LA GARD

SMARTPOINT
Biometric Recognition Safe Locking System

TOTAL AUDIT OPERATING INSTRUCTIONS

TOTAL AUDIT OPERATIONS
- Retrieve Lock Status
- Retrieve Lock Report
- Audit Lock (via the logic module or via the lock itself) - Shows last 4000 events
- Audit Logic Module - Shows last 1000 events
- Audit Export to Excel or to Total Audit (*.taf) file

RETRIEVE STATUS REPORT (STATUS REQUEST)
PC must be connected directly to lock
Real time information for each lock, including:
- Solenoid status (activated or not)
- Mode (Pre-Setup or Operational)
- External Input (active or inactive)
- Bolt Switch Detection (N/A, Closed, Open, Opened and then Closed)
- Lock State (Normal, Time Delay, Open Window, Time Penalty)
- List can be exported in excel format

LOCK CONFIGURATION (REPORT REQUEST)
PC must be connected directly to lock
Set-up report for each lock, including:
- Lock Name
- Software version for the lock
- Time Delay (minutes 0-99)
- Open Window (minutes 1-19)
- Mode (Standard, Time Delay, Override, Dual Code, Silent Alarm)
- Lock ID
- Battery with Battery Low Counter (Cleared after battery change)
- Lock State (Standard, Bolt Switch Detected, Pre Set-up Ended, LED/button Interface Mode for use with open device, RTC Detected, Memory Detected)
- List can be exported in excel format

AUDIT DOWNLOAD (LOCK AUDIT REQUEST)
Can be retrieved either directly from lock or through the Logic Module
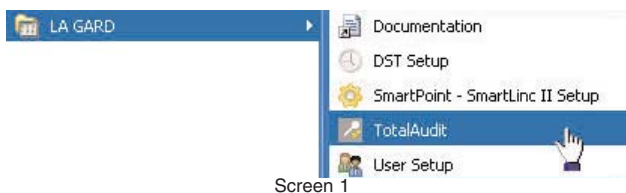*Each lock will record the last 4000 operations. The following information will be shown on the audit report:*
- Number
- Date
- Time
- Last Name, First Name, Middle Initial
- Action

USING TOTAL AUDIT
Requires RS232 Serial Cable (P/N 2041)
① Double click on "Total Audit" icon on your desktop or
② Select File then Open Total Audit, **see screen 1**.
③ Select option, Status, Report, Audit Lock or Audit Controller (Logic Module), **see screen 2**.
- Make sure that the COM port is set to the correct port for the Serial Cable.
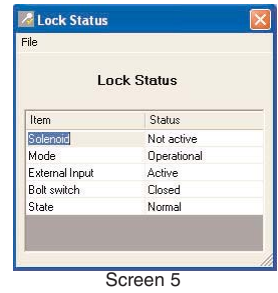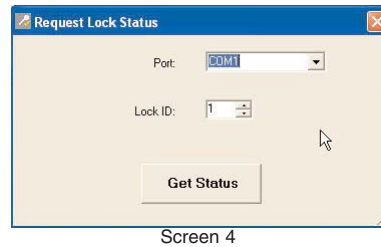

Screen 1

Screen 2

(P/N) 705.087 *(Total Audit)* **LA GARD -** A Member of The Kaba Group

Lock Status Request

STATUS REQUEST
Requires Programming Assembly, Lock Cable & Serial Interface (P/N 2034)
① Plug Interface and cable into PC and open Total Audit software on PC.
③ Connect Interface to ENT port on lock.
④ Connect power to the lock.
⑤ Click on "STATUS" button, *see screen 3*.
⑥ Select the correct COM port and Lock ID, *see screen 4*.
⑦ Click "GET STATUS" button, *see screen 4*.
  • Report screen will look like the example below, *see screen 5*.
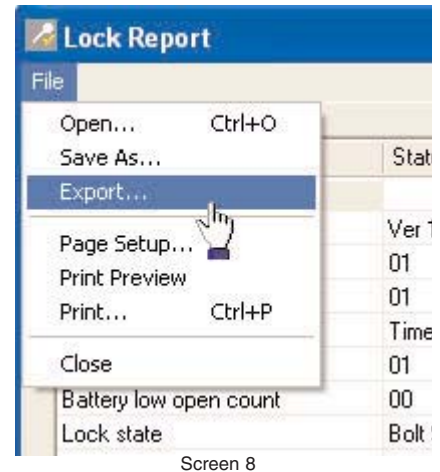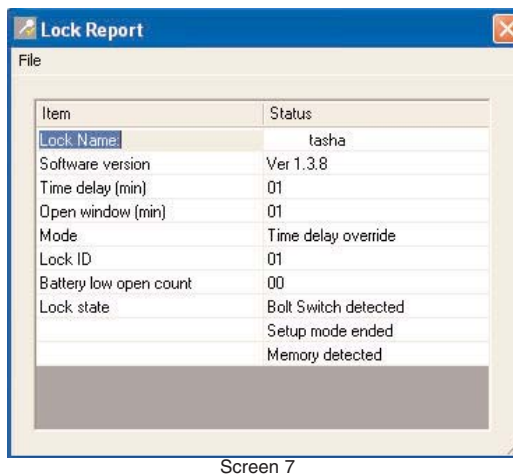 • List can be exported in excel format, *see screen 8*

