



infinias User Guide

Version 6.3

v2-2018

This manual applies to the following products.

Product Name	Version
infinias CLOUD	6.3
infinias ESSENTIALS	6.3
infinias PROFESSIONAL	6.3
Infinias CORPORATE	6.3

Thank you for purchasing our product. If there are any questions, or requests, please do not hesitate to contact the dealer.

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1 Software Comparison

The infinias software is consistent across all versions (CLOUD, Essentials, Pro, and Corp). Therefore, navigation, terminology and concepts are all similar. A few key differences are that CLOUD does not require you to install any software and failover and redundancy are built-in. Furthermore, CLOUD supports multi-tenant and has an additional webpage for dealers to manage all customer accounts. This guide emphasizes on infinias CLOUD but covers some local server install information toward the back end.

infinias	CLOUD	ESSENTIALS	PROFESSIONAL	CORPORATE
Built-in Database Redundancy	✓			
Built-in Database Failover	✓			
Multi-tenant	✓			
Cloud Management	✓			
Remote Management	✓	✓	✓	✓
Multiple Security Roles	✓	✓	✓	✓
Badging	✓	✓	✓	✓
Live Muster	✓	✓	✓	✓
Built-in Standard Reports	✓	✓	✓	✓
Customizable SQL Reports	✓	✓	✓	✓
Rules Engine (For user defined configuration)	Standard	Standard	Advanced	Advanced
iPhone, iPad and Android Support	✓	✓	✓	✓
Push Notifications to Site Access Mobile App Ad Hoc and Automated (Rules-based)	✓	✓	✓	✓
Wireless Lock Support	✓	✓	✓	✓
Mobile Credential Location Services & Multi-Factor Authentication	✓	✓	✓	✓
Virtual Machine Support		✓	✓	✓
Video Integration	via 3xLOGIC VIGIL and Milestone XProtect®	via 3xLOGIC VIGIL Software	via 3xLOGIC VIGIL and Milestone XProtect®	via 3xLOGIC VIGIL and Milestone XProtect®
Elevator Control (Requires Elevator Control Kit & License)	✓		✓	✓
LDAP Support for AD Synchronization			✓	✓
MS Outlook/Google Calendar Integration	✓		✓	✓
Requires Certification			✓	✓
Multi-tier Management	✓			✓
Number of Events	Unlimited	Unlimited	Unlimited	Unlimited
Number of Doors	Unlimited	Unlimited	Unlimited	Unlimited
Number of Cardholders	Unlimited	Unlimited	Unlimited	Unlimited
Door Licensing	Unlimited	Unlimited	Unlimited	Unlimited

2 Terms and Concepts

infinias CLOUD approaches access control in a more of a 21st Century mindset than traditional access control systems. As a result, there are several new terms and concepts that might be new to the access control environment.

2.1 Doors vs. Zones

In the old-world access control, you configured a Door, and created some access privileges that granted access to that Door. infinias CLOUD introduces the concept of a Zone. A Zone could be viewed as the physical space which the Door occupies in your facility, floor, or room. Simply put, a Door borders two areas of a room, floor, or building, and each of those two areas are called a Zone. When you apply privileges to a Door, you're not really granting access to a Door, you're granting access to the Zone that the door protects. Therefore, an Outside Zone can have 20 doors attached to it, allowing access into the Inside Zone. The use of Zones simplifies the configuration process. Instead of creating an access privilege rule to each door, users can create a single rule applied to the zone, for all 20 doors.

Upon installation, infinias CLOUD creates two default Zones: Inside and Outside. In general, they represent the inside of your building or office, and the outside of your building or office - your perimeter door or doors already border these two zones.

As you plan your system configuration, consider useful names for the Zones to which you will be applying access privileges. Once you have configured your Zones, it will be much easier to maintain and re-configure access privileges to the Zones than compared to the old mechanism of Per-Door privileges.

2.2 Cardholder vs. Group

Traditional access control systems define a cardholder and allow you to configure that Cardholder's access rights within the system. infinias CLOUD borrows from the Enterprise world, and extends the Cardholder as a member of a Group, similar to the way Windows contains Windows account Users and Groups. All cardholders must be a member of at least one Group, and can be a member of multiple Groups.

Access Privileges are not applied to an individual Cardholder, but rather to a Group. Thus, you can modify the access privileges of a large number of Cardholders with one simple configuration change. Or you can make significant access privilege changes to a single Cardholder merely by adding them to or removing them from a Group.

Further, Groups adhere to Scope and Zone Hierarchy. People can only see Groups that are assigned to the same Zone that they have been assigned to as a Person.

2.3 Door Types

Configuring a door can be a tedious task, having to configure each input and output of every controller, often repeating the same input and output selections over and over for each door. infinias CLOUD presents the Door Type, a template that describes the input and output configuration gathered into a single entity. infinias CLOUD has several default Door Types from which you can choose, saving you many hours of tedious configuration effort.

Users can create custom Door Types in addition to the pre-installed Door Types in infinias CLOUD.

2.4 Rules and Privileges

The traditional access control concept of privileges is used to determine a cardholder's level of access into a door. infinias CLOUD expands the aging concept of access control, giving you pinpoint control over the action that infinias CLOUD takes due to the occurrence of an event. The software provides the concept of a Privilege: the combination of a Group (who has access), a Zone (where is access granted), and a Schedule (when is access granted).

Additionally, users create Access Privileges utilizing a top-down approach in infinias CLOUD. Simply, grant access privileges at any Parent Zone and the privileges will automatically propagate to all associated sub zones. This approach streamlines the configuration process and saves the user time, resulting in a much cleaner database and having the potential to dramatically reduce the number of Rules.

Furthermore, infinias CLOUD extends these capabilities with its robust Rules engine. The Rules engine allows users to configure their system to perform an action or multiple actions, based off a specified condition. For example, the access control system can be programmed to send an email action upon an invalid credential event.

2.5 Schedules and Holiday Sets

An infinias CLOUD Schedule is a stand-alone set of time ranges that define a 7-day week. A Schedule is atomic in that it is not defined to serve a specific purpose such as a door unlock schedule. Each day has a set of zero or more time ranges you can define. The part of the Schedule that is displayed in blue is the Active Time Range. This Schedule can be applied to a Door (via the Door Behavior) as an unlock schedule, or to a Rule to define access privileges or when the Rule will be active. For example, when a Schedule is applied to a Door, the Door will be unlocked during the Active Time Range (the blue section), and unlocked during the inactive time range (the white section).

A Holiday Set is a grouping of Holidays applied to a standard schedule. For example, a Holiday Set might consist of New Year's, Thanksgiving, the day after Thanksgiving, and Christmas Day, when the office is closed; another Holiday Set might consist of Christmas Eve and New Year's Eve because the office hours are a half day. Once you've established your Holiday Set, you can assign a set of zero or more time ranges that define that Holiday Set. Finally, you can apply that Holiday Set to a Schedule you've created. Thus, you'll have a single Schedule that contains the normal hours of office operation, plus all the days in which the office is to be partially or completely closed. Furthermore, you can assign that complex Schedule to any Door Behavior, Person Group, or Rule.

2.6 Events and Alarms

All access control systems manage Events and Alarms, and each system has their own proprietary method of determining what an Alarm is and how to manage the presence of an Alarm. infinias CLOUD chooses to not tell you what is or is not an Alarm, but rather you tell infinias CLOUD what is or is not an Alarm. By default, infinias CLOUD identifies an Alarm as the usual access control denial events, but you have free reign to determine the identity of an Alarm for yourself, using the Rules Engine.

2.7 Alarm Acknowledgment

infinias CLOUD introduces the concept of Automatic Alarm Acknowledgement. Old world access control systems require you to manually acknowledge every Alarm in their system, no matter how

truly important that Alarm is. infinias CLOUD dispenses with manual Alarm acknowledgement, and puts you in charge of determining what events are truly important to you. You make those decisions in the Rules Engine, which is described in detail in the Advanced Setup and Configuration chapter.

2.8 Extensibility and Peripherals

All access control systems have implemented some form of extensibility with third party security markets such as video surveillance systems. infinias CLOUD introduces the Peripheral, a third-party device that can be plugged into the infinias CLOUD Rules Engine, giving the third-party device unprecedented integration into infinias CLOUD.

A Peripheral can be a video surveillance DVR, an individual IP Camera, a hardware I/O device, or even a web service like Google Maps. Each Peripheral is supported by a Plugin, which is a software module designed to provide the bridge between infinias CLOUD and the third-party device or service. You can then use the Rules Engine to control the Peripheral, telling it to do things like "record video on camera X when a card with invalid credentials are swiped at Door Y."

infinias CLOUD provides a Webpage Peripheral, Generic Peripheral, and Google and Exchange Calendar Peripherals for integration by default.

2.9 Reports

Most access control systems provide a canned list of reports that provide the most commonly-requested information. infinias CLOUD utilizes Microsoft's Reporting Services engine, along with all of their tools to create your own reports - layout, content, graphics, or whatever you want. Custom-printed cardholder's badges also utilize the Reporting Services engine, giving you complete control over the "look and feel" of your badges. And it's all courtesy of Microsoft Report Builder and the Reporting Services engine. For any custom reports, please contact a 3xLOGIC Sales Representative.

2.10 Muster Zone

A Muster Zone is a Zone that has been tagged with the In or Out Muster attribute. When you tag a Zone with the In Muster attribute, infinias CLOUD will keep track of all users that have entered that Zone. You can also tag a Zone with the Out Muster attribute to keep track of both sides of a Door if you wish. A special Muster View on the Events Page displays the location of all cardholders in these Muster Zones in real-time.

2.11 Multi-Tenant

A software installation on a server that allows for management several groups of people with shared access levels within the software. infinias CLOUD allows a single dealer to manage an unlimited number of customers from a single sign on. Those customers are assigned to a specific customer level and can only have visibility and management within their scope.

2.12 Scope

Scope inherently defines what level of visibility and management you have based off where you have been assigned as a Person. When giving a Person the Supervisor, Human Resources, or User Role, you can set their ceiling of visibility by assigning the user to a Zone. Once the ceiling has been set for each user that is logging into the software, the users can utilize Scope to drill down to a more granular level.

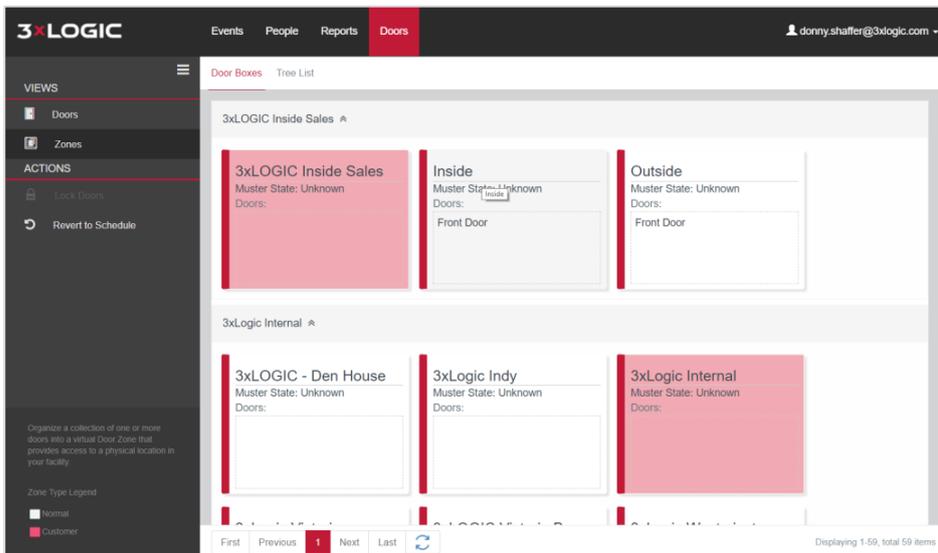
The more Zones and Rules that are created within the software the more complicated it can be to navigate and configure. Therefore, infinias CLOUD introduces the ability to filter out irrelevant data points with Scope.



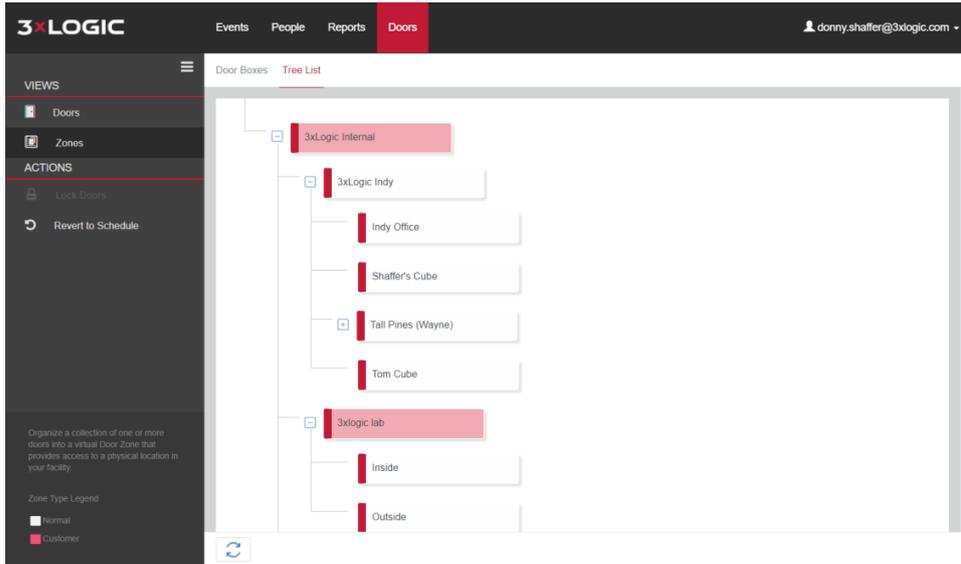
2.13 Zone Hierarchy

When Creating a Zone in infinias CLOUD, users will now have an option called **Parent Zone Name**. Users can create a Parent Zone which could be a region, state, or anything you desire. From there, users will then create Children Zones and map out the zone hierarchy by identifying the parent and child relationship. The highest-level parent will usually be your company name, but can always be identified by the red color.

Door Boxes View



Tree List View



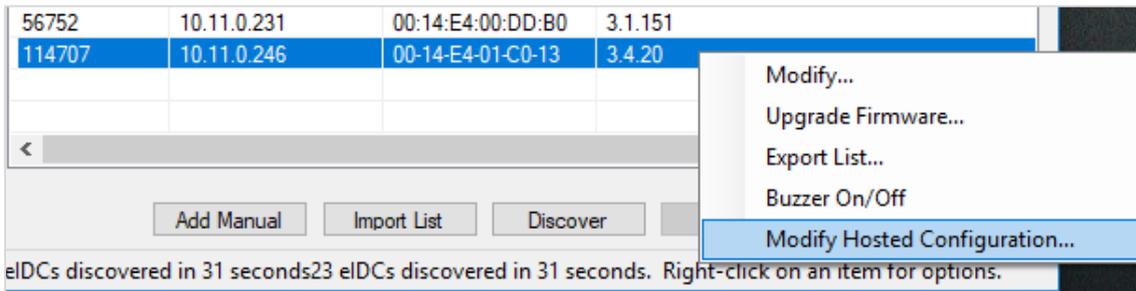
3 Discovery and Firmware Utility

The Discovery and Firmware Utility is a tool designed for scanning and discovering eIDC32 Door Controllers on your network; furthermore, the tool can be used to upgrade firmware and modify Hosted Configuration settings.

For more information on this utility, please refer to the infinias discovery and firmware guide.

4 Door Controller Settings

The discovery option will allow users to configure the outbound configuration setting any selected door(s).



All door controllers now ship out of factory ready for CLOUD connection. Therefore, all door controllers are preprogrammed to phone home to the Dealer Customer Registration Portal. Once the controller has been assigned to a customer the outbound settings change to connect with the provisioning server on Port 18800. As long as the network does not block outbound traffic, then communication will not be impeded.



Important Note: If the settings do not exist then you will need to update your firmware. EIDC32 door controllers MUST have a minimum firmware version of 3.1.61.

You can either manually type in the settings or push the default settings to the door through the infinias EIDC32 Discovery Tool by clicking the Get Default Configuration button.

eIDC Outbound Configuration Setup

Default Settings:

- Primary Outbound Address: registration.infinias.com
- Primary Outbound Port: 18800
- Secondary Outbound Address: 52.1.49.187
- Secondary Outbound Port: 18800
- Primary and Secondary SSL must both be enabled

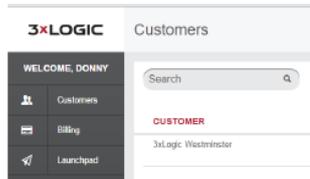
5 Quick Start Guide

Please refer to the **infinias CLOUD QSG** on your training flashdrive or by clicking this link

BEFORE YOU BEGIN | infinias CLOUD | IA-CL-H-3X

BEFORE YOU BEGIN

Let's get you oriented within the various sections required to manage your customers and door controllers.



Customer Registration Portal

It all starts with the Customer Registration Portal. This is where you:

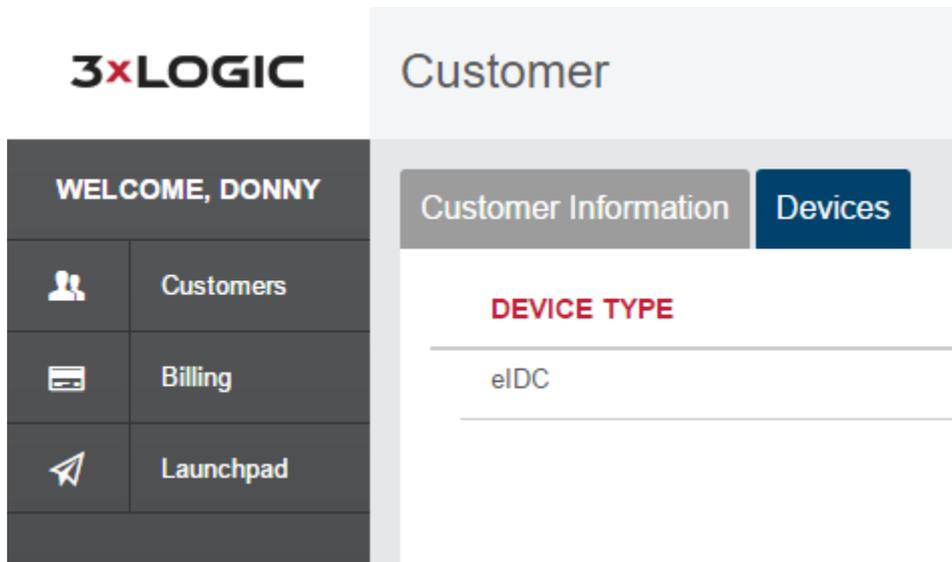
- Setup billing information
- Create and manage new customers
- Assign EIDC³² Door Controllers
- View and track invoices to your customers



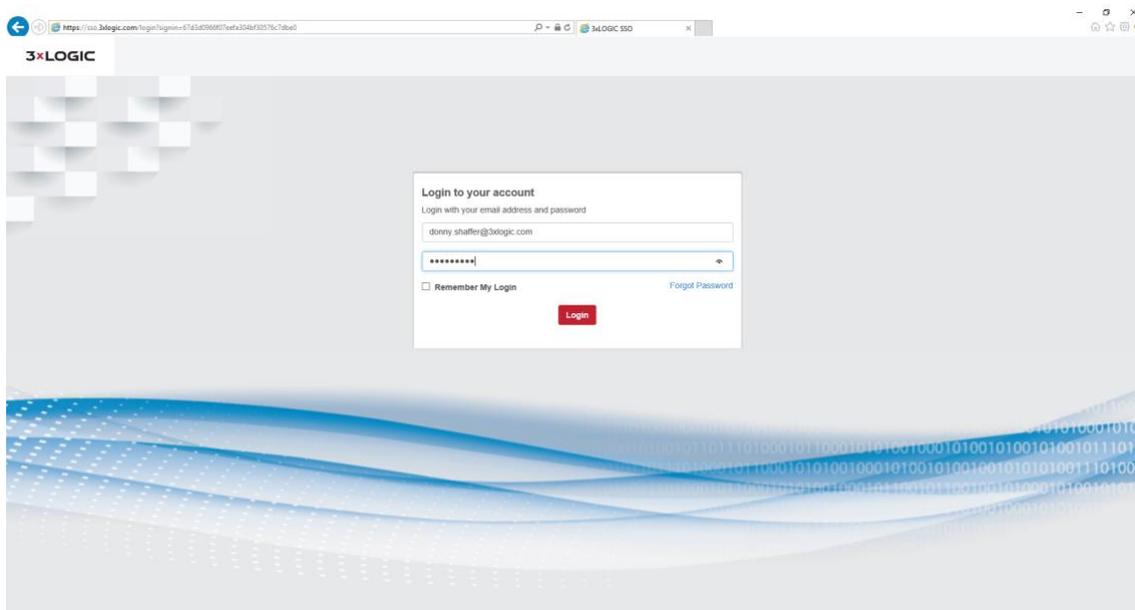
When you click the Launchpad button you are re-directed to infinias CLOUD.

6 Launching infinias CLOUD

Dealers that are logged into the **Customer Registration Portal** can simply click the **Launchpad** Menu Option to launch infinias CLOUD.



Instead of clicking the Launchpad button within the customer portal, this site can be accessed at any time by using the following URL: <https://ia.3xlogic.com>



7 Server Maintenance Message

The infinias CLOUD user interface will display messages from 3xLogic about upcoming maintenance or other maintenance related information. This message will stay displayed until acknowledged by the user.

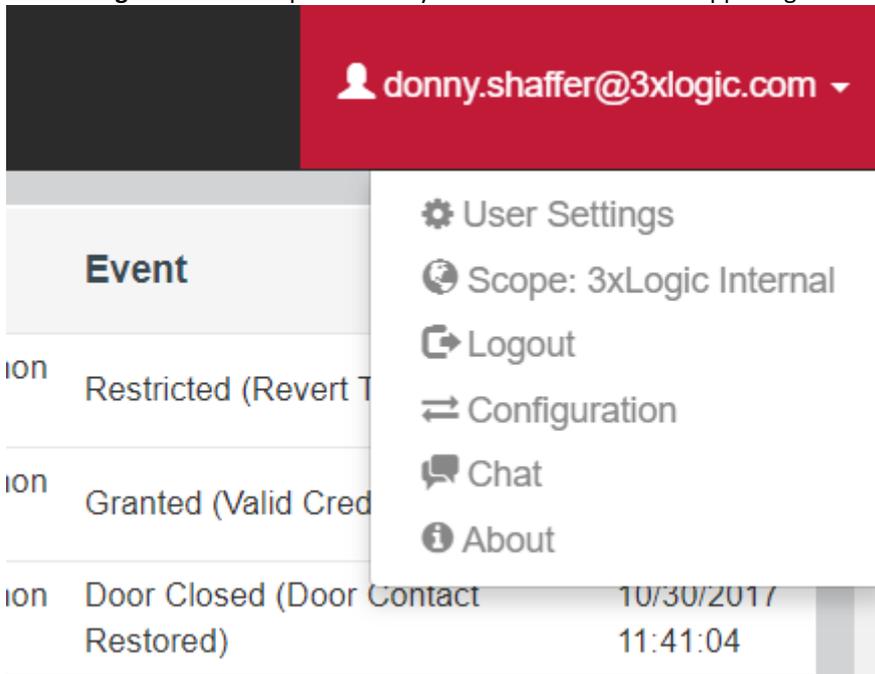


8 Navigating the Software

The infinias CLOUD user interface is organized into two sections, the **Home** section and the **Configuration** section. All users are allowed access to the Home section, and only Supervisors are allowed access to the Configuration section. The Home section can be accessed by clicking the infinias CLOUD logo in the upper left.



Due to our responsive software, the UI will adjust based off your resolution. Therefore, you may notice that **Configuration** is collapsed under your User Account in the upper-right corner.



To navigate the software, you will first select the desired Tab, then select a View that is specific to that tab. Each View will have its own set of Actions that are unique to the selected View.

The screenshot shows the 3xLOGIC software interface. On the left, there is a sidebar with a 'Tab' section containing 'Events', 'People', 'Reports', and 'Doors'. Below this is a 'Views' section with 'Events', 'Muster', and 'Event History'. At the bottom of the sidebar is an 'Actions' section with 'View Playback', 'Pause Events', and 'Track Last Event'. The main content area displays a table of events with columns for Location, Full Name, From, To, Event, and Date. The 'Events' tab is selected, and the 'Events' view is active. A red box highlights the 'Events' tab and the 'Views' section in the sidebar.

