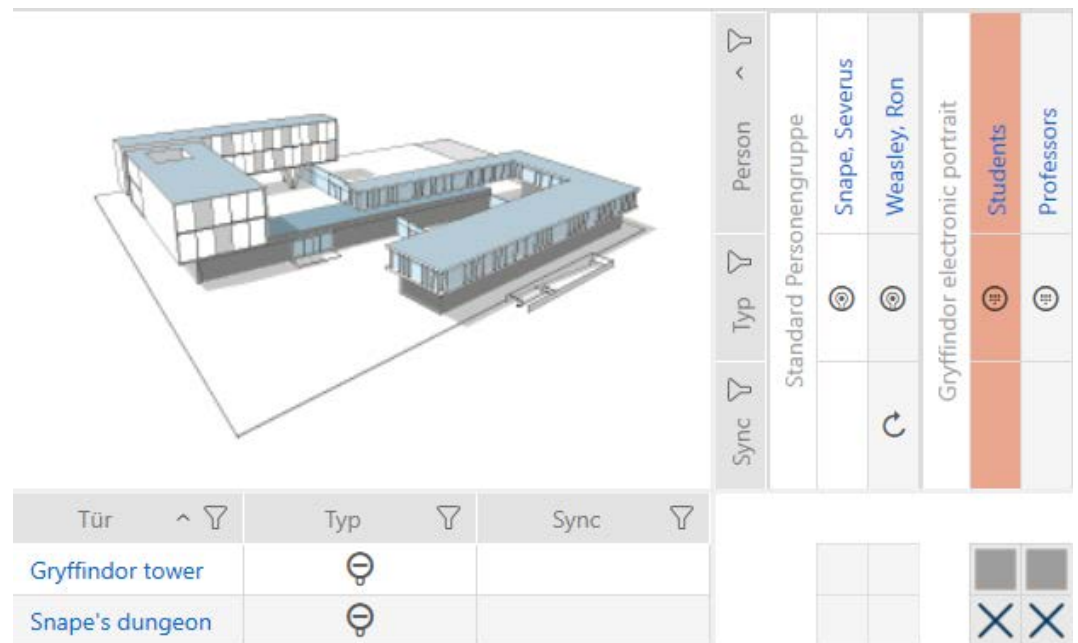
**TRANSPONDER INSTAND SETZEN**  
Die Aktion wurde erfolgreich durchgeführt

#### 15.9.1.2 Repairing a PIN code keypad (resynchronising)

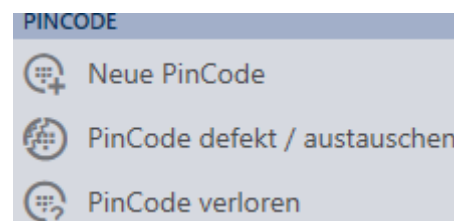
- ✓ AXM Classic open.
- ✓ List with PIN code keypads or matrix open.
- ✓ PIN code keypad at hand.
- ✓ Suitable programming device connected.

1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

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



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



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



## PinCode defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	Ⓢ 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.

Weiter

Schließen

4. Select the option ☒ Repair PinCode.

### PinCode defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	<input checked="" type="radio"/> Gryffindor electronic portrait (0873CDF)	▼
Programmiergerät	 SmartStick AX	▼

**AKTION WÄHLEN**

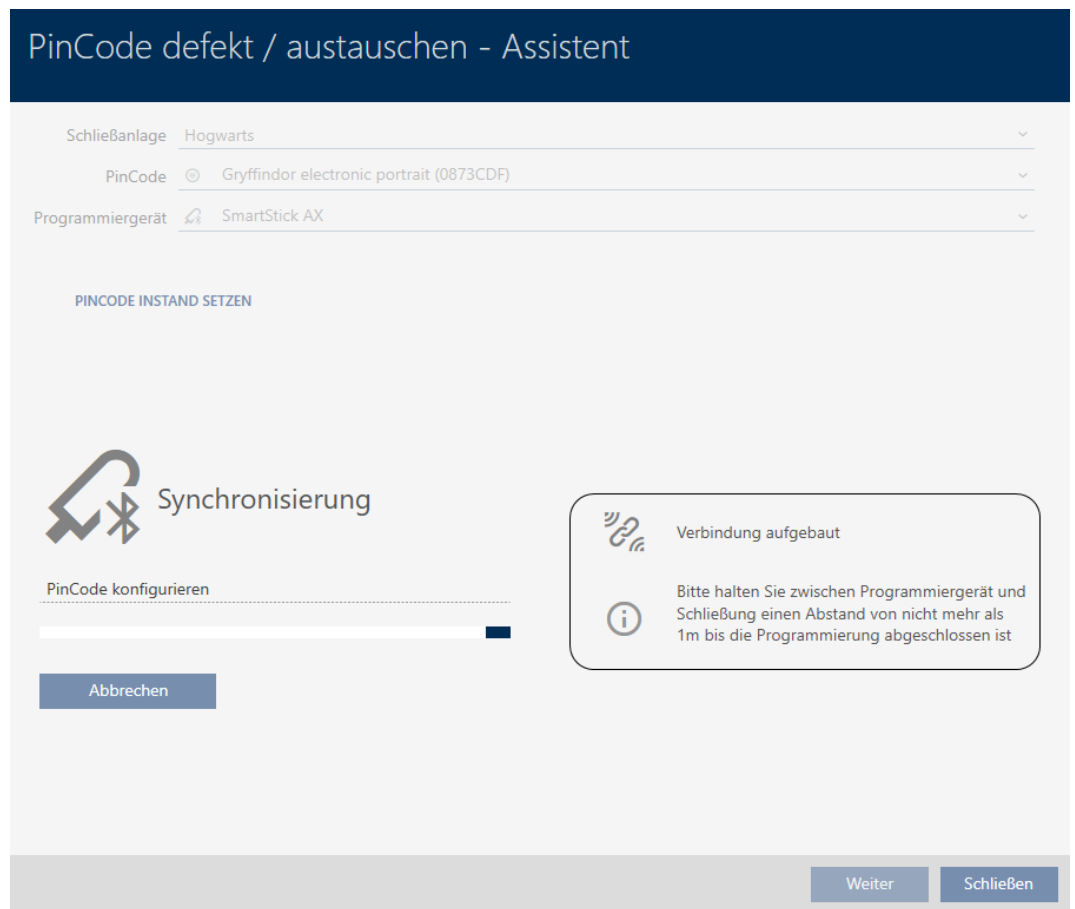
☒ PinCode instand setzen  
Die bestehende PinCode wird zurückgesetzt und neu programmiert. Bitte achten Sie darauf, dass dieser Prozess nicht unterbrochen wird.

☐ 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.

WeiterSchließen

5. Click on the **Next** button.
- ➞ PIN code keypad is reset.



6. Follow the instructions.



➞ 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 Classic open.
- ✓ Identification media list or matrix open.
- ✓ Identification medium at hand.
- ✓ Replacement identification medium at hand.
- ✓ Suitable programming device connected.

1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
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

Schließanlage	Hogwarts 1	▼
Transponder	Weasley, Fred (000XCKNG)	▼
Programmiergerät	 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 ☒ Replace transponder.
5. Click on the Next button.  
↳ Reset query will open.

### Transponder zurücksetzen

Wollen Sie den alten Transponder zurücksetzen?



Ja Nein

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

Bitte halten Sie den Ersatztransponder bereit.

Der Transponder wird in der Software von den Daten des defekten Transponders bereinigt.


Die Programmierung des Ersatztransponders wird automatisch gestartet.

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

### Transponder defekt - Assistent

Schließanlage	Hogwarts 1	▼
Transponder	Weasley, Fred (000XCKNG)	▼
Programmiergerät	SmartCD aktiv (beschäftigt)	▼


TRANSPONDER AUSTAUSCHEN




Programmierung

Schließanlagendaten werden eingerichtet

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 Classic 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* [▶ 405]).
  2. Create a new PIN code keypad (see *Creating PIN code keypads* [▶ 91]).
  3. Synchronise the new PIN code keypad (see *Synchronising a PIN code keypad* [▶ 399]).

### 15.9.3 Delete and replace

#### 15.9.3.1 Deleting and replacing a card/transponder

- ✓ AXM Classic open.
  - ✓ Identification media list or matrix open.
  - ✓ Identification medium at hand.
  - ✓ Replacement identification medium at hand.
  - ✓ Suitable programming device connected.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  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

Schließanlage	Hogwarts 1	▼
Transponder	Weasley, Fred (000XCKNG)	▼
Programmiergerät	 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 ☒ Replace transponder.
5. Click on the Next button.  
↳ Reset query will open.

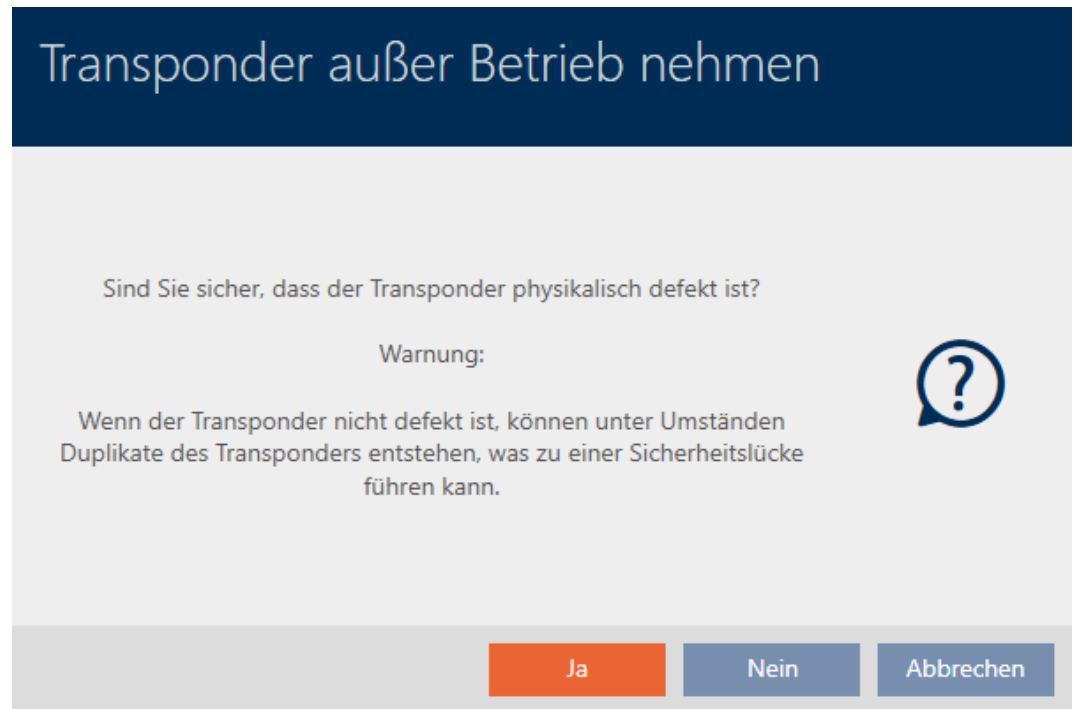
### Transponder zurücksetzen

Wollen Sie den alten Transponder zurücksetzen?

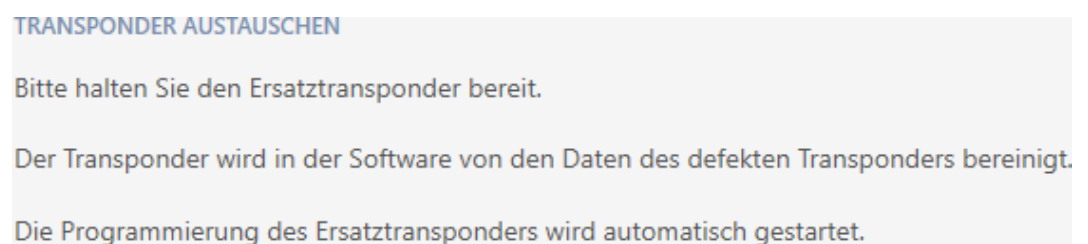


Ja Nein

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

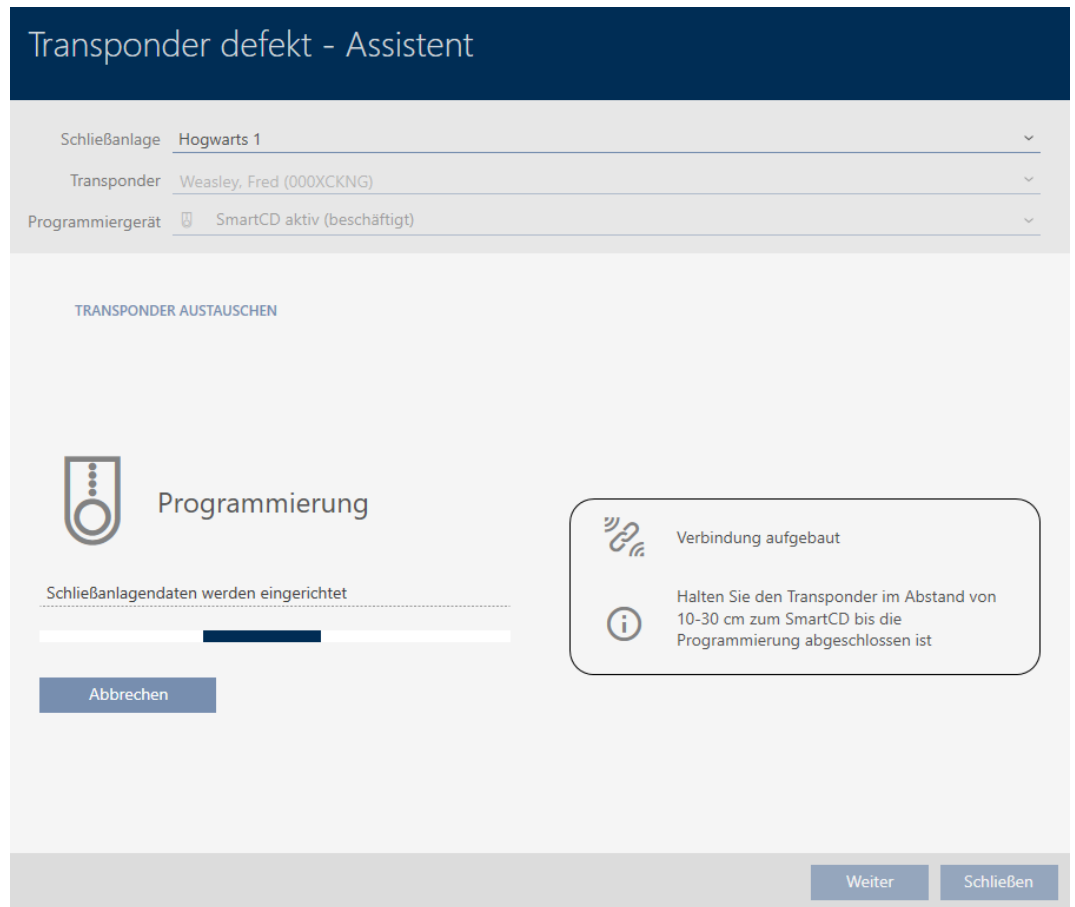


7. Click on the **Yes** button.
  - ↳ Message on checking the defect closes.
  - ↳ Wizard prepares programming for the replacement identification medium.



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





➔ Replacement identification medium is now synchronised.

**TRANSPONDER AUSTAUSCHEN**  
**Die Aktion wurde erfolgreich durchgeführt**

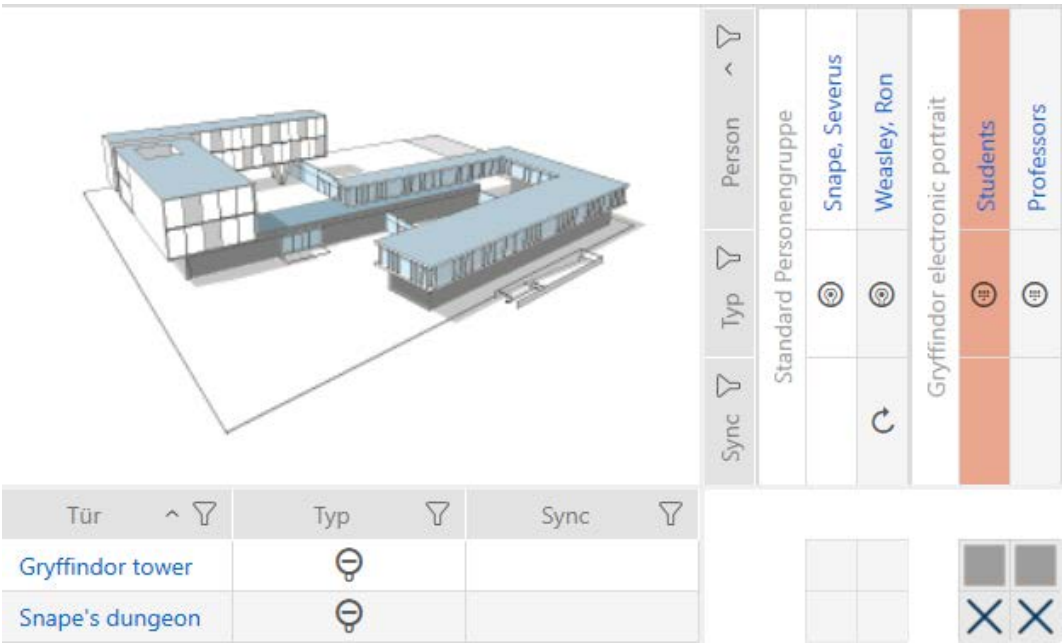
You can now reset the identification medium (see *Deleting an identification medium* [▶ 103]).


#### 15.9.3.2 Deleting and replacing a PIN code keypad

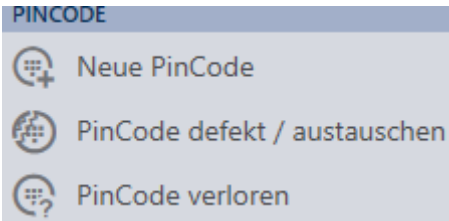
- ✓ AXM Classic open.
- ✓ List with PIN code keypads or matrix open.
- ✓ Replacement PIN code keypad at hand.

1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

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 defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	Ⓢ 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.

Weiter

Schließen

4. Select the option  PinCode.

### PinCode defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	 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 passende Ersatz-PinCode bereit.

☐ PinCode außer Betrieb nehmen  
Die PinCode kann wegen eines physikalischen Defekts nicht zurückgesetzt werden. Sie wird außer Betrieb genommen und auf Wunsch gelöscht.

WeiterSchließen

5. Click on the **Next** button.  
→ Confirmation dialogue will open.

### PinCode austauschen

Sind Sie sicher, dass die PinCode physikalisch defekt ist?

Warnung:

Wenn die PinCode nicht defekt ist, können unter Umständen Duplikate der PinCode entstehen, was zu einer Sicherheitslücke führen kann.

JaNeinAbbrechen



6. Click on the **Yes** button.

↳ Synchronisation of the replacement PIN code keypad is being prepared.

### PinCode defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	Gryffindor electronic portrait (0873CDF)	▼
Programmiergerät	SmartStick AX	▼

**PINCODE AUSTAUSCHEN**

Bitte halten Sie die Ersatz-PinCode bereit.

Die PinCode wird in der Software von den Daten der defekten PinCode bereinigt.

Die Programmierung der Ersatz-PinCode wird automatisch gestartet.

WeiterSchließen

7. Click on the **Next** button.

↳ The replacement PIN code keypad is now synchronised.

### PinCode defekt / austauschen - Assistent

Schließanlage

Hogwarts


PinCode

Gryffindor electronic portrait (0873CDF)

Programmiergerät

SmartStick AX


PINCODE AUSTAUSCHEN




Synchronisierung

PinCode konfigurieren

Abbrechen



Verbindung aufgebaut



Bitte halten Sie zwischen Programmiergerät und Schließung einen Abstand von nicht mehr als 1m bis die Programmierung abgeschlossen ist

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 Classic open.
  - ✓ Identification media list or matrix open.
  - 1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  - 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

Schließanlage	Hogwarts 1	▼
Transponder	Weasley, Fred (000XCKNG)	▼
Programmiergerät	 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 AUßER 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:

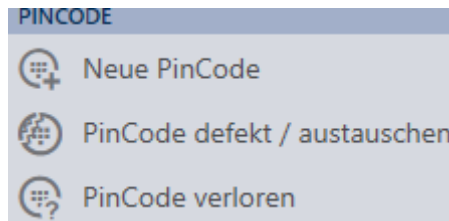


Sync	Type	Person
		Weasley, Ron
		Weasley, Percy
		Weasley, Fred
		Lovegood, Luna

#### 15.9.4.2 Taking a PIN code keypad out of use and leaving it in project

- ✓ AXM Classic open.
  - ✓ List with PIN code keypads or matrix open.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [► 38]).
  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 defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	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.

Weiter Schließen

4. Select the option  Decommission PinCode.

### PinCode defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	 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.

WeiterSchließen

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?

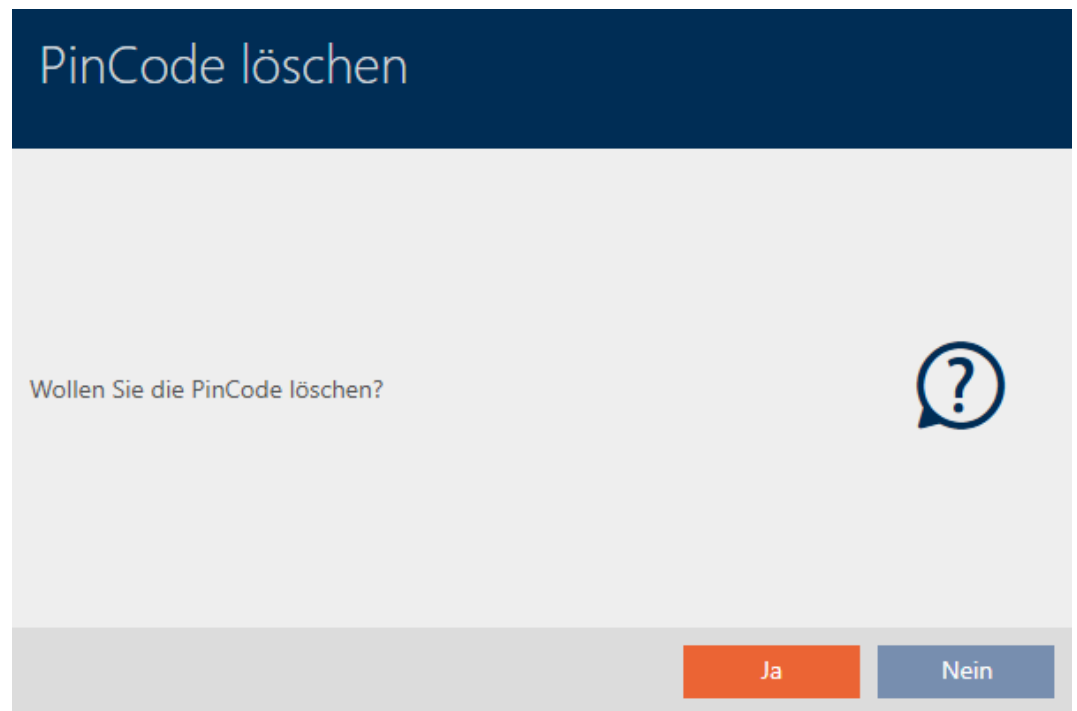
Sind Sie sicher das die PinCode physikalisch defekt ist?

JaNein

6. Click on the **Yes** button.

↳ Confirmation dialogue to take out of use closes.

↳ Confirmation dialogue to delete the PIN code keypad will open.



7. Click on the **No** button.

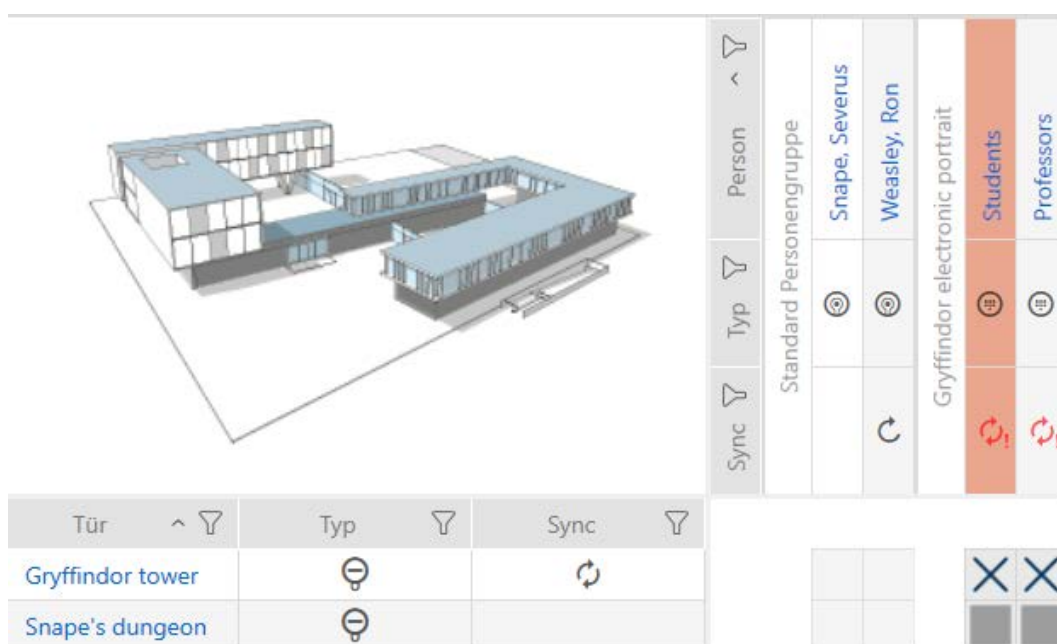
↳ Confirmation dialogue to delete the PIN code keypad closes.

↳ The PIN code keypad has been taken out of operation.

**PINCODE AUßER 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 Classic open.
  - ✓ Identification media list or matrix open.
1. Use to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
  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

Schließanlage	Hogwarts 1	▼
Transponder	Weasley, Fred (000XCKNG)	▼
Programmiergerät	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

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

### Transponder außer Betrieb nehmen

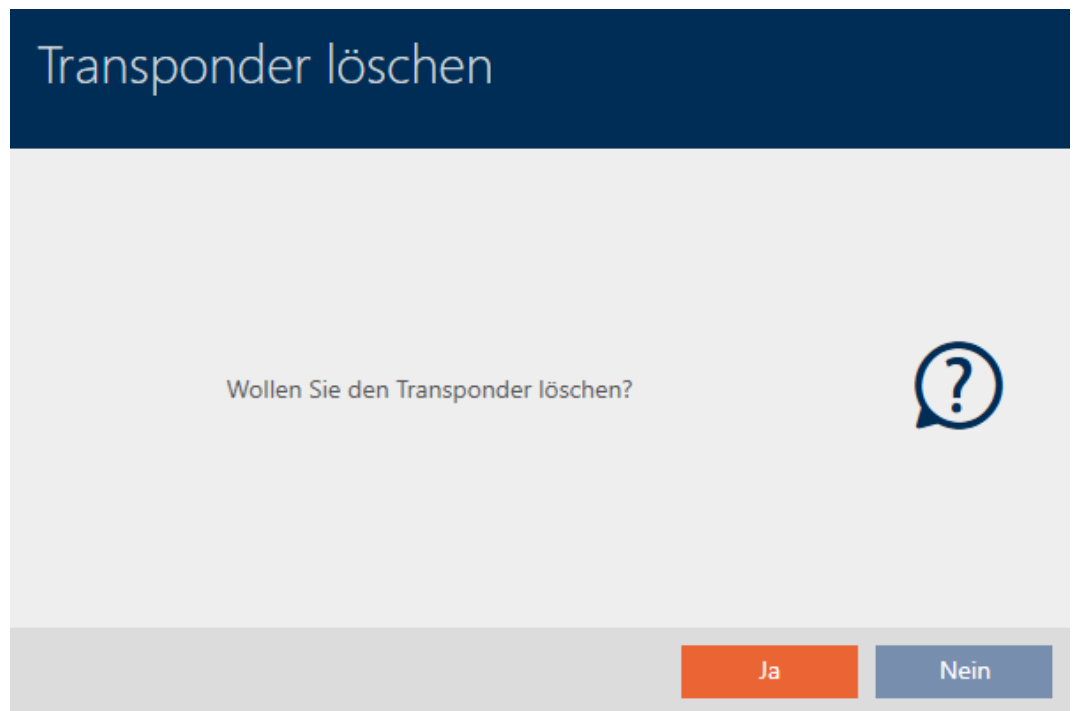
Bitte prüfen Sie zuerst folgendes:

- Ist die Batterie evtl. leer?
- Stimmt die Seriennummer überein?

Sind Sie sicher das der Transponder physikalisch defekt ist?

Ja Nein


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



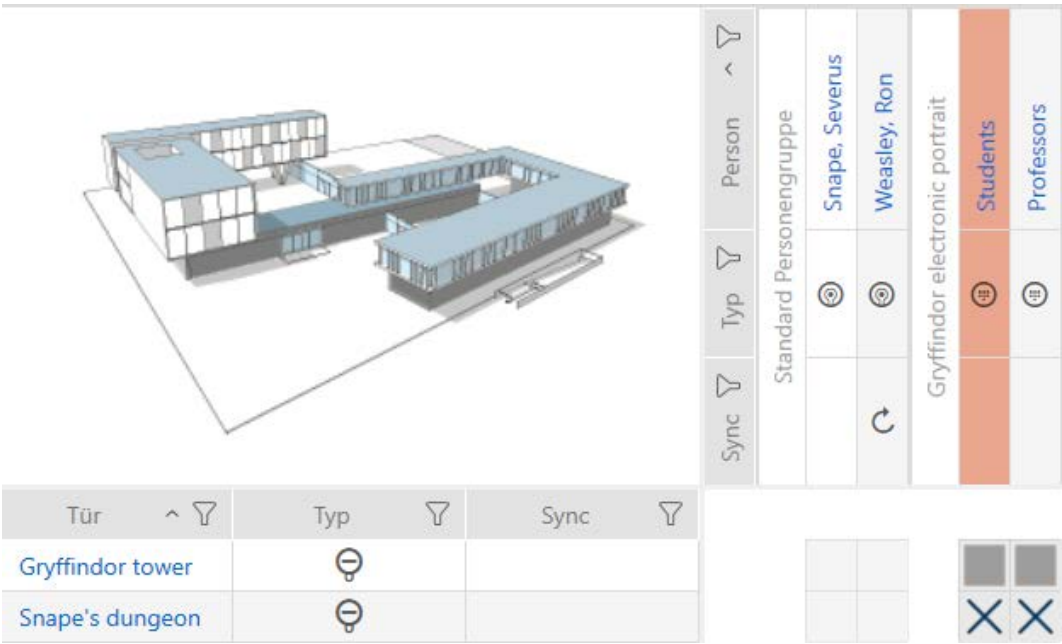
7. Click on the **Yes** button.
  - ↳ Confirmation dialogue to delete the identification medium closes.
  - ↳ Identification medium is deleted without replacement.


**TRANSPONDER AUßER BETRIEB NEHMEN**  
Die Aktion wurde erfolgreich durchgeführt

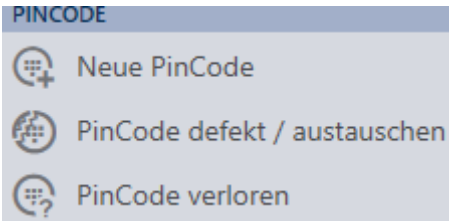
#### 15.9.5.2 Taking a PIN code keypad out of use and deleting it from project

- ✓ AXM Classic open.
  - ✓ List with PIN code keypads or matrix open.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

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 defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	Ⓢ 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.

Weiter

Schließen

4. Select the option  Decommission PinCode.

### PinCode defekt / austauschen - Assistent

Schließanlage	Hogwarts	▼
PinCode	 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.

WeiterSchließen

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:

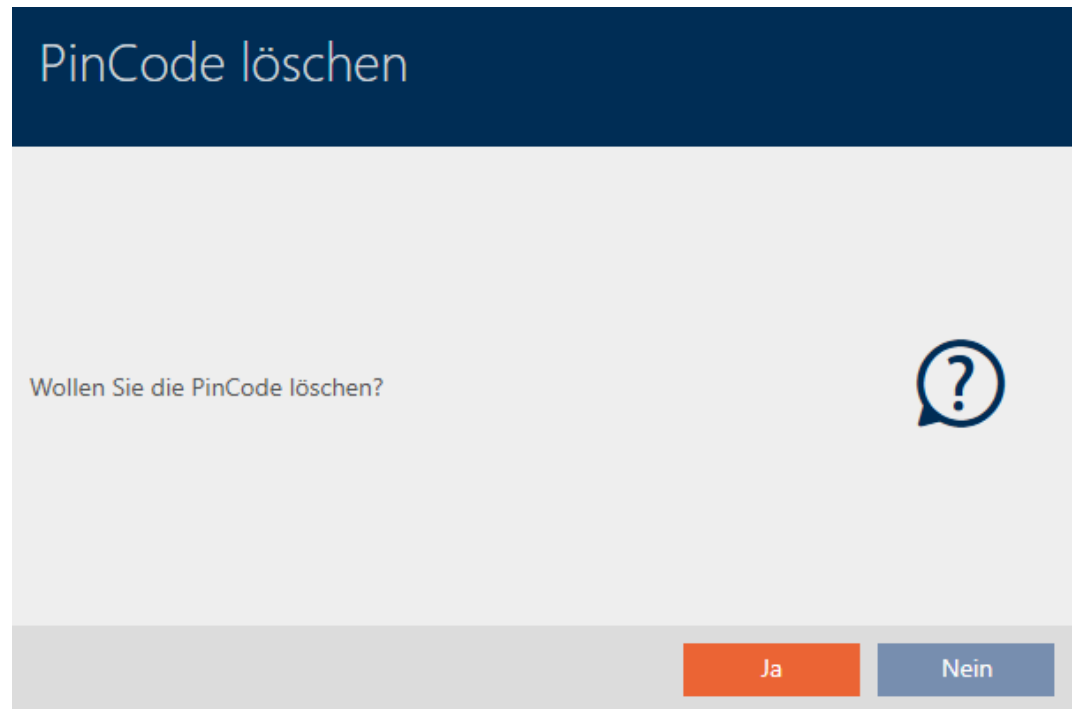
- Ist die Batterie evtl. leer?
- Stimmt die Seriennummer überein?

Sind Sie sicher das die PinCode physikalisch defekt ist?

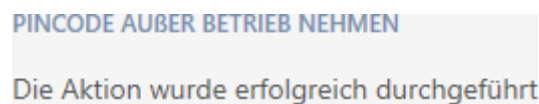
JaNein



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



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.



## 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* [▶ 489] for information on the connection between TID and identification medium).

- ✓ AXM Classic open.
  - ✓ Identification media list or matrix open.
  - ✓ Identification medium available for temporary duplication for programming.
  - ✓ Suitable programming device connected.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  2. Select the forgotten identification medium.
  3. Click the  **Forgot transponder** button in the "Wizards" section.
    - ➞ Wizard for forgotten identification media will open.

**Transponder vergessen**

Schließanlage	Hogwarts 1	▼
Transponder	Weasley, Percy (000XCKNG)	▼
Programmiergerät	 SmartCD aktiv	▼

**TRANSPONDER VERGESSEN**

**Ereignis:**  
Der gewählte Transponder ist für kurze Zeit nicht verfügbar, der Aufenthaltsort ist aber bekannt.

**Hinweis:**  
Halten Sie einen Ersatztransponder bereit.

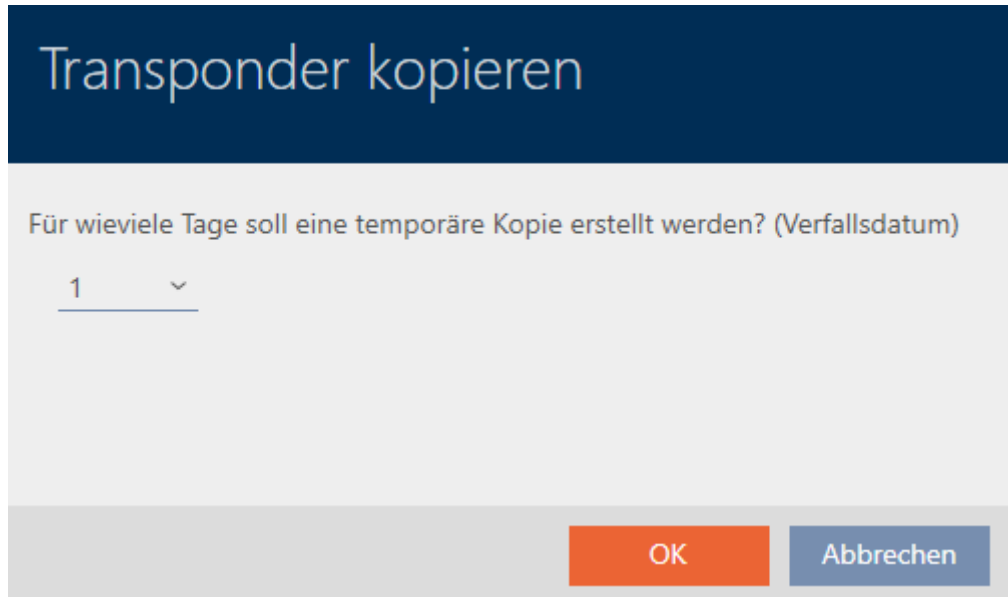
**Aktion:**  
Der Assistent erstellt eine zeitlich begrenzte Kopie des betroffenen Transponders, welcher sofort programmiert werden kann.

- Bitte vergewissern Sie sich, dass der ausgewählte Transponder nicht verlorengegangen ist
- Ein zeitlich begrenzter Ersatz für den Transponder wird erstellt

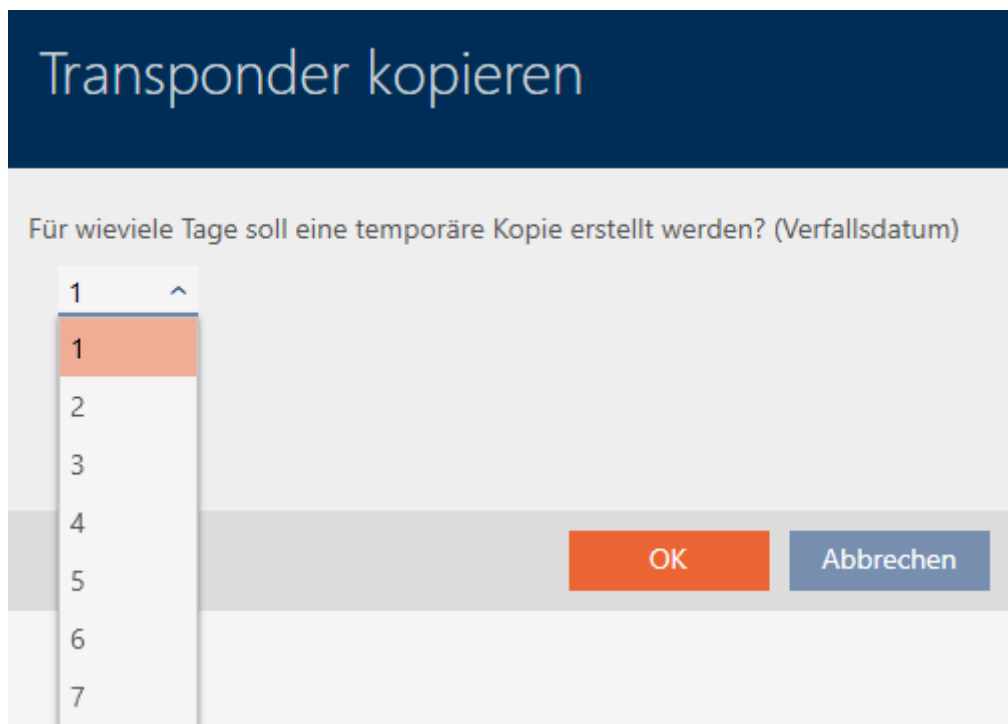
Weiter
Schließen

4. Click on the **Next** button.

↳ Confirmation dialogue for the duplicate's expiry date will open.



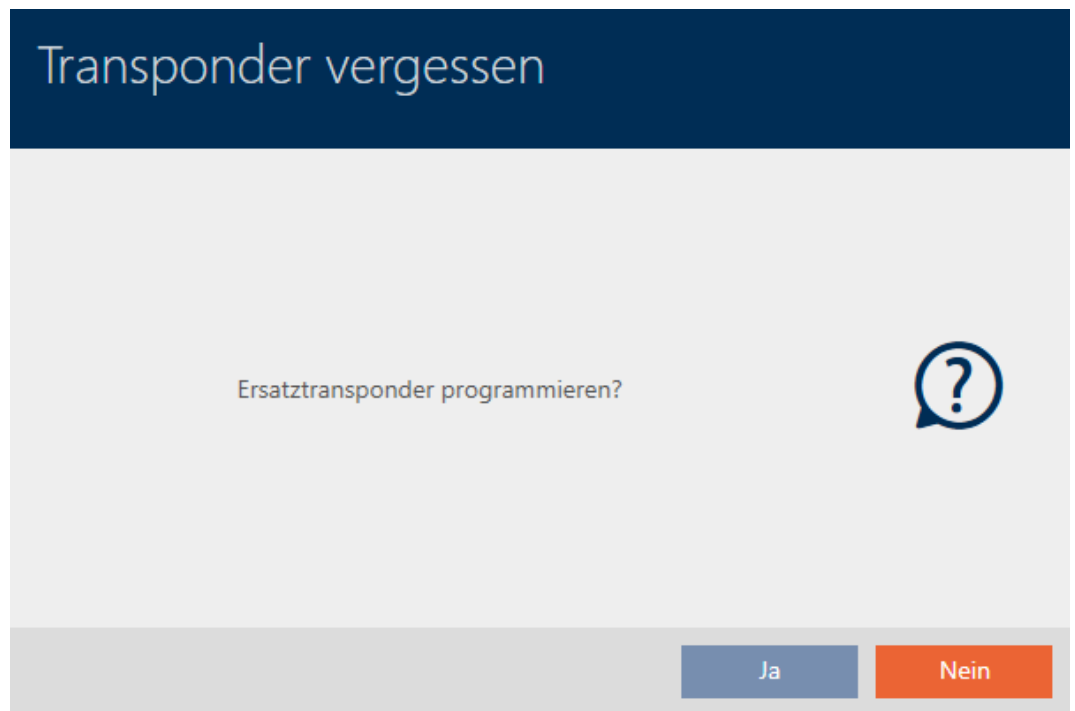
5. Specify how long the duplicate should be active for (max. 7 days).



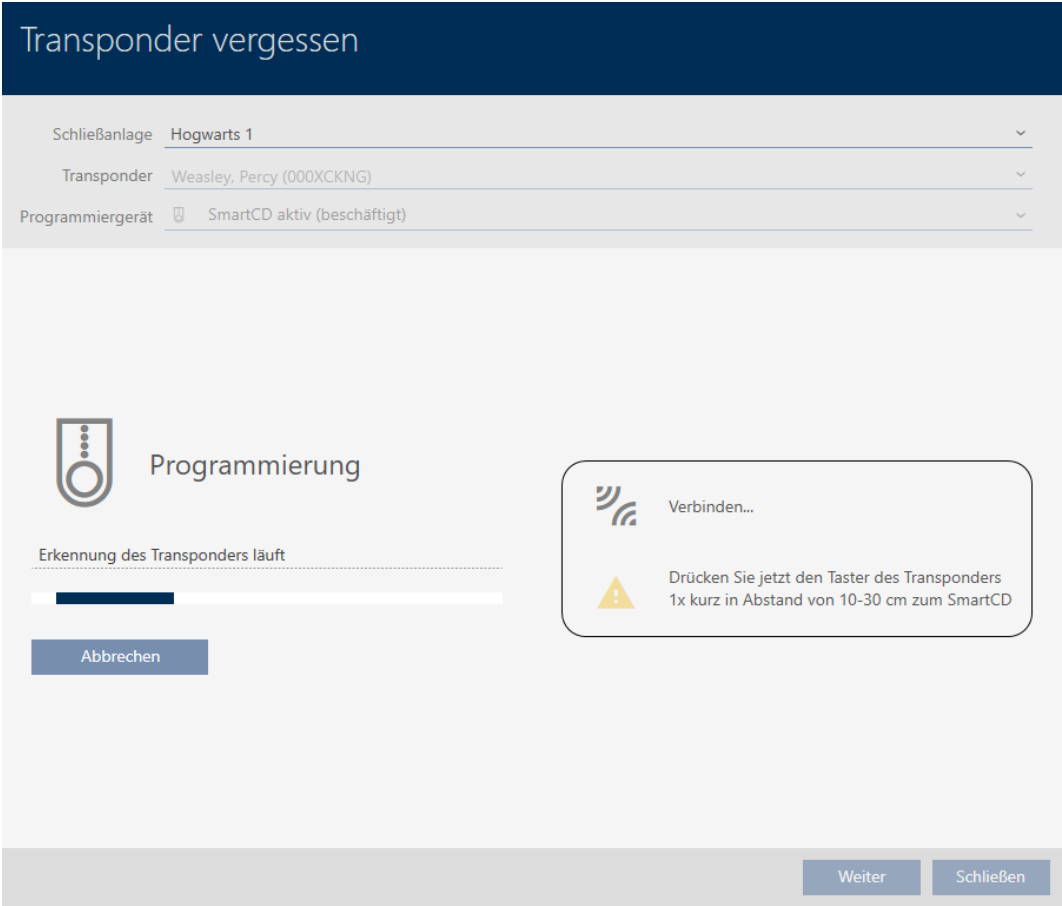
6. Click on the **OK** button.

↳ 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.
  - ↳ Duplicate is synchronised.



↳ 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:

Sync	Typ	Person
		Weasley, Ron
		Weasley, Percy
		Weasley, Percy
		Weasley, Fred
		Lovegood, Luna
		Granger, Hermine

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)* [► 113]):

▼ VERFALLSDATUM

☐ ohne Verfallsdatum

Aktiv bis (Uhrzeit): 29.05.2021 23:00 ▼

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* [► 156]).

### 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* [► 156]). 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* [► 489] 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 \[▶ 161\]](#)). If only one PIN is known and is therefore unsafe, you can change this PIN (see [Changing a PIN \(PinCode AX\) \[▶ 210\]](#)).

### 15.11.1 Blocking and replacing lost/stolen card/transponder permanently

- ✓ AXM Classic open.
  - ✓ Identification media list or matrix open.
  - ✓ Replacement identification medium at hand.
  - ✓ Suitable programming device connected.
1. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
  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

Schließanlage	Hogwarts 1	▼
Transponder	Weasley, Percy (000XCKNG)	▼
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.
  - ➔ The reason window will open.

The screenshot shows a web-based dialog box titled "Transponder deaktivieren" (Deactivate Transponder). Below the title is a subtitle: "Bitte geben Sie die gewünschten Informationen ein" (Please provide the desired information). The main content area contains the text: "Wollen Sie tatsächlich den Transponder sperren?" (Do you really want to lock the transponder?) followed by "Falls 'ja', geben Sie bitte den Grund an, z.B. Transponder verloren." (If 'yes', please provide the reason, e.g., transponder lost). Below this is a dropdown menu with "Verloren" (Lost) selected. Underneath the dropdown is a label "Zusatzinformation" (Additional information) followed by a large, empty text input area. At the bottom right of the dialog are two buttons: "OK" (orange) and "Abbrechen" (blue).

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

This is a close-up of the dropdown menu from the previous screenshot. The menu is open, showing three options: "Verloren" (Lost), "Nicht zurückgegeben" (Not returned), and "Andere Gründe" (Other reasons). The "Verloren" option is currently selected and highlighted with an orange background.

6. Click on the **OK** button.

- Confirmation dialogue for replacement identification medium will open.



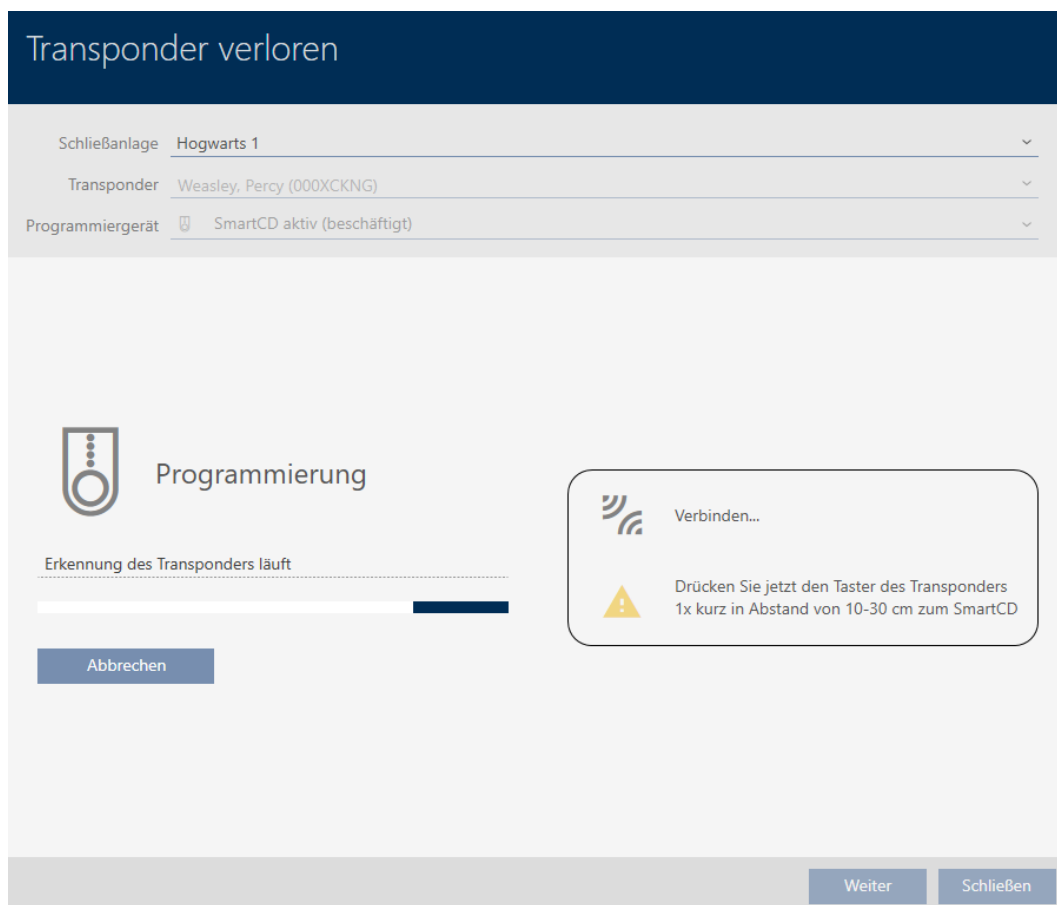
7. Click on the **Yes** button.
  - ↳ Confirmation dialogue for replacement identification medium closes.
  - ↳ Replacement identification medium can already be seen in the matrix in the background.

Sync	Typ	Person
	☺	Weasley, Ron
↻	☺	Weasley, Percy
C	☺	Weasley, Percy
	☺	Weasley, Fred
	☺	Lovegood, Luna
	☺	Granger, Hermine

- ↳ Confirmation dialogue about synchronising the replacement identification medium will open.



8. Click on the **Yes** button.
- ↳ Confirmation dialogue about synchronising the replacement identification medium closes.
  - ↳ Synchronisation starts.



- ↳ 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.

Person	Typ	Sync
Weasley, Ron		
Weasley, Percy		
Weasley, Percy		
Weasley, Fred		
Lovegood, Luna		
Granger, Hermine		


IMPORTANT

Changes to the locking system only take effect after synchronisation

If you edit the locking system with the AXM Classic, 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* [▶ 36]).

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* [▶ 379]).

IMPORTANT


Block ID automatically written on replacement transponder

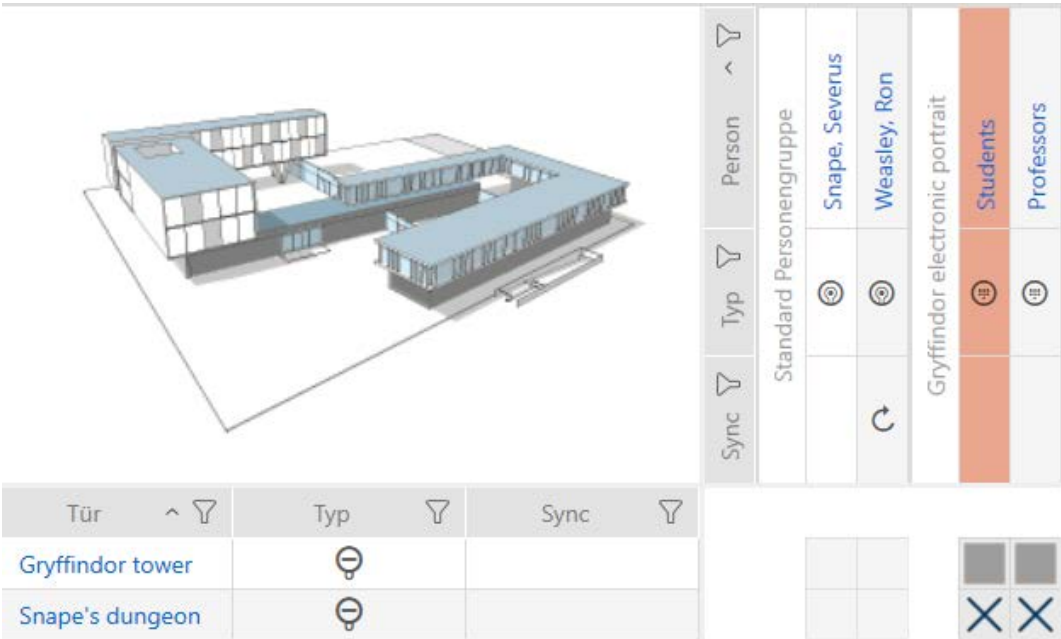
If you create a replacement transponder for a lost/stolen transponder, your AXM Classic automatically writes the block ID from the blocked transponder onto this replacement transponder.


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 Classic open.
  - ✓ List with PIN code keypads or matrix open.
  - ✓ Suitable programming device connected to replace PIN code keypad.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  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 verloren - Assistent

Schließanlage	Hogwarts	▼
PinCode	Ⓢ Gryffindor electronic portrait (0873CDF)	▼
Programmiergerät	🔌 SmartStick AX	▼

**PINCODE VERLOREN**

**Ereignis:**  
Der Aufenthaltsort der gewählten PinCode ist nicht bekannt. Die Sicherheit der Schließanlage ist gefährdet.

**Hinweis:**  
Die PinCode muss deaktiviert werden. Dadurch entsteht Programmierbedarf an allen berechtigten Schließungen. Dieser Vorgang kann nicht revidiert werden. Halten Sie auf Wunsch eine Ersatz-PinCode bereit.

**Aktion:**  
Die PinCode wird 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
- Im Ablauf des Assistenten wird angeboten, eine Ersatz-PinCode zu erstellen

**Weiter** **Schließen**

4. Click on the **Next** button.

➞ The confirmation window will open.

## PinCode deaktivieren

Bitte geben Sie die gewünschten Informationen ein

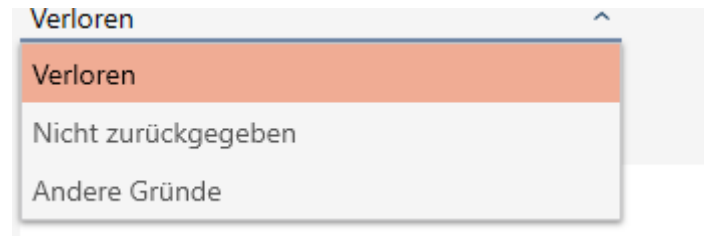
Wollen Sie tatsächlich die PinCode sperren?  
Falls 'ja', geben Sie bitte den Grund an, z.B. ob die PinCode verlorengegangen ist.

Verloren ▼

Zusatzinformation

**OK** **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 Classic offers to create a replacement PIN code keypad.



8. If you need a replacement, click the **Yes** button; otherwise, click the **No** button.
- (Example: Yes)
- AXM Classic creates a replacement PIN code keypad in the background.
  - AXM Classic offers to synchronise the replacement PIN code keypad immediately.






PinCode verloren

Ersatz-PinCode programmieren?

Ja Nein

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



PinCode löschen

Wollen Sie die PinCode löschen?

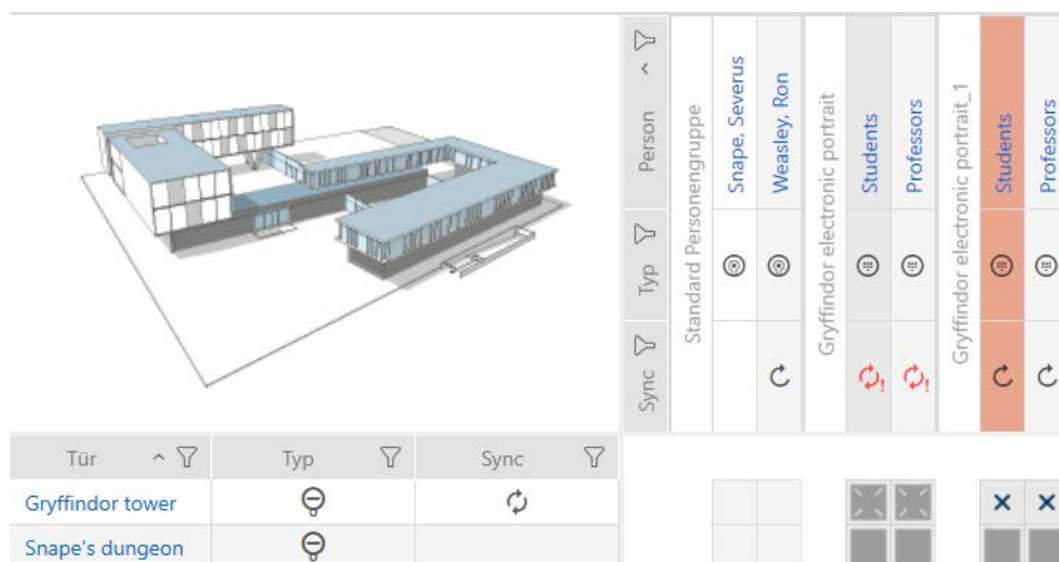
Ja Nein

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 Classic will display an error message:

# Fehler

DIE AKTION IST FEHLGESCHLAGEN.

Synchronisierung unmöglich. Bitte wenden Sie sich an unser Support-Team, um dieses Problem zu beheben.



OK

You can repair the PIN code keypad as an alternative; see [Repairing a PIN code keypad \(resynchronising\)](#) [► 122].

## 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 Classic 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.


### PIN code keypad PINs cannot be withdrawn

PIN code keypad PINs are not physical and therefore cannot be withdrawn. You have the option to change the PIN instead (see [Changing a PIN \(PinCode AX\)](#) [► 210]).


### 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 Classic open.
- ✓ Suitable programming device connected.

1. Click the  **Transponder returned** button in the "Wizards" section.
  - ➔ The wizard for ID media return will open.

## Transponder zurückgeben

Schließanlage	Hogwarts 1	▼
Transponder	Weasley, Percy (000XCKNG)	▼
Programmiergerät	 SmartCD aktiv	▼

**TRANSPONDER ZURÜCKGEBEN**

**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.

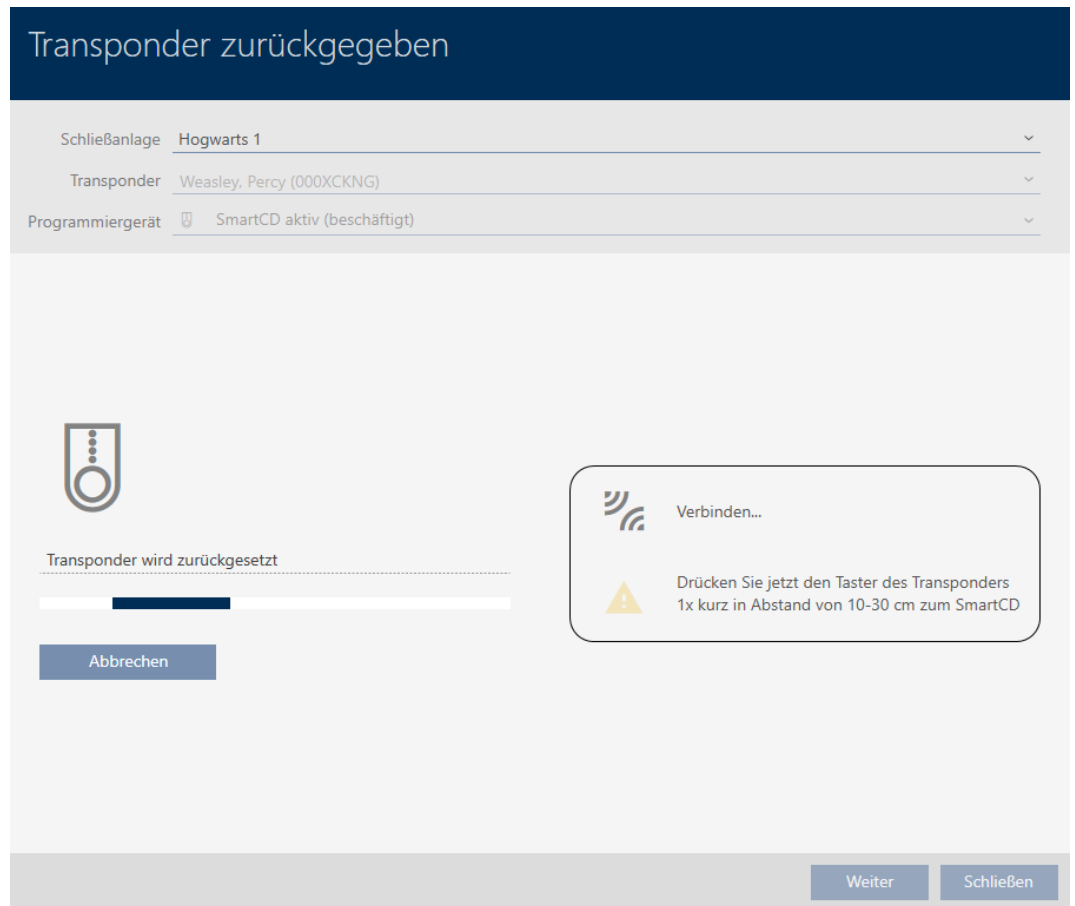
## Transponder zurückgeben

Möchten Sie den Transponder zurücksetzen?



Ja Nein

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



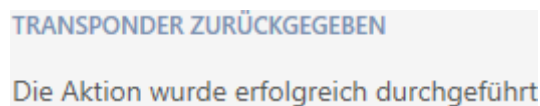
- ↳ Confirmation dialogue for deleting the identification medium will open.



4. Click on the **No** button.

↳ Confirmation dialogue for deleting the identification medium closes.

↳ Identification medium is reset, but not deleted.



The successful return is noted in the identification medium's action list (also see *Planning and logging card/transponder return* [► 178]).

Datum	▼	Typ	▼	Benutzer	▼	Beschreibung
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 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:

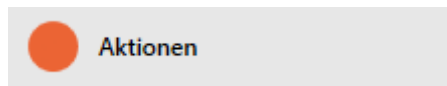
- Created
- Programming

- ❑ 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 Classic open.
- ✓ Identification media list or matrix open.
- ✓ Identification medium available.



1. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
2. Click on the identification medium you wish to manage.  
↳ The identification medium window will open.
3. Click on the  **Aktionen** tab.



- ↳ Window switches to the "Actions" tab.

Transponder - Aktionen

Hier können Sie Aktionen zum Transponder planen, einsehen und bearbeiten

 Synchronisieren
  In Matrix anzeigen

1 Details

2 Personendetails

3 Transponderkonfiguration

4 Zusätzliche Schließanlagen

5 Berechtigungsgruppen

6 Hashtags

7 **Aktionen**

8 Begehungsliste

9 Berechtigte Schließungen

+

☐

▼

Neu Löschen Details


Datum	Typ	Benutzer	Beschreibung	Dokument
14.12.2021 01:41:03	Letzte Programmierung	Admin		
14.12.2021 01:40:06	Letzte Programmierung	Admin		
14.12.2021 01:33:20	Zurückgesetzt	Admin	Aktion fehlgeschlagen	
14.12.2021 01:32:20	Erfolgte Rücknahme	Admin		
14.12.2021 01:30:23	Letzte Programmierung	Admin		
14.12.2021 01:29:17	Zurückgesetzt	Admin		
14.12.2021 01:27:24	Deaktivierung	Admin	Transponder wurde deaktiviert. Grund: Verloren :	
14.12.2021 01:23:11	Letzte Programmierung	Admin		
14.12.2021 01:20:38	Letzte Programmierung	Admin	Unbekannter Fehler	
14.12.2021 01:20:08	Erstellt	Admin		

< Zurück

Weiter >

Fertigstellen

Abbrechen

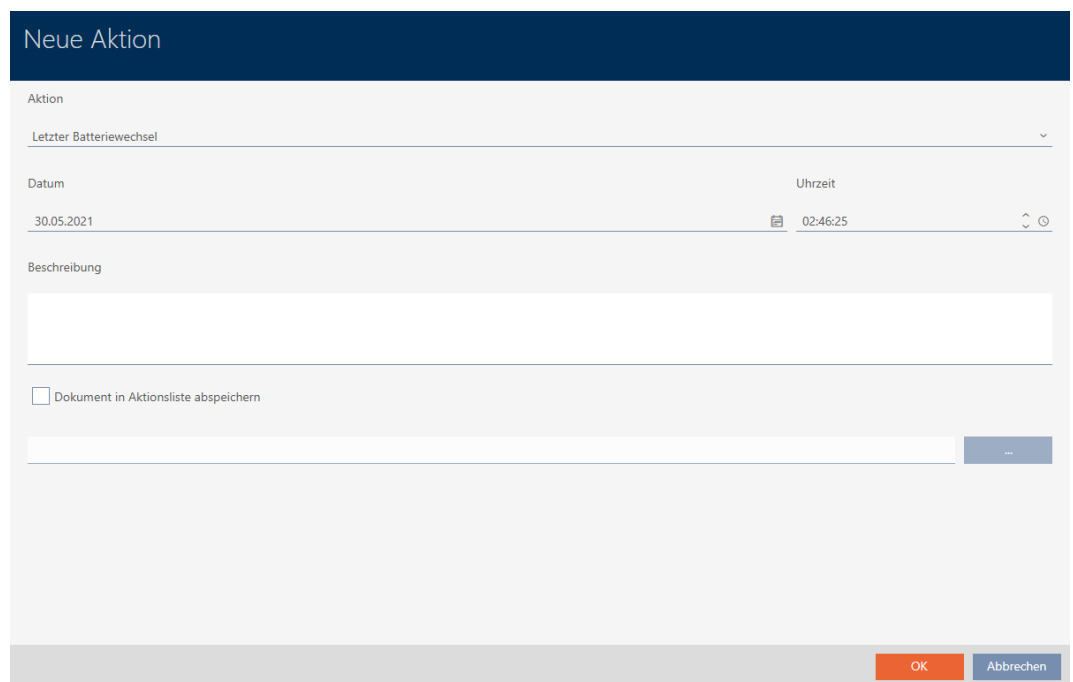
4. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).

### 15.13.1 Noting the issue date

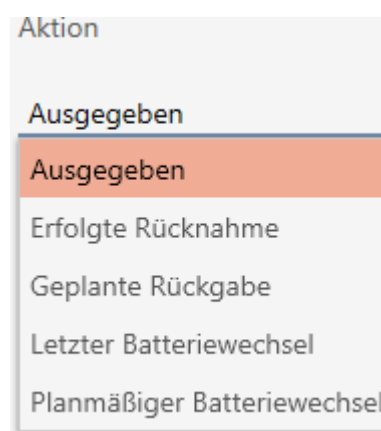
#### 15.13.1.1 Note card/transponder issue date

AXM Classic 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.  
→ The window for a new action will open.

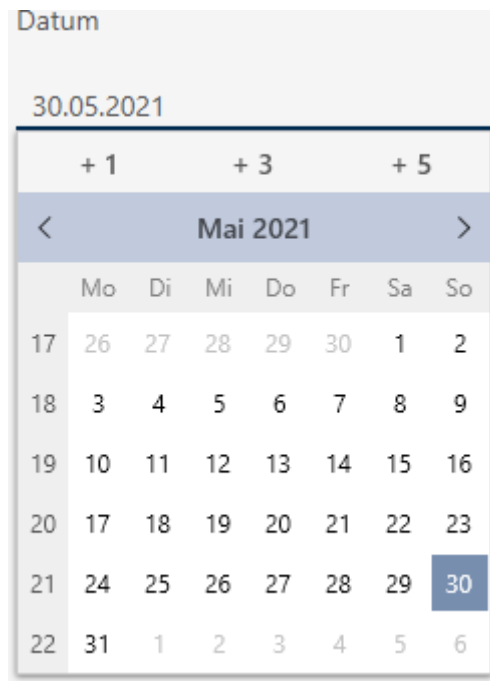




2. From the drop-down menu ▼ **Action**, select "Issued".





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



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  button.
  - The Explorer window will open.
8. Select your document.
9. Click on the  button.
  - Explorer window closes.

Neue Aktion

Aktion

Ausgegeben

Datum

30.05.2021

Uhrzeit

03:49:48

Beschreibung

☒ Dokument in Aktionsliste abspeichern

D:\Info.txt

—

OK

Abbrechen

10. Click on the **OK** button.

→ The window for the new action closes.

→ Action is now created and listed.

Datum	Typ	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		

You can generate a suitable report with signature fields (see *Displaying the report for identification media issue* [▶ 481]) to prepare the transfer of the identification medium.

### 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.

→ The window for a new action will open.

Neue Aktion

Aktion

Letzter Batteriewechsel

Datum

30.05.2021

Uhrzeit

02:46:25

Beschreibung

☐ Dokument in Aktionsliste abspeichern

OK

Abbrechen

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

Aktion

Planmäßiger Batteriewechsel


Ausgegeben

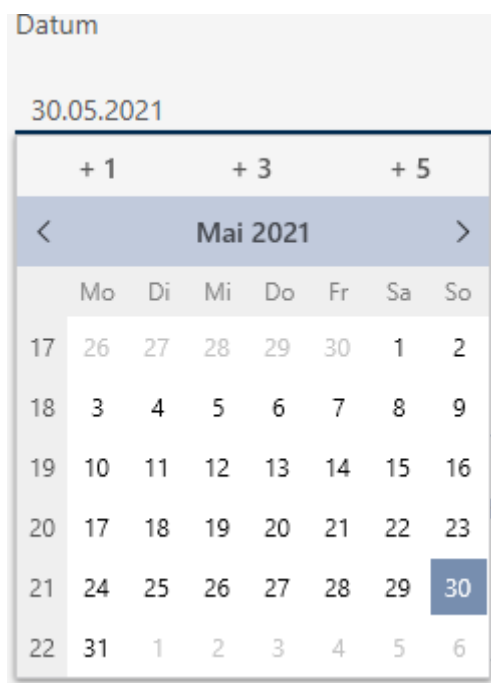
Erfolgte Rücknahme

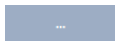

Geplante Rückgabe

Letzter Batteriewechsel

Planmäßiger Batteriewechsel

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



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  button.
  - The Explorer window will open.
8. Select your document.
9. Click on the  button.
  - Explorer window closes.

### Neue Aktion

Aktion

Planmäßiger Batteriewechsel

Datum

30.05.2021

Uhrzeit

04:00:44

Beschreibung

☒ Dokument in Aktionsliste abspeichern

D:\Info.txt

—

OK

Abbrechen

10. Click on the **OK** button.

→ The window for the new action closes.

→ Action is now created and listed.

Datum	Typ	Benutzer	Beschreibung	Dokument
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.

→ The window for a new action will open.

Neue Aktion

Aktion

Letzter Batteriewechsel

Datum

30.05.2021

Uhrzeit

02:46:25

Beschreibung

☐ Dokument in Aktionsliste abspeichern

OK

Abbrechen

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

Letzter Batteriewechsel

Letzter Batteriewechsel

Planmäßiger Batteriewechsel

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

<

April 2024

>

M	D	M	D	F	S	S
25	26	27	28	29	30	31
1	2	3	4	5	6	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 ... button.  
    ↳ The Explorer window will open.
- 8. Select your document.
- 9. Click on the Open button.  
    ↳ Explorer window closes.

Neue Aktion

Aktion

Planmäßiger Batteriewechsel

Datum

30.04.2024

Uhrzeit

20:00:00

Beschreibung

☒ Dokument in Aktionsliste abspeichern

D:\info.txt

...

OK

Abbrechen

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

Datum	Typ	Benutzer	Beschreibung	Dokument
30.04.2024 20:00:00	Planmäßiger Batteriewer	Admin		D:\info.txt
30.04.2024 14:34:39	Letzte Programmierung	Admin	ErrorCode = NoError	
30.04.2024 14:34:03	Letzte Programmierung	Admin	ErrorCode = NoError	
30.04.2024 14:31:23	Zurückgesetzt	Admin	ErrorCode = NoError	
30.04.2024 14:30:50	Letzte Programmierung	Admin	ErrorCode = NoError	
30.04.2024 14:30:36	Letzte Programmierung	Admin	ErrorCode = WrongDevice	
30.04.2024 14:30:24	Zurückgesetzt	Admin	ErrorCode = NoError	
30.04.2024 14:29:59	Letzte Programmierung	Admin	ErrorCode = NoError	

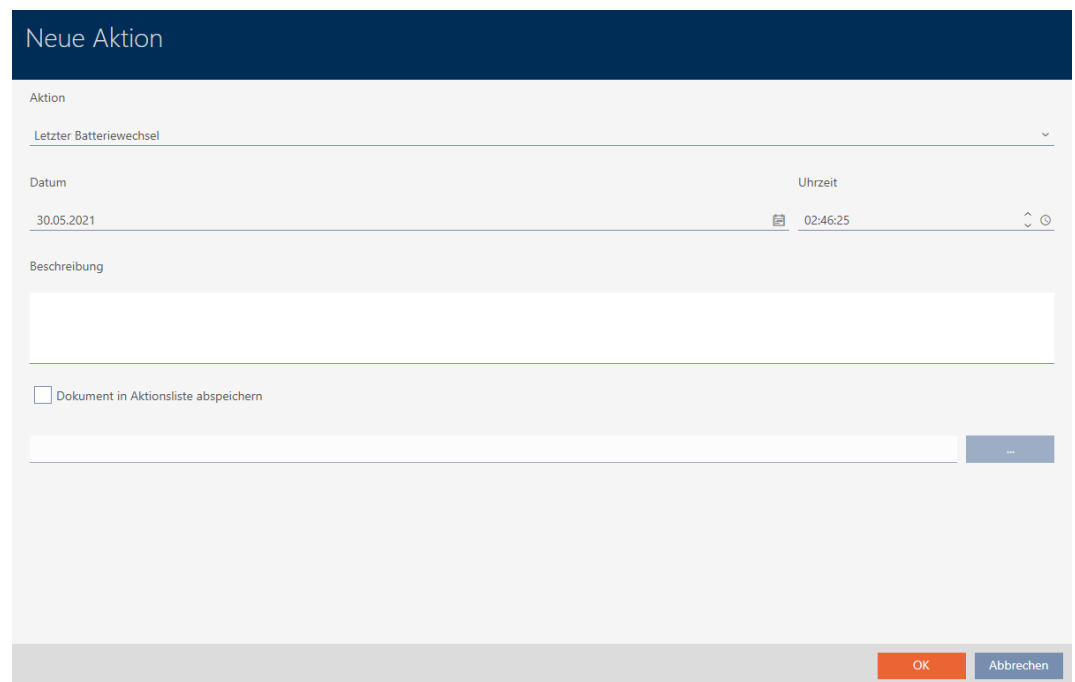
15.13.3 Planning and logging return

15.13.3.1 Planning and logging card/transponder return

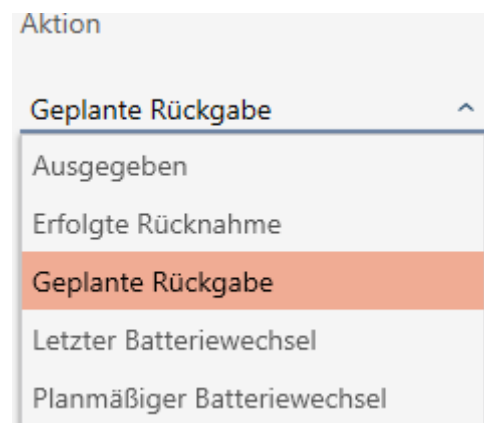
You can enter a suitable note in the action list to keep track of when which identification media need to be returned.

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)* [► 166]. 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.  
↳ The window for a new action will open.

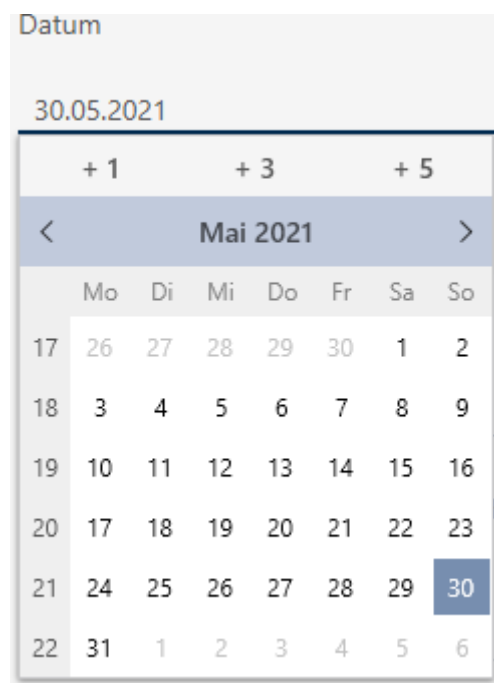




2. Select "Planned return" or "Handed back" from the ▼ **Action** drop-down menu.

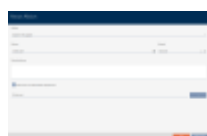





3. Enter a date in the *Date* field or click on the  icon to expand a calendar screen.



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  button.  
 ↳ The Explorer window will open.
8. Select your document.
9. Click on the  button.  
 ↳ Explorer window closes.