Screen 3

Screen 4

Screen 5

Lock Report Request

REPORT REQUEST
Requires Programming Assembly, Lock Cable & Serial Interface (P/N 2034)
① Plug Interface and cable into PC and open Total Audit software on PC.
③ Connect Interface to ENT port on lock.
④ Connect power to the lock.
⑤ Click on "REPORT" button, *see screen 3*.
⑥ Select the correct COM port and Lock ID, *see screen 6*.
⑦ Click "GET REPORT" button, *see screen 6*.
  • Report screen will look like the example below, *see screen 7*.
  • List can be exported in excel format, *see screen 8*

Screen 6
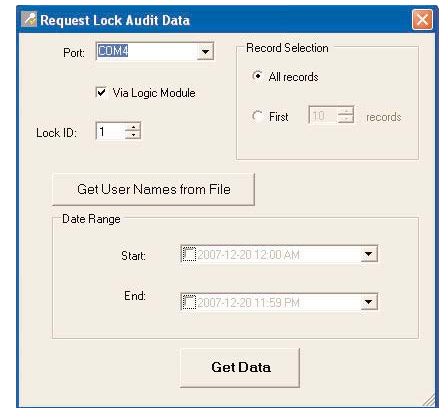

Screen 7

Screen 8

LOCK AUDIT REQUEST - VIA LOCK
Requires Programming Assembly, Lock Cable & Serial Interface (P/N 2034)
① Plug Interface and cable into PC and open Total Audit software on PC.
② Connect Interface to ENT port on lock.
③ Connect power to the lock.
④ Click on "AUDIT LOCK" button, *see screen 9*.
⑤ Select the correct COM port and Lock ID, *see screen 10*.
    • Leave the VIA LOGIC MODULE box unchecked.
⑥ Select whether all records are to be downloaded or how many records in increments of 10.
⑥ Select a date range to be downloaded or leave blank to download all.
⑦ In the software window, select "GET DATA" button, *see screen 10*.
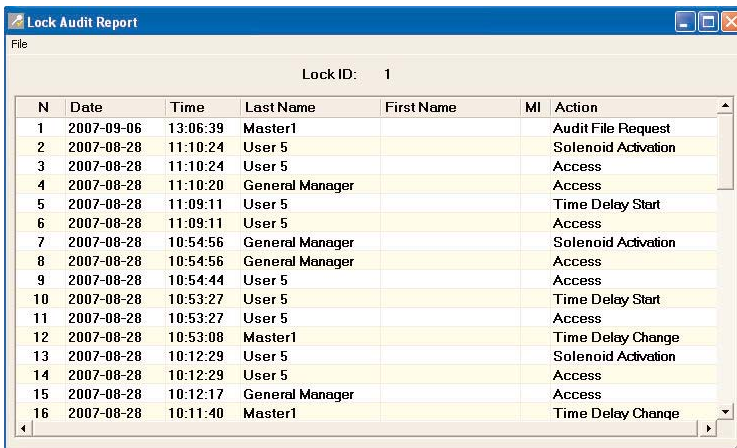   • Report screen will look like the example below, *see screen 11*
NOTE: By clicking the "GET USER NAMES FROM FILE" button, user name information can be added to the audit download. User names information is stored in a PC file only, not in the Logic Module or Lock, see screen 12.
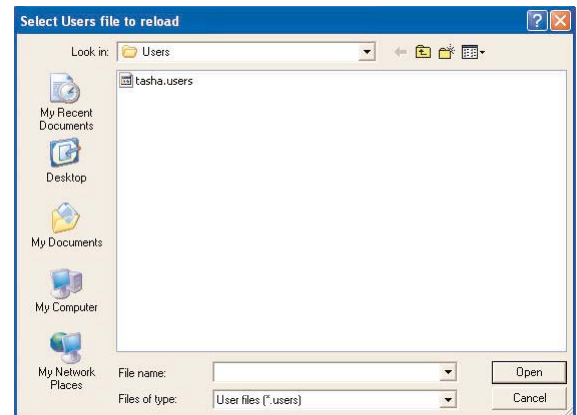