Location	Full Name	From	To	Event	Date
Main Entrance		Outside	Common Areas	Door Closed (Door Contact Restored)	10/30/2017 11:55:11
Main Entrance		Outside	Common Areas	Door Opened (Forced Open)	10/30/2017 11:55:08
Main Entrance		Outside	Common Areas	Restricted (Revert To Schedule)	10/30/2017 11:45:11
Main Entrance	Ornelas, Vaughan	Outside	Common Areas	Granted (Valid Credential)	10/30/2017 11:45:07
Main Entrance		Outside	Common Areas	Door Closed (Door Contact Restored)	10/30/2017 11:41:04
Main Entrance		Outside	Common Areas	Door Opened (Forced Open)	10/30/2017 11:41:01
Main Entrance		Outside	Common Areas	Restricted (Revert To Schedule)	10/30/2017 11:39:25
Main Entrance	Middleton, Kristina	Outside	Common Areas	Granted (Valid Credential)	10/30/2017 11:39:21
Victoria Backdoor		Victoria Outside	Victoria Inside	Restricted (Revert To Schedule)	10/30/2017 11:39:02
Victoria Backdoor	Xu, Daniel	Victoria Outside	Victoria Inside	Granted (Valid Credential)	10/30/2017 11:38:58
Victoria Backdoor		Victoria Outside	Victoria Inside	Restricted (Revert To Schedule)	10/30/2017 11:38:54
Victoria Backdoor	Xu, Daniel	Victoria Outside	Victoria Inside	Granted (Valid Credential)	10/30/2017 11:38:50
Victoria Backdoor		Victoria Outside	Victoria Inside	Restricted (Revert To Schedule)	10/30/2017 11:38:44
Victoria Backdoor	Xu, Daniel	Victoria Outside	Victoria Inside	Status (Double Tap Active)	10/30/2017 11:38:43
Victoria Backdoor	Xu, Daniel	Victoria Outside	Victoria Inside	Granted (Valid Credential)	10/30/2017 11:38:40
Main Entrance		Outside	Common Areas	Door Closed (Door Contact Restored)	10/30/2017 11:37:04
Main Entrance		Outside	Common Areas	Door Opened (Forced Open)	10/30/2017 11:37:00
	Hamilton, Thomas			Command Executed (Update Doors Firmware)	10/30/2017 11:35:08
	Hamilton, Thomas			Command Executed (Update Doors Firmware)	10/30/2017 11:35:08
	Hamilton, Thomas			Command Executed (Update Doors Firmware)	10/30/2017 11:35:08
	Hamilton, Thomas			Command Executed (Update Doors Firmware)	10/30/2017 11:35:07

8.1 Page Layouts

Some Pages or Tabs will display multiple layout views, for the viewers choosing.

The screenshot shows the software interface with navigation tabs and layout options. The 'Events' tab is selected, and the 'Doors' tab is highlighted. Below the tabs, there are three layout options: 'Logical View', 'Condensed', and 'Device View'. A red box highlights the 'Logical View', 'Condensed', and 'Device View' options.

8.2 Paging Display Functions

Pages are limited to displaying on 100 objects only, pertaining to whatever Tab or Page has been selected. Users can change page numbers by select the First, Previous, Next, or Last paging buttons. Any time you toggle between page numbers, the display counter will update accordingly.

Furthermore, users can refresh the live page to see real-time updates by clicking the page refresh button.



8.3 Search and Sort

Certain Pages in infinias CLOUD will allow you to either Search or Sort to filter or organize the data.



9 Home Section

All users have access to the Home Section, which consists of the Events Page, People Page, Reports Page, and the Doors Page.

9.1 Events Page

The first page you will always see when you log into the system is the **Events** Page. This page will display events generated by the system in real-time.

Location	Full Name	From	To	Event	Date
Main Entrance		Outside	Common Areas	Door Closed (Door Contact Restored)	10/30/2017 11:55:11
Main Entrance		Outside	Common Areas	Door Opened (Forced Open)	10/30/2017 11:55:08
Main Entrance		Outside	Common Areas	Restricted (Revert To Schedule)	10/30/2017 11:45:11
Main Entrance	Ornelas, Vaughan	Outside	Common Areas	Granted (Valid Credential)	10/30/2017 11:45:07
Main Entrance		Outside	Common Areas	Door Closed (Door Contact Restored)	10/30/2017 11:41:04
Main Entrance		Outside	Common Areas	Door Opened (Forced Open)	10/30/2017 11:41:01
Main Entrance		Outside	Common Areas	Restricted (Revert To Schedule)	10/30/2017 11:39:25
Main Entrance	Middleton, Kristina	Outside	Common Areas	Granted (Valid Credential)	10/30/2017 11:39:21
Victoria Backdoor		Victoria Outside	Victoria Inside	Restricted (Revert To Schedule)	10/30/2017 11:39:02
Victoria Backdoor	Xu, Daniel	Victoria Outside	Victoria Inside	Granted (Valid Credential)	10/30/2017 11:38:58
Victoria Backdoor		Victoria Outside	Victoria Inside	Restricted (Revert To Schedule)	10/30/2017 11:38:54
Victoria Backdoor	Xu, Daniel	Victoria Outside	Victoria Inside	Granted (Valid Credential)	10/30/2017 11:38:50
Victoria Backdoor		Victoria Outside	Victoria Inside	Restricted (Revert To Schedule)	10/30/2017 11:38:44
Victoria Backdoor	Xu, Daniel	Victoria Outside	Victoria Inside	Status (Double Tap Active)	10/30/2017 11:38:43
Victoria Backdoor	Xu, Daniel	Victoria Outside	Victoria Inside	Granted (Valid Credential)	10/30/2017 11:38:40
Main Entrance		Outside	Common Areas	Door Closed (Door Contact Restored)	10/30/2017 11:37:04
Main Entrance		Outside	Common Areas	Door Opened (Forced Open)	10/30/2017 11:37:00
	Hamilton, Thomas			Command Executed (Update Doors Firmware)	10/30/2017 11:35:08
	Hamilton, Thomas			Command Executed (Update Doors Firmware)	10/30/2017 11:35:08
	Hamilton, Thomas			Command Executed (Update Doors Firmware)	10/30/2017 11:35:08
	Hamilton, Thomas			Command Executed (Update Doors Firmware)	10/30/2017 11:35:07

9.1.1 Events Tab Views

The Events Page allows for three different viewing perspectives of the credential holders, each having their own unique **Actions**:

- **Events View**- The Events View contains the last 100 events and alarms that were processed by the system. Events that are tagged as an Alarm will be highlighted in red, and all other events will be shown in the default white color. The Events Page contains 6 columns, each describing a single aspect of the event
- **Muster View** - Displays the last Zone that the cardholder badged into.
- **Event History View**- Allows users to perform a simple search across all events in the database, to quickly identify specific data.

9.1.2 Actions (Events View)

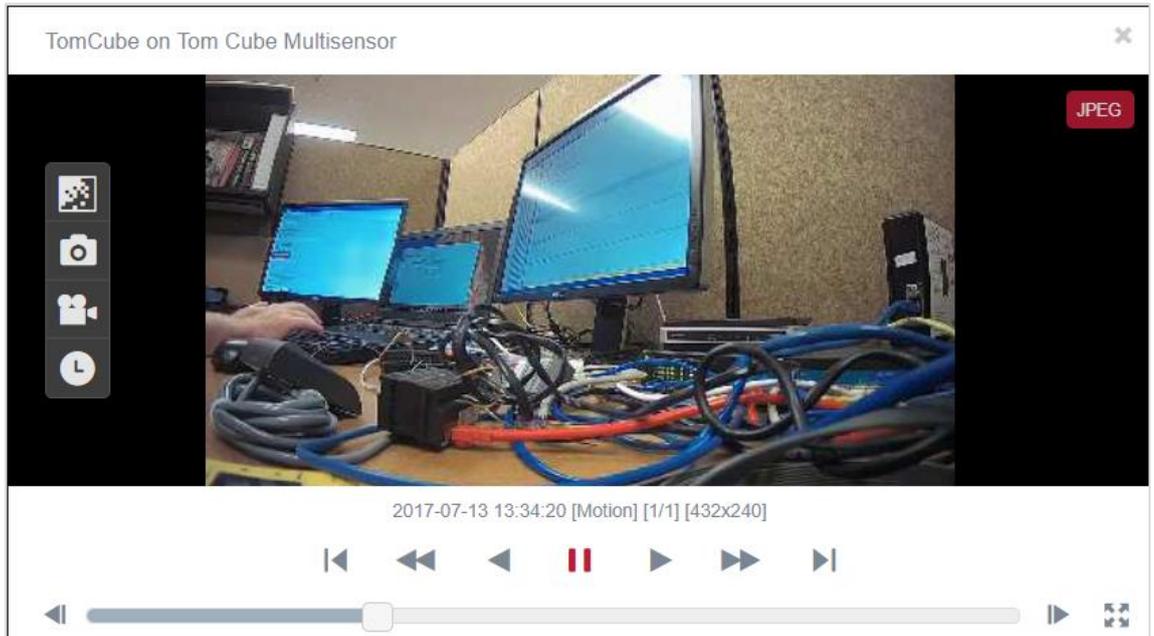
Below is the list of commands you can perform on in the **Events View**.

9.1.2.1 View Playback

If you have associated a 3xLOGIC camera appliance with a Door within infinias CLOUD, then you will camera icon next to the Event.



You can select any Event with the camera icon, and then select **View Playback** Action to see recorded video associated with the event.



Playback Settings:

	Toggle Resolution- This option will toggle between the primary and secondary stream of the camera, if programmed in 3xLOGIC.								
	Snapshot- This option will save a .jpg to a designated location.								
	Live- This option will toggle you from playback video to the live stream.								
	<p>Search Playback- This option allows users to further investigate an incident by specifying search parameters, instead of just video tied to an event.</p> <div data-bbox="464 689 1361 1137" style="border: 1px solid #ccc; padding: 5px;"> <p>Search Playback ×</p> <hr/> <p>Quick Search</p> <div style="border: 1px solid #add8e6; padding: 2px; margin-bottom: 5px;">Last 5 minutes ▼</div> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; border: 1px solid #ccc; padding: 2px;">Start Time</td> <td style="width: 25%; border: 1px solid #ccc; padding: 2px;">10/30/2017 </td> <td style="width: 15%; border: 1px solid #ccc; padding: 2px;">12:37</td> <td style="width: 15%; border: 1px solid #ccc; padding: 2px;"></td> </tr> <tr> <td style="border: 1px solid #ccc; padding: 2px;">End Time</td> <td style="border: 1px solid #ccc; padding: 2px;">10/30/2017 </td> <td style="border: 1px solid #ccc; padding: 2px;">12:42</td> <td style="border: 1px solid #ccc; padding: 2px;"></td> </tr> </table> <div style="text-align: right; margin-top: 10px;"> Search Cancel </div> </div>	Start Time	10/30/2017 	12:37		End Time	10/30/2017 	12:42	
Start Time	10/30/2017 	12:37							
End Time	10/30/2017 	12:42							
	Full Screen- This option allows users to expand the video pane to a full screen display.								

9.1.2.2 Pause Events

This Action will prevent the live display of events from continuously rolling.

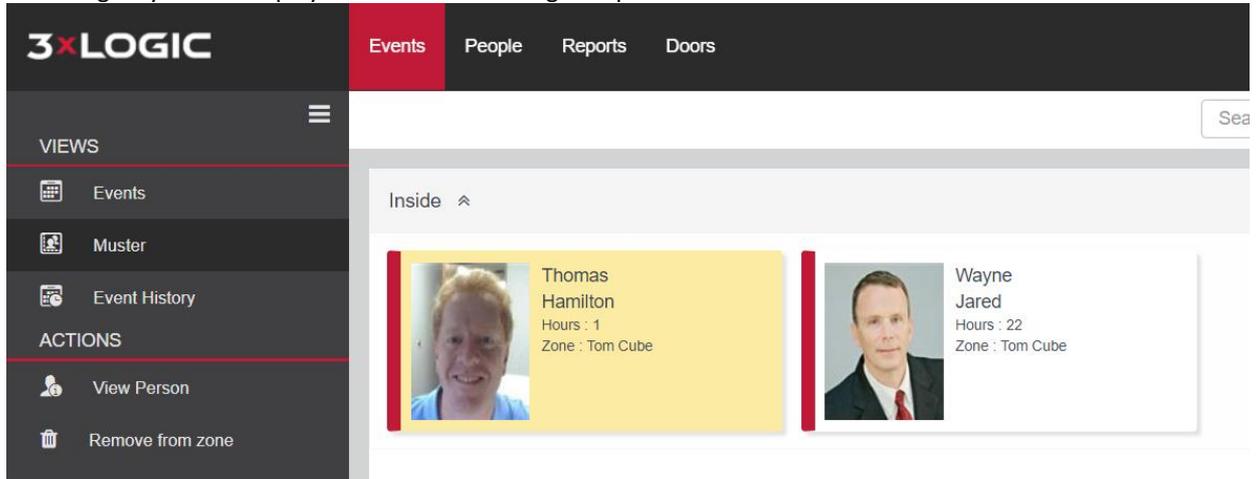
9.1.2.3 Track Last Event

This will track the last event and highlight that event yellow.

Josh Demo Door 	Outside	Inside	Deactivated (Input2 Restored)
Josh Demo Door 	Outside	Inside	Input State Change (Input4 Active)
Main Entrance 	Shaffer, Donny	Outside	Common Areas
			Command Executed (Full Download)

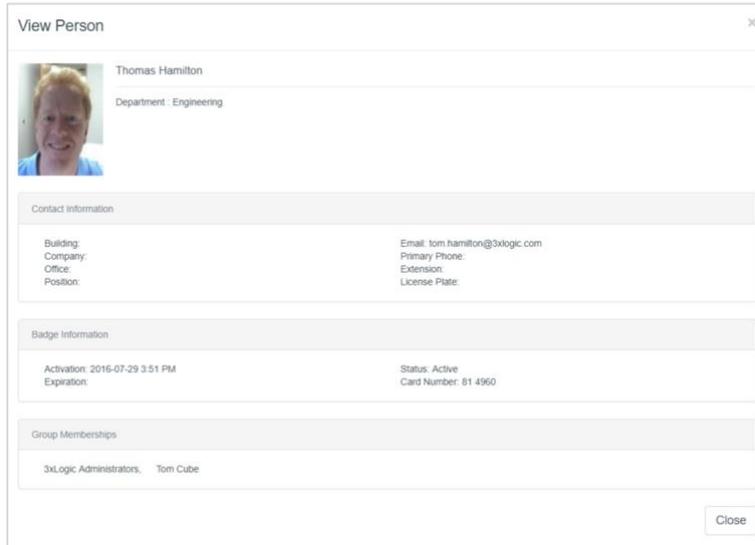
9.1.3 Actions (Muster View)

Live Muster allows an infinias CLOUD user the ability to see who currently occupies a Zone, in case of an emergency. It also displays a timer for how long that person has been inside of a Zone.



9.1.3.1 View Person

Select a Person, and then click the View Person Action to get pertinent information about that individual.



9.1.3.2 Remove From Zone

Users can manually remove someone from a Zone if they know that the person no longer resides in that area.

9.1.4 Actions (Event History)

Users can perform a quick search of their events in the database within the **Events History View**. Furthermore, users can filter by People, Groups, Doors, Zones, Events, Actions and Schedules.

Simply select the appropriate filters and then specify a start and end time for the search.

Events / Actions: Date: To:

Select the specific event reasons and actions you want to include.

Event Reason
 Event Action

<input type="checkbox"/> ScheduleActive	<input type="checkbox"/> ScheduleActiveInMinute
<input type="checkbox"/> ScheduleInactive	<input type="checkbox"/> ScheduleInactiveInMinute
<input type="checkbox"/> ServiceConditionNotMet	<input type="checkbox"/> ShutdownCompleted
<input type="checkbox"/> ShutdownSignaled	<input type="checkbox"/> Started
<input type="checkbox"/> Starting	<input type="checkbox"/> TimeSchedule
<input type="checkbox"/> TooManyRetries	<input type="checkbox"/> Unknown
<input type="checkbox"/> UnknownCredentialFormat	<input checked="" type="checkbox"/> UnknownCredentialStatus
<input type="checkbox"/> UnlockDoors	<input type="checkbox"/> UpdateCredentialStatus
<input type="checkbox"/> UpdateDoorsFirmware	<input type="checkbox"/> ValidCredential
<input type="checkbox"/> VoidedCredential	

Upon selecting the filters and specifying a start and end time, click the **Search Button**.

Events | People | Reports | Doors

People / Groups:
 Events / Actions:
 Date: To:

Doors / Zones:
 Schedules:
 Time: To:
 Decouple:

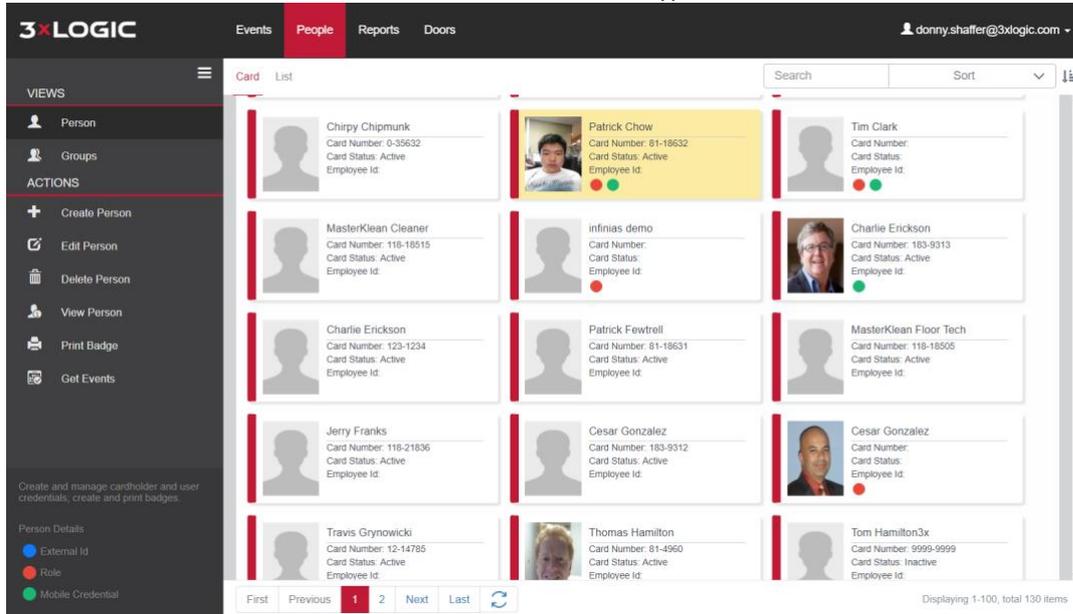
9.1.4.1 View Playback

This works the exact same way as previously explained in [Section 9.1.2.1](#).

9.2 People Page

The **People** Page is where you can create, modify and delete card holder credentials and infinias CLOUD users.

In infinias CLOUD, a Person is defined as a user that has either a card or key fob-style credential to gain access into your secure areas, or an operator credential (also known as a Role) to gain login access into the infinias CLOUD software itself. A Person can have both types of credentials.



 **Note:** The **Search** text box allows users to search People by the person's First name, Last name, Site Code, Card Number, or Group. The **Sort** list box is available to sort by First Name, Last Name, Employee ID, Department, or Customer Account.

9.2.1 Person Details Legend

 External Id	External ID- Any Person created in Active Directory will display a blue dot on their user profile.
 Role	Role- Any Person that has been given a login credential in infinias display a red dot on their user profile.
 Mobile Credential	Mobile Credential- Any Person that has been given a Mobile Credential will display a green dot on their user profile.

9.2.2 People Tab Views

The People Page allows for two different viewing perspectives of the credential holders, each having their own unique Actions:

- **Person View**- Displays the first 100 People in the content area, sorted by last name. Click on the paging icons in the lower left corner of the Content Area to change pages.
- **Groups View** - Displays the first 100 Groups in the content area, sorted alphabetically. Click on the paging icons in the lower left corner of the Content Area to change pages.

9.2.3 Actions (Person View)

Not all Actions are available for all login privileges. Below is the list of commands you can perform on in the **Person View**:

9.2.3.1 Create Person

Supervisor or Human Resources users can create a new infinias CLOUD Person, and assign the Person to one or more Groups. Click on the **Create Person** Action and a **Create Person** dialog will appear.

- **Summary section**- Contains the person's name, card number, picture, and other basic information. Enter at least a First Name, a Last Name, and a Site Code and Card Number. All other information in this section as well as the tabbed sections is optional.
- **Contact tab**- Contains contact information such as phone numbers and email addresses, as well as Company Name, Job title, and other contact-related items.

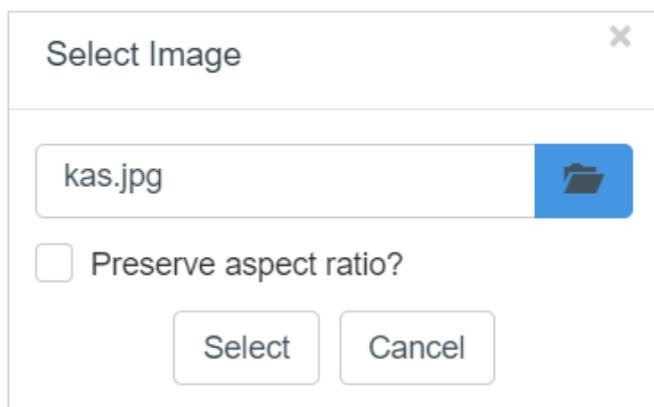


Note: The information you enter into the Contact area is mostly for your references only, because infinias CLOUD does not utilize most of these fields. infinias CLOUD only uses the **Primary Email** and **Secondary Email** fields for email notifications, which can be configured in the **Rules Engine**.

- **Badge tab-** Contains a more detailed version of the card number information. Allows users to set an **Activation Time**, **Deactivate Time**, and **Disable** the card holder. If you already entered a site code and card number into the summary section, you'll see that card entry in the Badges tab as well.

Numerous cards or badges to an individual user by clicking the **Add** button. Configure the appropriate fields, such as the Site Code and Card Code fields with their proper values.

- **Credentials tab-** The Credentials tab is for Mobile Credentials Users. A system Supervisor will put in a unique value for the user under **Credential** text box.
- **Groups tab-** Allows users to add or remove Groups from this Person's membership. To add or remove Group membership, simply drag and drop the desired group to the right (to add membership) or to the left (to remove membership), or click the double-right-arrow button (to add membership) or the double-left-arrow (to remove membership). Adding a Person to a Group means that Person is allowed access to all Zones in which that Group was given access.
- **Role tab-** Allows you to assign a Person to a specific Zone which allows them to only see Doors, Groups, People, Events within their Scope. Furthermore, People can be given login credentials to the infinias CLOUD user interface in this section. Users can have one of three levels of Roles: **Supervisor**, **Human Resource**, or **User**. The Role will determine the user's level of visibility and administration in infinias CLOUD.
- **Supervisor-** This Role can do all things in the system, within your scope or at your customer level.
- **Human Resource-** This Role is limited to the **Home** section of the software but can create, edit, and delete People; add/remove People from Groups; run Reports. An HR person is not allowed in the Configuration section. Therefore, an HR user can't create new Groups or Access Privileges.
 - **User-** This Role is also limited to the **Home** section of the software but cannot create or edit People and is a read-only type of user access.
- **Custom Fields tab-** Contains a list of all Custom Fields created in the Configuration section, and a place for you to provide the values for those fields. These values are ignored by infinias CLOUD, and will be specific to this Person.
- **Add Image-** To add or change the person's picture, click on the **Change Image** button, and a **Select Image** popup will appear.



Click the **Browse...** button to select an image on your hard drive or shared network drive to upload into the software. Valid image files are GIF, JPEG, and PNG. There is no size limit to these images as they will be scaled down to fit the limitation required by the database.

Click the **Preserve aspect ratio?** Checkbox if you want to keep the picture's aspect ratio and prevent distorting the image. When aspect ratio is preserved, there may be black bars on top or bottom to compensate. Clearing this checkbox will stretch the image to fill the box.

9.2.3.2 Edit Person

- People in the Role of **Supervisor** or **Human Resource** are the only ones with permissions to edit a Person. To edit a Person, click on that Person and then click the **Edit Person** Action menu item. Optionally, users can simply double-click the Person to edit the user's information.

9.2.3.3 Delete Person

People in the Role of **Supervisor** or **Human Resource** are the only ones with permissions to edit a Person. To delete a Person, click on that Person and then click the **Delete Person** Action menu item. A Delete Confirmation popup will appear for you to confirm, and the Person will then be deleted from the system. As with Create and Edit, this change is sent automatically to all relevant doors, which will de-activate that Person's card on all doors.