10. Click on the  button.  
 ↳ The window for the new action closes.
- ↳ Action is now created and listed.

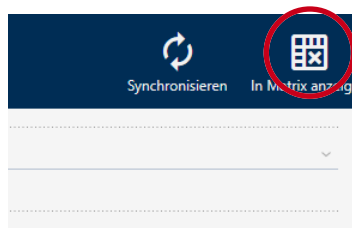
Datum	Typ	Benutzer	Beschreibung	Dokument
30.05.2021 03:05:41	Geplante Rückgabe	Admin		txt
30.05.2021 00:00:49	Letzte Programmierung	Admin		
29.05.2021 00:08:58	Zurückgesetzt	Admin		
29.05.2021 00:08:42	Erfolgte Rücknahme	Admin		
20.05.2021 20:40:08	Letzte Programmierung	Admin		
20.05.2021 20:39:14	Letzte Programmierung	Admin		
05.05.2021 14:08:04	Erstellt	Admin		

### 15.14 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 Classic.

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

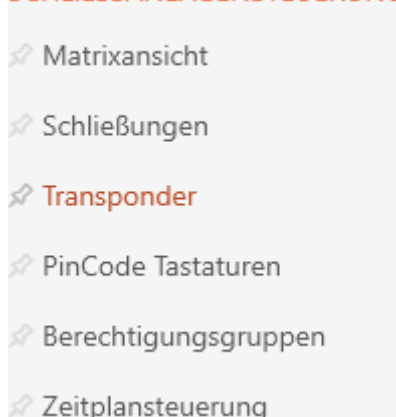
- ✓ AXM Classic open.
- ✓ Identification medium available.

1. Click the orange AXM button .
  - ➞ AXM bar opens.



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



### SCHLIESSANLAGENSTEUERUNG



→ The list with all identification media in the locking system will open.

3. Select the locking system whose identification media you would like to export on the right (alternatively: "All").

Matrixansicht x	Transponder x	
Neu	Löschen	In Matrix anzeigen
Duplizieren	Ausgabe	DSGVO-Daten
Export	Anzeigefilter löschen	
Nachname	Vorname	S/N
> Granger	Hermine	002TU6TC
Hagrid	Rubeus	UID-10000000979A4F
Lovegood	Luna	002U04AT
McGonagall	Minerva	UID-1000000034DB9B
Weasley	Percy	000XCKNG

4. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
5. Click on the **Export** button .
 

→ The Explorer window will open.
6. 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 1'

Nachname	Vorname	S/N	Typ	Sync	Status	Zeitgruppe	Aktivierungsdatum / Verfallsdatum
Granger	Hermine	002TU6TC	Transponder	Programmiert			
Hagrid	Rubeus	UID-1000000 0979A4F9E	Karte	Programmiert			
Lovegood	Luna	002U04AT	Transponder	Programmiert			
McGonagall	Minerva	UID-1000000 034DB9B06	Karte	Programmiert			
Weasley	Percy	000XCKNG	Transponder	Programmiert			

You have the option to personalise reports (see *Personalising reports and exports* [▶ 427]).

#### 15.15.2 Exporting PINs and PIN code keypads as a list

- ✓ AXM Classic open.
  - ✓ PIN code keypad created (see *Creating PIN code keypads* [▶ 91]).
1. Click the orange AXM button .
    - ↳ AXM bar opens.





### Alle PinCodes für die Schließanlage 'Hogwarts'

Name	Schließung	S/N	Typ	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				

You have the option to personalise reports (see [Personalising reports and exports](#) [▶ 427]).

## 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 Classic 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 Classic open.
- ✓ Identification media list or matrix open.
- ✓ Identification medium synchronised.

1. Use  to sort/filter the displayed entries if required (see [Sorting and filtering](#) [▶ 38]).
2. Click on the identification medium whose serial number and/or TID you wish to view.
  - ➞ The identification medium window will open.
  - ➞ Serial number is displayed.

### Transponder - Details

Hier können Sie die Details des Transponders bearbeiten

**1 Details** | 2 Personendetails | 3 Transponderkonfiguration | 4 Zusätzliche Schließanlagen | 5 Berechtigungsgruppen | 6 Hashtags | 7 Aktionen | 8 Begehungliste | 9 Berechtigte Schließungen

#### TRANSPONDER DETAILS

Seitennummer: 000XCKNG

Transpondertyp: ☒ Transponder

Firmware Version: 3.2.19

Letzte Synchronisierung: 14.12.2021 01:41:03


Sync: ☒ Programmiert

Batteriestatus: ☒ Ok

Zeitgruppe: ☐ Zeitgruppe 1

Beschreibung:

< Zurück Weiter > Fertigstellen Abbrechen

3. Click on the  Synchronisation button.  
 ↳ Window switches to synchronisation.
4. Open up the "Programmed records" field.

### Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage:

Transponder: ☒ Weasley, Percy (000XCKNG)

Programmiergerät: ☒ SmartCD aktiv

Transponder erkennen

#### TRANSPONDERDATEN

Letzte Synchronisierung: 14.12.2021 01:41:03

Sync: ☒ Programmiert

Status: ☒ Aktiviert

Batteriestatus: ☒ Ok

Zeitgruppe:

Synchronisieren

Status auslesen

Begehungliste auslesen

Zurücksetzen

PROGRAMMIERTE IDENTIKATIONEN


Pos	Schließanlage/SID	SID Extension	TID	Aktivierungsdatum	Verfallsdatum	Zeitgruppe
1	Hogwarts 1	6644767	3206			

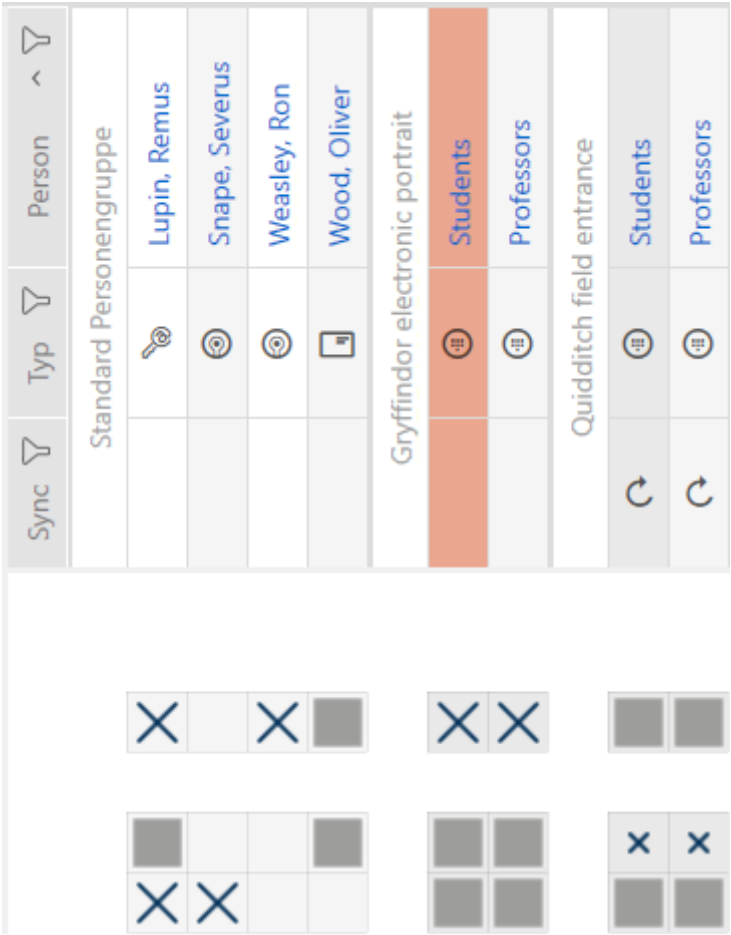
Schließen

- ↳ 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 Classic open.
  - ✓ PIN code keypad created and synchronised.
  - ✓ List with PIN code keypads or matrix open.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  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.
- Serial number is displayed.



**PinCode - Details**  
Bitte geben Sie die Eigenschaften der PinCode ein.

Hogwarts Synchronisieren In Matrix anzeigen

**1 Details**  
**2 Hashtags**  
**3 Aktionen**

**PINCODE - DETAILS**

Seriennummer 088NKAK

Typ AX PinCode

Firmware Version 1.1.1052

Name Gryffindor electronic portrait

Schließung Gryffindor tower

Pinlänge 4

Letzte Synchronisierung 30.04.2024 14:34:39

Sync Programmiert

Batteriestatus Ok

**PINS**

	Pin Name	PIN	Sync	Berechtigt	Status	Programmiert
1	Students	****	Sync	Berechtigt	Status	Programmiert
2	Professors	****	Sync	Berechtigt	Status	Programmiert

Hinzufügen

< Zurück Weiter > Fertigstellen Abbrechen

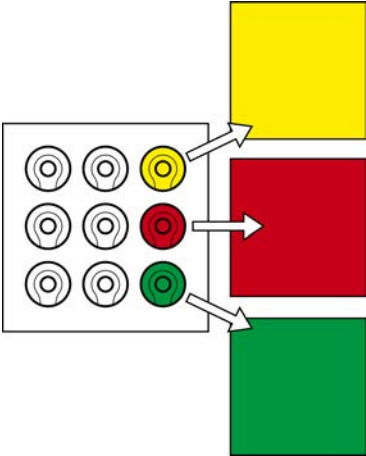
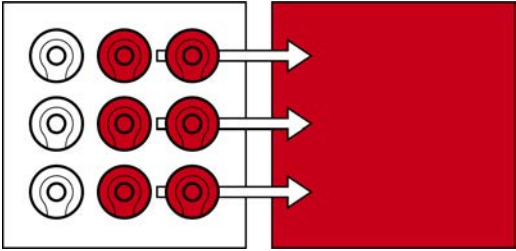
### 15.17 Assigning persons to person groups

Identification media are linked to people. As a rule, you will also create a person who owns a identification medium when you create it.

PIN code keypads are an exception here. They are designed to be used by a number of people and therefore cannot be assigned to a group of people. However, you can assign the PINs to a time group instead (see [Adding PINs from a PIN code keypad to the time group \[▶ 325\]](#)).

You need to specify a person group as soon as you add a person. Ideally, you should follow best practice (see [Best practice: setting up the locking system \[▶ 29\]](#)) and plan everything out ready before creating your persons (see [Organisational structure \[▶ 45\]](#)). This means that you only need to open windows once.

Obviously, you can also move your persons to another person group at a later point in time.

Moving Individual persons	Moving multiple locking devices
<p><i>Assigning individual persons/identification media to a person group (in transponder window) [► 190]</i></p> <p>Suitable for moving few people into many different person groups:</p> 	<p><i>Assign a number of persons/identification media to person group (in the person group window) [► 192]</i></p> <p>Suitable for moving a number of persons into a few different person groups:</p> 



NOTE

Maximum one area per locking device

A locking device can only belong to one single area. There are no overlapping areas in the AXM Classic . If you assign a different area to a locking device, this locking device may be automatically removed from its existing area.

- You can use the Area - Details column in the "Area - Details" window to check whether a locking device has already been assigned to an area.

Person groups have no influence on authorisations

Authorisations are not directly linked to person groups. If a person is moved to a different person group, the change does not affect authorisations initially. However, person groups are a useful tool for changing authorisations more quickly.

- Use person groups to add people to access levels more quickly (see *Adding areas and person groups to access levels [► 312]*).

### 15.17.1 Assigning individual persons/identification media to a person group (in transponder window)

[illegible]

- ✓ AXM Classic open.
  - ✓ At least one person group created (see [Creating a person group \[► 46\]](#)).
1. Click on the identification medium of the person you wish to assign to a new person group.
    - ➡ The identification medium window will open.

## Transponder - Details

Hier können Sie die Details des Transponders bearbeiten

1 Details

2 Personendetails

3 Transponderkonfiguration

4 Zusätzliche Schließanlagen

5 Berechtigungsgruppen


6 Hashtags

7 Aktionen

8 Begehungsliste

9 Berechtigte Türen

### TRANSPONDER DETAILS

Seriennummer	UID-1000000034DB9B06		
Transpondertyp	 Karte		
Firmware Version			
Letzte Synchronisierung	13.12.2021 20:54:06		
Sync	Programmiert		
Batteriestatus			
Zeitgruppe	<input type="checkbox"/>	Zeitgruppe 1	
Beschreibung	<div></div>		

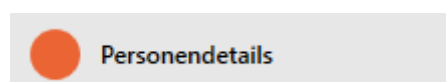
< Zurück

Weiter >

Fertigstellen

Abbrechen

2. Click on the  Person details tab.



- ↳ The "Person details" tab is shown.

Transponder - Personendetails

Hier können Sie die Details der Person bearbeiten

Synchronisieren

In Matrix anzeigen

DSGVO-Daten

1 Details

2 Personendetails

3 Transponderkonfiguration

4 Zusätzliche Schließanlagen

5 Berechtigungsgruppen

6 Hashtags

7 Aktionen

8 Begehungliste

9 Berechtigte Türen

PERSONENDETAILS

Nachname

McGonagall

Vorname

Minerva

Personalnummer

PN-33

Personengruppe

Standard Personengruppe

+ Neu

Bemerkung

Foto

Titel

Abteilung

Telefon

E-Mail

Adresse

Ort/Gebäude

Eingestellt am

☒ Nicht relevant

Eingestellt bis

☒ Nicht relevant

Geburtsdatum

☒ Nicht relevant

Kostenstelle

< Zurück

Weiter >

Fertigstellen

Abbrechen

3. Select the person group to which the person should belong in the future from the ▼ Person group drop-down menu.

Personengruppe

Teachers

+ Neu

Bemerkung

Standard Personengruppe

Teachers


4. Click on the **Finish** button.
- The identification medium window closes.
  - Person belongs to a new person group.

Sync	Typ	Person
		Teachers
		McGonagall, Min...
		Standard Personengruppe
		Granger, Hermine
		Hagrid, Rubeus
		Lovegood, Luna
		Weasley, Percy

### 15.17.2 Assign a number of persons/identification media to person group (in the person group window)

Persons in "old" person group	Persons in "new" person group

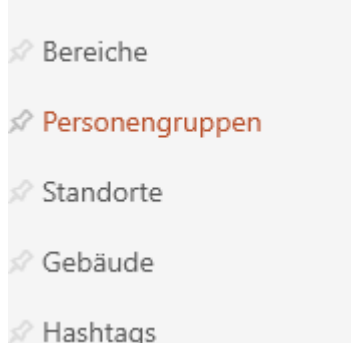
- ✓ AXM Classic open.
- ✓ At least one person group created (see [Creating a person group \[► 46\]](#)).

1. Click on the orange AXM icon .
  - ↳ AXM bar opens.

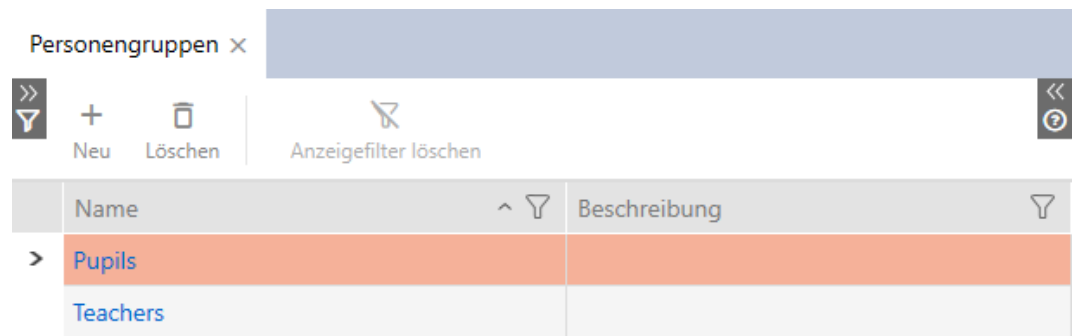


2. Select the **Person groups** entry in the | ORGANISATIONAL STRUCTURE | group.

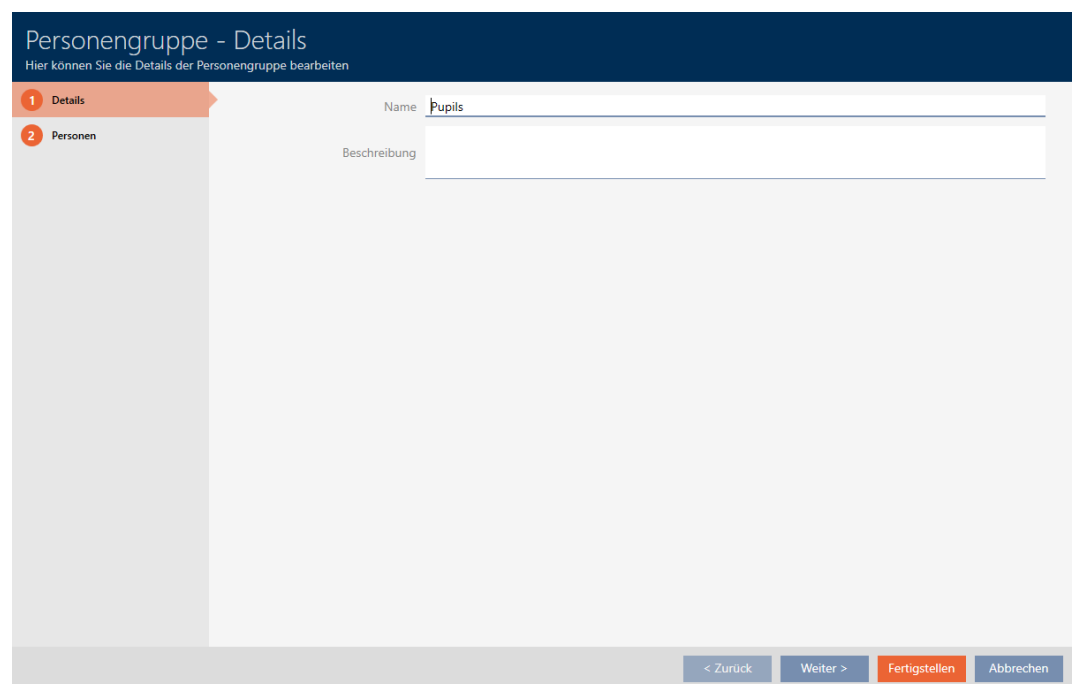
#### ORGANISATIONSTRUKTUR



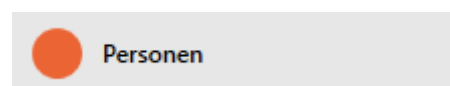
- ↳ The AXM bar will close.
- ↳ The [Person groups] tab will open.



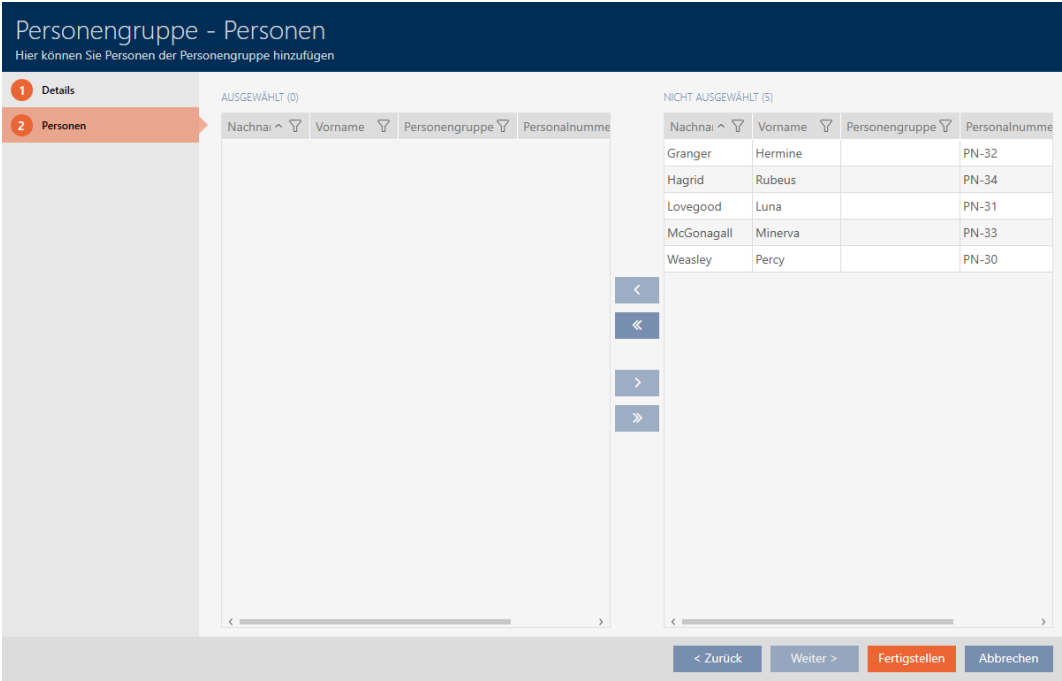
3. Click on the person group to which you want to assign the persons.  
↳ The "Person group" window will open.




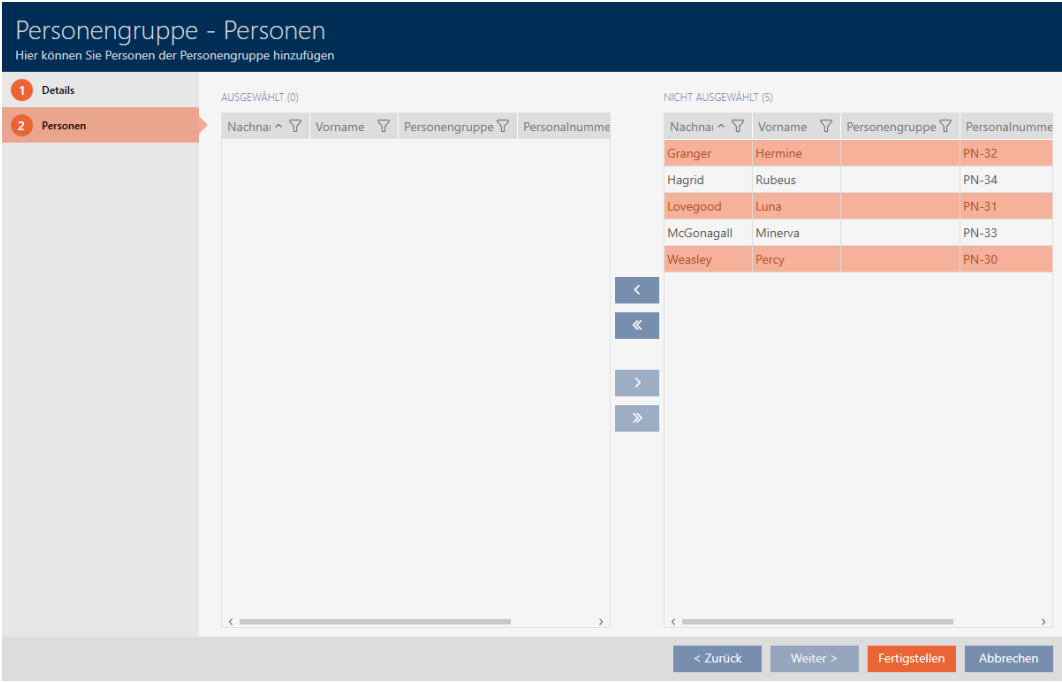
4. Click on the **Personen** tab.



- ↳ Window switches to the **Personen** tab.



5. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
6. Highlight all persons you want to add to the area (Ctrl + mouse click for a single person or shift + mouse click for multiple persons).



7. Use  to move the selected persons only or use  to move all displayed authorisation persons.



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 persons in the left column are added to the person group.
- 8. Click on the **Finish** button.
- "Person group" window closes.
- Persons are assigned to the new person group.
- Matrix displays structure with new person groups.

Sync	Typ	Person
		Pupils
		Granger, Hermine
		Lovegood, Luna
		Weasley, Percy
		Standard Personenengruppe
		Hagrid, Rubeus
		McGonagall, Min...

15.18 Use identification media in multiple locking systems

In certain cases, it a good idea to use multiple locking systems (see *Locking systems* [▶ 494]).

In such a case, it is practical if selected users can use the same identification medium in multiple locking systems.

Usage in multiple locking systems differs from the common locking level:

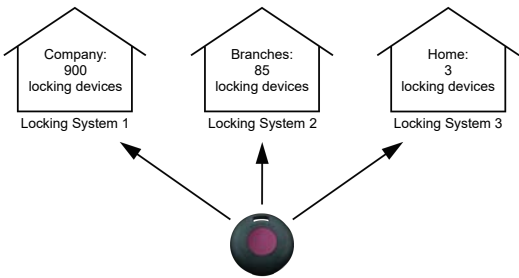


Use in multiple locking systems	Common locking levels
<ul style="list-style-type: none"><li>■ Multiple independent locking systems are stored on identification media</li><li>■ Can come from different projects and databases</li><li>■ Number of possible locking systems limited in the identification medium</li><li>■ TID in each of these locking systems independent of TIDs in other locking systems</li></ul>	<ul style="list-style-type: none"><li>■ Common locking level is created and locking systems assigned</li><li>■ Transponder is created in one of these locking systems. AXM Classic automatically creates the transponder in the other assigned locking systems as well</li><li>■ Number of locking systems assigned in this way not limited</li><li>■ Authorisations are configured in assigned locking systems</li></ul> <p>See <i>Using a common locking level</i> [▶ 374] to set up an common locking level.</p>

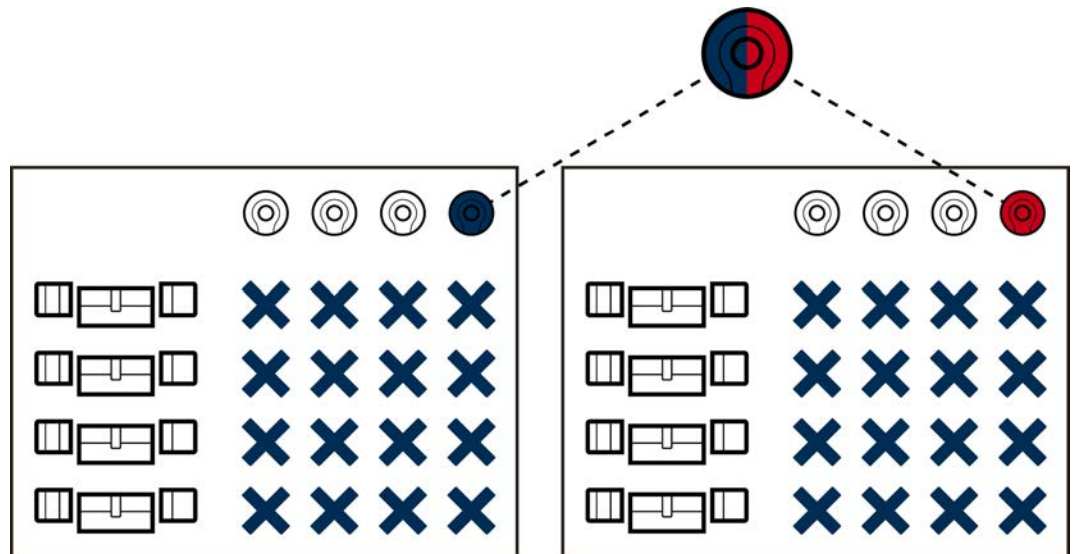
You will find further information on the common locking level here:  
Common locking levels.

A PIN code keypad is permanently assigned to just one locking device and is not mobile. Use in multiple locking systems or in common locking levels is therefore not a good idea and not possible for PIN code keypads.

Example: a caretaker needs to be granted access to doors in different locking systems.



He does not need to carry multiple identification media around. Instead, you can add the caretaker’s identification medium to each locking system, but then synchronise the same transponder.



- G2 transponders can store up to five locking systems (3 G2 locking systems and 2 G1 locking systems).
- Cards can also store multiple locking systems, depending on the available memory and card configuration (see [Card templates \[► 525\]](#)). You no longer make card configurations in AXM Classic across projects, but across different locking systems instead (see [Enable cards or transponders \[► 370\]](#)). This has two advantages:
  - Multiple locking systems on a single card are not a problem – treat an existing locking system as an external application and select free sectors or app IDs for the additional locking system ([MIFARE Classic \(card already used\) \[► 343\]](#) or [MIFARE DESFire \(card already in use\) \[► 357\]](#)).

The diagram illustrates two overlapping windows. The top window displays 'Name: SectList', 'Wert: 2,3,4,5', and 'Beschreibung: Sector List'. The bottom window displays 'Name: SectList', 'Wert: 6,7,8,9', and 'Beschreibung: Sector List'. Both windows feature a 'Bearbeiten' button.

- You can even use different card configurations in your locking systems provided you use the same card type (Classic/DESFire).

Kartentyp	Mifare Classic	▼	Parameter:
Konfiguration	MC1200L	▼	
Speicherbedarf	192 Bytes		
Schließungs-IDs	128 - 1327	im Kartenprofil	
Begehungen im Protokoll	--		
Virtuelles Netzwerk	--		

Kartentyp	Mifare Classic	Parameter:
Konfiguration	MC3800L	
Speicherbedarf	528 Bytes	
Schließungs-IDs	128 - 3927 im Kartenprofil	
Begehungen im Protokoll	--	
Virtuelles Netzwerk	--	

Name:	SectList
Wert:	6,7,8,9,10,11,12,13,14,15,17
<input type="button" value="Bearbeiten"/>	
Beschreibung: Sector List	

Name:	TransportSectorTrailer
Wert:	*****
<input type="button" value="Bearbeiten"/>	
Beschreibung: Transport Settings	

Transponders are easier to operate than cards in multiple locking systems since you do not need to take sectors or app IDs into account in this case.

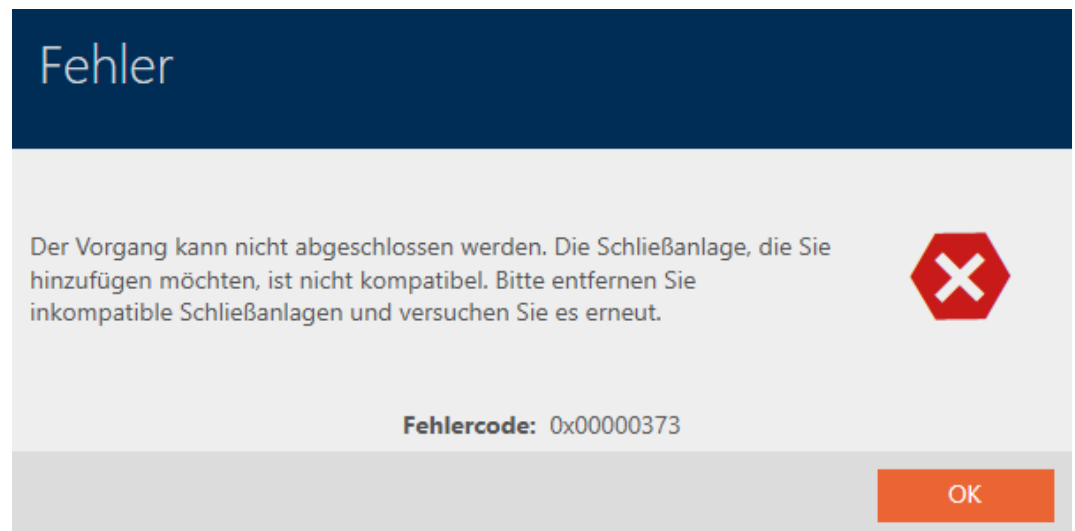
There are two ways to reuse an identification medium:

- *Reuse identification medium in the same project* [[198](#)]
- *Reusing identification medium in other projects/databases* [[204](#)]


#### 15.18.1 Reuse identification medium in the same project

With AXM Classic, you can simply use the same identification medium for several locking systems.

If you are working with cards, AXM Classic will even check whether the set card configurations are compatible with one another or whether, for example, the sectors would overlap:



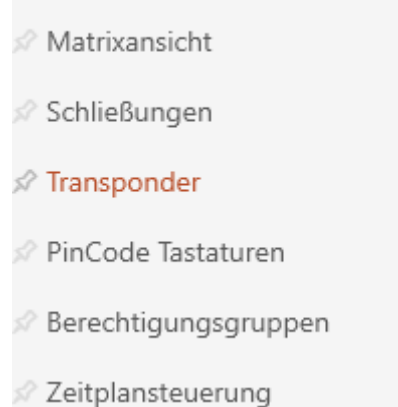
- ✓ AXM Classic open.
- ✓ At least two locking systems created in the same project (see *Create locking system* [[330](#)]).


1. Click on the orange AXM icon  AXM.
- ➞ AXM bar opens.



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

### SCHLISSANLAGENSTEUERUNG



- ↳ The AXM bar will close.
  - ↳ The [Transponder] tab will open.
3. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
  4. Click on the identification medium you would like to use in another locking system.
    - ↳ The identification medium window will open.

### Transponder - Details

Hier können Sie die Details des Transponders bearbeiten

Synchronisieren In Matrix anzeigen

- 1 Details
- 2 Personendetails
- 3 Transponderkonfiguration
- 4 Zusätzliche Schließanlagen
- 5 Berechtigungsgruppen
- 6 Hashtags
- 7 Aktionen
- 8 Begehungliste
- 9 Berechtigte Türen

#### TRANSPONDER DETAILS

Batterienummer 000XCKNG

Transpondertyp ☒ Transponder

Firmware Version 3.2.19

Letzte Synchronisierung 14.12.2021 18:55:37


Sync Programmiert

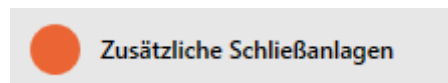
Batteriestatus Ok

Zeitgruppe ☐ Zeitgruppe 1

Beschreibung

< Zurück Weiter > Fertigstellen Abbrechen

5. Click on the  Additional locking systems tab.



↳ Window switches to the "Additional locking systems" tab.

### Transponder - Zusätzliche Schließanlagen

Hier können Sie zusätzliche Schließanlagen für den Transponder auswählen

Synchronisieren In Matrix anzeigen

- 1 Details
- 2 Personendetails
- 3 Transponderkonfiguration
- 4 Zusätzliche Schließanlagen
- 5 Berechtigungsgruppen
- 6 Hashtags
- 7 Aktionen
- 8 Begehungliste
- 9 Berechtigte Türen

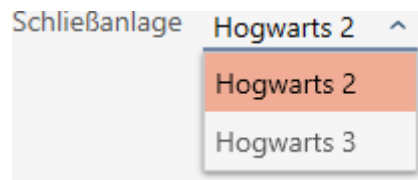
Name	Status
------	--------

Schließanlage Hogwarts 2

Hinzufügen Entfernen

< Zurück Weiter > Fertigstellen Abbrechen

6. Select the locking system in which you would like to reuse the identification medium from the ▼ **Locking system** drop-down menu.



7. Click on the **Add** button.
- ➡ The selected locking system is listed in the table.

Name	Status
Hogwarts 2	

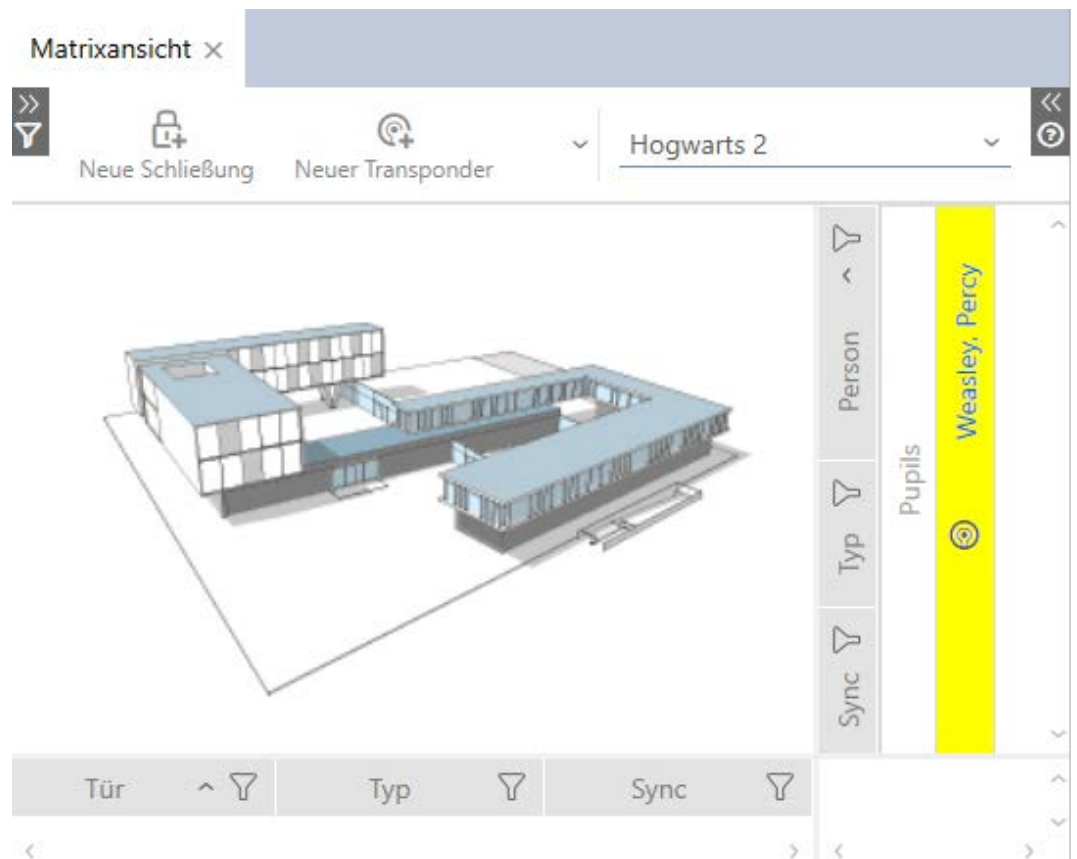
Schließenlage

Hogwarts 3

Hinzufügen

Entfernen

- Click on the **Finish** button.
  - ↳ Your AXM Classic will check whether the locking systems are compatible.
  - ↳ The identification medium window closes.
  - ↳ Reused identification media are automatically added to the other locking systems.

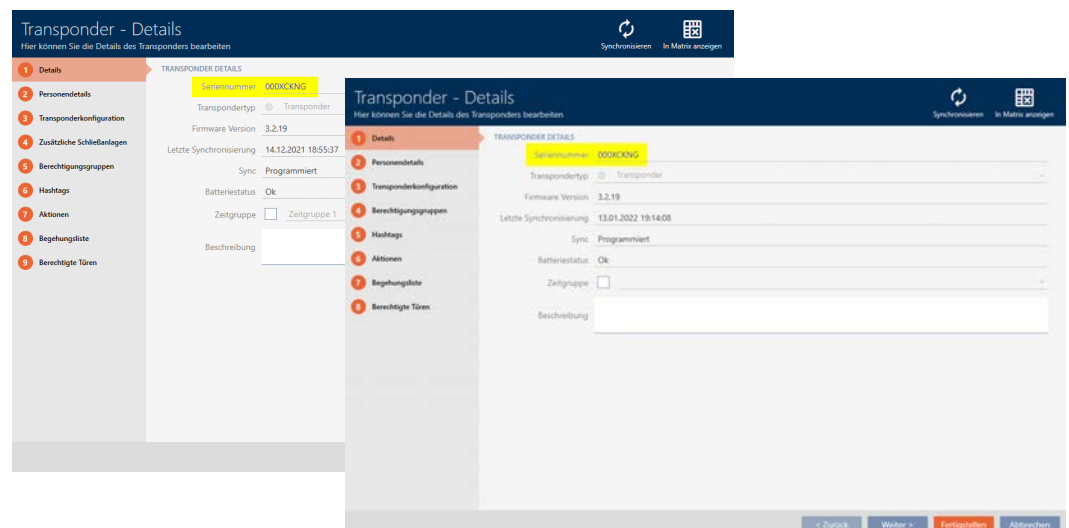


9. Synchronise the identification medium (see *Synchronise a card/transponder (including importing physical access list)* [▶ 393]).

→ All locking systems in which the identification medium is used are automatically synchronised.

### Recognition by the serial number

Both identification media have the same entry in the *Serial number* field in the "Transponder" window.



One look at the programmed transponder tells you that it really is the same transponder:



(It's required that the transponder's enclosure is the same as delivered from the factory.)

### Recognition by the programmed data sets

You can also recognise use in other locking systems by the programmed data records:

✓ "Transponder" open.

1. Click on the **Synchronisation** button.

➞ The "Synchronise transponder" window will open.

A screenshot of a software window titled 'Transponder synchronisieren'. The window has a dark blue header with a 'Konfiguration' icon. Below the header, there are three dropdown menus: 'Schließanlage' (Hogwarts 1), 'Transponder' (Weasley, Percy (000XCKNG)), and 'Programmiergerät' (SmartCD aktiv). To the right of these menus are three icons: 'Transponder erkennen', 'Synchronisieren', and 'Status auslesen'. Below the dropdowns, there is a section titled 'TRANSPONDERDATEN' with several fields: 'Letzte Synchronisierung' (14.12.2021 18:55:37), 'Sync' (Programmiert), 'Status' (Aktiviert), 'Batteriestatus' (Ok), and 'Zeitgruppe'. To the right of these fields are three icons: 'Begehungsliste auslesen' and 'Zurücksetzen'. At the bottom left, there is a link 'PROGRAMMIERTE DATENSÄTZE'. At the bottom right, there is a 'Schließen' button.

2. Expand the "Programmed records" area.

➞ You can see the locking system you added earlier in the programmed data sets.



### Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage

Hogwarts 1

Transponder

Ⓢ Weasley, Percy (000XCKNG)

Programmiergerät

SmartCD aktiv

Transponder erkennen

TRANSPONDERDATEN

Letzte Synchronisierung

14.01.2022 10:50:07

Sync

Programmiert

Status

Aktiviert

Batteriestatus

Ok

Zeitgruppe

Synchronisieren

Status auslesen

Begehungsliste auslesen

Zurücksetzen

PROGRAMMIERTE DATENSÄTZE

Pos	Schließanlage/SID	SID Extension	TID	Aktivierungsdatum	Verfallsdatum	Zeitgruppe
1	Hogwarts 1	6644767	3201			
2	Hogwarts 2	6131048	3202			

Schließen

### 15.18.2 Reusing identification medium in other projects/databases

#### Using the same identification medium in different projects/databases

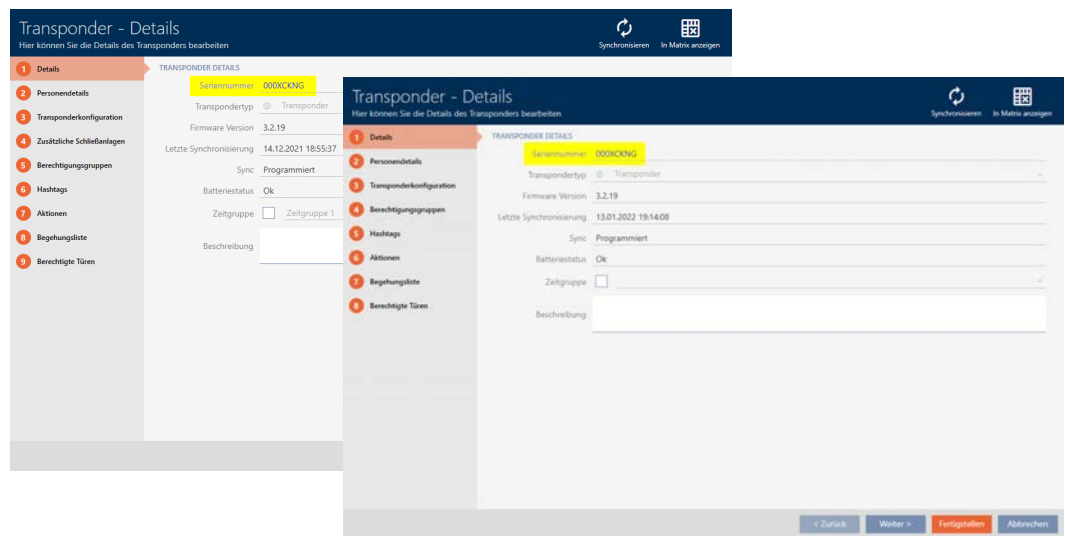
You are not only able to use the same identification medium within a project (see *Reuse identification medium in the same project* [▶ 198]).

You also have the option of using the same identification medium not only in different locking systems, but also in different databases:

- Use in different AXM projects (projects have their own database)
  - Use in an AXM and an LSM locking system
1. Synchronise the identification medium in your project (see *Synchronise a card/transponder (including importing physical access list)* [▶ 393]).
  2. Synchronise the same identification medium in another project or in another database.
- ➡ Identification medium is used in several locking systems which are separate from one another.

#### Recognition by the serial number

Although they are in different projects, both identification media have the same entry in the *Serial number* field in the "Transponder" window.



A look at the programmed transponder tells you that it really is the same transponder:



(It's required that the transponder's enclosure is the same as delivered from the factory.)

### Recognition by the programmed data sets

You can also identify use in other databases by the programmed data sets:

✓ "Transponder" open.

1. Click on the **Synchronisation**  button.

↳ The "Synchronise transponder" window will open.

## Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage

Hogwarts 1

Transponder

Weasley, Percy (000XCKNG)

Programmiergerät

SmartCD aktiv

Transponder erkennen

TRANSPONDERDATEN

Letzte Synchronisierung

14.12.2021 18:55:37

Sync

Programmiert

Status

Aktiviert

Batteriestatus

Ok

Zeitgruppe

Synchronisieren

Status auslesen

Begehungsliste auslesen

Zurücksetzen

PROGRAMMIERTE DATENSÄTZE

Schließen

- Synchronise the transponder (see *Synchronise a card/transponder (including importing physical access list)* [► 393]).
  - Expand the "Programmed records" area.
- ➔ Depending on which locking system you are in, you will see a second locking system in the programmed data sets. However, you will only see the locking system ID unlike when you reuse it in the same project (see *Reuse identification medium in the same project* [► 198]). The locking system ID is also stored in the identification medium and is therefore known. However, the locking system's name is saved in another database and therefore cannot be displayed.

## Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage

Hogwarts 1

Transponder

Weasley, Percy (000XCKNG)

Programmiergerät

SmartCD aktiv

Transponder erkennen

TRANSPONDERDATEN

Letzte Synchronisierung

13.01.2022 19:14:08

Sync

Programmiert

Status

Aktiviert

Batteriestatus

Ok

Zeitgruppe

Synchronisieren

Status auslesen

Begehungsliste auslesen

Zurücksetzen

PROGRAMMIERTE DATENSÄTZE

Nr.	Schließanlage/ID	SD Extension	TID	Aktivierungsdatum	Verfallsdatum	Zeitgruppe
1.	773	6644767	3206			
2.	Hogwarts 1	14547433	3206			

Schließen

## Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage

Hogwarts 1

Transponder

Weasley, Percy (000XCKNG)

Programmiergerät

SmartCD aktiv

TRANSPONDERDATEN

Letzte Synchronisierung

14.12.2021 18:55:37

Sync

Programmiert

Status

Aktiviert

Batteriestatus

Ok

Zeitgruppe

PROGRAMMIERTE DATENSÄTZE

Nr.	Schließanlage/ID	SD Extension	TID	Aktivierungsdatum	Verfallsdatum	Zeitgruppe
1.	Hogwarts 1	6644767	3206			
2.	803	14547433	3206			

Schließen

## 15.19 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 your AXM Classic. 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 Classic open.
- ✓ Matrix screen open.
- ✓ PIN code keypad AX created (see [Creating PIN code keypads \[► 91\]](#)).

1. Click on any PIN to open details on your PIN code keypad AX.

↳ The "PinCode - Details" window will open.

**PinCode - Details**  
Bitte geben Sie die Eigenschaften der PinCode ein.

Hogwarts ↕ Synchronisieren ⌂ In Matrix anzeigen

**1 Details** **2 Hashtags** **3 Aktionen**

**PINCODE - DETAILS**

Seriennummer: 0873CDF

Typ: AX PinCode

Firmware Version: 1.1.1048

Name: Gryffindor electronic portrait

Schließung: Snape's dungeon

Pinlänge: 4

Letzte Synchronisierung: 18.04.2024 14:12:57

Sync: Programmiert

Batteriestatus: Ok

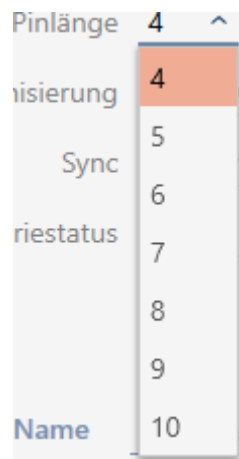
**PINS**

	Pin Name	PIN	Sync	Berechtigt	Status	
1	Students	****	Sync	Berechtigt	Status	Programmiert
2	Professors	****	Sync	Berechtigt	Status	Programmiert

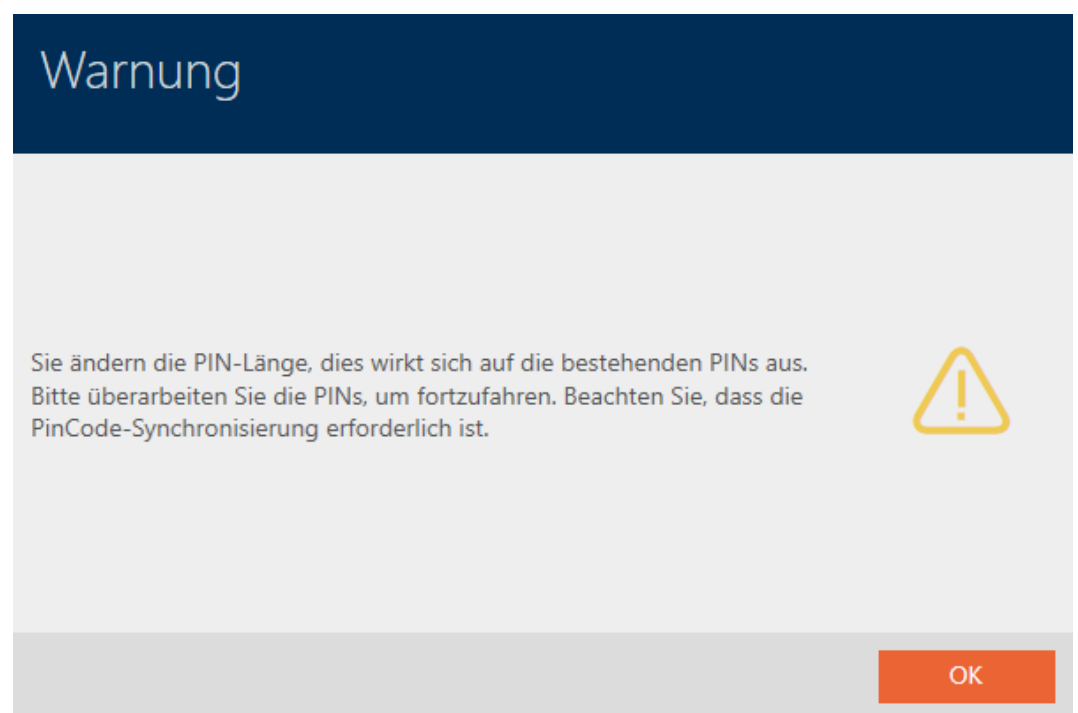
Hinzufügen

< Zurück Weiter > Fertigstellen Abbrechen

2. Select the required PIN length from the ▼ **Pin length** drop-down menu.



- ↳ Your AXM Classic 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 - Details

Bitte geben Sie die Eigenschaften der PinCode ein.

Hogwarts

Synchronisieren

In Matrix anzeigen

1 Details

2 Hashtags

3 Aktionen

PINCODE - DETAILS

Seriennummer0873CDF

TypAX PinCode

Firmware Version1.1.1048

NameGryffindor electronic portrait

SchließungSnape's dungeon

Pinlänge6

Letzte Synchronisierung18.04.2024 14:12:57

SyncProgrammiert

BatteriestatusOk

PINS

1

Pin Name

Students

PIN

\*\*\*\*\*

Sync

Berechtigt

Status

Programmiert

2

Pin Name

Professors

PIN

\*\*\*\*\*

Sync

Berechtigt

Status

Programmiert

Hinzufügen


< Zurück

Weiter >

Fertigstellen

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.



Tür	Person	Typ	Sync
Gryffindor tower	Snape, Severus	Standard Personengruppe	
Snape's dungeon	Weasley, Ron	Gryffindor electronic portrait	
	Students		
	Professors		

## 15.20 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 your AXM Classic. On the PIN code keypad 3068, you can use the Master PIN to change this setting directly on the PIN code keypad 3068.

- ✓ AXM Classic open.
  - ✓ Matrix screen open.
  - ✓ PIN code keypad AX created (see *Creating PIN code keypads* [► 91]).
1. Click on any PIN to open details on your PIN code keypad AX.
    - ➔ The "PinCode - Details" window will open.

PinCode - Details

Bitte geben Sie die Eigenschaften der PinCode ein.

Hogwarts Synchronisieren In Matrix anzeigen

**1 Details** PINCODE - DETAILS

**2 Hashtags**

**3 Aktionen**

Seriennummer 0873CDF

Typ AX PinCode

Firmware Version 1.1.1048

Name Gryffindor electronic portrait

Schließung Snape's dungeon

Pinlänge 4

Letzte Synchronisierung 18.04.2024 14:12:57

Sync Programmiert

Batteriestatus Ok

PINS

	Pin Name	PIN	Sync	Berechtigt	Status	Programmiert
1	Students	****	Sync	Berechtigt	Status	Programmiert
2	Professors	****	Sync	Berechtigt	Status	Programmiert

Hinzufügen

< Zurück Weiter > Fertigstellen Abbrechen

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

## PinCode - Details

Bitte geben Sie die Eigenschaften der PinCode ein.

1 Details

2 Hashtags

3 Aktionen

### PINCODE - DETAILS

Seriennummer	0873CDF
Typ	AX PinCode
Firmware Version	1.1.1048
Name	Gryffindor electronic portrait
Schließung	Snape's dungeon
Pinlänge	4
Letzte Synchronisierung	18.04.2024 14:12:57
Sync	Programmiert
Batteriestatus	Ok

### PINS

		Pin Name	PIN		Sync	Berechtigt	Status	
1	Pin Name	Students	PIN ****		Sync	Berechtigt	Status	Programmiert
2	Pin Name	Professors	PIN ****		Sync	Berechtigt	Status	Programmiert

Hinzufügen

< Zurück

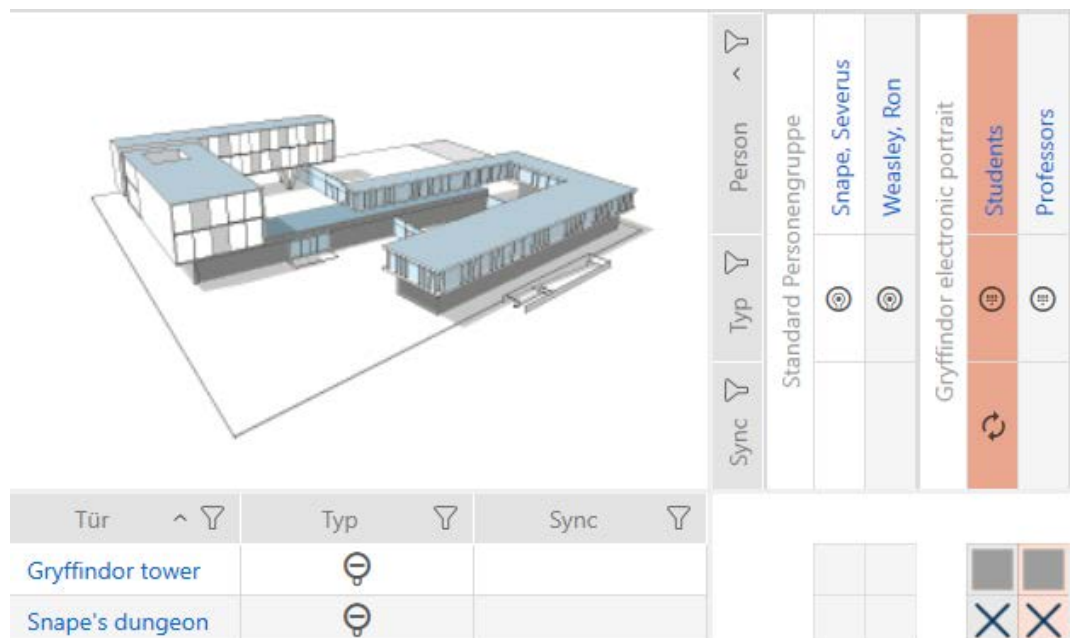
Weiter >

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)* [▶ 380]).

### 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.* [▶ 496] 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* [▶ 303] (see *Access levels* [▶ 512] for background information )
- *Creating an area* [▶ 79] (see *Areas* [▶ 517] for background information )
- *Creating a schedule* [▶ 48] or *Create time group* [▶ 52] (see *Time groups and schedules* [▶ 500] for background information )
- *Creating a time switchover* [▶ 61] (see *Time switchovers* [▶ 504] for background information )
- *Creating a location* [▶ 73] or *Creating a building and assigning it to a location* [▶ 76] (see *Buildings and locations* [▶ 516] for background information )
- *Creating a hashtag* [▶ 81] (see *Hashtags* [▶ 518] for background information )



#### NOTE

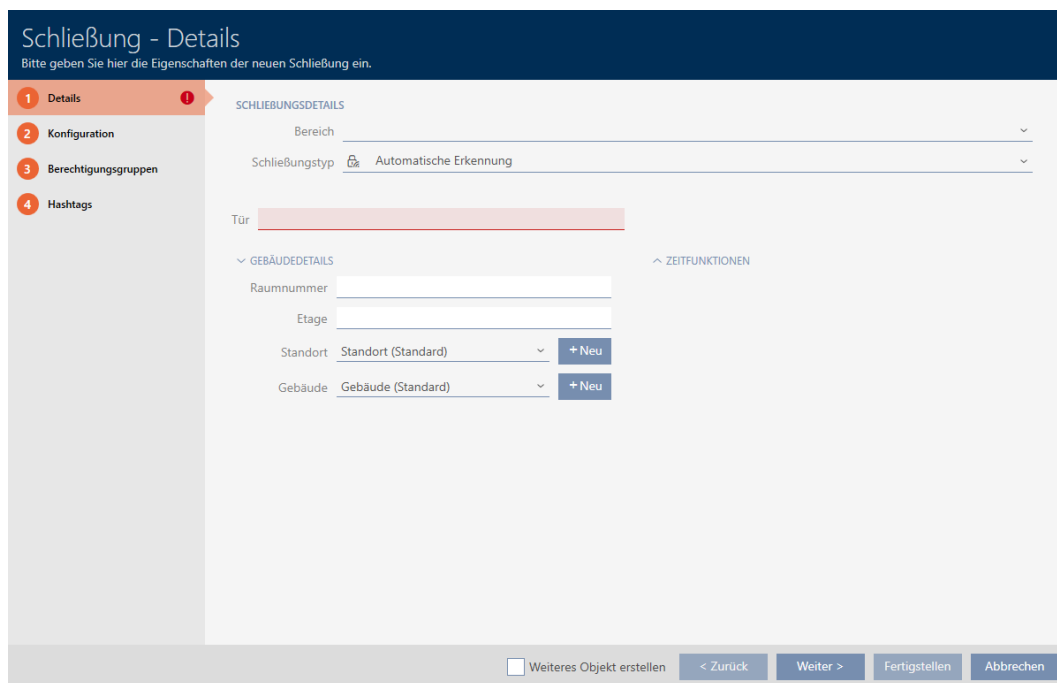
##### Hidden settings

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

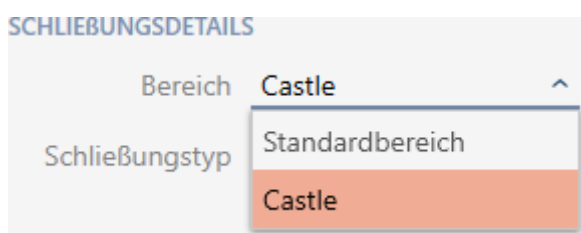
✓ AXM Classic open.

1. Click on the **New lock** button .

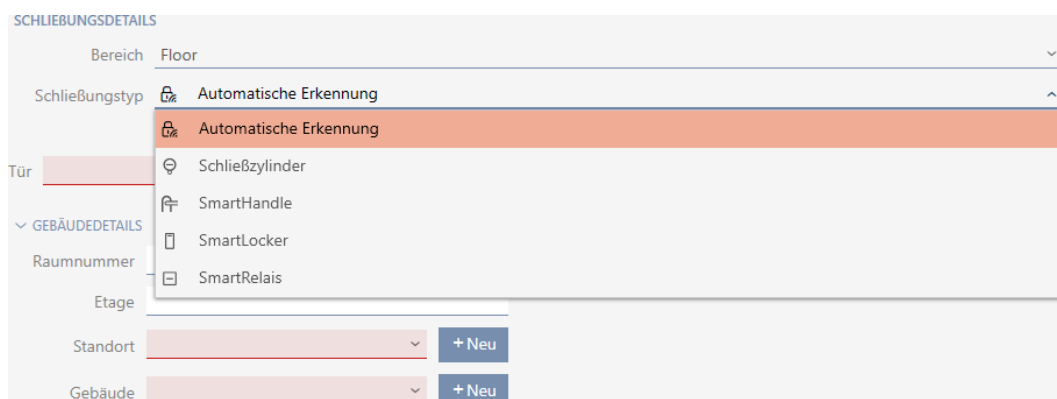
→ The window for creating a new locking device will open.



2. Select the area to which your locking device belongs from the ▼ **Area** drop-down menu.



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



**NOTE****Recognising a locking device automatically**

You may not know which entry to select from the ▼ **Lock type** drop-down list yet. AXM Classic also provides you with the "Automatic detection" entry.

AXM Classic does not save the detected locking device type until you actually program the locking device. The options in the "Configuration" tab are also extended or hidden to match the locking device type at this time.

4. Name your locking device in the *Door* field.
5. If necessary, enter the number of the room where your locking device will be installed in the *Room number* field.
6. If necessary, enter the floor on which your locking device will be installed in the *Floor* field.
7. Select the location where your locking device will be installed from the ▼ **Location** drop-down menu.

▼ GEBÄUDEDETAILS

Raumnummer

Etage

Standort

Gebäude

Das Feld ist erforderlich

- ↳ Selection in the ▼ **Building** drop-down menu is limited to the buildings in the selected location.

8. Select the building where your locking device is installed from the ▼ **Building** drop-down menu.

▼ GEBÄUDEDETAILS

Raumnummer

Etage

Standort

Gebäude

Das Feld ist erforderlich

9. 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)* [► 258] and *Engaging and disengaging locking devices automatically with time switchover* [► 260] for details).

▼ ZEITFUNKTIONEN

Zeitplan	<input type="checkbox"/>	_____ ▼	+ Neu
Zeitumschaltung	<input type="checkbox"/>	_____ ▼	+ Neu
Feiertagsliste	<input type="checkbox"/>	_____ ▼	+ Neu



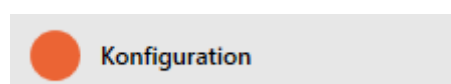
#### NOTE

##### 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.

10. Click on the  Configuration tab.



- Window switches to the "Configuration" tab.

Schließung - Konfiguration

Hier können Sie das Verhalten der Schließung konfigurieren

1 Details

2 Konfiguration

3 Berechtigungsgruppen

4 Hashtags

^ ZEITKONFIGURATION

^ SCHLIEBUNGSFUNKTIONEN

^ SIGNALISIERUNG

^ RELAIS-FUNKTIONEN

^ AX FUNKTIONEN

^ ZEITUMSCHALTUNG-KONFIGURATION

^ ERWEITERTE KONFIGURATION

☐ Weiteres Objekt erstellen
 < Zurück
 Weiter >
 Fertigstellen
 Abbrechen

11. 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)* [► 265]).

^ ZEITKONFIGURATION

☒ Zugangsprotokollierung
 ☐ Unberechtigte Zutrittsversuche protokollieren

12. 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* [► 267] and *Limit locking device read range (close range mode)* [► 269]).

^ SCHLIEBUNGSFUNKTIONEN

Öffnungsdauer (Sek.)

5

☐ Daueröffnung
 ☐ Nahbereichsmodus (bei interner Antenne)

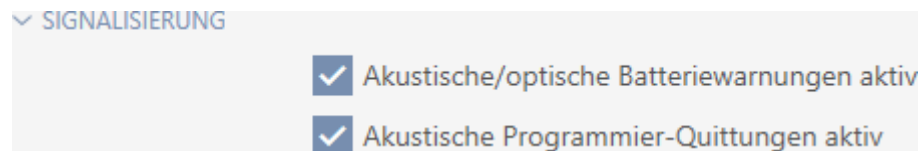


## NOTE

### Button control not adjustable

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

13. 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)* [► 270]).



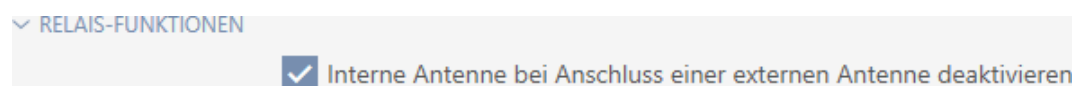
14. If you want to ignore the activation time window (see Activation date / expiry date), expand the "AX functions" menu and configure the settings (see *Ignoring activation and expiry date of identification media* [► 274]).



15. If you wish to activate/deactivate the card reader for the locking device: Expand the "Card configuration" menu and make the settings (see *Activating and deactivating card readers* [► 272]).

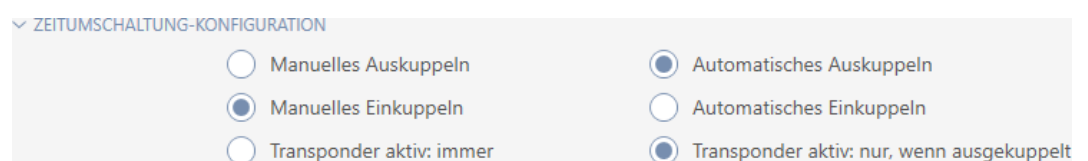


16. If you want to use the internal and external antenna together in a SmartRelay, expand the "Relay functions" menu and configure the settings (see *Using internal and external antenna simultaneously* [► 283]).

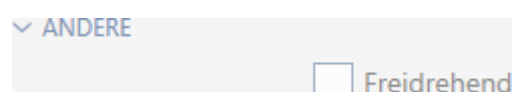


17. If you want to engage and disengage your locking device automatically, expand the "Time switching - Configuration" menu and configure the settings (see *Engaging and disengaging locking devices automatically with time switchover* [► 260]).

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



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



**NOTE****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 Classic 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 - Konfiguration

Bei freidrehendem AX Schließzylinder(FD) werden zwei Schließungen angelegt:  
Eine für den Innenknauf und eine andere für den Außenknauf.  
Beide Schließungen müssen separat konfiguriert und programmiert werden!

**OK**

▼ DOORMONITORING

"TÜR OFFEN" EINSTELLUNGEN	
Abtastintervall für die DM Sensoren (Sek.)	aus
"Tür zu lange offen" Event nach (Min.)	aus

SCHLOSSRIEGEL	
Tourigkeit des Schlosses	aus
"Tür sicher verriegelt" Position des Riegels	aus

PROTOKOLLIERUNG IN DER ZUTRIITSLISTE

☐ "Tür offen" Ereignisse

☐ Schlossriegel-Ereignisse

WEITERLEITUNG IM NETZWERK

☐ "Tür offen" Ereignisse

☐ Schlossriegel-Ereignisse

☐ Protokollierung / Weiterleitung der Alarme im Netzwerk

19. 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* [▶ 282]).

▼ ERWEITERTE KONFIGURATION

☐ Nur berechtigte TIDs über serielle Schnittstelle ausgeben

Schnittstelle keine

☐ Schnittstelle: Zusatzsignal CLS

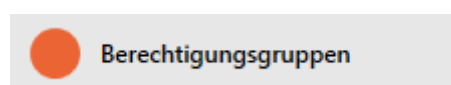
☒ Externe LED ☐ Externer Piepser

☐ SR Signal invertieren

☐ LED ausschalten

☐ Piepser ausschalten

20. Click on the **Access levels** tab.



→ Window switches to the "Access levels" tab.



## Schließung - Berechtigungsgruppen

Hier können Sie die Schließung zu Berechtigungsgruppen hinzufügen

1 Details  
2 Konfiguration  
3 **Berechtigungsgruppen**  
4 Hashtags

AUSGEWÄHLT (0)

Name	Beschreibung
------	--------------

NICHT AUSGEWÄHLT (4)

Name	Beschreibung
Gryffindor	
Hufflepuff	
Ravenclaw	
Slytherin	

<

<<

>

>>

Neue Berechtigungsgruppe


☐ Weiteres Objekt erstellen

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Weiter >

Fertigstellen

Abbrechen




21. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [► 38]).
22. Select all access levels to which you wish to assign your locking device (Ctrl+click for individual groups or Shift+click for multiple groups).

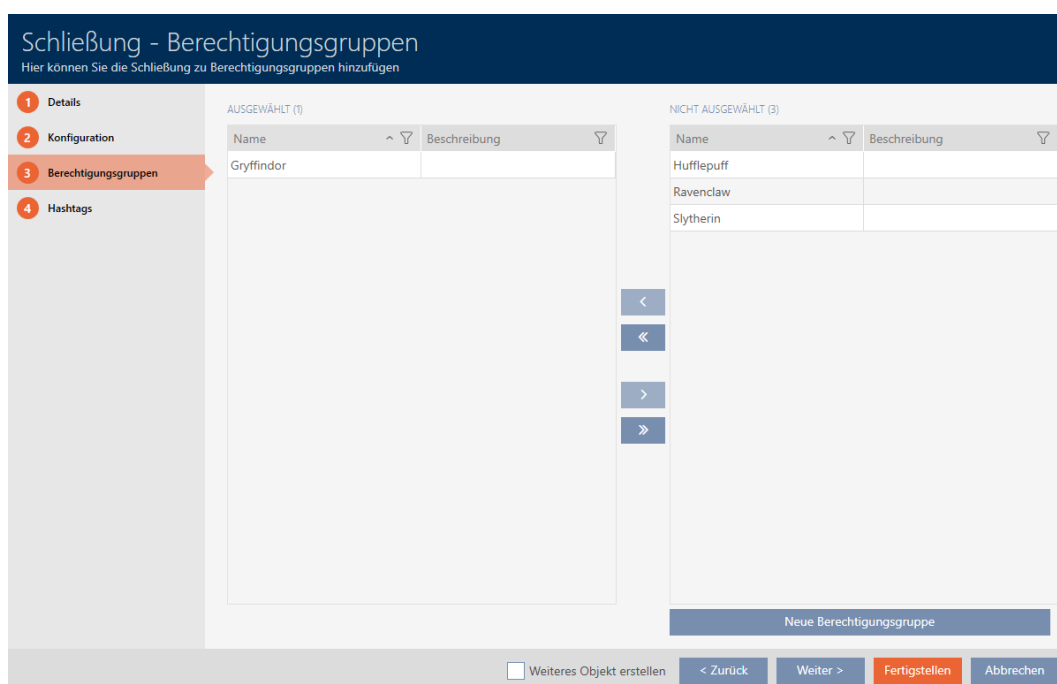


## NOTE

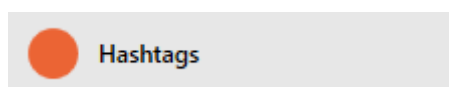
## Double-clicking as an alternative to arrow keys

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

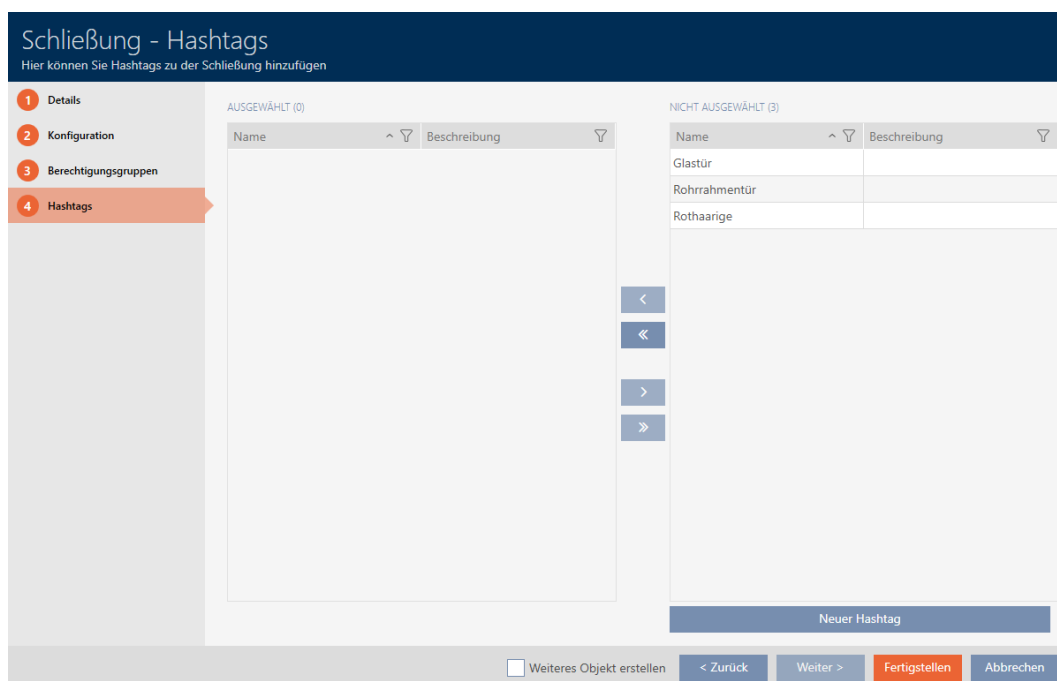
23. Use  to move the selected access levels only or  to move all displayed access levels.
-  Your locking device is added to the access levels in the left-hand column.




24. Click on the  Hashtags tab.



→ Window switches to the "Hashtags" tab.



25. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

26. 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.

27. 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.

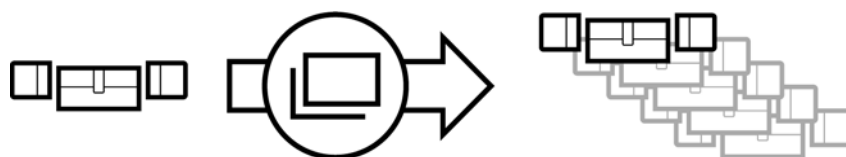
28. Select the ☒ Create additional objects checkbox to leave the window with the same settings open for the next locking device to be created.

29. 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 Classic also applies the properties, which can be changed in the AXM Classic.

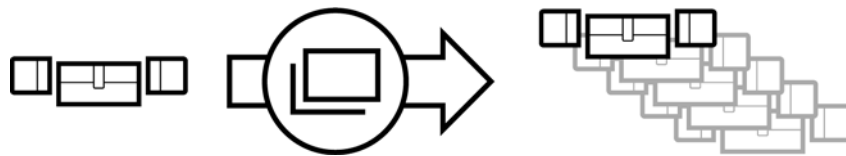
The following settings are duplicated:


- Building details
- Door details (except door numbering, which is automatically continued with the adjustable abbreviation; also see [Changing automatic numbering](#) [▶ 424])
- 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 Classic 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?

5

OK

Abbrechen

3. Click on the **OK** button.
- ➔ Locking device is duplicated.



Person	Typ
Weasley, Ron	
Weasley, Fred	
Lovegood, Luna	
Granger, Hermine	

Tür	Typ
Gryffindor dormitory	
Hufflepuff dormitory	
Gryffindor dormitory_0001	
Gryffindor dormitory_0002	
Gryffindor dormitory_0003	
Gryffindor dormitory_0004	
Gryffindor dormitory_0005	

▶	▶X	▶X
▶	▶X	▶X
▶	▶X	▶X
▶	▶X	▶X
▶	▶X	▶X
▶	▶X	▶X

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 [▶ 225]*)
- 2. Delete using the tab for locking devices (*Deleting several locking devices using the tab [▶ 226]*)

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

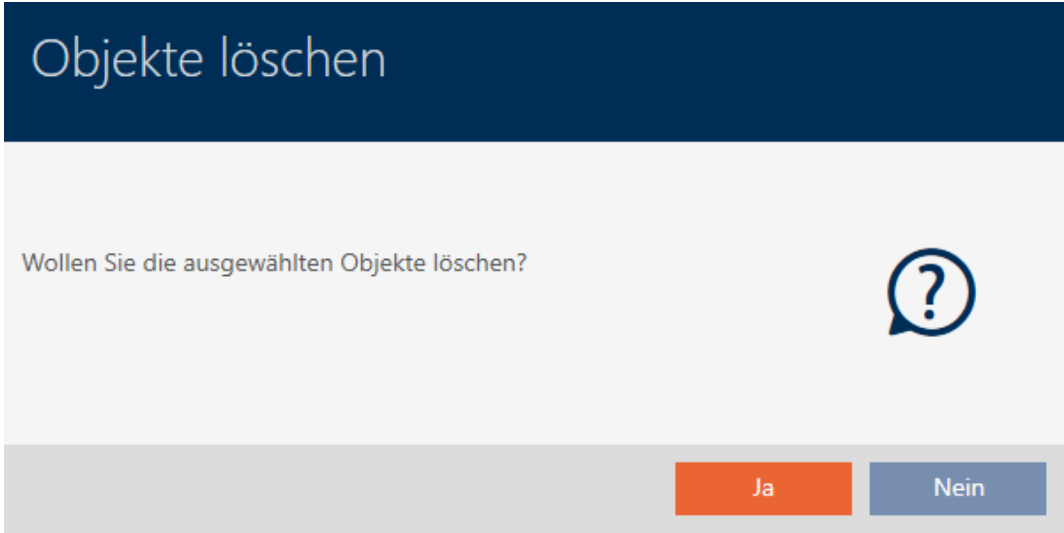


Tür	Typ
Gryffindor dormitory	⊖
Hufflepuff dormitory	⊖
Gryffindor dormitory_0001	⊖

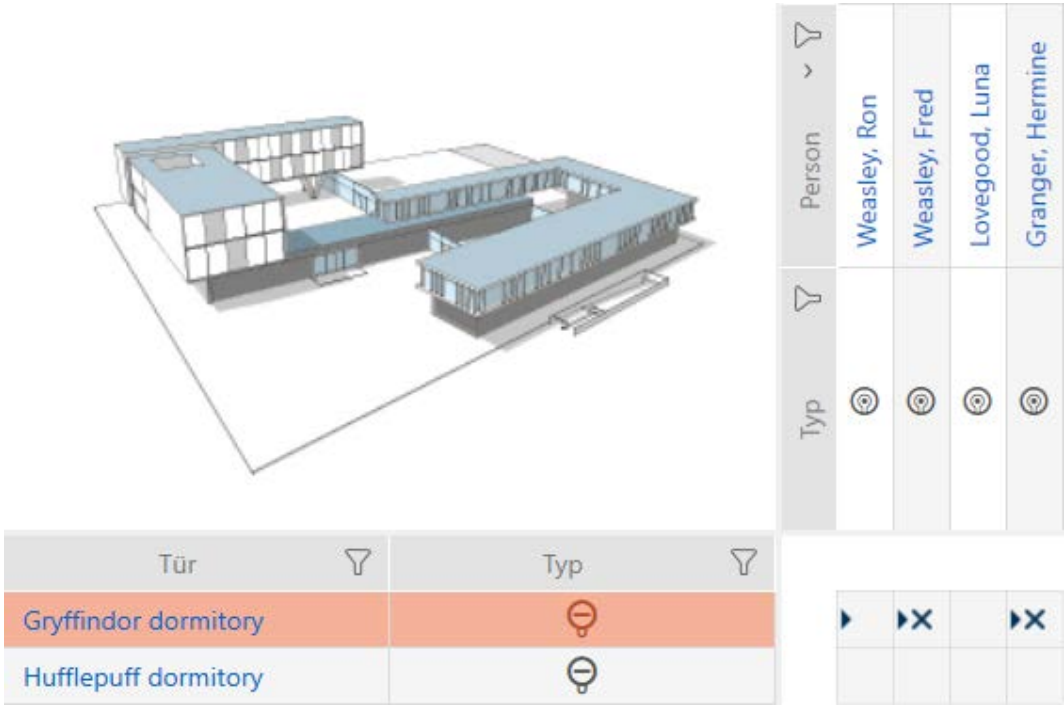
Person	Typ
Weasley, Ron	⊖
Weasley, Fred	⊖
Lovegood, Luna	⊖
Granger, Hermine	⊖

▶	▶X		▶X
▶	▶X		▶X

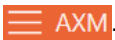
- 2. Click on the Delete  button.
  - ➔ Deletion query will open.