Screen 9

Screen 10

Screen 11

Screen 12

LOCK AUDIT REQUEST - VIA LOGIC MODULE
Requires Programming Assembly, Lock Cable & Serial Interface (P/N 2034)
① Plug Interface and cable into PC and open Total Audit software on PC.
② Connect cable to port on Logic Module.
③ Follow instructions below for either the MASTER or MANAGER code menu to enable PC Link.
④ Click on "AUDIT LOCK" button, *see screen 9*.
⑤ Select the correct COM port and Lock ID, *see screen 10*.
    • Check the VIA LOGIC MODULE box.
⑥ Select whether all records are to be downloaded or how many records in increments of 10.
⑦ Select a date range to be downloaded or leave blank to download all.
⑧ In the software window, select "GET DATA" button, *see screen 10*.
    • Report screen will look like the example below, *see screen 11.*

MASTER MENU - PC Link

① Press any key to power up SMARTPOINT.
   • Display will show either "ENTER CODE" or SELECT LOCK" when two or more locks are installed.
② Hold down "zero" until the display shows "MASTER CODE, X-X-X-X-X-X-X". Enter the Master code.
③ Press the P button four (4) times to select PC Link, the display will show "PC LINK".
④ Press the OK button to start communication with the PC.
⑤ Press the P to stop the communication.

| MASTER CODE XXXXXXXX |
| TIME/DATE |
| PC LINK |
| PC LINK ENABLED ** |

MANAGER MENU - PC Link

① Press any key to power up SMARTPOINT.
   • Display will show either "ENTER CODE" or "SELECT LOCK" when two or more locks are installed.
② Hold down OK button, display will show "MANAGER, MENU ACCESS" then, "MANAGER CODE, X-X-X-X-X-X".
③ Enter Manager Code (and scan finger, if set-up).
④ Press the P button two (2) times to select PC Link, the display will show "PC LINK".
⑤ Press the OK button to start communication with the PC.
⑥ Press the P to stop the communication.

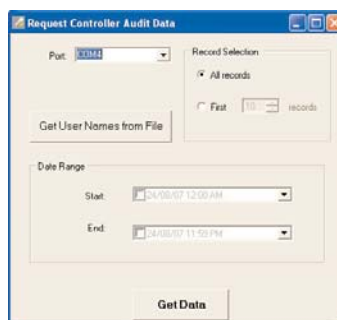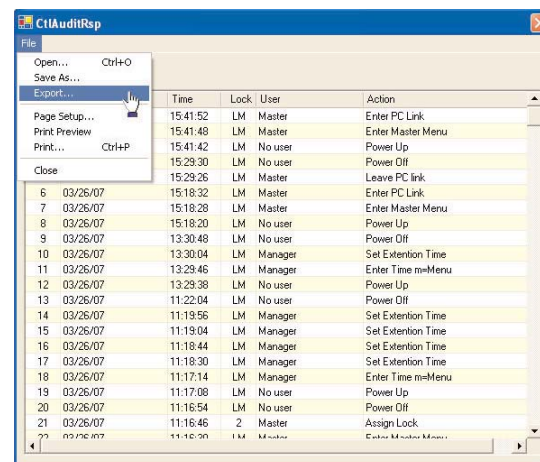| ENTER CODE X-X-X-X-X-X |
| MANAGER MENU ACCESS |
| MANAGER CODE X-X-X-X-X-X |
| TIME/DATE |
| PC LINK |
| PC LINK ENABLED ** |

Logic Module Audit

Screen 13

Screen 14

Screen 15

LOGIC MODULE REQUEST
Requires RS232 Serial Cable (P/N 2041)
① Plug Interface and cable into PC and open Total Audit software on PC.
② Connect cable to port on Logic Module.
③ Follow instructions above for either the MASTER or MANAGER code menu to enable PC Link.
④ Click on "AUDIT LOGIC MODULE" button, *see screen 13*.
⑤ Select the correct COM port and Lock ID, *see screen 14*.
⑥ Select whether all records are to be downloaded or how many records in increments of 10.
⑦ Select a date range to be downloaded or leave blank to download all.
⑧ In the software window, select "GET DATA" button, *see screen 14*.
   • Report screen will look like the example above, *see screen 15*.

PLEASE NOTE: Total Audit report can be exported to Excel after downloading, *see screen 15*.
NOTE: By clicking the "GET USER NAMES FROM FILE" button, user name information can be added to the audit download. User names information is stored in a PC file only, not in the Logic Module or Lock, see screen 12.