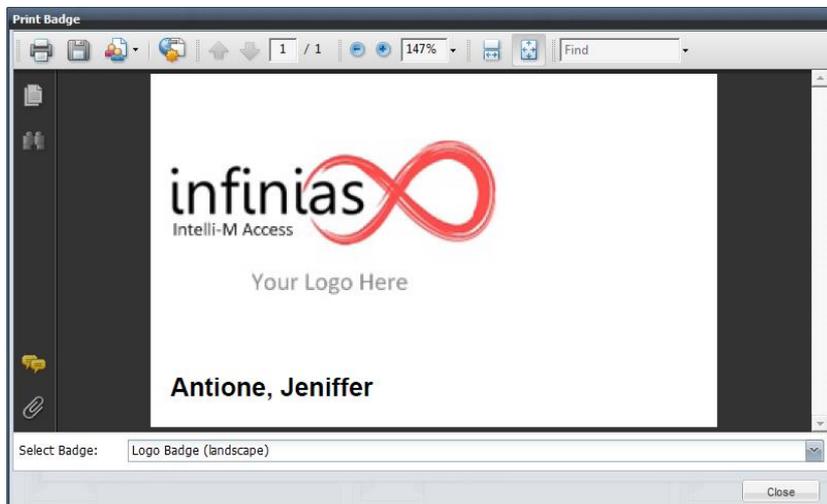
Note: Deleting a Person does not remove them from the database. Instead, the Person is marked as Deleted. This allows you to run reports and view events generated by the Person before they were deleted from the system.

9.2.3.4 View Person

- Users can view a Person's information in a read only format, to guarantee changes won't accidentally be applied to that Person. To do this, simply click on a Person and then clicking the **View Person** Action menu item.

9.2.3.5 Print Badge

- To print a badge of this Person, select a cardholder and then click the **Print Badge** Action.



From there, users can select a badge format in the **Select Badge** drop-down box. Click the **Save** or **Print** buttons to save the badge as a PDF file, or to send it to a printer. Click the **Close** button when you are done with the badge.

9.2.3.6 Get Events

To get all events generated by a Person, click on that Person and then click the **Get Events** Action menu item.

Date	Event	Location	Full Name
10/30/2017 10:59:25	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/27/2017 10:53:07	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/26/2017 10:59:27	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/25/2017 10:59:28	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/24/2017 10:59:19	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/23/2017 16:40:45	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/23/2017 11:03:48	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/23/2017 11:03:38	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/20/2017 10:51:57	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/19/2017 16:15:49	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/19/2017 10:56:45	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/18/2017 10:57:06	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/17/2017 19:56:57	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/17/2017 10:59:24	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/16/2017 16:09:45	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/16/2017 10:54:01	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/13/2017 10:58:04	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/12/2017 11:12:52	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick
10/11/2017 16:17:55	Granted (Valid Credential)	Victoria Backdoor	Chow, Patrick

9.2.3.7 Send Notification

See Ad Hoc Push Notifications for more information.

9.2.4 Actions (Groups View)

Actions for Groups are available only for Supervisors. The following section describes the commands that are available in the **Groups View**.

9.2.4.1 Create Group

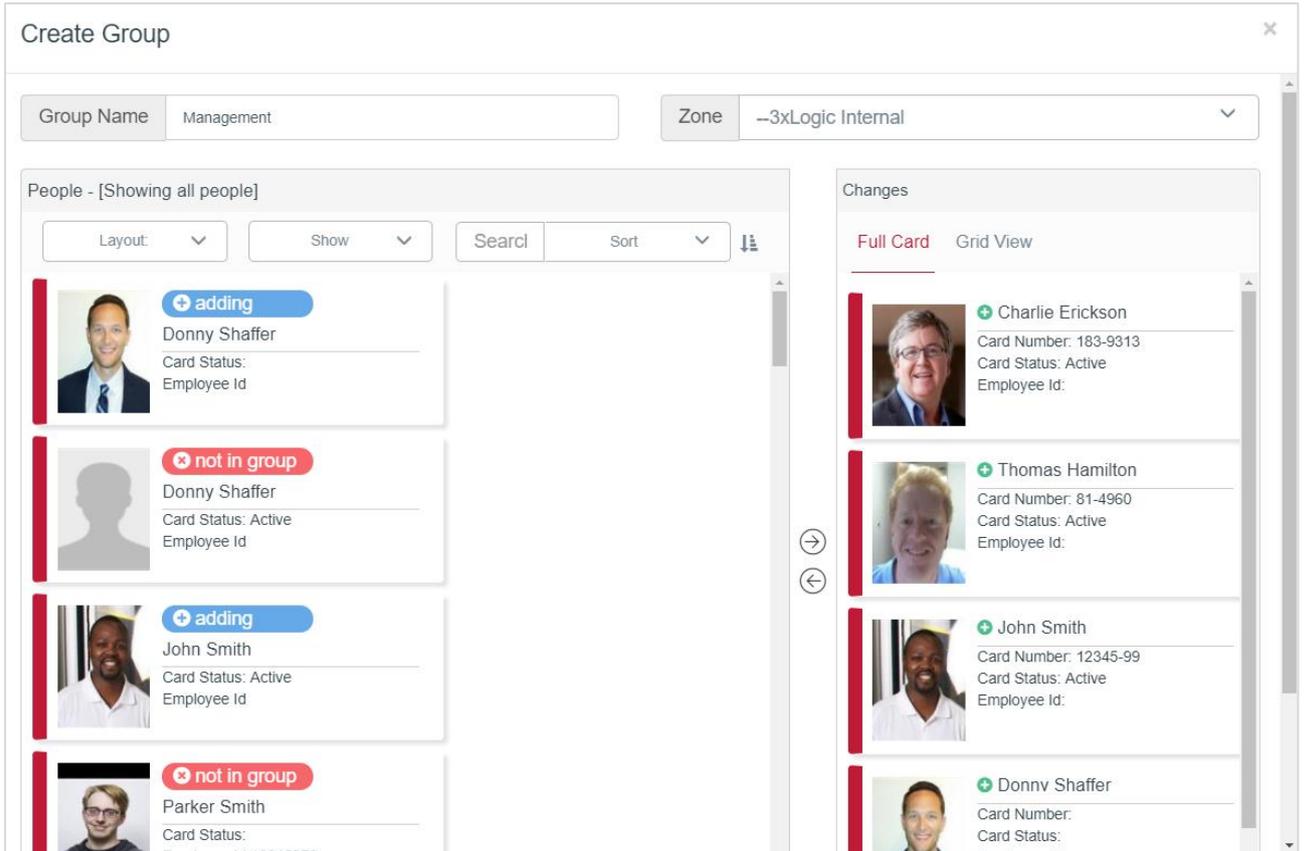
To create a Group, click the **Create Group** Action menu item.

Give the Group a name in the **Group Name** text box and assign the Group to a **Zone**. You can create the Group with no members by clicking the **Create** before assigning anyone to the group.

Below the group name you provided, a list of all people will be displayed, showing the card number, Employee Id, and a notation of their membership in the Group. You can either click the **Create** button now, or start adding people to the Group. To add one or more Persons to a Group, either double-click their name, or single-click their name and press the right arrow button. Regardless of the mechanism chosen, that Person's status will be changed to **Adding**.



Note: When you create a Group, this information is **not** automatically sent to the door. You will have to update the door on the Doors page in the Configuration section to send this Group and its members to the relevant doors.

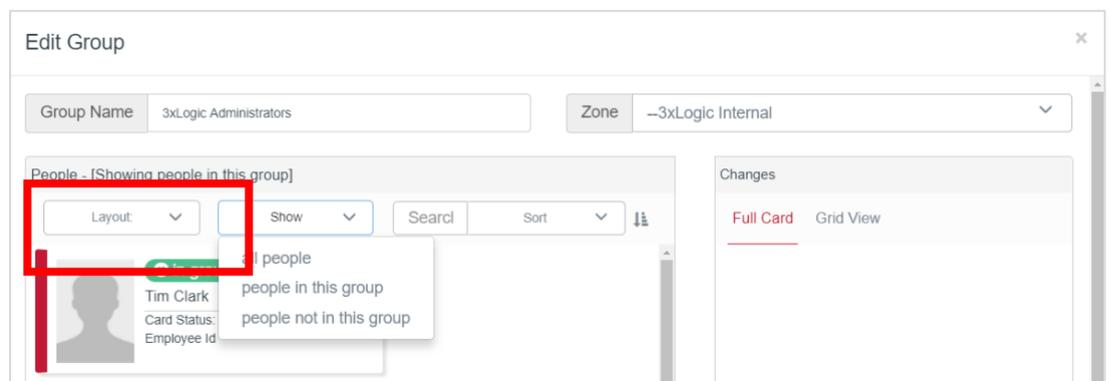


When you are done naming the Group, and optionally assigning People to the Group, click the **Create** button to create the Group

9.2.4.2 Edit Group

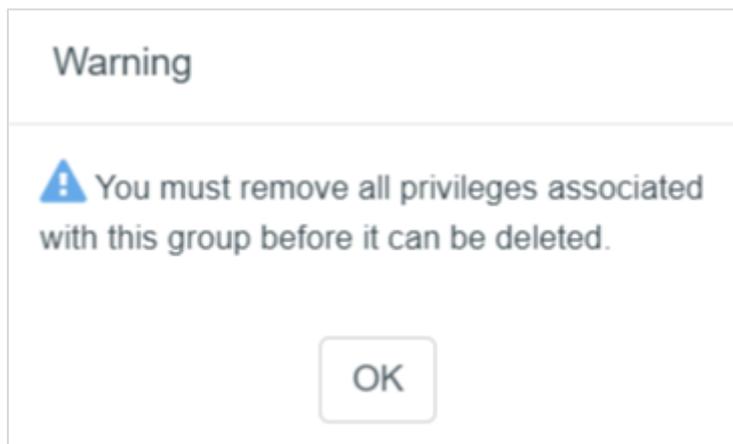
- Users can edit a Group by clicking on the Group and then clicking the **Edit Group** Action menu item. Change the Group name, and/or move People in or out of the Group to modify the Group's members. When you are done making your changes, click the **Save** button.

 **Note:** When you edit a Group, the Group will no longer display everyone in the database; instead, you will now only see members of the selected Group. To see additional people, drop down **Show** and then select **all people**.



9.2.4.3 Delete Group

- Select a Group and then click the **Delete Group** Action. Users cannot delete a Group until they have deleted all Access Privilege Rules associated with selected Group.

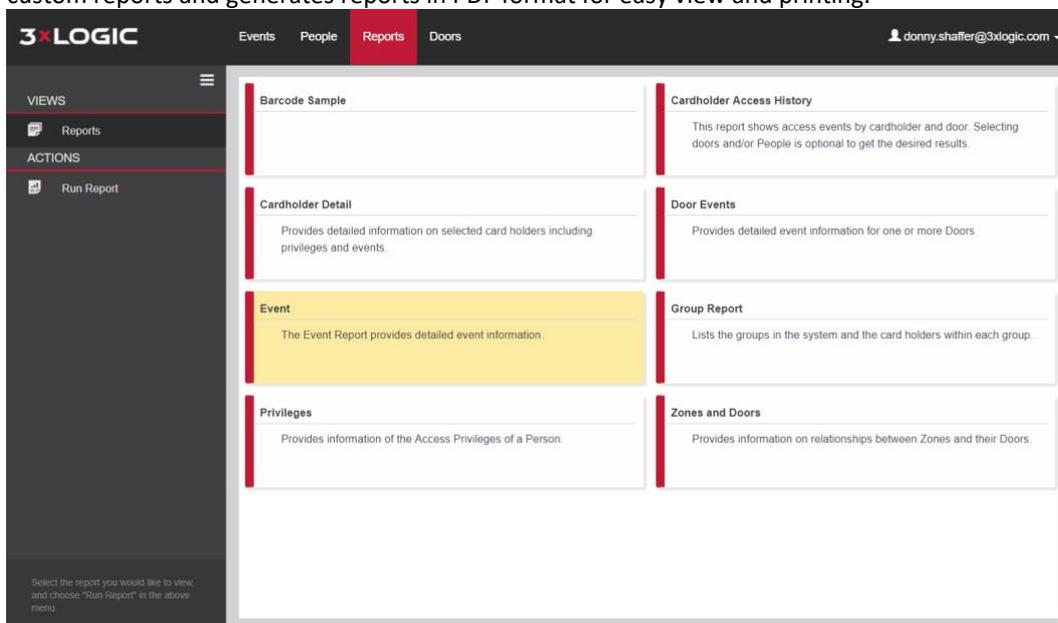


9.2.4.4 Send Notification

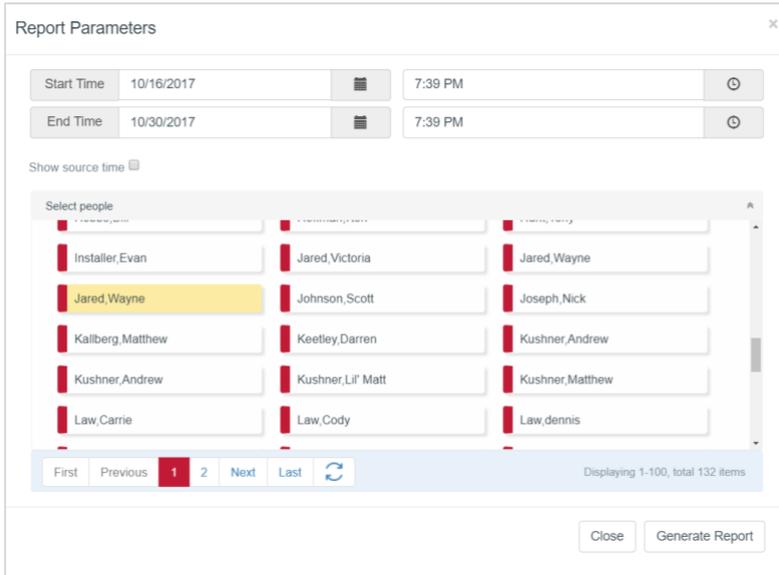
See Ad Hoc Push Notifications for more information.

9.3 Reports Page

The Reports Page is where you view and run infinias CLOUD Reports. This page displays built-in and custom reports and generates reports in PDF format for easy view and printing.

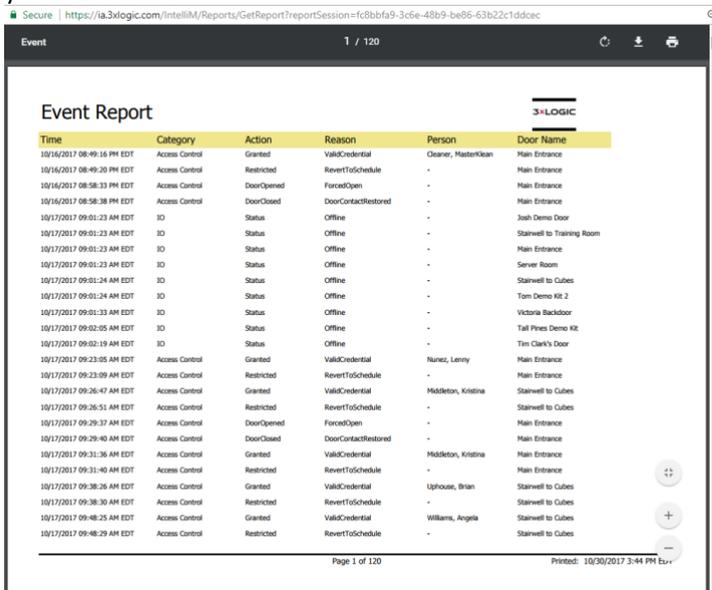


The only View available is the Reports View, and the only Action available is Run Report. To run a Report, click the desired report and then click the **Run Report** button, or simply double-click the report. A Report Parameters dialog will appear.



Although each report displays different content, the Report Parameters dialog is mostly identical for all reports. The main content of the Report Parameters Dialog will be a list of the first 100 People or Groups, depending on the report selected. As usual, you can use the paging icons to navigate through all items.

You can provide a Start Time and End Time to limit the time range of the report data, as well as select one or more People or Groups, depending on the Report. If you wish to run a report on all People or all Groups, you do not have to click all items- simply click none of them and all will be assumed. When you are ready to view the report, click the **Generate Report** button. A new window will appear that contains the report as a PDF document. From that window, you can print the report or save it to a PDF file on your hard drive.



9.3.1 Barcode Sample

The Barcode Sample is a special report whose content explains how to add barcode fields to any report, particularly Badge reports. Run this report to view the example and instructions. No time range or other parameter input is required.

9.3.2 Cardholder Access History

The Cardholder Access History report shows access events by cardholder and door.

9.3.3 Cardholder Detail

The Cardholder Detail report displays a summary of the Persons contact information, along with their picture, and a list of all events generated by the selected Person(s) during the time range you selected.

9.3.4 Event

The Event Report displays all events generated by the selected Person(s) during the time range you selected.

9.3.5 Group Report

The Group Report displays all Groups, and a list of the members of each Group. No time range or other parameter input is required.

9.3.6 Privileges

The Privileges Report displays a matrix of all Access Privileges in the system, showing the Groups, Schedules and Zones in an access matrix. No time range or other parameter input is required.

9.3.7 Zones and Doors

The Zones and Doors Report lists all Zones, along with a summary of all Doors in each Zone. No time range or other parameter input is required.

9.3.8 Mobile Credential QR Activation

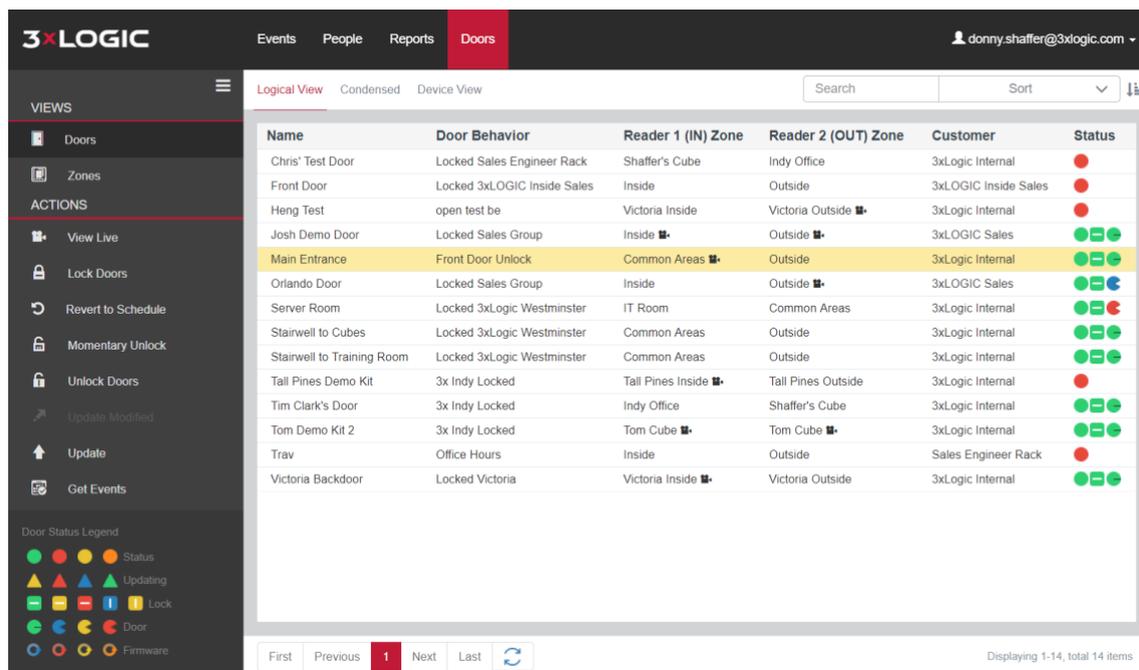
The Mobile Credential QR Activation Report will provide a scannable QR code to activate Mobile Credentials for any user that has been provided a Mobile Credential Key. This report also includes the user with instructions for activating their mobile credential.



9.4 Doors Page

The Doors Page is where users can manually lock or unlock a Door, and view its lock and door position status.

Additionally, users can toggle between three different layouts. Logical View is the default layout and will display the Zones that each door borders. Condensed will display just the Door Name and the Door Status icons in a condensed format. Device View shows the Door Name, IP Address, MAC Address, Serial Number, and Door Status icons in a list format.



9.4.1 Actions (Doors View)

The Doors Page allows for many Actions in the Doors View, including: View Live, Lock Doors, Revert to Schedule, Momentary Unlock, Unlock Doors, Update Modified, Update, and Get Events.

9.4.1.1 View Live

If a Door is associated with a 3xLOGIC appliance, then users can click this Action to see live video.

9.4.1.2 Lock Doors

Select one or more Doors, and click the Lock Doors Action to lock the specified Doors. The Doors will lock, and the Door Status icons will change accordingly.

9.4.1.3 Revert to Schedule

Select one or more Doors, and click the Revert to Schedule Action to return the specified Doors to their normal Schedule. The Door will either lock or unlock, depending on what the Schedule determines for that time of day.

9.4.1.4 Momentary Unlock

Select one or more Doors, and click the Momentary Unlock Action to unlock the door for a few seconds. The Action is the equivalent of a request to exit (REX). The Door will stay unlock for the same duration that it stays unlocked for a normal valid credential access condition, which is typically 4 seconds.

9.4.1.5 Unlock Doors

Select one or more Doors, and click the Unlock Doors Action to unlock the specified Doors. The Doors will unlock, and the Door Status icons will change accordingly.

9.4.1.6 Update Modified

Update Modified will pull down all updates for all Doors that have a Yellow Triangle.

9.4.1.7 Update

Update will pull down all updates for the selected Door.

9.4.1.8 Get Events

Select a Door, and click the Get Events Action to retrieve all Events generated by that Door. A popup window will appear that contains the Events, similar to the Events popup dialog described earlier. The first 100 Events will be displayed, and the usual paging icons will be available for you to navigate through the remaining Events.

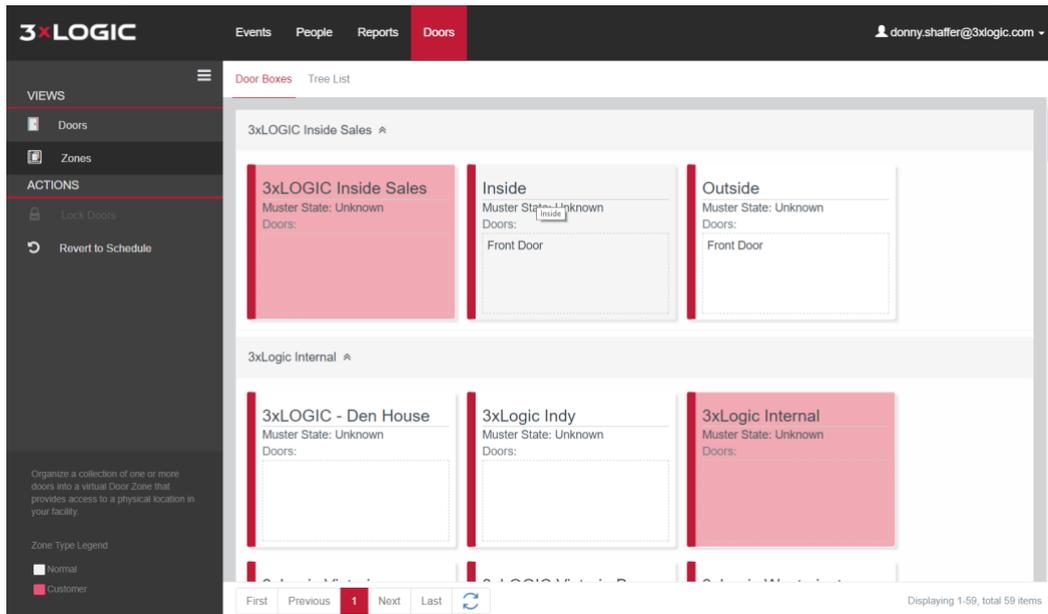
9.4.2 Zones View

The Zones are displayed in a card format, where each Zone lists the names of all Doors that border that particular Zone, broken down Zone Hierarchy.

Users can toggle the Layout to either a Door Box Layout or a Tree List Layout, per their preference.