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



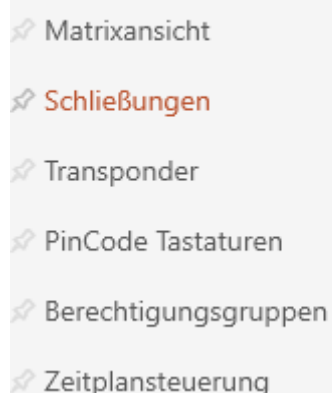
16.3.2 Deleting several locking devices using the tab

- ✓ AXM Classic open.
- 1. Click on the orange AXM icon .
  - ➔ AXM bar opens.




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

### SCHLIESSANLAGENSTEUERUNG



- The AXM bar will close.
- The [Locks] tab will open.

Matrixansicht x Schließungen x									
<div> <span>Neu</span> <span>Löschen</span> <span>In Matrix anzeigen</span> <span>Duplizieren</span> <span>Batteriewechsel</span> <span>Export</span> <span>Anzeigeliter löschen</span> </div> <div>Hogwarts 1</div>									
Tür	Raumnummer	Etage	Typ	Sync	Status	Letzte Synchronisierung	S/N	Schließungs ID	
Gryffindor dormitory						13.12.2021 20:32:04	0084GEAD	129	
Gryffindor dormitory_0001									ohne Programmierung
Gryffindor dormitory_0002									ohne Programmierung
Gryffindor dormitory_0003									ohne Programmierung
Gryffindor dormitory_0004									ohne Programmierung
> Gryffindor dormitory_0005									ohne Programmierung
Hagrid's hut						13.12.2021 20:31:29	0000SP7E	128	
Hufflepuff tower						13.12.2021 20:33:19	000E04GX	10000	
Stadium illumination						13.12.2021 20:34:32	000ENB4L	10001	

3. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).



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

Matrixansicht x Schließungen x									
Tür	Raumnummer	Etage	Typ	Sync	Status	Letzte Synchronisierung	S/N	Schließungs ID	
Gryffindor dormitory						13.12.2021 20:32:04	0084GEAD	129	
Gryffindor dormitory_0001								ohne Programmierung	
Gryffindor dormitory_0002								ohne Programmierung	
Gryffindor dormitory_0003								ohne Programmierung	
Gryffindor dormitory_0004								ohne Programmierung	
Gryffindor dormitory_0005								ohne Programmierung	
Hagrid's hut						13.12.2021 20:31:29	000D5P7E	128	
Hufflepuff tower						13.12.2021 20:33:19	000E04GX	10000	
Stadium illumination						13.12.2021 20:34:32	000EN84L	10001	

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.

Matrixansicht x Schließungen x									
Tür	Raumnummer	Etage	Typ	Sync	Status	Letzte Synchronisierung	S/N	Schließungs ID	
Gryffindor dormitory						13.12.2021 20:32:04	0084GEAD	129	
Hagrid's hut						13.12.2021 20:31:29	000D5P7E	128	
Hufflepuff tower						13.12.2021 20:33:19	000E04GX	10000	
Stadium illumination						13.12.2021 20:34:32	000EN84L	10001	








## 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 Classic 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 (sec)</i> )	Adjustable	Adjustable	Is applied
Setting B (e.g. <input checked="" type="checkbox"/> Invert SR signal)	Adjustable	Not adjustable	Expires
Setting C	Not adjustable	Adjustable	Set to default value

Tür	Typ	Sync
Gryffindor dormitory		
Hufflepuff dormitory		
Stadium illumination		
Gryffindor main room		

Tür	Typ	Sync
Gryffindor dormitory		
Hufflepuff dormitory		
Stadium illumination		
Gryffindor main room		

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

- ✓ AXM Classic open.
- ✓ Locking device list or matrix view open.
- ✓ Locking device available.
- ✓ Locking device not synchronised (if necessary reset, see [Re-setting the locking device \[► 389\]](#)).

1. Click on the locking device whose type you wish to change.
  - ➡ The locking device window will open.

**Schließung - Details**  
Bitte geben Sie hier die Eigenschaften der neuen Schließung ein.

1 Details  
2 Konfiguration  
3 Berechtigungsgruppen  
4 Hashtags

Schließanlage: Hogwarts 1

**SCHLIEßUNGSDetails**

Bereich: Floor

Schließungstyp: Schließzylinder

Tür: Gryffindor main room

**GEBÄUDEDETAILS**

Raumnummer:

Etage:

Standort: Hogwarts

Gebäude: Gryffindor tower

**ZEITFUNKTIONEN**

☐ Weiteres Objekt erstellen

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

Schließungstyp: Schließzylinder

Tür: Gryffindor mai

**GEBÄUDEDETAILS**

Raumnummer:

Etage:

Automatische Erkennung

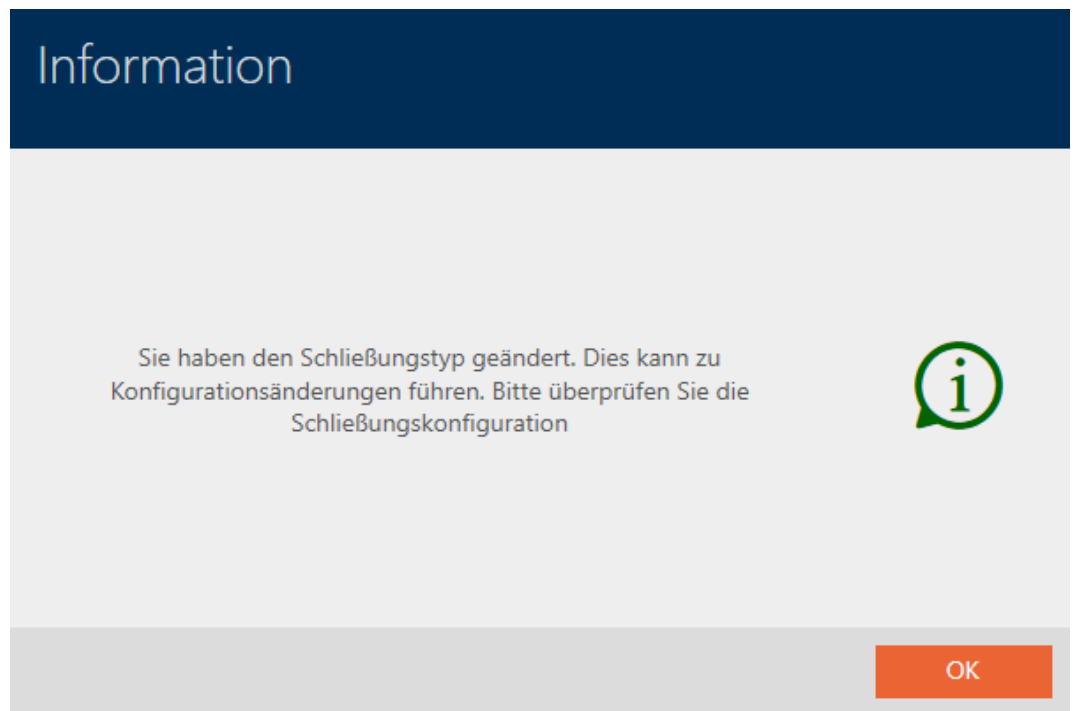
**Schließzylinder**

SmartHandle

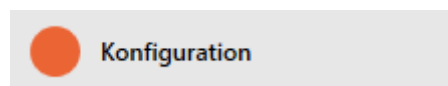
SmartLocker

SmartRelais

Warning about the configuration change will open.



3. Click on the **OK** button.
  - ↳ Warning about configuration change closes.
4. Click on the **Configuration** tab.



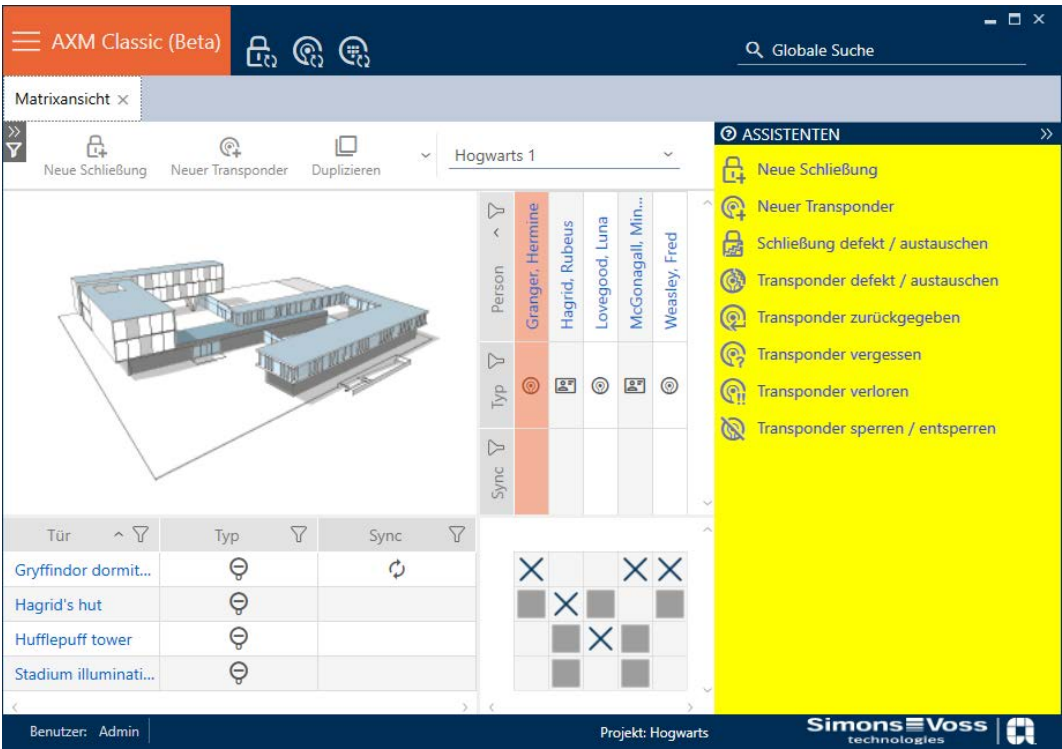
- ↳ Window switches to the "Configuration" tab.
5. Check and change the configuration if necessary.
6. Click on the **Finish** button.
  - ↳ The locking device window closes.
- ↳ Locking device type has been changed.

## 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:



AXM Classic 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* [▶ 489]

**Locking device is required again immediately:**  
Suitable for:

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

Example situation:

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

Procedure:

Repair	Resetting and replacing	Delete and replace
<p><i>Re-synchronise (repair)</i> [▶ 234]</p> <ol style="list-style-type: none"> <li>Reset (= LID available in database again)</li> <li>Resynchronise (= LID is immediately written back onto the same locking device)</li> </ol> <p>The locking device works the same as before after repair.</p>	<p><i>Resetting and replacing</i> [▶ 236]</p> <ol style="list-style-type: none"> <li>Reset (= LID flagged as defective in database and removed from original locking device)</li> <li>Synchronise replacement locking device with new LID</li> </ol> <p>The LID is no longer contained in the locking device due to the reset. The locking device can therefore no longer be used. However, it can be re-synchronised. A new LID is written onto the locking device during resynchronisation.</p> <p>The previous locking device remains in the database with its LID and is flagged as defective.</p>	<p><i>Delete and replace</i> [▶ 241]</p> <ol style="list-style-type: none"> <li>Synchronise replacement locking device with new LID</li> <li>Delete defective locking device</li> </ol> <p>It is obviously no longer possible to reset a permanently damaged locking device. It is thus replaced by a replacement locking device with a new LID. The faulty locking device's LID can be used for another locking device in the future.</p>

### Locking device is not required again immediately:

Suitable for:

Reset	Purge (software reset)
<ul style="list-style-type: none"> <li>Locking devices with external damage (e.g. scratched).</li> <li>Locking devices that should be replaced as a precaution (e.g. if they get wet).</li> </ul>	<p>Locking devices with an undefined software status</p>

Example situation:

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

Procedure:

Reset	Purge (software reset)
<p><i>Reset [▶ 245]</i></p> <p>Resetting removes the LID from the locking device.</p> <p>You can synchronise another locking device with this entry later, which will receive the same LID.</p>	<p><i>Purge (only reset in database/software reset) [▶ 247]</i></p> <p>The clean-up only affects the database in your AXM Classic. The actual locking device remains unaffected by this reset. Basically, you reset the locking device in the database without actually resetting the locking device itself.</p> <p>The LID is separated from the LID for the locking device previously used during the clean-up in the database (in current state).</p> <p>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 Classic is no longer aware that the LID has already been assigned. For this reason, make sure that you reset the locking device previously used for this entry (see <i>Re-setting the locking device</i> [▶ 389]). This deletes the LID from the old locking device and prevents the same LID from being in circulation twice.</p>




#### 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 Classic open.
  - ✓ Locking device list or matrix view open.
  - ✓ Locking device present.
  - ✓ Suitable programming device connected.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  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

Schließanlage	Hogwarts 1	▼
Schließung	Gryffindor dormitory (0084GEAD)	▼
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  Repair lock option.
5. Click on the **Next** button.  
↳ Locking device is being resynchronised.




Schließung defekt / austauschen

Schließanlage
Hogwarts 1

Schließung
Gryffindor dormitory (0084GEAD)


Programmiergerät
SmartCD aktiv (beschäftigt)


SCHLIEßUNG 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

➔ Locking device is resynchronised.


SCHLIEßUNG INSTAND SETZEN  
Schließung erfolgreich instand gesetzt.

### 16.5.2 Resetting and replacing

- ✓ AXM Classic open.
- ✓ Locking device list or matrix view open.
- ✓ Locking device present.
- ✓ Suitable replacement locking device available.
- ✓ Suitable programming device connected.

1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
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

Schließanlage	Hogwarts 1	▼
Schließung	Gryffindor dormitory (0084GEAD)	▼
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.
  - ↳ Reset query will close.
  - ↳ The locking device is reset.
  - ↳ Confirmation dialogue for creating a replacement locking device will open.

## Schließung austauschen

Möchten Sie eine Ersatzschließung erstellen?

- Wenn Sie "Ja" betätigen, wird eine Kopie der vorhandenen Schließung erstellt und zum Programmieren einer Ersatzschließung verwendet
- Wenn Sie "Nein" betätigen, wird der vorhandene Schließungsdatensatz zum Programmieren einer Ersatzschließung verwendet

Name der Kopie


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	Typ	Sync
Gryffindor dormitory	⊖	
Hufflepuff dormitory	⊖	↻
Stadium illumination	⊖	↻
Gryffindor dormitory_1	⊖	↻

- ↳ Wizard prepares synchronisation for the replacement locking device.

Schließung defekt / austauschen

Schließanlage	Hogwarts 1	▼
Schließung	Gryffindor dormitory (0084GEAD)	▼
Programmiergerät	 SmartCD aktiv	▼

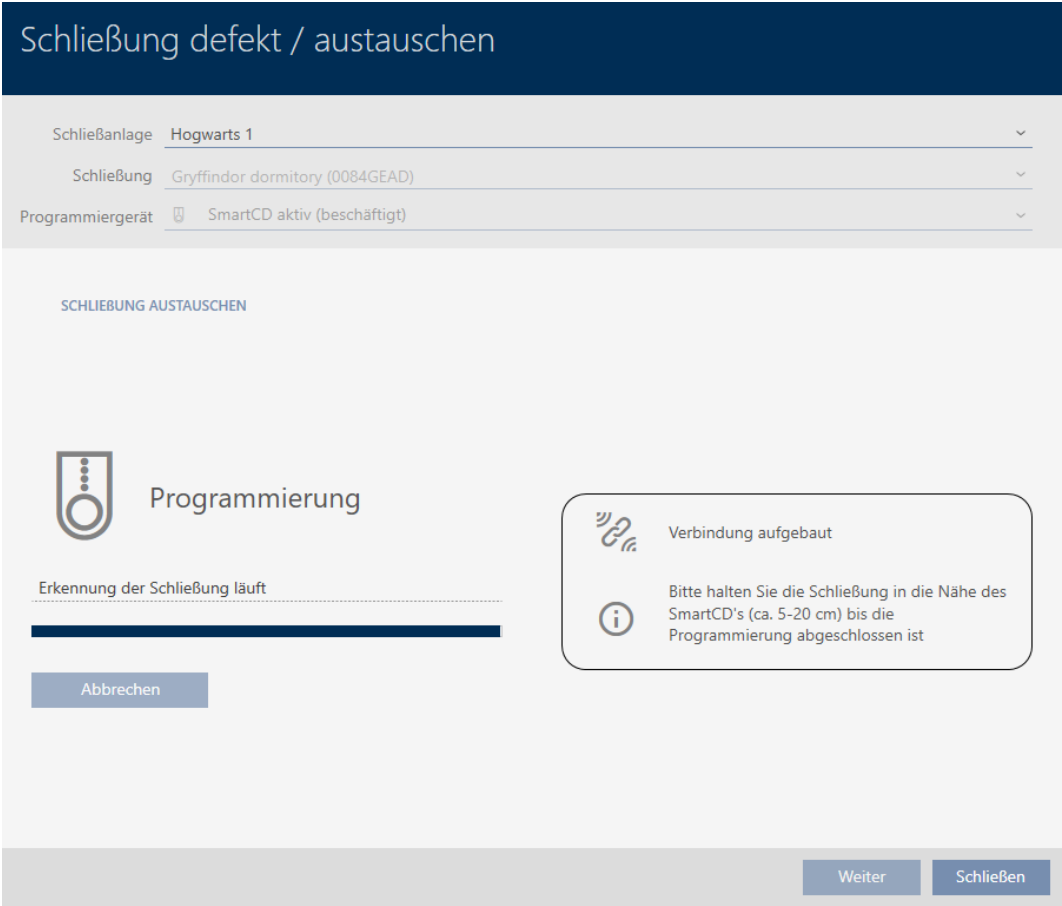
**SCHLIEßUNG AUSTAUSCHEN**

Legen Sie die Ersatzschließung vor das Programmiergerät und klicken Sie auf die "Weiter" Taste.

WeiterSchließen

9. Click on the **Next** button.

➞ Replacement locking device is being synchronised.



➡ Replacement locking device is synchronised.



SCHLIEßUNG AUSTAUSCHEN

Die Aktion wurde erfolgreich durchgeführt


➡ Replacement locking device is displayed in the matrix.

Tür	Typ	Sync
Gryffindor dormitory	☹	
Hufflepuff dormitory	☹	↻
Stadium illumination	☹	↻
Gryffindor dormitory_1	☹	

### 16.5.3 Delete and replace

- ✓ AXM Classic open.
  - ✓ Locking device list or matrix view open.
  - ✓ Suitable replacement locking device available.
  - ✓ Suitable programming device connected.
1. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
  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

Schließanlage	Hogwarts 1	▼
Schließung	Gryffindor dormitory (0084GEAD)	▼
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 **No** button.
  - ↳ Reset query will close.
  - ↳ Confirmation dialogue for creating a replacement locking device will open.

## Schließung austauschen

Möchten Sie eine Ersatzschließung erstellen?

- Wenn Sie "Ja" betätigen, wird eine Kopie der vorhandenen Schließung erstellt und zum Programmieren einer Ersatzschließung verwendet
- Wenn Sie "Nein" betätigen, wird der vorhandene Schließungsdatensatz zum Programmieren 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

Schließanlage	Hogwarts 1	▼
Schließung	Gryffindor dormitory (0084GEAD)	▼
Programmiergerät	SmartCD aktiv	▼

**SCHLIEBUNG AUSTAUSCHEN**

Legen Sie die Ersatzschließung vor das Programmiergerät und klicken Sie auf die "Weiter" Taste.

WeiterSchließen

9. Click on the **Next** button.

- ↳ Replacement locking device is being synchronised.



Schließung defekt / austauschen

Schließanlage
Hogwarts 1
▼

Schließung
Gryffindor dormitory (0084GEAD)
▼

Programmiergerät
SmartCD aktiv (beschäftigt)
▼

SCHLIEßUNG AUSTAUSCHEN

Programmierung

Erkennung der Schließung läuft

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

➞ Replacement locking device is synchronised.

#### SCHLIEßUNG 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	^	Typ	Sync
Castle			
Gryffindor tower			
Standardbereich			
Gryffindor dormit...			
Gryffindor dormit...			
Main gate			
Quidditch field			
Snape's dungeon			

12. Click on the **Delete** button .


- ↳ Defective locking device is deleted from the locking plan.
- ↳ Replacement locking device is displayed in the matrix.

Tür	^	Typ	Sync
Castle			
Gryffindor tower			
Standardbereich			
Gryffindor dormit...			
Main gate			
Quidditch field			
Snape's dungeon			

#### 16.5.4 Reset

- ✓ AXM Classic open.
  - ✓ Locking device list or matrix view open.
  - ✓ Locking device present.
  - ✓ Suitable programming device connected.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  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

Schließanlage	Hogwarts 1	▼
Schließung	Gryffindor dormitory (0084GEAD)	▼
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.
- ↳ The locking device is reset.


Schließung defekt / austauschen

Schließanlage
Hogwarts 1
▼

Schließung
Gryffindor dormitory (0084GEAD)
▼

Programmiergerät
SmartCD aktiv (beschäftigt)
▼


SCHLIEßUNG ZURÜCKSETZEN / BEREINIGEN




Zurücksetzen

Die Schließung wird zurückgesetzt

Abbrechen


Verbinden...



Bitte legen Sie die Schließung in die Nähe des SmartCD's (ca. 5-20 cm)

Weiter



Schließen

- ↳ Locking device is reset.


SCHLIEßUNG ZURÜCKSETZEN / BEREINIGEN

Schließung erfolgreich zurückgesetzt

### 16.5.5 Purge (only reset in database/software reset)

- ✓ AXM Classic open.
  - ✓ Locking device list or matrix view open.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  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

Schließanlage	Hogwarts 1	▼
Schließung	Gryffindor dormitory (0084GEAD)	▼
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.

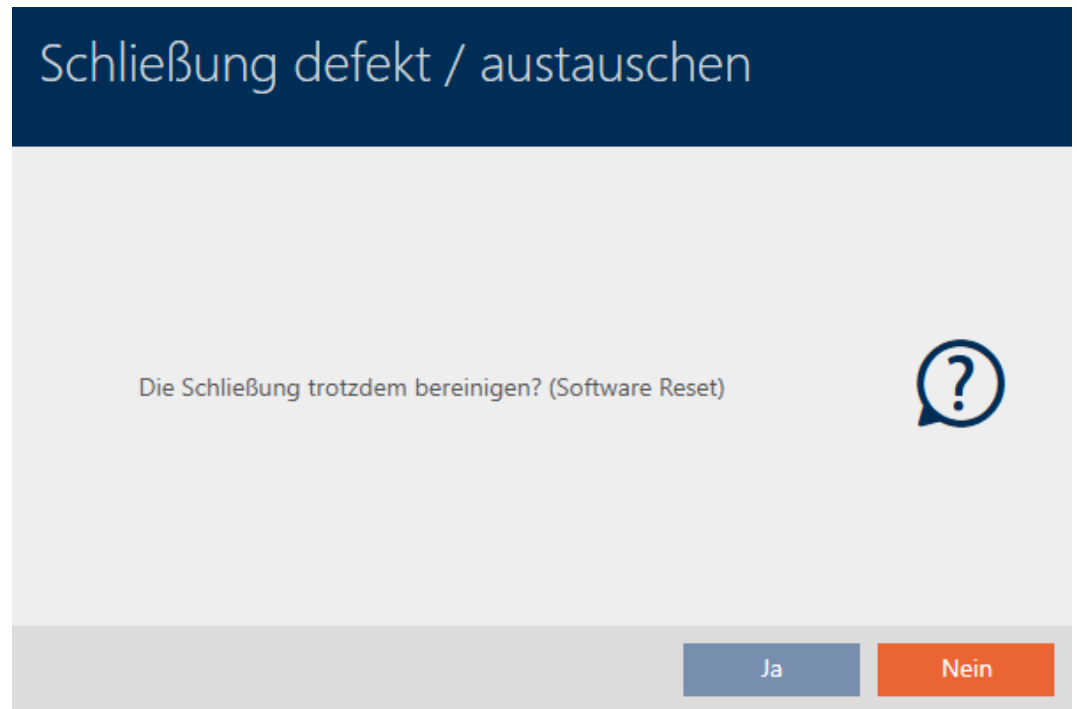
### Schließung defekt / austauschen

Schließung zurücksetzen?



Ja Nein

6. Click on the **No** button.
  - ↳ Reset query will close.
  - ↳ Query about purging will open.



7. Click on the **Yes** button.
  - ↳ Locking device is reset in the database separately from the actual locking device.

SCHLIEßUNG 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* [▶ 45]). 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 Classic open.
  - ✓ At least one location created (see *Creating a location* [► 73]).
  - ✓ At least one building created (see *Creating a building and assigning it to a location* [► 76]).
1. Click on the locking device you wish to assign to a location and a building.
    - ↳ The locking device window will open.

2. Open the "Building details" menu if necessary.

3. Select the location where your locking device will be used from the ▼ **Location** drop-down menu.

The screenshot shows a form titled 'GEBÄUDEDETAILS' with the following fields:

- Raumnummer**: A text input field.
- Etage**: A text input field.
- Standort**: A dropdown menu currently showing 'Standort (Standard)'.
- Gebäude**: A dropdown menu showing a list of buildings: 'Hogsmeade', 'Hogwarts', and 'Standort (Standard)' (which is highlighted in orange).

- ↳ Building selection in the ▼ **Building** drop-down menu is restricted to the buildings at the selected location.
4. 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.

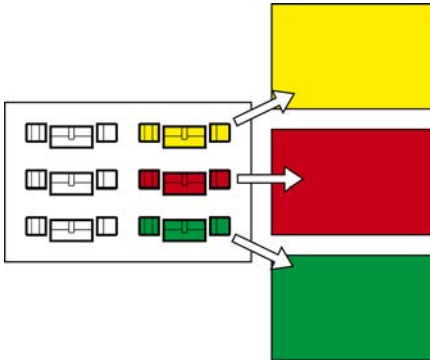
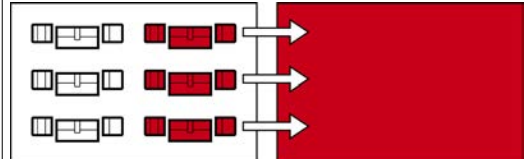
If a public holiday list is assigned to the location instead of the locking device, the public holiday list for the location is applied to the locking device. The suffix "(inherited)" in the locking device window indicates that this is the case.

## 16.7 Moving locking devices to areas

As soon as you create a locking device, you must specify an area. Ideally, you should follow best practice (see *Best practice: setting up the locking system* [▶ 29]) and plan everything out in advance before creating your locking devices (see *Organisational structure* [▶ 45]). This means that you only need to open windows once.

Obviously, you can also move your locking devices to another area at a later date.



Moving individual locking devices	Moving multiple locking devices
<p><i>Assigning individual locking devices to a different area (in the locking device window) [▶ 253]</i></p> <p>Suitable for moving a few locking devices into many different areas:</p> 	<p><i>Assign multiple locking devices to another area (in the area window) [▶ 254]</i></p> <p>Suitable for moving multiple locking devices into a few different areas:</p> 



#### NOTE

##### Maximum one area per locking device

A locking device can only belong to one single area. There are no overlapping areas in the AXM Classic . If you assign a different area to a locking device, this locking device may be automatically removed from its existing area.

- You can use the Area - Details column in the "Area - Details" window to check whether a locking device has already been assigned to an area.

##### Areas have no influence on authorisations

Authorisations are not directly linked to areas. Consequently, if a locking device is moved to a different area, the change does not affect authorisations initially. However, areas are a useful tool for changing authorisations more quickly.

- Use areas to add locking devices to access levels more quickly (see *Adding areas and person groups to access levels [▶ 312]*).

16.7.1 Assigning individual locking devices to a different area (in the locking device window)

Locking device in the “old” area				Locking device in the “new” area			
Tür	^	Typ	Sync	Tür	^	Typ	Sync
Castle				Castle			
Hufflepuff tower		🔑	↻	Gryffindor dormit...		🔑	↻
Lands				Lands			
Gryffindor dormit...		🔑		Hufflepuff tower		🔑	↻
Hagrid's hut		🔑		Lands			
Stadium illuminati...		🔑		Hagrid's hut		🔑	
				Stadium illuminati...		🔑	

- ✓ AXM Classic open.
- ✓ At least one area created (see *Creating an area* [▶ 79]).
- 1. Click on the locking device you wish to move to another area.
  - ➡ The locking device window will open.

Schließung - Details

Hier können Sie Details der Schließung bearbeiten

1 Details

2 Konfiguration

3 Ausstattung

4 Zustand

5 Aktionen

6 Berechtigungsgruppen

7 Hashtags

8 Zutrittsliste

9 Berechtigte Transponder

SCHLIEßUNGSDetails

Schließanlage Hogwarts 1

Bereich Lands

Seriennummer 0084GEAD

Schließungstyp Schließzylinder

Bestellcode SV-Z5.EU.CO.30-AM.G2.ZK.LN

Firmware Version 1.1.551

Letzte Synchronisierung 14.12.2021 17:07:18

Sync Zeitplan

TÜRDetails

Tür Gryffindor dormitory

Tür-Code DC-00019

Beschreibung

GEBÄUDEDetails

Raumnummer

Etage

ZEITFunktionen

Zeitplan

+ Neu

+ Neu

< Zurück

Weiter >

Fertigstellen

Abbrechen

2. In the ▼ Area drop-down menu, select the area to which you wish to move the locking device.

SCHLIEßUNGSDetails

Schließanlage Hogwarts 1

Bereich Castle

Seriennummer

Schließungstyp

Bestellcode SV-Z5.EU.CO.30-

Standardbereich

Castle

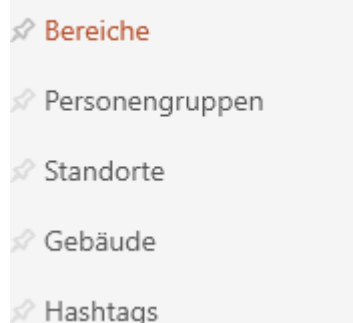
Lands



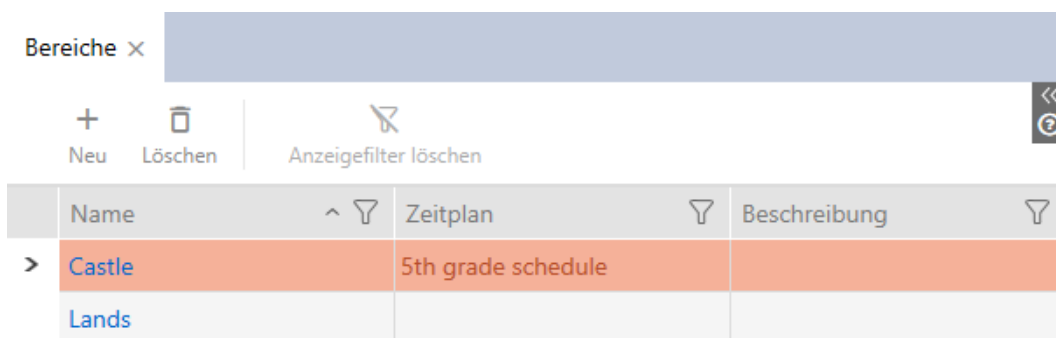


2. Select the **Areas** entry in the | ORGANISATIONAL STRUCTURE | group.

### ORGANISATIONSTRUKTUR



- ↳ The AXM bar will close.
- ↳ The [Areas] tab will open.



3. Click on the area to which you wish to move the locking devices.

- ↳ The "Area" window will open.

Bereich - Details

Hier können Sie die Details des Bereichs bearbeiten

1 Details

2 Schließungen

Name

Castle

Zeitplan

5th grade schedule

Beschreibung


< Zurück

Weiter >

Fertigstellen

Abbrechen

4. Click on the  Locks tab.



Schließungen

➞ Window switches to the "Locks" tab.

Bereich - Schließungen

Hier können Sie Schließungen zum Bereich hinzufügen

1 Details

2 Schließungen

AUSGEWÄHLT (1)

Tür	^	∇	Bereich	∇	Raum	∇	Etag	∇	☒
Gryffindor dormitory			Castle						

NICHT AUSGEWÄHLT (3)

Tür	^	∇	Bereich	∇	Raum	∇	Etag	∇	☒
Hagrid's hut			Lands						H
Hufflepuff tower			Lands						H
Stadium illumination			Lands						C

<

<<

>

>>

<


>

< Zurück

Weiter >

Fertigstellen

Abbrechen

5. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
6. Select all locking devices that you wish to add (Ctrl + mouse click for individual devices or Shift + mouse click for multiple devices).

7. Use  to move only the selected locking devices or  to move all locking devices.

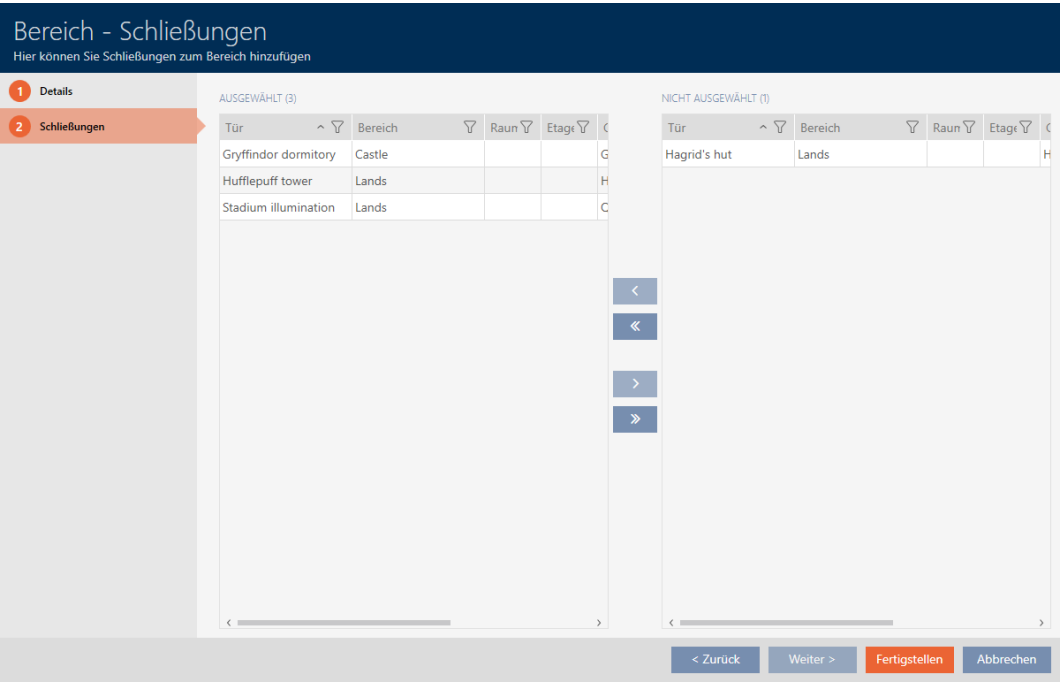


**NOTE**






**Double-clicking as an alternative to arrow keys**

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

- ➔ The highlighted locking device in the left-hand column is added to the area.



8. Click on the **Finish** button.
- ➔ "Area" window closes.
- ➔ Locking devices have been moved to the new area.
- ➔ Matrix displays structure with new areas.

Tür	^	Typ	Sync
Castle			
Gryffindor dormit...			
Hufflepuff tower			
Stadium illuminati...			
Lands			
Hagrid's hut			

## 16.8 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* [► 500]).

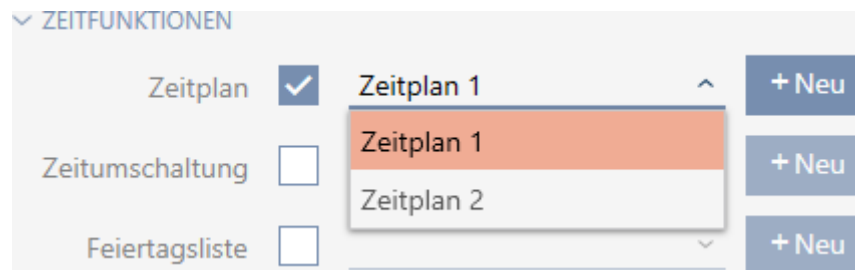
In this chapter you will learn how to add individual locking devices to a schedule using the locking device window. Multiple locking devices can be added more quickly in the schedule itself: *Adding locking devices to the schedule* [► 319].

- ✓ AXM Classic open.
- ✓ Locking device created (see *Creating a locking device* [► 212]).
- ✓ Locking device equipped with .ZK option.
- ✓ Schedule created (see *Creating a schedule* [► 48]).

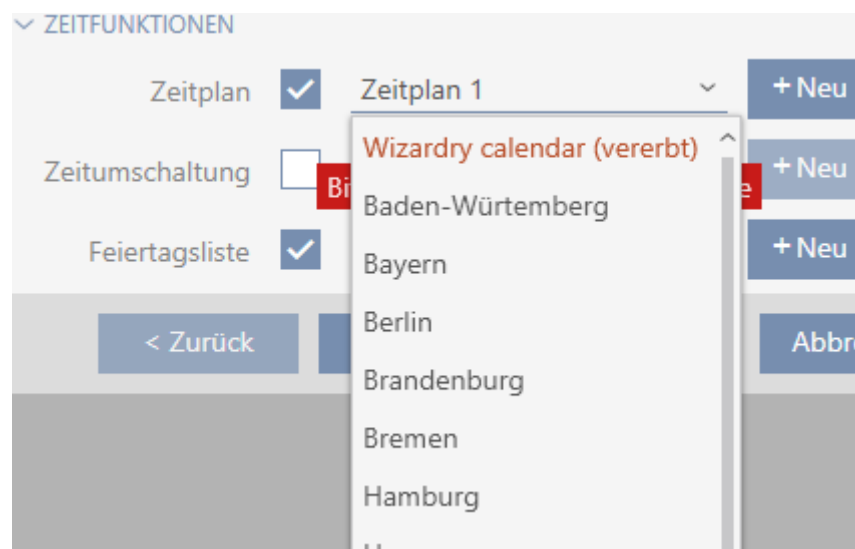
1. Click on the locking device you wish to add.
  - ➡ The locking device window will open.

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.



5. Activate the ☒ Holiday list checkbox.
6. Select the public holiday list for your locking device from the ▼ Holiday list drop-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.

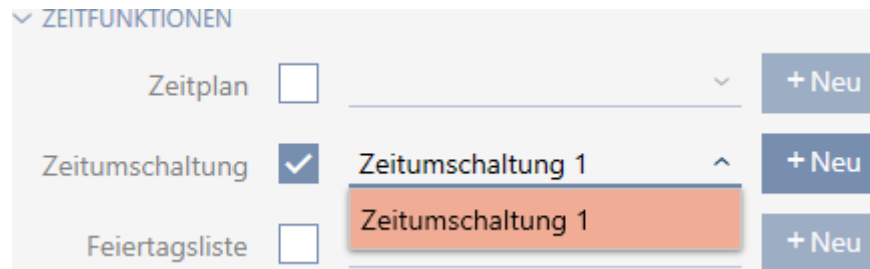
If a public holiday list is assigned to the location instead of the locking device, the public holiday list for the location is applied to the locking device. The suffix "(inherited)" in the locking device window indicates that this is the case.

7. Click on the **Finish** button.
  - ↳ The locking device window closes.
  - ↳ Locking device is added to the schedule.




## 16.9 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* [► 29] and *Creating a time switchover* [► 61]). This allows you to set the time switchovers directly in the locking device properties when creating locking devices:



Obviously, you can also add your locking devices to the time switchovers at a later date:

- ✓ AXM Classic open.
- ✓ Locking device equipped with .ZK option.
- ✓ Time switchover created (see *Creating a time switchover* [► 61]).

1. Click the orange AXM button .
- ↳ AXM bar opens.




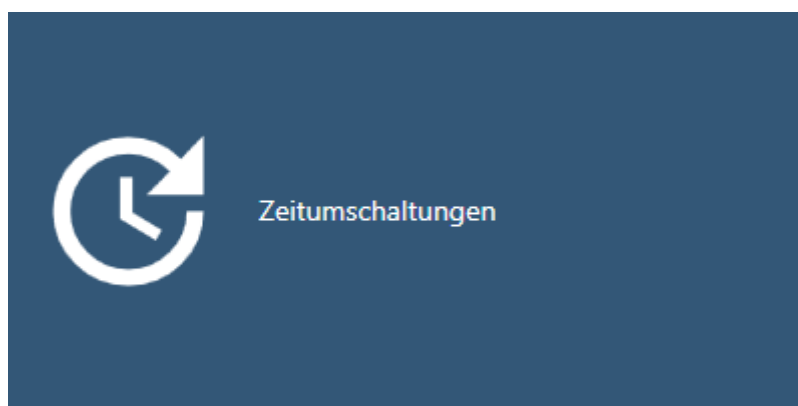
2. Select the **Time schedule control** entry in the | LOCKING SYSTEM CONTROL | group.

#### SCHLIESSANLAGENSTEUERUNG

- ✚ Matrixansicht
- ✚ Schließungen
- ✚ Transponder
- ✚ PinCode Tastaturen
- ✚ Berechtigungsgruppen
- ✚ **Zeitplansteuerung**

- ➞ The AXM bar will close.
- ➞ The [Time schedule control] tab will open.

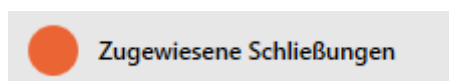
3. Click on the **Time switching**  button.




- ➞ The [Time switching] tab will open.

Matrixansicht ×	Zeitplansteuerung ×	Zeitumschaltungen ×	
+ Neu	🗑️ Löschen	📄 Export	🗑️ Anzeigefilter löschen
Name	Anzahl Schließungen	Letzte Änderung	Beschreibung
> Zeitumschaltung 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.



6. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
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).

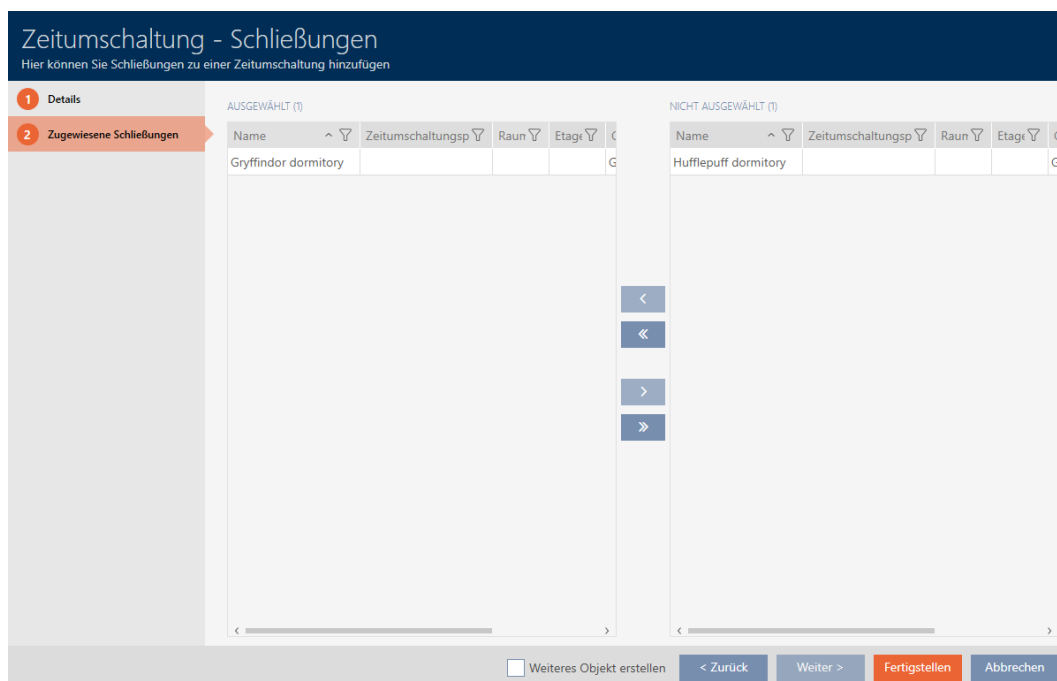


## NOTE

### 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.



9. Click on the **Finish** button.

↳ The time switchover window closes.

10. Click the orange AXM button **AXM**.

↳ AXM bar opens.




11. Select the entry **Locks** in the group | LOCKING SYSTEM CONTROL |.

## SCHLIESSANLAGENSTEUERUNG

- ✚ Matrixansicht
- ✚ **Schließungen**
- ✚ Transponder
- ✚ PinCode Tastaturen
- ✚ Berechtigungsgruppen
- ✚ Zeitplansteuerung

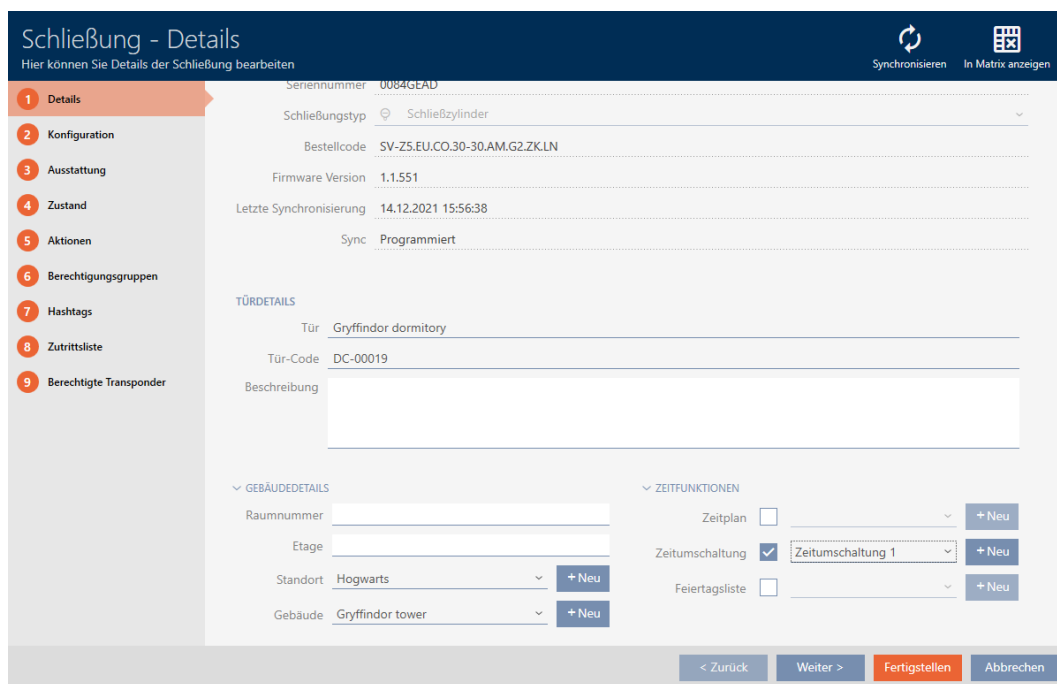
↳ The AXM bar will close.

→ The [Locks] tab will open.

12. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).


13. Click on the door to be controlled with the time switchover.

→ The locking device window will open.



**Schließung - Details**  
Hier können Sie Details der Schließung bearbeiten

Seriennummer 0084GEAD

Schließungstyp  Schließzylinder

Bestellcode SV-Z5.EU.CO.30-30.AM.G2.ZK.LN

Firmware Version 1.1.551

Letzte Synchronisierung 14.12.2021 15:56:38

Sync Programmiert

**TÜRDETAILS**

Tür Gryffindor dormitory

Tür-Code DC-00019

Beschreibung

**GEBÄUDEDETAILS**

Raumnummer

Etage

Standort Hogwarts + Neu

Gebäude Gryffindor tower + Neu

**ZEITFUNKTIONEN**

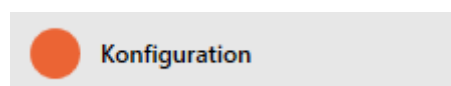
Zeitplan ☐ + Neu

Zeitumschaltung ☒ Zeitumschaltung 1 + Neu

Feiertagsliste ☐ + Neu

< Zurück Weiter > Fertigstellen Abbrechen

14. Click on the  Configuration tab.



→ Window switches to the "Configuration" tab.

15. Set the required behaviour in the "Time switching - Configuration" drop-down menu (see [Time switchovers](#) [► 504]).

16. Click on the **Finish** button.

→ The locking device window closes.

→ Time switchover is set up.

### 16.10 Have accesses logged by locking device (access list)

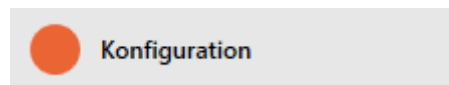
This is where you switch the access list on. Your locking device uses it to log which identification media have been activated (also see [Access and physical access lists](#) [► 499]).

- ✓ AXM Classic open.
- ✓ Locking device equipped with .ZK option.

1. Click on the locking device that should log accesses.


→ The locking device window will open.

2. Click on the  Configuration tab.



↳ Window switches to the "Configuration" tab.

3. Expand the "TIME CONFIGURATION" menu (only displayed for .ZK locking devices).

4. Activate the  Access list checkbox (activated by default for .ZK locking 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)* [▶ 380]).

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* [▶ 385]).

### 16.11 Leaving the locking device open for longer, less time or permanently

In the default factory setting, AXM Classic 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:

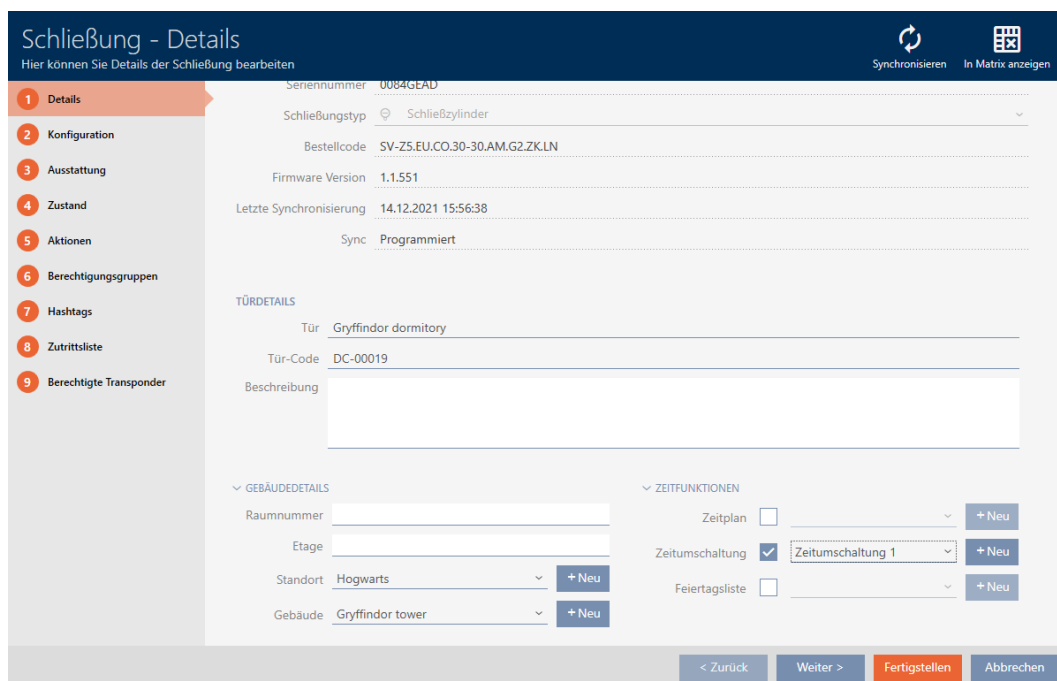
- *Allowing an identification medium to open twice as long* [▶ 109]
- *Engaging and disengaging locking devices automatically with time switchover* [▶ 260]

This section describes how to set the impulse interval or activate permanent opening:

- ✓ AXM Classic open.
- ✓ Locking device created.

1. Click on the locking device whose opening interval you wish to set.  
↳ The locking device window will open.





**Schließung - Details**  
Hier können Sie Details der Schließung bearbeiten

Synchronisieren In Matrix anzeigen

1 Details  
2 Konfiguration  
3 Ausstattung  
4 Zustand  
5 Aktionen  
6 Berechtigungsgruppen  
7 Hashtags  
8 Zutrittsliste  
9 Berechtigte Transponder

Seriennummer 0084GEAD  
Schließungstyp Schließzylinder  
Bestellcode SV-Z5.EU.CO.30-30.AM.G2.ZKLN  
Firmware Version 1.1.551  
Letzte Synchronisierung 14.12.2021 15:56:38  
Sync Programmiert

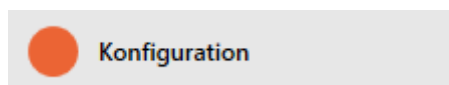
**TÜRDETAILS**  
Tür Gryffindor dormitory  
Tür-Code DC-00019  
Beschreibung

**GEBÄUDEDETAILS**  
Raumnummer  
Etage  
Standort Hogwarts + Neu  
Gebäude Gryffindor tower + Neu

**ZEITFUNKTIONEN**  
Zeitplan ☐ + Neu  
Zeitumschaltung ☒ Zeitumschaltung 1 + Neu  
Feiertagsliste ☐ + Neu

< Zurück Weiter > Fertigstellen Abbrechen

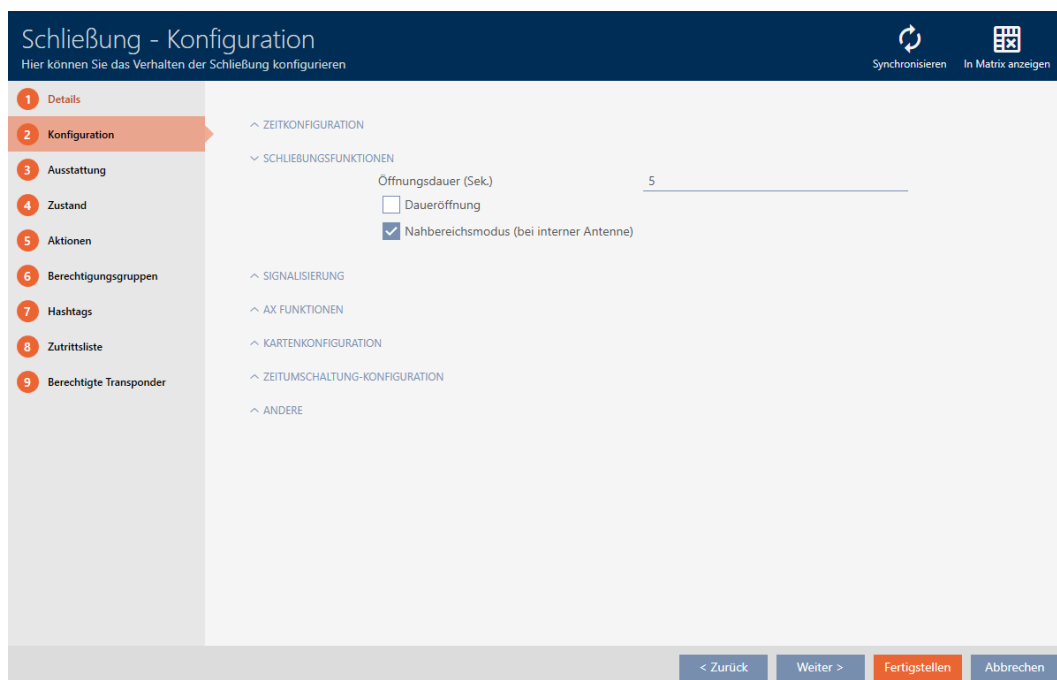
2. Click on the  Configuration tab.



↳ 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 - Konfiguration**  
Hier können Sie das Verhalten der Schließung konfigurieren

Synchronisieren In Matrix anzeigen

1 Details  
2 Konfiguration  
3 Ausstattung  
4 Zustand  
5 Aktionen  
6 Berechtigungsgruppen  
7 Hashtags  
8 Zutrittsliste  
9 Berechtigte Transponder

**ZEITKONFIGURATION**  
**SCHLÜßUNGSFUNKTIONEN**  
Öffnungsdauer (Sek.) 5  
☐ Daueröffnung  
☒ Nahbereichsmodus (bei interner Antenne)

**SIGNALISIERUNG**  
**AX FUNKTIONEN**  
**KARTENKONFIGURATION**  
**ZEITUMSCHALTUNG-KONFIGURATION**  
**ANDERE**

< 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.

## 16.12 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 thumb-turns which would be activated at the same time if close range mode is not activated.



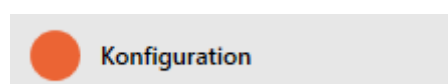
### NOTE

#### 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 Classic will automatically activate the ☒ Close range mode.

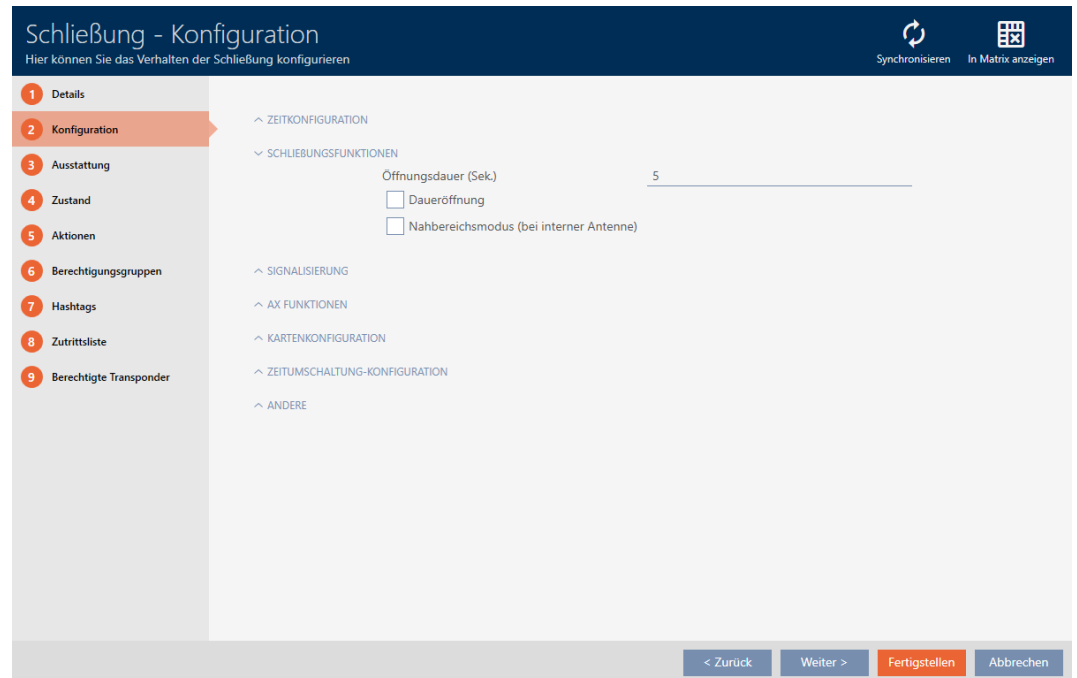
- ✓ AXM Classic open.
- 1. Click on the locking device whose read range needs to be limited.
  - ↳ The locking device window will open.

2. Click on the **Konfiguration** tab.



→ Window switches to the [Configuration] tab.

3. Expand the "Lock functions" menu.



4. Activate the ☒ 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.

### 16.13 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 \[► 111\]](#)).

✓ AXM Classic open.

1. Click on the locking device to be muted.

→ The locking device window will open.

### Schließung - Details

Hier können Sie Details der Schließung bearbeiten

Synchronisieren In Matrix anzeigen

- 1 Details
- 2 Konfiguration
- 3 Ausstattung
- 4 Zustand
- 5 Aktionen
- 6 Berechtigungsgruppen
- 7 Hashtags
- 8 Zutrittsliste
- 9 Berechtigte Transponder

Seriennummer 0084GEAD

Schließungstyp Schließzylinder

Bestellcode SV-Z5.EU.CO.30-30.AM.G2.ZK.LN

Firmware Version 1.1.551

Letzte Synchronisierung 14.12.2021 15:56:38

Sync Programmiert

#### TÜRDETAILS

Tür Gryffindor dormitory

Tür-Code DC-00019

Beschreibung

#### GEBÄUDEDETAILS

Raumnummer

Etage

Standort Hogwarts + Neu

Gebäude Gryffindor tower + Neu

#### ZEITFUNKTIONEN

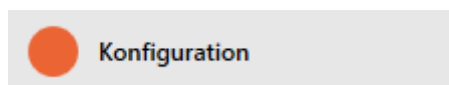
Zeitplan ☐ + Neu

Zeitumschaltung ☒ Zeitumschaltung 1 + Neu

Feiertagsliste ☐ + Neu

< Zurück Weiter > Fertigstellen Abbrechen

2. Click on the  Configuration tab.



↳ Window switches to the [Configuration] tab.

3. Expand the "Feedback signals" menu.

### Schließung - Konfiguration

Hier können Sie das Verhalten der Schließung konfigurieren

Synchronisieren In Matrix anzeigen

- 1 Details
- 2 Konfiguration
- 3 Ausstattung
- 4 Zustand
- 5 Aktionen
- 6 Berechtigungsgruppen
- 7 Hashtags
- 8 Zutrittsliste
- 9 Berechtigte Transponder

#### ZEITKONFIGURATION

#### SCHLIEßUNGSFUNKTIONEN

#### SIGNALISIERUNG

☒ Akustische/optische Batteriewarnungen aktiv

☒ Akustische Programmier-Quittungen aktiv

#### AX FUNKTIONEN

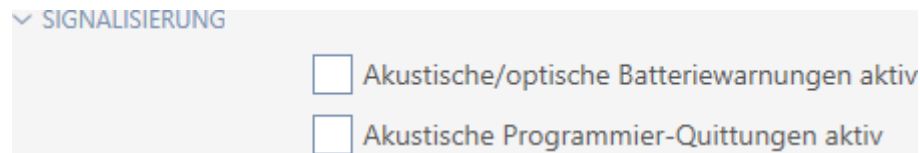
#### KARTENKONFIGURATION

#### ZEITUMSCHALTUNG-KONFIGURATION

#### ANDERE

< Zurück Weiter > Fertigstellen Abbrechen

4. Select the ☐ Acoustic/optical battery warnings active and ☐ Acoustic programming acknowledgments active checkboxes.



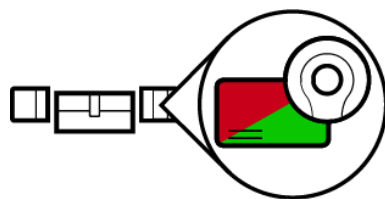
5. Click on the **Finish** button.
  - ↳ The locking device window closes.
  - ↳ Locking device will no longer signal any battery warnings or audible programming acknowledgements.

#### 16.14 Activating and deactivating card readers

In the default setting, AXM Classic automatically activates the card reader on your locking devices under certain conditions:

- Locking device is in a passive or hybrid locking system  
The card reader is only used if cards can also be used in the locking system. Only transponders are used in an active locking system.
- Locking device has a built-in card reader.  
No card reader can be activated for locking devices without a card reader.

In the case of hybrid locking devices in hybrid locking systems, the locking device might not need to be operated with a card at all. In this case, you can deactivate the card reader with your AXM Classic . This saves power and extends battery life.



- ✓ AXM Classic open.
  - ✓ Locking device created.
1. Click on the locking device whose card reader you wish to activate/deactivate.
    - ↳ The locking device window will open.

Schließung - Details

Hier können Sie Details der Schließung bearbeiten

Synchronisieren In Matrix anzeigen

1 Details

2 Konfiguration

3 Ausstattung

4 Zustand

5 Aktionen

6 Berechtigungsgruppen

7 Hashtags

8 Zutrittsliste

9 Berechtigte Transponder

Seriennummer 0084GEAD

Schließungstyp Schließzylinder

Bestellcode SV-Z5.EU.CO.30-30.AM.G2.ZKLN

Firmware Version 1.1.551

Letzte Synchronisierung 14.12.2021 15:56:38

Sync Programmiert

TÜRDETAILS

Tür Gryffindor dormitory

Tür-Code DC-00019

Beschreibung

GEBÄUDEDETAILS

Raumnummer

Etage

Standort Hogwarts + Neu

Gebäude Gryffindor tower + Neu

ZEITFUNKTIONEN

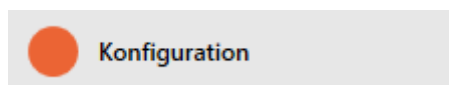
Zeitplan + Neu

Zeiteumschaltung ☒ Zeiteumschaltung 1 + Neu

Feiertagsliste + Neu

< Zurück Weiter > Fertigstellen Abbrechen

2. Click on the  Configuration tab.



↳ Window switches to the "Configuration" tab.

3. Expand the "Card configuration" menu.

Schließung - Konfiguration

Hier können Sie das Verhalten der Schließung konfigurieren

Synchronisieren In Matrix anzeigen

1 Details

2 Konfiguration

3 Ausstattung

4 Zustand

5 Aktionen

6 Berechtigungsgruppen

7 Hashtags

8 Zutrittsliste

9 Berechtigte Transponder

ZEITKONFIGURATION

SCHLIEßUNGSFUNKTIONEN

SIGNALISIERUNG

KARTENKONFIGURATION

☒ Karteninterface

ZEITUMSCHALTUNG-KONFIGURATION

< Zurück Weiter > Fertigstellen Abbrechen

4. Activate or deactivate the  Card interface check box.

5. Click on the **Finish** button.
  - ↳ The locking device window closes.
  - ↳ Locking device card reader is activated/deactivated.

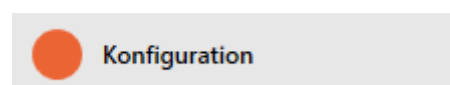
### 16.15 Ignoring activation and expiry date of identification media

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)* [▶ 113]).

AX locking devices can ignore this activation and expiry date on request and still accept the identification media in question.

- ✓ AXM Classic open.
  - ✓ AX-based locking device.
1. Click on the locking device to be muted.
    - ↳ The locking device window will open.

2. Click on the **Konfiguration** tab.



- ↳ Window switches to the [Configuration] tab.

3. Expand the "AX functions" menu.

4. Select the ☒ Ignore activation or expiry date checkbox.

5. Click on the **Finish** button.

- ↳ The locking device window closes.
- ↳ Locking device can also be operated with identification media that are not within their activation period.

## 16.16 Setting up door monitoring (DoorMonitoring)

You can use DoorMonitoring to monitor the status of your doors and locking devices (also see [DoorMonitoring \[► 518\]](#)).



### 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.



### 16.16.1 Setting up DoorMonitoring for locking cylinders

- ✓ AXM Classic open.
  - ✓ Locking device is DoorMonitoring-capable (item code contains .DM).
1. Click on the locking device for which you wish to set up DoorMonitoring.
    - ↳ The locking device window will open.

Schließung - Details  
Hier können Sie Details der Schließung bearbeiten

Hogwarts Synchronisieren In Matrix anzeigen

1 Details 2 Konfiguration 3 Ausstattung 4 Zustand 5 Aktionen 6 Berechtigungsgruppen 7 Hashtags 8 Zutrittsliste 9 Berechtigte Transponder

Online Mode

SCHLIEßUNGSDetails

Bereich Standardbereich

Seriennummer 00E04GX

Schließungstyp Schließzylinder

Bestellcode Z4.30-35.DM.FD.ZK.G2

Firmware Version 3.5.34

Letzte Synchronisierung 03.05.2024 10:00:43

Batteriestatus Ok

Sync Programmiert

TÜRDetails

Tür Main gate

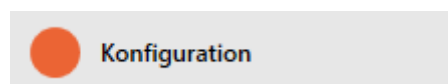
Tür-Code DC-00012

Beschreibung

GEBÄUDEDETAILS ZEITFUNKTIONEN

< Zurück Weiter > Fertigstellen Abbrechen

2. Click on the **Konfiguration** tab.



- ↳ Window switches to the [Configuration] tab.

3. Expand the "DoorMonitoring" menu.

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.)	<p>The frequency with which the locking cylinder checks whether the magnetic tab is in front of the fastening screw. In this case, the door is considered closed.</p> <p>Possible intervals are:</p> <ul style="list-style-type: none"> <li>■ seconds</li> <li>■ second</li> <li>■ seconds</li> <li>■ seconds</li> <li>■ seconds</li> <li>■ seconds</li> <li>■ seconds</li> </ul> <p>More frequent checks lead to faster detection of an open door, but also increase power consumption.</p>
"Door open too long" event after (min.)	<p>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.</p> <p>After the set time has elapsed, the Door open too long event is triggered.</p> <p>Possible intervals:</p> <ul style="list-style-type: none"> <li>■ minutes</li> <li>■ minutes</li> <li>■ minute</li> <li>■ minutes</li> <li>■ minutes</li> <li>■ minutes</li> </ul>

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
Number of turns to lock	<p>The number of turns required to fully extend the mortise lock dead bolt.</p> <p>Possible intervals are:</p> <ul style="list-style-type: none"><li>❑ off</li><li>❑ 1-turn</li><li>❑ 2-turn</li><li>❑ 3-turn</li><li>❑ 4-turn</li></ul>

Setting	Explanation
"Door securely locked" position of dead bolt	<p>In two- or multi-turn mortise locks, the door may be locked, but the dead bolt has not yet been extended 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.</p> <p>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.</p> <p>The available settings depend on what you have specified in Number of turns to lock:</p> <ul style="list-style-type: none"><li>off</li><li></li><li></li><li></li><li></li></ul>

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
"Door open" events	<p>Select this checkbox to write "Door open" events into the access list for your locking device.</p> <p>This applies to these events:</p> <ul style="list-style-type: none"> <li>■ Door is open</li> <li>■ Door is closed</li> <li>■ Door is open for a long time</li> </ul>
Lock bolt events	<p>Select this checkbox to write Lock bolt events into the access list for your locking device.</p> <p>This applies to these events:</p> <ul style="list-style-type: none"> <li>■ Door is locked</li> <li>■ Door is securely locked</li> </ul>

### Forward in network

WEITERLEITUNG IM NETZWERK	
<input type="checkbox"/>	"Tür offen" Ereignisse
<input type="checkbox"/>	Schlossriegel-Ereignisse
<input type="checkbox"/>	Protokollierung / Weiterleitung der Alarmer 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	<p>Select this checkbox to forward "Door open" events to the database.</p> <p>This applies to these events:</p> <ul style="list-style-type: none"> <li>■ Door is open</li> <li>■ Door is closed</li> <li>■ Door is open for a long time</li> </ul> <p>If you select this checkbox, the events are also automatically saved in the access list.</p>

Setting	Explanation
Lock bolt events	<p>Select this checkbox to forward Lock bolt events to the database.</p> <p>This applies to these events:</p> <ul style="list-style-type: none"> <li>■ Door is locked</li> <li>■ Door is securely locked</li> </ul> <p>If you select this checkbox, the events are also automatically saved in the access list.</p>
Event logging/forwarding of alarms in the network	<p>Your DoorMonitoring locking device detects various alarm situations. You can forward these to your database.</p> <p>Examples of such situations are:</p> <ul style="list-style-type: none"> <li>■ Door open too long</li> <li>■ Tampering attempt (e.g. Fastening screw has been manipulated)</li> <li>■ Door has been opened even though it is considered locked or securely locked</li> </ul>

### 16.17 Changing the SmartRelay settings

You will only see the settings for SmartRelay if you:

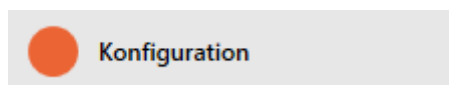
- Create a new locking device and have not yet clicked on **Finish**, or
- Have opened a "SmartRelays" locking device.

All SmartRelay settings are changed in the "Configuration" tab:

- ✓ AXM Classic open.
- ✓ Locking device list or matrix view open.

1. Click on the SmartRelay.
  - ➞ The SmartRelay window will open.

2. Click on the  Configuration tab.



↳ Window switches to the "Configuration" tab.

### 16.17.1 Using internal and external antenna simultaneously

An external antenna is available for some SmartRelays (SREL.AV).



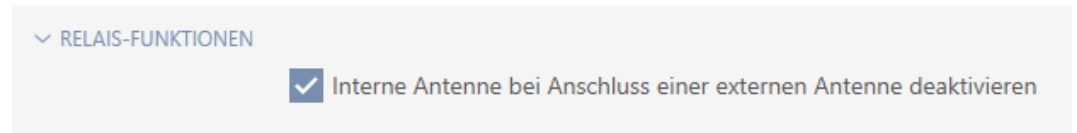


The internal antenna is normally deactivated as soon as SmartRelay detects an external antenna.

You can also use AXM Classic to configure the settings so that both antennas are used at the same time:

✓ "Configuration" tab open (see *Changing the SmartRelay settings* [▶ 282]).

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.

### 16.17.2 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
<ul style="list-style-type: none"> <li>■ SREL</li> <li>■ SREL.ADV</li> <li>■ SREL.W</li> <li>■ SREL.G2</li> <li>■ SREL.W.G2</li> <li>■ SREL 3</li> <li>■ SREL 3 Advanced</li> <li>■ SREL AX Classic</li> </ul>	<p>SREL2.G2</p>
<input type="checkbox"/> Invert SR signal <ul style="list-style-type: none"> <li>■ Identification medium activated: Relay energises, COM connected to NO</li> <li>■ Identification medium not activated: Relay in idle state, COM connected to NC</li> </ul>	<input type="checkbox"/> Invert SR signal <ul style="list-style-type: none"> <li>■ Identification medium activated: Relay energises, contacts connected</li> <li>■ Identification medium not activated: Relay in idle state, contacts not connected</li> </ul>
<input checked="" type="checkbox"/> Invert SR signal <ul style="list-style-type: none"> <li>■ Identification medium activated: Relay in idle state, COM connected to NC</li> <li>■ Identification medium not activated: Relay energises, COM connected to NO</li> </ul>	<input checked="" type="checkbox"/> Invert SR signal <ul style="list-style-type: none"> <li>■ Identification medium activated: Relay in idle state, contacts not connected</li> <li>■ Identification medium not activated: Relay energises, contacts connected</li> </ul>

✓ "Configuration" tab open (see *Changing the SmartRelay settings* [▶ 282]).

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. Activate the ☒ Invert SR signal checkbox.

3. Click on the **Finish** button.
  - ↳ The SmartRelay window closes.
  - ↳ SmartRelay outputs are inverted.

### 16.17.3 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](#) [▶ 282]).

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

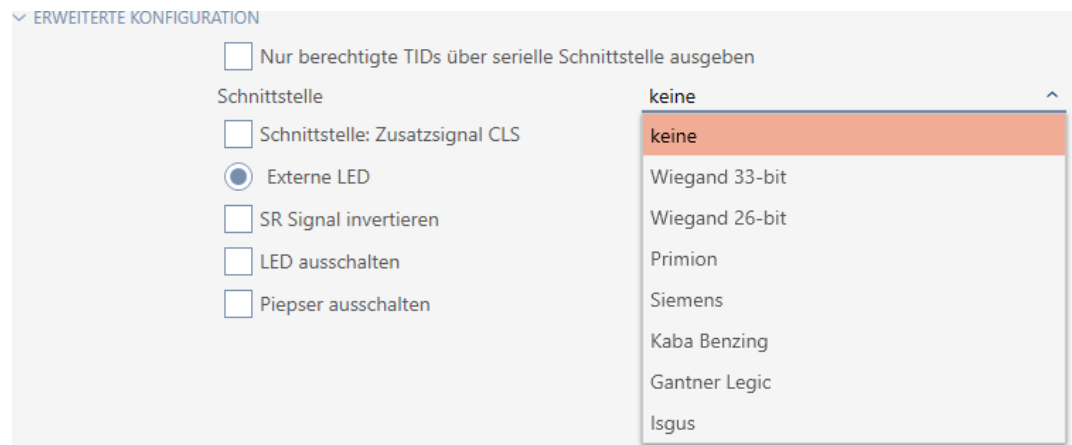
☐ SR Signal invertieren

☐ LED ausschalten

☐ Piepser ausschalten

2. If you do not wish to transfer unauthorised identification media to the third-party system at all, select the ☒ 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".



4. If you need a card load signal for your third-party system, select the ☒ Interface: Supplementary signal CLS checkbox.
5. Click the **Finish** button.
  - ➞ The SmartRelay window closes.
  - ➞ SmartRelay's serial connection is activated.

#### 16.17.4 Changing the signalling

Different situations may require different signals.

You can configure signalling of your SmartRelay in AXM Classic to meet these different needs.

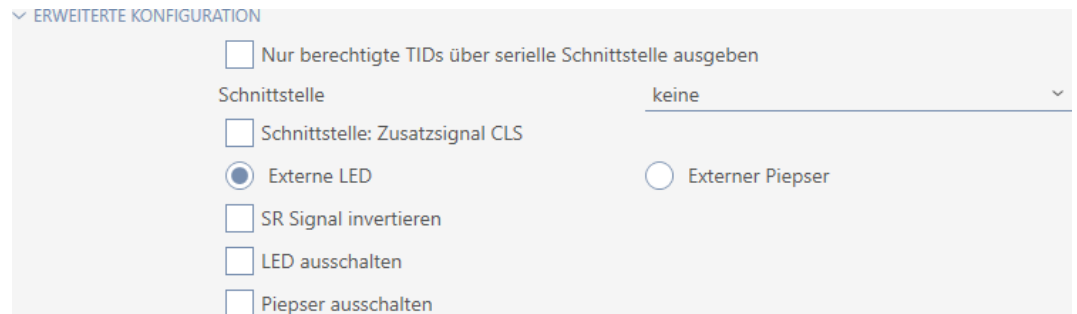
There is a connection for an external LED or an external beeper on the SREL.ADV and SREL2.G2. You can find details on connection in the manual for the SmartRelay concerned.

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.

<input checked="" type="radio"/> External LED	<input checked="" type="radio"/> 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* [▶282]).

1. Open the "Extended configuration" menu if necessary.



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.

## 16.18 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 Classic open.
  - ✓ Locking device has been created.
1. Click on the locking device you wish to manage.
    - ➞ The locking device window will open.

