

# How to program a standalone PROXIMITY system

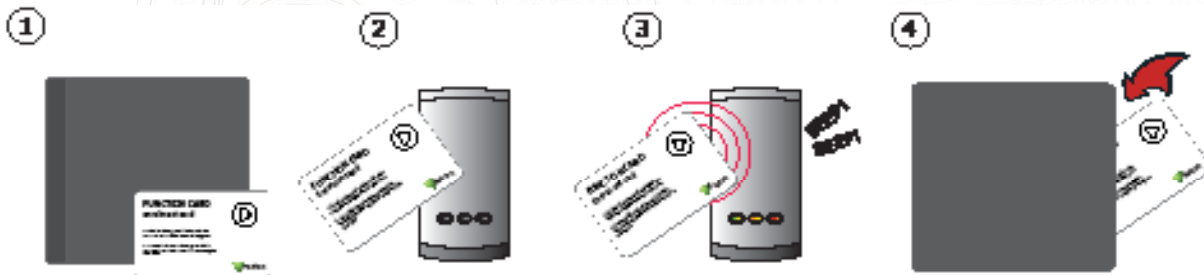
## PROXIMITY standalone systems

Standalone PROXIMITY systems are designed to be installed and administered with minimum effort. All configuration and administration is carried out using function cards, allowing the user to easily tailor the system to suit the individual site. At every stage of the programming the PROXIMITY reader will acknowledge, by way of beeps or LED's, that each step has been performed successfully.



## Enrolment card

Enrolling a new system - When a PROXIMITY system is first switched on, the enrolment card must be presented so that the reader will identify the user tokens for your site.



1. Take the enrolment card from the new token pack.
2. Present the enrolment card to the reader.
3. The reader beeps and the LED's light up as the enrolment card is acknowledged.
4. All tokens in the pack are now valid. The enrolment card can now be returned to its pack.

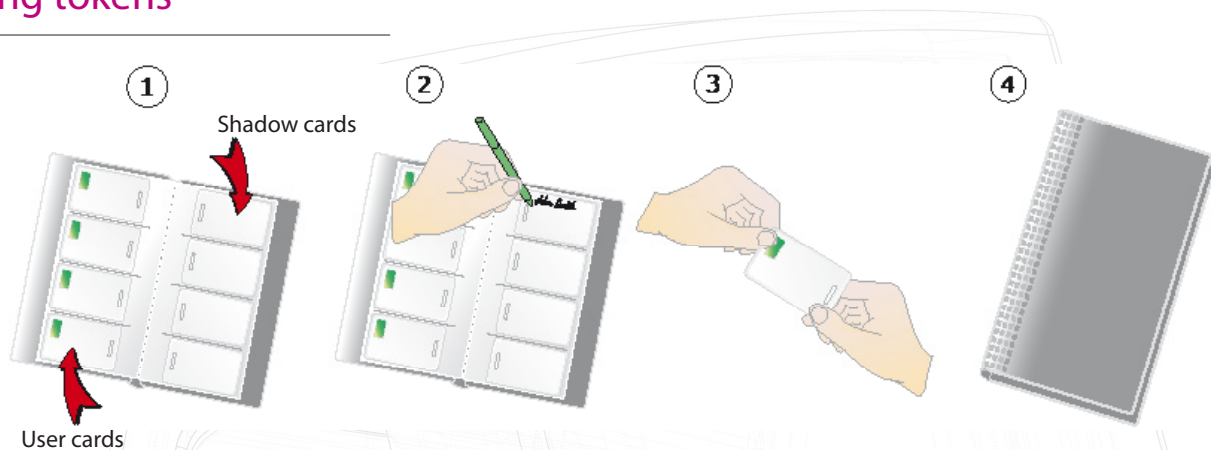
## Adding additional tokens

When more tokens are required a new pack may be purchased from your normal supplier.



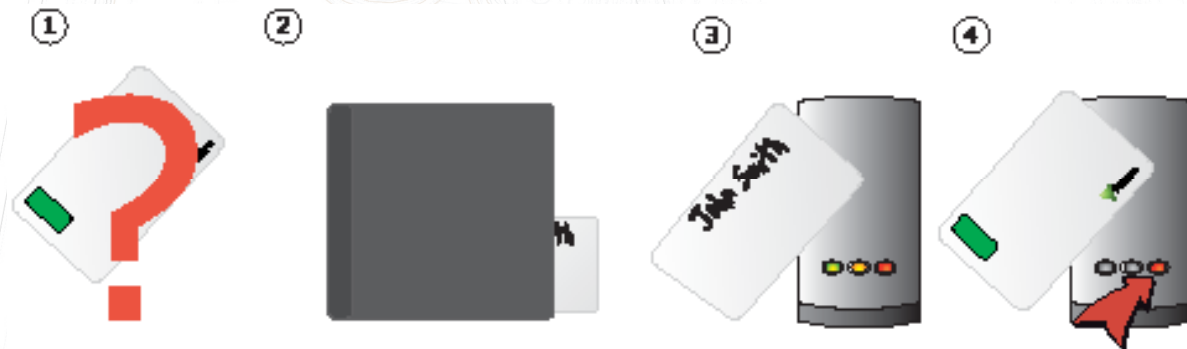
1. All Paxton token packs include an enrolment card.
2. Present the enrolment card from the original pack.
3. Present the new enrolment card from the new pack.
4. All tokens in the pack are now valid. The enrolment card can now be returned to its pack.