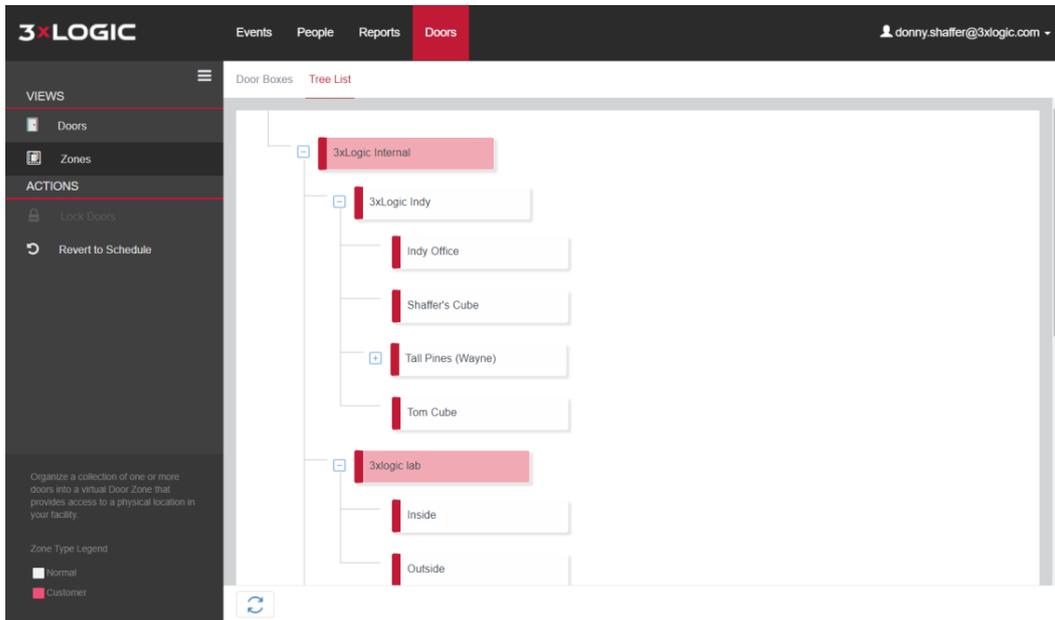
Door Boxes Layout:

The Customer Zone is now represented by a red color box and all other created Zones are white in color. The Customer Zone is the root or the highest-level Parent Zone for a customer account. Customer Zones are created whenever a Dealer adds a new customer account in infinias CLOUD.



Tree List Layout:

This layout is the preferred layout when wanting to see your Zone Hierarchy within infinias CLOUD.



9.4.2.1 Actions (Zones View)

The Doors Page allows for two Actions while in the Zones View, which are Lock Doors and Revert to Schedule.

9.4.2.2 Lock Doors

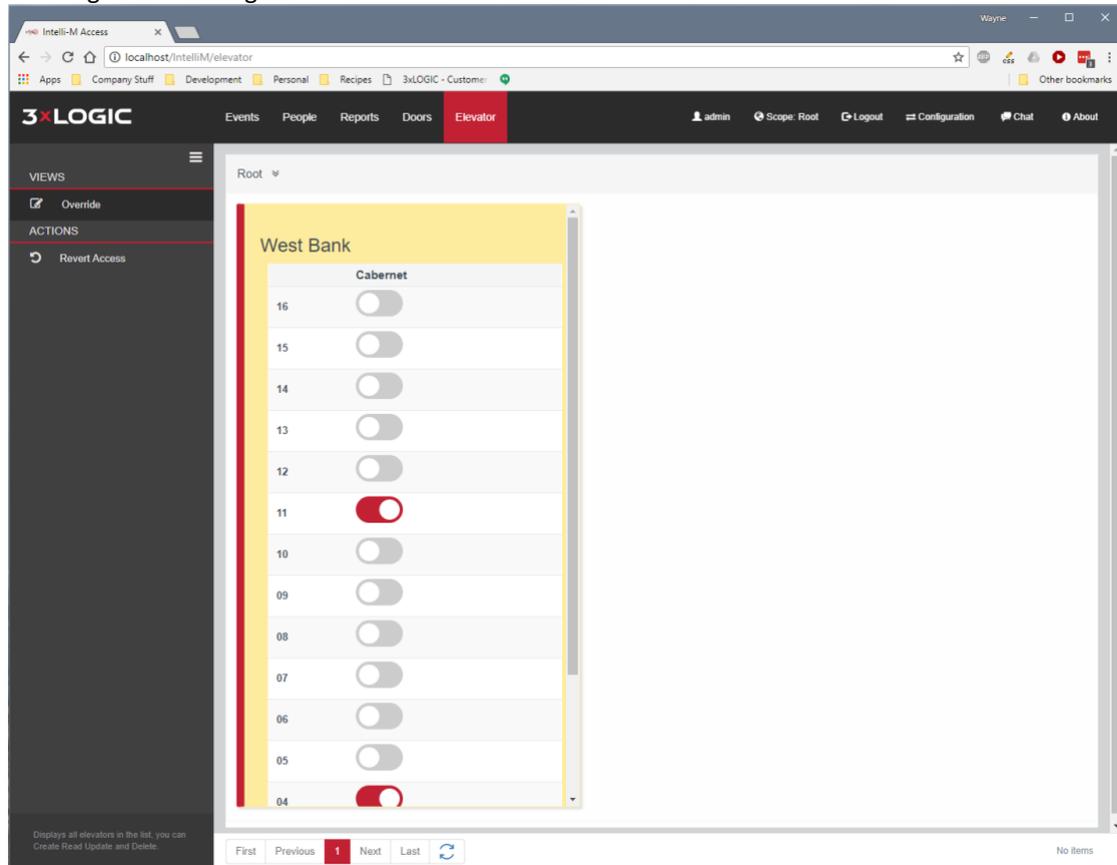
Select one or more Zones, and click the 'Lock Doors' Action to unlock all Doors contained in the specified Zones. The Doors will unlock, and the Door Status icons will change accordingly (when viewing the Doors View).

9.4.2.3 Revert to Schedule

Select one or more Zones, and click the 'Revert to Schedule' Action to revert all Doors contained in the specified Zones to their normal lock schedule. The Doors will return to their normal lock schedule, and the Door Status icons will change accordingly (when viewing the Doors View).

9.5 Elevator Page

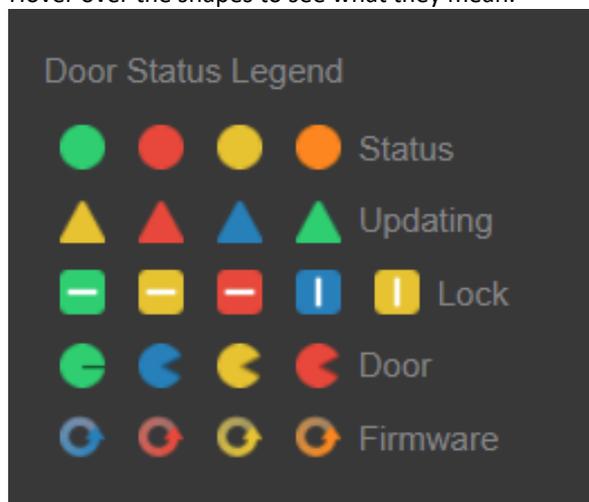
The Elevator Page is where users will be able to view the status of a floor as well as override the status, allowing or disallowing access to the floor.



10 Door Status Legend

The Door, Lock, and Open/Close Status are under the Status column on the Doors Page. This is the quickest way to know the current state of the Doors, in real time.

Furthermore, there is a Door Status Legend located in the lower left-hand corner of the Door Page. Hover over the shapes to see what they mean.



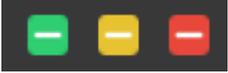
10.1 Door Status

The first icon column displays the connection status of the Door. This column will display either a circle icon or a triangle icon. If the icon is a circle, then the icon represents connection status. If the icon is a triangle, then it represents a door update status.

	<p>Green circle: The door is fully operational and the connection is active. This is the desired idle condition.</p>
	<p>Red circle: The door is offline. The server cannot connect to the door</p>
	<p>Yellow circle: The door is manually taken offline</p>
	<p>Orange circle: The door is initialization, establishing a connection</p>
	<p>Yellow triangle: Someone made a configuration change to the system, such as creating or modifying Access Privileges, creating new Groups and assigning them to Doors, etc. You must update the door to return the icon to its normal idle condition (Green Circle).</p>
	<p>Red triangle: The update operation failed. Try again to update the door. If the retry fails, investigate recent changes to the door what could contribute to the problem. If you can't resolve the problem, contact infinias Technical Support for assistance.</p>
	<p>Blue triangle: An update is in progress. During the update, cardholder access is not available. Normally, the icon will change to a Green Triangle within 30 seconds.</p>
	<p>Green triangle: The door update is in progress, but cardholder access is available. Cardholder status ID is available if a valid Credential Management Rule is visible on the Rules Page. If a Credential Management Rule running, cardholder access will not be available until the status icon changes to a Green Circle. You can create a Credential Management Rule on the Rules Page.</p>

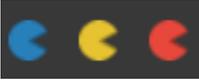
10.2 Lock Status

The middle icon column displays information about the status of the door lock. Generally speaking, the lock can be in one of only two states - locked or unlocked. However, there are other conditions that you might want to be aware of, regardless of the actual lock state.

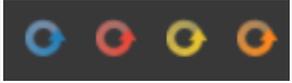
	<p>Green with Horizontal Bar: The door is locked and is running its normal (un)lock schedule.</p>
	<p>Yellow with Horizontal Bar: The door was locked by manual intervention, such as the Lock Door Action or a Rule that locks the door. You can return to normal Blue (or Green if normal is “locked”) condition by clicking the Revert To Schedule Action.</p>
	<p>Red with Horizontal Bar: The door is in lockdown state and no card access or REX (request to exit) button access is allowed. You can return to normal Green (or Blue if normal is “unlocked”) condition by clicking the Revert To Schedule Action.</p>
	<p>Blue with Vertical Bar: The door is unlocked and is running its normal (un)lock schedule.</p>
	<p>Yellow with Vertical Bar: The door is unlocked, but was unlocked by some manual intervention, such as an Unlock Door Action or a Rule that unlocks the door. You can return to normal Green (or Blue if normal is “unlocked”) condition with the Revert To Schedule Action.</p>

10.3 Open/Close Status

The rightmost icon column displays information about the status of the door sensor, if one is attached. Generally speaking, the door can be in one of only two states - opened or closed. However, there are other conditions that you might want to be aware of, regardless of the actual open/close state.

	<p>Green circle closed: The door is closed and operating normally.</p>
	<p>Blue circle opened: The door is open due to someone opening the door after a valid credential access.</p>
	<p>Yellow circle opened: The door is open due to valid credential access, but has been open too long (typically more than 45 seconds).</p>
	<p>Red circle opened: The door was forced open without proper credential access, or was opened from the inside without a motion sensor REX (request to exit button) to notify the door that someone is exiting, or the door was held open for more than 60 seconds.</p>

10.4 Firmware Status

	<p>Firmware icons (left to right) represent the following:</p> <ul style="list-style-type: none">▪ Door is updating firmware, card swipes should not work▪ Error during last firmware update attempt▪ Door Credentials failed authentication▪ Unsupported version of firmware for the specified device
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11 Configuration Section

The Configuration Section is for Supervisors only, allowing the Supervisor to create or edit Doors and their configuration; furthermore, a Supervisor can create or edit Schedules, Behaviors, Peripherals, and Rules. Click on the **Configuration** link in the upper right corner of the user interface to navigate to the Configuration section.

11.1 Doors Configuration Page

The Doors Configuration Page in the Configuration Section lets you create, modify, or delete a Door, as well as update its configuration.

Name	Door Behavior	Reader 1 (IN) Zone	Reader 2 (OUT) Zone	Customer	Status
Chris' Test Door	Locked Sales Engineer Rack	Shaffer's Cube	Indy Office	3xLogic Internal	●
Front Door	Locked 3xLOGIC Inside Sales	Inside	Outside	3xLOGIC Inside Sales	●
Heng Test	open test be	Victoria Inside	Victoria Outside	3xLogic Internal	●
Josh Demo Door	Locked Sales Group	Inside	Outside	3xLOGIC Sales	● ●
Main Entrance	Front Door Unlock	Common Areas	Outside	3xLogic Internal	● ● ●
Orlando Door	Locked Sales Group	Inside	Outside	3xLOGIC Sales	● ● ●
Server Room	Locked 3xLogic Westminster	IT Room	Common Areas	3xLogic Internal	● ● ●
Stairwell to Cubes	Locked 3xLogic Westminster	Common Areas	Outside	3xLogic Internal	● ● ●
Stairwell to Training Room	Locked 3xLogic Westminster	Common Areas	Outside	3xLogic Internal	● ● ●
Tall Pines Demo Kit	3x Indy Locked	Tall Pines Inside	Tall Pines Outside	3xLogic Internal	●
Tim Clark's Door	3x Indy Locked	Indy Office	Shaffer's Cube	3xLogic Internal	● ● ●
Tom Demo Kit 2	3x Indy Locked	Tom Cube	Tom Cube	3xLogic Internal	● ● ●
Trav	Office Hours	Inside	Outside	Sales Engineer Rack	●
Victoria Backdoor	Locked Victoria	Victoria Inside	Victoria Outside	3xLogic Internal	● ● ●

 **Note:** The Doors Configuration Page shows the first 100 Doors in a paged view. The same paging icons will be visible for you to page through the events in the same manner as other paged views.

11.1.1 Views

The Doors Configuration Page allows for three different Views. They are:

11.1.1.1 Doors View

The Doors are displayed in a list format, showing summary information about each Door, including Door Status (explained later). A sub-view drop-down list box in the Content Area allows for the same three layouts previously discussed here .

11.1.1.2 Behaviors View

The Behaviors are displayed in a card format, with the Behavior attributes displayed, along with all Doors assigned to that particular Behavior.

11.1.1.3 Zones View

The Zones are displayed in a card format, where each Zone lists the names of all Doors that border that particular Zone.

11.1.1.4 Inputs/Outputs View

The Inputs and Outputs for each device is displayed in a grid view, along with the current status of each input and output.

11.1.2 Actions (Doors View)

The Doors Page allows for many Actions in the Doors View.

11.1.2.1 View Live

If a Door is associated with a 3xLOGIC appliance, then users can click this Action to see live video.

11.1.2.2 Create Door

This action allows you to add your controllers into IA. For more information, please refer to the infinias CLOUD QSG.

11.1.2.3 Edit Door

To modify a Door's basic configuration, select a Door and click the Edit Door Action. An Edit Door popup dialog will appear. Make the necessary changes press the Save button to save your changes. The Door Status Connection icon will change to a yellow triangle, indicating that the Door needs to be updated.

11.1.2.4 Delete Door

To delete a Door, select the Door to delete and click the Delete Door Action. A confirmation message box will appear, and the Door will be deleted after the confirmation. This does not completely remove the Door from the database. Instead, the Door is marked as Deleted in the system so you can continue to run Reports and view Events from that Door when it existed in the past.



Note: If you are replacing a non-functional controller, do not delete the door and re-create it. Simply Edit the Door and select a different provisioned Door Controller in the **Serial Number:** drop-down list.

11.1.2.5 Update Modified

Click the Update Modified Action if you wish to update only those Doors who are displaying the yellow triangle icon, denoting that the door needs to be updated. The Door Status Icons will be updated to reflect the proper state during the update procedure. If you have dozens or hundreds of Doors that need updating, you may see that the Doors are updated in bunches of 20 to 60 at a time, and this is by design.

11.1.2.6 Update

Select one or more Doors and click the Update Action if you wish to update a select few (or one) Doors at a time, rather than all at once. The Door Status Icons will be updated to reflect the proper state during the update procedure.

11.1.2.7 Get Events

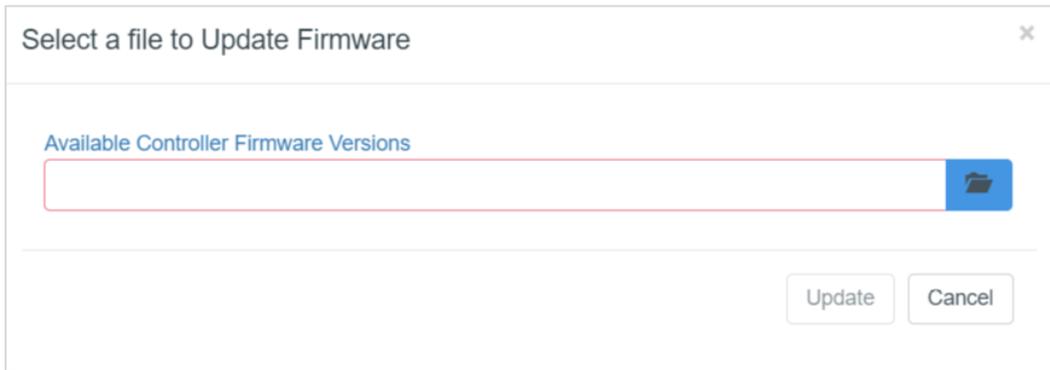
Select a Door and click the Get Events Action to retrieve all Events generated by that Door. A popup window will appear that contains the Events, similar to the Events popup dialog described earlier. The first 100 Events will be displayed, and the usual paging icons will be available for you to navigate through the remaining Events.

11.1.2.8 Navigate

Select a Door and click the Navigate Action. This will launch the door’s web page in a web browser.

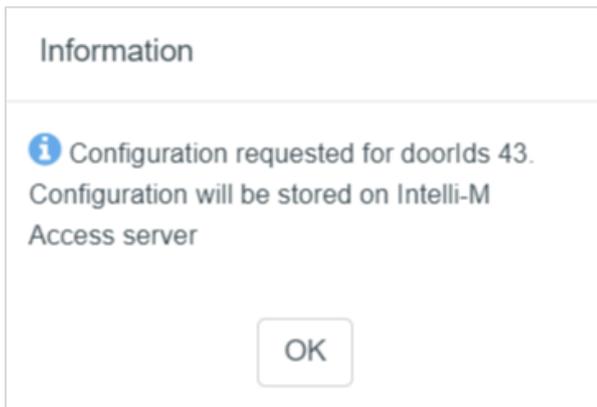
11.1.2.9 Update Firmware

Select one or more Doors and click the Update Firmware Action. Point infinias CLOUD to the desired firmware file and press the Update button. The firmware update may take 2-5 minutes. Your door status icon will change to indicate the current status of the firmware update for selected doors.



11.1.2.10 Retrieve Configuration

This Action will gather pertinent data from any eIDC32 Door Controller and save it to the infinias server. This can be used to further troubleshoot and diagnose door-level abnormalities.



11.1.3 Actions (Behaviors View)

The Doors Page configuration page allows for three Actions in the Behaviors View.

11.1.3.1 Create Behavior

Steps:

1. Click the **Create Behavior** Action to create a new Door Behavior.
2. Provide a **Name** for the Behavior. This is the name that will appear in the Door Behavior drop-down list box in the Create/Edit Door dialog.
3. Choose an **Unlock Schedule**. This Schedule will be used for determining when the Door is to be unlocked and locked. The Door will be unlocked wherever the Schedule shows blue, and will be locked wherever the Schedule shows white. If there is no Schedule that satisfies a particular Door's unlock requirements, you can create a new Schedule, which is described later in this chapter.
4. Choose a **Card Mode**. The Card Mode determines whether the cardholder will be granted access with only a card (or key fob) swipe, only a PIN entry, or both access card and PIN entry. Select **Card Only** for card-only or PIN-only access, or **Card + PIN** for card plus PIN access requirements.
5. Assign the Behavior to a **Zone** within your Scope.
6. When you are finished, press the **Create** button to create your new Behavior.



Note: When you choose **Card Only** for PIN-only entry, be sure to enter the PIN number as the Card Number when creating your Person cardholders. Do not enter the PIN into the **PIN Code** field - this field is for **Card + PIN** configuration.

11.1.3.2 Edit Behavior

Select a Door Behavior, and click the **Edit Behavior** Action to modify an existing Behavior.



Note: When you modify a Behavior, all Doors that are configured to use this modified Behavior will show the Yellow Triangle, indicating that they need to be updated.

11.1.3.3 Delete Behavior

To delete a Behavior, select a Door Behavior and click the Delete Behavior Action. A confirmation message box will appear, and the Behavior will be deleted upon confirmation.



Note: Door Behaviors can be deleted only when there are no Doors configured to use this Behavior. Therefore, you might get an error popup dialog indicating that one or more Doors are still utilizing this Behavior. Assign a different Behavior to those Doors, and then delete the Behavior.

11.1.4 Actions (Zones View)

The Doors Configuration Page allows for four Actions while in the Zones View. They are:

11.1.4.1 Create Zone

Steps:

1. Click the Create Zone Action and a **Create New Zone** dialog box will appear.

2. Provide a unique **Zone Name**. This name will appear in the Create/Edit Door popup dialog in the drop-down list boxes that reflect the available Zones.
3. Optionally Choose a **Muster State**, if you wish to keep track of all credential holders who have entered a Zone.
4. Assign the Behavior to a **Zone** within your Scope.
5. Define the **Parent Zone** if this Zone will be nested under another Zone within the hierarchy.
6. Upon completion, press the **Submit** button to create the Zone. The Zone will immediately be visible in the Content Area, and will also be available when creating or modifying Doors.

11.1.4.2 Edit Zone

To modify a Zone's name or its Muster attribute, select a Zone and click the **Edit Zone** Action. Make the required changes and press the **Submit** button to save those changes. Changing a Zone's name or Muster state does not have an impact at the Door controller, and therefore Door updates are not necessary.

11.1.4.3 Delete Zone

To delete a Zone, select any Zone and then click the **Delete Zone** Action. A delete confirmation message box will appear, and the Zone will be deleted after you confirm.



Note: If you try to delete a Zone that has Doors bordering that Zone, an error message will appear with this information. First, assign the Doors to other Zones, then delete the Zone.

11.1.4.4 Update

Select one or more Zones and click the Update Action if you wish to update all Doors that border the selected Zones. The Door Status Icons will be updated to reflect the proper state during the update procedure (when in Doors View).

11.1.5 Actions (Input/Outputs View)

There are two associated views in the Input/Outputs view, Inputs and Outputs. Inputs will display a list of all the inputs and outputs will display a list of all outputs.

11.1.5.1 Rename IO

Select one Input or Output and click the Rename IO action to rename the input or the output that was selected. After renaming the IO, click the Save button at the bottom of the configuration window to save the change.

11.1.5.2 Energize Outputs

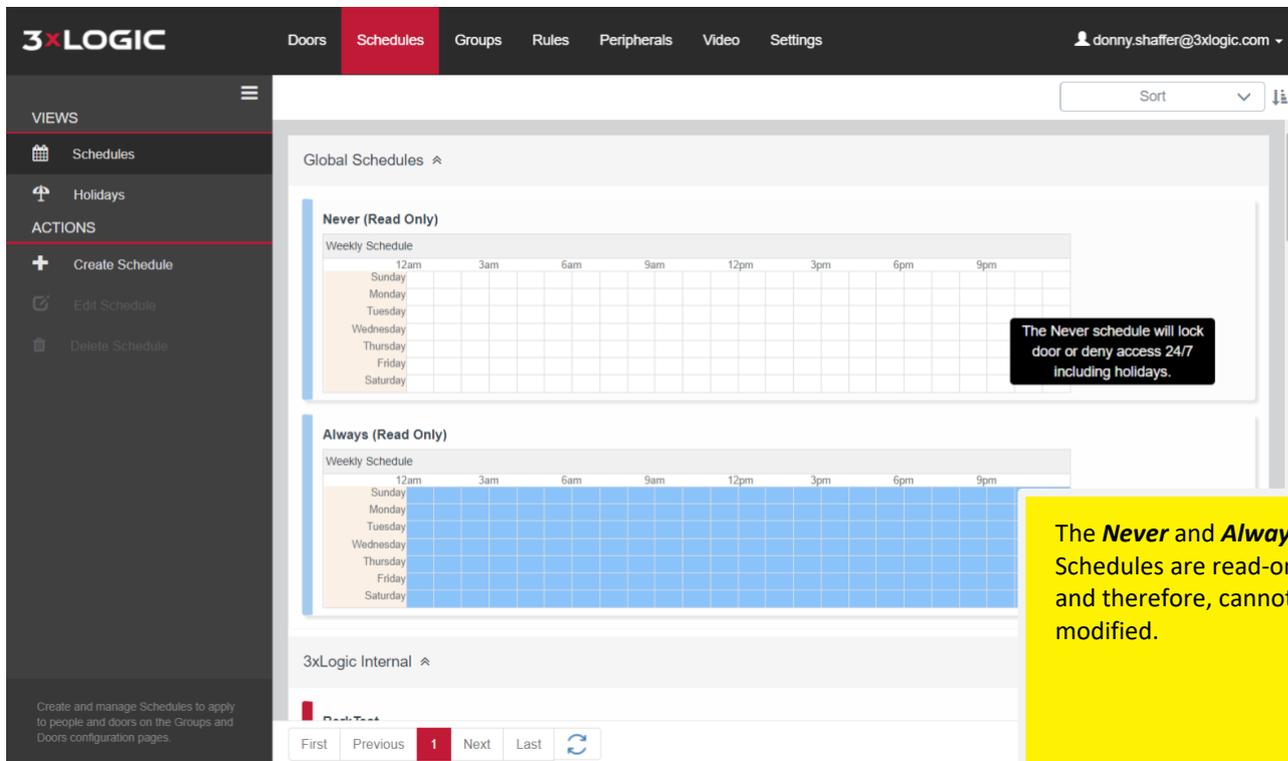
Select one or more outputs and click the Energize Outputs button. This will energize the selected outputs until deenergized.