### Schließung - Details

Hier können Sie Details der Schließung bearbeiten

Synchronisieren In Matrix anzeigen

- 1 Details
- 2 Konfiguration
- 3 Ausstattung
- 4 Zustand
- 5 Aktionen
- 6 Berechtigungsgruppen
- 7 Hashtags
- 8 Zutrittsliste
- 9 Berechtigte Transponder

Seriennummer 0084GEAD

Schließungstyp Schließzylinder

Bestellcode SV-Z5.EU.CO.30-30.AM.G2.ZK.LN

Firmware Version 1.1.551

Letzte Synchronisierung 14.12.2021 15:56:38

Sync Programmiert

#### TÜRDETAILS

Tür Gryffindor dormitory

Tür-Code DC-00019

Beschreibung

#### GEBÄUDEDETAILS

Raumnummer

Etage

Standort Hogwarts + Neu

Gebäude Gryffindor tower + Neu

#### ZEITFUNKTIONEN

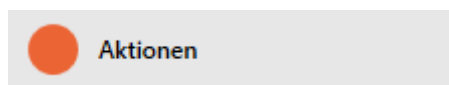
Zeitplan ☐ + Neu

Zeitumschaltung ☒ Zeitumschaltung 1 + Neu

Feiertagsliste ☐ + Neu

< Zurück Weiter > Fertigstellen Abbrechen

2. Click on the **Aktionen** tab.



↳ Window switches to the "Actions" tab.

### Schließung - Aktionen

Hier können Sie Aktionen zur Schließung planen, einsehen und bearbeiten

Synchronisieren In Matrix anzeigen

- 1 Details
- 2 Konfiguration
- 3 Ausstattung
- 4 Zustand
- 5 Aktionen
- 6 Berechtigungsgruppen
- 7 Hashtags
- 8 Zutrittsliste
- 9 Berechtigte Transponder

+ Neu Löschen Details

Datum	Typ	Benutzer	Beschreibung	Dokument
18.05.2021 17:13:31	Programmierung	Admin		
18.05.2021 17:13:31	Programmierung	Admin		
29.04.2021 17:53:00	Planmäßiger Batteriewec	Admin		
29.04.2021 17:53:00	Planmäßiger Batteriewec	Admin		
29.04.2021 16:54:38	Programmierung	Admin	Aktion fehlgeschlagen	
29.04.2021 16:54:38	Programmierung	Admin	Aktion fehlgeschlagen	
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		

< Zurück Weiter > Fertigstellen Abbrechen

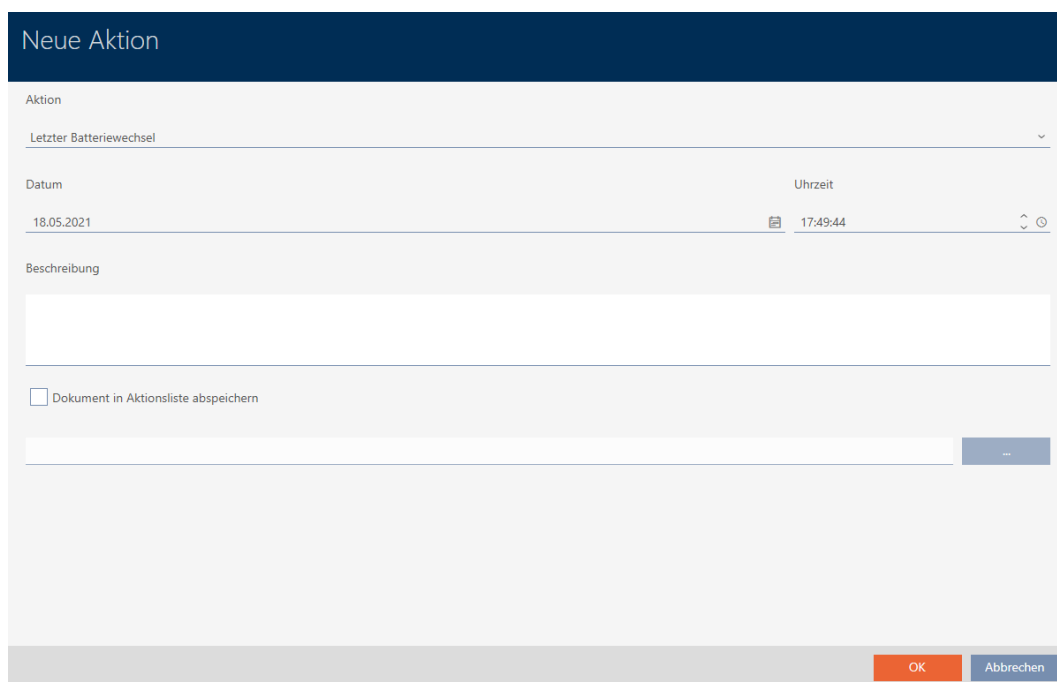
3. Use to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

### 16.18.1 Note installation, replacement or removal date


- ✓ The locking device window shows the "Actions" tab (see *Planning and tracking locking device management tasks* [▶ 288]).

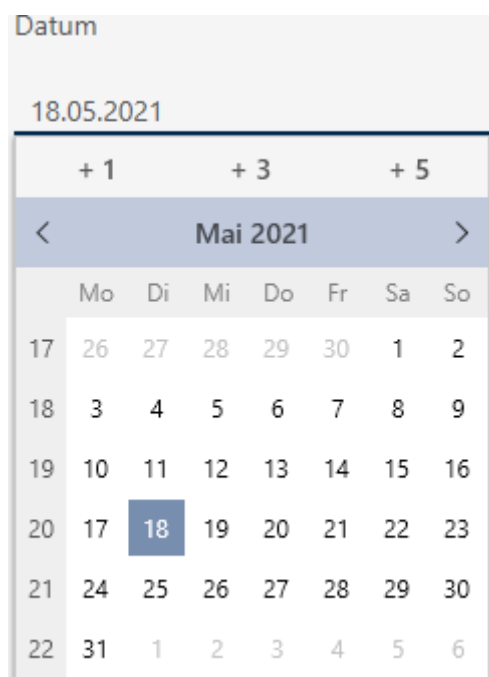
1. Click on the **New**  button.



➡ The window for a new action will open.



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  icon to expand a calendar screen.



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  button.  
 ↳ The Explorer window will open.
8. Select your document.
9. Click on the  button.  
 ↳ Explorer window closes.

Neue Aktion

Aktion

Eingebaut

Datum

18.05.2021


Uhrzeit

17:49:44

Beschreibung


☒ Dokument in Aktionsliste abspeichern

D:\Info.txt



OK

Abbrechen

10. Click on the  button.  
 ↳ The window for the new action closes.
- ↳ Action is now created and listed.

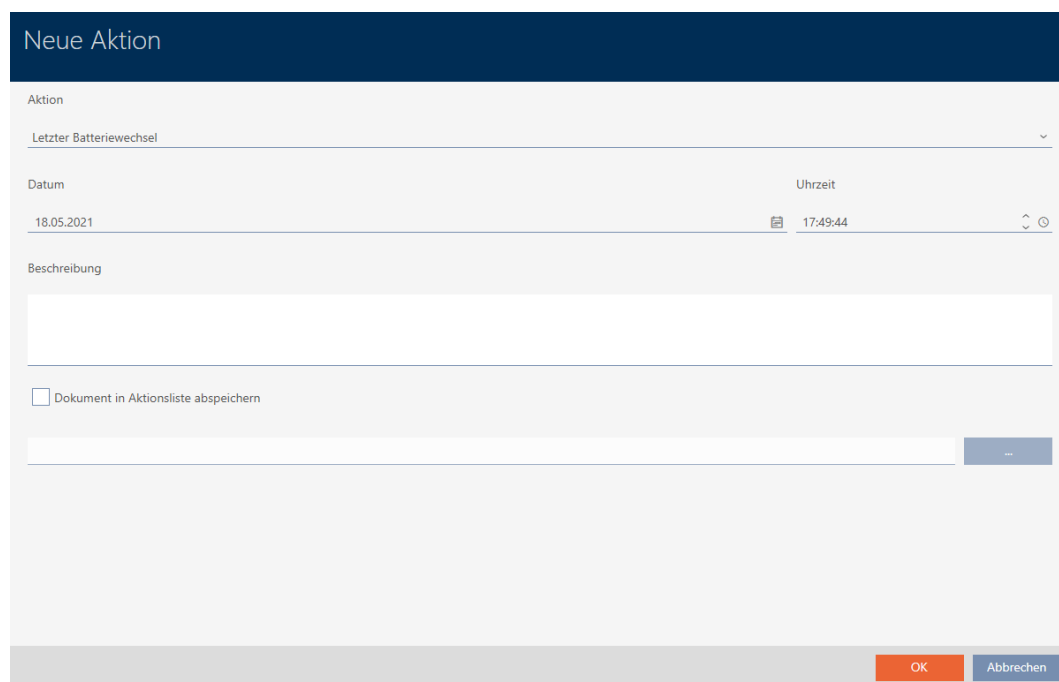
Datum	▼	Typ	▼	Benutzer	▼	Beschreibung	▼	Dokument	▼
18.05.2021 17:49:44		Eingebaut		Admin				txt	
18.05.2021 17:13:31		Programmierung		Admin					
29.04.2021 17:53:00		Planmäßiger Batteriewec		Admin					
29.04.2021 16:54:38		Programmierung		Admin		Aktion fehlgeschlagen			
28.04.2021 18:34:59		Programmierung		Admin		Aktion fehlgeschlagen			
28.04.2021 15:16:18		Erstellt		Admin					




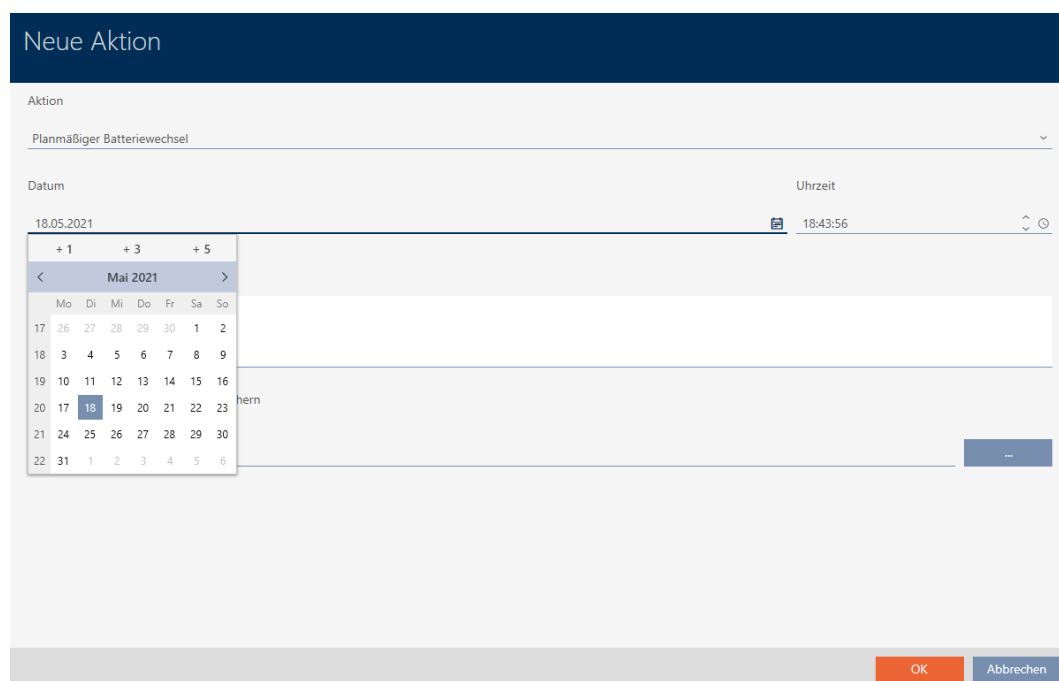
### 16.18.2 Planning and logging battery replacement



- ✓ The locking device window shows the "Actions" tab (see *Planning and tracking locking device management tasks* [▶ 288]).

1. Click on the **New**  button.
  - ➞ The window for a new action will open.



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  icon to expand a calendar screen.



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  button.  
 ↳ The Explorer window will open.
8. Select your document.
9. Click on the  button.  
 ↳ Explorer window closes.

Neue Aktion

Aktion

Planmäßiger Batteriewechsel

Datum

18.05.2021


Uhrzeit

18:43:56

Beschreibung


☒ Dokument in Aktionsliste abspeichern

D:\Info.txt




OK

Abbrechen

10. Click on the  button.  
 ↳ The window for the new action closes.
- ↳ Action is now created and listed.

Datum	▼	Typ	▼	Benutzer	▼	Beschreibung	▼	Dokument	▼
18.05.2021 18:43:56		Planmäßiger Batteriewec		Admin				txt	
18.05.2021 17:49:44		Eingebaut		Admin				txt	
18.05.2021 17:13:31		Programmierung		Admin					
29.04.2021 17:53:00		Planmäßiger Batteriewec		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					

## 16.19 Displaying all locking devices in a project

- ✓ AXM Classic open.
  - ✓ At least one locking device created (see [Creating a locking device](#) [▶ 212]).
1. Click on the orange AXM icon .
    - ↳ AXM bar opens.











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

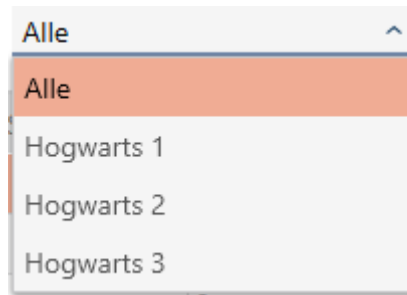
### SCHLISSANLAGENSTEUERUNG

- ✚ Matrixansicht
- ✚ **Schließungen**
- ✚ Transponder
- ✚ PinCode Tastaturen
- ✚ Berechtigungsgruppen
- ✚ Zeitplansteuerung

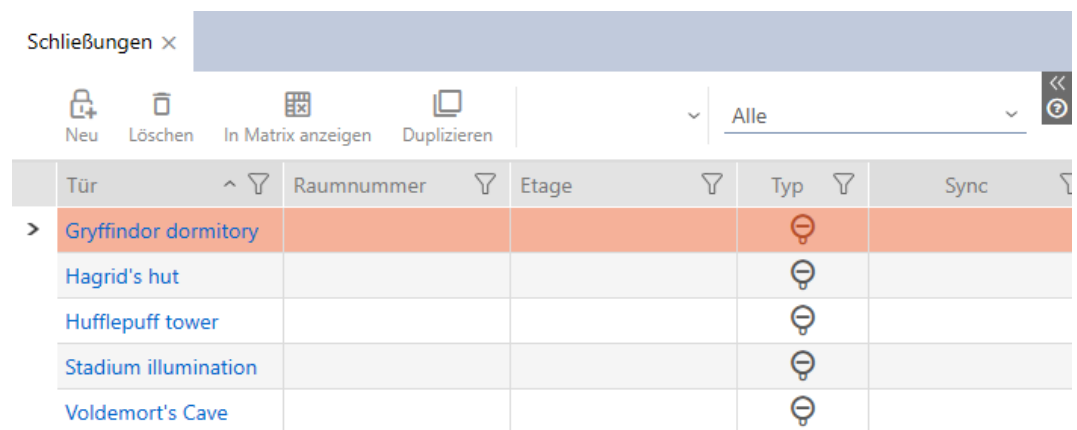
- ↳ The AXM bar will close.
- ↳ The [Locks] tab will open.

Schließungen x					
<div>  Neu                      Löschen                      In Matrix anzeigen                      Duplizieren                 </div> <div>Hogwarts 1</div>					
Tür	Raumnummer	Etage	Typ	Sync	
> Gryffindor dormitory					
Hagrid's hut					
Hufflepuff tower					
Stadium illumination					

3. Select the "All" entry for the locking system from the drop-down menu.



→ All locking devices in all locking systems in the same project are displayed.



You can also export the locking devices displayed as a list (see [Exporting locking devices as a list](#) [▶ 295]).


## 16.20 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 Classic.

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

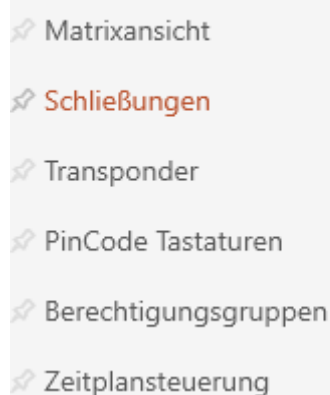
- ✓ AXM Classic open.
- ✓ Locking device has been created.

1. Click the orange AXM button .
  - AXM bar opens.



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



### SCHLIESSANLAGENSTEUERUNG



→ The list with all locking devices in the locking system will open.

3. Replace if necessary using the drop-down menu for another locking system or select the "All" entry to display the locking devices in all locking systems.

Tür	Raumnummer	Etage	Typ	Sync	Status	Letzte Synchronisierung	S/N	Schließungs ID
> Gryffindor dormi...			🔒			14.12.2021 15:56:38	0084CEAD	129
Hagrid's hut			🔒			13.12.2021 20:31:29	000DSP7E	128
Hufflepuff tower			🔒			13.12.2021 20:33:19	000E04GX	10000
Stadium illumina...			🔒	↻		13.12.2021 20:34:32		ohne Programmierung

4. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
5. Click on the **Export**  button.
 

→ The Explorer window will open.
6. Save the PDF file to a file directory of your choice.
 

→ Displayed identification media are exported as PDF files (DIN A4).

---

### Alle Schließungen für die Schließanlage 'Hogwarts 1'

Tür	Raumnummer	Etage	Typ	Sync	Status	S/N
Gryffindor dormitory			Schließzylinder	Programmiert		0084GEAD
Hagrid's hut			Schließzylinder	Programmiert		000DSP7E
Hufflepuff tower			Schließzylinder	Programmiert		000E04GX
Stadium illumination			Schließzylinder	Erstprogrammierung		


You have the option to personalise reports (see [Personalising reports and exports](#) [► 427]).

17. Permissions

17.1 Changing individual authorisations (cross)

The quickest way to assign individual authorisations to individual doors is directly in the matrix.

- ✓ AXM Classic 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).




Tür	Typ
Gryffindor dormitory	⊖
Hufflepuff dormitory	⊖

Person	Typ
Weasley, Ron	⊖
Weasley, Fred	⊖
Lovegood, Luna	⊖
Granger, Hermine	⊖

			✖

2. Click on the same box again.
- ➔ Authorisation is withdrawn again.



Person	Typ
Weasley, Ron	
Weasley, Fred	
Lovegood, Luna	
Granger, Hermine	

Tür	Typ
Gryffindor dormitory	
Hufflepuff dormitory	


➡ 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.

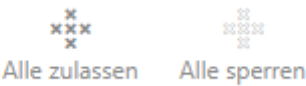
- Synchronise identification media and/or locking devices after you have changed authorisations.

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 \[▶ 416\]](#)):

- 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





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**  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:










Person	Weasley, Ron	Weasley, Fred	Lovegood, Luna	Granger, Hermine
Typ				





Tür	Typ
Gryffindor dormitory	
Hufflepuff dormitory	


- ✓ AXM Classic open.
- ✓ Matrix screen open
- ✓ Identification medium available.
- ✓ Locking device available.


1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).



	Person		Weasley, Ron	Weasley, Fred	Granger, Hermine
	Typ				


Tür		Typ	
Gryffindor dormitory			
Hufflepuff dormitory			



2. Select the locking device on which you wish to authorise all identification media to be displayed.



Person	Weasley, Ron	Weasley, Fred	Granger, Hermine
Typ			

Tür	Typ
Gryffindor dormitory	
Hufflepuff dormitory	

3. Click on the **Alle zulassen**  button.
- ➔ All displayed identification media are authorised for the selected locking device.

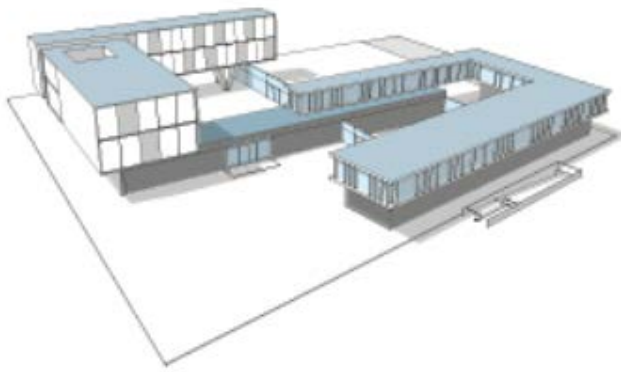


Person	Weasley, Ron	Weasley, Fred	Granger, Hermine
Typ			

Tür	Typ
Gryffindor dormitory	
Hufflepuff dormitory	

--	--	--

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:



Person	Typ
Weasley, Ron	
Weasley, Fred	
Lovegood, Luna	
Granger, Hermine	




Tür	Typ
Gryffindor dormitory	
Hufflepuff dormitory	


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](#) [[▶ 512](#)]).


Matrix without authorisations


AXM Classic (Beta)





Matrixansicht ×





 Neue Schließung


 Neuer Transponder


 Duplizieren

 Löschen

 Alle zulassen

 Alle sperren



Person 


Granger, Hermine


Hagrid, Rubeus


Lovegood, Luna


McGonagall, Min...


Weasley, Percy


Typ 












Sync 

Tür 

Typ 

Sync 

Gryffindor dormit...



Hagrid's hut



Hufflepuff tower



Stadium illuminati...



Matrix with access levels

Matrixansicht x

>>

Neue Schließung

Neuer Transponder

Duplizieren

Löschen

Alle zulassen

Alle sperren

Tür

Person

Typ

Sync

Gryffindor dormit...

Hagrid's hut

Hufflepuff tower

Stadium illuminati...

Granger, Hermine

Hagrid, Rubeus

Lovegood, Luna

McGonagall, Min...

Weasley, Percy

Typ

Sync

Person

Typ

Sync

Granger, Hermine

Hagrid, Rubeus

Lovegood, Luna

McGonagall, Min...

Weasley, Percy

Typ

Sync

Tür

Typ

Sync

Gryffindor dormit...

Hagrid's hut

Hufflepuff tower

Stadium illuminati...

Typ

Sync

Person

Typ

Sync

Granger, Hermine

Hagrid, Rubeus

Lovegood, Luna

McGonagall, Min...

Weasley, Percy

Typ

Sync

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 \[▶ 45\]](#)). This allows you to set access levels directly in locking device and identification medium properties when you create locking devices and identification media:

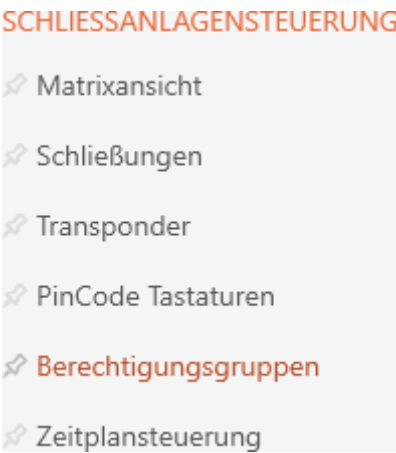
Obviously, you can also add your locking devices and identification media to the access levels at a later date:

- ✓ AXM Classic open.
- ✓ Access level created (see [Creating access levels \[▶ 45\]](#)).

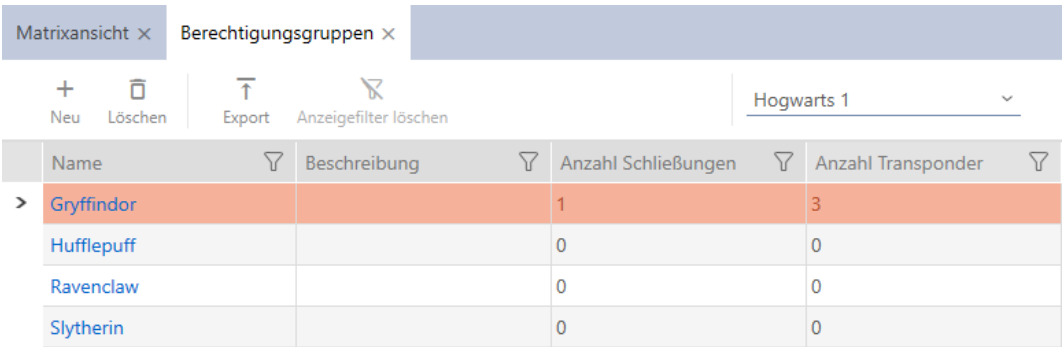
1. Click the orange AXM button .   
↳ AXM bar opens.



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



- The AXM bar will close.
- The [Access levels] tab will open.



3. Select another locking system in the drop-down menu or select the "All" drop-down entry to display the access levels in all locking systems.



4. Click on the access level to which you wish to add locking devices and identification media.
- ➞ The access level window will open.

Berechtigungsgruppe - Details

Hier können Sie die Details der Berechtigungsgruppe bearbeiten

1 Details

2 Schließungen

3 Transponder

Name Gryffindor

Beschreibung


< Zurück

Weiter >

Fertigstellen

Abbrechen

5. Click on the  Locks tab.



Schließungen

- ➞ Window switches to the "Locks" tab.

Berechtigungsgruppe - Schließungen

Hier können Sie Schließungen zu der Berechtigungsgruppe hinzufügen

1 Details

2 Schließungen

3 Transponder

AUSGEWÄHLT (0)

Tür	^	▽	Bereich	▽	Raum	▽	Etage	▽	C
-----	---	---	---------	---	------	---	-------	---	---

NICHT AUSGEWÄHLT (4)

Tür	^	▽	Bereich	▽	Raum	▽	Etage	▽	C
Gryffindor dormitory									G
Hagrid's hut									H
Hufflepuff tower									H
Stadium illumination									C

<

<<

>

>>


< Zurück

Weiter >

Fertigstellen

Abbrechen





6. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
7. Select all locking devices that you wish to add to the access level (Ctrl+click for individual devices or Shift+click for multiple devices).

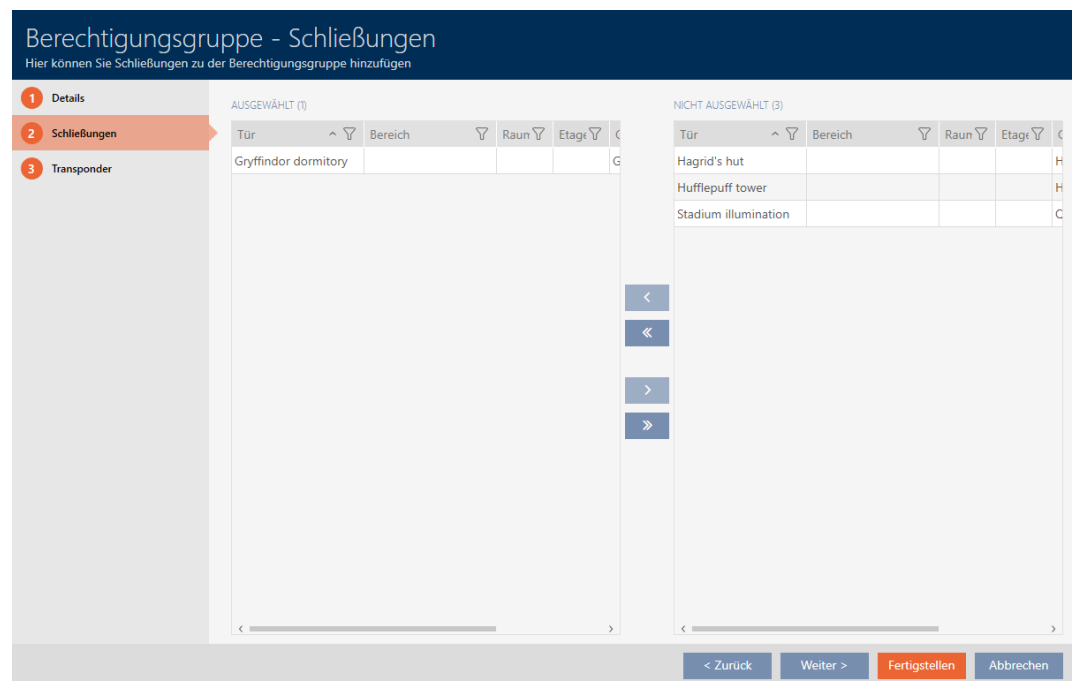


### NOTE

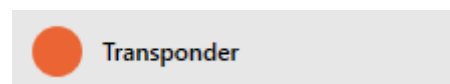
#### Double-clicking as an alternative to arrow keys

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

8. 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.



9. Click on the  Transponders tab.



- ↳ Window switches to the "Transponders" tab.

## Berechtigungsgruppe - Transponder

Hier können Sie Transponder zu der Berechtigungsgruppe hinzufügen

- Details
- Schließungen
- Transponder**


AUSGEWÄHLT (0)

Nachname ▼	Vorname ▼	S/N ▼	Beschreibung ▲▼
------------	-----------	-------	-----------------

NICHT AUSGEWÄHLT (5)

Nachname ▼	Vorname ▼	S/N ▼	Beschreibung ▼
Granger	Hermine	002TU6TC	
Hagrid	Rubeus	UID-10000000979A4	
Lovegood	Luna	002U04AT	
McGonagall	Minerva	UID-10000000034DB5	
Weasley	Percy	000XCKNG	

< >




10. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [► 38]).
11. 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.

12. 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.

Berechtigungsgruppe - Transponder

Hier können Sie Transponder zu der Berechtigungsgruppe hinzufügen

1 Details

2 Schließungen

3 Transponder

AUSGEWÄHLT (3)

Nachname	Vorname	S/N	Beschreibung
Granger	Hermine	002TU6TC	
McGonagall	Minerva	UID-1000000034DB5	
Weasley	Percy	000XCKNG	

NICHT AUSGEWÄHLT (2)

Nachname	Vorname	S/N	Beschreibung
Hagrid	Rubeus	UID-10000000979A4	
Lovegood	Luna	002U04AT	

< Zurück

Weiter >

Fertigstellen

Abbrechen

13. Click on the **Finish** button.

- 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.

14. Click on the **Refresh** button.

- Matrix displays authorisations from your access level (identified by a small triangle next to the cross).

Matrixansicht x

>>

Neue Schließung


Neuer Transponder

Duplizieren

Löschen

Alle zulassen

Alle sperren



Person	Granger, Hermine	Hagrid, Rubeus	Lovegood, Luna	McGonagall, Min...	Weasley, Percy
Typ	🔒	🔒	🔒	🔒	🔒
Sync					

Tür	Typ	Sync
Gryffindor dormit...	🔒	
Hagrid's hut	🔒	
Hufflepuff tower	🔒	
Stadium illuminati...	🔒	

✕			✕	✕
■		■		■
	■		■	
	■		■	

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)* [▶ 298]). In this case, it is only the cross that disappears, not the triangle:

**Matrixansicht** ×    **Berechtigungsgruppen** ×

>> <<

Neue Schließung   Neuer Transponder   Duplizieren   Löschen

Tür	Person	Type	Sync
Gryffindor dormit...	Granger, Hermine	⦿	↻
Hagrid's hut	Hagrid, Rubeus	👤	
Hufflepuff tower	Lovegood, Luna	⦿	
Stadium illuminati...	McGonagall, Min...	👤	
	Weasley, Percy	⦿	

Legend:

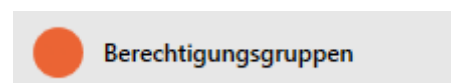
- Blue X: Access granted
- Grey square: No access

The triangle continues to indicate that there is actually an authorisation from an access level here.


### 17.2.2.2 Adding areas and person groups to access levels

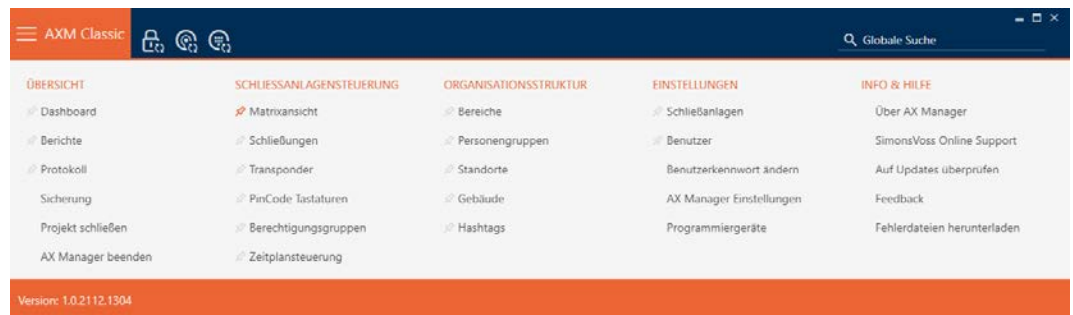
This section explains how to add multiple locking devices to access levels quickly using areas. The process for person groups/identification media is similar.

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* [► 45]). This allows you to set access levels directly in locking device and identification medium properties when you create locking devices and identification media:



You can use areas to quickly add several locking devices to access levels:

- ✓ AXM Classic open.
  - ✓ Access levels created (see [Creating access levels \[▶ 45\]](#)).
  - ✓ At least one area created (see [Creating an area \[▶ 79\]](#)).
  - ✓ At least one locking device has been assigned to the area (see [Moving locking devices to areas \[▶ 251\]](#)).
1. Click the orange AXM button .
    - ➔ AXM bar opens.



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

## SCHLISSANLAGENSTEUERUNG

- ✚ Matrixansicht
- ✚ Schließungen
- ✚ Transponder
- ✚ PinCode Tastaturen
- ✚ **Berechtigungsgruppen**
- ✚ Zeitplansteuerung

- ➔ The AXM bar will close.
- ➔ The [Access levels] tab will open.

Matrixansicht x

Berechtigungsgruppen x

+

Neu

🗑

Löschen

↑

Export

🗑

Anzeigefilter löschen

Hogwarts 1

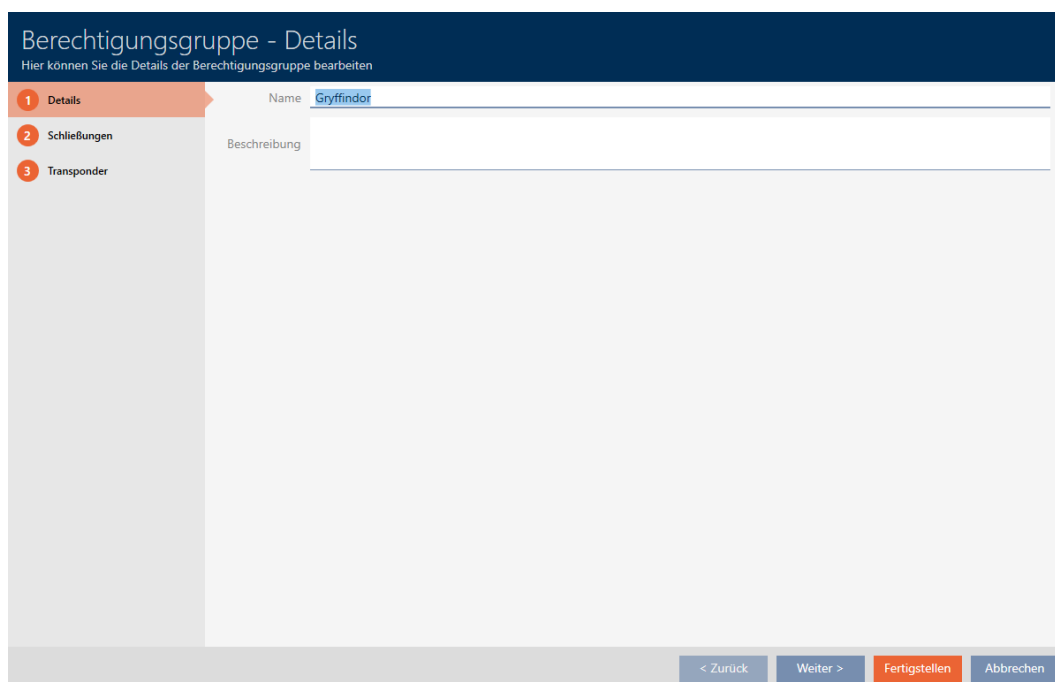
Name	Beschreibung	Anzahl Schließungen	Anzahl Transponder
> Gryffindor		1	3
Hufflepuff		0	0
Ravenclaw		0	0
Slytherin		0	0

3. Select another locking system in the drop-down menu or select the "All" drop-down entry to display the access levels in all locking systems.

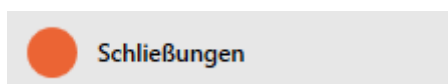


4. Click on the access level to which you wish to add locking devices and identification media.

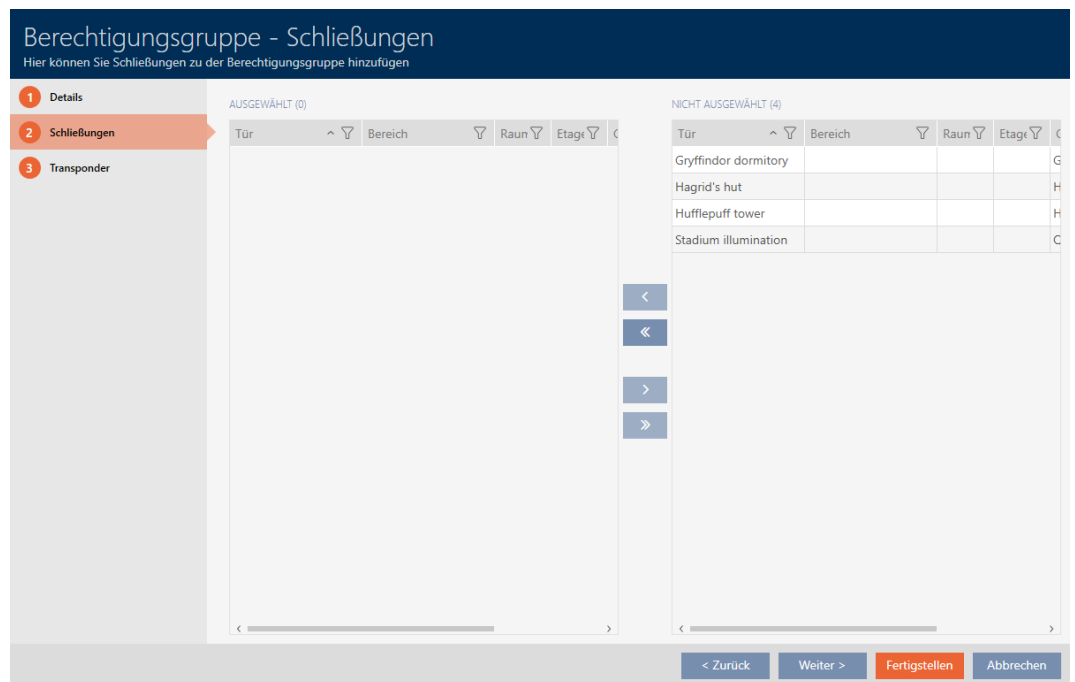
→ The access level window will open.



5. Click on the **● Locks** tab.



→ Window switches to the "Locks" tab.



6. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).



#### NOTE

##### Areas as a filter criterion

Areas can be used as filter criterion, thus simplifying selection of your locking devices.



1. Click the filter icon in the *Area* column.
  2. Select one or more areas.
7. Select all locking devices that you wish to add to the access level (Ctrl+click for individual devices or Shift+click for multiple devices).



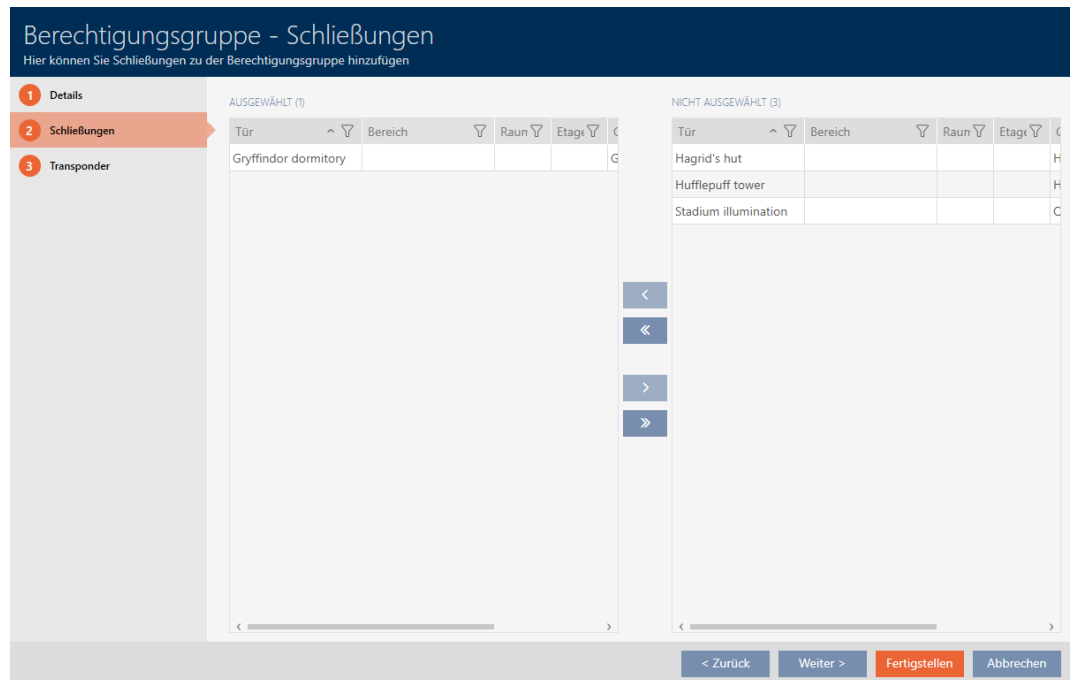
#### NOTE

##### Double-clicking as an alternative to arrow keys

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

8. 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.





9. Click on the **Finish** button.

- ↳ 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.

10. Click on the **Refresh**  button.

- ↳ Matrix displays authorisations from your access levels (identified by a small triangle next to the cross).

### 17.2.2.3 Show all access levels in a project

- ✓ AXM Classic open.
- ✓ At least one access level created (see *Creating access levels* [▶ 45]).

1. Click on the orange AXM icon .

- ↳ AXM bar opens.



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

- ↳ The AXM bar will close.

→ The [Access levels] tab will open.

Berechtigungsgruppen x

Neu Löschen Export Anzeigefilter löschen Hogwarts 1

Name	Beschreibung	Anzahl Schließung	Anzahl Transpond
Gryffindor		1	3
Hufflepuff		0	0
Ravenclaw		0	0
Slytherin		0	0

3. Select the "All" entry for the locking system from the drop-down menu.

Alle
Alle
Hogwarts 1
Hogwarts 2
Hogwarts 3

→ All access levels in all locking systems in the same project are displayed.

Berechtigungsgruppen x

Neu Löschen Export Anzeigefilter löschen Alle

Name	Beschreibung	Anzahl Schließung	Anzahl Transpond
Gryffindor		1	3
Hufflepuff		0	0
Ravenclaw		0	0
Slytherin		0	0
Deatheaters		0	0

You can also export the access levels displayed as a list (see [Exporting access levels as a list](#) [▶ 317]).

#### 17.2.2.4 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 Classic.

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


You have the option to personalise reports (see *Personalising reports and exports* [► 427]).







- ✓ AXM Classic open.
- ✓ At least one access level created (see *Creating access levels* [► 45]).





1. Click on the orange AXM icon .
  - ↳ AXM bar opens.





2. Select the **Access levels** entry in the | LOCKING SYSTEM CONTROL | group.
  - ↳ The AXM bar will close.
  - ↳ The [Access levels] tab will open.
3. Select a specific locking system or all locking systems with the access levels to be exported from the drop-down menu.

Berechtigungsgruppen x 

 Neu   
  Löschen   
  Export   
  Anzeigefilter löschen   
 Hogwarts 1 


	Name 	Beschreibung 	Anzahl Schließung 	Anzahl Transpond 
>	Gryffindor		1	3
	Hufflepuff		0	0
	Ravenclaw		0	0
	Slytherin		0	0

4. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [► 38]).
5. Click on the **Export**  button.
  - ↳ The Explorer window will open.

6. Save the PDF file to a directory of your choice.
  - ↳ Explorer window closes.
  - ↳ The identification media displayed are exported as a PDF file (DIN A4).



#### Alle Berechtigungsgruppen für die Schließanlage 'Hogwarts 1'

Name	Anzahl Schließungen	Anzahl Transponder
Gryffindor	1	3
Hufflepuff	0	0
Ravenclaw	0	0
Slytherin	0	0

### 17.2.3 Controlling authorisations in terms of time (schedules)

Time management in AXM Classic comprises:

- Time schedules for locking devices
- Time groups for transponders

You can find a detailed description and an example here: [Event management \[► 500\]](#).

You can only create time groups using a schedule in AXM Classic. The first step after creating a concept is therefore a schedule: [Creating a schedule \[► 48\]](#).

#### 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 \[► 29\]](#)). You can then add your locking devices to the schedule while you are creating each locking device (see [Creating a locking device \[► 212\]](#)).

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

- ❑ Can be used directly when creating the locking device
- ❑ Only one locking device possible per access point

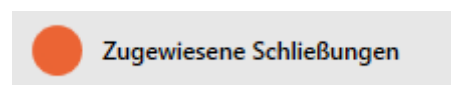
### Schedule window

- ❑ Can be used directly when creating the schedule
- ❑ Multiple locking operations possible per access point
- ❑ Ranges can be used as filter criteria (see *Add area, including locking devices, to a schedule* [▶ 326]).

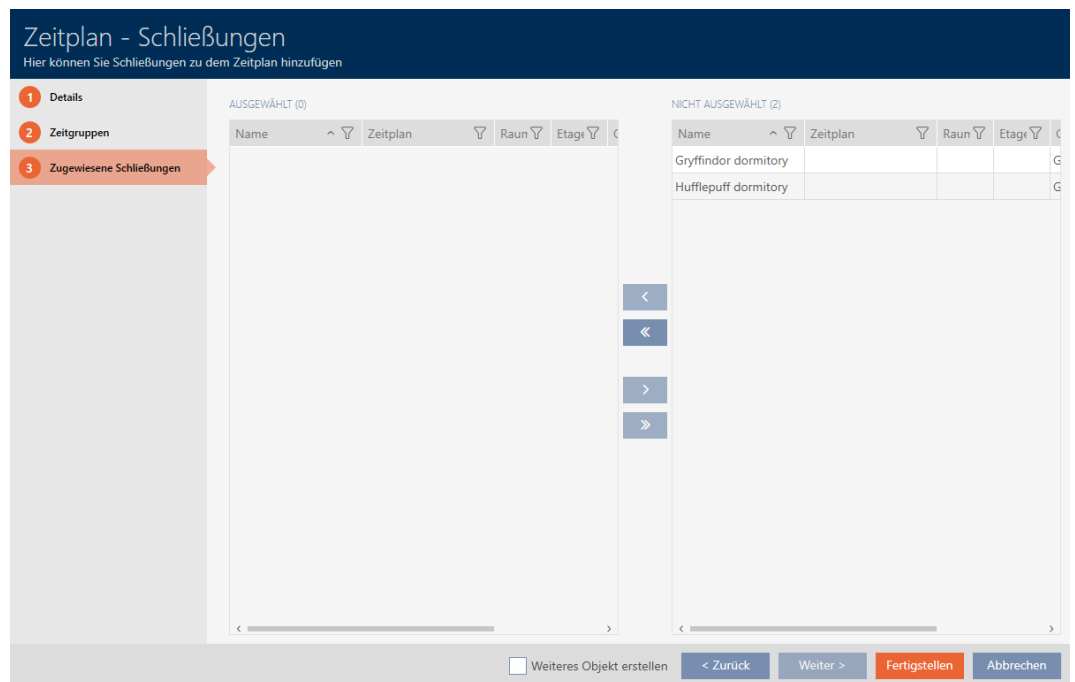
In this section, you will learn how to add locking devices to a schedule in the time schedule window (see *Limiting authorisations for locking devices to specific times (schedule)* [▶ 258] for adding using the locking device properties).


- ✓ AXM Classic open.
- ✓ Schedule created (see *Creating a schedule* [▶ 48]).
- ✓ Schedule window open (see *Creating a schedule* [▶ 48]).
- ✓ Locking device equipped with .ZK option.

1. Click on the **Assigned locks** tab.



- ➞ The schedule window changes to the "Assigned locks" tab.





2. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
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.



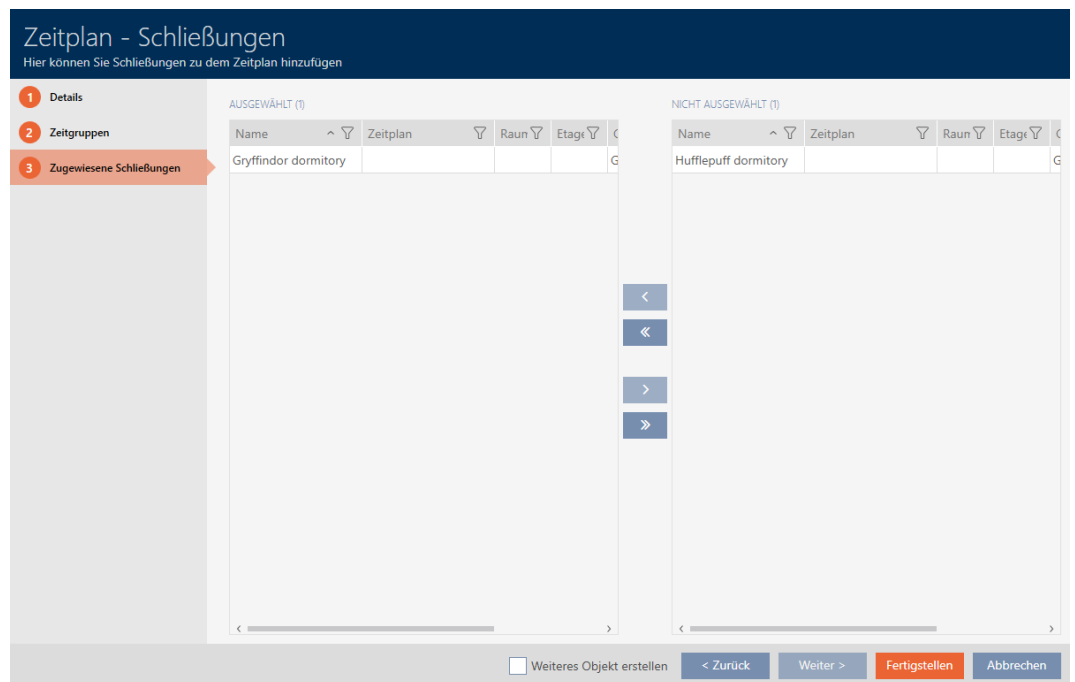
### NOTE

#### 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.



5. Click on the **Finish** button.
  - ↳ 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 \[► 29\]](#)). You can then add your identification media to the time groups when you create them (see [Creating an identification medium \[► 84\]](#)).

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 \[► 198\]](#) and [Reusing identification medium in other projects/databases \[► 204\]](#)). 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.

The screenshot shows the 'Transponder - Details' form in a web application. The left sidebar contains a list of menu items: 1 Details, 2 Personendetails, 3 Transponderkonfiguration, 4 Zusätzliche Schließanlagen, 5 Berechtigungsgruppen, 6 Hashtags, 7 Aktionen, 8 Begehungsliste, and 9 Berechtigte Türen. The main content area is titled 'TRANSPONDER DETAILS' and contains the following fields: Seriennummer (0301A4D), Transpondertyp (Transponder), Firmware Version (3.2.19), Letzte Synchronisierung (06.05.2024 15:37:12), Sync (Programmiert), Batteriestatus (Ok), Zeitgruppe (Zeitgruppe 2), and Beschreibung. The 'Zeitgruppe' dropdown menu is highlighted in yellow, and 'Zeitgruppe 2' is selected. At the top right, there is a dropdown menu set to 'Hogwarts', a 'Synchronisieren' button, and an 'In Matrix anzeigen' button. At the bottom right, there are four buttons: '< Zurück', 'Weiter >', 'Fertigstellen', and '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.

The screenshot shows the 'Transponder - Details' form in a web application, similar to the previous one but with 'Zeitgruppe 1' selected in the 'Zeitgruppe' dropdown menu. The left sidebar and main content area are identical to the previous screenshot. The 'Zeitgruppe' dropdown menu is highlighted in yellow, and 'Zeitgruppe 1' is selected. At the top right, there is a dropdown menu set to 'Hogwarts 2', a 'Synchronisieren' button, and an 'In Matrix anzeigen' button. At the bottom right, there are four buttons: '< Zurück', 'Weiter >', 'Fertigstellen', and '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 - Details**  
Hier können Sie die Details des Transponders bearbeiten

**TRANSPONDER DETAILS**

Seriennummer 002TU6TC

Transpondertyp Transponder

Firmware Version 3.2.17

Letzte Synchronisierung 13.12.2021 20:36:35

Sync Programmiert

Batteriestatus Ok

Zeitgruppe ☒ Zeitgruppe 1

Beschreibung

< Zurück Weiter > Fertigstellen Abbrechen

✓ AXM Classic 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.

↳ Identification medium has been added to the time group.

## Adding PINs from a PIN code keypad to the time group

**PinCode - Details**  
Bitte geben Sie die Eigenschaften der PinCode ein.

**PINCODE - DETAILS**

Seriennummer: 088NKAK

Typ: AX PinCode

Firmware Version: 1.1.1052

Name: Gryffindor electronic portrait

Schließung: Gryffindor tower

Pinlänge: 4

Letzte Synchronisierung: 30.04.2024 14:34:39

Sync: Programmiert

Batteriestatus: Ok

**PINS**

Pin Name	PIN	Sync	Berechtigt	Status	Programmiert
1 Students	****		<input checked="" type="checkbox"/>		
Gültig ab		Gültig bis		Zeitgruppe	
2 Professors	****		<input checked="" type="checkbox"/>		

Hinzufügen

< Zurück Weiter > Fertigstellen Abbrechen

- ✓ AXM Classic open.
- ✓ PIN code keypad created with PINs (see [Creating PIN code keypads](#) [► 91]).
- ✓ Time groups created (see [Create time group](#) [► 52]).

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 ▼ button.
3. Select the ☒ Time group checkbox.
  - ↳ A drop-down menu will appear.

Zeitgruppe ☒

Zeitgruppe 1

Zeitgruppe 2

4. Select the time group that you require.

Das Feld ist erforderlich

Zeitgruppe ☒

Zeitgruppe 1

Zeitgruppe 2

5. Click on the **Finish** button.
  - ↳ The window for the PIN code keypad closes.
- ↳ PIN has been added to the time group.

Zeitgruppe ☒

Zeitgruppe 1

### 17.2.3.3 Add area, including locking devices, to a schedule

Ideally, you should create your schedules before the locking devices (see *Best practice: setting up the locking system* [► 29]). You can then add your locking devices to the schedule while you are creating each locking device (see *Creating a locking device* [► 212]).

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.

In this section, you will learn how to add an entire area, including locking devices, to a schedule in the schedule window (see *Limiting authorisations for locking devices to specific times (schedule)* [► 258] for adding individual locking devices using the locking device properties).

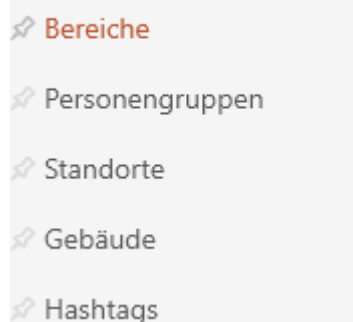
- ✓ AXM Classic open.
- ✓ Schedule created (see *Creating a schedule* [► 48]).
- ✓ Area created (see *Creating an area* [► 79]).
- ✓ Locking devices in the area (see *Moving locking devices to areas* [► 251]).
- ✓ Locking device equipped with .ZK option.

1. Click the orange AXM button .
  - ↳ AXM bar opens.



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

#### ORGANISATIONSTRUKTUR



- ↳ The [Areas] tab will open.

Matrixansicht ×	Bereiche ×	
+	🗑️	🗑️
Neu	Löschen	Anzeigefilter löschen
Name	Zeitplan	Beschreibung
> Castle		
Lands		

3. Select the locking system with the area you want to assign to a time group in the top right-hand corner (alternatively: "All").
4. Click on the area you want to assign to a time group.
  - ↳ The "Area" window will open.

Bereich - Details

Hier können Sie die Details des Bereichs bearbeiten

1 Details

2 Schließungen

Name

Castle

Zeitplan

Keiner

Beschreibung

< Zurück

Weiter >

Fertigstellen

Abbrechen

5. Select the required schedule from the ▼ Time schedule drop-down menu.

Zeitplan

Keiner

Keiner

Lessons

6. Click on the **Finish** button.
  - ↳ "Area" window closes.
  - ↳ Area, including locking devices, added to the schedule.

Matrixansicht ×	Bereiche ×	
+		
Neu	Löschen	Anzeigefilter löschen
Name	Zeitplan	Beschreibung
> Castle	Lessons	
Lands		

Locking devices within an area with a schedule can also be assigned a different schedule or no schedule at all. To do so, select another schedule from the ▼ **Time schedule** drop-down menu.

### Behaviour of inherited schedules

You can recognise inherited schedules by the suffix ("inherited").

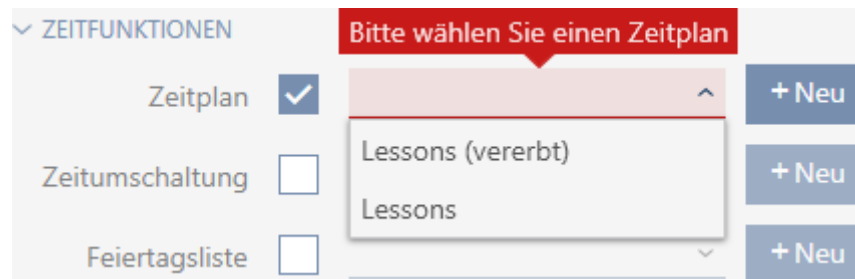
- Newly created locking devices inherit the schedule if they are assigned to an area with a schedule during their creation.
- Locking devices that have already been created but never synchronised inherit the schedule if they are assigned to an area with a schedule.
- Locking devices with inherited schedules adopt the area's schedule, even if it is changed in the area
  - If the schedule is removed from the area, locking devices that have inherited it will also no longer have the schedule.
  - If you assign a different schedule to the area, the schedule also changes for the locking devices that inherit the schedule.
- Locking devices that have already been synchronised with an inherited schedule inherit the schedule of the new area if a new area with a schedule is assigned to them.
- Locking devices that have already been synchronised with an inherited schedule will no longer have the schedule if they are assigned a new area without a schedule.
- Locking devices that have already been synchronised in an area without a schedule inherit the schedule if a schedule is assigned to their area.
- Locking devices with a manually assigned schedule retain this schedule, even if they are assigned to an area with a schedule.

### Inheriting a schedule from existing and synchronised locking devices

In some cases, locking devices do not automatically inherit the schedule for security reasons. You can still configure this "inherit" relationship for the schedule manually:

1. Select the ☒ Time schedule checkbox in the details for the locking devices concerned.

2. Then select the entry with the suffix "inherited".



3. Click on the **Finish** button.

↳ Locking device inherits the area's schedule.

### 17.3 Meaning of the authorisation crosses in the matrix

Cross	Meaning
	Not authorised.
	Authorised in the database but not programmed yet.
	Authorised and programmed.
	Authorisation withdrawn, but authorisation removal not programmed yet.
	Authorised by an access level in the database, but not programmed yet.
	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 authorisation was removed manually before programming.
	Authorised and programmed, but identification medium 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 assigned to another locking device.

## 18. Locking systems

### 18.1 Create locking system

With AXM Classic, you have the freedom to use multiple locking systems (see [Locking systems \[► 494\]](#) for background information on locking systems).

You have probably already created your first locking system with the wizard after starting your project (see [First steps after a new installation \[► 27\]](#)). You can create additional locking systems in the [Locking systems] tab:

#### 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 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).

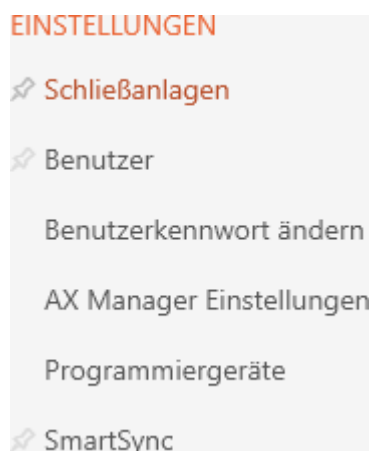
✓ AXM Classic open.

1. Click on the orange AXM icon .

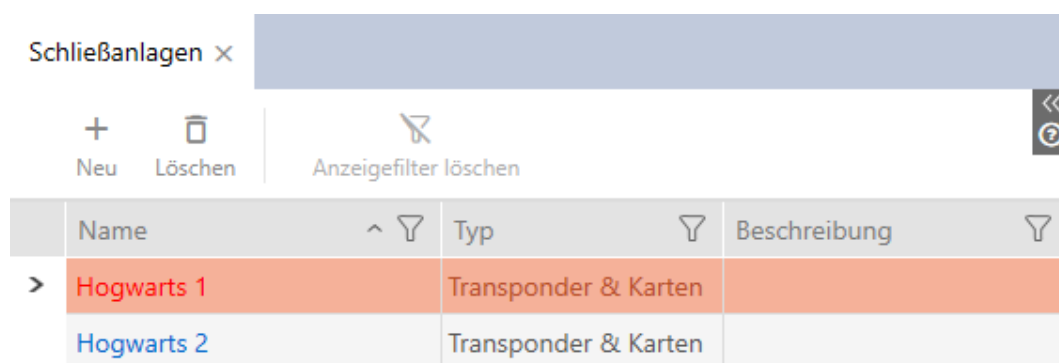
↳ AXM bar opens.



- Select the **Locking systems** entry in the | SETTINGS | group.

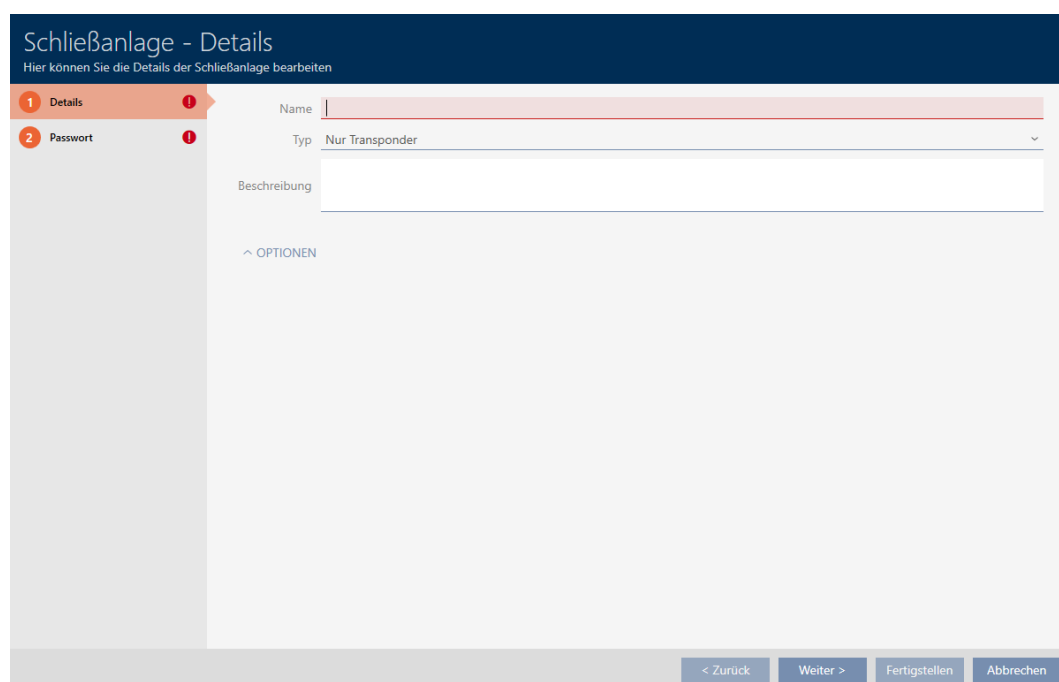


- The [Locking systems] tab with a list of all locking systems in the database will open.



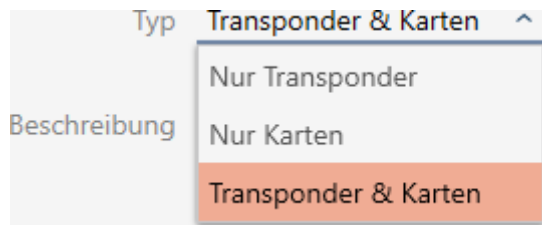
- Click on the **New** button **+**.

- The Locking system window will open.





4. Enter a name for your locking system in the *Name* field.
5. Select which identification media your locking system should support ("Transponders only", "Cards only" or "Transponders & cards") from the ▼ **Type** drop-down menu.

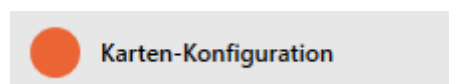
**NOTE****Do not activate cards as a “precaution”**

Cards (or RFID inlays, tags, etc.) have limited storage space. For this reason, only a limited number of locking device IDs from your locking system can be used with cards (see [Cards and locking device IDs \[▶ 521\]](#)). You can find the exact number in Section [Card templates \[▶ 525\]](#) – the locking device IDs 0 to 127 are reserved for internal purposes.

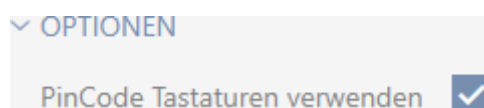
Example: MC1000L\_AV uses locking device IDs 0-1127. You can create 64,000 locking devices and use them for transponders, but only 1,000 of them can be used for your cards (namely those with a locking device ID between 128 and 1127).

1. Select "Transponder" if you do not expect cards or similar RFID identification media to be used.
2. Activate cards later if required (see [Enable cards or transponders \[▶ 370\]](#)).

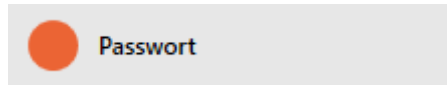
→ The **Card configurations** tab is displayed for "Cards only" or "Transponders & cards".



6. Enter a description in the *Description* field if required.
7. If you want to use PIN code keypads in your locking system, expand the "Options" section and select the ☒ Use PIN code keypads checkbox.



8. Click on the **Password** tab



- Window switches to the "Password" tab.

9. Enter the locking system password for your new locking system in the *Password* field.
10. Re-enter the locking system password in the *Confirm password* field.
- A coloured bar shows you how secure your password is.



- If your locking system is type "Transponders only", you are now ready.
11. Use the **Card configurations** button to switch to the next tab or complete the entries with the **Finish** button.
  - Window switches to the "Card configurations" tab.

12. Enter your card configuration here (see *Adding a card configuration* [▶ 334] for card configuration).

13. Click on the **Finish** button.

→ Window "Locking system" closes.

→ New locking system is listed.

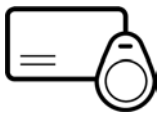
Name	Typ	Beschreibung
Hogwarts 1	Transponder & Karten	
Hogwarts 2	Transponder & Karten	
Hogwarts 3	Transponder & Karten	

You can find information on your locking system's structure sequence here:  
*Best practice: setting up the locking system* [▶ 29].

### 18.1.1 Adding a card configuration

The following sections describe how to determine a card configuration for your locking system and how to configure it in your AXM Classic .

Available RFID identification media



The description refers to “cards”. However, the procedure is similar for all supported RFID identification media; for example:

- Cards
- Smart tags
- RFID inlays



NOTE

Card analysis by SimonsVoss



Analysing your cards and finding the right card configuration for trouble-free operation can be challenging, especially when it comes to cards already in use.

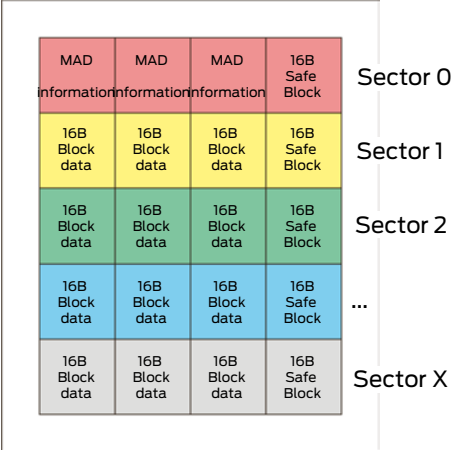
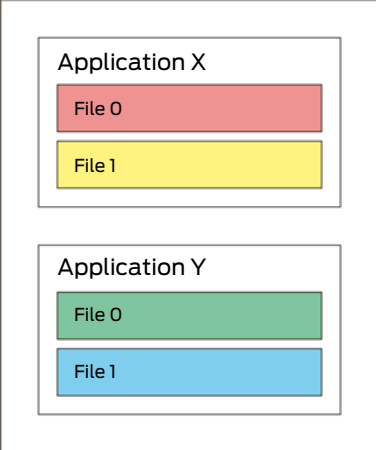
That's why SimonsVoss offers you to help.

1. If you decide to have SimonsVoss check your cards, please contact one of our sales representatives in your region.
2. If you want to determine the card configuration yourself: Read through the following sections carefully.

Basis: MIFARE DESFire and MIFARE Classic

MIFARE DESFire and MIFARE Classic encryption technologies are the most important for RFID identification media:

MIFARE Classic	MIFARE DESFire
<ul style="list-style-type: none"><li>■ Easy protection</li><li>■ Inexpensive identification media</li><li>■ Limited performance</li><li>■ Memory as numbers/letter sequence</li></ul> 	<ul style="list-style-type: none"><li>■ Effective protection</li><li>■ High-performance identification media</li><li>■ Memory as a file system</li><li>■ More flexible handling</li></ul> 
MIFARE Classic encryption is now considered non-secure. SimonsVoss therefore recommends using MIFARE DESFire only.	

MIFARE Classic	MIFARE DESFire
<ul style="list-style-type: none"><li>❑ Data stored in sectors</li><li>❑ Addressing with sectors in sector list</li><li>❑ Sector protection using the last block in sector</li><li>❑ MIFARE Classic encryption hacked and now insecure</li></ul>	<ul style="list-style-type: none"><li>❑ Data saved in files</li><li>❑ Addressing with application ID</li><li>❑ File backed up by file read key</li><li>❑ Locking system data must be stored in an application file. Read access is required to the file.</li><li>❑ Encryption with AES (128 bit)</li></ul>
<p>Distribution of the memory:</p> 	<p>Distribution of the memory:</p> 

Determine the values to be entered in advance

Schließanlage - Kartenkonfiguration

Hier können Sie die Kartenkonfiguration ändern

1Details

2Passwort

3Karten-Konfiguration1

Kartentyp

Konfiguration

Speicherbedarf Bytes

Schließungs-IDs im Kartenprofil

Begehungen im Protokoll

Virtuelles Netzwerk

Parameter:

< Zurück

Weiter >

Fertigstellen

Abbrechen

You need to determine the values before entering them. An NFC-compatible smartphone is ideal for reading your cards. The examples show Android with NXP's TagInfo app (<https://play.google.com/store/apps/details?id=com.NXP.taginfo>). The required report is the "full report".



Make a note of the values determined. You proceed with this in a different way, depending on the situation:

- *MIFARE Classic (new/empty card)* [▶ 338]
- *MIFARE Classic (card already used)* [▶ 343]
- *MIFARE DESFire (new/empty card)* [▶ 351]
- *MIFARE DESFire (card already in use)* [▶ 357]

You can then enter the values for the card configuration.

### Entering the card configuration

- ✓ "Locking system - Card configuration" tab open (see *Create locking system* [▶ 330] or *Enable cards or transponders* [▶ 370])
- 1. Select your card type from the ▼ **Card type** drop-down menu.
- 2. Select the configuration you require from the ▼ **Configuration** drop-down menu.
- 3. Enter the remaining previously determined parameters in the section on the right.
- 4. Click on the **Finish** button.
- ➔ The card configuration is set.

## 18.1.1.1 MIFARE Classic (new/empty card)

Kartentyp	Mifare Classic	Parameter:
Konfiguration	MC1000L_AV	
Speicherbedarf	528 Bytes	
Schließungs-IDs	128 - 1127 im Kartenprofil	
Begehungen im Protokoll	19	
Virtuelles Netzwerk	OK	

Name:	SectList
Wert:	2,3,4,5,6,7,8,9,10,11,12
<input type="button" value="Bearbeiten"/>	
Beschreibung: Sector List	

Name:	TransportSectorTrailer
Wert:	*****
<input type="button" value="Bearbeiten"/>	
Beschreibung: Transport Settings	

The following parameters are determined during configuration:

- ❑ ▼ **Card type:** MIFARE Classic or DESFire
- ❑ ▼ **Configuration:** Card template (see [Card templates](#) [► 525])

The card template decides on:

- ❑ *Memory requirements:* must be available in free memory space on the card.
- ❑ *Lock IDs:* shows the number of possible locking device IDs for this card. AXM Classic automatically assigns lock IDs with LID 0-127 reserved for internal functions.  
See [Cards and locking device IDs](#) [► 521] for background information.
- ❑ *Physical accesses in the log:* shows the number of entries that can be written on this card's physical access list. For AV templates only (Audit trail & Virtual network).
- ❑ *Virtual Network:* indicates whether a virtual network is possible. AV templates only.

The following is also determined for MIFARE Classic:

- ❑ *SectList:* List of sectors where the data from your locking system is stored.
  - ❑ *TransportSectorTrailer:* Encryption of your locking system data on the card
- ✓ Card type: MIFARE Classic
1. Read the card or consult the data sheet.
    - ➞ Full report is displayed.

2. Determine the available memory space or sectors (*EXTRA # Memory size* section).

-- *EXTRA* -----

*# Memory size:*

*1 kB*

*\* 16 sectors, with 4 blocks per sector*

*\* 64 blocks, with 16 bytes per block*

- ↳ Card contains 16 sectors.
- ↳ Sector 0 is internal for MIFARE Classic and sector 1 should not be used, so there are 14 sectors available.



#### NOTE

##### Sector structure, card-specific

The sector structure may differ for your card. Cards with a larger memory in particular may have more master sectors (e.g. often sector 16) and have different sector sizes, i.e. more storage space per sector.

Even on new cards, the manufacturer may have blocked sectors and these must first be unblocked.

Example: MIFARE Classic EV1 4k: 4kB memory, divided into Sectors 0-31 with 4 blocks each and Sectors 32-39 with 16 blocks each. Sector 16 is another master sector here.

1. Read the report carefully to determine master sectors and sector size.
2. If you decide to have SimonsVoss check your cards, please contact one of our sales representatives in your region.

- ↳ Each sector consists of three writeable blocks and one block for encryption:  $3 \times 16 \text{ bytes} = 48 \text{ bytes per sector}$ .





- ➔ Available sectors can be identified in the report by three blocks marked [rwi]: *read/write/increment* – the fourth block is for encryption.

```

Sector 1 (0x01)
[04] rwi  00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[05] rwi  00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[06] rwi  00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[07] wxx  FF:FF:FF:FF:FF:FF FF:07:80 69 FF:FF:FF:FF:FF:FF
        Factory default key          Factory default key (readable)

```

- ➔ Internal card sectors can be identified in the report by the fact that not all three blocks are marked with [rwi]:

```

Sector 0 (0x00)
[00] r-  50 07 32 57 32 88 04 00 46 8F 74 D0 65 40 23 11 |P.2W2...F.t.e@#.|
[01] rwi  00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[02] rwi  00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[03] wxx  FF:FF:FF:FF:FF:FF FF:07:80 69 FF:FF:FF:FF:FF:FF
        Factory default key          Factory default key (readable)

```

- Calculate the available storage space: Bytes per sector \* available sectors (example: 48 bytes \* 14 sectors = 672 bytes).
- From the drop-down menu ▼ **Card type**, select "MIFARE Classic".



- Consider whether you need a physical access list or a virtual network for your cards.
  - ➔ If you do: You need an AV template (= "Audit trail and "Virtual network").

6. Determine the largest card configuration that fits into the available memory (see *Card templates* [► 525] – example for AV: MC1000L\_AV with 528 bytes).

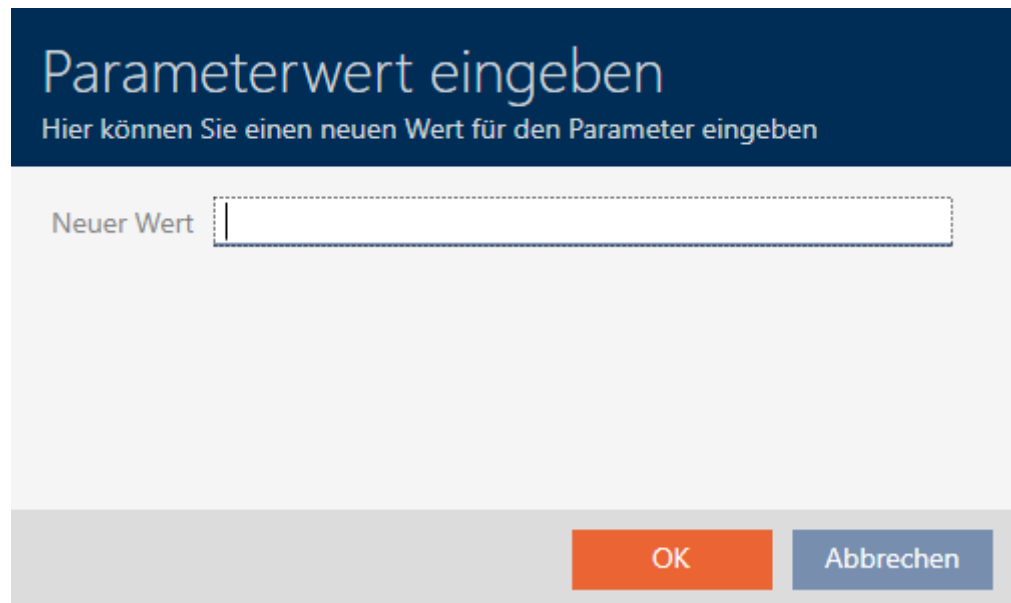
Kartentyp	Mifare Classic
Konfiguration	MC1000L_AV
Speicherbedarf	MC1000L_AV
Schließungs-IDs	MC1200L
Begehungen im Protokoll	MC2400L_AV
Virtuelles Netzwerk	MC3800L
	MC8000L_AV
	MCBasic - NO LOCKS ON CARD

7. Select the configuration you just specified from the ▼ **Configuration** drop-down menu (example: MC1000L\_AV).
- ↳ *Memory requirements* shows the memory requirement on the card.
  - ↳ *Lock IDs* shows the number of possible locking device IDs for this card (AXM Classic automatically assigns lock IDs with LID 0-127 being reserved for internal functions). See *Cards and locking device IDs* [► 521] for background information.
  - ↳ *Physical accesses in the log* shows the number of possible entries in the physical access list (for AV templates only).

