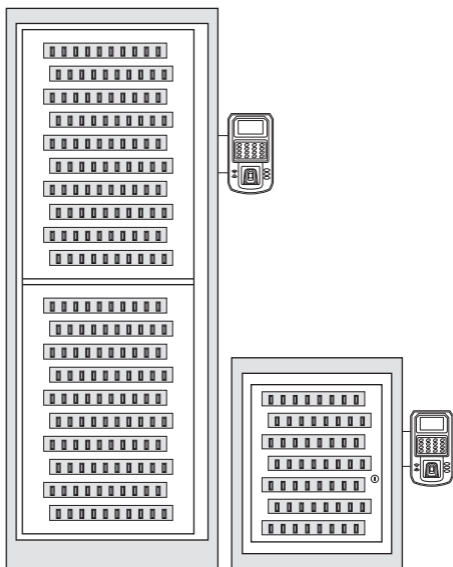


# Series i-Keybox

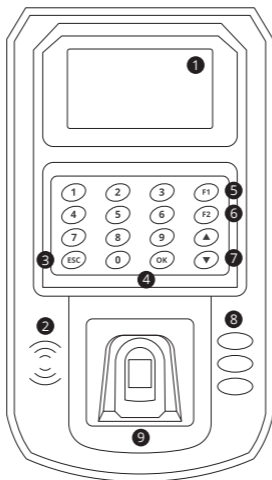
Standard Terminal



Product Manual

## Product Overview

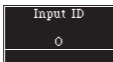
---



- ❶ LCD Display: 4 lines of 16 characters each
- ❷ RFID reader: for cards and KeyTags
- ❸ ESC button: cancel and back
- ❹ OK button: confirm
- ❺ F1 button: unregister and check
- ❻ F2 button: check
- ❼ Arrow button: select function
- ❽ Status light: Green light:  
successful communication  
Red light:  
key cabinet failure.  
Blue light:  
power on and normal operation
- ❾ Fingerprint reader

## Administrator login

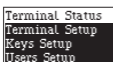
---



- 1 Input the administrator ID "0", and press "OK".



- 2 Input the initial administrator Password "123456", and press "OK".



- 3 In the main setup interface, press ▲ or ▼ to select the function.

## Terminal Number Setup

---

```
Terminal Status
Terminal Setup
Keys Setup
User Setup
```

- 1 In the main setup interface, select "Terminal Setup", and press "OK".

```
Terminal Setup
Cabinet Setup
KeySlot Setup
Permission
```

- 2 Select "Terminal Setup", and press "OK".

```
ID: 00000001
New:
Exit      Save
```

- 3 The initial terminal ID is "00000001".

```
ID: 00000001
New: 00000002
Exit      Save
```

- 4 Input a new ID with 8 number to change, and press "OK" to save.

## KeySlot Count Setup

---

```
Terminal Status
Terminal Setup
Keys Setup
User Setup
```

- 1 In the main setup interface, select "Terminal Setup", and press "OK".

```
TerminalNo Setup
Cabinet Setup
KeySlot Setup
Permission
```

- 2 Select "KeySlot Setup", and press "OK".

```
KeySlot Count: 1
New:
Exit          Save
```

- 3 The initial KeySlot count is "1".

```
KeySlot Count: 1
New: 48
Exit          Save
```

- 4 Input a new number of KeySlot, and press "OK" to save.

## Register All Keys

---

```
Terminal Status
Terminal Setup
Keys Setup
User Setup
```

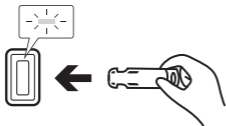
- 1 In the main setup interface, select "Keys Setup", and press "OK".

```
Register One Key
Register AllKeys
```

- 2 Select "Register AllKeys", and press "OK".

```
Register AllKeys
Exit Register
```

- 3 Press "OK" to register, the door opens.



- 4 The blue light of the KeySlot is on, and insert the KeyTag.

```
Close the door
```

- 5 When all KeyTags are inserted, please close the door.

## Software Installation

---


i-Keybox series software only supports installation based on Windows systems.



**I-KeyBox V1.0.exe**



- 1 Double-click "I-KeyBox V1.0.exe" to open the installation interface, and click "Next".
- 2 Change the installation path, and click "Next".
- 3 Select all components by default for a full installation, and click "Next".
- 4 Select Start Menu Folder, and click "Next".
- 5 Select the additional tasks, and click "Next".
- 6 Click "Install" to begin installation.
- 7 Click "Finish", the installation is finished.