11.1.5.3 Deenergize Outputs

Select one or more outputs and click the Deenergize Outputs button. This will deenergize the selected outputs until energized.

11.2 Schedules Page

The Schedules Page in the Configuration Section lets you create, modify or delete a Schedule, as well as create, modify or delete Holidays that can be applied to a Schedule. These schedules will be used as Door Lock schedules, Access schedules, and any other Rule in infinias CLOUD.



In infinias CLOUD, a blue-colored block of time represents an "Active" time block. For example, the **Always** Schedule has every minute of every day marked in blue. If this Schedule is applied to a door, the blue means the Door would be unlocked. For a Rule, blue means the Rule is allowed to execute. For a Person, blue means they will be granted access at that time block when they present their credentials.

The **Never** Schedule implies a Door that's locked 24/7, the Rule that would never run, or a Person that would never be granted access.

 **Helpful Note:** The best way to memorize the behavior of schedules is to remember that blue is active and white is inactive. Thus, the Always Schedule is **ALWAYS** active, and the Never Schedule is **NEVER** active.

11.2.1 Views

The Schedule page provides two Schedule views, which consists of **Schedules View** and **Holiday View**:

11.2.1.1 Schedules View

Schedules View displays the Schedules in a paged list, showing the first 100 Schedules. The usual paging icons are present for navigating to other pages of Schedules. Each Schedule is shown as a 7-day week, with each day as its own row. Each day row contains a 24-hour time range from midnight to 11:59:59 PM. As stated earlier, the blue areas denote the Active Time Range in the Schedule.

11.2.1.2 Holidays View

Holidays View displays the Holiday Sets in a card format. Each Holiday Set shows the individual Holiday days that are contained in that Holiday Set.

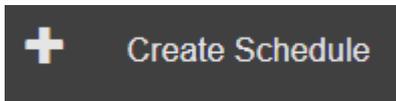
11.2.2 Actions (Schedules View)

The Schedules View provides three Actions for managing Schedules, which consists of **Create Schedule**, **Edit Schedule**, and **Delete Schedule**.

11.2.2.1 Create Schedule

Steps:

1. Click the **Create Schedule** Action to create a new Schedule.

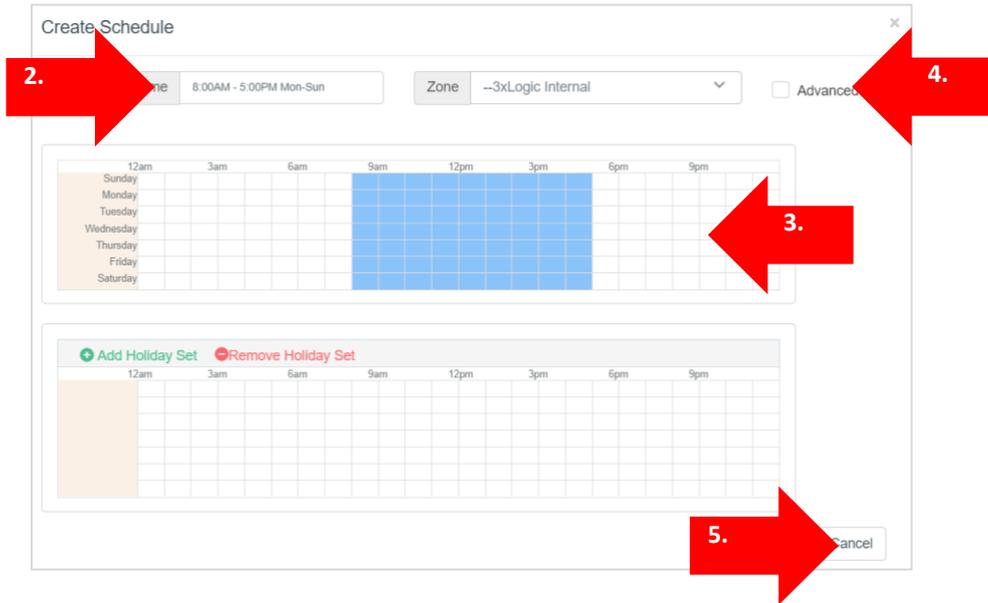


2. Choose a **Schedule Name**. Provide a name for the Schedule that is relevant to the type of Schedule you are creating. It's recommended to name the schedule the active time range, because a single schedule can be shared between Doors, Rules, and Access Privileges.
3. Create the **Active Time Range**. The Active Time Range is a contiguous block of time, shown in blue, which defines when the Schedule is Active. Users can drag the cursor up or down across rows to fill in blue color across more than one day at a time. To return a time range to white, click on the blue region you wish to modify and drag your cursor accordingly. You can also single-click on a time block to change it between blue and white. The smallest increment of a Schedule is 15 minutes. You can hover your cursor over a part of the Schedule to determine the exact time of day represented by that part of the Schedule. You can create multiple time ranges in a single day.

If you'd like more granularity with your schedule than 15 minute blocks, click the **Advanced** Box to set each day's schedule down to the exact minute.

4. Assign the Schedule to a **Zone** within your Scope.

- When you have finished configuring your Active Time Ranges, click the **Create** button to create your Schedule.



11.2.2.2 Edit Schedule

To modify a Schedule, click the **Edit Schedule** Action and change the Schedule Name, and/or modify the Active Time Range using the same operations described earlier. Click the **Save** button to save your changes.

11.2.2.3 Delete Schedule

If you no longer need a Schedule, you can remove it by clicking the **Delete Schedule** Action. A confirmation message box will appear, and the Schedule will be deleted when you confirm.

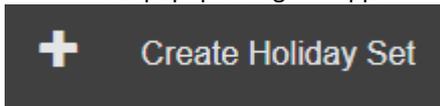
11.2.3 Actions (Holiday Set View)

The Holiday Set View provides three Actions for managing Holiday Sets, which consists of **Create Holiday Set**, **Edit Holiday Set**, and **Delete Holiday Set**.

11.2.3.1 Create Holiday Set

Steps:

1. To add Holiday exceptions to your schedule, you must first create a Holiday Set to contain your list of Holidays. Click the **Create Holiday Set** Action, and a **Create Holiday Set** popup dialog will appear.



The dialog displays an entire year's worth of days, starting with the current year. You can press the arrows at the top of the chart to move forward and backward one year at a time. The purpose of a Holiday Set is to define a list of days whose who will share the same exception schedule behavior.

2. Apply a logical Holiday Set Name.
3. Assign the Holiday Set to a **Zone** within your Scope.
4. Choose your **Holidays**. To add a Holiday to the Set, simply click on a date shown in the year-long calendar. The date you clicked on will appear in a list of Holidays on the left pane.
5. Continue clicking on Holidays in the Create Holiday Set Dialog until you have chosen all Holidays whose Active time range for that day are identical, then press the **Create** button to create the Holiday Set.



Note: If you add one or more Holiday Sets to a Schedule, you should add that same Holiday Set to all Schedules. For example, if you apply a Holiday Set to a lock schedule for a Door, you'll also need to add that Holiday Set to the Schedule you used for cardholder access. Otherwise, when a holiday becomes the current day, the controller will not have a holiday schedule to use and, as a result, will deny access with the Time Schedule error. You do need to apply Holiday Sets to the Always and Never Schedules as they will adopt the Holiday Set automatically.

For more information on Schedules in infinias CLOUD, please refer to the **Understanding Schedules in infinias Technical Tip**.

11.2.3.2 Edit Holiday Set

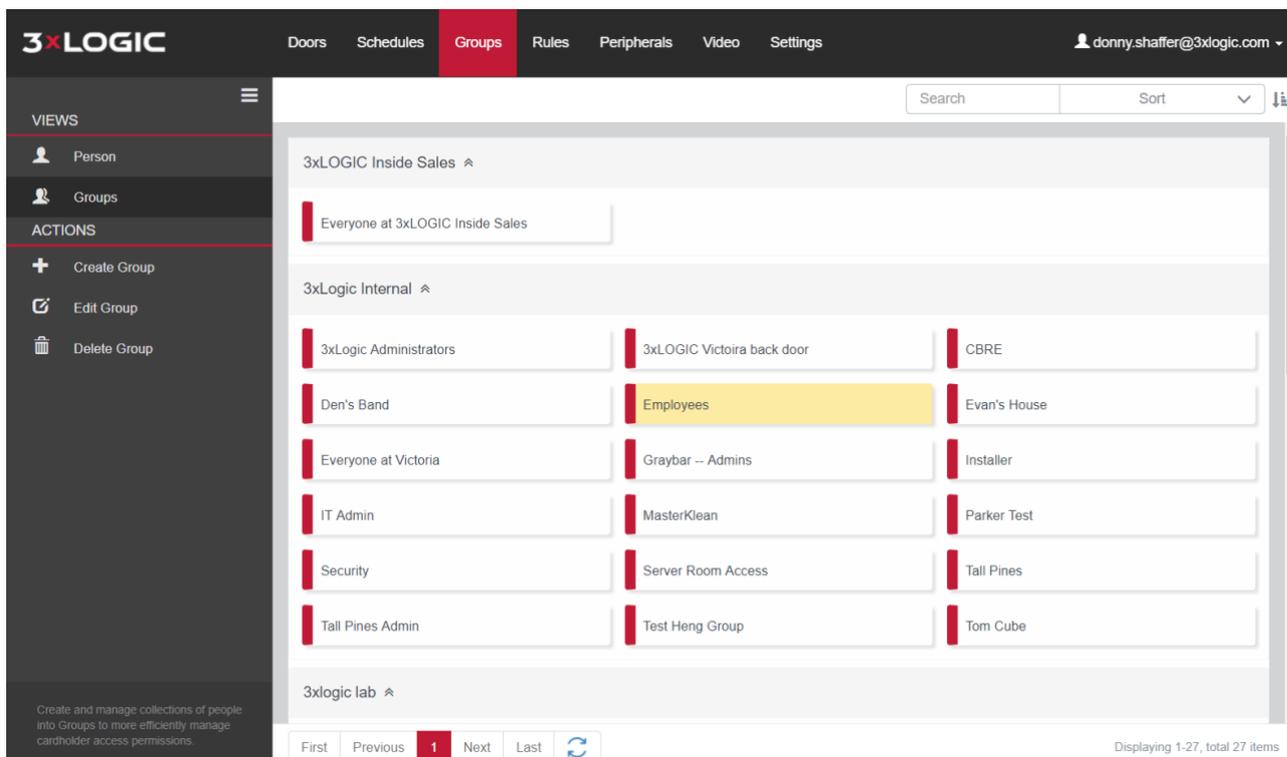
To modify a Holiday Set, click the **Edit Holiday Set** Action. Click on dates in the calendar to add or remove Holidays to or from the Set, then click the **Edit** button to rename a Holiday or change its date. When finished, press the **Save** button to save your changes.

11.2.3.3 Delete Holiday Set

If you do not need a particular Holiday Set, you can remove it by pressing the **Delete Holiday Set** Action. A confirmation message box will appear, and the Holiday Set will be deleted after you confirm.

11.3 Groups Page

The Groups Page in the Configuration Section lets you create, modify or delete a Group, and add or remove People from a Group.



The Groups Configuration Page provides the same capabilities as the People Page in the Home section, except that the Groups View is the default View instead of the Person View.

11.4 Rules Page

The Rules Page defines the commands that control the behavior of the Door controller, as well as the behavior of infinias CLOUD itself. infinias CLOUD allows Supervisor users to configure Controller-based or Host-based rules based off of any data stored in the database. The configured Rule will perform an action, or multiple actions, when the designated condition is met. The action can be an Access Privileges, Email Event, Alarm Management, Credential Management, display an IP Camera’s Web UI based off an event, etc...

This is where users can create unique configuration such as: 2-Man Rule, Lockdown, and First-In, and even Executive First-In with a hardwire integration into an alarm panel.

For more information on the Rules Engine, please [Click here](#).

11.4.1 Views (Rules Page)

Only one view is currently provided, and that view is the Rules View.

11.4.2 Actions (Rules Page)

The Rules Page allows Admin users to Create, Edit, and Delete Rule Actions.

11.4.2.1 Create Rule

Click the **Create Rule** Action, and a Create Rule popup dialog will appear. From there, select a Rule under the **Type** drop-down box.

11.4.2.2 Edit Rule

To modify an existing Rule, click the **Edit Rule** Action, and the **Edit Rule** popup dialog will appear. Make the necessary changes and press the **Save** button to update the existing Rule.

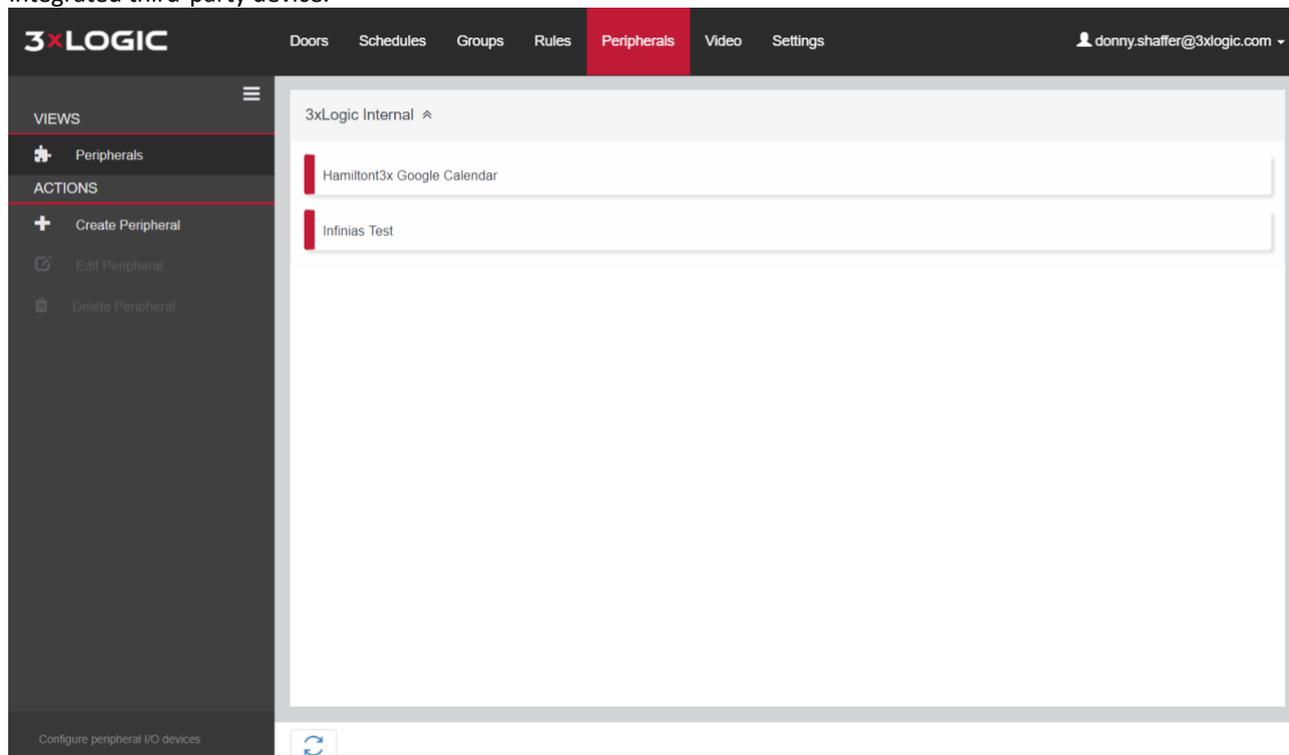
11.4.2.3 Delete Rule

To remove a Rule, select a Rule and then click the **Delete Rule** Action, and a delete confirmation message box will appear. The Rule will be deleted after you confirm.

 **Note:** If modifying or deleting the Access Privilege Rule, all Doors affected by the Access Privilege will show a yellow triangle, indicating that the door needs to be updated. All other modified Rule changes will be reflected immediately.

11.5 Peripherals Page

The Peripherals Page in the Configuration Section lets you manage your Peripheral Devices for third-party integrations. The Peripheral will build a bridge between the infinias CLOUD software and the integrated third-party device.



The purpose of a Peripheral is to provide infinias CLOUD with the ability to communicate with an external device, product, or service in a tightly-integration manner. All Peripherals are third-party plugins that are managed by the infinias EAC Rule Action service.

infinias CLOUD supports four Peripheral Types by default: The **Web Page Peripheral**, and **Generic Peripheral**, **Google Calendar** and **Exchange Calendar**.

11.5.1 Views

The Peripherals Page supports only one View, the Peripherals View.

11.5.2 Actions

The Peripherals Page supports the ability to Create, Edit, or Delete Peripheral.

11.5.2.1 Create Peripheral

To communicate with a third-party device or service, you must create a Peripheral that knows how to communicate with that device or service.

- **Web Page:**

The Web Page Peripheral allows you to enter the URL of any web page, which can then be displayed in a web browser when you create a Rule to show that page. This Peripheral is commonly used to display live video of an IP video camera at the client browser. You can use this feature even if your IP cameras are a part of a video management system. If the IP camera supports showing live video in a web browser, you can show that video in a separate browser window when the Rule-defined Event occurs. For more information, please [click here](#).

- **Generic Peripheral:**

The Generic Peripheral is like the Web Page Peripheral, except that it is designed to call a *Web Service* rather than a *Web Server*, as is the case with the Web Page Peripheral. This Peripheral is intended for use by third-party integrators who wish to receive Events from infinias CLOUD into their proprietary application. You can use the Forward Event Rule template to create Rules that will send the Events you determine to a third-party system to process however it wishes. For more information, please [click here](#).

- **Google Calendar:**

This allows customers to create exception schedule by simply scheduling a meeting on a monitored Google account. For more information, please [click here](#).

- **Exchange Calendar:**

This allows customers to create exception schedule by simply scheduling a meeting on a monitored Google account.

11.5.2.1.1 Edit Peripheral

You can modify the Peripherals you have created using the **Edit Peripheral** Action. Make the necessary changes in the configuration user interface, and press the **Save** button found at the bottom of the device configuration user interface.

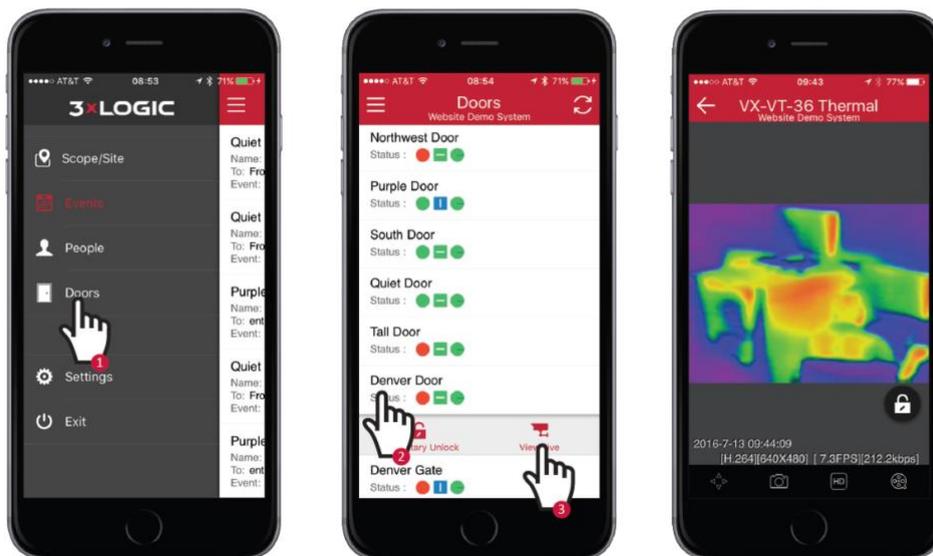
11.5.2.1.2 Delete Peripheral

To remove a Peripheral, click the **Delete Peripheral** Action, and a confirmation message box will appear. The Peripheral will be deleted after you confirm

11.6 Video Page

The Video Page in the Configuration Section allows for integration with any 3xLOGIC Video appliance. Within this section you can associate cameras from a VIGIL Server to a Door in infinias CLOUD. Furthermore, infinias CLOUD customers have access to a free infinias mobile application available in either Google Play or iTunes stores. This app allows users to see events, view live and recorded video, and suspend cardholders from the power of their fingertips.

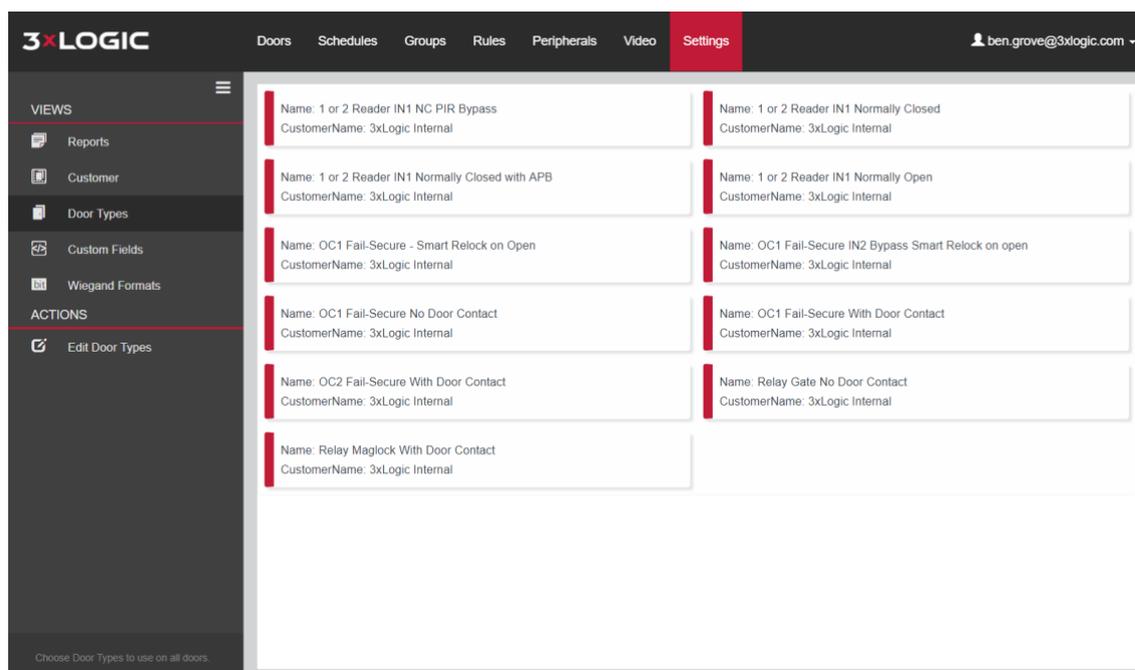
For more information, please refer to the [VIGIL Video and infinias CLOUD Integration Guide](#).



11.7 Settings Page

The Settings Page in the Configuration Section lets you create Custom fields for a Person, as well as select Reports, Door Types, and Wiegand Formats to be applied to your customer level.

Because the server is managed and Hosted by 3xLOGIC, customers do not have direct access to the SQL database to add custom Door Types, custom Reports, and custom Wiegand Formats. Thus, users can select from all available properties provide by 3xLOGIC. Any custom requests must go through a 3xLOGIC Representative.



11.7.1 Views

There are separate Views for Reports, Customer, Door Types, Custom Fields and Wiegand Formats.

11.7.2 Actions (Reports View)

The Settings Page allows you to select any available Reports to be added at your Customer level or run reports similar to the Home Section.

11.7.2.1 Run Reports

This Action allows you to run any report listed, similar to the Home Section.

11.7.2.2 Edit Reports

Select the desired Reports to be available at your Customer level.

11.7.3 Actions (Customer View)

All customers created by an integrator in Customer Registration Portal will auto-populate in the Settings Page within infinias CLOUD. The customer will be given a unique GUID in the database. Additionally, each customer can have a company image applied to the Customer, which carries over to the badge template reports.