Kartentyp	Mifare Classic
Konfiguration	MC1000L_AV
Speicherbedarf	528 Bytes
Schließungs-IDs	128 - 1127 im Kartenprofil
Begehungen im Protokoll	19
Virtuelles Netzwerk	OK

- ↳ The number of entries for locking devices in the matrix is limited to the number of possible locking device IDs. Locking devices can also consume more than one entry, e.g. freely rotating Digital Cylinder AX.
- ↳ The physical access list is overwritten on a rolling basis, so it is not limited.
- ↳ A virtual network is possible.

8. Calculate the number of sectors actually needed: *Memory requirements* / bytes per sector (example: 528 bytes / 48 bytes = 11 sectors). Round off the result to the next integer if necessary.
9. Click the **Edit** button in the *SectList* field.
  - ➞ The "Enter parameter value" window will open.



10. Enter as many free sectors as you need in the *New value* field (example: 2,3,4,5,6,7,8,9,10,11,12). Do not use sectors that are not writeable or used as a master sector (example: Sector 0 is not writeable and Sector 1 is a master sector).  
Numbers separated by commas, without spaces.



#### NOTE

##### Saved storage space thanks to own sector list

Obviously, you can also use the default sector list. However, it may even be the case that not all sectors from this list are used because the card configuration also fits into fewer sectors.

- Enter your own sector list.
  - ➞ This allows you to save sectors on your cards that you might want to use for other applications in the future.

11. Click on the **OK** button.
  - ➞ "Enter parameter value" window closes.
12. Leave the *TransportSectorTrailer* field unchanged.
  - ➞ TransportSectorTrailer is an integral part of card encryption. Your AXM Classic will automatically generate this entry for you.

Kartentyp	Mifare Classic	Parameter:
Konfiguration	MC1000L_AV	
Speicherbedarf	528 Bytes	
Schließungs-IDs	128 - 1127 im Kartenprofil	
Begehungen im Protokoll	19	
Virtuelles Netzwerk	OK	

Name:	SectList
Wert:	2,3,4,5,6,7,8,9,10,11,12
<input type="button" value="Bearbeiten"/>	
Beschreibung: Sector List	

Name:	TransportSectorTrailer
Wert:	*****
<input type="button" value="Bearbeiten"/>	
Beschreibung: Transport Settings	

13. Click on the **Finish** button.

↳ Window "Locking system" closes.

↳ Card configuration saved.

### 18.1.1.2 MIFARE Classic (card already used)

Kartentyp	Mifare Classic	Parameter:
Konfiguration	MC1200L	
Speicherbedarf	192 Bytes	
Schließungs-IDs	128 - 1327 im Kartenprofil	
Begehungen im Protokoll	--	
Virtuelles Netzwerk	--	

Name:	SectList
Wert:	7,8,9,10
<input type="button" value="Bearbeiten"/>	
Beschreibung: Sector List	

Name:	TransportSectorTrailer
Wert:	*****
<input type="button" value="Bearbeiten"/>	
Beschreibung: Transport Settings	

❑ ▼ Card type: MIFARE Classic or DESFire

❑ ▼ Configuration: Card template (see [Card templates](#) [► 525])

The card template decides on:

❑ *Memory requirements*: must be available in free memory space on the card.

❑ *Lock IDs*: shows the number of possible locking device IDs for this card. AXM Classic automatically assigns lock IDs with LID 0-127 reserved for internal functions.

See [Cards and locking device IDs](#) [► 521] for background information.

❑ *Physical accesses in the log*: shows the number of entries that can be written on this card's physical access list. For AV templates only (Audit trail & Virtual network).

❑ *Virtual Network*: indicates whether a virtual network is possible. AV templates only.

The following is also determined for MIFARE Classic:

❑ *SectList*: List of sectors where the data from your locking system is stored.

❑ *TransportSectorTrailer*: Encryption of your locking system data on the card

✓ Card type: MIFARE Classic

1. Read the card or consult the data sheet.

↳ Full report is displayed.

2. Determine the available memory space or sectors (*EXTRA # Memory size* section).

-- *EXTRA* -----

# *Memory size:*

1 *kB*

\* *16 sectors, with 4 blocks per sector*

\* *64 blocks, with 16 bytes per block*

↳ Card contains 16 sectors.

↳ Sector 0 is internal for MIFARE Classic and sector 1 should not be used, so there are 14 sectors available.



#### NOTE

##### Sector structure, card-specific

The sector structure may differ for your card. Cards with a larger memory in particular may have more master sectors (e.g. often sector 16) and different sector sizes, i.e. more storage space per sector.

Even on new cards, the manufacturer may have blocked sectors and these must first be unblocked.

In some cases, third-party applications also block all sectors, although they do not even use all sectors.

Example: MIFARE Classic EV1 4k: 4kB memory, divided into Sectors 0-31 with 4 blocks each and Sectors 32-39 with 16 blocks each. Sector 16 is another master sector here.

1. Read the report carefully to determine master sectors and sector size.

2. If you decide to have SimonsVoss check your cards, please contact one of our sales representatives in your region.

3. If necessary, unlock blocked unused sectors with the *TransportSectorTrailer*.

↳ Each sector consists of three writeable blocks and one block for encryption:  $3 \times 16 \text{ bytes} = 48 \text{ bytes per sector}$ .



- Available sectors can be identified in the report by three blocks marked [rwi]: *read/write/increment* – the fourth block is for encryption.

```
Sector 1 (0x01)
[04] rwi 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[05] rwi 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[06] rwi 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[07] wxx FF:FF:FF:FF:FF:FF FF:07:80 69 FF:FF:FF:FF:FF:FF
      Factory default key          Factory default key (readable)
```

- Internal card sectors can be identified in the report by the fact that not all three blocks are marked with [rwi]:

```
Sector 0 (0x00)
[00] r- 50 07 32 57 32 88 04 00 46 8F 74 D0 65 40 23 11 |P.2W2...F.t.e@#.|
[01] rwi 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[02] rwi 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 00 |.....|
[03] wxx FF:FF:FF:FF:FF:FF FF:07:80 69 FF:FF:FF:FF:FF:FF
      Factory default key          Factory default key (readable)
```

- Sectors that have already been used can be recognised by the fact that the data can no longer be read in plain text:

```

Sector 2 (0x02)
[08] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[09] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[0A] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[0B] ???  XX:XX:XX:XX:XX:XX  --:--:--  --  XX:XX:XX:XX:XX:XX
              (unknown key)                      (unknown key)

Sector 3 (0x03)
[0C] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[0D] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[0E] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[0F] ???  XX:XX:XX:XX:XX:XX  --:--:--  --  XX:XX:XX:XX:XX:XX
              (unknown key)                      (unknown key)

Sector 4 (0x04)
[10] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[11] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[12] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[13] ???  XX:XX:XX:XX:XX:XX  --:--:--  --  XX:XX:XX:XX:XX:XX
              (unknown key)                      (unknown key)

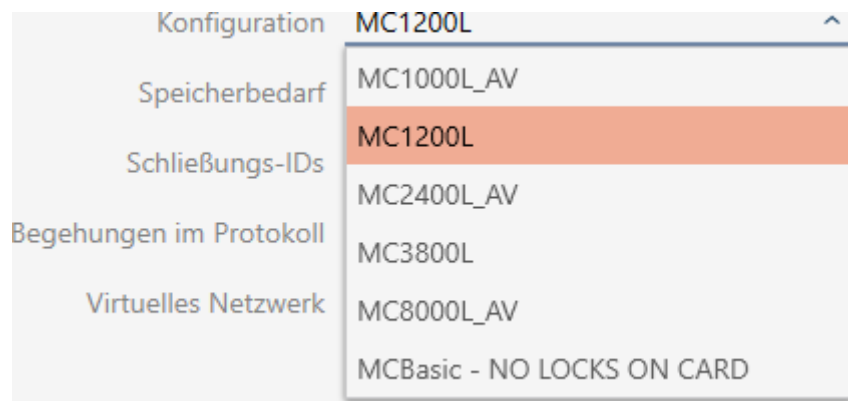
Sector 5 (0x05)
[14] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[15] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[16] ???  -- -- -- -- -- -- -- -- -- -- -- -- -- -- -- --
[17] ???  XX:XX:XX:XX:XX:XX  --:--:--  --  XX:XX:XX:XX:XX:XX
              (unknown key)                      (unknown key)

```

- ↳ Sectors 2, 3, 4 and 5 have already been written on (e.g. by another application) and are not available for the locking system.
  - ↳ Sectors 0 and 1 cannot be used either. As a result, the sectors available are: 6, 7, 8, 9, 10, 11, 12, 13, 14 and 15 (= 10 sectors available for the locking system).
3. Calculate the available storage space: Bytes per sector \* available sectors (example: 48 bytes \* 10 sectors = 480 bytes).
  4. From the drop-down menu ▼ **Card type**, select "MIFARE Classic".



5. Consider whether you need a physical access list or a virtual network for your cards.
  - ↳ If you do: You need an AV template (= "Audit trail and "Virtual network").
6. Determine the largest card configuration that fits into the available memory (see [Card templates \[► 525\]](#) – example: MC1200L with 192 bytes).
7. Select the configuration you just specified from the ▼ Configuration drop-down menu (example: MC1200L).



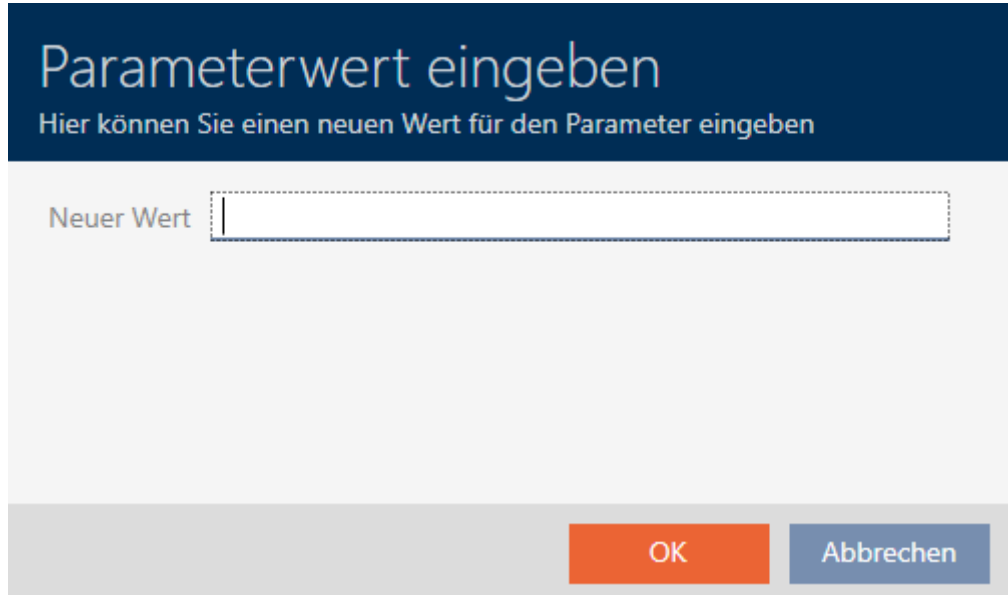
- ↳ *Memory requirements* shows the memory requirement on the card.
- ↳ *Lock IDs* shows the number of possible locking device IDs for this card (AXM Classic automatically assigns lock IDs with LID 0-127 being reserved for internal functions). See [Cards and locking device IDs \[► 521\]](#) for background information.

Kartentyp	Mifare Classic
Konfiguration	MC1200L
Speicherbedarf	192 Bytes
Schließungs-IDs	128 - 1327 im Kartenprofil
Begehungen im Protokoll	--
Virtuelles Netzwerk	--

- ↳ The number of entries for locking devices in the matrix is limited to the number of possible locking device IDs. Locking devices can also consume more than one entry, e.g. freely rotating Digital Cylinder AX.
  - ↳ Physical access list not available (it is not an AV template).
  - ↳ Virtual network not possible.
8. Calculate the number of sectors actually needed: *Memory requirements*/ bytes per sector (example: 192 bytes / 48 bytes = 4 sectors). Round off the result to the next integer if necessary.



9. Click the **Edit** button in the *SectList* field.  
→ The "Enter parameter value" window will open.



10. Enter as many free sectors as you need in the *New value* field (example: 7,8,9,10). Do not use sectors that are not writeable or used as a master sector (example: Sector 0 is not writeable and Sector 1 is a master sector).  
Numbers separated by commas, without spaces.



#### NOTE

##### Saved storage space thanks to own sector list

Obviously, you can also use the default sector list. However, it may even be the case that not all sectors from this list are used because the card configuration also fits into fewer sectors.

- Enter your own sector list.  
→ This allows you to save sectors on your cards that you might want to use for other applications in the future.



#### NOTE

##### Sectors do not need to be contiguous

The sector list does not have to be contiguous. If sectors in the middle of the sector list are used for other purposes, this is not a problem for AXM Classic.

11. Click on the **OK** button.  
→ "Enter parameter value" window closes.

12. Leave the *TransportSectorTrailer* field unchanged.

- ↳ TransportSectorTrailer is an integral part of card encryption. Your AXM Classic will automatically generate this entry for you.

Kartentyp	Mifare Classic	Parameter:
Konfiguration	MC1200L	
Speicherbedarf	192 Bytes	
Schließungs-IDs	128 - 1327 im Kartenprofil	
Begehungen im Protokoll	--	
Virtuelles Netzwerk	--	
		<div> <div>Name: SectList</div> <div>Wert: 7,8,9,10</div> <div>Bearbeiten</div> </div> <div>Beschreibung: Sector List</div>
		<div> <div>Name: TransportSectorTrailer</div> <div>Wert: *****</div> <div>Bearbeiten</div> </div> <div>Beschreibung: Transport Settings</div>

13. Click on the **Finish** button.

- ↳ Window "Locking system" closes.
- ↳ Card configuration saved.

AXM Classic only writes on the sectors specified in the sector list. All other sectors remain unchanged.

Other applications (e.g. canteen billing) simply continue to write on their "own" sectors. They work – completely separately from your AXM Classic as before.

### Unlocking blocked sectors with the TransportSectorTrailer



In exceptional cases, another application may block sectors, but may not actually use them. In this case, you can use your AXM Classic to unlock these sectors and use them for your locking system.

**NOTE****Malfunctions in other applications and/or your locking system**

Data in sectors used by a specific application may only be modified by the application in question.

For example, if your locking system changes the data in a sector used by your canteen system, then the canteen system will most likely no longer be able to process data. Conversely, the canteen system can also render your locking system data unusable.

1. Before unlocking "third-party" sectors, ensure that they are not really used.
2. Consult the third-party application operator or the owner of the sectors.
3. If you decide to have SimonsVoss check your cards, please contact one of our sales representatives in your region.

1. Click the **Edit** button in the TransportSectorTrailer section.

➞ The "Enter parameter value" window will open.

2. Enter the TransportSectorTrailer into the *New password* field that the other application uses.
3. Repeat the entry in the *Confirmation* field.
4. Click on the **OK** button.
  - ➞ "Enter parameter value" window closes.
  - ➞ AXM Classic unlocks blocked sectors and uses them for the locking system.

### 18.1.1.3 MIFARE DESFire (new/empty card)

Kartentyp	Mifare Desfire	Parameter
Konfiguration	MD4000L_AV	<div> <div>Name</div> <div>Appld</div> <div>Wert</div> <div>1</div> <div>Bearbeiten</div> </div> <div> <div>Beschreibung</div> <div>Application Id</div> </div>
Speicherbedarf	1600 Bytes	<div> <div>Name</div> <div>CryptoMode</div> <div>Wert</div> <div>AES</div> <div>Bearbeiten</div> </div> <div> <div>Beschreibung</div> <div>Cryptography: AES or 3DES</div> </div>
Schließungs-IDs	128 - 4127 im Kartenprofil	<div> <div>Name</div> <div>PiccCryptoMode</div> <div>Wert</div> <div>AES</div> <div>Bearbeiten</div> </div> <div> <div>Beschreibung</div> <div>Cryptography: AES or 3DES</div> </div>
Begehungen im Protokoll	100	<div> <div>Name</div> <div>PiccMasterKey</div> <div>Wert</div> <div>*****</div> <div>Bearbeiten</div> </div> <div> <div>Beschreibung</div> <div>Card Master Key</div> </div>
Virtuelles Netzwerk	OK	

❑ ▼ Card type: MIFARE Classic or DESFire

❑ ▼ Configuration: Card template (see [Card templates](#) [▶ 525])

The card template decides on:

- ❑ *Memory requirements*: must be available in free memory space on the card.
- ❑ *Lock IDs*: shows the number of possible locking device IDs for this card. AXM Classic automatically assigns lock IDs with LID 0-127 reserved for internal functions.  
See [Cards and locking device IDs](#) [▶ 521] for background information.
- ❑ *Physical accesses in the log*: shows the number of entries that can be written on this card's physical access list. For AV templates only (Audit trail & Virtual network).
- ❑ *Virtual Network*: indicates whether a virtual network is possible. AV templates only.

The following are also determined for MIFARE DESFire:

- ❑ *App ID*: App ID where your locking system data is stored.
- ❑ *CryptoMode*: encryption process for your locking system data (encryption of your app ID's content – recommended: AES)
- ❑ *PiccCryptoMode*: General encryption method (encryption of the entire card – recommended: AES)
- ❑ *PiccMasterKey*: key that protects the card from full formatting.

✓ Card type: MIFARE DESFire

1. Read the card or consult the data sheet.

↳ Full report is displayed.

2. Locate the available storage space (Section # *Memory information*).

# Memory information:

Size: 2 kB

Available: 2.3 kB

↳ Only app ID 0 is used for new/empty cards:

Application ID 0x000000 (PICC)

\* Default master key

\* Key configuration:

- 1 (3)DES key
- Master key changeable
- Master key required for:
  - ~ directory list access: no
  - ~ create/delete files: no
- Configuration changeable

3. From the drop-down menu ▼ **Card type**, select "MIFARE DESFire".

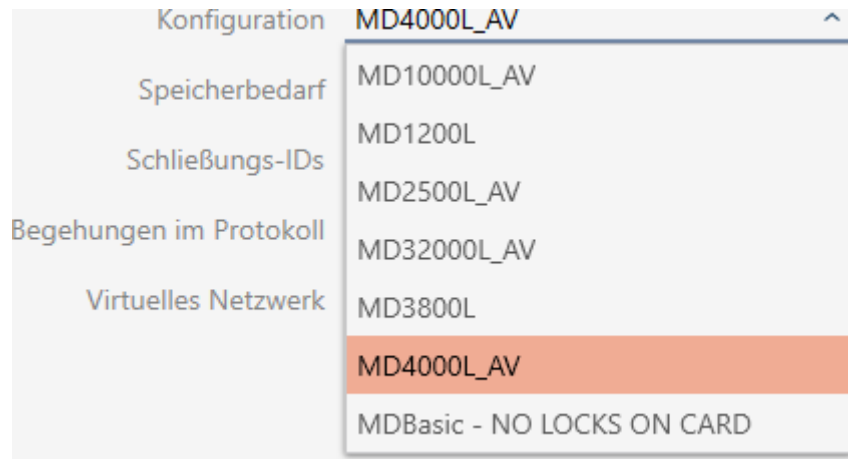


4. Consider whether you need a physical access list or a virtual network for your cards.

↳ If you do: You need an AV template (= "Audit trail and "Virtual network").

5. Determine the largest card configuration that fits into the available memory (see [Card templates](#) [► 525] – example for AV: MD4000L\_AV with 1600 bytes).

6. Select the configuration you just specified from the ▼ **Configuration** drop-down menu (example: MD4000L\_AV).



- ↳ *Memory requirements* shows the memory requirement on the card.
- ↳ *Lock IDs* shows the number of possible locking device IDs for this card (AXM Classic automatically assigns lock IDs with LID 0-127 being reserved for internal functions). See [Cards and locking device IDs \[► 521\]](#) for background information.
- ↳ *Physical accesses in the log* shows the number of possible entries in the physical access list (for AV templates only).

Kartentyp	Mifare Desfire
Konfiguration	MD4000L_AV
Speicherbedarf	1600 Bytes
Schließungs-IDs	128 - 4127 im Kartenprofil
Begehungen im Protokoll	100
Virtuelles Netzwerk	OK

- ↳ The number of entries for locking devices in the matrix is limited to the number of possible locking device IDs. Locking devices can also consume more than one entry, e.g. freely rotating Digital Cylinder AX.
- ↳ The physical access list is overwritten on a rolling basis, so it is not limited.
- ↳ A virtual network is possible.

7. Click the **Edit** button next to the app ID for the parameters.

Name:	Appld
Wert:	1
	<b>Bearbeiten</b>
Beschreibung: Application Id	

→ The "Enter parameter value" window will open.

## Parameterwert eingeben

Hier können Sie einen neuen Wert für den Parameter eingeben

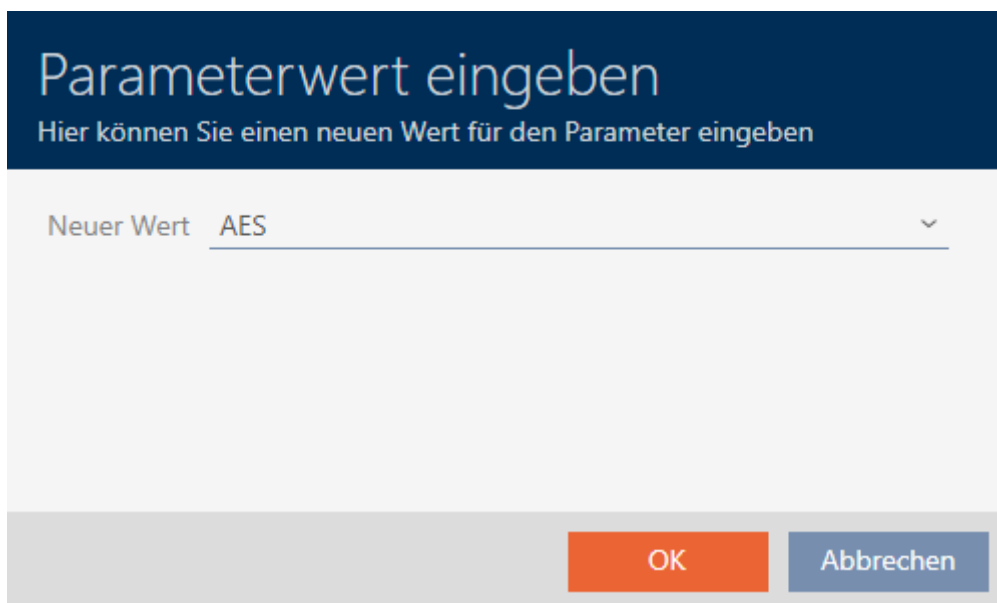
Neuer Wert

**OK** **Abbrechen**

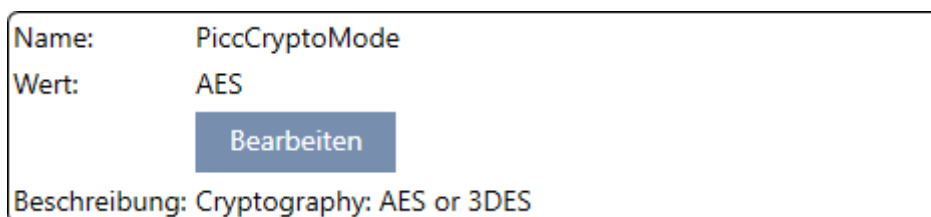
8. Enter an app ID in the *New value* field (decimal system) or leave the value at the default value 1.
9. Click on the **OK** button.
- "Enter parameter value" window closes.
10. Click the **Edit** button next to CryptoMode for the parameters.

Name:	CryptoMode
Wert:	AES
	<b>Bearbeiten</b>
Beschreibung: Cryptography: AES or 3DES	

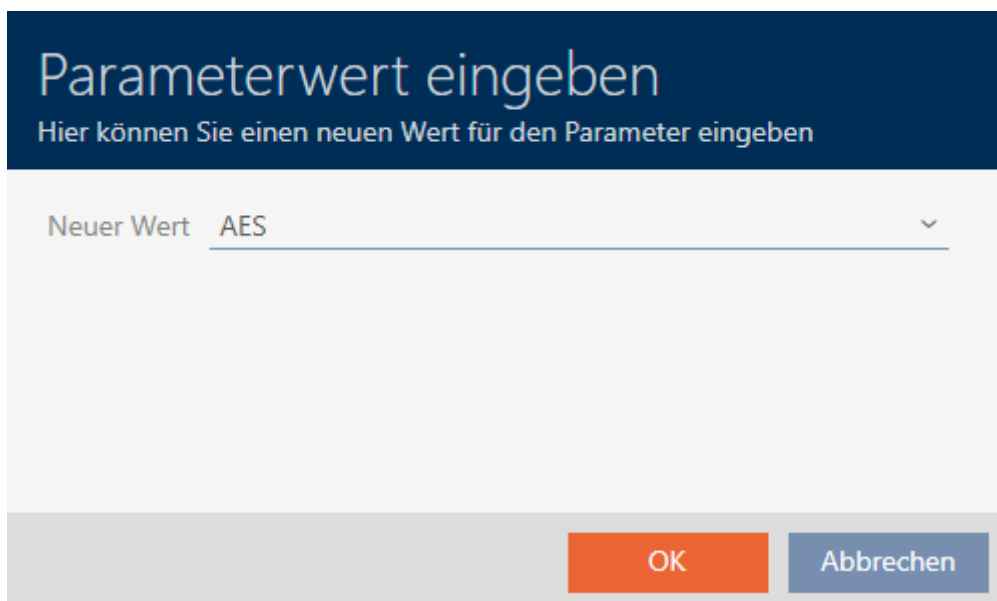
→ The "Enter parameter value" window will open.



11. Select the AES entry from the ▼ **New value** drop-down menu.
12. Click on the **OK** button.
  - ↳ "Enter parameter value" window closes.
13. Click the **Edit** button next to PiccCryptoMode for the parameters.



- ↳ The "Enter parameter value" window will open.



14. Select the AES entry from the ▼ **New value** drop-down menu.



15. Click on the **OK** button.

↳ "Enter parameter value" window closes.

16. Only edit the PiccMasterKey if the manufacturer has not set the PiccMasterKey to a default value.

Name:	PiccMasterKey
Wert:	*****
<b>Bearbeiten</b>	
Beschreibung: Card Master Key	

↳ Your AXM Classic will determine the right PiccMasterKey itself. If you specify a PiccMasterKey, AXM Classic will only use this one and will not determine one.

Kartentyp	Mifare Desfire	Parameter
Konfiguration	MD4000L_AV	
Speicherbedarf	1600 Bytes	
Schließungs-IDs	128 - 4127 im Kartenprofil	
Begehungen im Protokoll	100	
Virtuelles Netzwerk	OK	

Name	Appld
Wert	1
<b>Bearbeiten</b>	
Beschreibung Application Id	

Name	CryptoMode
Wert	AES
<b>Bearbeiten</b>	
Beschreibung Cryptography: AES or 3DES	

Name	PiccCryptoMode
Wert	AES
<b>Bearbeiten</b>	
Beschreibung Cryptography: AES or 3DES	

Name	PiccMasterKey
Wert	*****
<b>Bearbeiten</b>	
Beschreibung Card Master Key	

17. Click on the **Finish** button.

↳ Window "Locking system" closes.

↳ Card configuration saved.



#### NOTE

##### PiccMasterKey identical throughout the locking system

The same PiccMasterKey must be used for all cards within a locking system.

#### 18.1.1.4 MIFARE DESFire (card already in use)

Kartentyp	Mifare Desfire	Parameter
Konfiguration	MD4000L_AV	
Speicherbedarf	1600 Bytes	
Schließungs-IDs	128 - 4127 im Kartenprofil	
Begehungen im Protokoll	100	
Virtuelles Netzwerk	OK	
		<div> Name: Appld  Wert: 2  <a href="#">Bearbeiten</a>  Beschreibung: Application Id </div>
		<div> Name: CryptoMode  Wert: AES  <a href="#">Bearbeiten</a>  Beschreibung: Cryptography: AES or 3DES </div>
		<div> Name: PiccCryptoMode  Wert: AES  <a href="#">Bearbeiten</a>  Beschreibung: Cryptography: AES or 3DES </div>
		<div> Name: PiccMasterKey  Wert: *****  <a href="#">Bearbeiten</a>  Beschreibung: Card Master Key </div>

❑ ▼ Card type: MIFARE Classic or DESFire

❑ ▼ Configuration: Card template (see [Card templates \[▶ 525\]](#))

The card template decides on:

- ❑ *Memory requirements*: must be available in free memory space on the card.
- ❑ *Lock IDs*: shows the number of possible locking device IDs for this card. AXM Classic automatically assigns lock IDs with LID 0-127 reserved for internal functions.  
See [Cards and locking device IDs \[▶ 521\]](#) for background information.
- ❑ *Physical accesses in the log*: shows the number of entries that can be written on this card's physical access list. For AV templates only (Audit trail & Virtual network).
- ❑ *Virtual Network*: indicates whether a virtual network is possible. AV templates only.

The following are also determined for MIFARE DESFire:

- ❑ *App ID*: App ID where your locking system data is stored.
- ❑ *CryptoMode*: encryption process for your locking system data (encryption of your app ID's content – recommended: AES)
- ❑ *PiccCryptoMode*: General encryption method (encryption of the entire card – recommended: AES)
- ❑ *PiccMasterKey*: key that protects the card from full formatting.

✓ Card type: MIFARE DESFire

1. Read the card or consult the data sheet.

↳ Full report is displayed.

2. Locate the available storage space (Section # *Memory information*).

# Memory information:

Size: 2 kB

Available: 1.9 kB

↳ Full storage space is no longer available on this card. This suggests that at least one other application is active and uses storage space.

3. Use the full report to determine the app IDs of the existing applications:

-----  
Application ID 0x000000 (PICC)

\* Key configuration:

- 1 (3) DES key
- Master key changeable
- Master key required for:
  - ~ directory list access: no
  - ~ create/delete files: yes
- Configuration changeable

Application ID 0x010000

\* Key configuration:

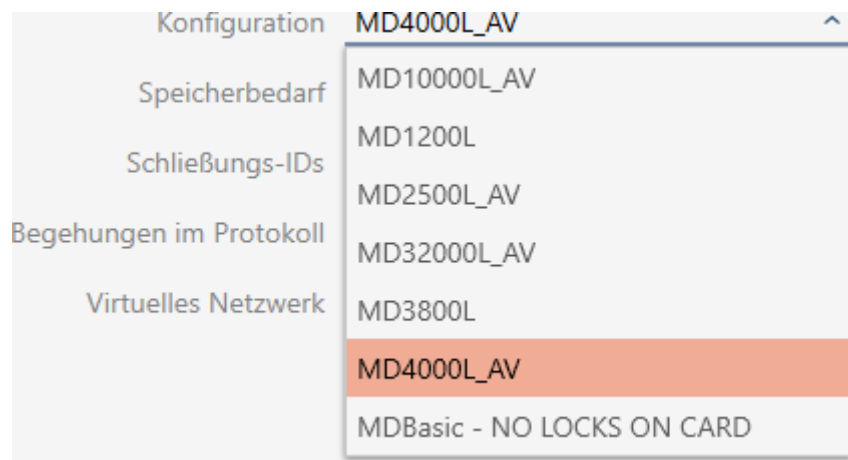
- 2 AES keys
- Master key changeable
- Master key required for:
  - ~ directory list access: no
  - ~ create/delete files: yes
- Configuration changeable
- Master key required for changing a key
- Key versions:
  - ~ Master key: 0
  - ~ Key #1: 0
- File ID 0x00: Standard data, 192 bytes
  - ~ Communication: encrypted
  - ~ Read key: key #1
  - ~ Write key: key #1
  - ~ Read/Write key: key #1
  - ~ Change key: master key
  - ~ (No access)

→ App ID 0 is assigned in the factory, the app ID 1 is a third-party application with a 192 byte memory.

4. From the drop-down menu ▼ **Card type**, select "MIFARE DESFire".



5. Consider whether you need a physical access list or a virtual network for your cards.
  - ↳ If you do: You need an AV template (= "Audit trail and "Virtual network").
6. Determine the largest card configuration that fits into the available memory (see [Card templates \[► 525\]](#) – example for AV: MD4000L\_AV with 1600 bytes).
7. Select the configuration you just specified from the ▼ Configuration drop-down menu (example: MD4000L\_AV).



- ↳ *Memory requirements* shows the memory requirement on the card.
- ↳ *Lock IDs* shows the number of possible locking device IDs for this card (AXM Classic automatically assigns lock IDs with LID 0-127 being reserved for internal functions). See [Cards and locking device IDs \[► 521\]](#) for background information.
- ↳ *Physical accesses in the log* shows the number of possible entries in the physical access list (for AV templates only).

Kartentyp	Mifare Desfire
Konfiguration	MD4000L_AV
Speicherbedarf	1600 Bytes
Schließungs-IDs	128 - 4127 im Kartenprofil
Begehungen im Protokoll	100
Virtuelles Netzwerk	OK

- ↳ The number of entries for locking devices in the matrix is limited to the number of possible locking device IDs. Locking devices can also consume more than one entry, e.g. freely rotating Digital Cylinder AX.
- ↳ The physical access list is overwritten on a rolling basis, so it is not limited.

↳ A virtual network is possible.

8. Click the **Edit** button next to the app ID for the parameters.

Name:	Appld
Wert:	1
	<b>Bearbeiten</b>
Beschreibung: Application Id	

↳ The "Enter parameter value" window will open.

## Parameterwert eingeben

Hier können Sie einen neuen Wert für den Parameter eingeben

Neuer Wert

**OK** **Abbrechen**

9. Enter an unused app ID as a decimal value (in the example, 0 and 1 are assigned – 2 is thus possible) in the *New value* field.



### NOTE

#### Number of applications for DESFire EV1 and EV2

MIFARE DESFire EV1 supports a maximum of 28 applications (0-27). The highest app ID is therefore App ID 27.

MIFARE DESFire EV2 has no limits in this respect.

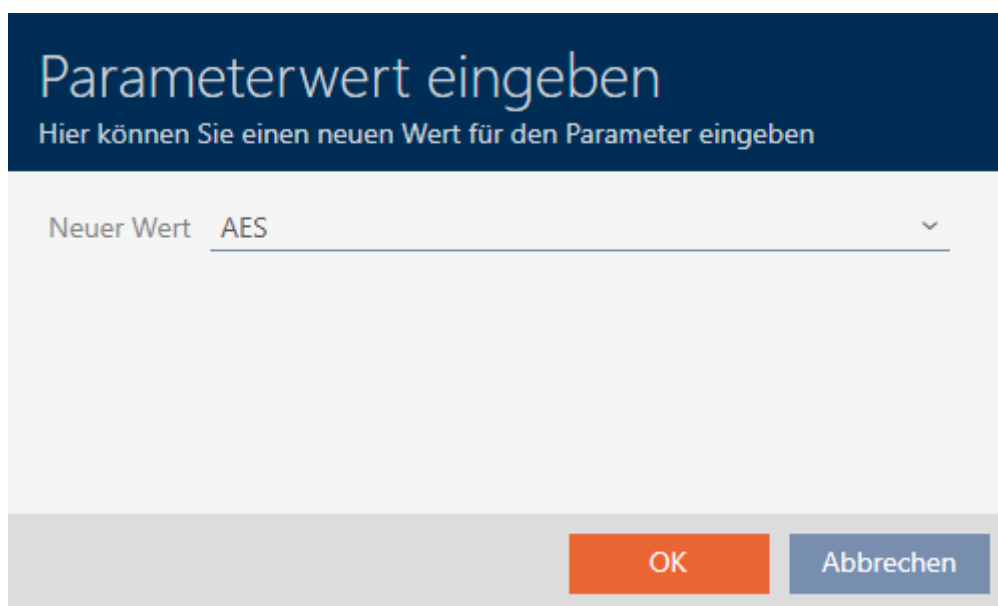
10. Click on the **OK** button.

↳ "Enter parameter value" window closes.

11. Click the **Edit** button next to CryptoMode for the parameters.

Name:	CryptoMode
Wert:	AES
	<b>Bearbeiten</b>
Beschreibung: Cryptography: AES or 3DES	

→ The "Enter parameter value" window will open.

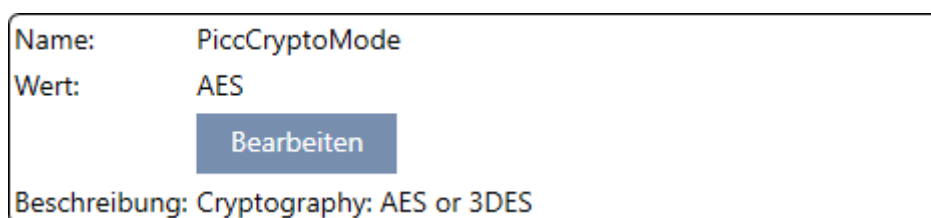


12. Select the AES entry from the ▼ **New value** drop-down menu.

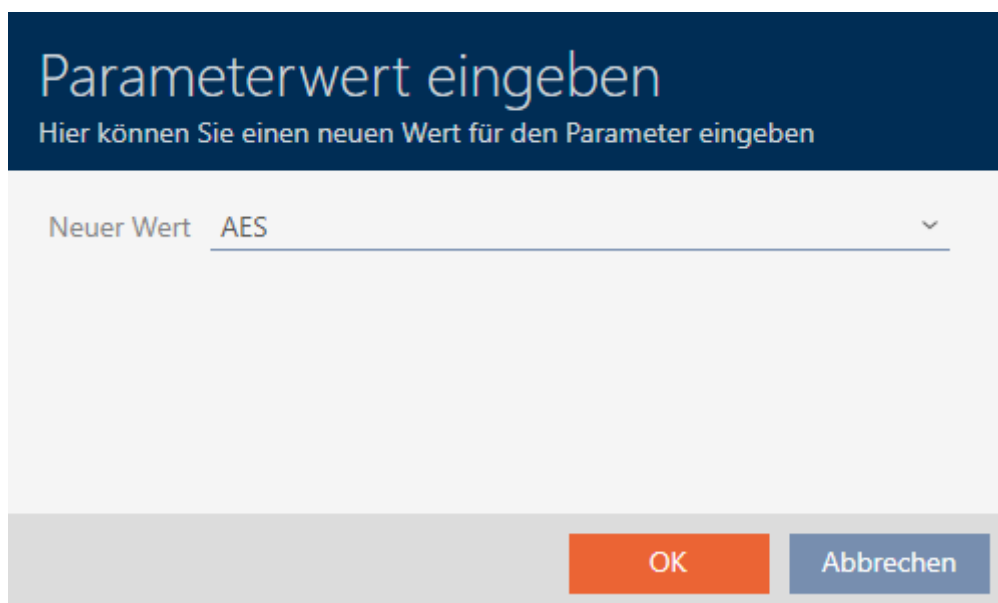
13. Click on the **OK** button.

→ "Enter parameter value" window closes.

14. Click the **Edit** button next to PiccCryptoMode for the parameters.



→ The "Enter parameter value" window will open.



15. Select the AES entry from the ▼ **New value** drop-down menu.
16. Click on the **OK** button.  
 ↳ "Enter parameter value" window closes.
17. Only edit the PiccMasterKey if the manufacturer has not set the PiccMasterKey to a default value.

<b>Name:</b>	PiccMasterKey
<b>Wert:</b>	*****
<input type="button" value="Bearbeiten"/>	
<b>Beschreibung:</b> Card Master Key	

- ↳ Your AXM Classic will determine the right PiccMasterKey itself. If you specify a PiccMasterKey, AXM Classic will only use this one and will not determine one.

Kartentyp	Mifare Desfire	Parameter								
Konfiguration	MD4000L_AV	<table border="1"> <tr> <td>Name</td> <td>Appld</td> </tr> <tr> <td>Wert</td> <td>2</td> </tr> <tr> <td colspan="2" style="text-align: center;"> <input type="button" value="Bearbeiten"/> </td> </tr> <tr> <td colspan="2">Beschreibung Application Id</td> </tr> </table>	Name	Appld	Wert	2	<input type="button" value="Bearbeiten"/>		Beschreibung Application Id	
Name	Appld									
Wert	2									
<input type="button" value="Bearbeiten"/>										
Beschreibung Application Id										
Speicherbedarf	1600 Bytes	<table border="1"> <tr> <td>Name</td> <td>CryptoMode</td> </tr> <tr> <td>Wert</td> <td>AES</td> </tr> <tr> <td colspan="2" style="text-align: center;"> <input type="button" value="Bearbeiten"/> </td> </tr> <tr> <td colspan="2">Beschreibung Cryptography: AES or 3DES</td> </tr> </table>	Name	CryptoMode	Wert	AES	<input type="button" value="Bearbeiten"/>		Beschreibung Cryptography: AES or 3DES	
Name	CryptoMode									
Wert	AES									
<input type="button" value="Bearbeiten"/>										
Beschreibung Cryptography: AES or 3DES										
Schließungs-IDs	128 - 4127 im Kartenprofil	<table border="1"> <tr> <td>Name</td> <td>PiccCryptoMode</td> </tr> <tr> <td>Wert</td> <td>AES</td> </tr> <tr> <td colspan="2" style="text-align: center;"> <input type="button" value="Bearbeiten"/> </td> </tr> <tr> <td colspan="2">Beschreibung Cryptography: AES or 3DES</td> </tr> </table>	Name	PiccCryptoMode	Wert	AES	<input type="button" value="Bearbeiten"/>		Beschreibung Cryptography: AES or 3DES	
Name	PiccCryptoMode									
Wert	AES									
<input type="button" value="Bearbeiten"/>										
Beschreibung Cryptography: AES or 3DES										
Begehungen im Protokoll	100	<table border="1"> <tr> <td>Name</td> <td>PiccMasterKey</td> </tr> <tr> <td>Wert</td> <td>*****</td> </tr> <tr> <td colspan="2" style="text-align: center;"> <input type="button" value="Bearbeiten"/> </td> </tr> <tr> <td colspan="2">Beschreibung Card Master Key</td> </tr> </table>	Name	PiccMasterKey	Wert	*****	<input type="button" value="Bearbeiten"/>		Beschreibung Card Master Key	
Name	PiccMasterKey									
Wert	*****									
<input type="button" value="Bearbeiten"/>										
Beschreibung Card Master Key										
Virtuelles Netzwerk	OK									

18. Click on the **Finish** button.  
 ↳ Window "Locking system" closes.  
 ↳ Card configuration saved.



## NOTE

### PiccMasterKey identical throughout the locking system

The same PiccMasterKey must be used for all cards within a locking system.

The following phenomena may also occur with the DESFire cards used:

- Third-party applications change the PiccMasterKey (contact the operator of the third-party application)



- Card manufacturers change the PiccMasterKey (read data sheet)
- Predefined cards: Organisations write “empty” app IDs on cards centrally (contact Central Organisation Management).

## 18.2 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 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

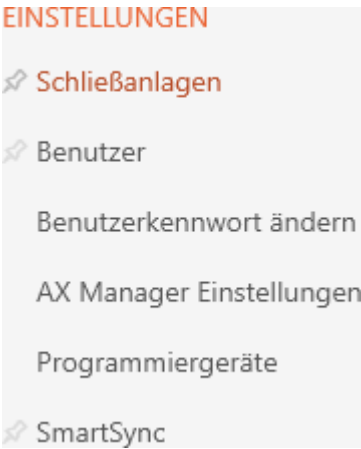
All data exchanged between locking devices and identification media is encrypted. The locking system password is required for this encryption. This means that a change in locking system password needs to be communicated to all locking devices and all identification media.

Changing the locking system password causes the greatest programming requirement of all possible changes in your database.

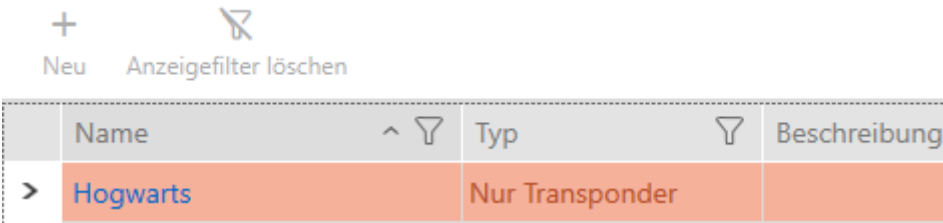
- ✓ Old locking system password is known.
  - ✓ AXM Classic open.
1. Click on the orange AXM icon .   
↳ AXM bar opens.



2. Select the **Locking systems** entry in the | SETTINGS | group.



→ The [Locking systems] tab with a list of all locking systems in the database will open.



3. Click on the locking system whose password you wish to change.

→ The locking system window will open.

**Schließanlage - Details**  
Hier können Sie die Details der Schließanlage bearbeiten

1 Details

2 Passwort

Name

Typ

Beschreibung

^ OPTIONEN

< Zurück Weiter > Fertigstellen Abbrechen

4. Click on the  Password tab.

↳ Window switches to the "Password" tab.

**Schließanlage - Passwort**  
Hier können Sie das Passwort der Schließanlage bearbeiten

1 Details

2 Passwort

**Passwort**

Altes Passwort

Passwort

Passwort bestätigen

Qualität


Hinweis: Das Passwort sollte zur Sicherheit aus Groß- und Kleinbuchstaben bestehen, bei einer Zeichenlänge von min. 8 Zeichen. Zur Erhöhung der Komplexität sollten zusätzlich Zahlen und Sonderzeichen (!\$%&?+-\*~.:;) verwendet werden.

< Zurück Weiter > Fertigstellen Abbrechen

5. Enter the old locking system password in the *Old password* field.

6. Enter a new locking system password with at least 8 characters in the *Password* field.

↳ A coloured bar shows you how secure your password is.

Quality 

7. Confirm the new locking system password in the *Confirm password* field.

**Schließanlage - Passwort**  
Hier können Sie das Passwort der Schließanlage bearbeiten

1 Details


2 Passwort

**Passwort**

Altes Passwort

Passwort

Passwort bestätigen

Qualität 

Hinweis: Das Passwort sollte zur Sicherheit aus Groß- und Kleinbuchstaben bestehen, bei einer Zeichenlänge von min. 8 Zeichen. Zur Erhöhung der Komplexität sollten zusätzlich Zahlen und Sonderzeichen (!\$%&?\*+-#\*.,;) verwendet werden.


[< Zurück](#) [Weiter >](#) [Fertigstellen](#) [Abbrechen](#)

8. Click on the **Finish** button.
  - ➔ Warning message appears about the expected scope of programming required.

**Passwort ändern**

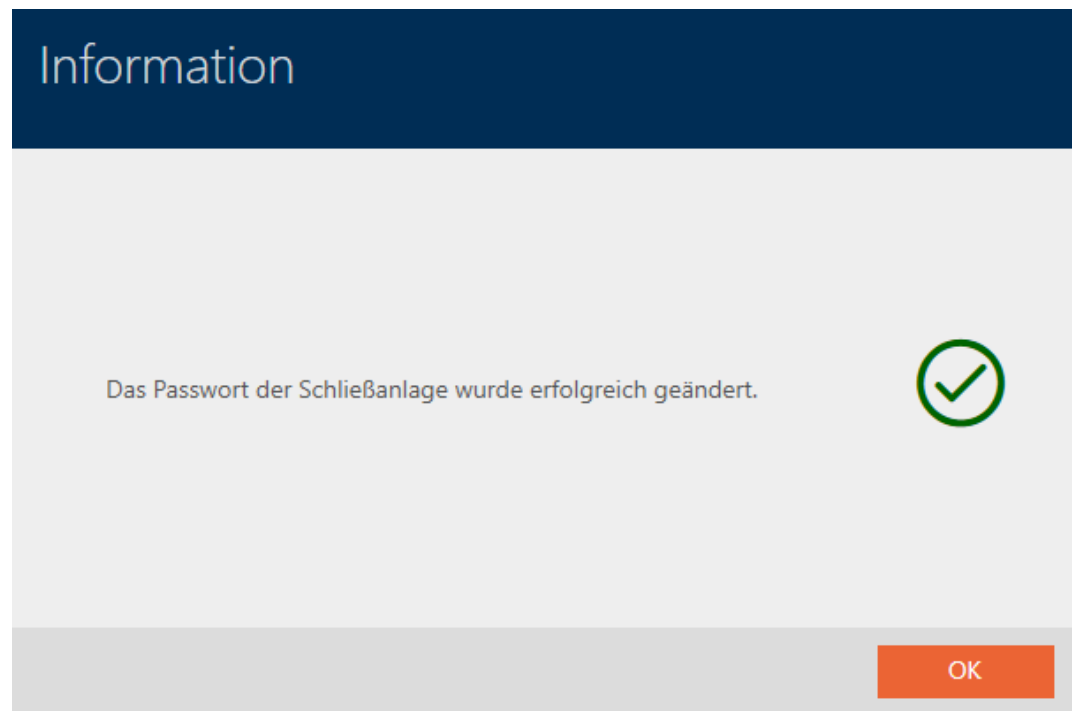
Wenn Sie das Passwort für die Schließanlage ändern, dann müssen alle Schließungen und Transponder neu programmiert werden.

Wollen Sie das Passwort wirklich ändern?



[Ja](#) [Nein](#)

9. Click on the **Yes** button.
  - ↳ Warning message closes.
  - ↳ Locking system password has been changed.



### 18.3 Replacing the locking system

Working with multiple locking systems can offer you advantages (see [Locking systems \[▶ 494\]](#)). Your AXM Classic provides you with an uncluttered interface and therefore normally only shows you the entries that belong to the selected locking system.

However, in some tabs, you can decide for yourself which entries you want to see:

- Only the entries for a specific locking system (e.g. all identification media of a company with its own locking system)
- All entries from all locking systems (e.g. all identification media in a building with multiple companies, each with its own locking system)

Simply open the drop-down menu in the corresponding tabs and select one or all locking systems. As an example, you can see some tabs where you can change the locking system.

[Matrix view]

Matrixansicht ×

Neue Schließung

Neuer Transponder

Duplizieren

Löschen

Hogwarts 1

Hogwarts 1

Hogwarts 2

Person

Typ

Sync

Pupils

Granger, Her

Lovegood, L

Weasley, Per

Standard Personengruppe

Hagrid, Rube

McGonagall,

Tür	Typ	Sync
Castle		
Gryffindor dormit...	🔒	🔄
Lands		
Hagrid's hut	🔒	
Hufflepuff tower	🔒	
Stadium illuminati...	💡	

✕ ✕ ✕

■ ■ ■

■ ■

■ ✕ ■

[Locks]

Schließungen ×

Neu

Löschen

In Matrix anzeigen

Duplizieren

Hogwarts 1

Alle

Hogwarts 1

Hogwarts 2

Tür	Raumnummer	Etage
> Gryffindor dormitory		
Hagrid's hut		🔒
Hufflepuff tower		🔒
Stadium illumination		🔒

## [Transponder]

Transponder x

Nachn:	Vorname	S/N	Typ	Sync	Status	Zeitgrupp	Aktivie
> Granger	Hermine	002TU6TC	Ⓢ				
Hagrid	Rubeus	UID-10000000979A4F	Ⓢ				
Lovegood	Luna	002U04AT	Ⓢ				
McGonagall	Minerva	UID-1000000034DB9B	Ⓢ				
Weasley	Percy	000XCKNG	Ⓢ				

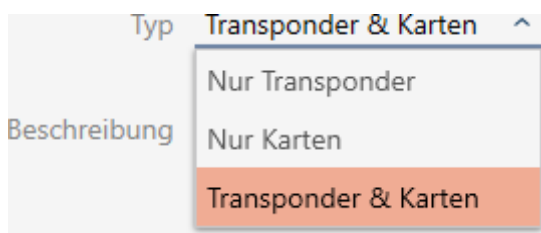
## [Access levels]

Berechtigungsgruppen x

Name	Beschreibung	Anzahl
> Gryffindor		1
Hufflepuff		0
Ravenclaw		0
Slytherin		0

## 18.4 Enable cards or transponders

When you created your locking system, you decided in the ▼ **Type** drop-down menu which type of identification media should be used in your locking system:



Circumstances may have changed in the meantime and you would now like to use cards in your locking system, for example. You thus switch your locking system from active (= transponder only) to hybrid (= transponder + cards). This is not a problem with AXM Classic as you can simply activate additional cards or transponders here.


Please note that you can only address a limited number of locking devices with cards when cards are enabled at a later date (see [Cards and locking device IDs](#) [▶ 521]).

You will not have this problem with transponders enabled at a later date.

## Enabling cards

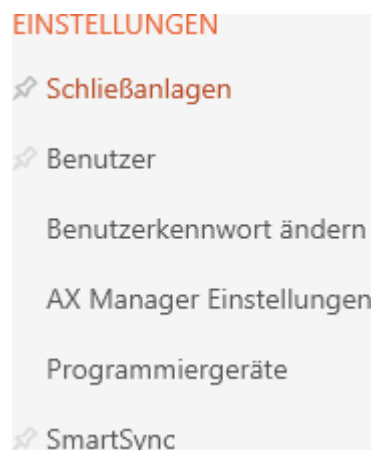
The following example describes how you can also use cards in an exclusively transponder-based locking system. When we say cards, we are also referring to other RFID identification media, such as smart tags or RFID inlays. The MC1000L\_AV template is used in the example.

- ✓ AXM Classic open.
- ✓ At least one locking system created (see [Create locking system](#) [▶ 330]).

1. Click on the orange AXM icon .  
↳ AXM bar opens.



2. Select the **Locking systems** entry in the | SETTINGS | group.



- ↳ The [Locking systems] tab with a list of all locking systems in the database will open.



Schließanlagen x

+ Neu    Löschen    Anzeigefilter löschen

	Name ^	Typ	Beschreibung
	Hogwarts 1	Transponder & Karten	
	Hogwarts 2	Transponder & Karten	
>	Hogwarts 3	Nur Transponder	

- Use to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
- Select the locking system in which you'd like to enable cards or transponders.  
↳ The Locking system window will open.

Schließanlage - Details

Hier können Sie die Details der Schließanlage bearbeiten

1 Details  
2 Passwort

Name:   
Typ:   
Beschreibung:   
^ OPTIONEN

< Zurück    Weiter >    Fertigstellen    Abbrechen

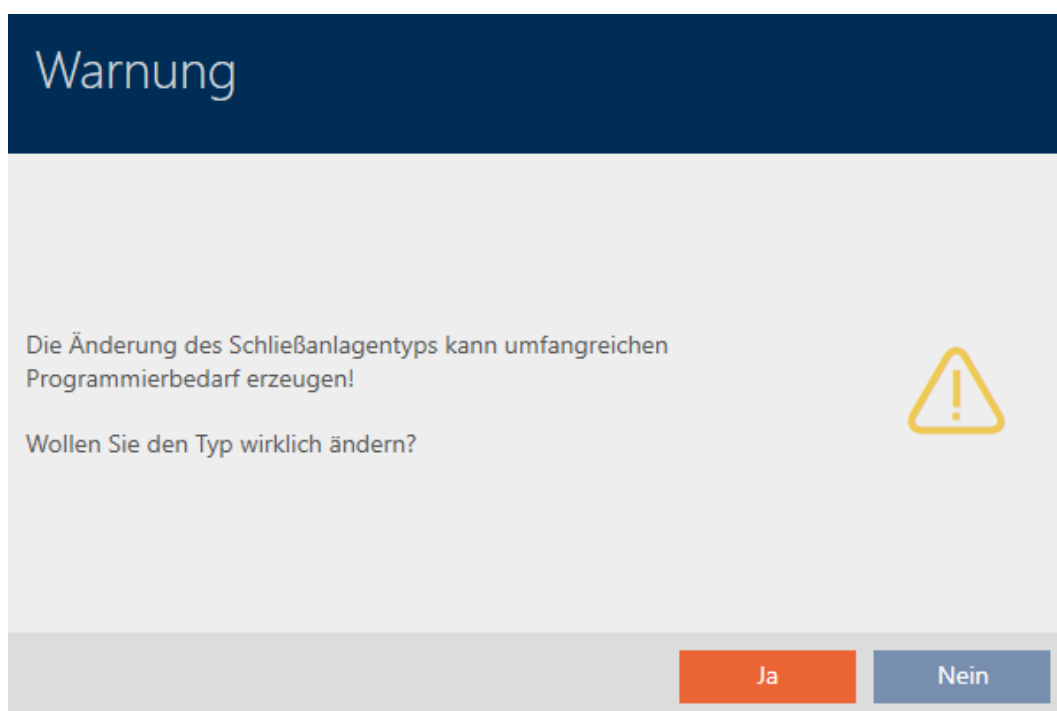
- Select your locking system type from the ▼ **Type** drop-down menu:  
"Transponders only", "Transponders & cards" or "Cards only".

Typ:

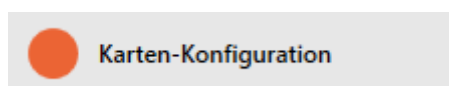
Beschreibung:

Nur Transponder  
Nur Karten  
Transponder & Karten

- ↳ A warning window will open.



6. Click on the **Yes** button.
  - ↳ Warning window closes.
  - ↳ The **Card configurations** tab will appear if required.



7. If you have switched to a "Transponders & cards" or "Cards only" type, enter the card configuration (see [Adding a card configuration \[▶ 334\]](#)).
8. Click on the **Finish** button.
  - ↳ Window "Locking system" closes.
- ↳ Locking system is now listed with a new locking system type.

Schließanlagen ×

+	🗑️	🗑️	
Neu	Löschen	Anzeigefilter löschen	⏮️ ?

	Name ^ 🗑️	Typ 🗑️	Beschreibung 🗑️
	Hogwarts 1	Transponder & Karten	
	Hogwarts 2	Transponder & Karten	
>	Hogwarts 3	Transponder & Karten	

## 18.5 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 \[► 374\]](#)).
2. Create a transponder in one of the assigned locking systems (see [Creating transponders for common locking level \[► 376\]](#)).  
 ↳ 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 [Authorising a transponder with common locking level \[► 378\]](#)).

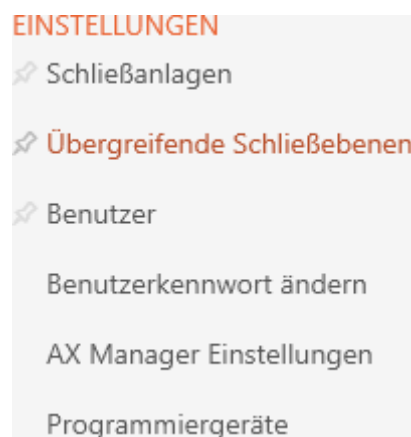
### 18.5.1 Creating a common locking level

✓ AXM Classic open.

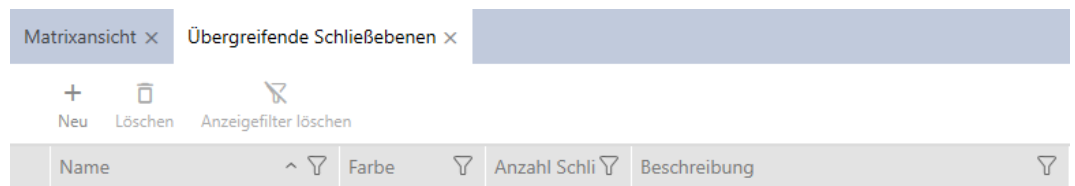
1. Click the orange AXM button .  
 ↳ AXM bar opens.



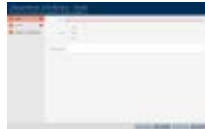
2. Select the **Service Sets** entry in the | SETTINGS | group.



↳ The [Service Sets] tab will open.



3. Click on the **New** button **+**.  
 ↳ The "Master locking level" window will open.






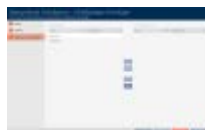
4. Enter the name of your common locking level in the *Name* field.
5. Select the colour of your common locking level ( ☐ Green, ☐ Blue or ☐ Red).
6. Enter a description if required.
7. Click the **Next** button.  
 ↳ Window switches to the "Password" tab.



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.



10. Click the **Next** button.  
 ↳ Window switches to the "Assigned Locking Systems" tab.
11. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
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  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.

↳ Common locking level has been created and is [Service Sets] listed in the tab.



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* [▶ 376]).

### 18.5.2 Creating transponders for common locking level




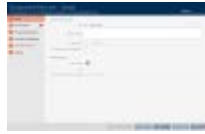
#### NOTE

#### Activating cards or transponders for a locking system

The only credential types available are those that have been activated in your locking system.

- ❑ If necessary, activate cards or transponders in the locking system properties (see *Enable cards or transponders* [▶ 370]).

- ✓ AXM Classic open.
  - ✓ List with transponders or matrix screen opened.
  - ✓ Common locking level created and locking system assigned (see *Creating a common locking level* [▶ 374]).
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 \[► 84\]](#)).
5. Click on the Finish button.
  - ↳ The window for creating a new identification medium closes.
  - ↳ 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:



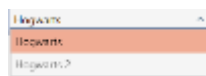
You can now authorise the transponder created in multiple locking systems at the different locking devices in the locking systems (see [Authorising a transponder with common locking level \[► 378\]](#)).

After synchronisation is complete, the *Transponder* and *Colour* fields are displayed in the common locking level colour (example: red).



### 18.5.3 Authorising a transponder with common locking level

- ✓ AXM Classic open.
  - ✓ Matrix screen open.
  - ✓ Common locking level created (see *Creating a common locking level* [▶ 374]).
  - ✓ Transponder created in common locking level (see *Creating transponders for common locking level* [▶ 376]).
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.



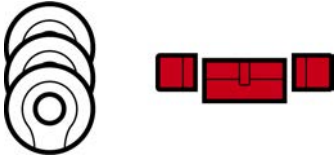
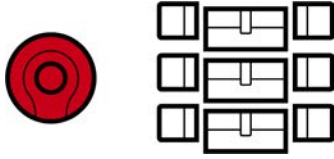
3. Use the drop-down menu to switch to the next locking system that you have assigned to the common locking level.
4. Assign all desired authorisations there as well.



5. Synchronise the locking devices and transponders as usual (see *Synchronising the locking device (including reading access list)* [▶ 380] and *Synchronising an identification medium* [▶ 392]).
- ➔ 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
<i>Synchronising the locking device (including reading access list) [► 380]</i>	<i>Synchronise a card/transponder (including importing physical access list) [► 393]</i>
Useful if many identification media have been authorised for a locking device. In this case, only one locking device needs to be synchronised instead of many identification media. 	Useful if an identification medium has been authorised for many locking devices. In this case, only one identification medium needs to be synchronised instead of many locking 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  icon, you immediately start synchronising the entry concerned.

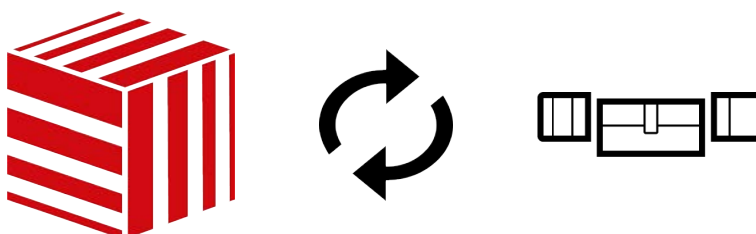
### Initial or regular synchronisation

An initial synchronisation (symbol: ) differs from other synchronisations (symbol: ) 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](#)  button). Access lists can also be easily read during synchronisation as an option (see [Reading access list/physical access list during synchronisation](#) [\[▶ 420\]](#)).

The imported data can then be displayed (see [Display locking device equipment and status](#) [\[▶ 383\]](#) or [Displaying and exporting a locking device's access list](#) [\[▶ 385\]](#), for example).

- ✓ AXM Classic 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.

2. Click on the **Synchronisation** button .  
 Synchronise window will open.

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 .

→ Locking device is being synchronised.

### Schließung synchronisieren

Hier können Sie die Schließung synchronisieren

Konfiguration

Schließanlage

Hogwarts

Schließung

Gryffindor dormitory

Programmiergerät

SmartCD aktiv (beschäftigt)


Schließung erkennen

Synchronisieren

Status auslesen

Zutrittsliste auslesen


Zurücksetzen



### Programmierung

Schließanlagen-daten werden eingerichtet

Abbrechen



Verbindung aufgebaut

Bitte halten Sie die Schließung in die Nähe des SmartCD's (ca. 5-20 cm) bis die Programmierung abgeschlossen ist

Schließen

→ Locking device is synchronised.

## Information

Die Schließung wurde erfolgreich synchronisiert



OK



### 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



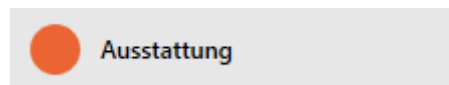
### NOTE

#### Displayed status corresponds to the last synchronisation

AXM Classic displays the status stored in the database at this point.

- ✓ AXM Classic 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.

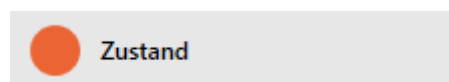
2. Click on the  **Ausstattung** tab.



- ↳ 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 / Zeitonensteuerung
LN	LockNode

3. Click on the  **Zustand** 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 \(access list\)](#) [▶ 265]). The logged access events can then be imported during synchronisation and written into the database (see [Reading access list/physical access list during synchronisation](#) [▶ 420] and [Synchronising the locking device \(including reading access list\)](#) [▶ 380]).

You can view and export the access list in the database.



#### NOTE

#### Displayed status corresponds to the last synchronisation

AXM Classic displays the status stored in the database at this point.

- ✓ AXM Classic 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.

Schließung - Details

[↺ Synchronisieren](#)
[In Matrix anzeigen](#)

1 Details

2 Konfiguration

3 Ausstattung

4 Zustand

5 Aktionen

6 Berechtigungsgruppen

7 Hashtags

8 Zutrittsliste

9 Berechtigte Transponder

SCHLIEßUNGSDetails

Schließanlage

Hogwarts 1

Bereich

Seriennummer

0084GEAD

Schließungstyp

Schließzylinder

Bestellcode

SV-Z5.EU.CO.30-30.AM.G2.ZK.LN

Firmware Version

1.1.551

Letzte Synchronisierung

14.12.2021 15:56:38

Sync

Programmiert

TÜRDetails

Tür

Gryffindor dormitory

Tür-Code

DC-00019

Beschreibung

GEBÄUDEDetails

Raumnummer

Etage

ZEITFunktionen

[< 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).

**Schließung - Zutrittsliste**  
Hier können Sie die ausgelesene Zutrittsliste einsehen (nur bei Ausstattung ZK)



Synchronisieren In Matrix anzeigen

1 Details  
2 Konfiguration  
3 Ausstattung  
4 Zustand  
5 Aktionen  
6 Berechtigungsgruppen  
7 Hashtags  
8 **Zutrittsliste**  
9 Berechtigte Transponder

Löschen Export

Datum	Besitzer	S/N	Zugriff
14.12.2021 17:52:00	Weasley, Percy	000XCKNG	Erlaubt
14.12.2021 17:51:00	McGonagall, Minerva	UID-1000000034DB9B06	Erlaubt
14.12.2021 01:40:00	Weasley, Percy	000XCKNG	Erlaubt
14.12.2021 01:40:00	Weasley, Percy	000XCKNG	Erlaubt
13.12.2021 20:32:00	Uhrzeit neu gesetzt		Erlaubt

< Zurück Weiter > Fertigstellen Abbrechen


1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
2. Click on the **Export**  button.
  - ↳ The Explorer window will open.
3. Save the exported access list to a file directory of your choice.
  - ↳ Explorer window closes.
- ↳ The access list is exported.

### Zutrittsliste für die Schließung 'Gryffindor dormitory'


Datum	Besitzer	S/N	Zugriff	Schließungskomponente
14.12.2021 17:52:00	Weasley, Percy	000XCKNG	Erlaubt	Master
14.12.2021 17:51:00	McGonagall, Minerva	UID-1000000034DB9B06	Erlaubt	Master
14.12.2021 01:40:00	Weasley, Percy	000XCKNG	Erlaubt	Master
14.12.2021 01:40:00	Weasley, Percy	000XCKNG	Erlaubt	Master
13.12.2021 20:32:00	##ServiceTId_IDS_AX_SETTIME		Erlaubt	Master

You have the option to personalise reports (see [Personalising reports and exports](#) [▶ 427]).

## 19.2 Identifying an unknown locking device

If you have an unknown locking device, you can use, for example, the synchronise symbol () to identify it and reset if necessary (see [Re-setting the locking device](#) [▶ 389]).

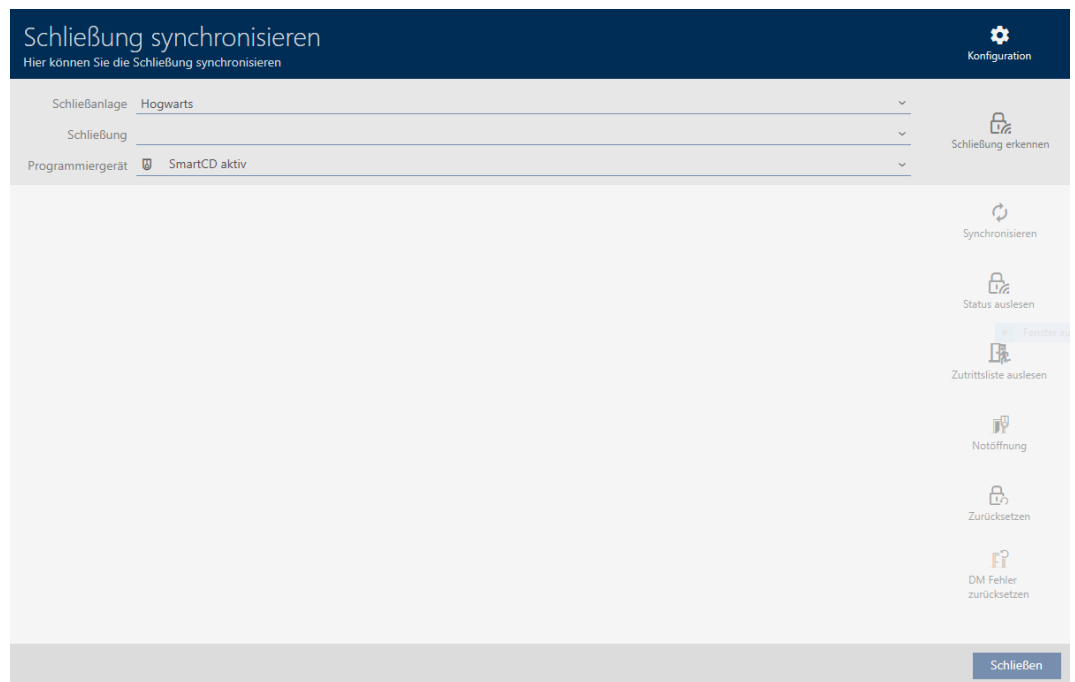
- ✓ Suitable programming device connected.
- ✓ AXM Classic open.

1. Click on the  icon in the header.

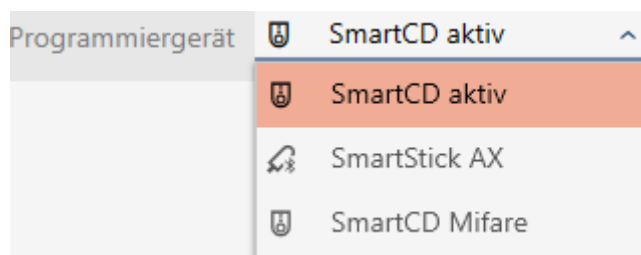



- The "Synchronise lock" window will open.

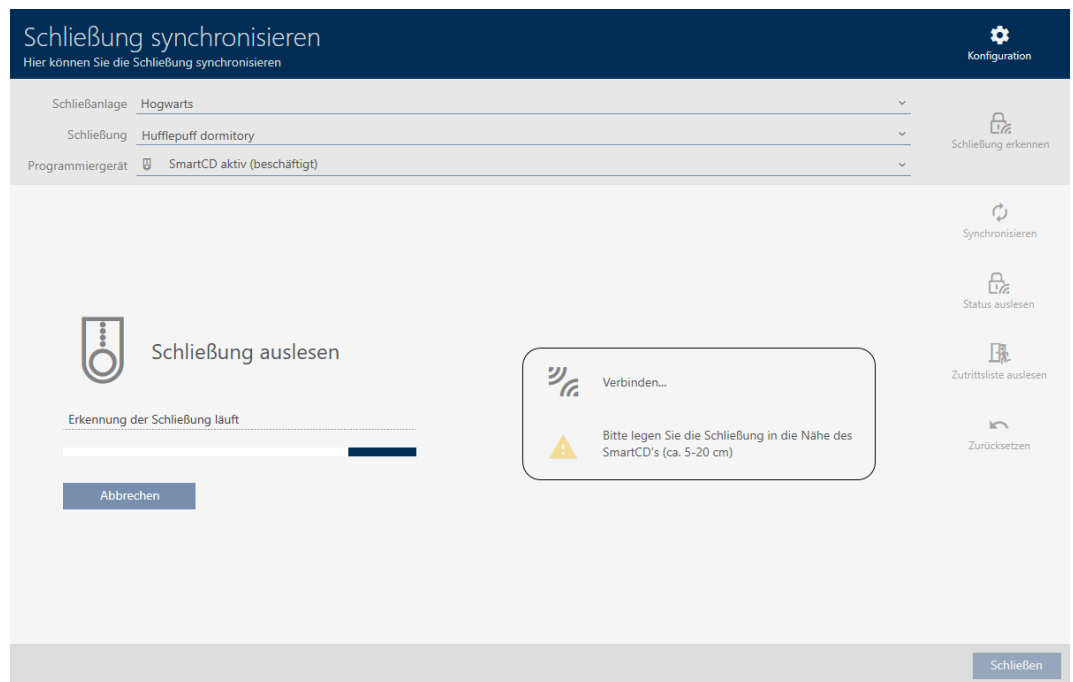




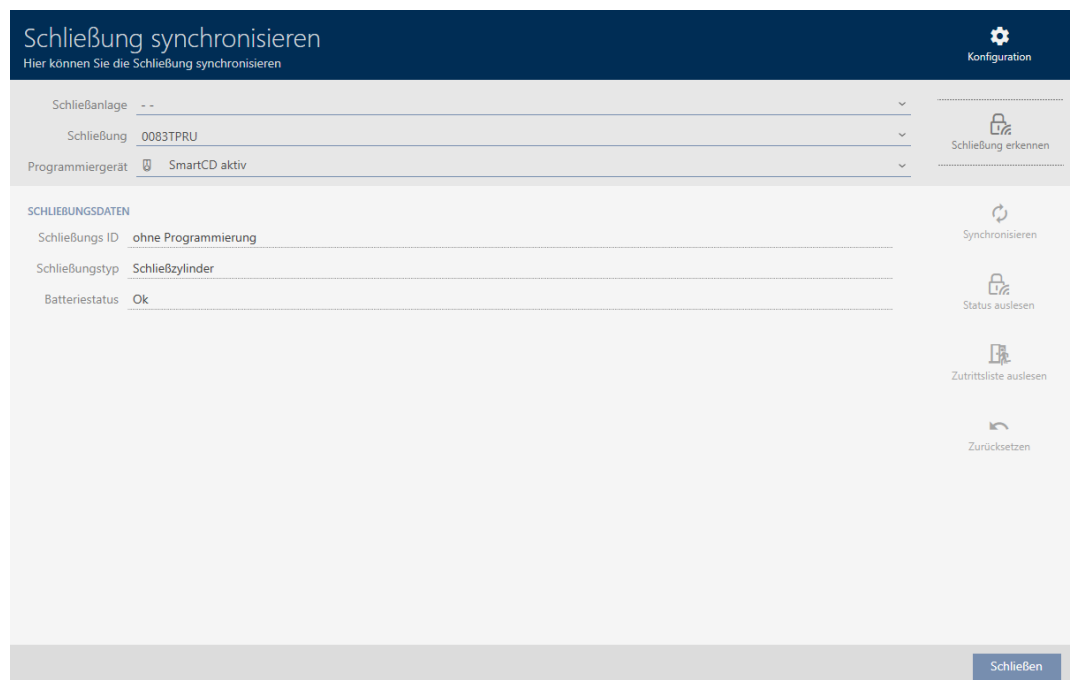
2. Select the programming device you wish to use to identify your locking device from the ▼ Programming device drop-down menu.



3. Click on the Detect lock button .  
→ Locking device is identified.



→ Locking device information is displayed in the locking device window.




You can now reset the locking device, for example (see *Re-setting the locking device* [▶ 389]).

### 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 Classic open.
  - ✓ Locking device list or matrix view open.
1. 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* [▶ 387]). Then continue.  
↳ The locking device window will open.

2. Click on the **Synchronisation** button .  
↳ Synchronise window will open.

## Schließung synchronisieren

Hier können Sie die Schließung synchronisieren

Konfiguration

Schließanlage

Hogwarts

Schließung

Hufflepuff dormitory

Programmiergerät

SmartCD aktiv

Schließung erkennen

SCHLIEßUNGSDATEN

Letzte Synchronisierung

Sync

Erstprogrammierung

Batteriestatus

Zeitplan

Zeitplan 1

Zeitumschaltung

Synchronisieren

Status auslesen

Zutrittsliste auslesen

Zurücksetzen

Schließen

3. Select the programming device from the ▼ **Programming device** drop-down menu with which you wish to reset your locking device.