## Issuing tokens



1. On each page there are 'pairs' of tokens - a 'User card' and a corresponding 'Shadow card'.
2. Write the name of the user on the shadow card.
3. Issue the user card to the user.
4. Keep the card pack containing the shadow cards in a safe place.

## Bar a user

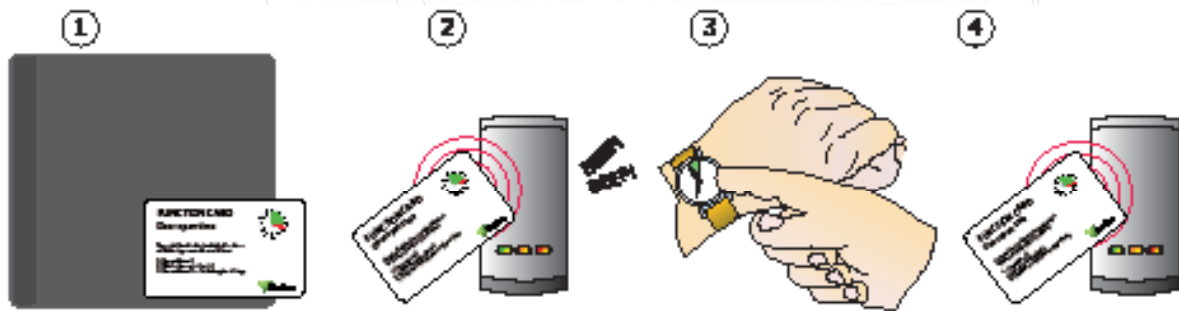


1. When a token is lost or stolen it is important to bar the token to stop unauthorized access.
2. To bar a token take its corresponding shadow card from the card pack.
3. Present the shadow card to the reader. This will bar the token from that reader.
4. If the token is presented, the red LED will flash and access will not be granted.

Re-validating a user token - An enrolment card is required to re-validate a card that has been barred from the reader. First present the enrolment card and then the token that is to be made valid. The reader will beep to acknowledge and the token can be used again at that door.

## Door open time card

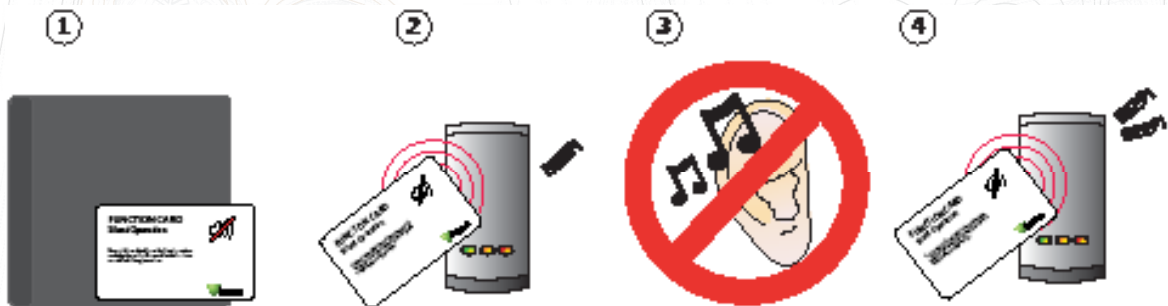
This card is used to adjust the length of time the door remains open when a valid card is presented.



1. Take the door open time function card from the starter pack.
2. Present the card to the reader. The reader will start beeping.
3. Wait for the required period you wish the door to remain open.
4. Present the card again at the end of the period to set the open time. The beeping will stop.

## Silent operation card

The silent operation card toggles the system between standard mode, where the reader will beep when a card is presented, and silent operation, for areas where the system is required to work in silence.



1. Take the silent operation function card from the starter pack.
2. Present the card to the reader. The reader will beep.
3. The reader is now in silent operation mode.
4. Present the card again to disable silent operation mode. The reader will beep twice.