

Using 'Custom Days'

Requirements

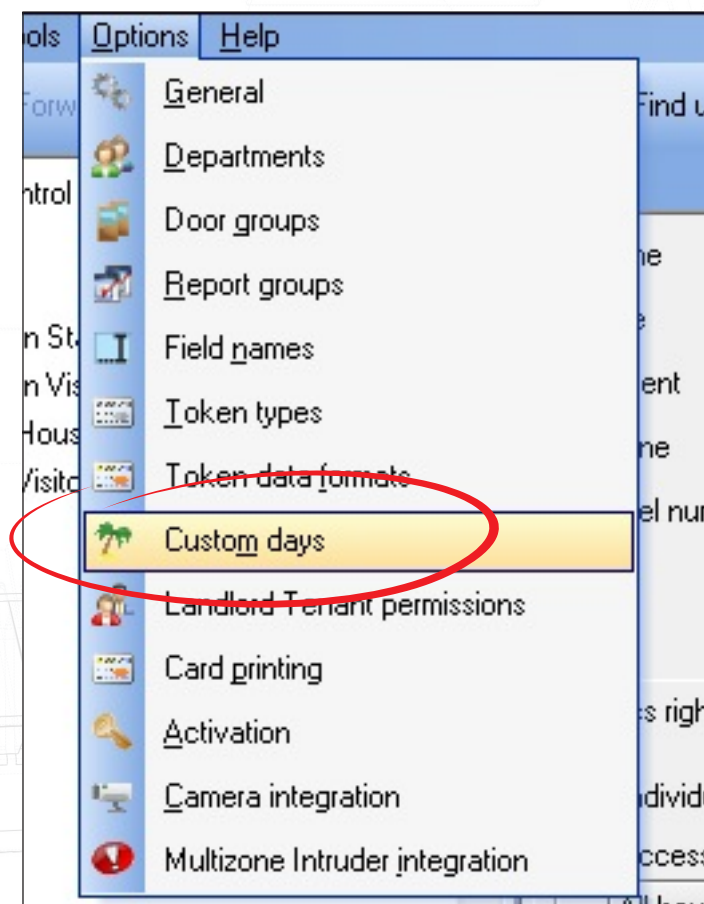
- Net2 Access Control Professional v5.0 or higher
- Compatible with Net2 plus ACU only
- See www.paxton.info/720 for the minimum PC specifications and compatibility statement

About

Custom days offers organisations flexibility in setting user permissions and door open schedules in advance of the standard 7 day week in a normal timezone.

Creating a custom day

1. Open Net2 and select 'Custom days' from the Options menu.



2. Select the 'Types' tab and enter the name of the day you wish to create, followed by 'Add' after each entry.

Options

General | Departments | Door groups | Report groups | Field names
Landlord Tenant permissions | Card printing | Activation | Multizone Intruder integration
Token types | Token data formats | Custom days | Camera integration

Dates | **Types**

New custom day

Date: 14 February 2014 Type: Public holiday

Description:

Recurring: ☐

Add

| Date | Description | Type | Recurring |
|------|-------------|------|-----------|
|------|-------------|------|-----------|

Delete

OK Cancel Apply

3. Once complete, select the 'Dates' tab
4. Select the date, then the type, give a description that covers that day and lastly choose whether this date will be recurring annually.

Note: A maximum of 26 custom day types and 100 actual custom days can be created.

Options

General | Departments | Door groups | Report groups | Field names
Landlord Tenant permissions | Card printing | Activation | Multizone Intruder integration
Token types | Token data formats | Custom days | Camera integration

Dates | Types

New custom day

Date: 14 January 2015 Type: Quarterly sales meeting

Description:

Recurring: ☐

Add

| Date | Description | Type | Recurring |
|------------------|------------------|-------------------------|-------------------------------------|
| 14 February 2014 | Valentines Day | Late opening | <input checked="" type="checkbox"/> |
| 16 April 2014 | Quarter 1 review | Quarterly sales meeting | <input type="checkbox"/> |
| 16 July 2014 | Quarter 2 review | Quarterly sales meeting | <input type="checkbox"/> |
| 14 October 2014 | Quarter 3 review | Quarterly sales meeting | <input type="checkbox"/> |
| 13 January 2015 | Quarter 4 review | Quarterly sales meeting | <input type="checkbox"/> |

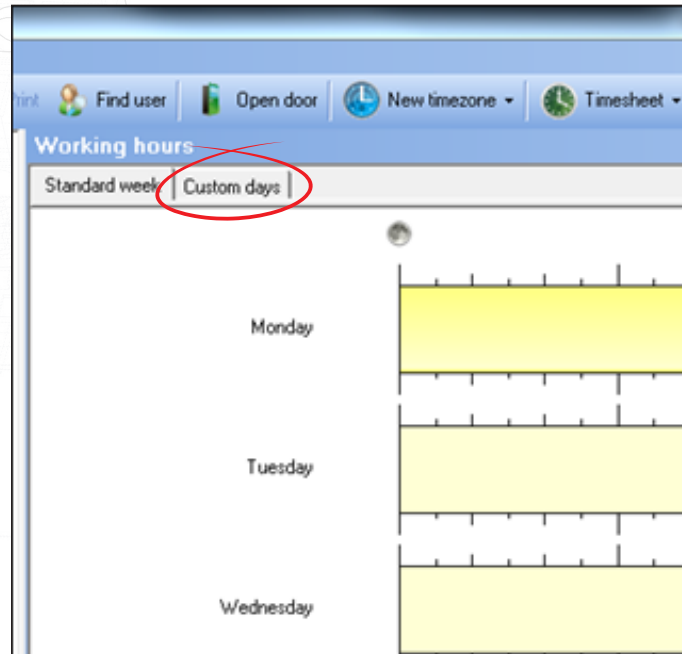
Delete

OK Cancel Apply

5. Click Apply to save your changes.

Operation

1. Once the new day entries have been created, go to the Timezone(s) that are affected by one or more of the custom day profiles you have just created. You will see the Timezone page now has a 'Custom days' tab



2. When you click the 'Custom Days' tab you will see all the days you have created.
3. Select the time you would like the custom day to be active.
4. Apply your changes. This modified day type will automatically take effect on the date selected.