Programmiergerät


SmartCD aktiv

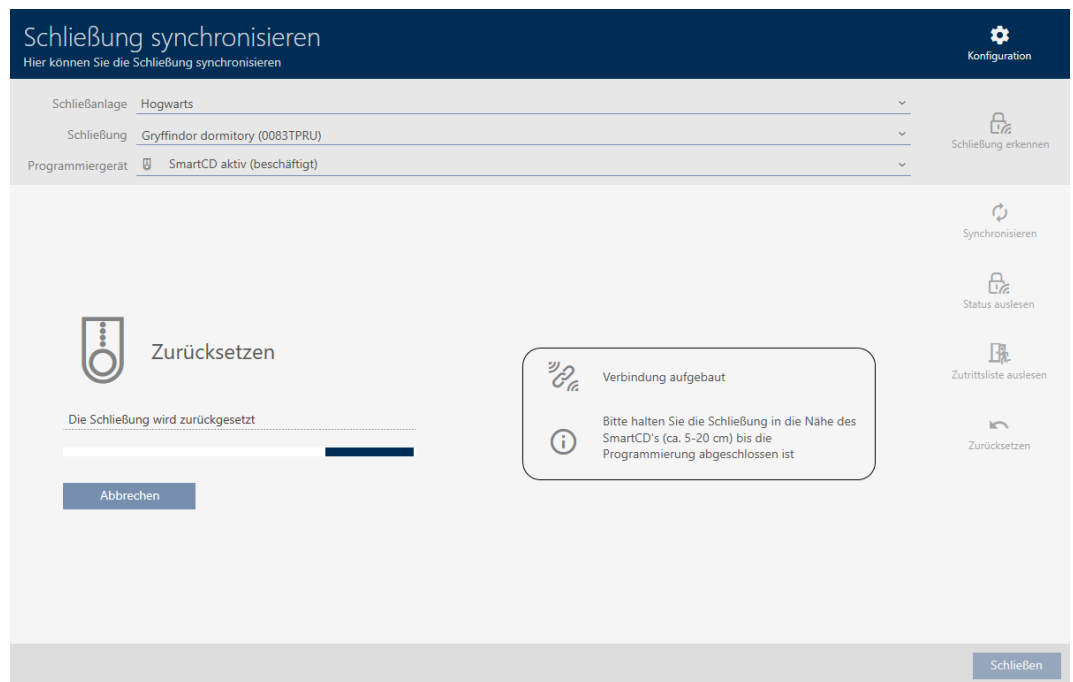
SmartCD aktiv

SmartStick AX

SmartCD Mifare

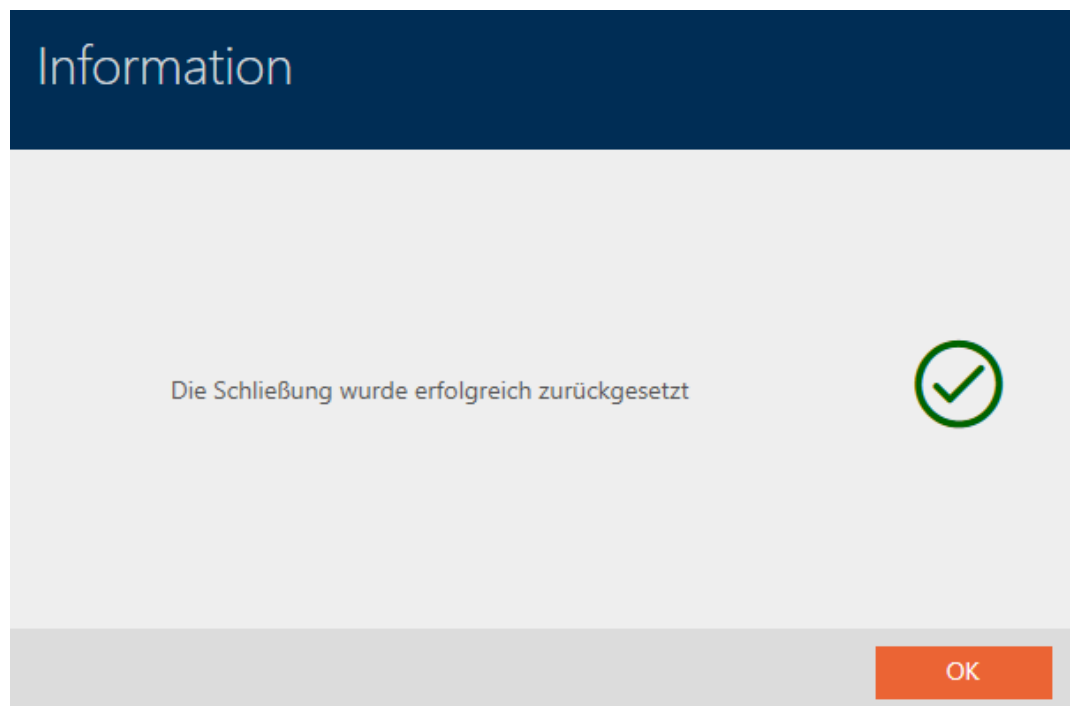
4. Click on the **Reset** button .
 

 The locking device is reset.



5. If necessary, accept the query asking whether the access lists should be imported again beforehand.

→ Locking device is reset.



#### 19.4 Synchronising an identification medium

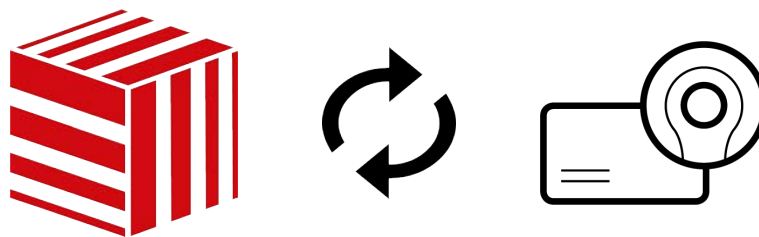
Synchronisation is bidirectional:

- 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](#) [▶ 420]).

The imported data can then be displayed (see [Displaying the identification medium battery status](#) [▶ 395] or [Displaying and exporting physical access lists for cards/transponders](#) [▶ 396], 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 Classic 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 - Details

Hier können Sie die Details des Transponders bearbeiten

- 1 Details
- 2 Personendetails
- 3 Transponderkonfiguration
- 4 Zusätzliche Schließanlagen
- 5 Berechtigungsgruppen
- 6 Hashtags
- 7 Aktionen
- 8 Begehungliste
- 9 Berechtigte Türen

#### TRANSPONDER DETAILS

Seriennummer n/a

Transpondertyp ⊗ Transponder

Firmware Version

Letzte Synchronisierung

Sync Erstprogrammierung

Batteriestatus

Zeitgruppe ☐ Zeitgruppe 1

Beschreibung

Synchronisieren

In Matrix anzeigen

< Zurück

Weiter >

Fertigstellen

Abbrechen

2. Click on the [Synchronisation](#) button .  
↳ Synchronise window will open.

### Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage

Hogwarts

Transponder

Weasley, Ron

Programmiergerät

SmartCD aktiv

Transponder erkennen

TRANSPONDERDATEN

Letzte Synchronisierung

Sync

Erstprogrammierung

Status

Aktiviert

Batteriestatus

Zeitgruppe

Synchronisieren

Status auslesen

Begehungliste auslesen

Zurücksetzen

PROGRAMMIERTE DATENSÄTZE

Schließen


3. Select the programming device which you wish to use to synchronise from the ▼ Programming device drop-down menu.

Programmiergerät

SmartCD aktiv

SmartCD aktiv

SmartCD Mifare

4. Click on the Synchronisation button .  
 ↳ Identification medium is synchronised.

## Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage

Hogwarts

Transponder

Weasley, Ron

Programmiergerät

SmartCD aktiv (beschäftigt)

Transponder erkennen

Synchronisieren

Status auslesen

Begehungliste auslesen

Zurücksetzen

Programmierung

Schließanlagendaten werden eingerichtet

Abbrechen

Verbindung aufgebaut

Halten Sie den Transponder im Abstand von 10-30 cm zum SmartCD bis die Programmierung abgeschlossen ist

Schließen

→ ID medium is synchronised.

## Information

Der Transponder wurde erfolgreich synchronisiert

OK

### 19.4.1.1 Displaying the identification medium battery status



#### NOTE

**Displayed status corresponds to the last synchronisation**

AXM Classic displays the status stored in the database at this point.



- ✓ AXM Classic open.
- ✓ Identification medium synchronised at least once.
- Click on the identification medium whose status you wish to display.
  - ➞ The identification medium window will open.

Transponder - Details

Hier können Sie die Details des Transponders bearbeiten

Synchronisieren In Matrix anzeigen

1 Details 2 Personendetails 3 Transponderkonfiguration 4 Zusätzliche Schließanlagen 5 Berechtigungsgruppen 6 Hashtags 7 Aktionen 8 Begehungsliste 9 Berechtigte Türen

TRANSPONDER DETAILS

Seriennummer 000XCKNG

Transpondertyp Transponder

Firmware Version 3.2.19

Letzte Synchronisierung 14.12.2021 01:41:03

Sync Programmiert

Batteriestatus Ok

Zeitgruppe Zeitgruppe 1

Beschreibung

< Zurück Weiter > 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)* [▶ 112]). 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)* [▶ 393]).

You can view and export the physical access lists saved in the database.



#### NOTE

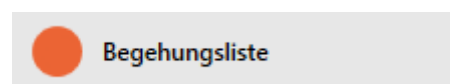
##### Displayed status corresponds to the last synchronisation

AXM Classic displays the status stored in the database at this point.

- ✓ AXM Classic 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.

2. Clicking on the **Personal audit trail** tab



- ➞ Window switches to the "Personal audit trail" tab.

**Transponder - Begehungsliste**  
Hier können Sie bei aktivierter Begehungsliste die ausgelesenen Begehungen des Transponders einsehen



Synchronisieren In Matrix anzeigen

1 Details  
2 Personendetails  
3 Transponderkonfiguration  
4 Zusätzliche Schließanlagen  
5 Berechtigungsgruppen  
6 Hashtags  
7 Aktionen  
8 **Begehungsliste**  
9 Berechtigte Türen

Löschen Export

Datum	Tür	S/N	LID
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001

< Zurück Weiter > Fertigstellen Abbrechen

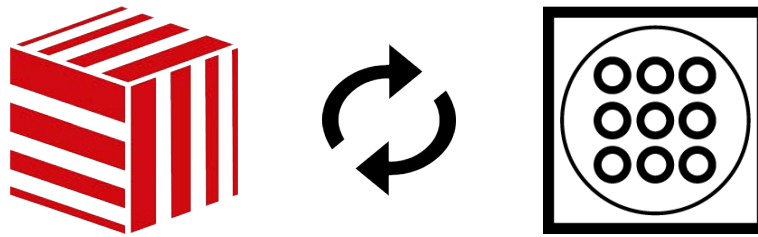
- Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
- Click on the **Export**  button.
  - The Explorer window will open.
- Save the exported physical access list to a file directory of your choice.
  - Explorer window closes.
- Physical access list is exported.

### Begehungsliste für den Transponder Weasley '000XCKNG'

Datum	Tür	S/N	LID
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001

You have the option to personalise reports (see *Personalising reports and exports* [▶ 427]).

## 19.4.2 Synchronising a PIN code keypad



Changes to a PIN code keypad can also entail programming requirements for the assigned locking device (see *PIN Code G1 vs. PIN Code AX* [► 491]). In this case, synchronise the locking device instead (see *Synchronising the locking device (including reading access list)* [► 380]).

Synchronisation between the two PIN code keypads is different. Your AXM Classic will assist you with instructions during synchronisation.

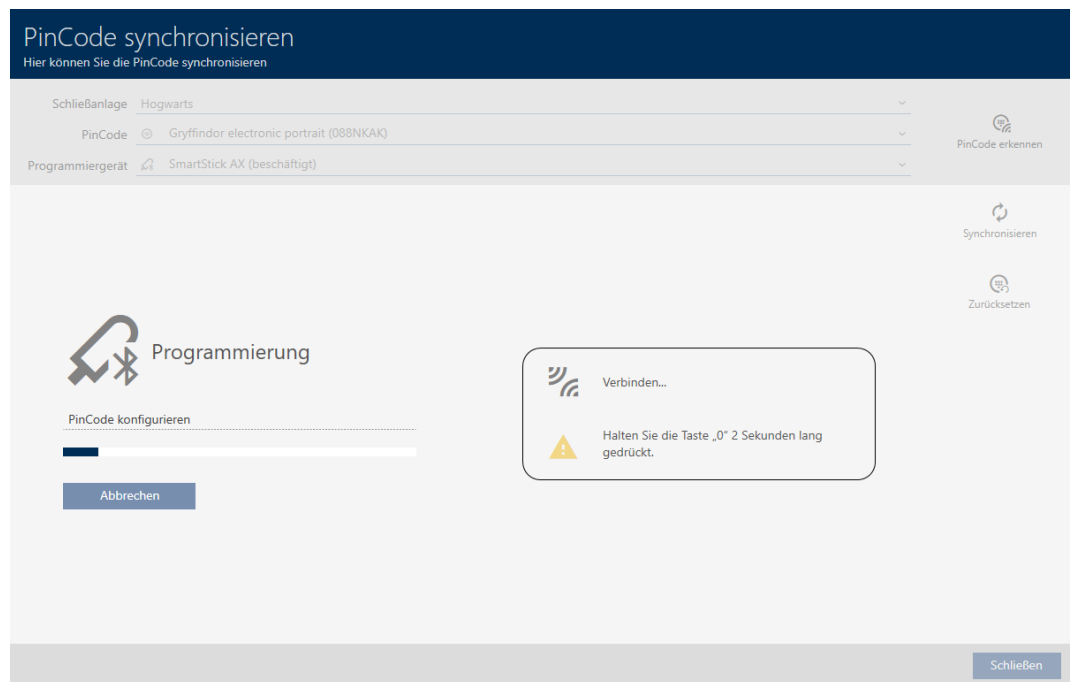
**NOTE****PIN code keypad 3068 synchronisation requires a master PIN and user PINs**

In PIN code keypad 3068, the user PINs are linked to a G1 ID. The G1 IDs cannot be accessed and synchronised without user PINs being configured.

1. Change the factory default master PIN (see the PIN code keypad 3068 manual).
2. Assign at least one user PIN.

In the following example, a PIN code keypad AX is synchronised.

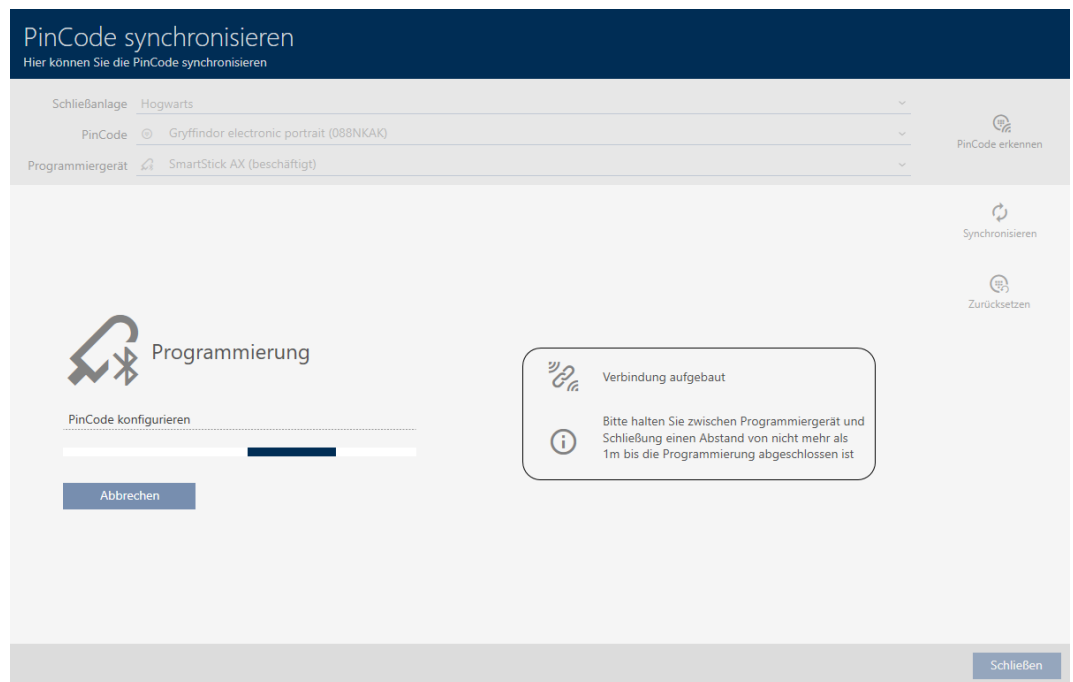
- ✓ PIN code keypad AX created and assigned (see *Creating PIN code keypads* [► 91]).
  - ✓ Programming requirement for PIN code keypad AX, e.g. due to a change in authorisation.
  - ✓ Suitable programming device connected (SmartStick AX).
  - ✓ Matrix screen open.
1. Click the synchronise icon ↻ for any PIN associated with the PIN code keypad AX concerned.
    - ↳ The "Synchronise PinCode" window opens and synchronisation starts.



2. Press and hold the “0” button on the PIN code keypad AX for at least two seconds.



3. Position the SmartStick AX close to the PIN code keypad AX (max. 1 m).
  - LED flickers green and PIN code keypad AX beeps.
  - BLE interface has been awakened.
  - PIN code keypad AX is synchronised.



➞ PIN code keypad AX is synchronised.



#### NOTE

#### PIN code keypad AX in programming mode after synchronisation

After synchronisation is complete, the PIN code keypad AX will not function for about 30 seconds as it is still in programming mode.

#### Information

Die PinCode wurde erfolgreich synchronisiert



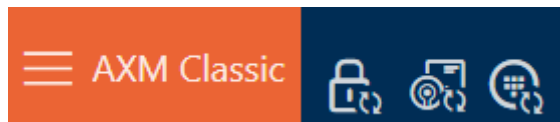
OK

## 19.5 Identifying an unknown ID medium

### 19.5.1 Recognise unknown cards/transponders

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

1. Click on the  icon in the header.



- The "Synchronise transponder" window will open.

### Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage	Hogwarts	▼
Transponder	Weasley, Ron	▼
Programmiergerät	SmartCD aktiv	▼

TRANSPONDERDATEN

Letzte Synchronisierung .....

Sync Erstprogrammierung

Status Aktiviert

Batteriestatus .....

Zeitgruppe .....

PROGRAMMIERTE DATENSÄTZE

Transponder erkennen


Synchronisieren

Status auslesen

Begehungsliste auslesen

Zurücksetzen

Schließen

2. 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

SmartCD aktiv (beschäftigt)

Transponder erkennen

Synchronisieren

Status auslesen

Begehungliste auslesen

Zurücksetzen

Transponder auslesen

Erkennung des Transponders läuft

Abbrechen

Verbinden...

Drücken Sie jetzt den Taster des Transponders  
1x kurz in Abstand von 10-30 cm zum SmartCD

Schließen

→ Information about the identification medium is displayed in the window.

## Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage

Unbekannt

Transponder

002U0KLC

Programmiergerät

SmartCD aktiv

Transponder erkennen

Synchronisieren

Status auslesen

Begehungliste auslesen

Zurücksetzen

TRANSPONDERDATEN

Letzte Synchronisierung

Sync

Status

Batteriestatus

Ok

Zeitgruppe

PROGRAMMIERTE DATENSÄTZE

Pos	Schließanlage/SID	SID Extension	TID	Aktivierungsdatum	Verfallsdatum	Zeitgruppe
1	Unbekannt (Sid=1537)	12028330	3202			

Schließen

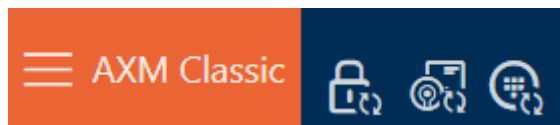
You can now reset the identification medium, for example (see [Resetting cards/transponders](#) [▶ 405]).



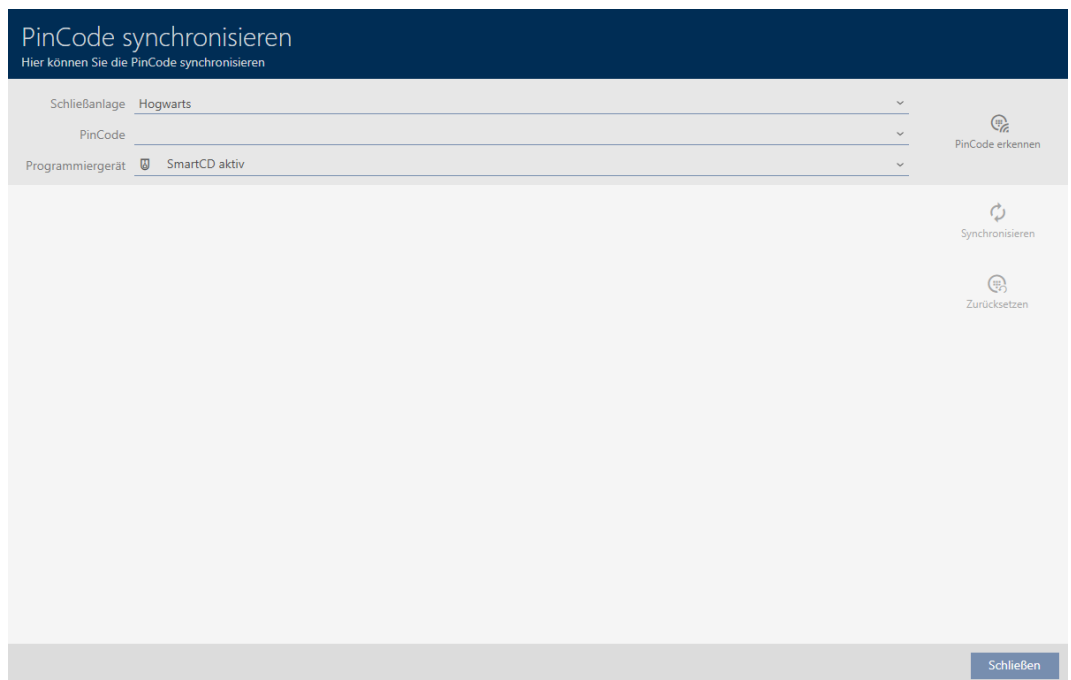
### 19.5.2 Identifying unknown PIN code keypad

- ✓ Suitable programming device connected (SmartStick AX for PIN code keypad AX, SmartCD2.G2 for PIN code keypad 3068)
- ✓ AXM Classic open.

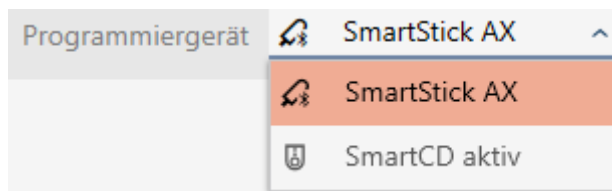
1. Click on the  icon in the header.




→ The "Synchronise PinCode" window will open.



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

Synchronisieren

Zurücksetzen

### PinCode auslesen

PinCode wird ausgelesen

Abbrechen

Verbindung aufgebaut

Bitte halten Sie zwischen Programmiergerät und Schließung einen Abstand von nicht mehr als 1m bis die Programmierung abgeschlossen ist

Schließen

→ Information about the PIN code keypad is displayed in the window.

## PinCode synchronisieren

Hier können Sie die PinCode synchronisieren

Schließanlage

Hogwarts

PinCode

Gryffindor electronic portrait (088NKAK)

Programmiergerät

SmartStick AX

PinCode erkennen

Synchronisieren

Zurücksetzen

IN MATRIX ANZEIGEN

### PINCODE DATEN

Letzte Synchronisierung 08.05.2024 19:57:02

Status Aktiviert

Sync Programmiert

Batteriestatus Ok

Tür Gryffindor tower

1	Pin Name	Students	Sync	Berechtigt	<input checked="" type="checkbox"/>	Status	Programmiert
2	Pin Name	Professors	Sync	Berechtigt	<input checked="" type="checkbox"/>	Status	Programmiert
3	Pin Name	House-Elfs	Sync	Berechtigt	<input type="checkbox"/>	Status	Nicht programmiert

Schließen

You can now reset the PIN code keypad, for example (see [Resetting the PIN code keypad](#) [▶ 409]).

## 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 Classic open.
  - ✓ Identification media list or matrix view open.
1. 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* [▶ 402]). Then continue.  
↳ The identification medium window will open.

**Transponder - Details**  
Hier können Sie die Details des Transponders bearbeiten

**TRANSPONDER DETAILS**

Seriennummer 00XTN6K

Transpondertyp Transponder

Firmware Version 3.2.19

Letzte Synchronisierung 10.05.2024 06:16:19

Sync Programmiert

Batteriestatus Ok

Zeitgruppe Zeitgruppe 1

Beschreibung

< Zurück Weiter > Fertigstellen Abbrechen

2. Click on the **Synchronisation** button.  
↳ Synchronise window will open.

### Transponder synchronisieren

Hier können Sie den Transponder synchronisieren

Konfiguration

Schließanlage

Hogwarts

Transponder

⊙ Weasley, Ron (00XTN6K)

Programmiergerät

🔑 SmartCD aktiv

Transponder erkennen

TRANSPONDERDATEN

In Matrix anzeigen

Letzte Synchronisierung

10.05.2024 06:16:19

Sync

Programmiert

Status

Aktiviert

Batteriestatus

Ok

Zeitgruppe

Synchronisieren


Status auslesen

Begehungliste auslesen

Zurücksetzen

PROGRAMMIERTE DATENSÄTZE

Schließen

- Select the programming device you wish to use to reset your identification medium from the ▼ **Programming device** drop-down menu.
- Click on the **Reset** button .
- If necessary, select which of the existing data records you wish to reset.

	Pos	Schließanlage	TID	Zeitgruppennummer	Deaktivierung
<input type="checkbox"/>	1	SID: 8974	3200	0	
<input checked="" type="checkbox"/>	2	Hogwarts	3209	0	



## NOTE

### Resetting data records from unknown locking systems

If a locking plan from a different project is stored on the identification medium, your AXM Classic 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 Classic does not know the locking system and thus doesn't know the locking system password either, you must enter the locking 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

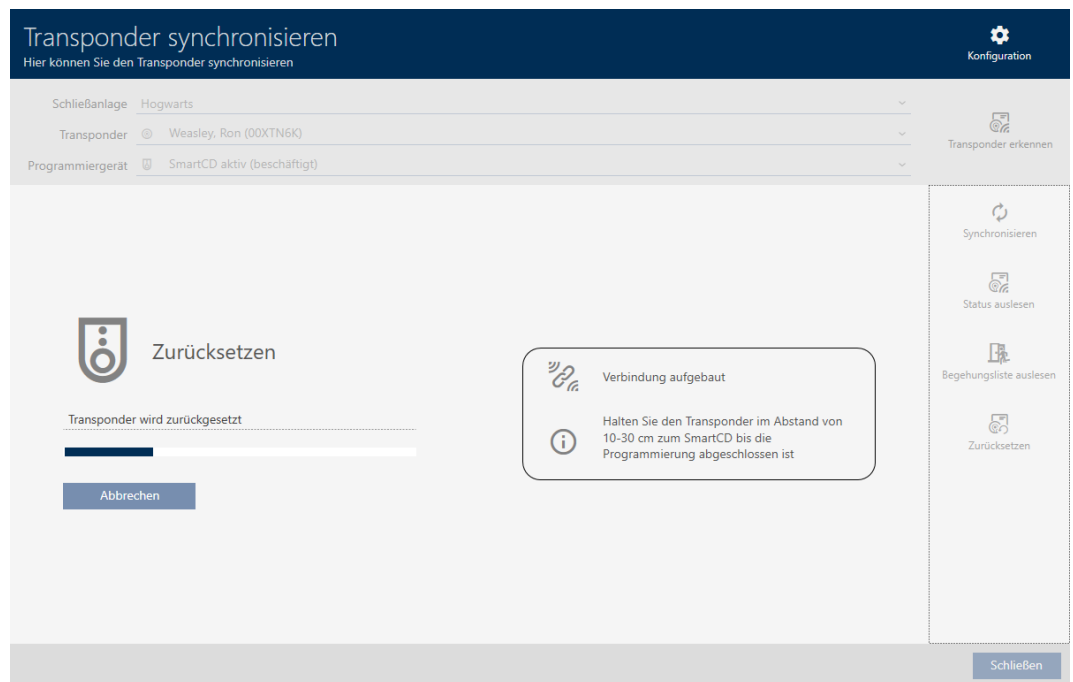
Schließanlage SID: 8974, TID: 3200

OK
Abbrechen

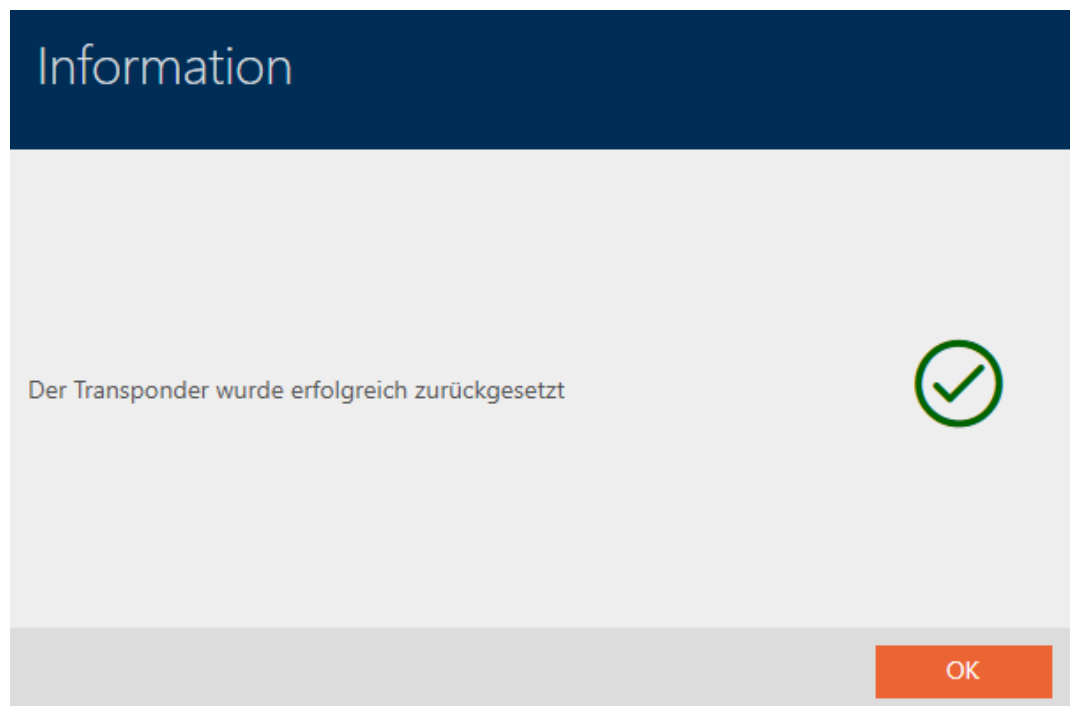
→ The checkbox for the data record to be reset is activated.

	Pos	Schließanlage	TID	Zeitgruppennummer	Deaktivierung
<input checked="" type="checkbox"/>	1	SID: 8974	3200	0	
<input checked="" type="checkbox"/>	2	Hogwarts	3209	0	

7. Click on the OK button.
8. Follow any further instructions as necessary.
  - Identification medium is being reset.



➡ Identification medium is reset.



### 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 Classic open.
  - ✓ PIN code list or matrix screen open.
1. 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* [▶ 404] in the AXM manual). Then continue.  
↳ The PIN code keypad window will open.

### PinCode synchronisieren

Hier können Sie die PinCode synchronisieren

Schließanlage

Hogwarts

PinCode

Gryffindor electronic portrait (088NKAK)

Programmiergerät

SmartStick AX

PinCode erkennen

In Matrix anzeigen

Synchronisieren

Zurücksetzen

PINCODE DATEN

Letzte Synchronisierung 08.05.2024 19:57:02

Status **Aktiviert**


Sync **Programmiert**

Batteriestatus **Ok**

Tür **Gryffindor tower**

1	Pin Name	Students	Sync	Berechtigt	<input checked="" type="checkbox"/>	Status	Programmiert
2	Pin Name	Professors	Sync	Berechtigt	<input checked="" type="checkbox"/>	Status	Programmiert
3	Pin Name	House-Elfs	Sync	Berechtigt	<input type="checkbox"/>	Status	Nicht programmiert

Schließen

2. Click on the **Synchronisation**  button.  
↳ Synchronise window will open.

### PinCode synchronisieren

Hier können Sie die PinCode synchronisieren

Schließanlage

Hogwarts

PinCode

Gryffindor electronic portrait (088NKAX)

Programmiergerät

SmartStick AX

PinCode erkennen

In Matrix anzeigen

Synchronisieren

Zurücksetzen

#### PINCODE DATEN

Letzte Synchronisierung 08.05.2024 19:57:02

Status **Aktiviert**

Sync **Programmiert**

Batteriestatus **Ok**

Tür **Gryffindor tower**

1	Pin Name	Students	Sync	Berechtigt	<input checked="" type="checkbox"/>	Status	Programmiert
2	Pin Name	Professors	Sync	Berechtigt	<input checked="" type="checkbox"/>	Status	Programmiert
3	Pin Name	House-Elfs	Sync	Berechtigt	<input type="checkbox"/>	Status	Nicht programmiert

Schließen

- Select the programming device from the ▼ **Programming device** drop-down menu with which you wish to reset your PIN code keypad.

Programmiergerät

SmartStick AX

SmartCD aktiv

SmartStick AX

- Click on the **Reset** button .




#### NOTE

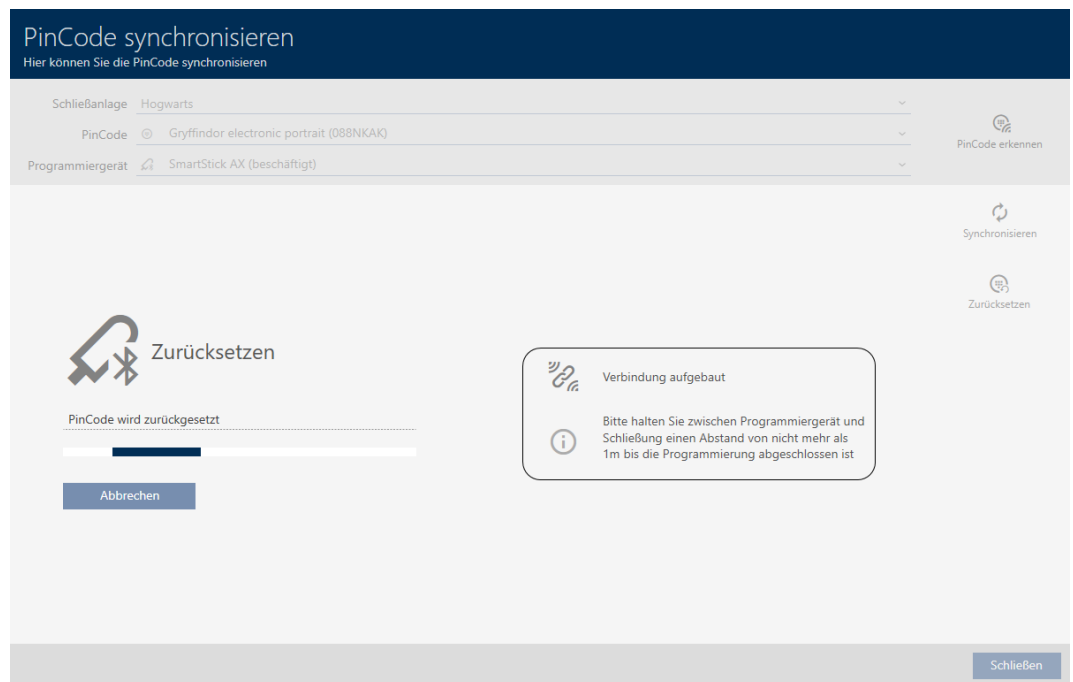
##### Resetting PIN code keypads that do not form part of the project

Your AXM Classic can also reset PIN code keypads that were not created in the same project. In this case, however, your AXM Classic does not know the locking system password used.

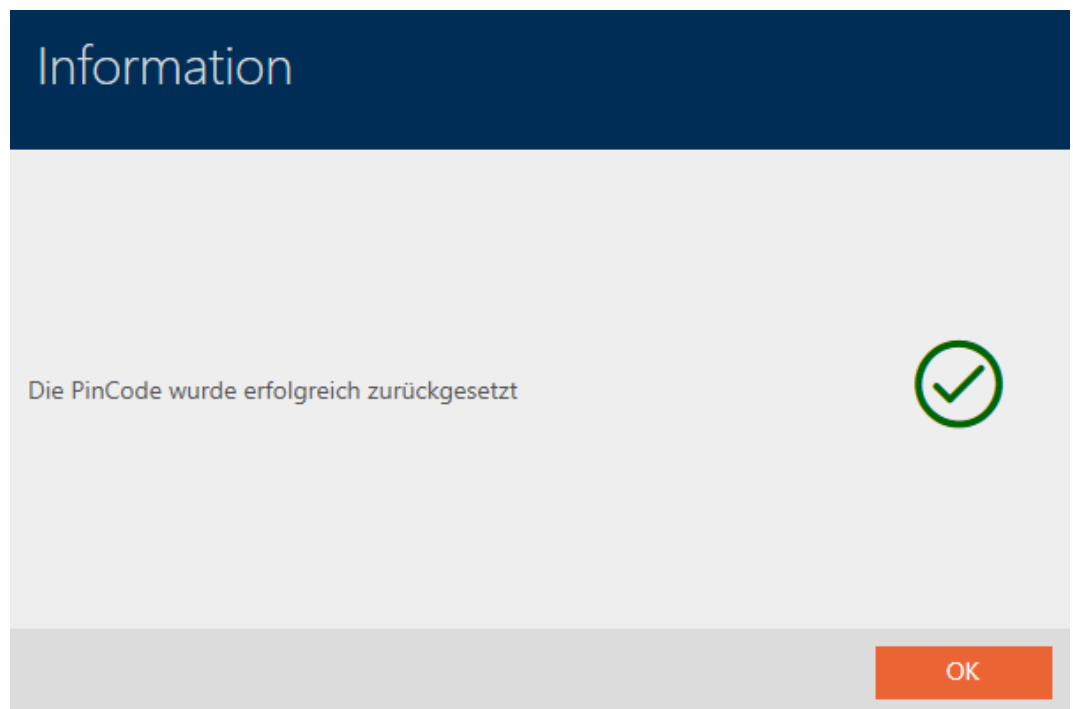
-  In such instances, enter the locking system password when prompted.

- If necessary, enter the locking system password for the locking system to which this PIN code keypad belongs.
- Follow any further instructions as necessary.
  -  PIN code keypad is reset.





→ PIN code keypad is reset.



## 19.7 Viewing connected/supported programming devices

This window can be used to check whether a connected programming device is functional and identified.

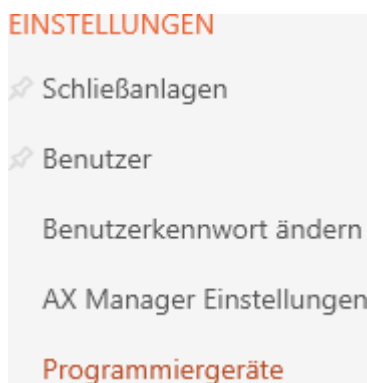
✓ AXM Classic open.

1. Click the orange AXM button .

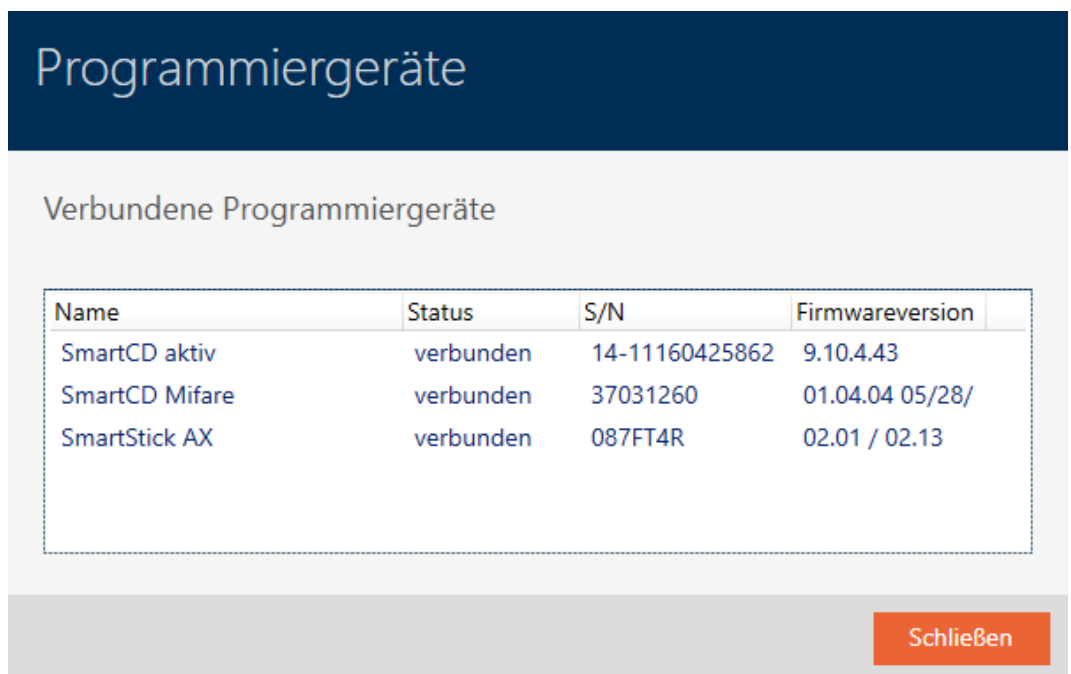
→ AXM bar opens.



2. Select the **Programming devices** entry in the | SETTINGS | group.



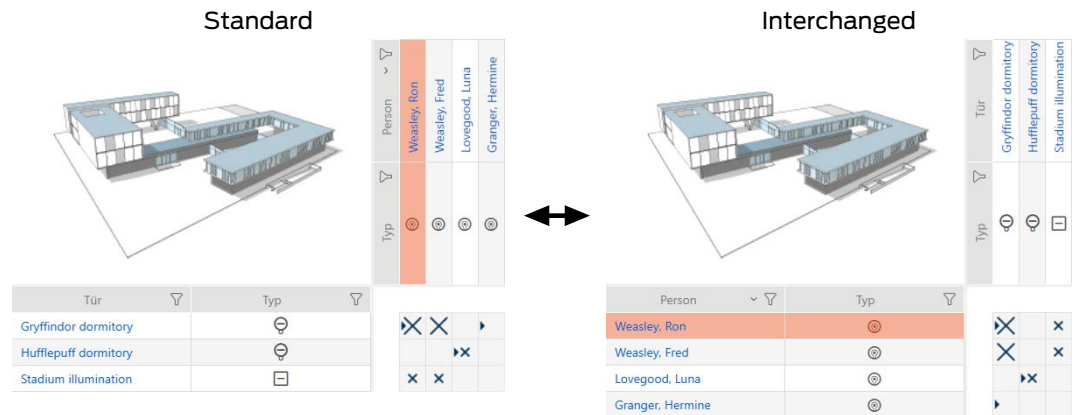
→ Window with programming devices will open.



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). In the status column, you will see if a programming device is connected and recognised by AXM Classic.

## 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 Classic matrix settings will open.

### Matrizeinstellungen

Hier können Sie die Matrix konfigurieren

Tausche Plätze von Transpondern und Schließungen
☐

Zeige Fadenkreuz
☒

Vergeben der Berechtigungen
Einfacher Mausklick

Verfügbare Schließungsspalten:
Raumnummer

Hinzufügen

Angezeigte Schließungsdaten inkl. Reihenfolge:

Tür  
Typ (Symbol)  
Sync

Löschen  
Nach oben  
Nach unten  
Zurücksetzen

Verfügbare Transponderspalten:
Typ (Text)

Hinzufügen

Angezeigte Transponderdaten inkl. Reihenfolge:

Person  
Typ (Symbol)  
Sync

Löschen  
Nach oben  
Nach unten  
Zurücksetzen

OK
Abbrechen

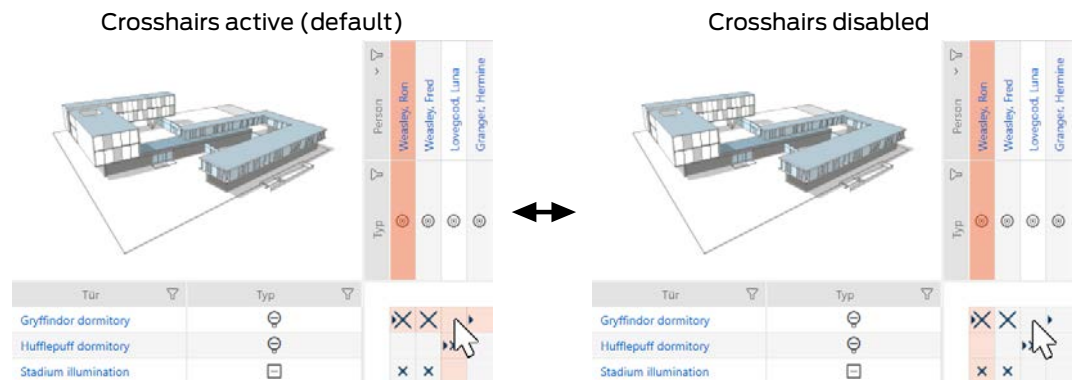
2. Activate the ☒ Swap places for transponders and locks check box.

3. Click on the **OK** button.

➞ The window with the AXM Classic matrix settings closes.

➞ 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 Classic matrix settings will open.

### Matriceinstellungen

Hier können Sie die Matrix konfigurieren

Tausche Plätze von Transpondern und Schließungen ☐

Zeige Fadenkreuz ☒

Vergeben der Berechtigungen Einfacher Mausklick

Verfügbare Schließungsspalten:

Raumnummer

Hinzufügen

Angezeigte Schließungsdaten inkl. Reihenfolge:

Tür
Typ (Symbol)
Sync

Löschen
Nach oben
Nach unten
Zurücksetzen

Verfügbare Transponderspalten:

Typ (Text)

Hinzufügen

Angezeigte Transponderdaten inkl. Reihenfolge:

Person
Typ (Symbol)
Sync

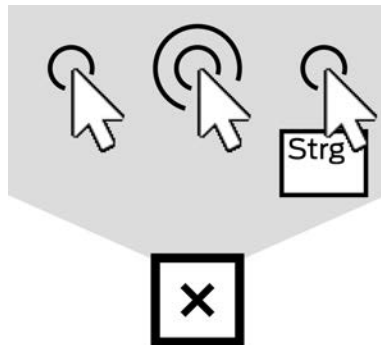
Löschen
Nach oben
Nach unten
Zurücksetzen

OK


Abbrechen

2. Activate or deactivate the ☒ Show crosshair check box.
3. Click on the **OK** button.
  - ↳ The window with the AXM Classic matrix settings closes.
  - ↳ Crosshairs are no longer displayed.

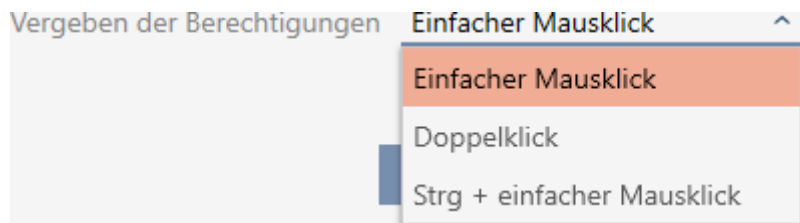
### 20.3 Click to change authorisations



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 Classic matrix settings will open.

2. Choose between the "Single click of the mouse", "Double click" or "Ctrl + single click" entries from the ▼ Issuing of authorisations drop-down menu.




3. Click on the **OK** button.
  - The window with the AXM Classic matrix settings closes.
  - 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  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 Classic matrix settings will open.

## Matrizeinstellungen

Hier können Sie die Matrix konfigurieren

Tausche Plätze von Transpondern und Schließungen
☐

Zeige Fadenkreuz
☒

Vergeben der Berechtigungen

Einfacher Mausklick

Verfügbare Schließungsspalten:

Raumnummer

Hinzufügen

Angezeigte Schließungsdaten inkl. Reihenfolge:

Tür  
Typ (Symbol)  
Sync

Löschen  
Nach oben  
Nach unten  
Zurücksetzen

Verfügbare Transponderspalten:

Typ (Text)

Hinzufügen

Angezeigte Transponderdaten inkl. Reihenfolge:

Person  
Typ (Symbol)  
Sync

Löschen  
Nach oben  
Nach unten  
Zurücksetzen

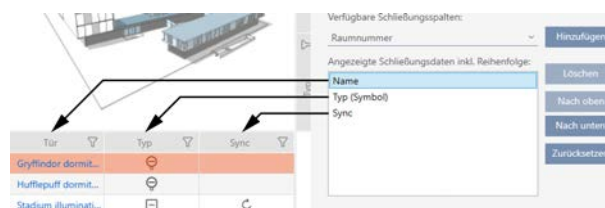
OK

Abbrechen

2. Disable the ☐ Show deactivated transponders checkbox.
3. Click on the **OK** button.
  - ↳ The window with the AXM Classic 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 Classic matrix settings will open.

## Matrizeinstellungen

Hier können Sie die Matrix konfigurieren

Tausche Plätze von Transpondern und Schließungen
☐

Zeige Fadenkreuz
☒

Vergeben der Berechtigungen

Einfacher Mausklick

Verfügbare Schließungsspalten:

Raumnummer

Hinzufügen

Verfügbare Transponderspalten:

Typ (Text)

Hinzufügen

Angezeigte Schließungsdaten inkl. Reihenfolge:

Tür

Typ (Symbol)

Sync

Löschen

Nach oben

Nach unten

Zurücksetzen

Angezeigte Transponderdaten inkl. Reihenfolge:

Person

Typ (Symbol)

Sync

Löschen

Nach oben

Nach unten

Zurücksetzen

OK

Abbrechen

→ The locking device columns currently displayed are listed.

Verfügbare Schließungsspalten:

Sync

Hinzufügen

Angezeigte Schließungsdaten inkl. Reihenfolge:

Name

Typ (Symbol)

Löschen

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	Löschen
Raumnummer	Nach oben
Etage	Nach unten
Typ (Text)	Zurücksetzen
S/N	
Status	

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

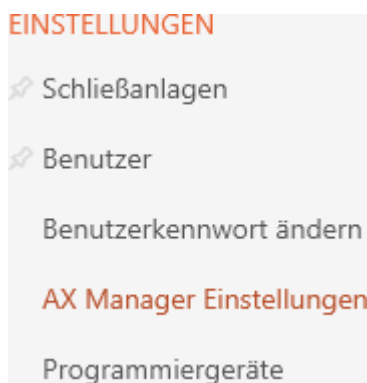
4. Use the Up or Down buttons to change the order.
5. You can also use the Reset button to restore the default display.
6. Click on the OK button.
  - The window with the AXM Classic matrix settings closes.
  - Columns are changed as required.

## 20.6 Reading access list/physical access list during synchronisation

- ✓ AXM Classic open.
1. Click the orange AXM button .
    - AXM bar opens.

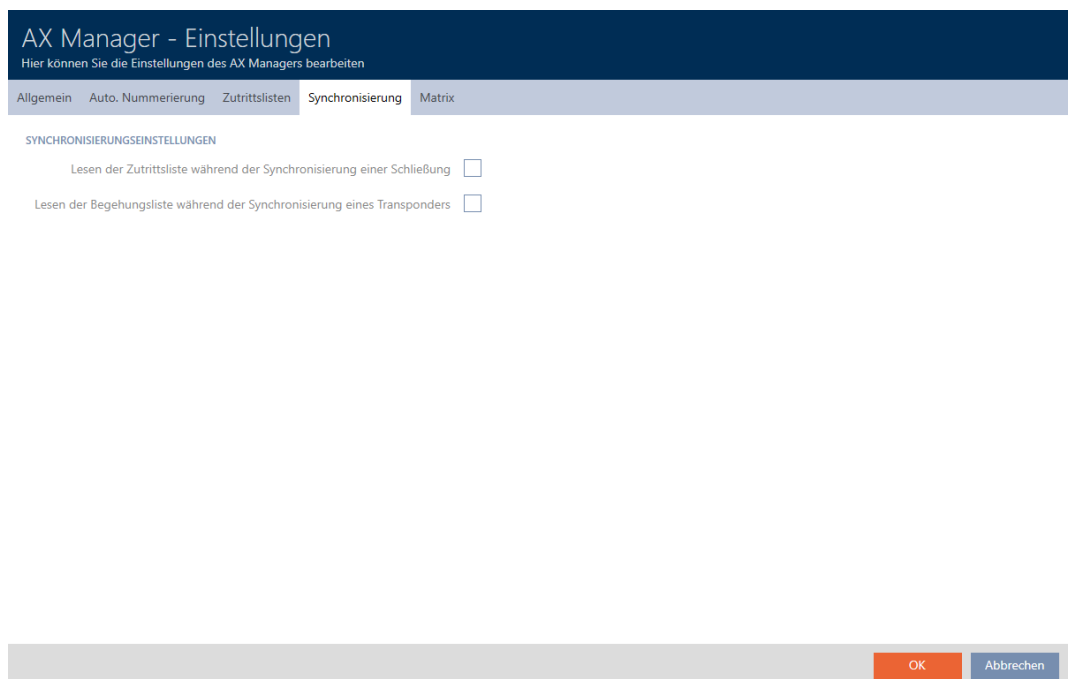


2. Select the **AX Manager settings** entry in the | SETTINGS | group.



- ↳ The AXM bar will close.
- ↳ The window with the AXM Classic settings will open.

3. Go to the [Synchronisation] tab.



4. Activate the ☒ Reading the access list during synchronisation of a lock or ☒ Reading the personal audit trail during transponder synchronisation checkboxes if required.

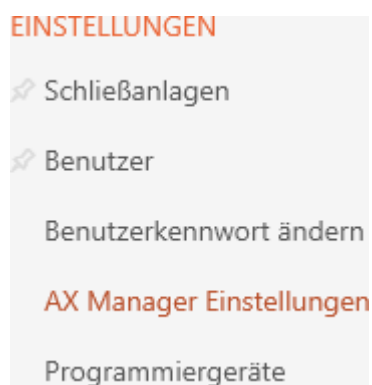
5. Click on the **OK** button.
  - ↳ The window with the AXM Classic settings closes.
  - ↳ The access list or physical access list will also be imported during synchronisation in the future.

## 20.7 Limiting the number of access list entries in the database

- ✓ AXM Classic open.
1. Click the orange AXM button **AXM**.
  - ↳ AXM bar opens.



2. Select the **AX Manager settings** entry in the | SETTINGS | group.



- ↳ The AXM bar will close.
- ↳ The window with the AXM Classic settings will open.

3. Go to the [Access lists] tab.

4. Select one of the three options: ☒ Unlimited, ☐ temporally (max. 2000 days) or ☐ by number (max. 10,000 entries).

5. Click on the **OK** button.

↳ The window with the AXM Classic settings closes.

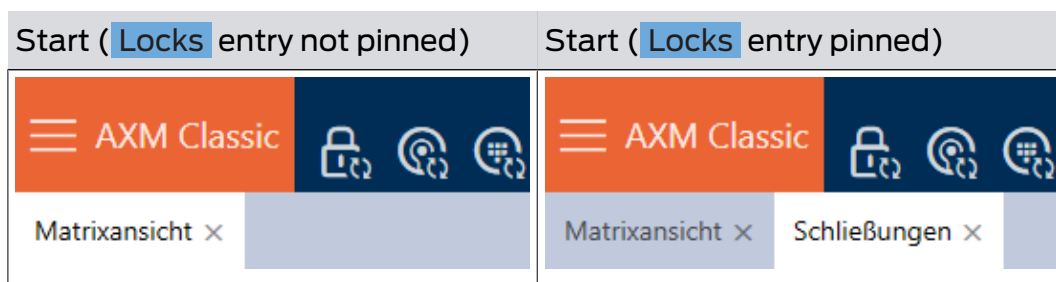
↳ Access list restriction is configured.

## 20.8 Pinning tabs

Experience has shown that you need some entries from the AXM bar more frequently.



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 Classic.




✓ AXM Classic open.

1. Click the orange AXM button .


↳ AXM bar opens.

2. Click on the grey pushpin  next to the entry you wish to pin.

#### SCHLIESSANLAGENSTEUERUNG


 Matrixansicht

 Schließungen

 Transponder


 PinCode Tastaturen


 Berechtigungsgruppen


 Zeitplansteuerung

↳ Pushpin turns orange.

#### SCHLIESSANLAGENSTEUERUNG


 Matrixansicht

 Schließungen

 Transponder

 PinCode Tastaturen

 Berechtigungsgruppen

 Zeitplansteuerung

↳ The pinned entry is automatically opened the next time the AXM Classic is started.

## 20.9 Changing automatic numbering

AXM Classic takes over the numbering of personnel and doors for you by default.

Personnel numbers	Door numbers
<b>PERSONENDETAILS</b> Nachname <u>Weasley</u> Vorname <u>Ron</u> Personalnummer <u>PN-1</u>	<b>TÜRDETAILS</b> Name <u>Gryffindor dormitory</u> Tür-Code <u>DC-00001</u>
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 Classic properties:

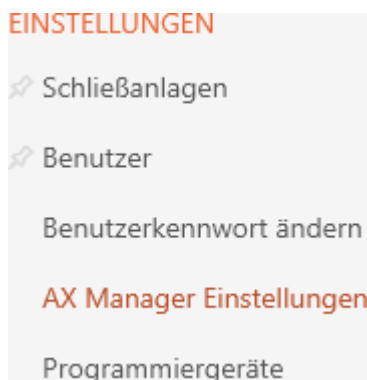
✓ AXM Classic open.

1. Click the orange AXM button .

↳ AXM bar opens.



2. Select the **AX Manager settings** entry in the | SETTINGS | group.



↳ The AXM bar will close.

↳ The window with the AXM Classic settings will open.

3. Go to the [General] tab.

The screenshot shows the 'AX Manager Einstellungen' window. The title bar is dark blue with the text 'AX Manager Einstellungen' and a subtitle 'Hier können Sie die Einstellungen des AX Managers bearbeiten'. Below the title bar is a light blue navigation bar with tabs: 'Allgemein', 'Berichte', 'Zutrittslisten', 'Kennwörter', and 'Synchronisierung'. The 'Allgemein' tab is selected. The main content area is white and contains the following settings:

- ALLGEMEINES**
  - Protokoll**: A checkbox that is checked.
  - der letzten**: A text input field containing '180'.
  - Tage**: A text input field.
- AUTO. NUMMERIERUNG - VORLAGEN**
  - Personalnummer**: A text input field containing 'PN-'.
  - Tür-Code**: A text input field containing 'DC-'.

At the bottom right of the window, there are two buttons: 'OK' (orange) and 'Abbrechen' (blue).

4. Enter the required abbreviations in the *Personnel number* or *Door code* fields.
5. Click on the **OK** button.
  - ↳ The window with the AXM Classic 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 Classic 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:

ANMELDEN AM PROJEKT

Benutzername Admin

Kennwort

 Deutsch


Anmelden und Öffnen


Select your preferred language in the *Password* field.


ANMELDEN AM PROJEKT


Benutzername Admin


Kennwort


 Deutsch


 Deutsch


 English


 Français

 Italiano

 Dutch

 Belg

 Dansk

 Svenska

## 20.11 Personalising reports and exports

AXM Classic allows you to personalise your reports and exports:


- Logo for header
  - Permitted formats: .bmp, .jpg, .png
  - Automatic scaling (frame format: 25:10.5; also see *Scaling image files* [► 520])
- Information for the header
  - Company



- Street
- Town/city, postcode
- Telephone
- Email
- Contact
- Logo for footer (frame format: 3:1; also see *Scaling image files* [▶ 520])
  - Permitted formats: .bmp, .jpg, .png

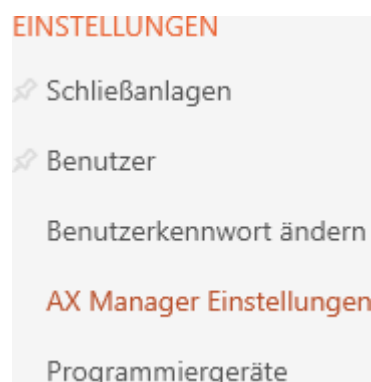
This information is used universally for all reports to ensure a uniform appearance.

✓ AXM Classic open.

1. Click on the orange AXM icon .
  - ↳ AXM bar opens.

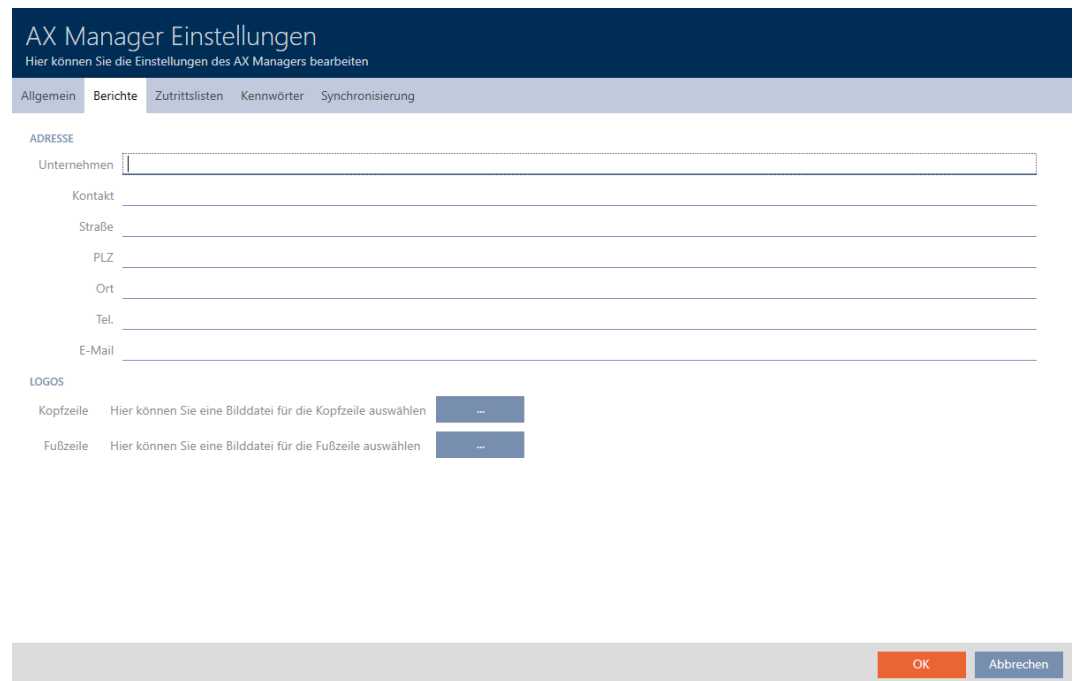


2. Select the **AX Manager settings** entry in the | SETTINGS | group.



- ↳ The AXM bar will close.
- ↳ The "AX Manager settings" window will open.

### 3. Change to the "[Reports]" tab.



### 4. Fill in the fields in the "Address" section.

↳ Uncompleted fields are hidden in the report.

### 5. Click on the button in the "Logos" section.

↳ The Explorer window will open.

### 6. Select a suitable image file for the header or footer.

↳ Explorer window closes.

↳ Selected image files are displayed in the "Logos" section.

#### LOGOS



### 7. Click on the button.

↳ "AX Manager settings" window closes.

↳ Reports will now be issued with your own information and logos in the future.

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## 20.12 Preventing generated reports from opening automatically

By default, your reports created in AXM Classic 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:

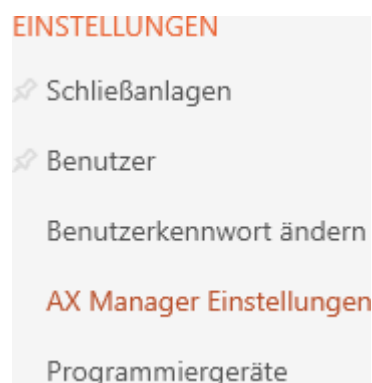
✓ AXM Classic open.

1. Click on the orange AXM icon .

↳ AXM bar opens.



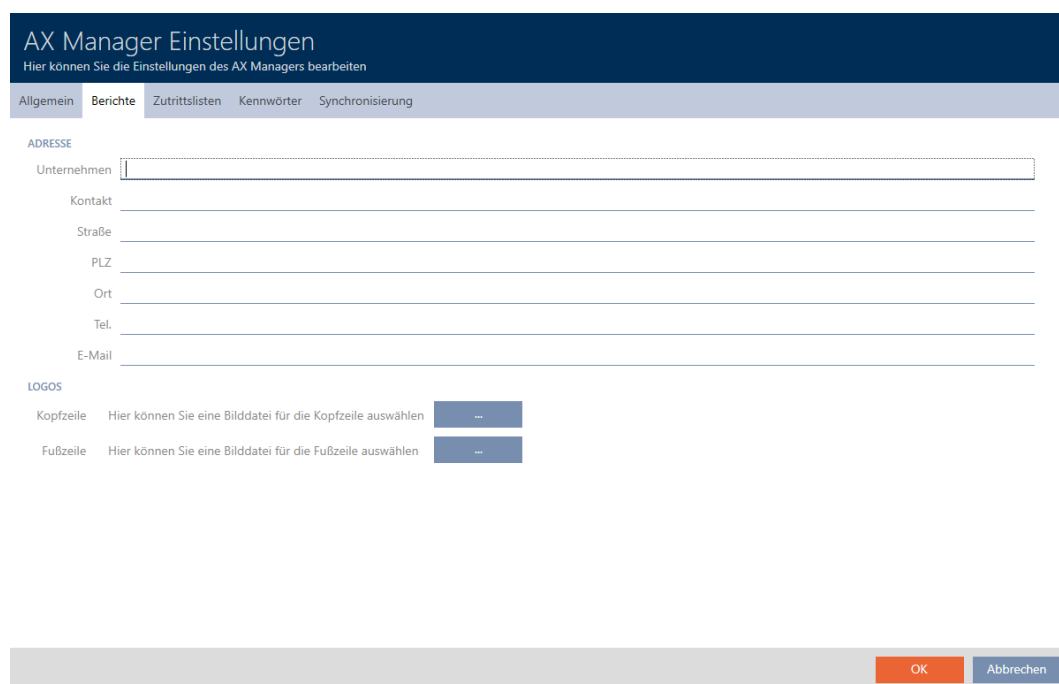
2. Select the **AX Manager settings** entry in the | SETTINGS | group.



↳ The AXM bar will close.

↳ The "AX Manager settings" window will open.

3. Change to the tab [Reports].



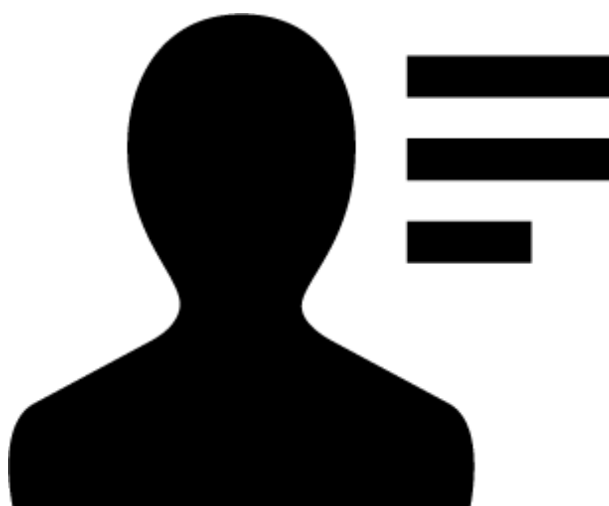
4. Disable the ☐ Open PDF documents after saving checkbox.

5. Click on the **OK** button.

↳ "AX Manager settings" window closes.

↳ In future, reports will now no longer open automatically after saving.

### 20.13 Personalising properties for person details



The default properties that AXM Classic provides for persons and locking devices may not be suitable for your application.

For example, you might like an office number instead of the standard *Title* field.

In this case, AXM Classic gives you the freedom to decide for yourself which properties you want to work with:

- Hide properties you don't need easily. You can unhide the properties again later at any time (see [Hide and show existing fields](#) [► 432]).  
In the example, you hide the default *Title* field.
- Create your own properties (see [Creating your own fields](#) [► 437]).  
In the example, you create an own field called office number.



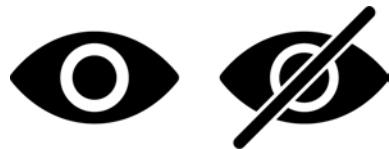
#### NOTE

##### Accidental editing of properties set across the project

Property personalisation applies to all locking systems within the same project. For example, a property that you delete within a locking system is also deleted in all other locking systems.

- Before editing, consider whether you'd also like to edit the properties in all other locking systems.

### 20.13.1 Hide and show existing fields



AXM Classic contains the following fields by default:

#### Person details

<input checked="" type="checkbox"/> Titel	<input checked="" type="checkbox"/> Eingestellt bis	<input checked="" type="checkbox"/> Abteilung
<input checked="" type="checkbox"/> Adresse	<input checked="" type="checkbox"/> Geburtstag	<input checked="" type="checkbox"/> E-Mail
<input checked="" type="checkbox"/> Ort/Gebäude	<input checked="" type="checkbox"/> Kostenstelle	<input checked="" type="checkbox"/> Telefon
<input checked="" type="checkbox"/> Eingestellt am	<input checked="" type="checkbox"/> Foto	

You can hide the following fields and unhide them again:

- Title
- Address
- Location/Building
- Set on
- Quitting date
- Date of birth

- Cost Centre
- Photo
- Department

The following fields are fixed:

- E-Mail
- Telephone



## NOTE


### Hiding does not delete content

If you merely hide a field, the field's content is retained in the database. The content is restored as soon as the field is displayed again.

Fields with content that are hidden will continue to be used for reports. This ensures that absolutely all stored data is exported in the GDPR report (see *Exporting the data protection report (GDPR)* [▶ 484]), for example.

1. Do not use the hide function if you actually want to delete data.
2. Delete the content of the individual field or the entire person or their identification medium instead (see *Deleting a card/transponder* [▶ 103]).

- ✓ AXM Classic open.
- ✓ Identification medium available.

1. Click on the orange AXM icon .   
↳ AXM bar opens.



- Select the **Transponder** entry in the | LOCKING SYSTEM CONTROL | group.

### SCHLIESSANLAGENSTEUERUNG

- Matrixansicht
- Schließungen
- Transponder**
- PinCode Tastaturen
- Berechtigungsgruppen
- Zeitplansteuerung

- The AXM bar will close.
- The window with identification media opens.

Transponder x								
<div> <span>Neu</span> <span>Löschen</span> <span>In Matrix anzeigen</span> <span>Duplizieren</span> <span>Ausgabe</span> <span>DSGVO-Daten</span> <span>Export</span> <span>Anzeigefilter löschen</span> <span>Hogwarts 1</span> </div>								
Nachn. ^	Vorname ^	S/N ^	Typ ^	Sync ^	Status ^	Zeitgruppe ^	Aktivierungsdatum / Verfallsdatum ^	
> Granger	Hermine	002TU6TC	Ⓢ					
Hagrid	Rubeus	UID-1000000979A4F	Ⓢ					
Lovegood	Luna	002U04AT	Ⓢ	↻				
McGonagall	Minerva	UID-100000034DB9B	Ⓢ					
Weasley	Percy	000XCKNG	Ⓢ					

- Click on any non-blocked/deactivated identification medium.
  - The identification medium window will open.

### Transponder - Details

Hier können Sie die Details des Transponders bearbeiten

- 1 Details
- 2 Personendetails
- 3 Transponderkonfiguration
- 4 Zusätzliche Schließanlagen
- 5 Berechtigungsgruppen
- 6 Hashtags
- 7 Aktionen
- 8 Begehungsliste
- 9 Berechtigte Türen

#### TRANSPONDER DETAILS

Seriennummer

Transpondertyp

Firmware Version

Letzte Synchronisierung

Sync

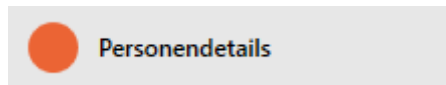
Batteriestatus

Zeitgruppe

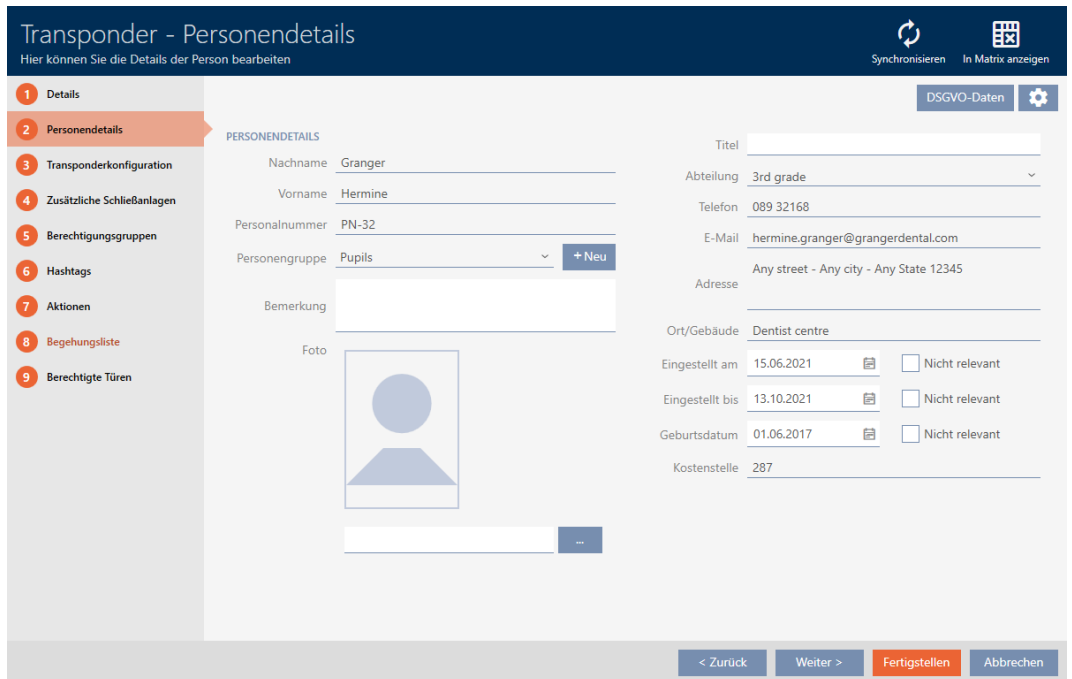
Beschreibung

< Zurück
Weiter >
Fertigstellen
Abbrechen

4. Click on the  Person details tab.



→ Window switches to the "Person details" tab.

The screenshot shows the "Transponder - Personendetails" form. On the left is a sidebar with a list of tabs: 1 Details, 2 Personendetails (selected), 3 Transponderkonfiguration, 4 Zusätzliche Schließanlagen, 5 Berechtigungsgruppen, 6 Hashtags, 7 Aktionen, 8 Begehungsliste, and 9 Berechtigte Türen. The main area is titled "PERSONENDETAILS" and contains several input fields: Nachname (Granger), Vorname (Hermine), Personalnummer (PN-32), Personengruppe (Pupils), Bemerkung, and Foto. To the right of these fields are more input fields: Titel, Abteilung (3rd grade), Telefon (089 32168), E-Mail (hermine.granger@grangerdental.com), Adresse (Any street - Any city - Any State 12345), Ort/Gebäude (Dentist centre), Eingestellt am (15.06.2021), Eingestellt bis (13.10.2021), Geburtsdatum (01.06.2017), and Kostenstelle (287). There are also checkboxes for "Nicht relevant" next to the dates. At the bottom right of the form are buttons: "< Zurück", "Weiter >", "Fertigstellen", and "Abbrechen".

5. Click on the  configuration button.





6. The "Configuration" window will open.

# Personendetails - Konfiguration

Hier können Sie konfigurieren, welche Personenfelder angezeigt werden sollen

☒ Titel

☒ Adresse

☒ Ort/Gebäude

☒ Eingestellt am

☒ Eingestellt bis

☒ Geburtstag

☒ Kostenstelle

☒ Foto

☒ Abteilung

☒ E-Mail

☒ Telefon

## Benutzerdefinierte Felder

Name	Typ	Erforderlich	Eindeutig
------	-----	--------------	-----------

Hinzufügen

Löschen

OK

Abbrechen

7. Select or deactivate the required fields (example: disable the ☐ Title checkbox).
8. Click on the **OK** button.
9. "Configuration" window closes.
  - ➡ The identification medium window shows the changed fields in the "Person details" tab (example: the *Title* field is missing).

Transponder - Personendetails

Hier können Sie die Details der Person bearbeiten

Synchronisieren

In Matrix anzeigen

1 Details

2 Personendetails

3 Transponderkonfiguration

4 Zusätzliche Schließanlagen

5 Berechtigungsgruppen

6 Hashtags

7 Aktionen

8 Begehungliste

9 Berechtigte Türen

PERSONENDETAILS

Nachname

Granger

Vorname

Hermine

Personalnummer

PN-32


Personengruppe

Pupils

+ Neu

Bemerkung

Foto



Abteilung

3rd grade

Telefon

089 32168

E-Mail

hermine.granger@grangerdental.com

Adresse

Any street - Any city - Any State 12345

Ort/Gebäude

Dentist centre

Eingestellt am

15.06.2021

☐ Nicht relevant

Eingestellt bis

13.10.2021

☐ Nicht relevant

Geburtsdatum

01.06.2017

☐ Nicht relevant

Kostenstelle

287

< Zurück

Weiter >

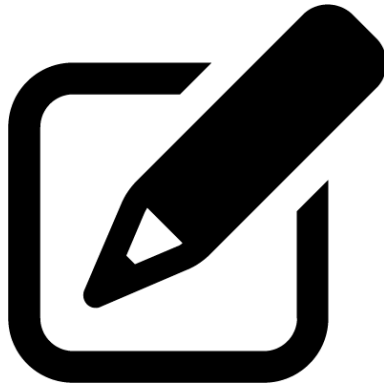
Fertigstellen

Abbrechen

10. Click on the **Finish** button.

↳ Fields are shown or hidden in all locking systems in the same project.

### 20.13.2 Creating your own fields



Benutzerdefinierte Felder

Name	Typ	Erforderlich	Eindeutig	
				Hinzufügen
				Löschen

In some cases, you may need different or additional fields to those provided by your AXM Classic. Additional fields for person properties are also exported in the GDPR report (see [Exporting the data protection report \(GDPR\)](#) [▶ 484]).

For this reason, you can also create your own fields (see [Subsequently modified user-defined fields](#) [▶ 442] for more information on the properties of your own fields):

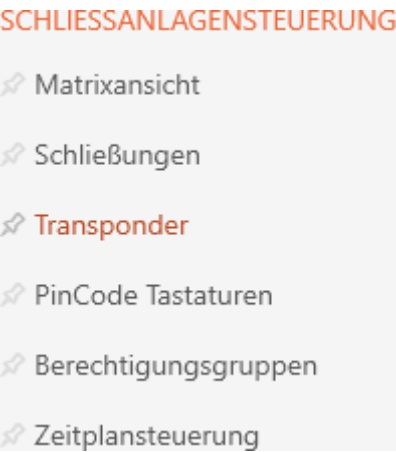
- ✓ AXM Classic open.
- ✓ Identification medium available.

1. Click on the orange AXM icon .

↳ AXM bar opens.



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



- The AXM bar will close.
- The window with identification media opens.