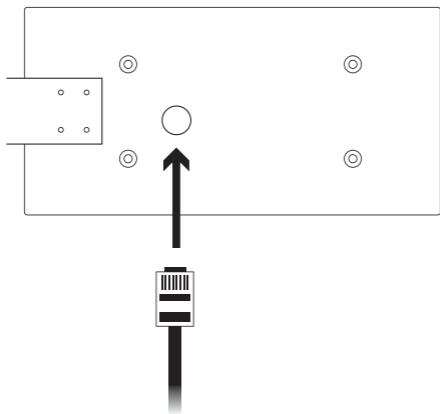
** Do not install the software in the C:\Program Files.**

## Connect Key Cabinet

---

Before running the software, please connect the key cabinet and computer with a network cable.

The MAC address of the key cabinet is on the label behind the cabinet.






## Tray Program Setup

---

Double-click "KeyManagement.exe" to open the tray program interface, and click "Setup".



### NIC Module Setup

Select "NIC Module settings", click  and system will search for the key cabinet IP automatically. Double-click the "IP", input username "admin" and password "admin", click "Login".

Select "Network settings", assign a fixed IP to the key cabinet and input the "IP". Other settings remain default, click "OK" to save.

Select "Connection settings", input "server IP (host)". Other settings remain default, click "OK" to save.

Select "Power manage", click "OK" to save.

### Communication Setup

Select "Communication setup", input "server IP (host)". Other settings remain default, click "save and back".

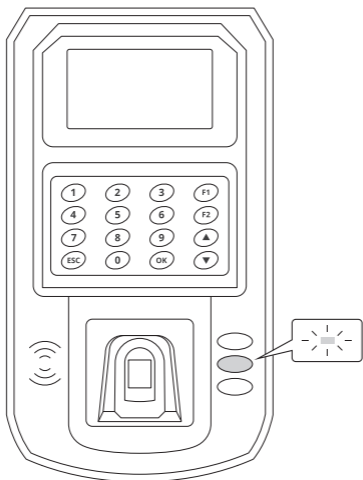
### Database Setup

Select "SQL Server", input "Server IP", "DataBase", "Server ID", and "Password". Click "Create Database" and "Save and Back".

## Start Service

---

When all settings are finished, click "Start Service".



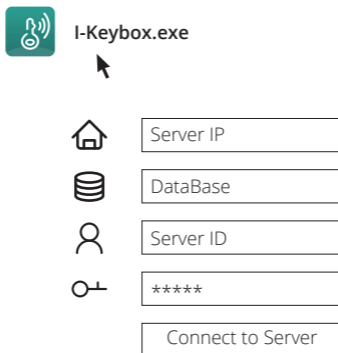
If client online number is "1", the green light is on, the connection is successful.

If client online number is "0", the connection failed. Please check the settings.

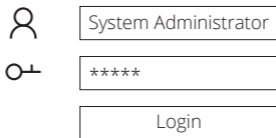
## System Login

---

Double-click "I-Keybox.exe" to open the software login interface. First login, input "server IP", "DataBase", "Server ID", and "Password". Click "Connect to Server".



The Software exits automatically. Double-clicks "I-Keybox.exe" again. Input Password "admin" and click "Login".




# Terminal Settings

---

## Main Interface > Terminal Settings Interface

Input "terminal number", "terminal name", "admin password", and "emergency password", click "Add", then the terminal information will be displayed. Double-click the form to edit the information.


 **The terminal number must be less than 6 numbers. Terminal name must be less than 30 words, and password must be 6 numbers.**

Terminal Number:

Terminal Name:

Admin Password:

Emergency Password:

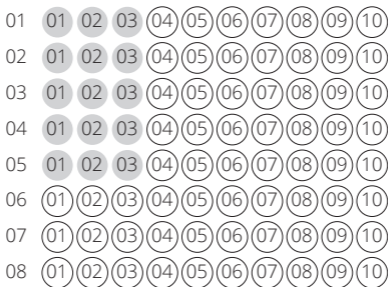
When all settings are finished, click  to back to the main interface.


## Key Cabinet Settings

---

### Main Interface > Terminal Settings Interface > Key Cabinet Settings Interface

Select "terminal name", input a key number and setup the KeySlot layout as below, click "Add", then the key cabinet information will be displayed. Double-click the form to edit the information.