11.7.3.1 Edit Customer

Click the Select Image button to add an image to the Customer. This image will carry over to all your customer account login screens for all mobile apps.

This is where you set a Time Zone for your customer. This will determine which time zone that server-based rules will follow. When finished, click the Save button.

11.7.4 Actions (Door Types)

Users can select any available Door Templates to be applied to their Customer level by select the **Edit Door** Action. Each of these Door Types have the proper wiring diagram associated with the template.

Checkbox	ID	Description	Provider
<input checked="" type="checkbox"/>	2	1 or 2 Reader IN1 Normally Closed	3xLogic Internal
<input type="checkbox"/>	3	1 or 2 Reader IN1 Normally Closed 10sec Unlock	
<input checked="" type="checkbox"/>	4	1 or 2 Reader IN1 Normally Closed with APB	3xLogic Internal
<input checked="" type="checkbox"/>	5	1 or 2 Reader IN1 Normally Open	3xLogic Internal
<input type="checkbox"/>	6	1 or 2 Reader IN1 Normally Open 10 Seconds	
<input type="checkbox"/>	7	1 or 2 Reader IN1 Normally Open 2 second delay	
<input type="checkbox"/>	8	Anti Passback with Door Contact 20 min Forgive	
<input type="checkbox"/>	9	Anti Passback with Door Contact 60 min Forgive	
<input checked="" type="checkbox"/>	10	OC1 Fail-Secure - Smart Relock on Open	3xLogic Internal

11.7.5 Actions (Custom Fields)

The Settings Page allows you to Create, Edit, and Delete Fields. A Custom Field has no pre-defined purpose in infinias CLOUD. The reason for a Custom Field is so you can create your own Person attributes that are missing from the infinias CLOUD Person fields

11.7.5.1 Create Field

The **Create Field** Action allows users to add a Custom Field in infinias CLOUD tied to a zone.

Enter the name the Custom Field into the **Field Name** text box and assign the **Custom Field** to a **Zone**. This name will appear in the **Custom** tab of the Create/Edit Person dialog, where you will be able to provide a Person-specific value for this field. Every Custom Field you create will be visible in the Create/Edit Person dialog.

11.7.5.2 Edit Field

To modify a Custom Field's name, select the field and click on the Edit Field Action. Make the necessary changes and press the Update button to save your changes.

11.7.5.3 Delete Field

To remove a Custom Field, select the field and click on the Delete Field Action. A delete confirmation message box will appear, and the field will be deleted after you confirm.

11.7.6 Actions (Wiegand Formats)

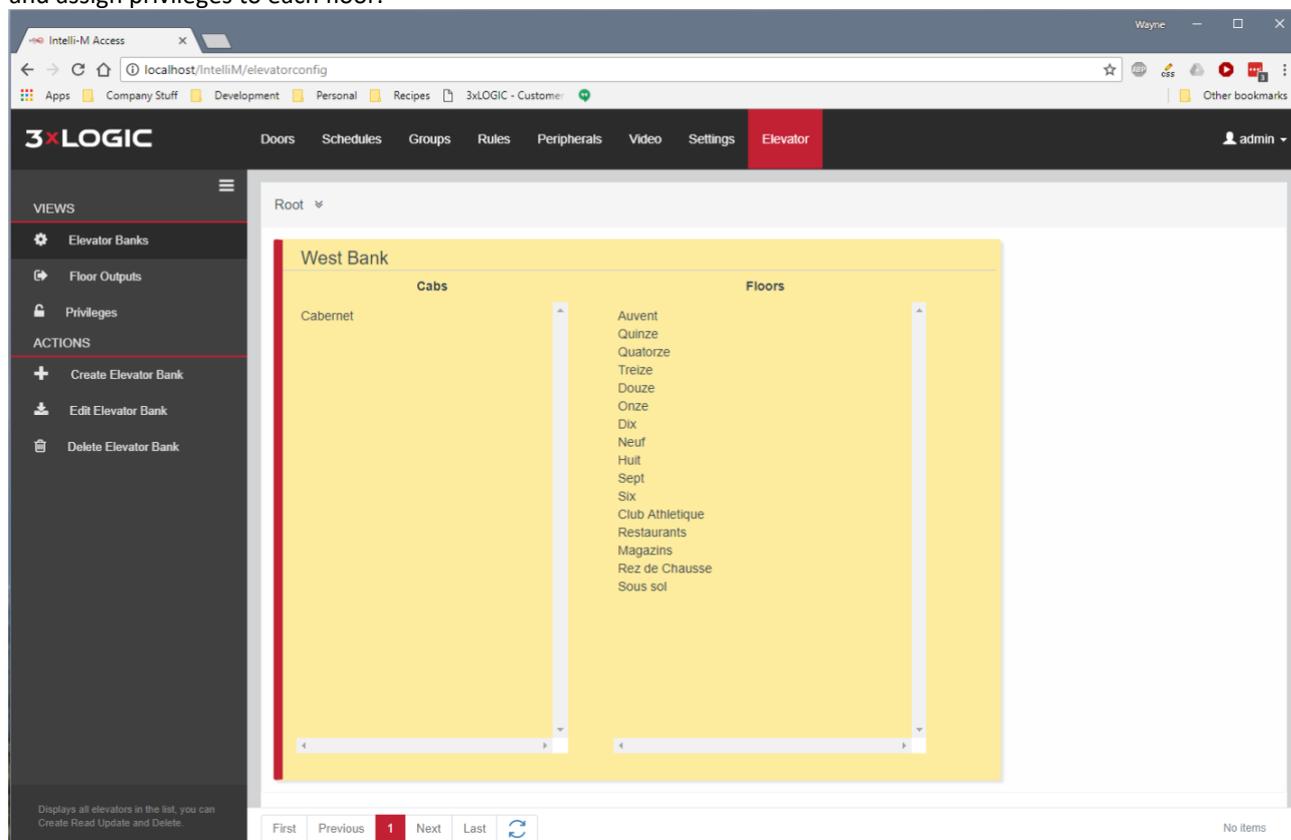
Users can select any available Wiegand Format to be applied to their Customer level by select the **Edit Wiegand Format** Action. You can select up to seven Wiegand Formats at each customer level. Once you've selected your desired formats, click the **Save** button

Wiegand Formats ✕

	Name	Length	Parity	Site Code Start	Site Code Length	Card Code Start	Card Code Length
<input type="checkbox"/>	1 4 bit ProxPro Keypad	4	Off	0	0	1	4
<input checked="" type="checkbox"/>	2 ProxPro Keypad 4-bit key	4	Off	1	0	1	4
<input type="checkbox"/>	3 8 Bit Burst	8	Off	0	0	5	4
<input checked="" type="checkbox"/>	4 8-bit burst key	8	Off	1	0	5	4
<input type="checkbox"/>	5 26 Bit (No Sitecode)	26	Off	0	0	2	30
<input checked="" type="checkbox"/>	6 Wiegand 26-bit	26	On	2	8	10	16
<input type="checkbox"/>	7 Indala 27 Bit	27	Off	1	13	14	14
<input type="checkbox"/>	8 Indala 29 Bit	29	Off	1	14	15	15

11.8 Elevator Control

The Elevator Page in the Configuration Section lets you create Elevator Banks, assign floor outputs and assign privileges to each floor.



 **Important Notes:** This feature requires a license per elevator kit. The kit supports a single cab, up to 64 floors. In addition, this feature is only available in CLOUD, Pro and Corp software, and requires certification training to purchase and install.

11.8.1 Actions (Elevator Banks View)

The Elevator Banks view allows you to Create Elevator Bank, Edit Elevator Bank, and Delete Elevator Bank

11.8.1.1 Create Elevator Bank

Allows a user to create a new Elevator Bank. The user can assign a name to the elevator bank, cab, and each floor. Floors can also be added to a schedule that will allow them to be accessible on that schedule.

Edit Elevator Bank - West Bank
✕

Name

Zone

Root ▼

Cabs

Floors

+ Add - Delete License: 1 used of 1 available

Name	Door
Cabernet	Elevator Control Device ▼

Edit Elevator Bank - West Bank
✕

Name

Zone

Root ▼

Cabs

Floors

+ Add - Delete Add Multiple Number of floors 3 of 4 the schedule limit

Number	Name	Button Name	Schedule
16	Auvent 🔒	16	Never ▼
15	Quinze	15	Never ▼
14	Quatorze	14	Never ▼
13	Treize	13	Never ▼
12	Douze	12	Never ▼

11.8.1.2 Edit Elevator Bank

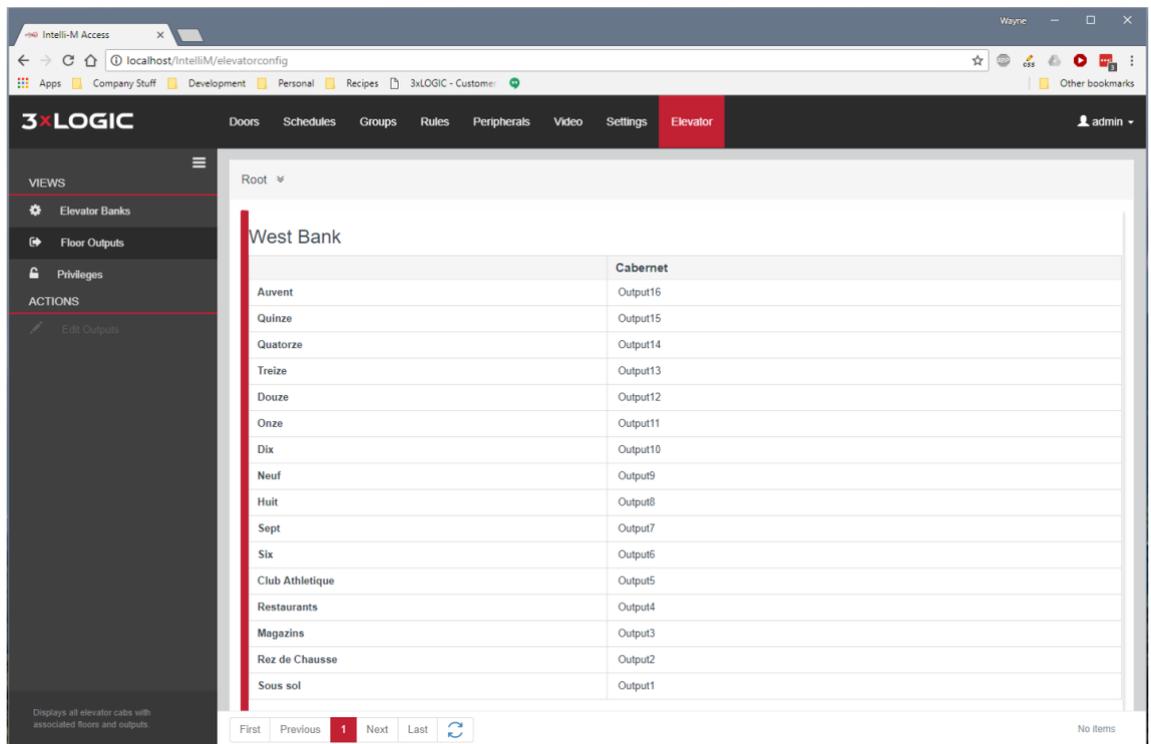
You can modify the Elevator Bank you have created using the Edit Elevator Bank Action. Make the necessary changes in the configuration user interface, and press the Save button found at the bottom of the user interface.

11.8.1.3 Delete Elevator Bank

You can delete the Elevator Bank you have created using the Delete Elevator Bank Action. The Elevator Bank will be deleted after you confirm.

11.8.2 Actions (Floor Outputs View)

The Floor Outputs view allows the user to edit the floor outputs of a previous created elevator bank.



11.8.2.1 Edit Outputs

Users can select which outputs are tied to which floors. Furthermore, users can **auto populate** the rest of the floors, or can copy outputs settings from cab and apply them to another cab.

Edit Floor Output

Elevator Bank: West Bank

Buttons: Auto Populate, Copy Outputs

	Cabernet
Sous sol	Output1
Rez de Chausse	Output2
Magazins	Output3
Restaurants	Output4
Club Athletique	Output5
Six	Output6
Sept	Output7
Huit	Output8
Neuf	Output9
Dix	Output10
Onze	Output11
Douze	Output12
Treize	Output13
Quatorze	Output14
Quinze	Output15
Auvent	Output16

Buttons: Save, Cancel

To copy outputs, select the **Copy Outputs** button, and then specify which cab you want to copy from and copy to, and click the copy button.

Edit Floor Output

Copy From: Cab 1

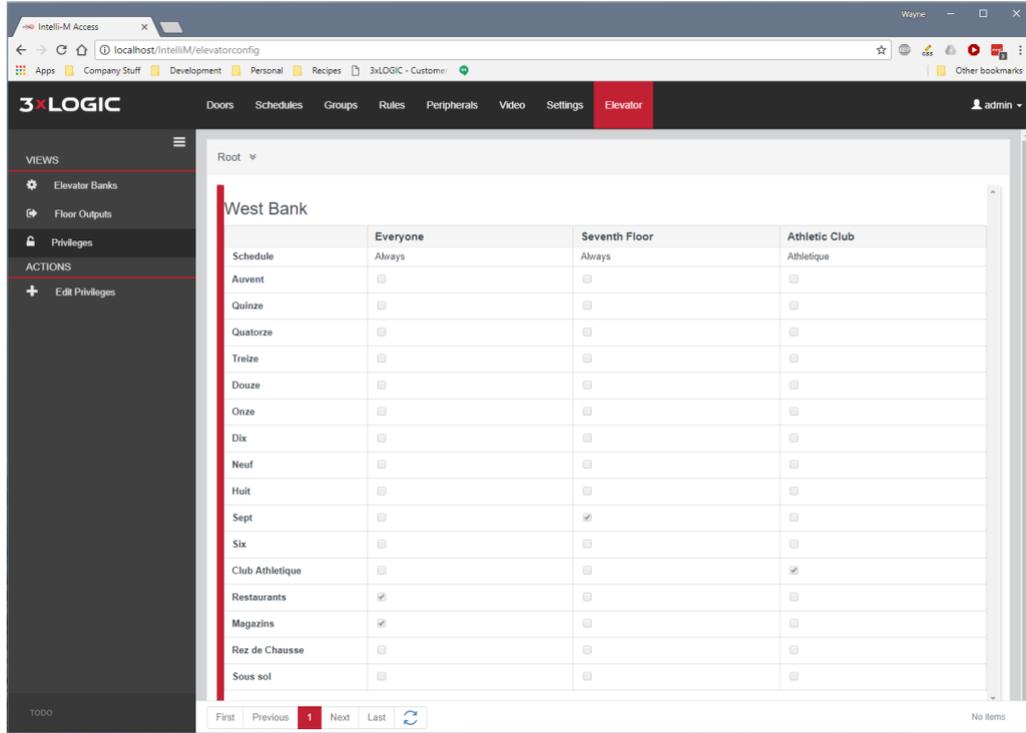
Copy To: [Dropdown]

Elevator Bank: Tom Test Bank

Buttons: Auto Populate, Copy, Cancel

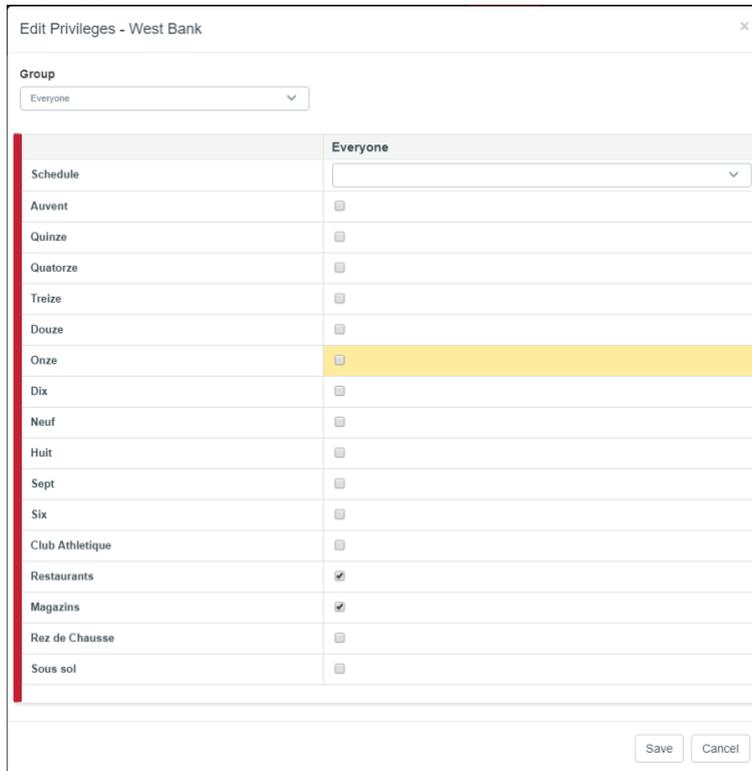
11.8.3 Actions (Privileges View)

The Privileges View will allow the user to assign access privilege to each floor to a group.



11.8.3.1 Edit Privileges

The user can select which groups have access to which floors in this configuration user interface. Once the privileges have been set, press the Save button at the bottom of the user interface.



12 Zone Hierarchy

In the instance of a customer that will need multi-site or multi-location management, you will need to identify the **Parent \ Child** relationship between Zones.



Note: It's recommended that customers with multi-site or multi-location management should apply a unique prefix (company name and location, or store number) for every Zone, Door, and Group.

Example:

- 3xMIA Front Door
- 3xIND Front Door
- 3xSEA Front Door

When Creating a Zone infinias CLOUD, users will now have a new option called **Parent Zone Name**. Therefore, users can create a Parent Zone which could be a region, state, company name, or anything you desire; then assign Child Zones to their respective Parent Zone.

Create New Zone ✕

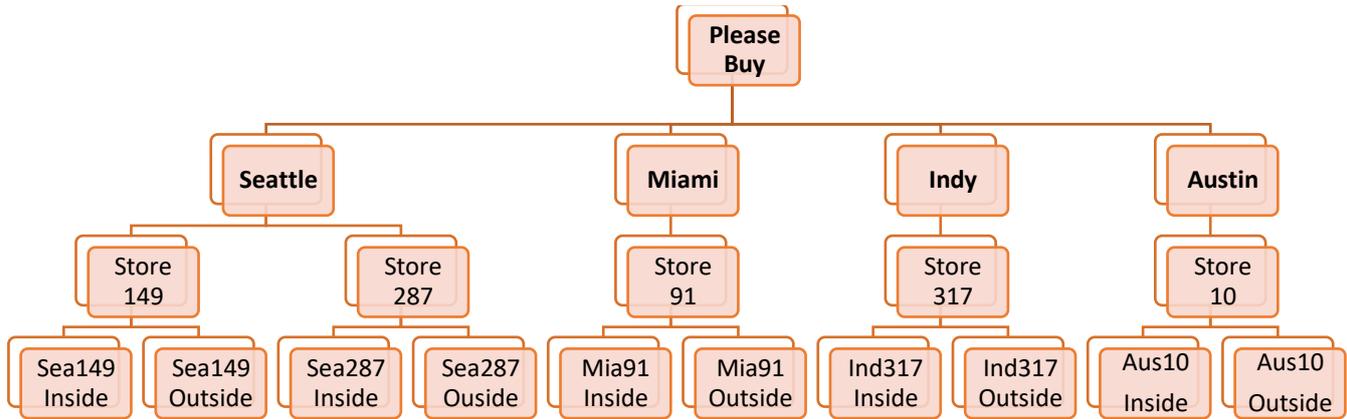
Zone Name

Muster State

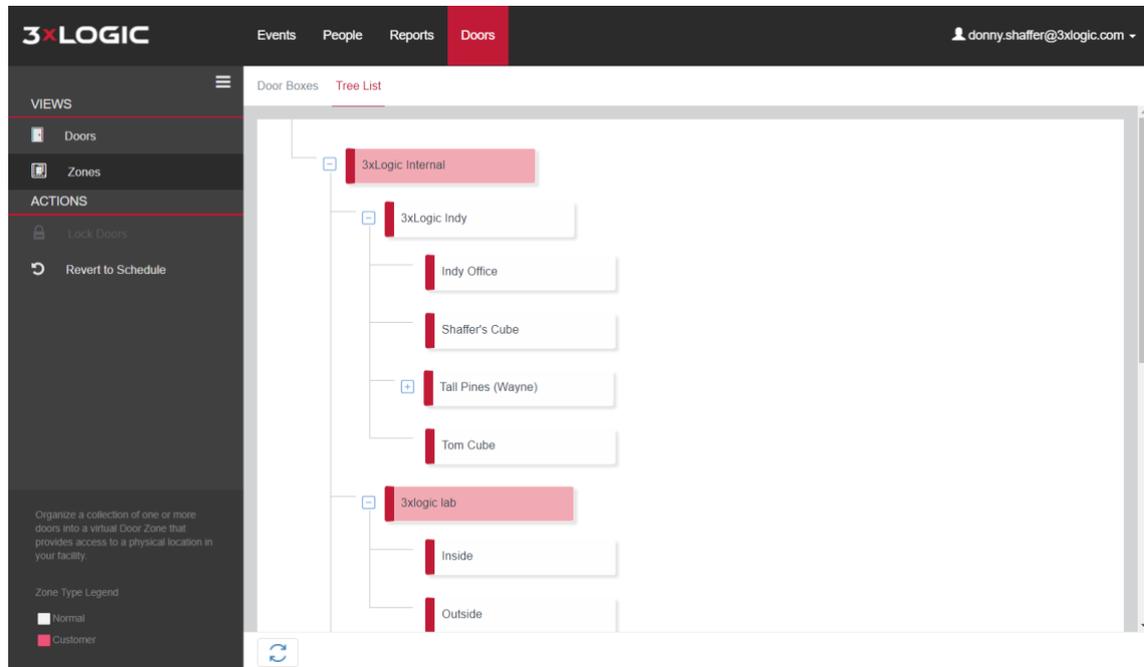
Parent Zone Name

Time Zone

12.1 Diagram Example of Zone Hierarchy



12.2 Tree List Example of Zone Hierarchy



12.3 Role Zone Assignment

The Role Zone Assignment is where you assign a user with a Role to a Zone. This will set the user’s ceiling to their Scope and will filter out anything outside of the Zone Assignment. Users assigned to a Zone will not be able to see anything above or beside them in the Zone Hierarchy.

The screenshot shows the 'Edit Person' form with various fields for user information. The 'Role' dropdown is set to 'User' and the 'Zone' dropdown is set to '---3xLogic Victoria'. A red box highlights these two dropdown menus.

12.4 Scope

The more Zones and Rules that are created within the software the more complicated it can be to navigate and configure. Therefore, infinias CLOUD allows the ability to filter out irrelevant data points with a feature called **Scope**.

Once a user has been assigned to a Zone, the software will filter out anything not within their Scope or assignment. desires to limit his or her level of visibility, they can do that by narrowing their scope. Once the ceiling has been set for each user that is logging into the software, the users can utilize Scope to drill down to a more granular level.

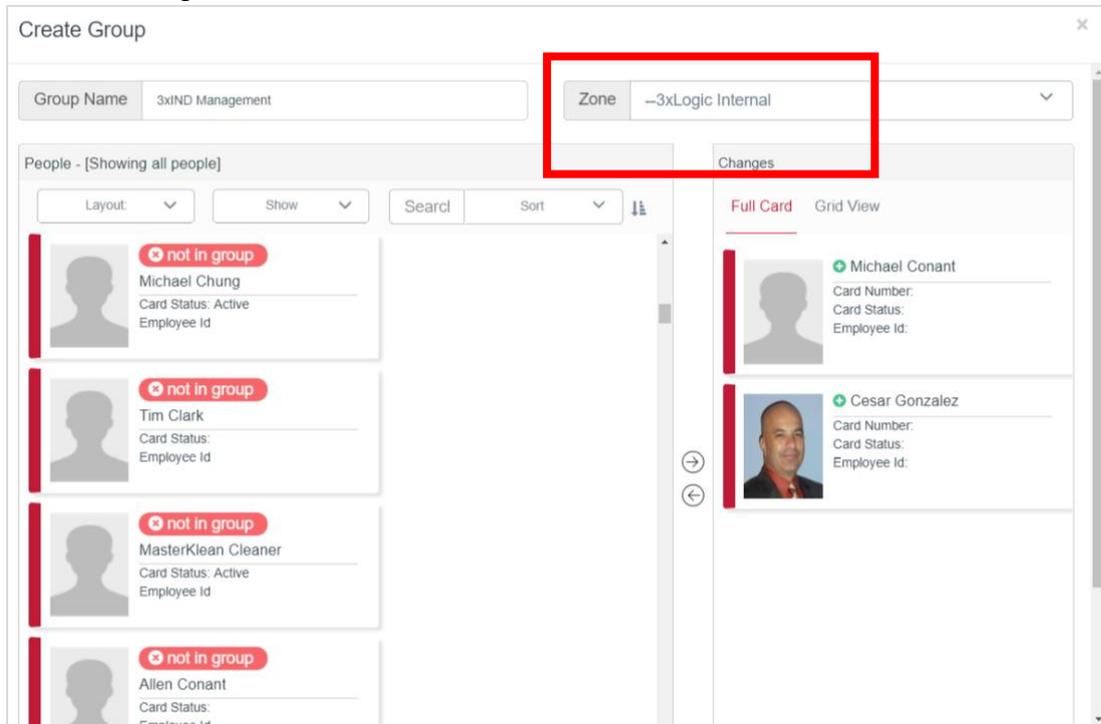
Scope is accessible in the Home or Configuration Section under your User Account.