Transponder x

								Hogwarts 1	
Neu	Löschen	In Matrix anzeigen	Duplizieren	Ausgabe	DSGVO-Daten	Export	Anzeigefilter löschen		
Nachn. ^	Vorname ^	S/N ^	Typ ^	Sync ^	Status ^	Zeitgruppe ^	Aktivierungsdatum / Verfallsdatum ^		
> Granger	Hermine	002TU6TC							
Hagrid	Rubeus	UID-1000000979A4F							
Lovegood	Luna	002U04AT							
McGonagall	Minerva	UID-100000034DB9B							
Weasley	Percy	000XCKNG							

3. Click on any identification medium.
- The identification medium window will open.

Transponder - Details

Hier können Sie die Details des Transponders bearbeiten

1 Details

2 Personendetails

3 Transponderkonfiguration

4 Zusätzliche Schließanlagen

5 Berechtigungsgruppen

6 Hashtags

7 Aktionen

8 Begehungsliste

9 Berechtigte Türen

TRANSPONDER DETAILS

Seriennummer

Transpondertyp

Firmware Version

Letzte Synchronisierung

Sync

Batteriestatus

Zeitgruppe ☐ Zeitgruppe 1

Beschreibung

Synchronisieren

In Matrix anzeigen

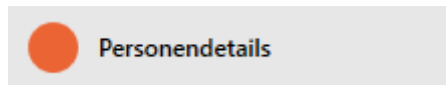
< Zurück

Weiter >

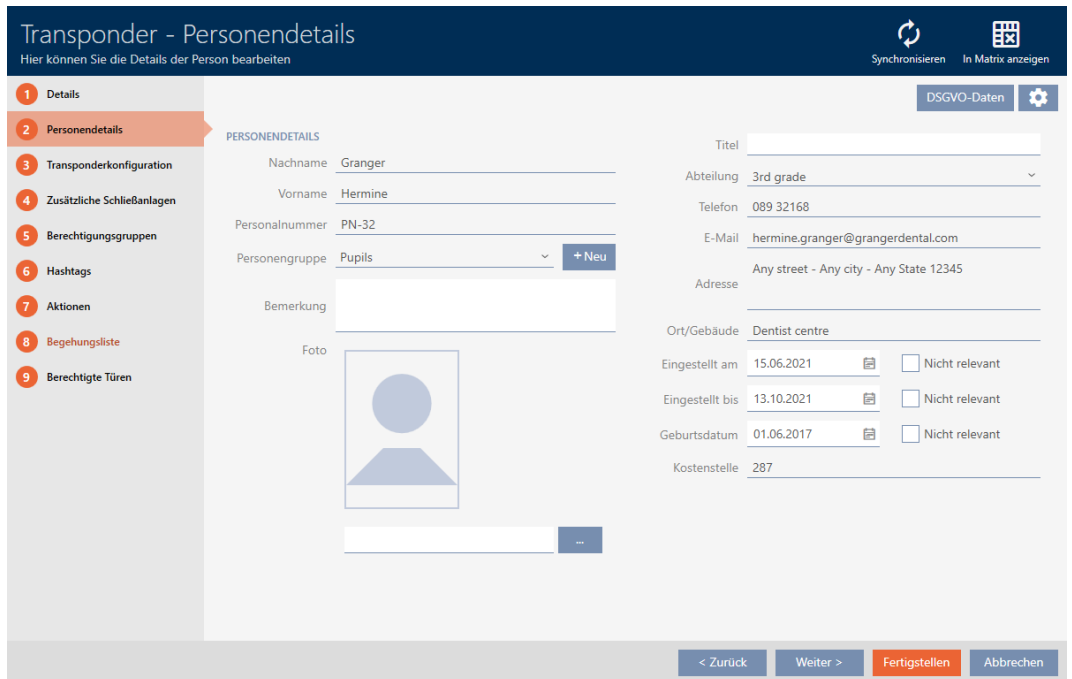
Fertigstellen

Abbrechen

4. Click on the  Person details tab.



→ Window switches to the "Person details" tab.

The screenshot shows the "Transponder - Personendetails" form. On the left is a sidebar with a list of tabs: 1 Details, 2 Personendetails (selected), 3 Transponderkonfiguration, 4 Zusätzliche Schließanlagen, 5 Berechtigungsgruppen, 6 Hashtags, 7 Aktionen, 8 Begehungsliste, and 9 Berechtigte Türen. The main area is titled "PERSONENDETAILS" and contains fields for: Nachname (Granger), Vorname (Hermine), Personalnummer (PN-32), Personengruppe (Pupils), Bemerkung, and Foto. On the right, there are fields for: Titel, Abteilung (3rd grade), Telefon (089 32168), E-Mail (hermine.granger@grangerdental.com), Adresse (Any street - Any city - Any State 12345), Ort/Gebäude (Dentist centre), and a section for dates and checkboxes: "Eingestellt am" (15.06.2021), "Eingestellt bis" (13.10.2021), and "Geburtsdatum" (01.06.2017), each with a "Nicht relevant" checkbox. At the bottom right, there is a "Kostenstelle" field with the value 287. At the bottom of the form are buttons: "< Zurück", "Weiter >", "Fertigstellen", and "Abbrechen".

5. Click on the  configuration button.



6. The "Configuration" window will open.

Personendetails - Konfiguration  
Hier können Sie konfigurieren, welche Personenfelder angezeigt werden sollen

☒ Titel ☒ Eingestellt bis ☒ Abteilung  
☒ Adresse ☒ Geburtsdag ☒ E-Mail  
☒ Ort/Gebäude ☒ Kostenstelle ☒ Telefon  
☒ Eingestellt am ☒ Foto

Benutzerdefinierte Felder

Name	Typ	Erforderlich	Eindeutig
------	-----	--------------	-----------

Hinzufügen  
Löschen

OK Abbrechen

7. Click on the **Add** button.

→ The "Configuration" window will open.

Benutzerdefiniertes Feld - Konfiguration  
Hier können Sie das benutzerdefinierte Feld konfigurieren

1 Details

EIGENSCHAFTEN DES BENUTZERDEFINIERTEN FELDES

Name

Instanz Person

Typ Text

Erforderlich ☐

Eindeutig ☐

☐ Weiteres Objekt erstellen Fertigstellen Abbrechen

8. Enter the name of your user-defined field in the *Name* field (example: *office no.*).

→ This name will be displayed in front of the input field later.

Büronr.

9. If an entry in your field needs to be mandatory: activate the ☒ Required check box (example: office no. is not mandatory – not every employee has an office with a number).
10. If an entry in your field must not be reused for the same field for another person: activate the ☒ Unique check box (example: office no. is not clear – a number of employees work in the same office – therefore do not activate the check box).
11. Click on the **Finish** button.
  - ↳ "Configuration" window closes.
  - ↳ Your new user-defined field is now listed.

Benutzerdefinierte Felder

Name	Typ	Erforderlich	Eindeutig	
Büronr.	Text	Nein	Nein	

[Hinzufügen](#)  
[Löschen](#)

12. Click on the **OK** button.
13. "Configuration" window closes.
  - ↳ The identification medium window displays your new user-defined field in the "Person details" tab (example: The *office no.* field is displayed).

Transponder - Personendetails

Hier können Sie die Details der Person bearbeiten

Synchronisieren In Matrix anzeigen

DSGVO-Daten

1 Details

2 **Personendetails**

3 Transponderkonfiguration

4 Zusätzliche Schließanlagen

5 Berechtigungsgruppen

6 Hashtags

7 Aktionen

8 Begehungliste

9 Berechtigte Türen

PERSONENDETAILS

Nachname Granger

Vorname Hermine

Personalnummer PN-32

Personengruppe Pupils + Neu

Bemerkung

Foto

Titel

Abteilung 3rd grade

Telefon 089 32168

E-Mail hermine.granger@grangerdental.com

Adresse Any street - Any city - Any State 12345

Ort/Gebäude Dentist centre

Eingestellt am 15.06.2021 ☐ Nicht relevant

Eingestellt bis 13.10.2021 ☐ Nicht relevant

Geburtsdatum 01.06.2017 ☐ Nicht relevant

Kostenstelle 287

Büronr.

< Zurück Weiter > Fertigstellen Abbrechen

14. Click on the **Finish** button.
  - ↳ Your new user-defined field is available in all locking systems belonging to the same project.

**NOTE****AXM Classic's behaviour with user-defined fields created or modified at a later date**

User-defined fields can be created at any time and changed at a later date. Example: you create a required field even though some people already exist in the locking system.

This results in this newly created required field being empty for existing persons, even though it is marked as ☒ Required.

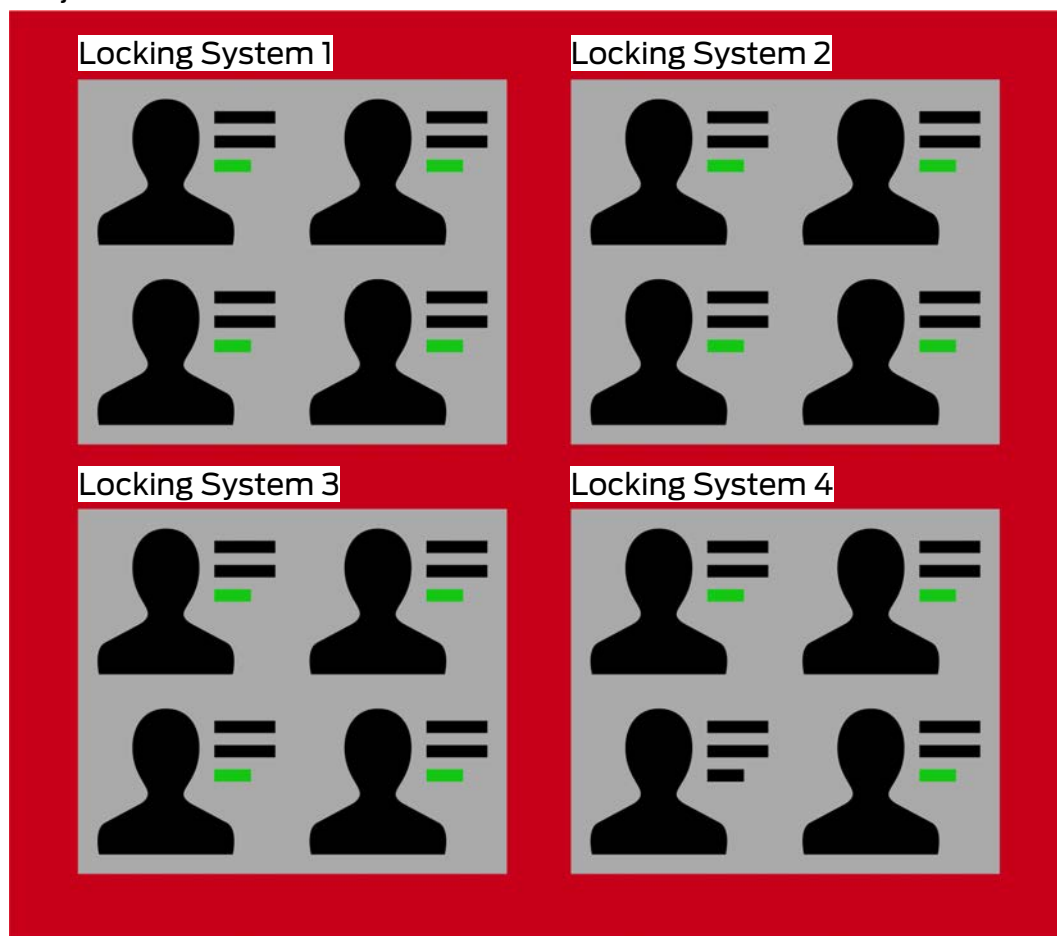
- Find out how AXM Classic responds in such cases (see *Subsequently modified user-defined fields* [▶ 442]).

#### 20.13.2.1 Subsequently modified user-defined fields

Your AXM Classic allows you to create custom fields at any time (see *Creating your own fields* [▶ 437]).

User-defined fields always apply throughout the entire project – i.e. they apply to all properties concerned in all locking systems of a project. In the diagram shown as an example, the green user-defined field has been newly created and applies to all persons concerned.

## Project



Example: You create a custom field for "Person details". In the future, this field will thus be available:

- For all persons
- In all locking systems
- Within your project.

User-defined fields can have two important properties: ☒ Required and ☒ Unique.

The following examples and explanations deals with user-defined properties for persons.



User-defined properties for new persons

Required	Unique
<p>If a field marked as required yet not completed is displayed, the <b>Finish</b> button is greyed out.</p> <p>You can only complete the input once you have completed the field.</p> <p>Required fields that are not entered are highlighted in red. In the example, office no. has been marked as <input checked="" type="checkbox"/> Required:</p> <div><div>Kostenstelle287</div><div>Das Feld ist erforderlich</div><div>Büronr.</div></div>	<p>If a field is shown as uniquely marked, the AXM Classic will first accept each entry. However, as soon as the entries are saved with the <b>Finish</b> button, AXM Classic checks whether the same entry already exists in the same field for another object. If this is the case, the <b>Finish</b> button is greyed out.</p> <p>You can only complete the entry after you have entered no value or a unique value. In the example, office no. has been marked as <input checked="" type="checkbox"/> Unique:</p> <div><div>Kostenstelle287</div><div>Das Feld ist nicht eindeutig</div><div>Büronr.1</div></div>

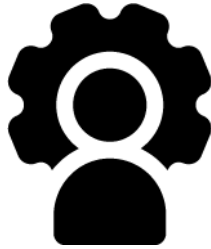
New user-defined properties for existing persons

Required	Unique
<p>Persons who have already been created do not have an office number yet. As soon as you open such a person, the newly available field is highlighted in red:</p> <div><div>Kostenstelle287</div><div>Das Feld ist erforderlich</div><div>Büronr.</div></div> <p>You can only complete the input once you have completed the field.</p> <p>Empty values are therefore possible for newly created required fields.</p>	<p>No problem. A field that is newly created cannot be filled with duplicate values. All newly entered values are checked before saving.</p>

Modified user-defined properties for existing persons

Required	Unique
<p>Fields which become required at a later point in time are treated as newly created required fields:</p> <p>Persons who have already been created do not have an office number yet. As soon as you open such a person, the newly available field is highlighted in red:</p> <div><div>Kostenstelle287</div><div>Das Feld ist erforderlich</div><div>Büronr.</div></div> <p>You can only complete the input once you have completed the field. Empty values are therefore possible for fields which become required at a later point in time.</p>	<p>Fields that are made unique at a later point in time are treated as newly created unique fields:</p> <p>Persons who have already been created can have the same entry several times in the same field – a unique input was not required before now. As soon as you open a person and click on the <b>Finish</b> button, AXM Classic checks whether all unique fields are completed with unique values. If they are not, the fields concerned are highlighted in red:</p> <div><div>Kostenstelle287</div><div>Das Feld ist nicht eindeutig</div><div>Büronr.1</div></div> <p>You can only complete the entry after you have entered no value or a unique value.</p>

## 21. Administrative tasks



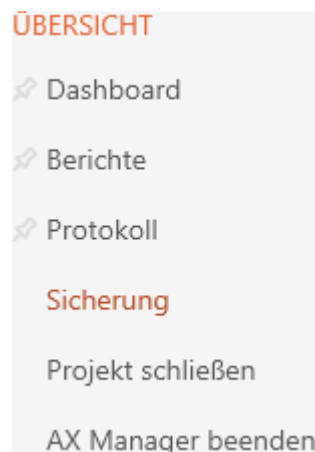
### 21.1 Creating a backup

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 Classic itself:

On the login screen ( **Project backup** button  ):

Alternatively: in the expandable AXM bar ( **Project backup** button):



This section explains how to back up the database using the expandable AXM bar.

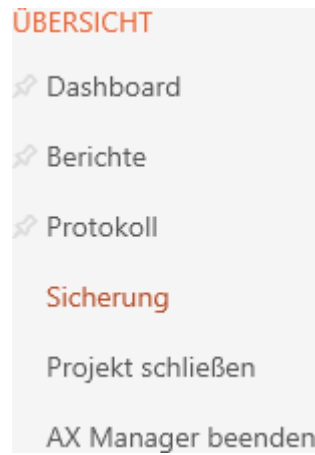
✓ AXM Classic open.

1. Click on the orange AXM icon .

↳ AXM bar opens.



2. Click on the **Project backup** entry in the | OVERVIEW | group.



- ↳ The AXM bar will close.
- ↳ The window for assigning passwords will open.

The dialog box has a dark blue header with the title 'Passwortschutz' and the instruction 'Bitte vergeben Sie ein eigenständiges Passwort für die Datenbanksicherung'. It contains three input fields: 'Passwort' (Password), 'Passwort wiederholen' (Repeat password), and 'Qualität' (Quality). The 'Qualität' field is a progress bar. At the bottom right, there are two buttons: 'OK' and 'Abbrechen'.

3. Enter a password in the *Password* field to protect this backup.
  - ↳ A coloured bar shows you how secure your password is.

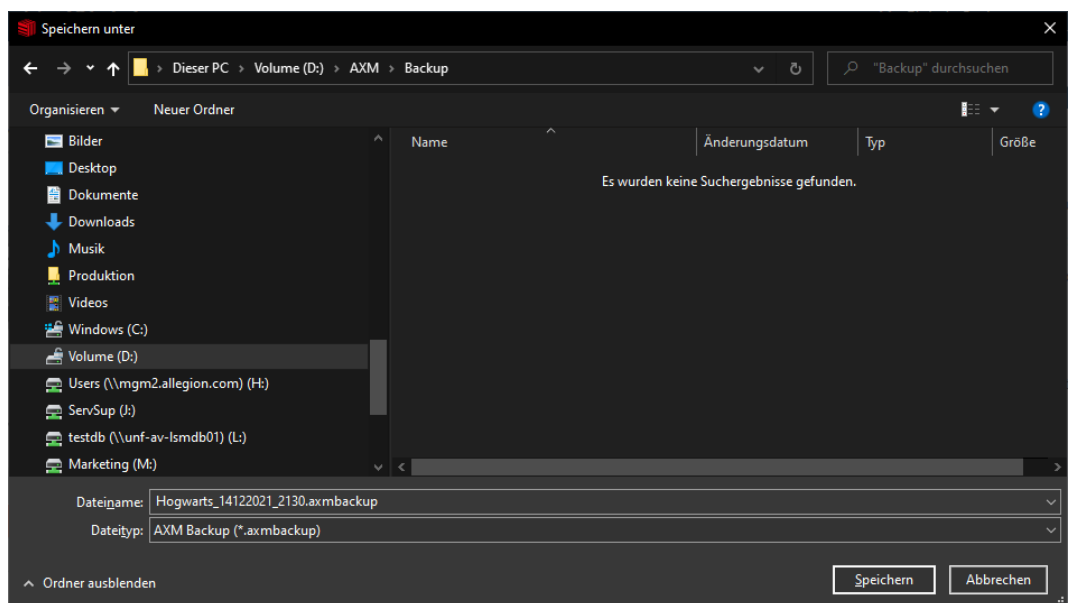


4. Repeat the entered password in the *Repeat password* field.
5. Click on the **OK** button.
  - ↳ The window for assigning passwords closes.
  - ↳ Backup is being created.



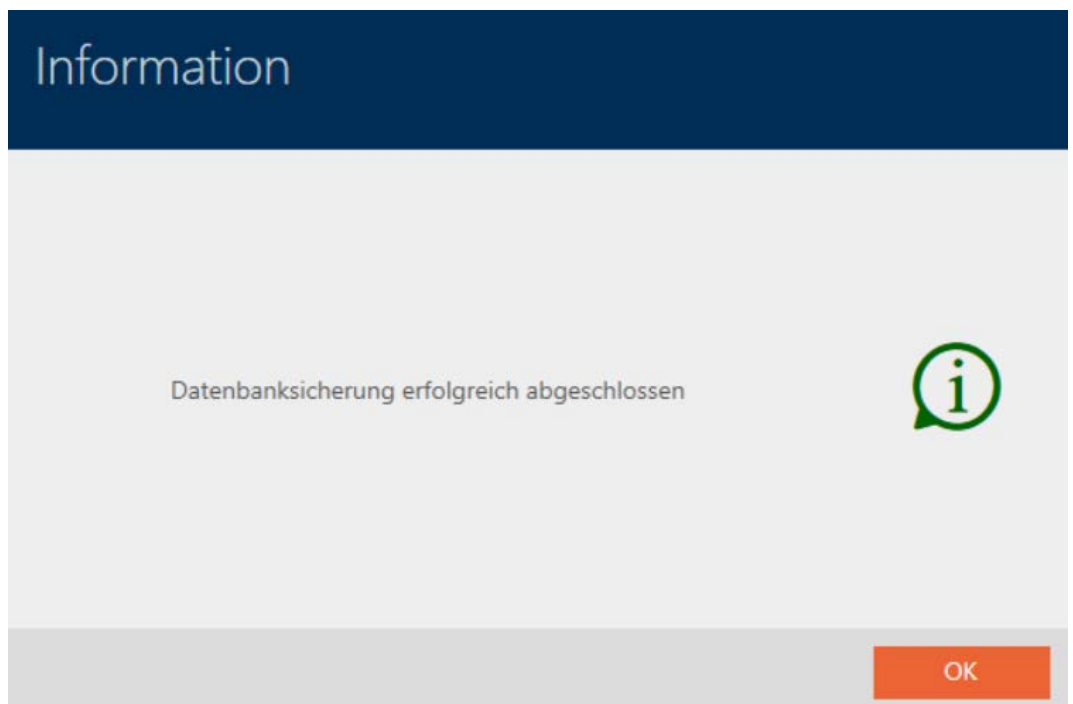
→ The Explorer window will open.

6. Save the backup file (extension: .axmbbackup) in a file directory of your choice.

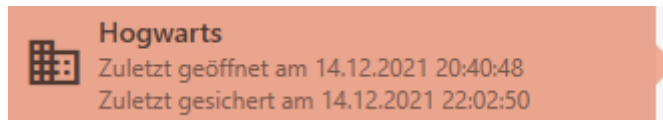


→ Explorer window closes.

→ Backup is complete.



You can also see when you last created a backup on the AXM Classic 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* [▶ 379]).

✓ Backup available (see *Creating a backup* [▶ 446]).

1. Click on the **Restore** 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.

## Passwortschutz

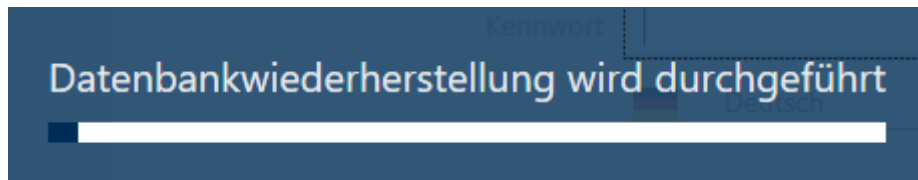
Bitte geben Sie zur Wiederherstellung das Sicherungspasswort ein (nicht das Anmelden-Kennwort!)

Passwort

OK

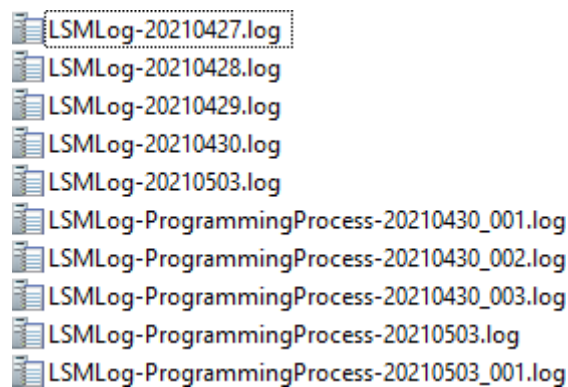
Abbrechen

4. Enter the password you entered while creating the backup in the *Password* field.
5. Click on the **OK** button.
  - ↳ Password prompt window closes.
  - ↳ The database is restored.



### 21.3 Exporting error logs

Error logs help to resolve support cases more quickly and pinpoint any problems more quickly.



You can export error logs either on the login screen ( **Error Files** ↑ 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 Classic open.
- 1. Click the orange AXM button **AXM**.
  - ↳ AXM bar opens.




2. Select the **Download error files** entry in the | INFO & HELP | group.



- ↳ The Explorer window will open.
3. Save the error log (file extension: .zip) to a file directory of your choice.
- ↳ The error log is now exported.

## 21.4 Displaying version number and licence key for the AXM installed

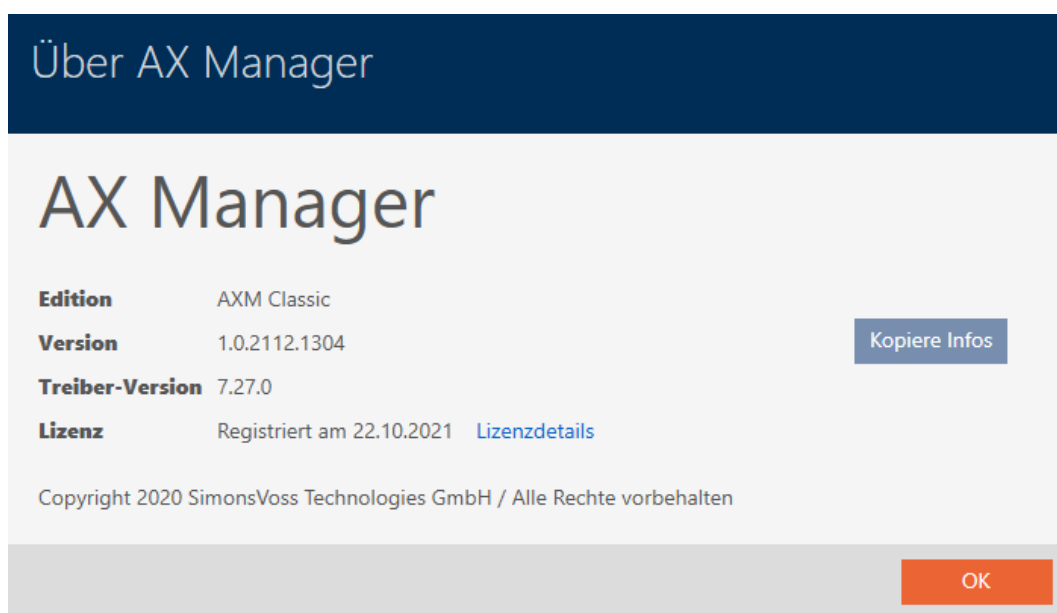
- ✓ AXM Classic open.

1. Click the orange AXM button .
- ↳ AXM bar opens.

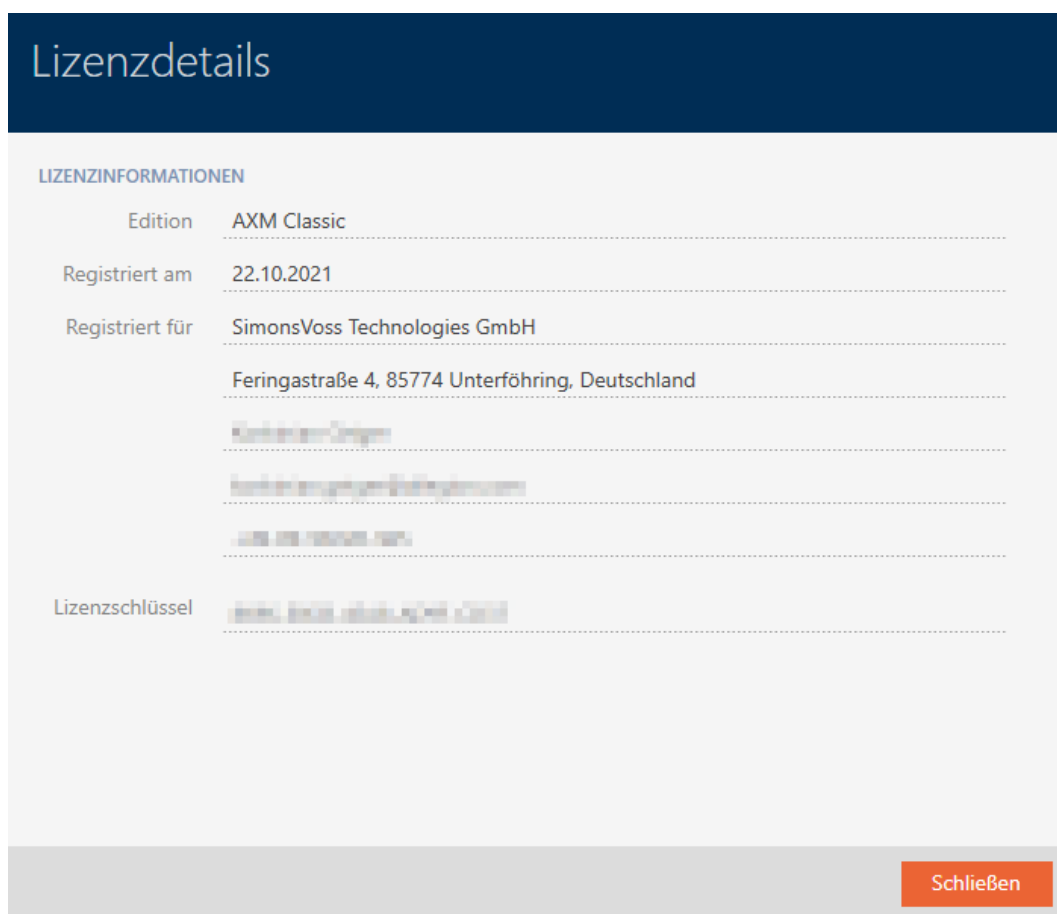


2. Select the **About AX Manager** entry in the | INFO & HELP | group.
- ↳ The info window about AXM Classic will open.





- Click on the **Licence details** button.
  - The info window about AXM Classic closes.
  - The licence info window will open.



- Click on the **Close** button.
  - The licence info window closes.

You can also register your AXM Classic 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 (!\$%&?...).

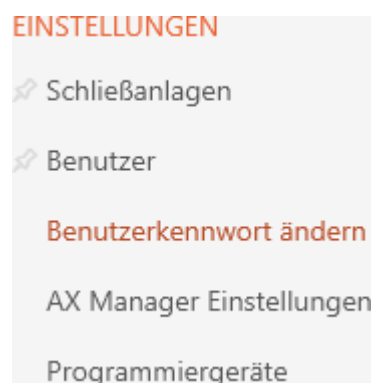
It goes without saying that each user can only change their own user password. Administrators can improve security with increased requirements for user passwords (see [Increase password security](#) [▶ 455]).

✓ AXM Classic open.

1. Click the orange AXM button .  
↳ AXM bar opens.



2. Select the [Change user password](#) entry in the | SETTINGS | group.



- ↳ The window for changing the user password will open.

Kennwortänderung  
Hier können Sie das Kennwort ändern

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.
  - ↳ A coloured bar shows you how secure your password is.

Kennwortänderung  
Hier können Sie das Kennwort ändern

Benutzername Admin

Altes Kennwort

Neues Kennwort

Neues Kennwort wiederholen

Qualität

OK Abbrechen

- ↳ 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:

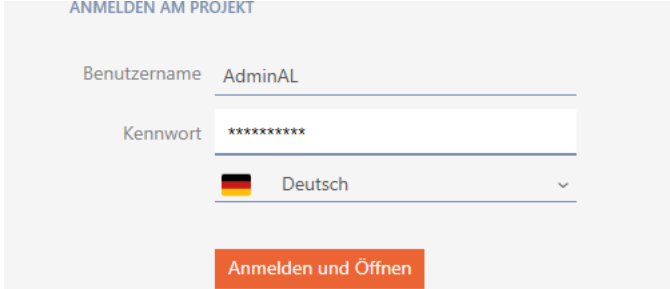
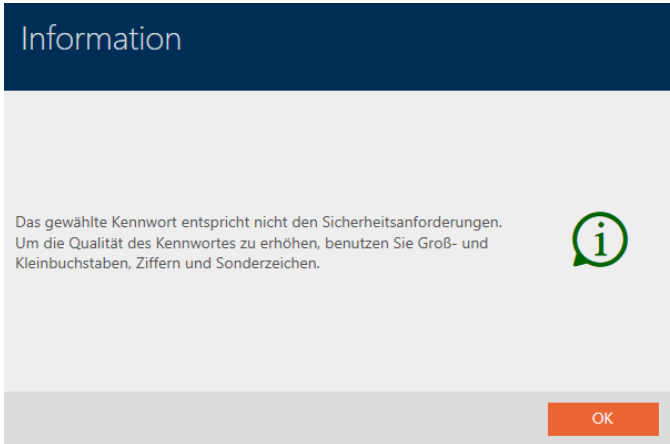
SICHERHEIT BENUTZERKENNWORT

Kennworthistorie der letzten 10 Kennwörter verwenden ☐

Den Benutzer nach 3malig falsch eingegebenem Kennwort sperren ☐

Hohe Kennwortsicherheit ☐

<input checked="" type="checkbox"/> Password must be changed regularly	After the configured change interval has expired, the user must assign a new password. You can set the change interval yourself using <i>Prescribed change interval (in days)</i> .
<input checked="" type="checkbox"/> Lock the user after 3 incorrect password attempts	The new password must not be the same as any of the last ten passwords.

<input checked="" type="checkbox"/> Use password history of the last 10 passwords	<p>If a user has entered the password incorrectly three times, they will no longer be able to log in until they have been unlocked.</p>  <p>You as <i>Admin</i> must delete and create a new <i>AdminAL</i> user in AXM Classic.</p>
<input checked="" type="checkbox"/> High password security	<p>AXM Classic automatically rejects trivial passwords such as "12345678".</p> 
<input checked="" type="checkbox"/> Lock AXM when idle after (in minutes)	<p>If your AXM Classic does not detect any actions within the configured idle time, your AXM Classic is automatically blocked.</p>

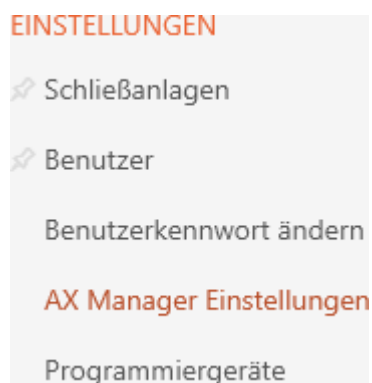
✓ AXM Classic open.

1. Click the orange AXM button .

➞ AXM bar opens.

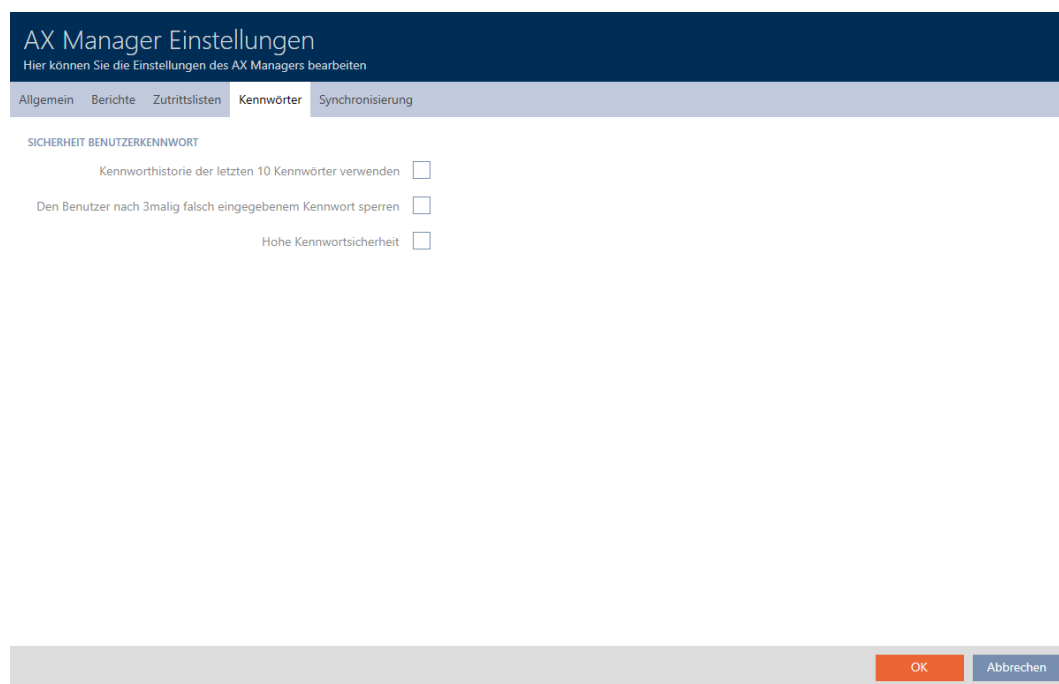


2. Select the **AX Manager settings** entry in the | SETTINGS | group.



- ↳ The AXM bar will close.
- ↳ The window with the AXM Classic settings will open.

3. Go to the Passwords tab.



4. Select the required checkboxes.
5. Click on the **OK** button.
  - ↳ The window with the AXM Classic settings closes.
  - ↳ New password requirements are active.

### 21.5.3 Name person as an AXM user

Benutzer ×

+ Neu   
 🗑️ Löschen   
 🗒️ Anzeigefilter löschen

Name	Zugewiesene Person
> Admin	Granger, Hermine
AdminAL	


You can name people in your project as AXM users to keep track of AXM Classic users. A person can be assigned to several users. The contact details for this person are taken directly from the database and automatically displayed for the user concerned.

#### Difference between Admin and AdminAL

There are only two user types in AXM Classic: Admin and AdminAL.

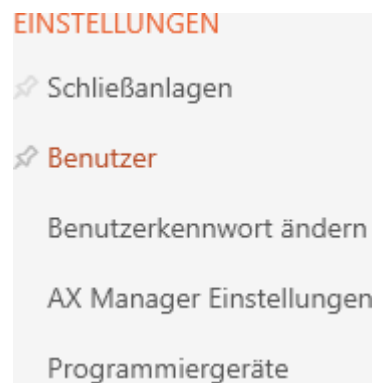
- **Admin** is the default user.
- **AdminAL** means AdminAccessList and is a strictly limited user. An AdminAL can mainly read access lists without having full access to the locking system. This allows other persons to read access lists without being able to manipulate the locking system themselves.

- ✓ AXM Classic open.
- ✓ At least one identification medium or at least one person is created.

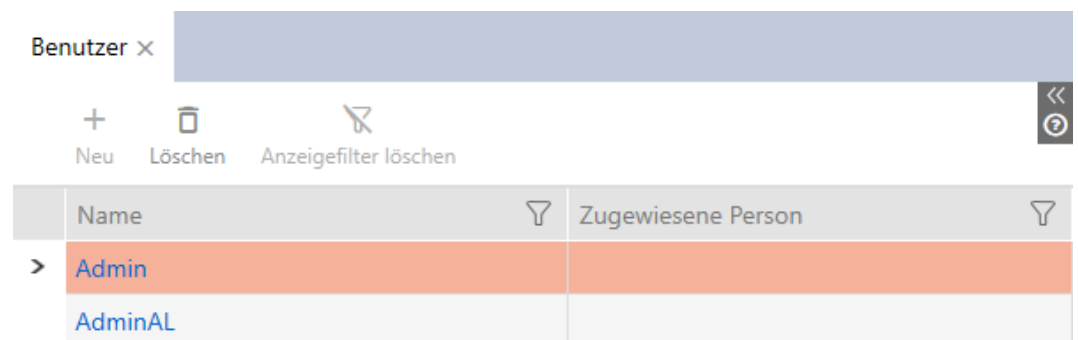
1. Click on the orange AXM icon .
  - ➔ AXM bar opens.



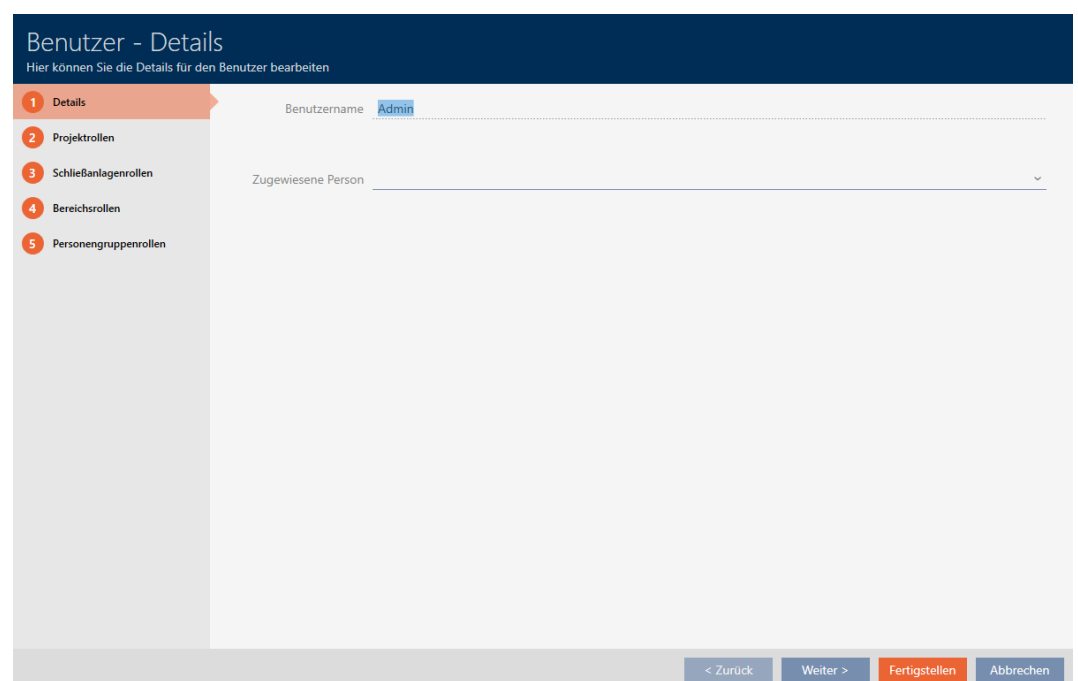
2. Select the **Users** entry in the | SETTINGS | group.



- ↳ The AXM bar will close.
- ↳ The [Users] tab will open.



3. Click on the user to whom you wish to assign a person in the locking system.
- ↳ The "Users" window will open.





4. Select the person in your project that you wish to assign to the user from the ▼ Assigned person drop-down menu.

**Zugewiesene Person** Granger, Hermine

**PERSONENINFORMATION**

Name Granger, H

Abteilung 3rd grade

Tel. 089 32168

E-Mail hermine.granger@grangerdental.com

- ↳ The "Person information" section is automatically completed with the information stored for this person (*Name, Department, Tel.* and *E-Mail*).
- 5. Click on the **Finish** button.
- ↳ "Users" window closes.
- ↳ Assigned person is displayed next to the user.

**Benutzer** x

+ Neu    Löschen    Anzeigefilter löschen

Name	Zugewiesene Person
Admin	Granger, Hermine
AdminAL	

#### 21.5.4 Assign tasks/user roles to AXM users

User roles are permissions for specific task fields. You can use the user roles to set which user is permitted to do what to your locking system. You can thus increase security in your locking system.

Only give each user the rights that they need to perform the designated tasks. Someone who only reads access lists, for example, does not need the locking system ☐ Administration of access lists role. After all, they only need to read access lists and do not decide who is allowed to read access lists.

There are the following user roles in your AXM Classic:

Only the ☒ Access lists and ☒ Administration of access lists user roles can be changed in the "Locking system roles" in AXM Classic.

## Project roles

Protocol	<p>Allows the database log to be read and exported.</p> <p>Example: <i>Tracking activities in the database (log)</i> [► 477]</p>
Time schedule control	<p>Allows schedules to be edited.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>■ <i>Creating a schedule</i> [► 48]</li> <li>■ <i>Create time group</i> [► 52]</li> <li>■ <i>Deleting schedules</i> [► 59]</li> </ul>
Site/Building management	<p>Allows the corresponding organisational structures to be edited.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>■ <i>Creating a location</i> [► 73]</li> <li>■ <i>Creating a building and assigning it to a location</i> [► 76]</li> </ul>
Using SmartSync	<p>Allows the use of SmartSync.</p>
Hashtags	<p>Allows hashtags to be edited.</p> <p>Example: <i>Creating a hashtag</i> [► 81]</p>
User administration	<p>Allows persons to be assigned to users and user roles to be edited.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>■ <i>Name person as an AXM user</i> [► 458]</li> <li>■ <i>Assign tasks/user roles to AXM users</i> [► 460]</li> </ul>
AX Manager settings	<p>Allows your AXM Classic settings to be edited.</p> <p>Example: <i>Your personalised AXM interface</i> [► 414]</p>

## Locking system roles

Locking systems	<p>Allows locking system details to be edited.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>❑ <i>Create locking system</i> [► 330]</li> <li>❑ <i>Changing locking system password</i> [► 364]</li> <li>❑ <i>Enable cards or transponders</i> [► 370]</li> </ul>
Accesses	<p>Allows access rights to be read and changed.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>❑ <i>Changing individual authorisations (cross)</i> [► 298]</li> <li>❑ <i>Changing many authorisations (on identification media and/or locking devices)</i> [► 299]</li> </ul>
Personnel administration	<p>Allows personal data to be edited.</p> <p>Example: <i>Persons and identification media</i> [► 84]</p>
Reporting	<p>Allows reports to be exported.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>❑ <i>Exporting the data protection report (GDPR)</i> [► 484]</li> <li>❑ <i>Displaying the report for identification media issue</i> [► 481]</li> </ul>
Administration of access lists	<p>Allows the Access lists and Administration of access lists user roles to be changed. Anyone who does not have these user roles cannot read access lists themselves or allow others to.</p>

Access lists	<p>Allows access lists and physical access lists to be read.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>■ <i>Synchronising the locking device (including reading access list) [► 380]</i></li> <li>■ <i>Synchronise a card/transponder (including importing physical access list) [► 393]</i></li> </ul>
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### Area roles

Read out locks	<p>Allows locking devices to be read in general.</p> <p>Example: <i>Synchronising the locking device (including reading access list) [► 380]</i></p>
Program locks	<p>Allows locking devices to be synchronised.</p> <p>Example: <i>Synchronising the locking device (including reading access list) [► 380]</i></p>
View/edit locks and areas	<p>Allows locking devices and areas to be edited.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>■ <i>Creating a locking device [► 212]</i></li> <li>■ <i>Moving locking devices to areas [► 251]</i></li> <li>■ <i>Creating an area [► 79]</i></li> </ul>

### Person group roles


Read Transponders	<p>Allows identification media to be read in general.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>■ <i>Recognise unknown cards/transponders [► 402]</i></li> <li>■ <i>Displaying the identification medium battery status [► 395]</i></li> </ul>
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Program Transponders	<p>Allows identification media to be programmed.</p> <p>Example: <i>Synchronise a card/transponder (including importing physical access list)</i> [▶ 393]</p>
View/edit transponders and groups	<p>Allows identification media and person groups to be viewed and edited.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>❑ <i>Duplicating an identification medium (including authorisations and settings)</i> [▶ 101]</li> <li>❑ <i>Restricting identification medium authorisations to specific times (time group)</i> [▶ 113]</li> <li>❑ <i>Assigning persons to person groups</i> [▶ 188]</li> </ul>

## Service Set roles

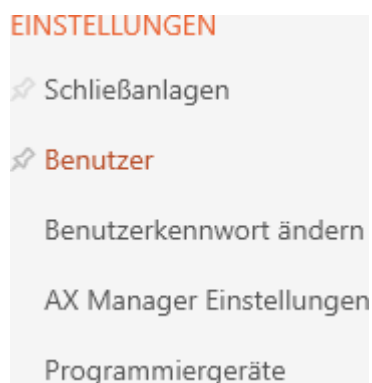
You can assign user roles in user management. In the example, AdminAL should no longer be able to decide whether other users are allowed to read access lists. As a result, we will deactivate the ☐ Access lists user role for them.

- ✓ AXM Classic open.
- ✓ At least one identification medium or at least one person is created.

1. Click on the orange AXM icon .
  - ➞ AXM bar opens.



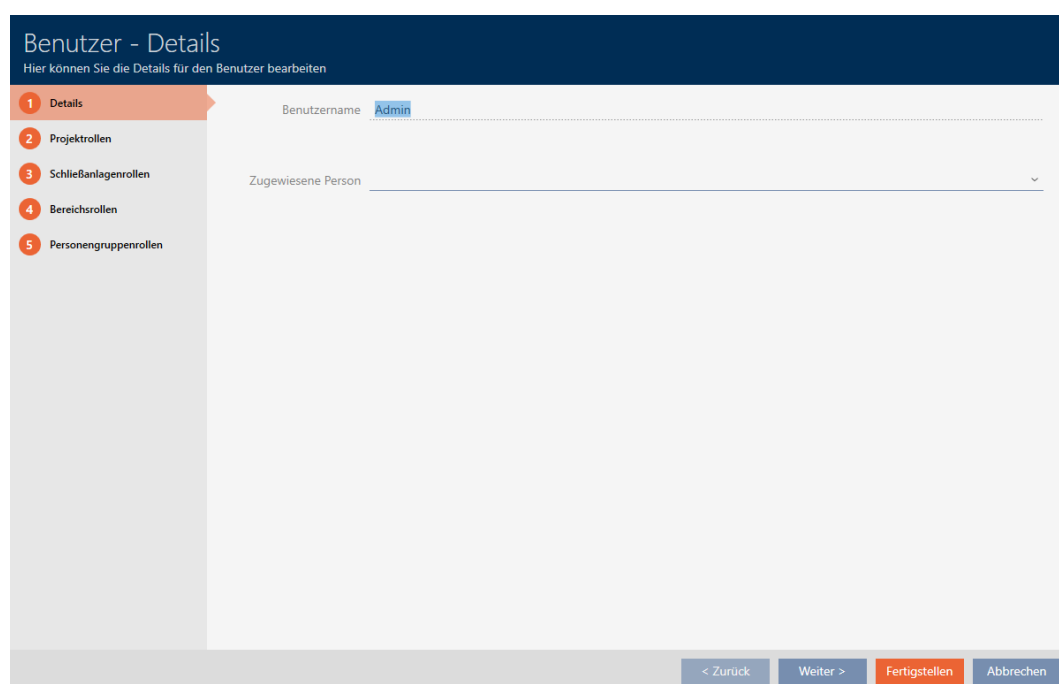
2. Select the **Users** entry in the | SETTINGS | group.



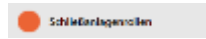
- The AXM bar will close.
- The [Users] tab will open.



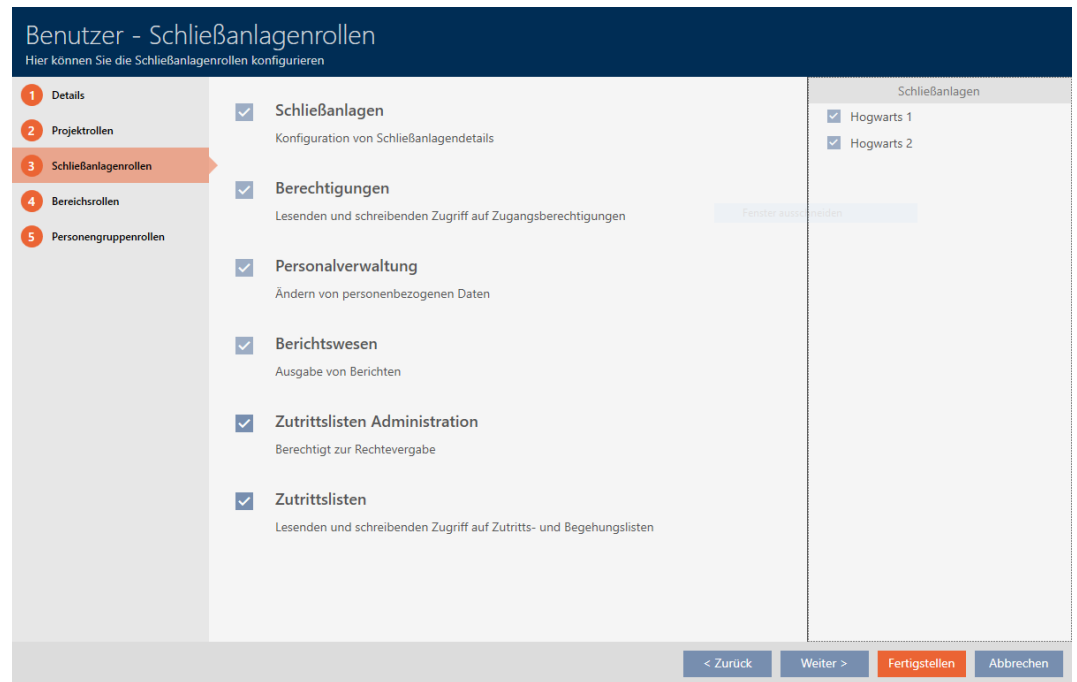
3. Click the user whose user roles you want to edit (example: AdminAL).
  - The "Users" window will open.



4. Click on the tab with the role that you want to change (example: **Locking system roles** tab).



→ Window switches to the "Locking system roles" tab.



5. Select or deactivate the required user roles (example: disable the **Administration of access lists** checkbox).
6. Use the **Next >** button to switch to the next tab or complete the entries with the **Finish** button.
 

→ "Users" window closes.

→ New user roles have been assigned (example: AdminAL can no longer change the **Access lists** and **Administration of access lists** checkboxes).

**NOTE****“Locking out” own user**

Users can also restrict their own user roles. Depending on which user roles are affected, these users can no longer restore them themselves.

Example: if you lock the Access lists and Access lists user roles yourself, you do not have the rights to change access list user roles. You have locked yourself out of these user roles.

AXM Classic prevents all users from locking themselves out of a user role simultaneously. If this is the case, the corresponding checkbox is greyed out.

1. Check carefully which user roles you activate or deactivate.
2. In such a case, ask another authorised user to assign the desired user role to you again.



## 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)* [► 265]). The logged access events can then be imported during synchronisation and written into the database (see *Reading access list/physical access list during synchronisation* [► 420] and *Synchronising the locking device (including reading access list)* [► 380]).

You can view and export the access list in the database.



#### NOTE

##### Displayed status corresponds to the last synchronisation

AXM Classic displays the status stored in the database at this point.

- ✓ AXM Classic 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.

### Schließung - Details

Hier können Sie Details der Schließung bearbeiten

- 1 Details
- 2 Konfiguration
- 3 Ausstattung
- 4 Zustand
- 5 Aktionen
- 6 Berechtigungsgruppen
- 7 Hashtags
- 8 Zutrittsliste
- 9 Berechtigte Transponder

#### SCHLIEßUNGSDetails

Schließanlage: Hogwarts 1

Bereich:

Seriennummer: 0084GEAD

Schließungstyp:  Schließzylinder

Bestellcode: SV-Z5.EU.CO.30-30-AM.G2.ZK.LN

Firmware Version: 1.1.551

Letzte Synchronisierung: 14.12.2021 15:56:38

Sync:  Programmiert

#### TÜRDetailed

Tür: Gryffindor dormitory

Tür-Code: DC-00019

Beschreibung:

#### GEBÄUDEDETAILS

Raumnummer:

Etage:

#### ZEITFUNKTIONEN

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).

**Schließung - Zutrittsliste**  
Hier können Sie die ausgelesene Zutrittsliste einsehen (nur bei Ausstattung ZK)

Synchronisieren In Matrix anzeigen

1 Details  
2 Konfiguration  
3 Ausstattung  
4 Zustand  
5 Aktionen  
6 Berechtigungsgruppen  
7 Hashtags  
8 **Zutrittsliste**  
9 Berechtigte Transponder

Löschen Export

Datum	Besitzer	S/N	Zugriff
14.12.2021 17:52:00	Weasley, Percy	000XCKNG	Erlaubt
14.12.2021 17:51:00	McGonagall, Minerva	UID-1000000034DB9B06	Erlaubt
14.12.2021 01:40:00	Weasley, Percy	000XCKNG	Erlaubt
14.12.2021 01:40:00	Weasley, Percy	000XCKNG	Erlaubt
13.12.2021 20:32:00	Uhrzeit neu gesetzt		Erlaubt

< Zurück Weiter > Fertigstellen Abbrechen

1. Use to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
2. Click on the **Export** button.
  - ↳ The Explorer window will open.
3. Save the exported access list to a file directory of your choice.
  - ↳ Explorer window closes.
  - ↳ The access list is exported.

### Zutrittsliste für die Schließung 'Gryffindor dormitory'

Datum	Besitzer	S/N	Zugriff	Schließungskomponente
14.12.2021 17:52:00	Weasley, Percy	000XCKNG	Erlaubt	Master
14.12.2021 17:51:00	McGonagall, Minerva	UID-1000000034DB9B06	Erlaubt	Master
14.12.2021 01:40:00	Weasley, Percy	000XCKNG	Erlaubt	Master
14.12.2021 01:40:00	Weasley, Percy	000XCKNG	Erlaubt	Master
13.12.2021 20:32:00	##ServiceTId_IDS_AX_SETTIME		Erlaubt	Master

You have the option to personalise reports (see *Personalising reports and exports* [▶ 427]).

## 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)* [▶ 112]). 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)* [▶ 393]).

You can view and export the physical access lists saved in the database.



### NOTE

#### Displayed status corresponds to the last synchronisation

AXM Classic displays the status stored in the database at this point.

- ✓ AXM Classic 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.

### Transponder - Details

Hier können Sie die Details des Transponders bearbeiten

**1 Details** 2 Personendetails 3 Transponderkonfiguration 4 Zusätzliche Schließanlagen 5 Berechtigungsgruppen 6 Hashtags 7 Aktionen 8 Begehungsliste 9 Berechtigte Türen

**TRANSPONDER DETAILS**

Seriennummer 000XCKNG

Transpondertyp Transponder

Firmware Version 3.2.19

Letzte Synchronisierung 14.12.2021 01:41:03

Sync Programmiert

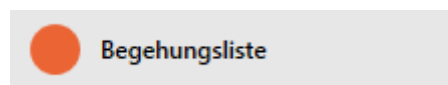
Batteriestatus Ok

Zeitgruppe ☐ Zeitgruppe 1

Beschreibung

< Zurück Weiter > Fertigstellen Abbrechen

2. Clicking on the Personal audit trail tab



↳ Window switches to the "Personal audit trail" tab.

### Transponder - Begehungsliste

Hier können Sie bei aktivierter Begehungsliste die ausgelesenen Begehungen des Transponders einsehen

**1 Details** 2 Personendetails 3 Transponderkonfiguration 4 Zusätzliche Schließanlagen 5 Berechtigungsgruppen 6 Hashtags 7 Aktionen 8 **Begehungsliste** 9 Berechtigte Türen

Löschen Export

Datum	Tür	S/N	LID
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001

< Zurück Weiter > Fertigstellen Abbrechen

3. Use to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

4. Click on the **Export** 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 Weasley '000XCKNG'

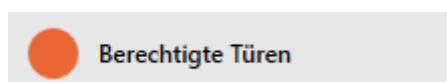
Datum	Tür	S/N	LID
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Gryffindor dormitory	0084GEAD	129
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001
14.12.2021 18:57:00	Stadium illumination	000ENB4L	10001

You have the option to personalise reports (see *Personalising reports and exports* [▶ 427]).

## 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* [▶ 473]

- ✓ AXM Classic open.
  - ✓ Identification medium available.
  - ✓ Locking device available.
  - ✓ Identification media list or matrix open.
1. Use to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
  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.

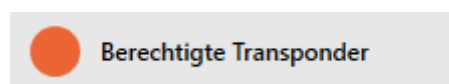
Tür	Tür-Code	Etage	Raumnummer	Gebäude	Standort	Bereich	LID
Gryffindor dormitor	DC-00001			Gryffindor tower	Hogwarts	Systemgruppe	10000
Stadium illuminati	DC-00021			Quidditch field	Hogwarts	Systemgruppe	0

→ 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* [► 472]

- ✓ AXM Classic open.
  - ✓ Identification medium available.
  - ✓ Locking device available.
  - ✓ Locking device list or matrix view open.
1. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [► 38]).
  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.



→ Window switches to the "Authorised transponders" tab.



Schließung - Berechtigte Transponder				
Hier können Sie an der Schließung berechtigte Transponder einsehen				
1 Details	S/N	Besitzer	Schließanlage	TID
2 Konfiguration	002U2EP8	Weasley, Ron	Hogwarts	3200
3 Ausstattung	002U0KLC	Weasley, Fred	Hogwarts	3201
4 Zustand				
5 Aktionen				
6 Berechtigungsgruppen				
7 Hashtags				
8 Zutrittsliste				
9 Berechtigte Transponder				

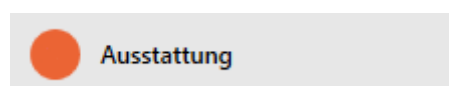
➡ Identification media that are authorised for the door are displayed.

## 22.5 Displaying a locking device's equipment features

A locking device's equipment features are also imported during synchronisation. This allows AXM Classic 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 Classic:

- ✓ AXM Classic open.
  - ✓ Locking device available.
  - ✓ Locking device list or matrix view open.
  - ✓ Locking device synchronised.
1. Use  to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
  2. Click on the locking device whose equipment features you wish to display.
    - ➡ The locking device window will open.
  3. Click on the  **Ausstattung** tab.



➡ Window switches to the "Features" tab.

**Schließung - Ausstattung**  
Hier können Sie die Ausstattungsdetails der Schließung einsehen

Synchronisieren In Matrix anzeigen

Abkürzung	Beschreibung
Z4	Zylinder TN4
Zylindernaße (mm)	30-35
DM	DoorMonitoring
FD	Freidrehend
ZK	Zutrittskontrolle / Zeitzonesteuerung
G2	G2

< Zurück Weiter > Fertigstellen Abbrechen

↳ Equipment features are displayed.

## 22.6 View statistics and warnings (dashboard)

AXM Classic comes with a new dashboard that gives you statistics on your database at a glance.

✓ AXM Classic open.

1. Click the orange AXM button .

↳ AXM bar opens.

AXM Classic

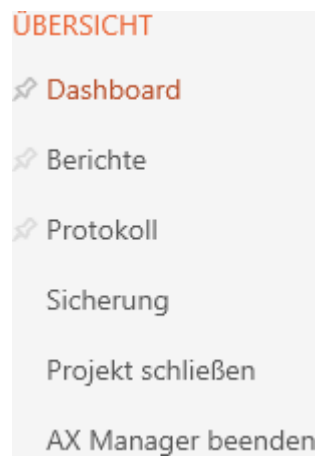
Globale Suche

ÜBERSICHT	SCHLIESSANLAGENSTEUERUNG	ORGANISATIONSTRUKTUR	EINSTELLUNGEN	INFO & HILFE
Dashboard	Matrixansicht	Bereiche	Schließanlagen	Über AX Manager
Berichte	Schließungen	Personengruppen	Benutzer	SimonsVoss Online Support
Protokoll	Transponder	Standorte	Benutzerkennwort ändern	Auf Updates überprüfen
Sicherung	PinCode Tastaturen	Gebäude	AX Manager Einstellungen	Feedback
Projekt schließen	Berechtigungsgruppen	Hashtags	Programmiergeräte	Fehlerdateien herunterladen
AX Manager beenden	Zeitplansteuerung			

Version: 1.0.2112.1304



2. Select the **Dashboard** entry in the | OVERVIEW | group.



- ↳ The AXM bar will close.
- ↳ The [Dashboard] tab will open.

## Dashboard

Widgets konfigurieren

Projekt: Hogwarts

STATISTIK		
Anzahl Schließanlagen:	2	
Anzahl Türen:	4	
Anzahl nicht programmierter Schließungen:	0	
Anzahl Transponder:	13	
Anzahl nicht programmierter Transponder:	1	
Anzahl Berechtigungsgruppen:	6	
Anzahl Berechtigungsausnahmen:	1	
Anzahl Personengruppen:	2	
Anzahl Bereiche:	1	

WARNUNGEN				
Status	Datum	Warnungstyp	Beschreibung	
	14.12.2021 15:51:00	Schließung defekt / aust	Schließung 'Gryffind	
	27.10.2021 12:34:49	Schließung defekt / aust	Schließung 'Main Ent	
	27.10.2021 12:32:40	Schließung defekt / aust	Schließung 'Main Ent	
	27.10.2021 12:30:59	Schließung defekt / aust	Schließung 'Main Ent	

- ↳ 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:

1. Use to sort/filter the displayed entries if required (see [Sorting and filtering \[▶ 38\]](#)).
2. Click on the warning entry in the Warning column.
  - ↳ Warning will open.

Warnung - Bearbeiten

Hier können Sie die Warnung bearbeiten

DETAILS

Titel

Schließung defekt / austauschen

Text

Schließung 'Gryffindor dormitory' muss zurückgesetzt werden.

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 ☒ 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 Classic. This allows you to track who changed what in the database and when they made the changes.

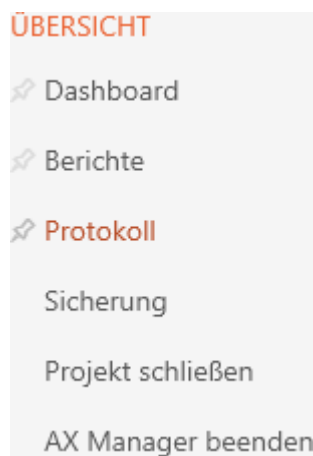
The log archiving period can be adjusted (see [Setting the log archiving period](#) [▶ 479]).

- ✓ AXM Classic open.

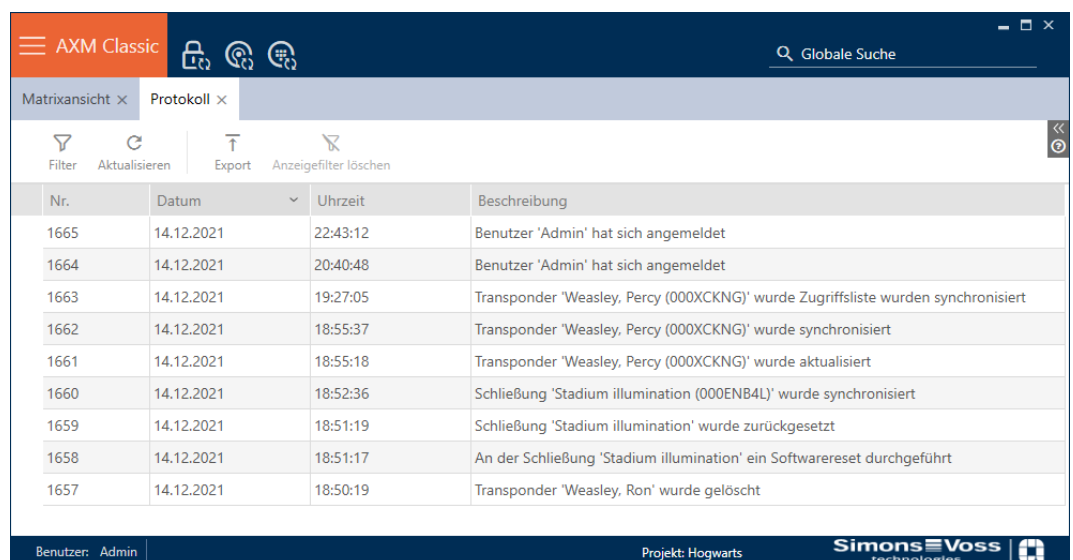
1. Click the orange AXM button .
  - ➔ AXM bar opens.




2. Select the **Protocol** entry in the | OVERVIEW | group.




- ↳ The AXM bar will close.
- ↳ The [Protocol] tab will open.



3. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).

↳ Log is displayed.

The **Export**  button also allows you to export the log to provide a permanent backup.

### 22.7.1 Setting the log archiving period

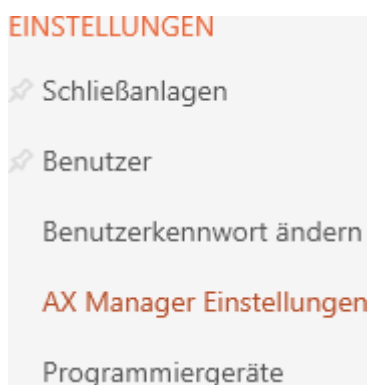
✓ AXM Classic open.

1. Click the orange AXM button .

↳ AXM bar opens.



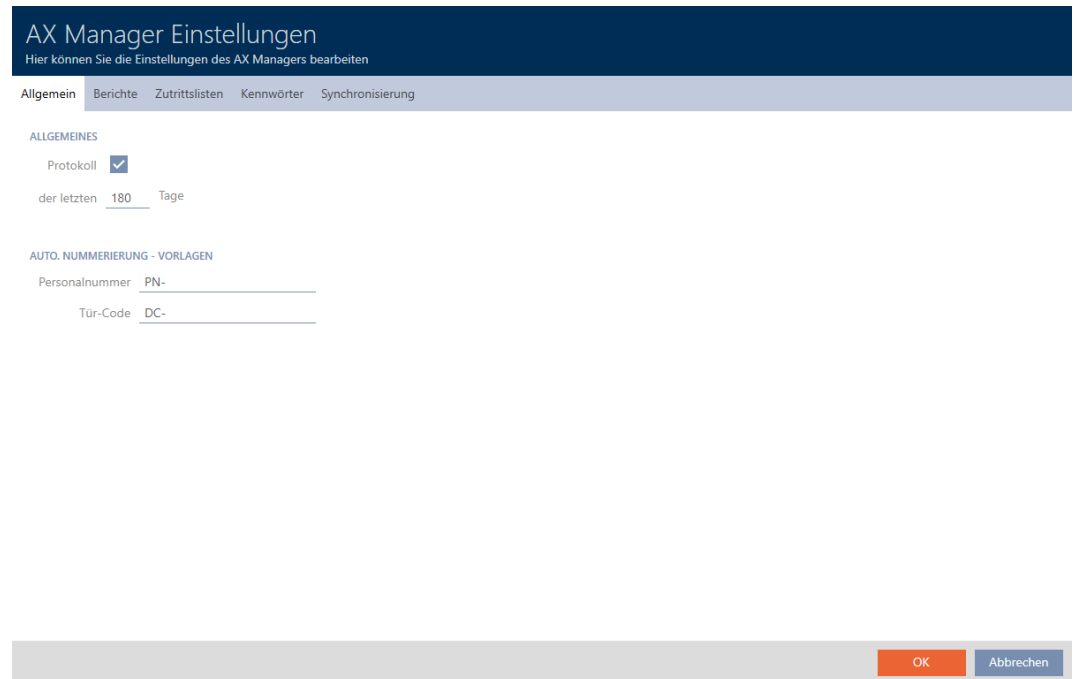
2. Select the **AX Manager settings** entry in the | SETTINGS | group.



↳ The AXM bar will close.

↳ The window with the AXM Classic settings will open.

3. Go to the [General] tab.



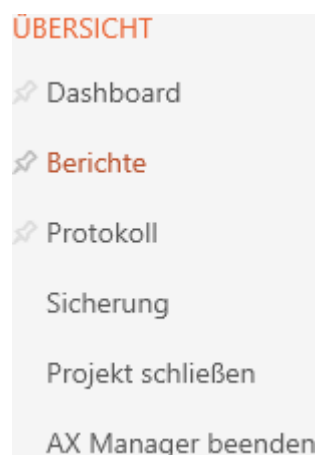
The screenshot shows the 'AX Manager Einstellungen' window. The title bar is dark blue with the text 'AX Manager Einstellungen' and a subtitle 'Hier können Sie die Einstellungen des AX Managers bearbeiten'. Below the title bar is a navigation bar with tabs: 'Allgemein', 'Berichte', 'Zutrittslisten', 'Kennwörter', and 'Synchronisierung'. The 'Allgemein' tab is selected. The main content area is divided into two sections. The first section, 'ALLGEMEINES', contains a 'Protokoll' checkbox which is checked, and a text input field for 'der letzten' with the value '180' and the unit 'Tage'. The second section, 'AUTO. NUMMERIERUNG - VORLAGEN', contains two text input fields: 'Personalnummer' with the value 'PN-' and 'Tür-Code' with the value 'DC-'. At the bottom right of the window are two buttons: 'OK' (orange) and 'Abbrechen' (blue).

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  button.
  - ↳ The window with the AXM Classic settings closes.
  - ↳ Protocol is limited to the required duration.




## 22.8 Reports


Reports are a useful tool that allow you to keep an eye on your locking system at all times.

Some of these reports (namely the system reports) can be found in the [Reports] tab:




☰ AXM Classic




 Globale Suche

Berichte x



Löschen



Anzeigefilter löschen

<<

?


	Name ^ ▾	Systembericht ▾	Letzte Änderung ▾	Beschreibung ▾
>	DSGVO Bericht	Ja	03.01.2022 10:05:35	
	Transponderausgabebericht	Ja	15.10.2021 13:35:33	

Benutzer: Admin

Projekt: Hogwarts

SimonsVoss

technologies



However, you cannot display the reports in this tab. You have the option of entering your own values in the *Description* and *Name* fields instead. Entries in the *Name* field are included as headings in the report concerned.

You can display the actual reports at the useful points in AXM Classic .

Example: you can find the data protection report in several places.

- With the **GDPR data** button in the "Person details" tab in the identification media window.
- With the **GDPR data** button in the [Transponders] tab.

### 22.8.1 Displaying the report for identification media issue




You can use this report to prove that someone has received a specific identification medium and instruction from you.

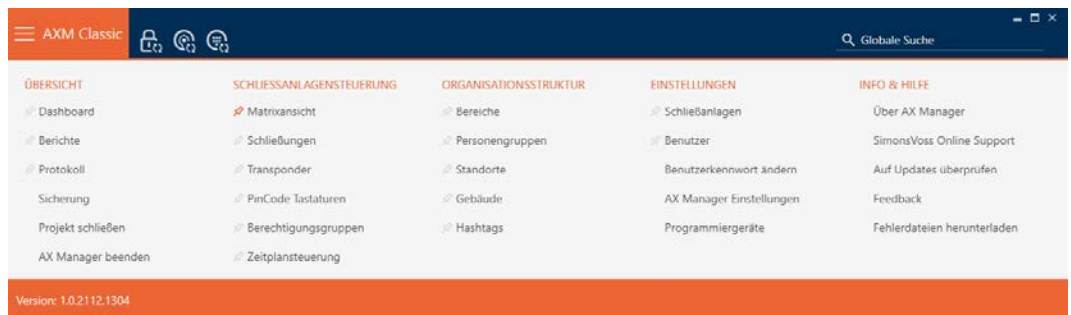
You can thus only export this report specifically for one selected identification medium at a time.


You as a locking system operator can thus record the TID and protect yourself. Signature fields are provided on the report for this purpose.

The report contains the following data:






- Name of the person who received the identification medium
- The issued identification medium's serial number


- The locking system administrator's telephone number (source: AX Manager settings; see *Personalising reports and exports* [▶ 427])
  - The locking system administrator's email address (source: AX Manager settings, see *Personalising reports and exports* [▶ 427])
  - The locking system administrator's address
  - Date when the report was created
  - Optional: scheduled return date
  - Optional: authorisations (including areas)
  - ✓ AXM Classic open.
1. Click on the orange AXM icon .
    - ↳ AXM bar opens.



2. Select the **Transponder** entry in the | LOCKING SYSTEM CONTROL | group.
  - ↳ The AXM bar will close.
  - ↳ The [Transponder] tab will open.
3. Make changes if necessary in the drop-down menu which contains the desired identification medium in the top right-hand corner of the locking system.
4. Use  to sort/filter the displayed entries if required (see *Sorting and filtering* [▶ 38]).
5. Select the identification medium you wish to display.
  - ↳ The highlighted row is shown in orange.

Transponder x

Nachname	Vorname	S/N	Typ	Sync	Status	Zeitgruppe	Aktivierungsdatum / Verfallsdatum
Granger	Hermine	002TU6TC					
Hagrid	Rubeus	UID-1000000979A4F					
Lovegood	Luna	002U04AT					
McGonagall	Minerva	UID-100000034DB9B					
Weasley	Percy	000XCKNG					

6. Click on the **Issue Transponder** button .
  - ↳ The "Transponder handover" window will open.


## Transponderausgabe

Bitte geben Sie die gewünschten Informationen ein

Rückgabedatum angeben

☐

geplantes Rückgabedatum



mit Berechtigungen

☐

in die Aktionsliste eintragen


☐

Bericht in der Aktionsliste abspeichern

☐

OK

Abbrechen

7. If you want to include a possibly predetermined return date, select the ☒ Specify return date checkbox and select the return date by clicking on the  calendar.
8. If you also want to include any existing authorisations, select the ☒ With authorisations checkbox.
9. If you also want to enter the issuing of the identification medium in its action list, select the ☒ Enter in the Actions list checkbox and use the ☒ Save report in the Actions list checkbox to also save the corresponding medium in the action list if necessary (also see *Planning and tracking identification medium management tasks* [▶ 169] for the action list).
10. Click on the  button.
  - ↳ "Transponder handover" window closes.
  - ↳ The Explorer window will open.
11. Save the PDF file to a directory of your choice.
  - ↳ Issue report for the selected identification medium is exported as a PDF file (DIN A4).





## Transponderausgabe

Granger, Hermine / 32

Ich bestätige hiermit, dass ich heute den Transponder mit der nachfolgend aufgeführten Seriennummer erhalten habe und die üblichen Sicherheitsvorkehrungen beim Benutzen und Aufbewahren beachten werde.

Seriennummer: 002TU6TC

\* Bei Verlust des Transponders ist die zuständige Schließanlagenverwaltung sofort zu informieren.  
 Kontakt:  
 Tel:   
 E-Mail:   
 \* Eine Weitergabe an Dritte ist unzulässig.  
 \* Der Transponder ist beim Austritt des Mitarbeiters wieder an die Schließanlagenverwaltung zurückzugeben.

Eintragungen im obigen Textfeld beruhen auf betrieblichen Vereinbarungen/Vorgaben der Betreibergesellschaft. Die SimonsVoss Technologies GmbH übernimmt keine Gewähr für diese Angaben

03 Januar 2022

Granger, Hermine

zurückgenommen:

Ausdruck vom: 03 Januar 2022 11:40

1/1

You have the option to personalise reports (see [Personalising reports and exports](#) [[▶ 427](#)]).

You can also enter the issue date directly in the action list for the identification medium concerned (see [Note card/transponder issue date](#) [[▶ 171](#)]).

### 22.8.2 Exporting the data protection report (GDPR)



The data protection report (=GDPR report) informs you which personal data relating to a person is stored in AXM Classic. You can export this report to multiple people at the same time. A separate PDF file is exported for each person.

The report can be confirmed with the existing signature field.

It consists of the following sections:

## Person details

## Personendetails

<b>Titel</b>	Junior Assistant
<b>Vorname</b>	Percy
<b>Nachname</b>	Weasley
<b>Personalnummer</b>	PN-30
<b>Abteilung</b>	Department of International Magical Cooperation
<b>Telefon</b>	+44 020 3492 32113 85
<b>E-Mail</b>	pweasley@ministryofmagic.com
<b>Adresse</b>	Whitehall London, England Great Britain
<b>Ort/Debäude</b>	Ministry
<b>Eingestellt am</b>	03.02.2010 00:00:00
<b>Eingestellt bis</b>	11.02.2022 00:00:00
<b>Geburtsdatum</b>	07.06.2000 00:00:00
<b>Kostenstelle</b>	57324

This section contains the stored personal data.

- First name
- Last name
- Personnel number
- Telephone
- E-Mail
- Address

Entries that are empty in AXM Classic are automatically hidden in the report.

## Person History

## Personenhistorie

Personalnummer	Datum	Vorname	Nachname
PN-30	14 Dezember 2021 1:20	Fred	Weasley
PN-30	14 Dezember 2021 1:32	Percy	Weasley

This section logs the changes to the following data:

- First name
- Last name
- Personnel number

## Protocol

## Protokoll

Nr.	Datum	Uhrzeit	Beschreibung
1661	14 Dezember 2021	18:55:18	Transponder 'Weasley, Percy (000XCKNG)' wurde aktualisiert
1662	14 Dezember 2021	18:55:37	Transponder 'Weasley, Percy (000XCKNG)' wurde synchronisiert
1663	14 Dezember 2021	19:27:05	Transponder 'Weasley, Percy (000XCKNG)' wurde Zugriffsliste wurden synchronisiert
1672	03 Januar 2022	18:40:47	Transponder 'Weasley, Percy (000XCKNG)' wurde aktualisiert

This section is a change log. All entries in the database relating to this person or their identification medium are displayed here (also see *Tracking activities in the database (log)* [► 477]).