When all settings are finished, click  to back to the main interface.

## Key Settings


---

### Main Interface > Key Settings Interface

Select "terminal name" and click "Collect the Key".

After reading keys successfully, click << to import all key information from right to left, then click ✕ to go back and edit the information.

 **The KeyTag ID is unique and cannot be changed.**


When all settings are finished, click  to back to the main interface.

## User Settings

---

### Main Interface > User Settings Interface

Input "user number", "user name", and "user password", click "Add", then the user information will be displayed. Double-click the form to edit the information.


 **User number, user name, and user password are required.**

**The user number must be less than 8 numbers. User name must be less than 30 words and user password must be 6 numbers.**

User Number:

User Name:


User Password:


When all settings are finished, click  to back to the main interface.


## Permission and Timetable Settings

---

### Main Interface > User Settings Interface > Permission Settings Interface

Select "terminal name" and "user name", click  to assign key permissions, then click "Save".

 green: authorized keys

 red: non-authorized keys

### Main Interface > User Settings Interface > Timetable Settings Interface

Select "user name" and "timetable type", then click "Save".

- **All time available**

The user can take keys at any time.

- **All time not available**

The user can not take keys at any time.

- **By week**

Set 3 time periods per day for a week, during which the user can take keys.

- **By month**

Set 3 time periods per day for a month, during which the user can take keys.



## Register User Card

---

```
Terminal Status
Terminal Setup
Keys Setup
Users Setup
```

- 1 In the main setup interface, select "Users Setup", and press "OK".

```
Login Users
Users Setup
Delete Users
```

- 2 Select "Users Setup", and press "OK".

```
Users Setup
ID: 1
Name: Iven
Search:
```

- 3 Input "user ID", press "OK" to search, and press "OK".

```
Available Keys
User Card Setup
FP Setup
Password Setup
```

- 4 Select "User Card Setup", and press "OK".



- 5 Present the user card close to the card reading area.

```
User Card Setup
Card: 035597F8
Exit      Save
```

- 6 The card ID is displayed, and press "OK" to save.

## Collect User Information

---

### **Main Interface > User Settings Interface > Collect Information Interface**

Select "terminal name" and click "Collect User Information".

After collecting successfully, click << to import all user information from right to left.

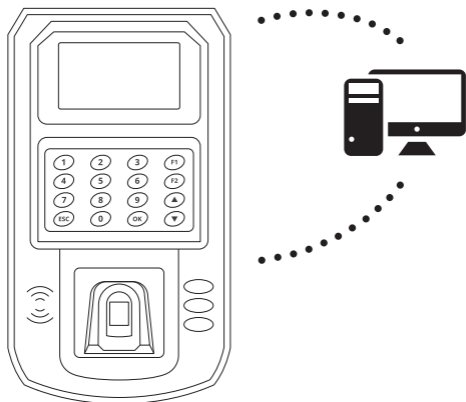
When all settings are finished, click  to back to the main interface.

## Download Settings

---

### Main Interface > Download Settings Interface

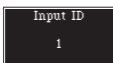
Select "terminal name" and click "Download One Click".



# Take and Return Keys

---

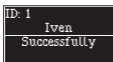
## Take Keys



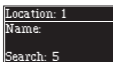
- 1 Input "user ID", and press "OK".



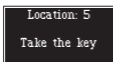
- 2 Input "user password", and press "OK".



- 3 Login successfully.



- 4 Input "key number", press "OK" to search.

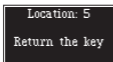


- 5 Press "OK" again, door opens, then take the key.

## Return Keys



- 1 Present the KeyTag close to the card reading area.



- 2 Door opens, return the key to the KeySlot where blue light is on.

## View and print reports

---

### Report > Details Query

Select "terminal name", and click "Query" to check the report. Or select "key number or name", "user number or name", "status", and "a period of time" to query the details. Click "Print Report" to save and print.

### Report > Statistics

Statistics contains Monthly Statistics, Quarter Statistics, and Annual Statistics.

### Report > Analysis

Statistics contains Details Analysis, Monthly Analysis, Quarter Analysis, and Annual Analysis.

Select "terminal name" and "graph type", and click "Query" to export the data chart. Graph type contains Column Chart, Line Chart and Pie Chart.