From there you can drill down a specific Zone by setting your Scope.

The screenshot shows a user account menu on the left with 'ben.grove@3xlogic.com' at the top. Below it are 'User Settings', 'Scope: 3xLogic Internal' (circled in red), 'Logout', 'Configuration', 'Chat', and 'About'. On the right is a tree view of zones under '3xLogic Internal', with '3xLogic Indy' highlighted in yellow. At the bottom right are buttons for 'Set Scope', 'Clear Scope', and 'Close'.

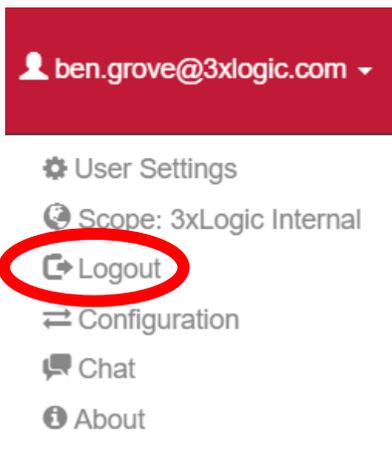
12.5 Group Zone Assignment

Assign all your groups from a specific location or office to the same Zone. This will filter out all other Zones from being visible to users.



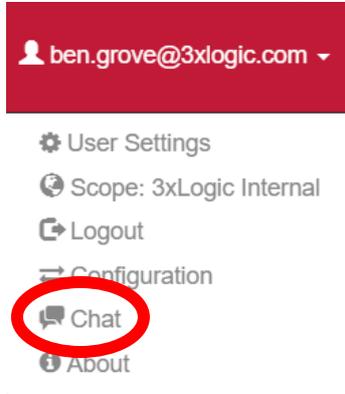
13 Logout of infinias CLOUD

The **Logout** link is accessible in the Home or Configuration Section under your User Account.



14 Chat and Knowledgebase Support

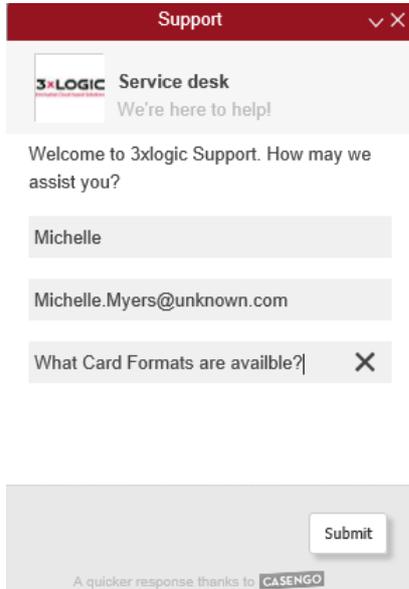
Customers can now access a direct line to 3xLOGIC Technical Support in either the **Home** or **Configuration** Sections of the software. Simply click the Chat link in the right-hand corner of infinias CLOUD, to launch chat support and a knowledgebase of useful tips, tricks, videos and documents.



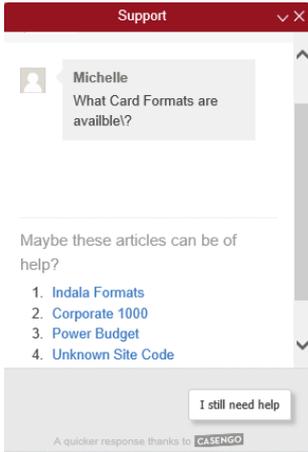
You will now notice a support button that says, "Need Help?". From there, expand the chat window by clicking the up arrow.



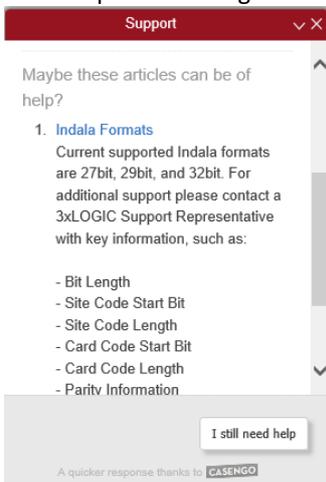
Enter in your name, email address, and question regarding the infinias CLOUD software; then click the **Submit** button.



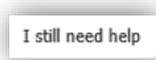
The chat tool will do a search against all knowledgebase articles and prioritize the top candidates for answering your question.



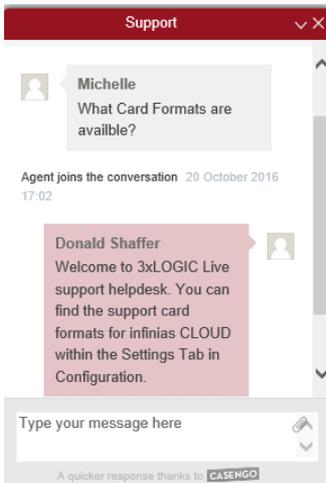
You can peruse through the articles before launching a live chat with technical support.



If you still need assistance beyond the knowledgebase, simply click the **I still need help** button.



The live chat session auto-creates a case in the 3xLOGIC Technical Support Environment. All chat conversation is logged in the case and you can be provided with a recap of the case upon completion, via email.



15 Best Practices

The QSG will help you get a door and cardholder added quickly to verify that the controller is functional. However, when designing and installing a system from scratch, it is important to follow the process outlined below to simplify configuration. We suggest mapping out your entire configuration (Zone Hierarchy, Zone and Door relationships, Door Unlock Schedules, Access Groups, and Access Privilege Schedules for Groups) on paper, Excel, or Visio before doing anything in infinias CLOUD.



Note: It's recommended that customers with multi-site or multi-location management should apply a unique prefix (company name and location, or store number) for every Zone, Door, and Group.

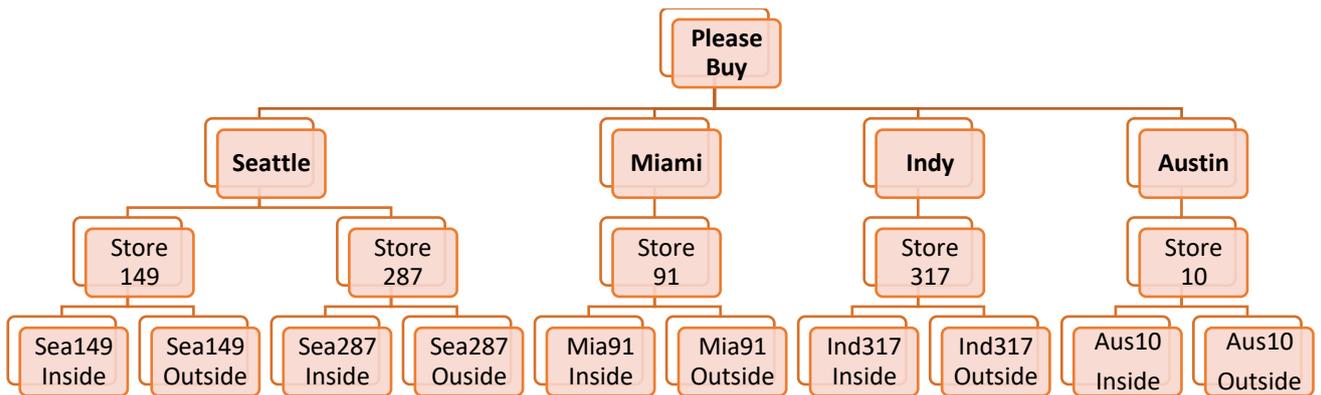
Example:

- 3xMIA Front Door
- 3xIND Front Door
- 3xSEA Front Door

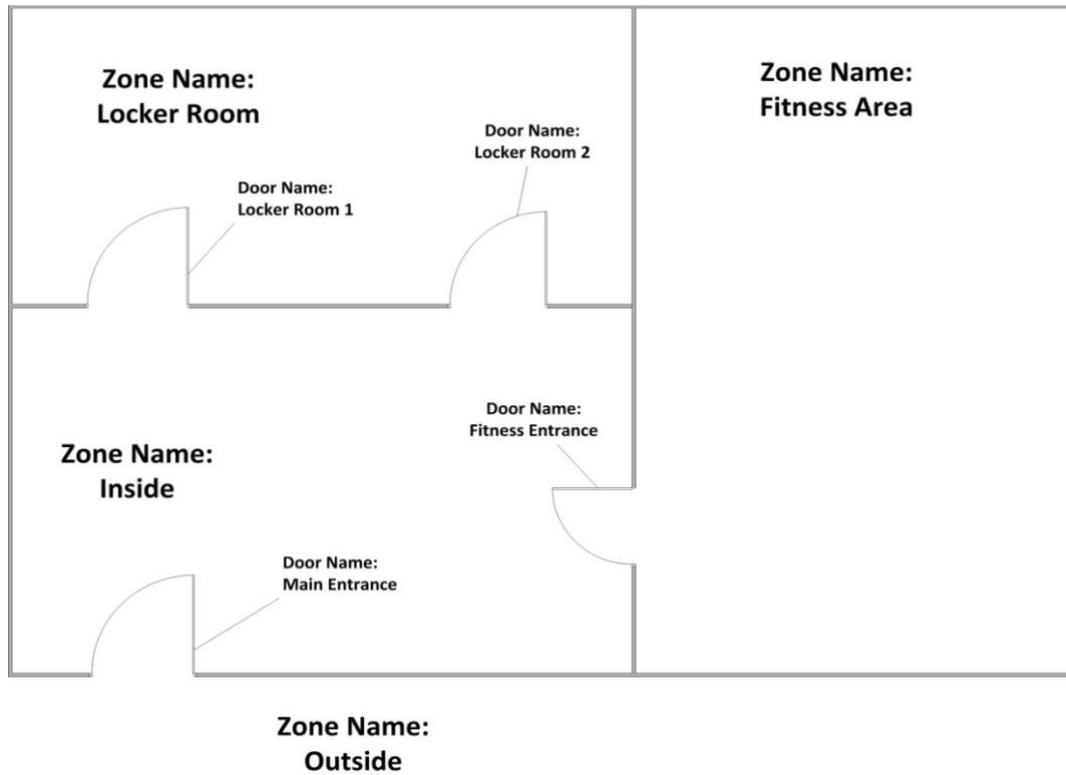
15.1 Suggested Configuration Steps

1. Create **Zones**.
2. Create Schedules.
3. Create **Behaviors** for specifying Door Unlock Schedules.
4. Add **Doors**. Now you can apply a Behavior to the Door and specify which Zones the Door will border.
5. Create **Groups**.
6. Add **Cardholders** and give them group membership.
7. Create **Access Privileges** Rules for all groups.

15.2 Example of Mapped Zone Hierarchy



15.3 Example of Mapped Zones and Doors



15.4 Example of Mapped Door Unlock Schedules

Doors	Unsecured Zone	Secured Zone	Door Unlock Schedule
Main Entrance	Outside	Inside	7:00 AM- 9:00 PM Unlocked Mon- Sun
Fitness Entrance	Inside	Fitness Area	7:00 AM- 9:00 PM Unlocked Mon- Sun
Locker Room 1	Inside	Locker Room	7:00 AM- 9:00 PM Unlocked Mon- Sun
Locker Room 2	Inside	Locker Room	7:00 AM- 9:00 PM Unlocked Mon- Sun

15.5 Example of Mapped Access Privilege Schedules

Groups with Access	Zones	Access Schedule
Employees	Inside	6:00 AM - 10:00 PM Mon- Sun
	Outside	6:00 AM - 10:00 PM Mon- Sun
	Locker Room	6:00 AM - 10:00 PM Mon- Sun
	Fitness Area	6:00 AM - 10:00 PM Mon- Sun
Cleaning Crew	Inside	Always
	Outside	Always
	Locker Room	Always
	Fitness Area	Always
Management	Inside	Always
	Outside	Always
	Locker Room	Always
	Fitness Area	Always

16 Rules Engine

The Rules Page defines the commands that control the behavior of the Door controller, as well as the behavior of infinias CLOUD itself. infinias CLOUD allows Supervisor users to configure Controller-based or Host-based rules based off any data stored in the database. The configured Rule will perform an action, or multiple actions, when the designated condition is met. The action can be an Access Privileges, Email Event, Alarm Management, Credential Management, display an IP Camera’s Web UI based off an event, etc...

This is where users can create unique configuration such as: 2-Man Rule, Lockdown, and First-In, and even Executive First-In with a hardwire integration into an alarm panel.

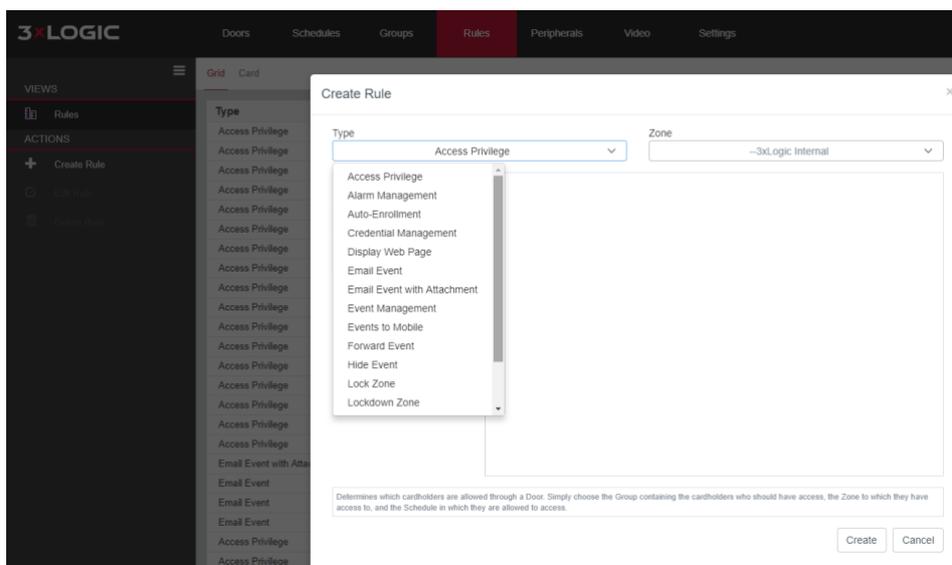
Controller-based Rule - The Access Privilege is the only Door controller-based Rule. An Access Privilege is a combination of a Group ("who" has access), a Zone ("where" the Group is granted access), and a Schedule ("when" is the Group granted access). You will create one of these Access Privileges for each Group, Zone and Schedule combination for your environment. These Access Privileges are downloaded to the respective Door controllers when you perform the Update Action on the Doors Configuration Page. Once these Access Privileges are downloaded, the controller will operate using these rules without assistance from the infinias CLOUD server.

Host-based Rule - All other Rules are considered Host-based Rules. This means that the processing of the specified Rule occurs on the infinias CLOUD server (i.e. the "host"). The result of the Rule may be a command to the controller (e.g. "Unlock Zone"), but the decision-making occurs on the host.

The Rules Page defines the commands that control the behavior of the Door controller, as well as the behavior of infinias CLOUD itself. infinias CLOUD allows Admin users to configure Controller-based or Host-based rules based off any data stored in the database. The configured Rule will perform an action, or multiple actions, when the designated condition is met. The action can be an Access Privileges, Email Event, Alarm Management, Credential Management, Energize/De-Energize OC1 and OC2, Energize/De-Energize Relay, Forward Event, Event Management, Display Web Page, etc...

16.1 Create a Rule

Click the **Create Rule** Action, and a Create Rule popup dialog will appear. From there, select a Rule under the **Type** drop-down box.



16.2 Configure the Conditions of the Rule

This is where Admin users will build the specified conditions of the Rule. The rule can be built as granular as desired. These conditions will vary upon what Action Type is selected.

- **Schedule**- Define the desired Schedule for the Rule (When the Rule is Active)
- **Group**- Defines who the Rule will be applied to (Additional filter of the Event)
- **Zone**- Defines which Zones will be used in the Rule (Additional filter of the Event)
- **Door**- Define a specific Doors instead of an entire Zone (Additional filter of the Event)
- **Reader**- Define a specific Reader on a Door (Additional filter of the Event)
- **Event**- Select which events will trigger the Rule Action to fire off. (For more information on categorizing and defining Event triggers in infinias CLOUD, please refer to the [Event Categories and Definitions](#) Technical Tip)
- **I/O Controller**- Select necessary Input and Output Device, or Peripheral
- **Input**- This Tab allows you to select any input tied to a device, such as: Door Inputs and Room Mailbox Names.
- **Target Group/Zone**- The group or zone that the Action is applied to (The group that receives the email or Zone that will lock or unlock)

16.3 Rule Types

infinias CLOUD allows users the ability to create custom Rules in our robust Rules Engine. Below we will show how to configure some of the more common Rule Types.

16.3.1 Access Privilege

As stated earlier, the Access Privilege Rule provides access privileges for Groups of People into Zones. By default, infinias CLOUD creates an Access Privilege for the Everyone Group to be granted access to the Inside Zone in the Always Schedule.

Steps:

1. Select **Access Privilege** in the Rule Type drop-down list box.
2. Select a **Schedule**. The Schedule determines the time range in which this Rule will be active. In other words, everywhere there are blue-colored blocks in the Schedule you choose, access will be granted.
3. Select a **Group**. The Group represents the collection of People whose credentials you want to be granted access to the Zone.
4. Select a **Zone**. The Zone will determine where the previously selected Group's access into a Door or a group of Doors.
5. Press the **Create** button to create your new Access Privilege. The new Access Privilege will appear in the Access Privilege section in the Content Area.



Note: Access Privileges will not take effect until the Doors within the selected **Zone** have been updated on the Doors Configuration Page.

16.3.2 Event Management

The Event Management Rule allows Admin users to select which Events will be visible in the Events Page. By default, all Events are made visible. You can reduce the number of Events that are visible on the Events page by using this Rule. Note that if you wish to filter out a single Event, you can alternatively use the Hide Event Rule described below.

Steps:

1. Select **Event Management** in the Rule Type drop-down list box.

2. Select a **Schedule**. The Schedule determines the time range in which the Event will be visible on the Events Page. The Event will not be visible during the inactive time range (the "white" area) of the Schedule.
3. Select a **Group** (optional). This is an additional filter for the event trigger.
4. Select a **Zone** (optional). This is an additional filter for the event trigger.
5. Select an **Event** (optional). All Events you choose will be made visible provided the Event also meets the above criteria. If you do not specify an Event, then all Events that meet the above criteria will be made visible.
6. Select an **Action** (optional). An Action is another type of Event, and often covers multiple of the Events you see in the Event tab described above. All Actions you choose will be made visible provided the Action also meets the above criteria. If you do not specify an Action, then all Events that meet the above criteria will be made visible on the Events Page.

16.3.3 Hide Event

The Hide Event Rule could be considered the opposite of the Event Management Rule in that the Hide Event Rule ensures that a specific Event will *not* be made visible on the Events Page. This Rule is useful when you have only one or two Events that you wish to hide from the Events Page.

Steps:

1. Select **Hide Event** in the Rule Type drop-down list box.
2. Select a **Schedule**. The Schedule determines the time range in which the Event will be hidden from the Events Page. The Event will not be hidden during the inactive time range (the "white" area) of the Schedule.
3. Select a **Group** (optional). This is an additional filter for the event trigger.
4. Select a **Zone** (optional). This is an additional filter for the event trigger.
5. Select an **Event** (optional). All Events chosen will be hidden, provided the Event also meets the above criteria. If you do not specify an Event, then all Events that meet the above criteria will be hidden.
6. Select an **Action** (optional). All Actions chosen will be hidden, provided the Action also meets the above criteria. If you do not specify an Action, then all Events that meet the above criteria will be hidden on the Events Page.

16.3.4 Alarm Management

The Alarm Management Rule turns any event into an Alarm. An alarm is indicated visually in the Events Page in Red. By default, infinias CLOUD creates five Alarm Management Rules to manage all the Access Denied event possibilities.

Steps:

1. To create a new Alarm Management Rule, select **Alarm Management** in the Rule Type drop-down list box.
2. Select a **Schedule**. The Schedule determines the time range in which this Rule will be active. Events that satisfy this rule's criteria will be converted into Alarms only during the Active Time Range (blue) portion of the Schedule you select.
3. Select a **Group** (optional). This is an additional filter for the event trigger.
4. Select a **Zone** (optional). This is an additional filter for the event trigger.
5. Select an **Event** (optional). This is an additional filter for the event trigger.
6. Select an **Action** (optional). All Actions you choose will be converted to an Alarm, provided the Action also meets the criteria specified above. If you do not specify an Action, then all Events that meet the above criteria will be converted into an Alarm.

16.3.5 Credential Management

The Credential Management Rule handles any scenario where a cardholder should have access but they are denied. The most common example of this scenario is that the controller was offline during the credential download. This Rule will evaluate all 'Unknown Credential Status' errors and apply that cardholder to the controller if in fact that card number was supposed to be already present on the controller.



Note: This Rule will **not** download credentials that do not belong on the controller. You need only have one Credential Management Rule active on the System unless you desire different behaviors on different Schedules.

Steps:

1. Select **Credential Management** in the Rule Type drop-down list box.
2. Select a **Schedule**. The Schedule determines the time range in which this Rule will be active. Events that satisfy this rule's criteria will be converted into Alarms only during the Active Time Range (blue) portion of the Schedule you select.
3. Select an **Event** (optional). All Events you choose will be used to evaluate the cardholder's access rights, provided the Event also meets the criteria specified above. If you do not specify an Event, then all Events that meet the above criteria will be evaluated (not recommended).

16.3.6 Events to Mobile

The Events to Mobile Rule can filter out which events that you want sent to your Site Access Mobile App.

Steps:

1. Select **Events to Mobile** in the Rule Type drop-down list box.
2. Select a **Schedule**. The Schedule determines the time range in which the Event will be visible on the Events Page. The Event will not be visible during the inactive time range (the "white" area) of the Schedule.
3. Select a **Group** (optional). This is an additional filter for the event trigger.
4. Select a **Zone** (optional). This is an additional filter for the event trigger.
5. Select an **Event** (optional). All Events you choose will be made visible provided the Event also meets the above criteria. If you do not specify an Event, then all Events that meet the above criteria will be made visible.
6. Select an **Action** (optional). An Action is another type of Event, and often covers multiple of the Events you see in the Event tab described above. All Actions you choose will be made visible provided the Action also meets the above criteria. If you do not specify an Action, then all Events that meet the above criteria will be made visible on the Events Page.

16.3.7 Auto-Enrollment

Automatically enrolls a card upon swipe of a card not currently in the system. Simply choose the Reader designated for Enrollment, plus any desired Group membership. **WARNING!** Make sure this Rule runs **ONLY** on a Reader in a SECURED area! Delete this Rule when you no longer need automatic enrollment.

1. Select **Auto-Enrollment** the Rule Type drop-down list box.
2. Select a **Schedule**. The Schedule determines the time range in which this Rule will be active. Events that satisfy this rule's criteria will be converted into Alarms only during the Active Time Range (blue) portion of the Schedule you select.
3. Select a **Reader** (optional). Whatever Reader that is selected will enroll cardholders when is scanned by an unknown credential.
4. **Group Membership** will allow you to enroll the cards to a specific Group of your choosing.

16.3.8 Email Event/ Email Event with Attachment

The **Email Event Rule** sends an email to one or more recipients based on the information you provide in this Rule. Additionally, the **Email Event with Attachment** Rule will include attachment of any camera associated with the event.



Note: The SMTP configuration settings are already programmed in infinias CLOUD. Your emails will come from noreply@3xlogic.com.