## NOTE

## Exporting user-defined fields

You can also create user-defined fields for Person details (see *Personalising properties for person details* [► 431]). These are then exported too.

✓ AXM Classic open.

1. Click on the orange AXM icon .

↳ AXM bar opens.




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


### SCHLIESSANLAGENSTEUERUNG


- Matrixansicht
- Schließungen
- Transponder**
- PinCode Tastaturen
- Berechtigungsgruppen
- Zeitplansteuerung


- ↳ The AXM bar will close.
  - ↳ The [Transponder] tab will open.
3. Make changes if necessary in the drop-down menu which contains the desired identification medium in the top right-hand corner of the locking system.
  4. Highlight one or more identification media whose data protection reports you wish to export.
    - ↳ Highlighted rows are shown in orange.


Transponder ×


 Neu


 Löschen


 In Matrix anzeigen

 Duplizieren






 Ausgabe


 DSGVO-Daten

 Export

 Anzeigefilter löschen

Hogwarts 1

Nachname	Vorname	S/N	Typ	Sync	Status	Zeitgruppe	Aktivierungsdatum / Verfallsdatum
Granger	Hermine	002TU6TC					
Hagrid	Rubeus	UID-10000000979A4F					
> Lovegood	Luna	002U04AT					
McGonagall	Minerva	UID-1000000034DB9B					
Weasley	Percy	000XCKNG					

5. Click on the **GDPR data** button .
  - ↳ The Explorer window will open.
6. Save the report to a directory of your choice.
  - ↳ Data protection report is exported as a PDF (DIN A4).
  - ↳ If you have highlighted multiple identification media, the Explorer window will open again immediately and you can save the next report.

## DSGVO-Bericht

### Personendetails

<b>Titel</b>	Junior Assistant
<b>Vorname</b>	Percy
<b>Nachname</b>	Weasley
<b>Personalnummer</b>	PN-30
<b>Abteilung</b>	Department of International Magical Cooperation
<b>Telefon</b>	+44 020 3492 32113 85
<b>E-Mail</b>	pweasley@ministryofmagic.com
<b>Adresse</b>	Whitehall London, England Great Britain
<b>Ort/Debüde</b>	Ministry
<b>Eingestellt am</b>	03.02.2010 00:00:00
<b>Eingestellt bis</b>	11.02.2022 00:00:00
<b>Geburtsdatum</b>	07.06.2000 00:00:00
<b>Kostenstelle</b>	57324

### Personenhistorie

Personalnummer	Datum	Vorname	Nachname
PN-30	14 Dezember 2021 1:20	Fred	Weasley
PN-30	14 Dezember 2021 1:32	Percy	Weasley

### Protokoll

Nr.	Datum	Uhrzeit	Beschreibung
1661	14 Dezember 2021	18:55:18	Transponder 'Weasley, Percy (000XCKNG)' wurde aktualisiert
1662	14 Dezember 2021	18:55:37	Transponder 'Weasley, Percy (000XCKNG)' wurde synchronisiert
1663	14 Dezember 2021	19:27:05	Transponder 'Weasley, Percy (000XCKNG)' wurde Zugriffsliste wurden synchronisiert
1672	03 Januar 2022	18:40:47	Transponder 'Weasley, Percy (000XCKNG)' wurde aktualisiert

03 Januar 2022 \_\_\_\_\_

You have the option to personalise reports (see [Personalising reports and exports](#) [► 427]).

See [Information on data protection](#) [► 14] for further general information on data protection in System 3060.

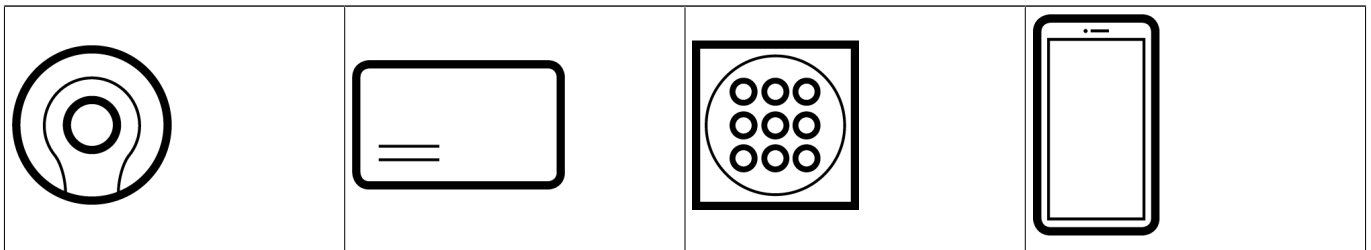
## 23. Background knowledge and explanations

### 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
- 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 Classic 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 Classic knows which serial number and which TID belong together.

Seriennummer		TID
002TU6TC		3203

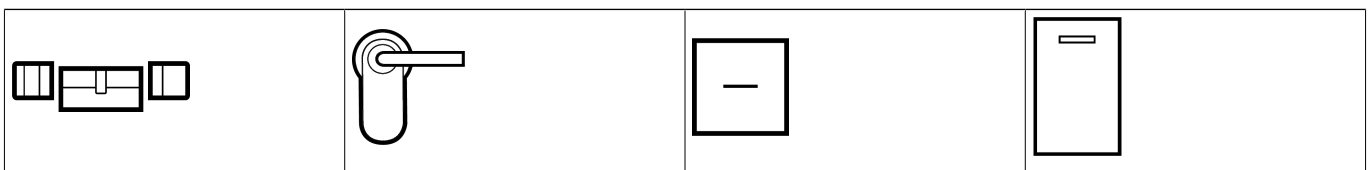
However, this link is confined to AXM Classic and is not written onto identification media or locking devices. A locking device uses the TID (and not the serial number) to check whether an identification medium is authorised or not.

Passive identification media have physical limitations when put to use (see [Cards and locking device IDs \[► 521\]](#)).

### 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 Classic 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 Classic knows which serial number and which LID belong together. However, this link is confined to AXM Classic 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 Classic 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.

#### 23.1.1 PIN Code G1 vs. PIN Code AX

The AXM Classic offers you two different PIN code keypads:

PINCODE - DETAILS	
Typ	AX PinCode
Name	AX PinCode
Schließung	PinCode G1

- PIN code keypad 3068
- PIN code keypad AX

These two PIN code keypads are almost identical on the outside. You can recognise the PIN code keypad AX by a Bluetooth symbol:





However, the programming and the interface used are different:

	PIN code keypad AX	PIN code keypad 3068
Interface	<ul style="list-style-type: none"> <li>❑ BLE (Bluetooth low energy)</li> </ul>	<ul style="list-style-type: none"> <li>❑ Active (= 25 kHz) with G1 protocol</li> </ul>
Read range	<ul style="list-style-type: none"> <li>❑ Good range for AX locking devices</li> </ul>	<ul style="list-style-type: none"> <li>❑ Good range for non-AX locking devices</li> <li>❑ Shorter range of AX locking devices</li> </ul>
PIN assignment	<ul style="list-style-type: none"> <li>❑ Programming of PINs directly in the AXM Classic</li> <li>❑ Log in to the AXM Classic as authorisation for programming</li> </ul>	<ul style="list-style-type: none"> <li>❑ Programming of PINs directly on the PIN code keypad 3068</li> <li>❑ Segmentation into one Master PIN and up to three User PINs</li> <li>❑ Master PIN as authorisation for programming</li> </ul>

PIN code keypad AX		PIN code keypad 3068
Synchronization	<p>Your AXM Classic will help you synchronise with instructions. The process in brief:</p> <ol style="list-style-type: none"> <li>1. Start synchronisation.</li> <li>2. Press and hold 0 for at least two seconds to enter programming mode.</li> <li>3. Wait until synchronisation is complete.</li> </ol>	<p>Your AXM Classic will help you synchronise with instructions. The process in brief:</p> <ol style="list-style-type: none"> <li>1. Create Master PIN on the PIN code keypad 3068.</li> <li>2. Create User PINs with Master PIN on the PIN code keypad 3068.</li> <li>3. Start synchronisation. Enter 00 and master PIN on PIN code keypad 3068.</li> <li>4. Continue with synchronisation in AXM Classic.</li> <li>5. Enter the corresponding PIN code keypad 3068 on the keypad on User PIN (e.g. 1 for the first User PIN).</li> <li>6. Wait until synchronisation is complete.</li> </ol>

### Behaviour during initial synchronisation, additional PINs and authorisation changes

A significant difference between the PIN code keypad AX and the PIN code keypad 3068 is also the behaviour during the first synchronisation and in the event of authorisation changes.

This difference is due to the different communication between the two PIN code keypads and the locking device:

- PIN code keypad AX: uses a permanently assigned BLE channel to send information to the locking device.  
Such information could be, for example, "Entered PIN authorised".
- PIN code keypad 3068: uses the G1 protocol and a separate G1 ID for each PIN.

	PIN code keypad AX	PIN code keypad 3068
First synchronisation	<p>The permanently assigned BLE channel must be set up for both the PIN code keypad AX and the locking device. This is performed in the background when assigning a PIN code keypad AX.</p> <p>This is why a programming requirement arises <b>on the PIN code keypad and on the locking device</b> after assignment of PIN code keypad AX.</p>	<p>The PIN code keypad 3068 receives one G1 ID per PIN and the locking device receives a locking plan with information on whether this G1 ID is authorised.</p> <p>This is why a programming requirement arises <b>on the PIN code keypad and on the locking device</b> after assignment of PIN code keypad 3068.</p>
Additional PINs	<p>New PINs are saved in the PIN code keypad AX. The previously configured BLE channel that will still be used for commands to the locking device.</p> <p>The new PINs are communicated to the PIN code keypad AX, which is why <b>programming is only required on the PIN code keypad</b>.</p>	<p>New PINs are saved in the PIN code keypad 3068 with one G1 ID per PIN. This G1 ID is then saved as authorised in the locking plan.</p> <p>The new G1 IDs are communicated to the PIN code keypad 3068 and the changed locking plan is saved in the locking device. This means that <b>programming is required on the PIN code keypad and locking device</b>.</p>
Changes to authorisations	<p>The PIN code keypad AX continues to use the channel previously configured for commands to the locking device. For this reason, AXM Classic only needs to inform the PIN code keypad AX when it should send information such as “Entered PIN authorised” to the locking device. <b>Programming is only required on the PIN code keypad</b>.</p>	<p>The PIN code keypad 3068 retains the G1 ID unchanged. The changed authorisation is saved in the locking device’s locking plan.</p> <p>This means that <b>programming is only required on the locking device</b>.</p>

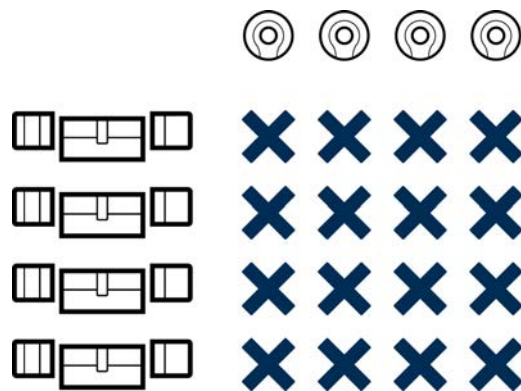
## 23.2 Locking systems

A locking system is a contiguous structure consisting of:

- Locking plan
- Organisational components

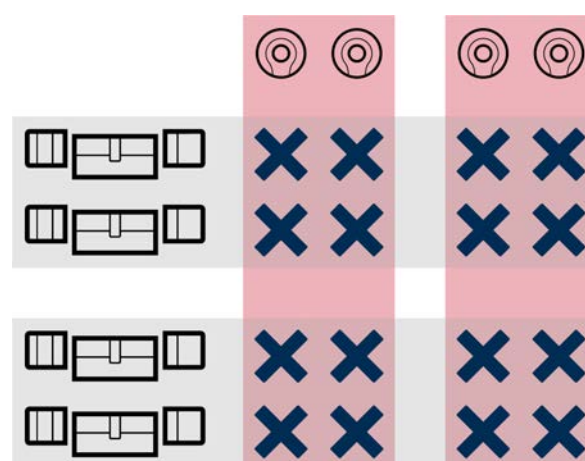
## Locking plan

Locking devices, identification media and authorisations are saved in the locking plan (also see *Identification media, locking devices and the locking plan* [▶ 489]).



The locking plan becomes a locking system with further organisational components:

- *Areas* [▶ 517]
- *Person groups* [▶ 513]
- *Access levels* [▶ 512]
- *Time groups and schedules* [▶ 500]
- *Time switchovers* [▶ 504]
- *Hashtags* [▶ 518]



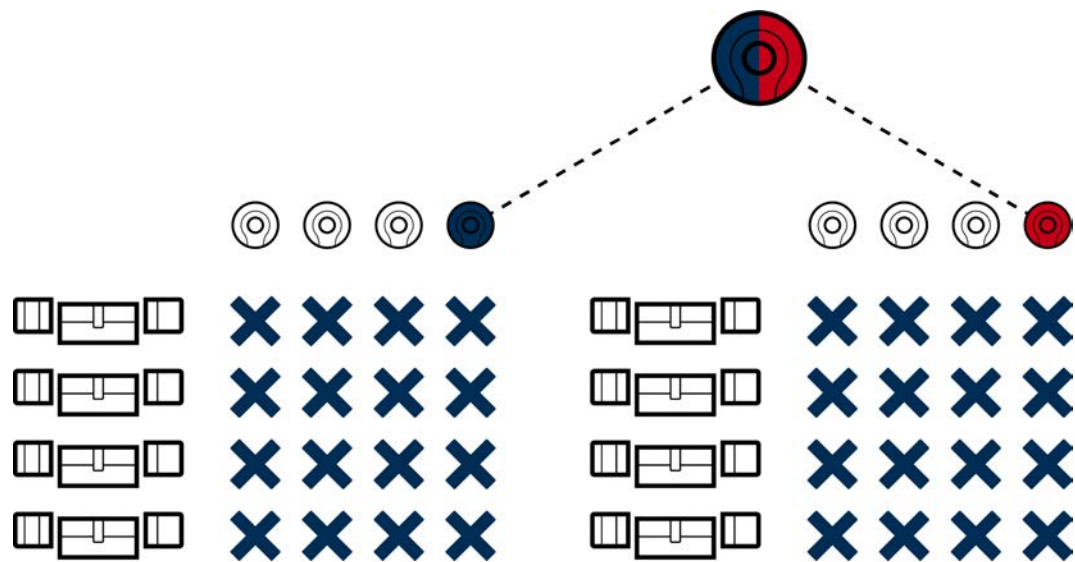
## A number of locking systems in the same project

At times it may make sense to work with more than one locking system. You might wish to manage two companies in the same building in your AXM Classic and want a stricter separation on a organisational level.

In this case, you can set up an own locking system for the second company. This will give you better separation between the two companies.

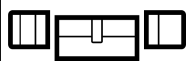
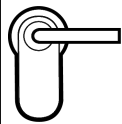
You can even use the same identification medium in several locking systems (see [Use identification media in multiple locking systems \[► 195\]](#)). As a basic rule, several locking systems are possible depending on the identification medium. The locking systems are completely independent of each other and do not have an influence on one another.

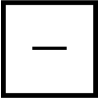

One transponder to rule them all:



23.3 “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 mechanically.	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.

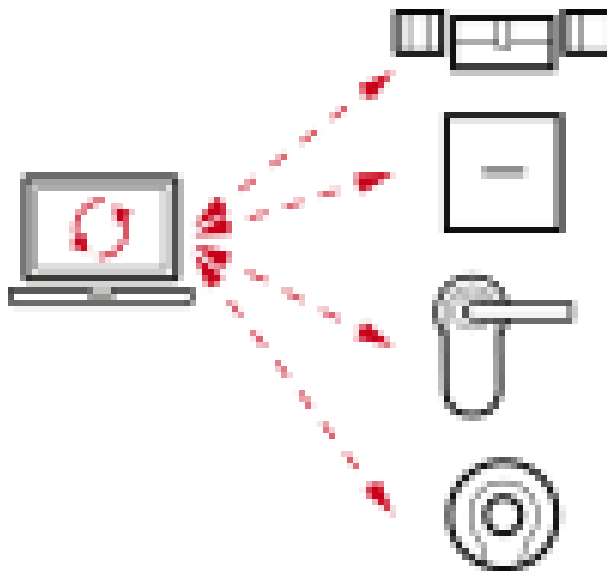
Locking device	Response	User action
SmartRelays 	Switching: The relay contact in SmartRelay switches. Depending on the SmartRelay, this is a make contact or a changeover contact. Connected electrical doors now open.	No further action required. The door is generally already open.
SmartLocker AX 	Retract 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 activated 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 locking cylinder is engaged and the thumb-turn is turned once. The mortise lock dead bolt extends.
Lock securely	Only for locking cylinders: The locking cylinder is engaged and the thumb-turn is turned twice. The mortise lock dead bolt extends fully.

### 23.4 Synchronisation of database and actual state



Everything you change in AXM Classic 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.

Changes only take effect after synchronisation (see *Synchronisation: Comparison between locking plan and reality* [▶ 379]). You can see by the ↻ symbol in the matrix that something has changed here since the last synchronisation and that a locking device or identification medium needs to be synchronised.

Data is transmitted in both directions during synchronisation:

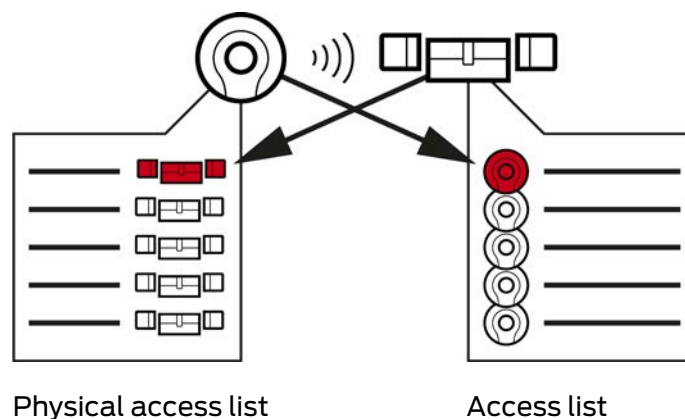
- From the database to the locking device/identification medium, e.g. authorisation changes
- From the locking device/identification medium to the database, e.g. battery levels

**IMPORTANT****Changes to the locking system only take effect after synchronisation**

If you edit the locking system with the AXM Classic, 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* [► 36]).
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* [► 379]).

**23.5 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)* [► 380]
- *Synchronise a card/transponder (including importing physical access list)* [► 393]

You can then view both lists:

- *Displaying and exporting a locking device's access list* [► 468]



- *Displaying and exporting physical access lists for cards/transponders*  
[► 470]

## 23.6 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* [► 500])
- Automatically engage locking devices ( *Time switchovers* [► 504])



### 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.

### 23.6.1 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:

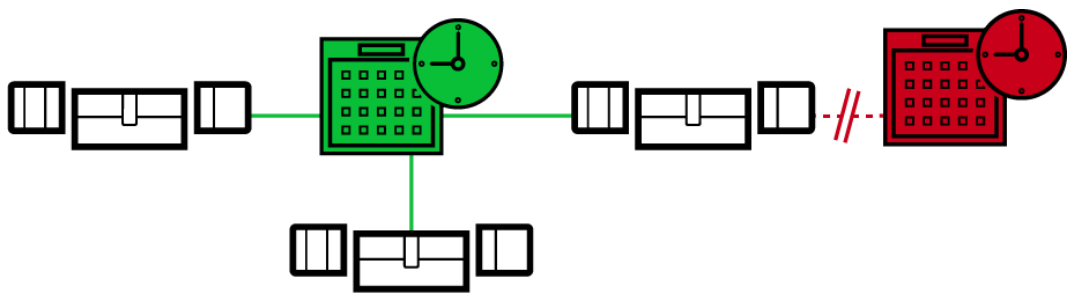
Considerations for:	Main entrance	Laboratory
<b>Employee</b>	Your employee may enter the building during the entire flexitime period and also between 7:00 to 22:00 hours on weekends.	Your employee may enter the laboratory during the entire flexitime and also between 7:00 to 22:00 hours on weekends.
<b>Intern</b>	Your intern shouldn't have to wait outside for your employee to come in when the weather is bad. Consequently, 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 dangerous workplace. To protect your intern, you want them only to be able to enter the laboratory under your employee'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).
<b>Cleaner</b>	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 laboratory at all.

You can see that there are two doors where you wish to control authorisations with three different times. You will thus need:

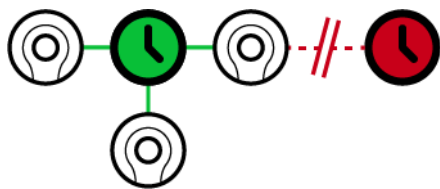
- Two schedules for doors or locking devices:
  - "Main entrance" schedule
  - "Laboratory" schedule
- Three time groups for the people in the company:
  - "Employee" time group
  - "Intern" time group
  - "Cleaner" time group

New schedule or new time group?

- There is one schedule per locking device, but any number of locking devices can be assigned per schedule.



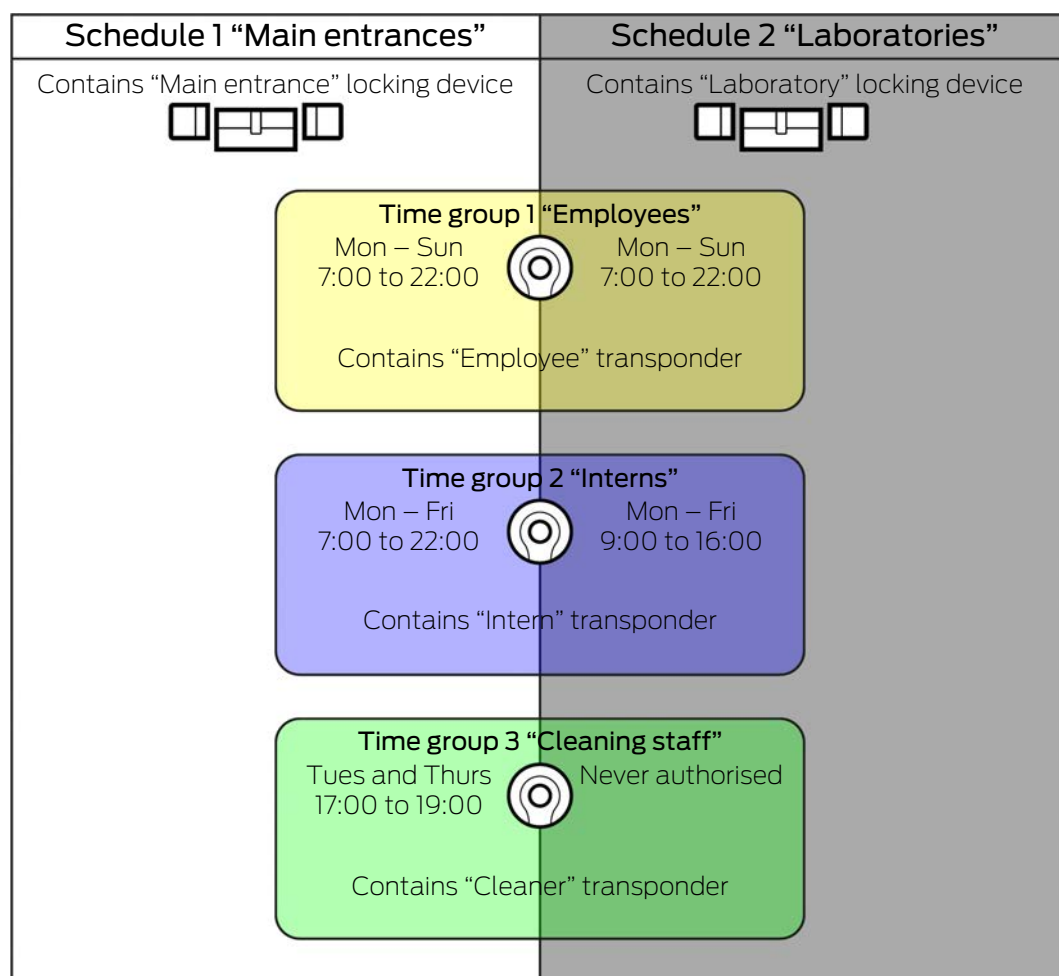
- One time group per identification medium, but any number of identification media can be assigned per time group.



- 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
<p>If the same identification medium needs to be able to enter using two locking devices at different times.</p> <p>As you can only assign one time group to each identification medium, you assign a separate schedule to the locking devices in this case.</p> <p>Example: Although the intern’s transponder may open the main entrance between 7:00 to 22:00 hours, the same transponder may only open the laboratory between 9:00 to 16:00 hours.</p>	<p>If two identification media are to be able to enter using the same locking device at different times.</p> <p>As you can only assign one schedule per locking device, you assign a separate time group to the identification media in this case.</p> <p>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.</p>

### Schematic diagram



	Main entrance	Laboratory
Employee	<ul style="list-style-type: none"> <li>❑ Your employee's transponder: "Employees" time group</li> <li>❑ Main entrance locking device: "Main entrances" schedule</li> <li>❑ "Employees" time group authorised in "Main entrances" schedule between 7:00 to 22:00 daily</li> </ul> <p>Your employee can enter the main entrance between 7:00 to 22:00 hours daily.</p>	<ul style="list-style-type: none"> <li>❑ Your employee's transponder: "Employees" time group</li> <li>❑ Laboratory locking device: "Laboratories" schedule</li> <li>❑ "Employees" time group authorised in "Laboratories" schedule between 7:00 to 22:00 daily</li> </ul> <p>Your employee can enter the laboratory between 7:00 to 22:00 hours daily.</p>

	Main entrance	Laboratory
Intern	<ul style="list-style-type: none"> <li>❑ Your intern's transponder: "Interns" time group</li> <li>❑ Main entrance locking device: "Main entrances" schedule</li> <li>❑ "Interns" time group authorised in the "Main entrances" schedule between 7:00 to 22:00 on working days</li> </ul> <p>Your intern can enter the main entrance between 7:00 to 22:00 on working days.</p>	<ul style="list-style-type: none"> <li>❑ Your intern's transponder: "Interns" time group</li> <li>❑ Laboratory locking device: "Laboratories" schedule</li> <li>❑ "Interns" time group authorised in "Laboratories" schedule between 9:00 to 16:00 on working days</li> </ul> <p>Your intern can enter the laboratory between 9:00 to 16:00 on working days.</p>
Cleaner	<ul style="list-style-type: none"> <li>❑ Transponders for your cleaner: "Cleaning staff" time group</li> <li>❑ Main entrance locking device: "Main entrances" schedule</li> <li>❑ "Cleaning staff" time group authorised in the "Main entrances" schedule between 17:00 to 19:00 on working days</li> </ul> <p>Your cleaner can enter the main entrance between 17:00 to 19:00 on Tuesdays and Thursdays.</p>	<ul style="list-style-type: none"> <li>❑ Transponders for your cleaner: "Cleaning staff" time group</li> <li>❑ Main entrance locking device: "Laboratories" schedule</li> <li>❑ "Cleaning staff" time group never authorised in the "Laboratories" schedule</li> </ul> <p>Your cleaner can never enter the laboratory.</p>

### 23.6.2 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 \[► 61\]](#)).
2. Then add the locking devices you require to this time switchover (see [Engaging and disengaging locking devices automatically with time switchover \[► 260\]](#)).
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 \[► 260\]](#)).

As a general rule, the following applies:

- ❑ 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

<input type="radio"/> Manuelles Auskuppeln	<input checked="" type="radio"/> Automatisches Auskuppeln
<input checked="" type="radio"/> Manuelles Einkuppeln	<input type="radio"/> Automatisches Einkuppeln
<input type="radio"/> Transponder aktiv: immer	<input checked="" type="radio"/> 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* [► 267] 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* [► 267] 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 no-one 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.

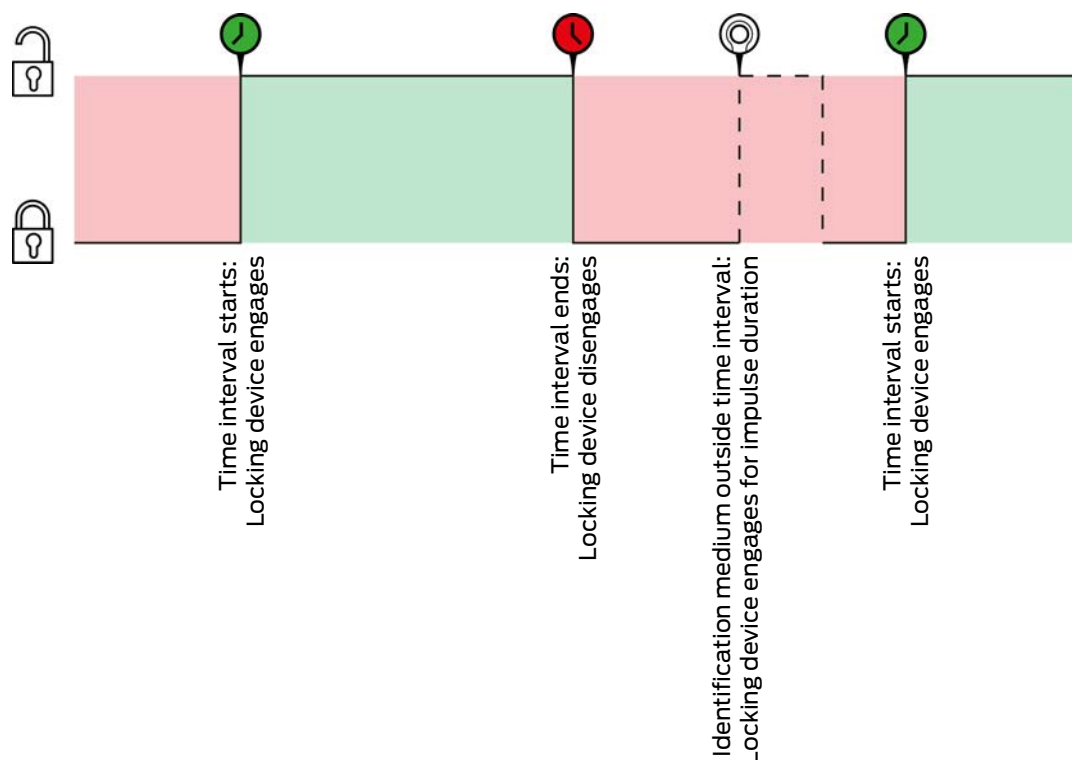
You can also disengage the locking device during the time interval using an authorised identification medium (exception:  Transponder aktiv: Nur, wenn ausgekuppelt option activated).

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.

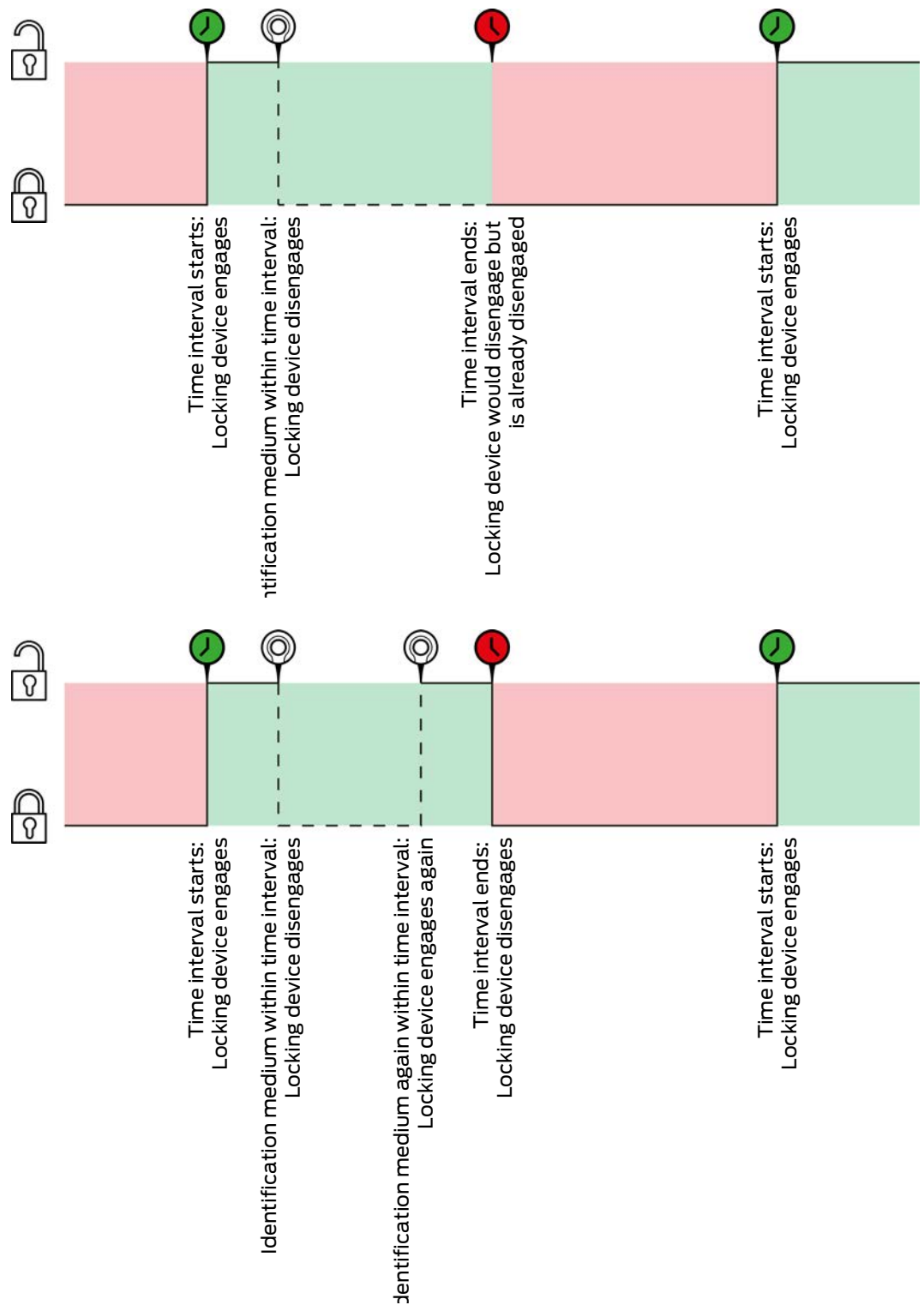
#### 23.6.2.1 Examples

##### Automatisches Einkuppeln, Automatisches Auskuppeln



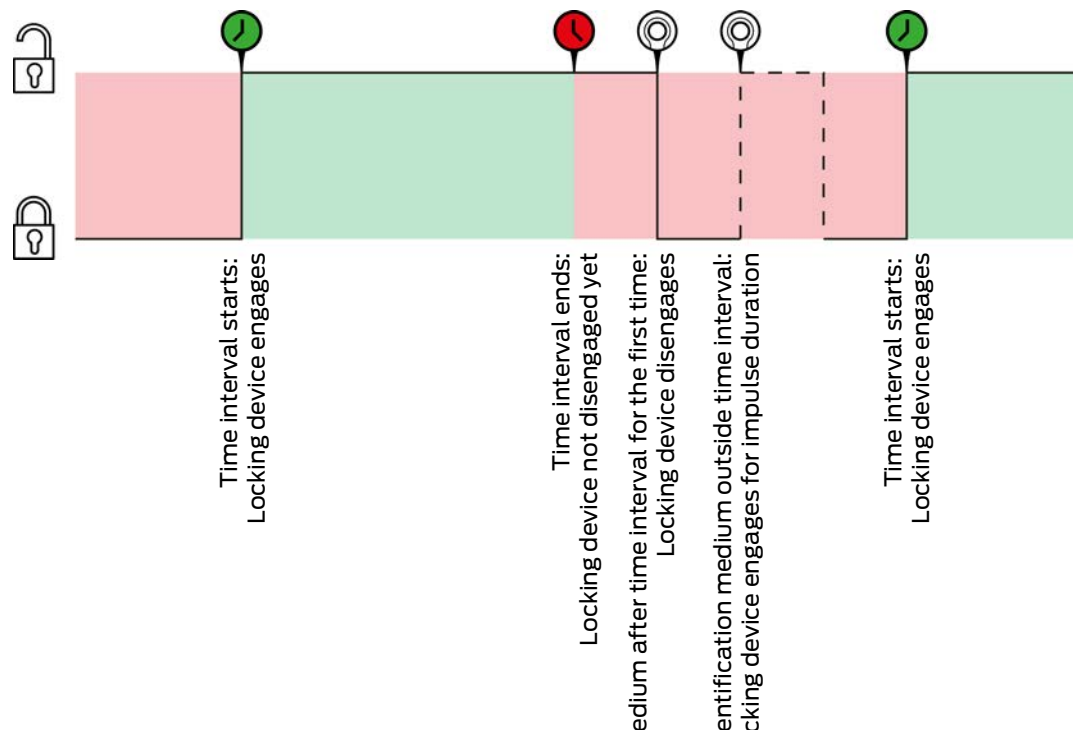
# AXM Classic (Manual)

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.

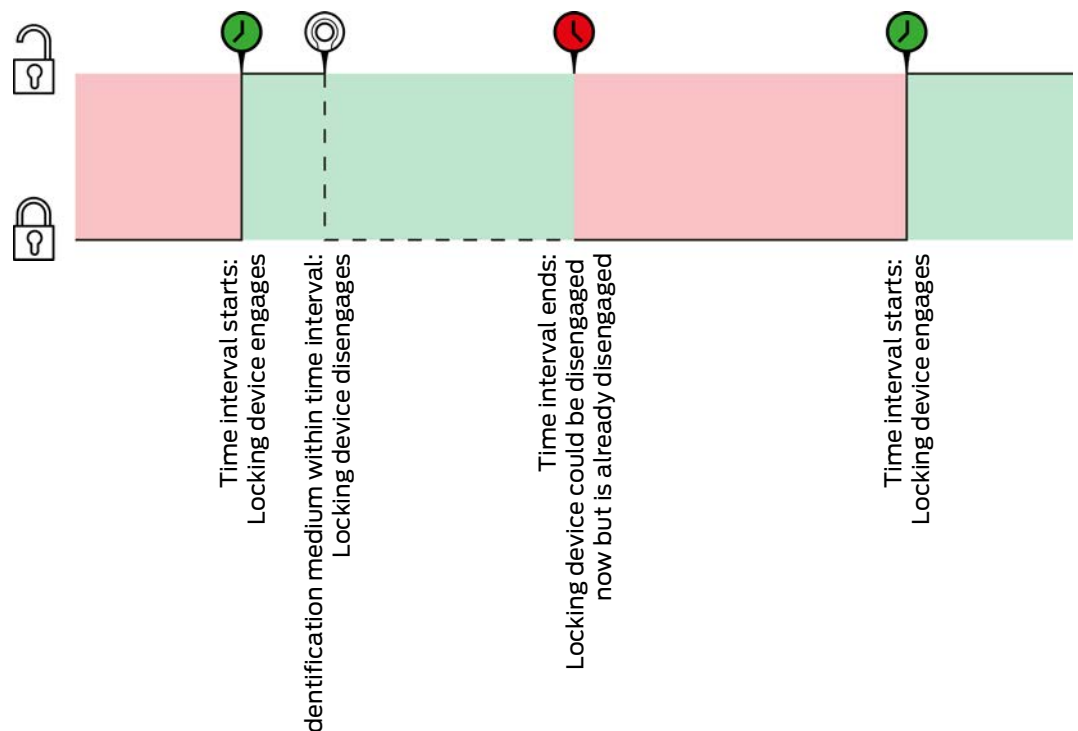


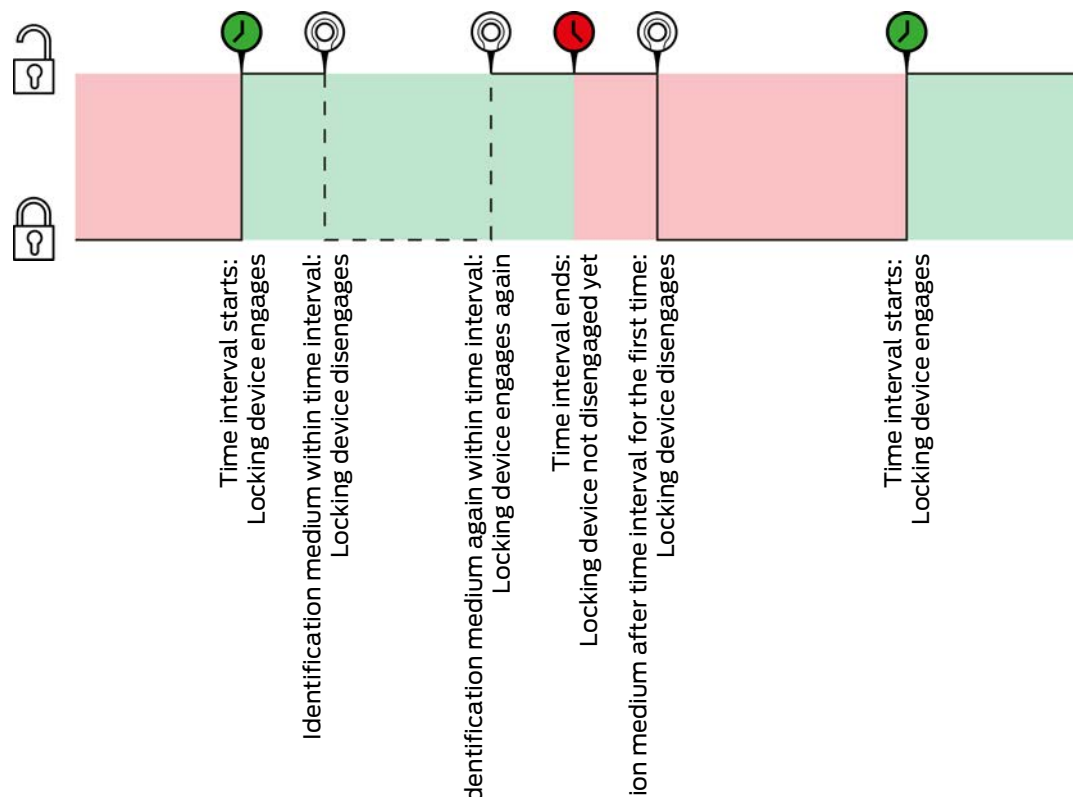


# Automatisches Einkuppeln, Manuelles Auskuppeln

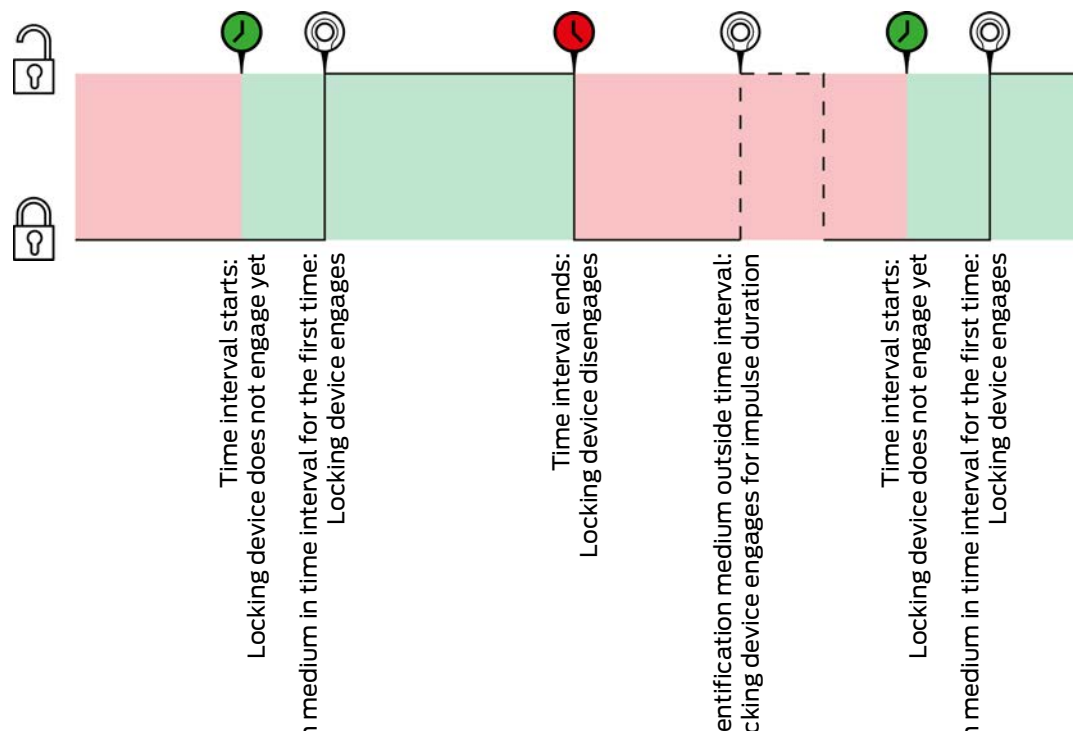



The Transponder aktiv: immer option must be selected for the two following examples as, otherwise, the identification medium cannot be activated within the time interval.

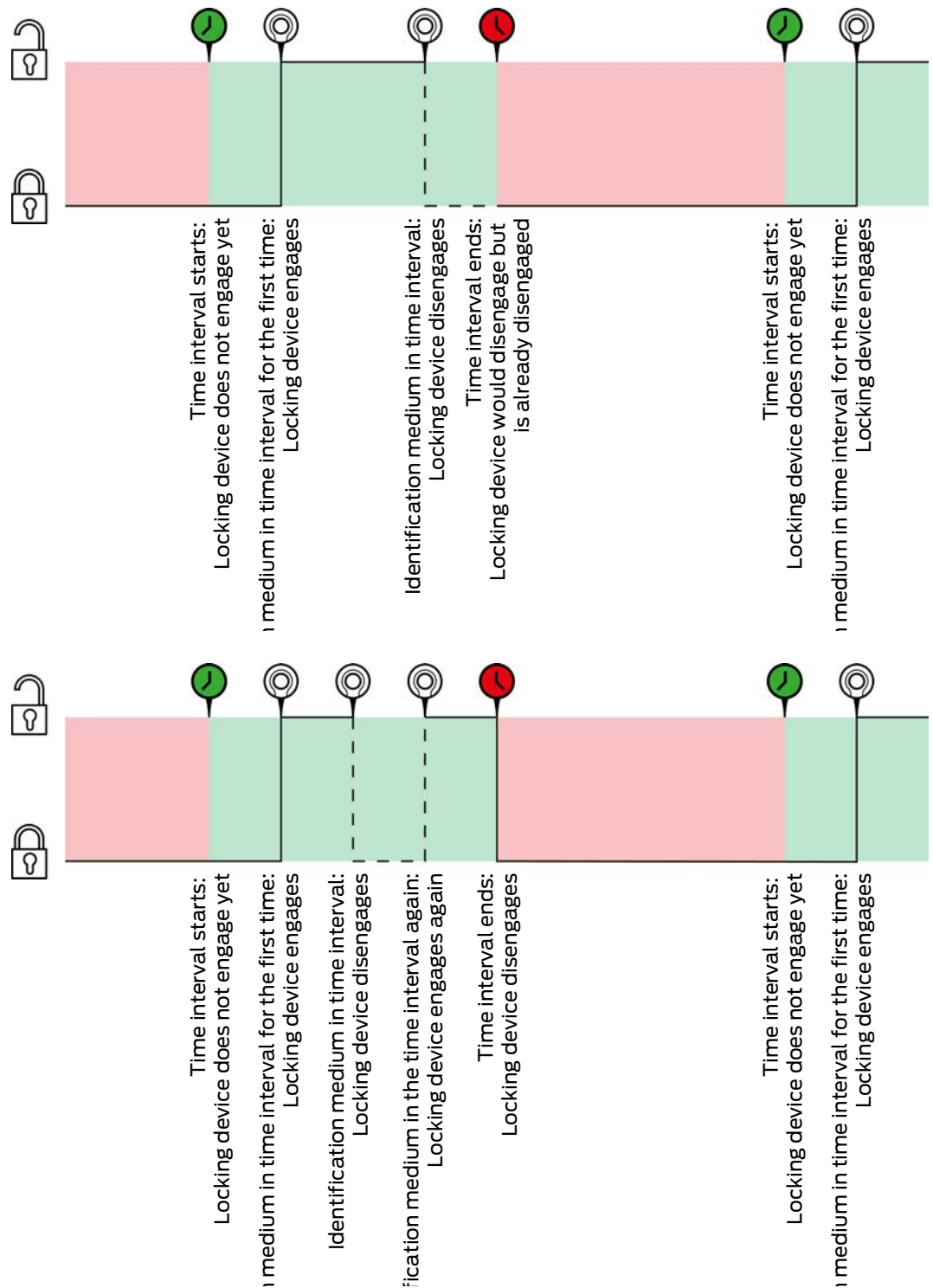




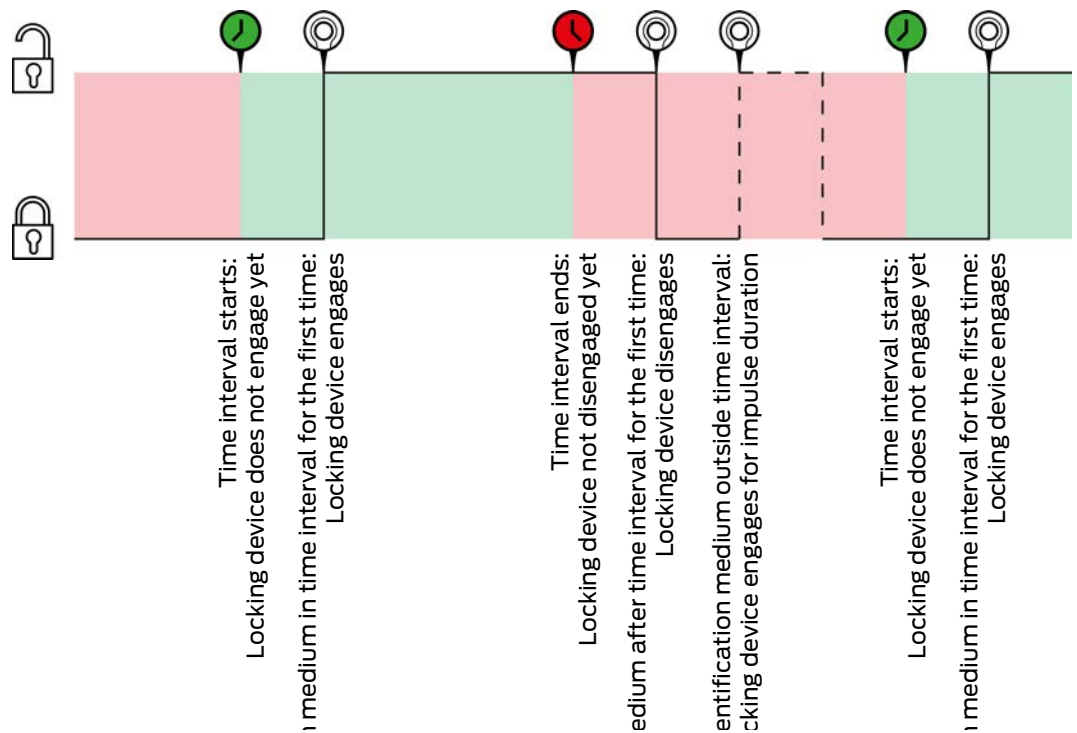
### Manuelles Einkuppeln, Automatisches Auskuppeln



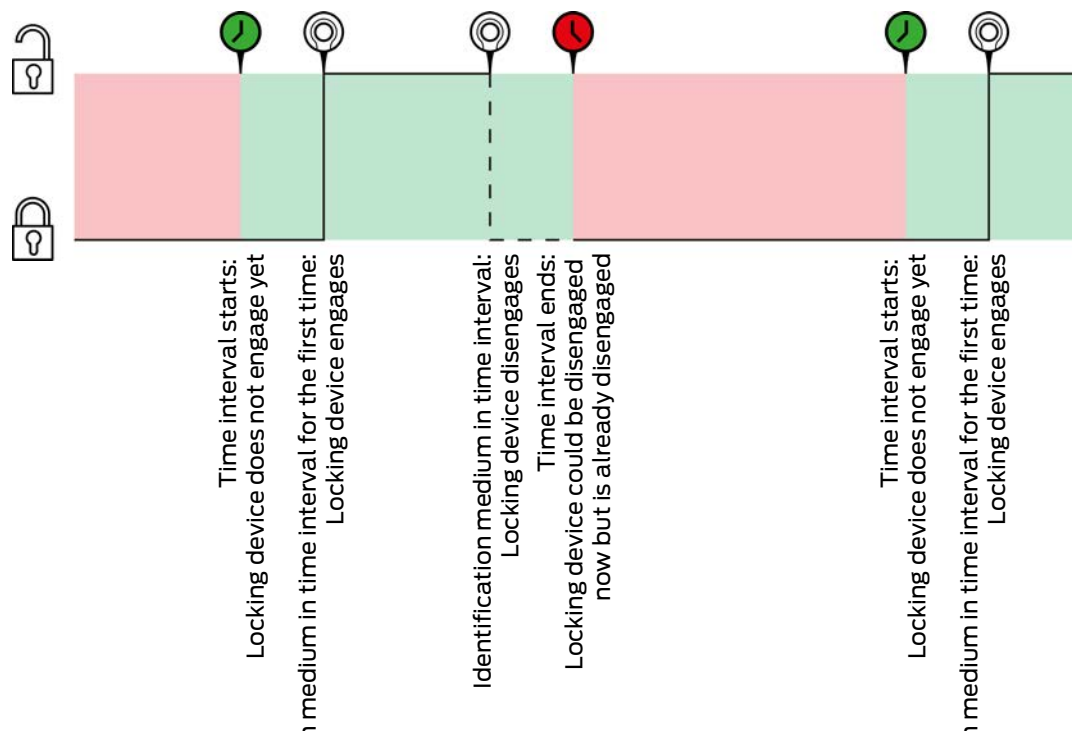
The  Transponder aktiv: immer option must be selected for the two following examples as, otherwise, the identification medium cannot be activated within the time interval.

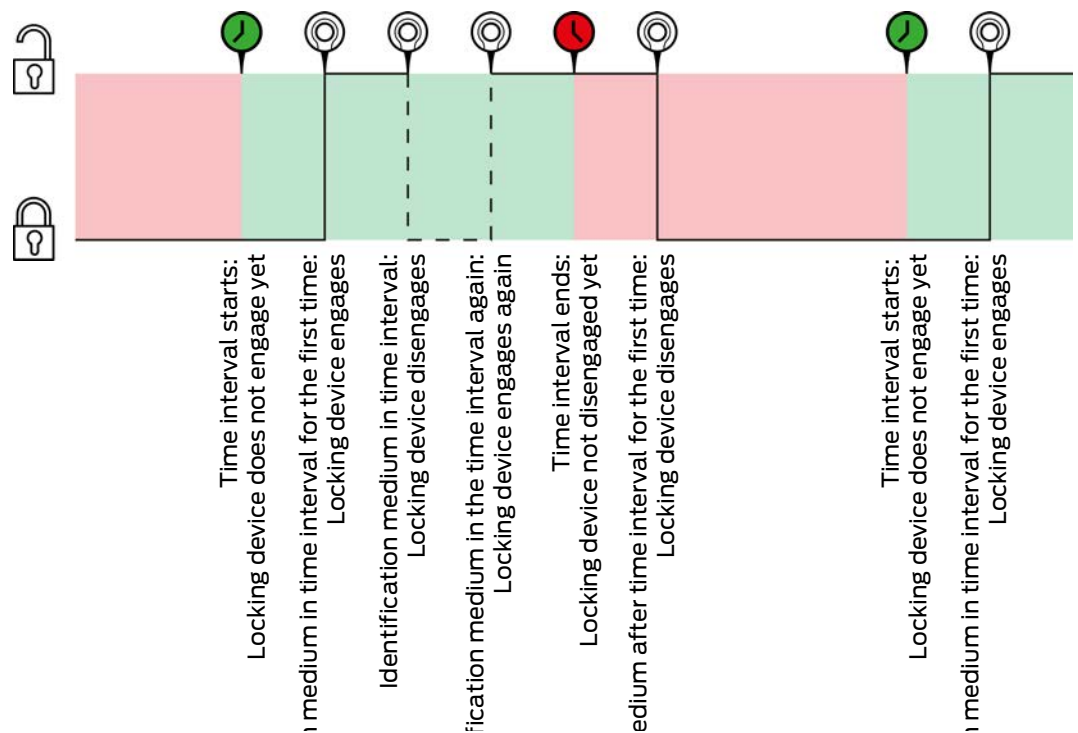


### Manuelles Einkuppeln, Manuelles Auskuppeln

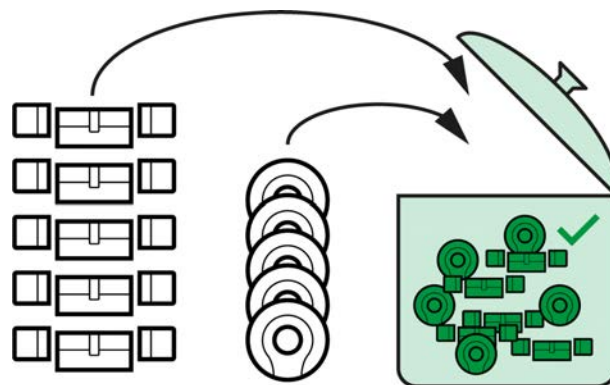


The Transponder aktiv: immer option must be selected for the two following examples as, otherwise, the identification medium cannot be activated within the time interval.





### 23.7 Access levels



Access levels are available for the first time with the introduction of AXM Classic.

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.

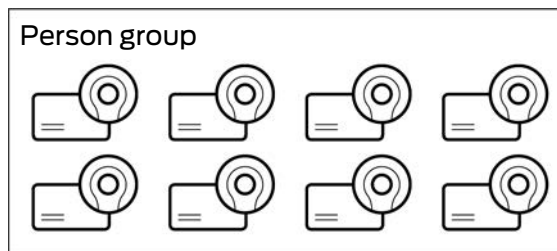
We say “normally” because you can also manually remove authorisations from individual identification media. This gives you full freedom to decide on authorisations, but you can do most of the work in an access level.

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* [▶ 45]).

### 23.8 Person groups

Person groups are an organizational unit. You can also use a group of persons (or their identification media) that belong together in AXM Classic .



Departments are the typical example of where person groups are used. It is highly probable that all employees within a department will receive the same authorisations (e.g. every mechanic should be able to operate all locking devices in the workshop). Instead of assigning the necessary authorisations to each identification medium individually: Bring the identification media together into a person group and authorise the entire person group at the same time.

Person groups also offer other advantages:

- Filtering by identification media which are part of a person group
- Authorising entire person groups (see *Adding areas and person groups to access levels* [▶ 312])
- Matrix structure
- Moving identification media to another person group at a later date (see *Assigning persons to person groups* [▶ 188])

Person groups are an organisational component. Ideally, you should set up your person groups before the identification media (see *Best practice: setting up the locking system* [▶ 29] and *Creating a person group* [▶ 46]).



## NOTE

### Maximum one person group per identification medium

An identification medium can only belong to one single person group. Persons belonging to several departments do not exist in AXM Classic. If you assign a different person group to an identification medium, this identification medium is automatically removed from their previous person group.

- You can use the Person group column in the "Person group" window to check whether an identification medium has already been assigned to a person group.

### Matrix without person groups

Sync	Typ	Person	Standard Personenengruppe				
					Granger, Hermine		
					Hagrid, Rubeus		
					Lovegood, Luna		
					McGonagall, Min...		
					Weasley, Percy		

✕			✕	✕

				✕

Matrix with person groups

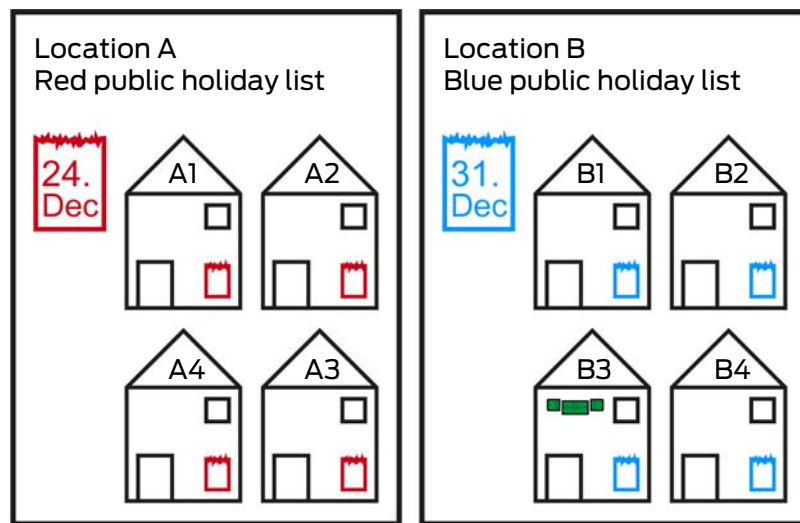
Sync	Type	Person
		Grangers
		Granger, Hermine
		Weasleys
		Weasley, Percy
		Standard Personengruppe
		Hagrid, Rubeus
		Lovegood, Luna
		McGonagall, Min...

23.9 Passwords used

- User password: Protects your AXM Classic 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 Classic against outdated locking system statuses being restored.



### 23.10 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 Classic 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* [► 29]) (see *Creating a location* [► 73] and *Creating a building and assigning it to a location* [► 76]).

#### 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).

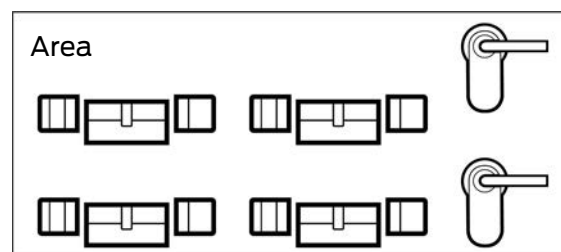
The public holiday lists are particularly interesting for time-controlled locking devices. Locking devices are conveniently always assigned to a building, which in turn is assigned to a location (mandatory information). Assigning a public holiday list to each locking device is a laborious task. Instead, 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)* [► 258]). 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.

### 23.11 Areas

Areas are an organisational unit for your locking devices. You can also use an area to combine locking devices which belong together in AXM Classic.



Rooms and spaces such as an entrance area are a typical example of where areas are used. An entrance area can contain a number of doors and locking devices. In this case, it would be practical if you did not have to “touch” each of these locking devices when working on your locking system. The use of areas allows you to do just that and provides additional comfort functions:

- Authorising several locking devices at once
- Filtering by locking devices which form part of an area
- Matrix structure
- Authorisations for entire areas (see *Adding areas and person groups to access levels* [► 312])
- Moving a locking device to another area at a later date (see *Moving locking devices to areas* [► 251])
- Assigning a schedule to an entire area instead of individual locking devices (see *Add area, including locking devices, to a schedule* [► 326])

Areas are an organisational component. Ideally, you should set up your areas before the identification media (see *Best practice: setting up the locking system* [► 29] and *Creating an area* [► 79]).


**NOTE****Maximum one area per locking device**

A locking device can only belong to one single area. There are no overlapping areas in the AXM Classic . If you assign a different area to a locking device, this locking device may be automatically removed from its existing area.

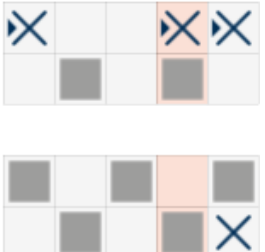
- You can use the Area - Details column in the "Area - Details" window to check whether a locking device has already been assigned to an area.

**Matrix without areas**

Tür	^	Typ	Sync
Gryffindor dormit...		⊖	
Hagrid's hut		⊖	
Hufflepuff tower		⊖	
Stadium illuminati...		⊖	


**Matrix with areas**

Tür	^	Typ	Sync
Castle			
Gryffindor dormit...		⊖	
Hufflepuff tower		⊖	
Lands			
Hagrid's hut		⊖	
Stadium illuminati...		⊖	


**23.12 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

**23.13 DoorMonitoring**

DoorMonitoring is an additional feature for recording door statuses and displaying them in your AXM Classic .

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.

**23.13.1 Possible DoorMonitoring states of locking cylinders**

- Door open/closed
- Door locked
- Door securely locked
- Door open for too long
- Forend screw manipulated

**23.13.2 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

**23.13.3 Possible DoorMonitoring states of SmartRelais 3**

- Input 1 active/inactive
- Input 2 active/inactive
- Input 3 active/inactive
- Sabotage detection

## 23.14 Reports

### 23.14.1 Scaling image files

AXM Classic allows you to personalise your reports with your own image files in the header and footer (see [Personalising reports and exports](#) [▶ 427]).

You can insert your own logo here, for example.

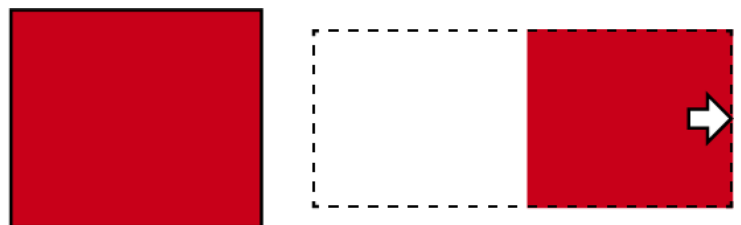
You can freely select the image file. A specific box is provided for your image files in exported reports. AXM Classic automatically scales your images to fit into the box:

#### Image too narrow and too low



The image is enlarged in proportion and aligned to the right in the box.

#### Image too high



The image is made smaller in proportion and aligned to the right in the box.

#### Image too wide



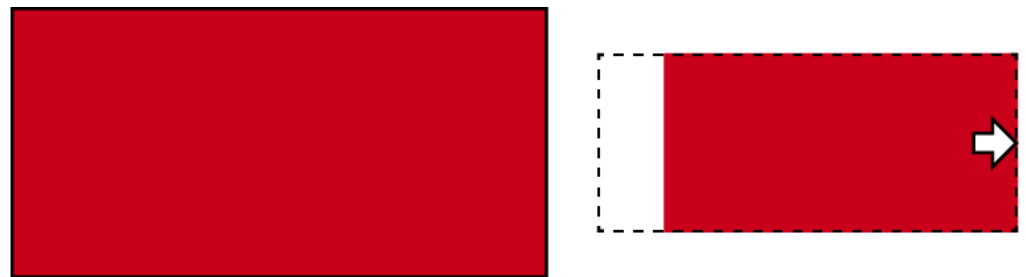
The image is made smaller in proportion and aligned with the bottom of the box.

### Image too high and much too wide



The image is made smaller in proportion and aligned with the bottom of the box.

### Image too wide and much too high



The image is made smaller in proportion and aligned to the right in the box.

## 23.15 Cards and locking device IDs

“Cards” in this document refer to all types of passive identification media.

Cards offer advantages such as:

- No need for battery replacement
- Printable

Cards also have drawbacks, however:

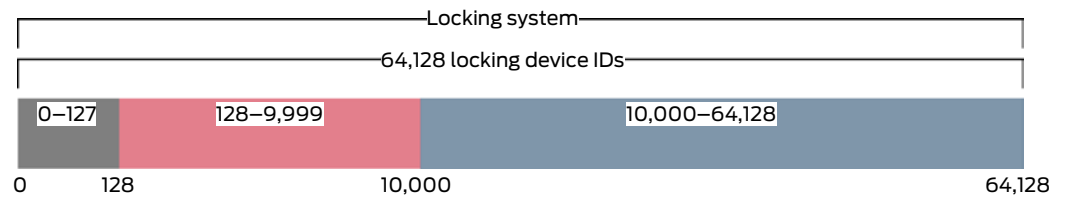
- Short range (a few millimetres)
- Less memory space

It is especially important to take the small memory space into account.

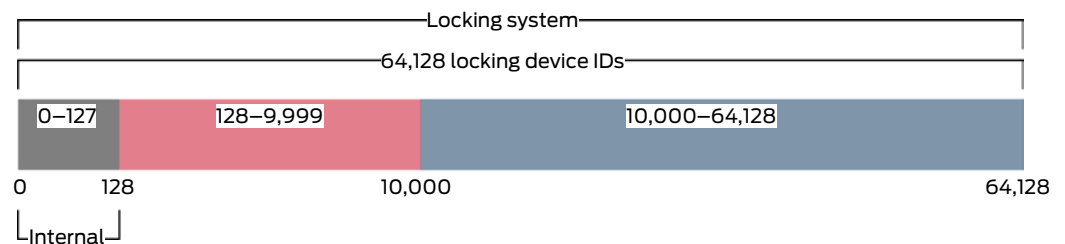
### Distribution of locking device IDs in AXM Classic

As a basic rule, each row in the column with locking devices receives its own LID (lock ID). A locking device can also use several locking device IDs – for example, if there are two separate reader thumb-turns on the free-turning Digital Cylinder AX. In this case, a locking device ID is used for each reader thumb-turn.

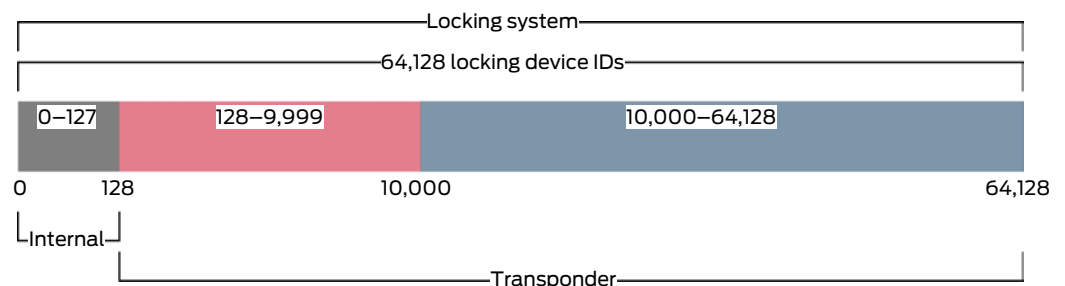
There are 64,128 locking device IDs (0 to 64,128) in an active locking system.



The first 128 locking device IDs (0 to 127) are reserved for internal purposes and cannot be used.



You can use the locking device IDs 128 to 64,128 with a transponder. You can manage 64,000 locking devices in just one locking system with a single transponder.



This is different for cards. Standard cards have far less memory space than a transponder. You must take this into account when configuring the card (see [Card templates \[► 525\]](#) and [Adding a card configuration \[► 334\]](#)). What's more, the size of your cards also plays a role in the number of locking devices that you can actually manage with your cards.

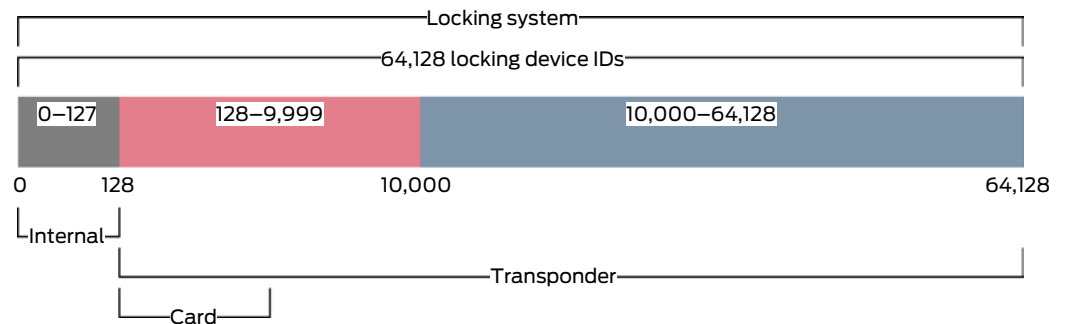
Cards can only be used in conjunction with a card template. Card templates differ in a number of characteristics but the most important ones are quite clear:

- Memory requirements
- Locking device ID section

Memory requirements and the locking device ID section are interlinked: The more locking device IDs you write on the card, the greater the memory you require is. Example: The MC8000L\_AV template can manage eight times more locking devices, but it also requires four times as much memory on the card:

MC1000L_AV	MC8000L_AV
Kartentyp <span>Mifare Classic</span>	Kartentyp <span>Mifare Classic</span>
Konfiguration <span>MC1000L_AV</span>	Konfiguration <span>MC8000L_AV</span>
Speicherbedarf <span>528 Bytes</span>	Speicherbedarf <span>2048 Bytes</span>
Schließungs-IDs <span>128 - 1127 im Kartenprofil</span>	Schließungs-IDs <span>128 - 8127 im Kartenprofil</span>
Begehungen im Protokoll <span>19</span>	Begehungen im Protokoll <span>125</span>
Virtuelles Netzwerk <span>OK</span>	Virtuelles Netzwerk <span>OK</span>
<ul style="list-style-type: none"> <li>528 bytes</li> <li>Locking device IDs 128 to 1127 (= 1000 entries)</li> </ul>	<ul style="list-style-type: none"> <li>2048 bytes</li> <li>Locking device IDs 128 to 8127 (= 8000 entries)</li> </ul>

It is evident that cards in the entire range for locking device IDs can only address the lower locking device IDs in the lower section.

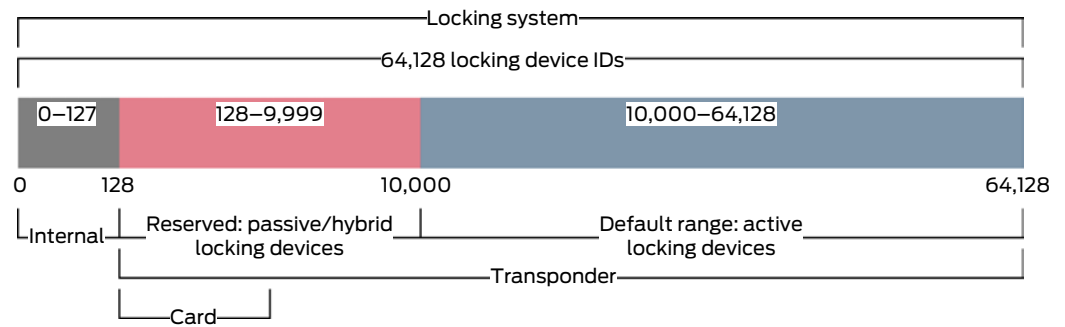


These low locking device IDs are therefore particularly “useful”. Active locking devices are not suitable in the lower range – they cannot communicate with cards anyway, so it makes no sense if they are assigned the “useful” low locking device IDs.



Your AXM Classic allows for this. Active locking devices are generally only created with locking device ID 10,000 and onwards. Locking device IDs 128 to 9,999 are thus reserved for passive and hybrid locking devices – regardless of whether you even use cards or not.





In large locking systems, it is of course possible that the separate ranges become too small. In such cases, AXM Classic will take number outside the designated range:

“Too many” passive/hybrid locking devices	“Too many” active locking devices
<p>If you assign passive or hybrid locking devices to all locking device IDs from 128 to 9999, the “reserved” range is allocated. Newly created locking devices are then treated equally and receive the next higher free locking device ID – regardless of whether they are active or passive.</p> <p>As soon as a locking device ID is free in the lower range once more (e.g. locking device reset; see <a href="#">Reset</a> [▶ 245]), it is exclusively assigned a passive or hybrid locking device again.</p>	<p>If all locking device IDs from 10,000 to 64,128 are issued, AXM Classic will also assign active locking devices to these useful locking device IDs in the lower range.</p> <p>As soon as a locking device ID is free in the upper range once more (e.g. locking device reset; see <a href="#">Reset</a> [▶ 245]), it is exclusively assigned an active locking device again.</p>

### Locking device IDs in the [Locks] tab

You can also see the distribution in the "Lock ID" column in the [Locks] tab.

In this example, the first two locking devices are hybrid locking devices and assigned a locking device ID in the useful range (128 and 129). The last two locking devices are active locking devices and are therefore assigned a locking device ID numbered 10,000 and upwards (10,000 and 10,001).

Schließungen x									
<div> <div>Neu</div> <div>Löschen</div> <div>In Matrix anzeigen</div> <div>Duplizieren</div> <div>Batteriewechsel</div> <div>Export</div> <div>Anzeigefilter löschen</div> <div>Hogwarts 1</div> </div>									
Tür	^	Raumnummer	Etage	Typ	Sync	Status	Letzte Synchronisierung	S/N	Schließungs ID
> Gryffindor dormitory				🔑			12.01.2022 16:36:15	000C1957	129
Hagrid's hut				🔑			14.12.2021 16:57:42	000DSP7E	128
Hufflepuff tower				🔑			14.12.2021 16:58:30	000E04GX	10000
Stadium illumination				🔑			14.12.2021 18:52:36	000EN84L	10001

**Your benefit with the locking device IDs concept**

You can also decide to use cards at a later stage (see [Enable cards or transponders \[▶ 370\]](#)). All locking devices that you can address with the cards are located in the lower range of locking device IDs. The active locking devices that you would not be able to address with your cards anyway are outside the range of most card templates.

This means that active locking devices do not unnecessarily occupy any memory space on the cards. This means that you can actually use all locking device IDs that will fit onto your card with passive or hybrid locking devices.

**23.15.1 Card templates**

Configuration	G1/G2	Lock IDs	Number of locking devices	Physical accesses in the log	Sectors	Memory requirements (Bytes)	Virtual Network
MCBasic	G1	-	-	-	2-15	48	-
MC1200L	G2	128-1327	1200	-	2-15	192	-
MC3800L	G2	128-3927	3800	-	2-15	528	-
MC1000L_AV	G2	128-1127	1000	19	2-15	528	✓
MC_2400L_AV	G2	128-2527	2400	70	2-15 + 31-39	900	✓
MC8000L_AV	G2	128-8127	8000	125	2-15 + 31-39	2048	✓
MBasic	G1	-	-	-	2-15	48	-
M1200L	G2	128-1327	1200	-	2-15	192	-
M3800L	G2	128-3927	3800	-	2-15	528	-
M1000L_AV	G2	128-1127	1000	16	2-15	528	✓
M4000L_AV	G2	128-4127	4000	100	2-15 + 31-39	1600	✓
M8000L_AV	G2	128-8127	8000	124	2-15 + 31-39	2048	✓
M10000L_AV	G2	128-10127	10000	225	2-15 + 31-39	3048	✓
MDBasic	G1	-	-	-	2-15	48	-

Configur- ation	G1/G2	Lock IDs	Number of locking devices	Physical accesses in the log	Sectors	Memory require- ments (Bytes)	Virtual Network
MD1200L	G2	128-1327	1200	-	2-15	192	-
MD3800L	G2	128-3927	3800	-	n.a. (DES- Fire)	528	-
MD2500L _AV	G2	128-2627	2500	58	n.a. (DES- Fire)	1024	✓
MD4000L _AV	G2	128-4127	4000	100	n.a. (DES- Fire)	1600	✓
MD10000 L_AV	G2	128-10127	10000	225	n.a. (DES- Fire)	3048	✓
MD32000 L_AV	G2	128-32127	32000	470	n.a. (DES- Fire)	7000	✓
MD2400L _AV	G2	128-2527	2400	34	n.a. (DES- Fire)	830	✓
MD3650L _AV	G2	128-3777	3650	2	n.a. (DES- Fire)	830	✓

## 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](mailto: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 award-winning 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](http://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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