Steps:

1. Select **Email Event** in the Rule Type drop-down list box.
2. Select a **Schedule**. The Schedule determines the time range in which this Rule will be active. Events that satisfy this rule's criteria will generate an email to a list of selected recipients.
3. Select a **Group** (optional). This is an additional filter for the event trigger.
4. Select a **Zone** (optional). This is an additional filter for the event trigger.
5. Select a **Door** (optional). This is an additional filter for the event trigger.
6. Select an **Event** (optional). All Events you choose will be emailed to the recipient list, providing the Event also meets the criteria specified above. If you do not specify an Event, then all Events that meet the above criteria will be emailed to the recipients.
7. Select an **Action** (optional). All Actions you choose will be emailed to the recipient list, providing the Action also meets the criteria specified above. If you do not specify an Action, then all Actions that meet the above criteria will be emailed to the recipients.
8. Select a **Target Group**. Select at least one Group from the list. All members of the Group(s) you select will have emails sent to their Primary Email and Secondary Email accounts, as specified in their Person profile. Members of the Group(s) that do not have email addresses will not receive the emails.

This rule can also be used to send SMS messages for more urgency. To do this, instead of entering the user's e-mail address on the Person page, enter their SMS 'e-mail' address.

For more information on SMS Text, refer to the [How To Configure Email Notifications Technical Tip](#).

16.3.9 Lock Zone, Lockdown Zone, and Unlock Zone

The Lock Zone Rule will lock all Doors that border the Zone specified in the Rule. All Access Privileges continue to operate normally while the Zone's Doors are locked. The lock is *not* momentary - it is permanent until another action, such as Revert to Schedule or Unlock Zone, unlocks the Door. The **Lockdown Zone** Rule is similar, except that the Doors are in a lockdown mode that blocks all Access Privileges, i.e. no valid card or fob swipes or REX requests will be granted. The **Unlock Zone** Rule is likewise similar, except that it *unlocks* all Doors in the specified Zone(s), and the **Revert Zone** Rule is also similar, except that it reverts the Zone's Doors to their Scheduled lock state.

Steps:

1. To create one of these Rules, ensure that the desired Rule is selected in the drop-down list box.
2. Select a **Schedule**. The Schedule determines the time range in which this Rule will be active.
3. Select a **Group** (optional). This is an additional filter for the event trigger.
4. Select a **Zone** (optional). This is an additional filter for the event trigger.
5. Select a **Door** (optional). This is an additional filter for the event trigger.
6. Select a **Reader** (optional). This is an additional filter for the event trigger.
7. Select an **Event**. Choose one or more Events that will cause the Zone's Doors to be locked. The Doors will lock when the specified Event occurs and the above criteria is met.
8. Select a **Target Zone**. Select one or more Zones whose Doors will be locked when the qualifying Event occurs and the above criteria is met.

17 Advanced Setup and Configuration

Advanced Setup and Configuration contains configuration options that are not automatically available in the user interface but can be made available by running one or more script files installed on your system, or Conditions that are created by using multiple Rules. In addition, descriptions of extra functionality can be found on your training flash drive or on the **infinias** website under the **Support** section. Please login to the site, and go to the **infinias CLOUD** section under Support, and look for desired technical documentation.

17.1 First In

For more information on how to configure First In, refer to the [How To Configure First In](#) Technical Tip.

17.2 Card + PIN vs. Card or PIN

For more information on how to configure Card + PIN and Card or PIN, refer to the [Card + PIN vs. Card or PIN Configuration](#) Technical Tip.

17.3 Man-Trap

For more information on variations of Man-Trap, refer to the [Using Man-Trap to Perform Ad-Hoc Access Control](#) Technical Tip.

17.4 Display Web Page Rule

For more information on how to make a webpage pop up when a certain event happens in IA, refer to the [Display Web Page Rule](#) Technical Tip.

17.5 3xLOGIC VIGIL Server Integration

For more information on how to integrate to a 3xLOGIC VMS, refer to the [VIGIL Video and infinias CLOUD Integration Guide](#).

17.6 Milestone Video Integration

For more information on how to integrate to a Milestone VMS, refer to the [Milestone ACM Integration Guide](#).

17.7 Forward Event Rule

For more information on how infinias can forward events to any HTTP Listener, refer to the [How to Forward infinias Events](#) document.

17.8 Mobile Credentials

To add a mobile credential, you must purchase a license pack that must be assigned at a customer level. After licensing, edit a cardholder and navigate to the **Credentials** Tab. From there add a unique code into the credential field. Proceed to the mobile app and enter the same code on your phone in the app. Watch [this video](#) for activating a mobile credential.

17.8.1 Mobile Credential Geofencing

Mobile Credential Geofencing allows a user to set a certain distance requirement to be able to access a door via Mobile Credentials. This is configured when creating the door and when giving access privilege.

17.8.1.1 Door Location

When creating or editing a door the user has the option of marking the location of the door. The location can be set using latitude and longitude:

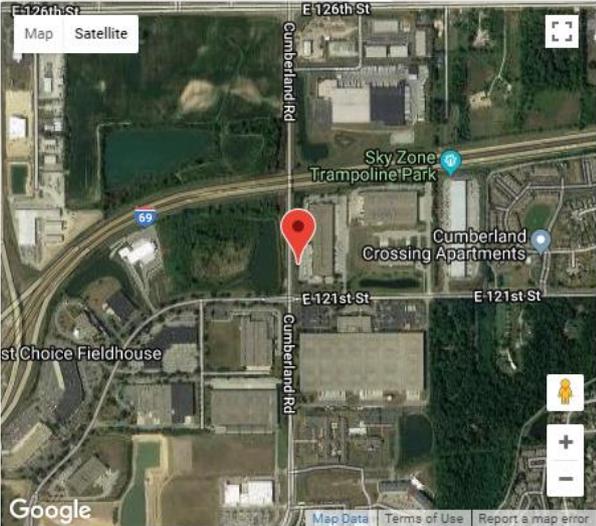
Edit Door

Name AND - Front Lobby	Device eIDC32 (Hosted)	Time Zone (GMT-05:00) Eastern ...
Door Behavior	Secured (Inside) Zone ---QA Inside	Unsecured (Outside) Zone ---QA Outside
Latitude 19.965218	Longitude -85.993873	<input type="checkbox"/> Display Map

Or by checking the “Display Map” checkbox, opening a Google Maps satellite image where you can drop a pin on the doors location:

Edit Door

Latitude 39.965218	Longitude -85.993873	<input checked="" type="checkbox"/> Display Map
-----------------------	-------------------------	-------------------------------------------------



17.8.1.2 Access Privilege

When creating access privilege rules, the user will have an option to require the mobile credential user to be within a certain distance of the door in order to open the door.

The screenshot shows a 'Create Rule' dialog box. At the top, there are two dropdown menus: 'Type' set to 'Access Privilege' and 'Zone' set to '--3xLogic QA Rack'. Below these are three stacked sections: 'Schedule' (Always), 'Group' (Geo Test), and 'Zone' (Student Doors). To the right of these sections is a 'Proximity (meters)' input field containing the number '100', which is highlighted with a red rectangular box. Further right is a checkbox labeled 'Multi-Factor Required', which is currently unchecked. At the bottom of the dialog, there is a section titled 'Mobile Credential Options', which is also highlighted with a red rectangular box.

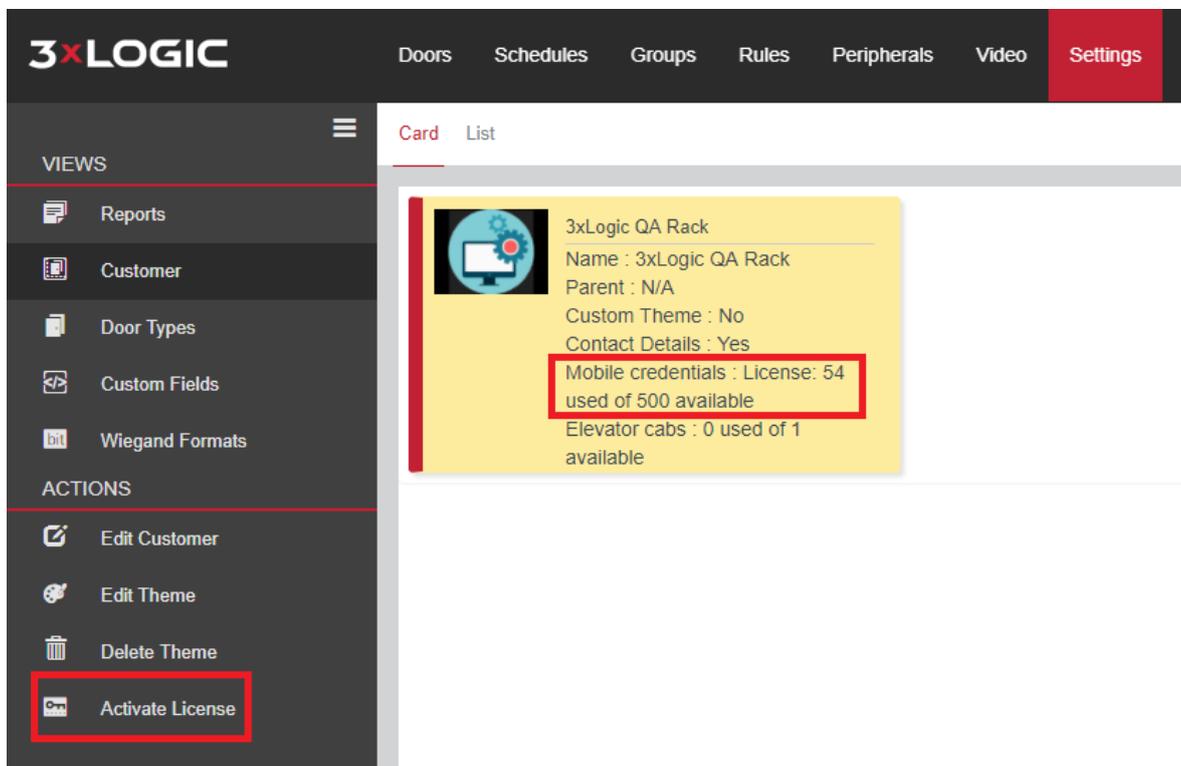
17.8.2 Mobile Credential Multi-Factor Authentication (MFA)

Multi-Factor Authentication can be enabled when creating access privilege. If MFA is enabled, it will require that the mobile credential user has a lock on their phone (biometric, pin code, passcode, gesture, etc.) in order to use mobile credentials.

This screenshot is similar to the one above, showing the 'Create Rule' dialog box. The 'Type' is 'Access Privilege' and the 'Zone' is '--3xLogic QA Rack'. The 'Schedule' is 'Always', 'Group' is 'Geo Test', and 'Zone' is 'Student Doors'. The 'Proximity (meters)' field contains '100'. The 'Multi-Factor Required' checkbox is now checked and is highlighted with a red rectangular box. The 'Mobile Credential Options' section at the bottom is also highlighted with a red rectangular box.

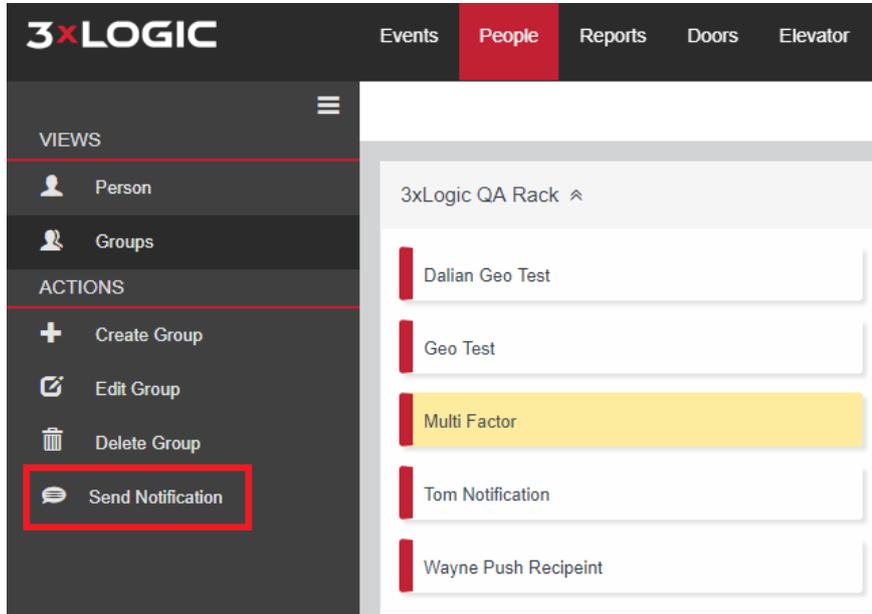
17.8.3 Mobile Credential Licensing

Mobile Credential licensing is per customer. Each customer can have packs of mobile credentials added to their accounts by going to the settings page and activating the license for that customer. Once a Mobile Credential has been activated it will not be able to be reused.

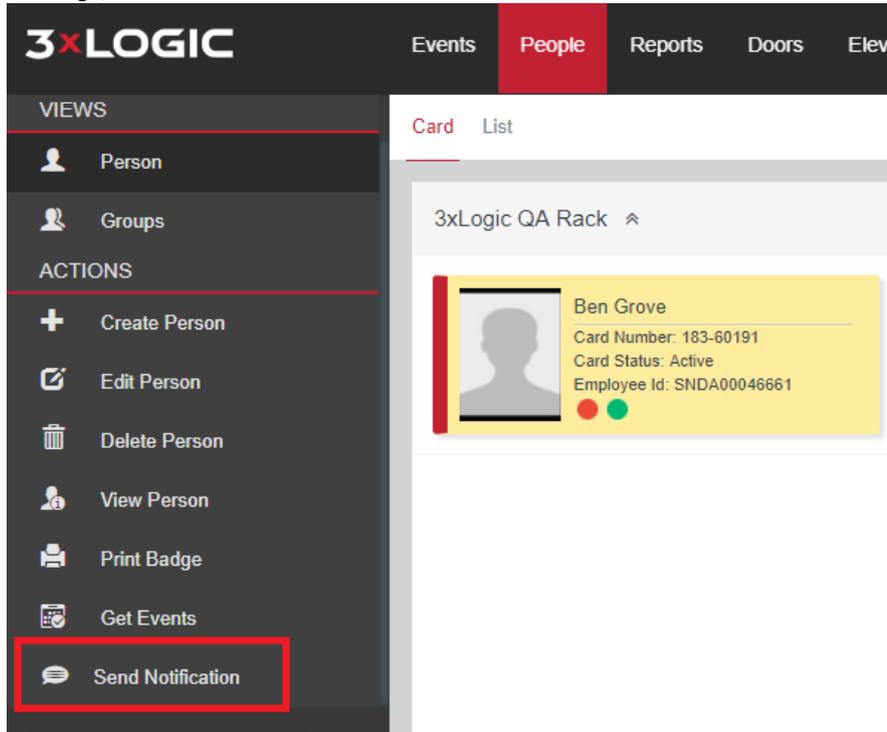


17.8.4 Ad Hoc Push Notifications

Mobile Credentials can be used to send either group or individual messages through the app. Group messaging can be done from the groups page, by selecting a group then clicking the **Send Notification** Action.



Individual messages may be sent from the people page, by selecting the person you wish to message, then click the **Send Notification** action.



 **Important Note:** You can also build Push Notification Rules tied to any event in the database. This allows you to notify a Group of people when there is an alarm.

18 System Requirements for Local Server Install

infinias is an enterprise-class client/server application whose purpose is to secure the organization. As such, we recommend that it be run on a server in an appropriate environment. With the introduction of the rules engine, integral parts of the access control system are running on the server and cannot perform their function if the server is not running.

infinias can be run in a virtual environment such as VMWare ESXi or higher, and we highly recommend this.

18.1 Operating Systems

infinias runs on Microsoft Windows® operating systems. Always use the most recent version of the operating system, and for installations greater than 32 doors, we strongly recommend using a server class operating system.

- Windows Server 2012 R2
- Windows Server 2016
- Windows 10 Professional, Enterprise



Important Note: Home or starter versions of Windows are not supported as they do not include components required by Intelli-M® Access.

18.2 Hardware

For **50** doors or less:

- 4GB Ram
- Dual Core 2GHz Processor
- 100 GB Hard drive space
- Single or dual 100Gb network interface

For **51 – 300** doors:

- 8GB Ram (16GB Ram Recommended)
- Quad Core 2GHz Processor
- 250GB Hard drive space
- Single or dual 100Mb network interface

For **300 (+)** doors:

infinias can make use of systems with multiple processors and as much memory as can be made available. Furthermore, the database server and reporting services can be moved to another server to free up resources and improve performance. For specific recommendations, please contact your infinias Sales Representative.



Important Note: 3xLOGIC strongly recommends all door controllers and the infinias server are separated off to their own VLAN (Virtual Local Area Network). VLAN separation will allow for less network traffic to interfere with the infinias system and controllers (i.e. cameras, network scans), and will allow for a smoother running system.

18.3 Software

infinias is designed to take advantage of key components provided by Microsoft, such as:

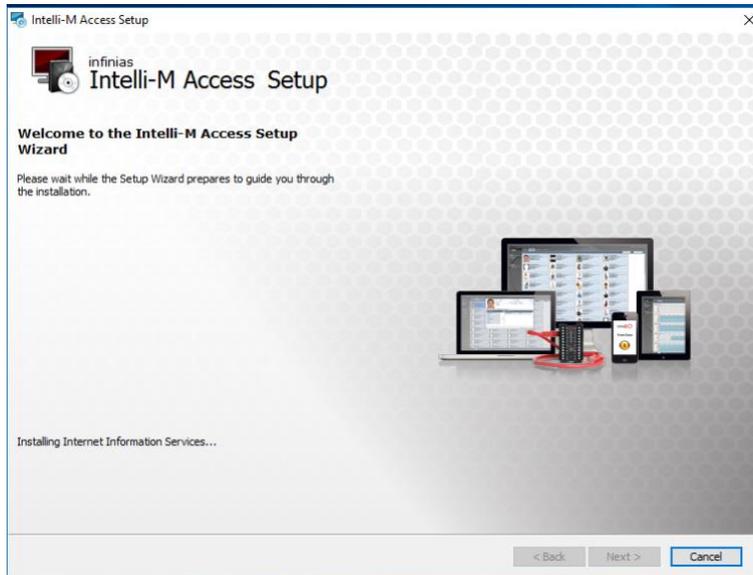
- **IIS (Internet Information Server)** - Microsoft's web server. This server is used to provide the infinias web pages to any standard browser. IIS is included with the operating system, but must be activated before installing Intelli-M Access.
- **MSMQ (Message Queuing)**- By using transaction server, infinias delivers an asynchronous message queuing architecture designed to be robust, highly scalable, and resilient to spikes in demand. This is also included with the operating system but must be activated prior to installing infinias.
- **Reporting Services**- Provides reporting capabilities. Both reports and badges are delivered via Reporting Services. This is installed with the SQL Server Advanced Services package provided by infinias. To design reports, please download the free tool from Microsoft® called Microsoft® SQL Server® Report Builder (Currently version 3.0).
- **SQL Server**- infinias uses version 2008 or newer, and will automatically install the 32-bit version of SQL Server 2014 with Advanced Services if a compatible version of SQL Server is not already installed. infinias also requires Microsoft SQL Reporting Services, a part of the SQL Server installation, to be installed as well.

19 Local Server Software Installation

The infinias installation package is a 2GB exe file, freely available for download from our website, or via installation media you can order from infinias. The exe file contains the operating system and application prerequisites that you need to complete the installation of infinias.

Steps:

1. Run the infinias executable, to start the installation.
2. The infinias installer will start by searching for necessary prerequisites and will install them to the infinias server. One or more prerequisites may require a system reboot, and may automatically do so in order to complete the prerequisite installation. If a reboot is required, the installation will proceed immediately after logging back into the system following the reboot. Continue to press the **Install** button until all prerequisites are installed.

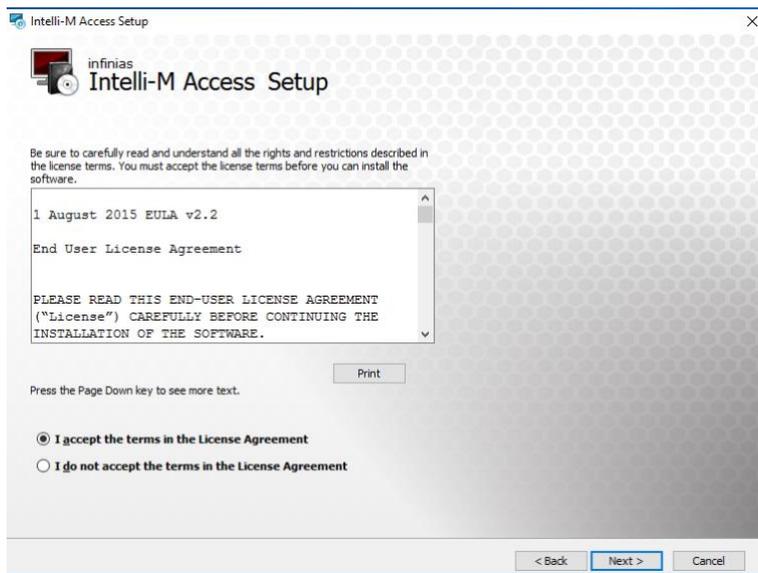


Note: All required software packages, including SQL Server 2008, IIS, and MSMQ will be automatically configured during the installation process.

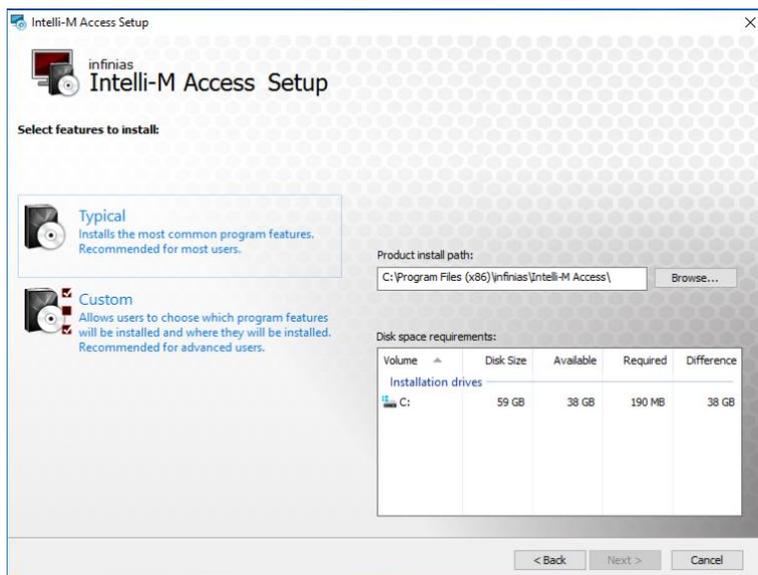
When all prerequisites have been installed, you will be presented with the **Welcome** window, click the **Next** button.



3. You must read and accept the conditions before continuing the installation. Upon completion, click the **I accept the terms in the license agreement** checkbox and press the **Next** button.

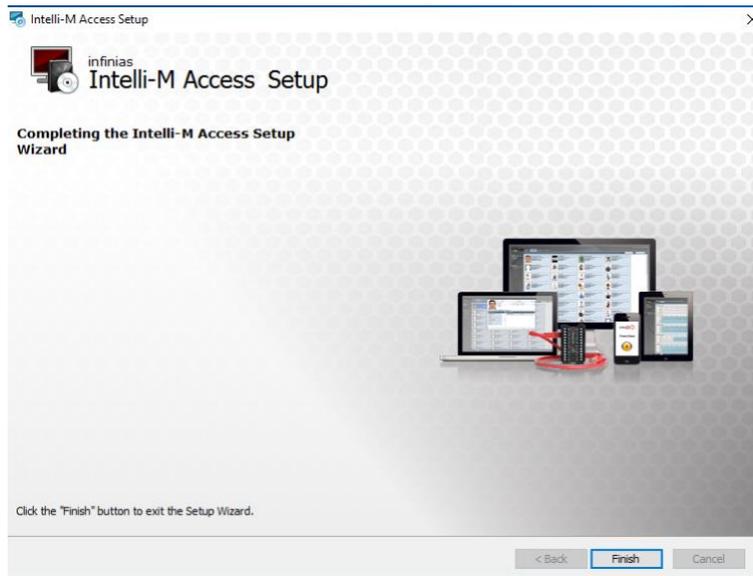


- Specify where the product will be installed and select the **Complete** or **Custom** Setup Type. To accept the Typical install, using the default path, press the **Next** button.



For a typical installation, choose the default setting of **Complete**. The **Custom** option is for users who have one or more of the following scenarios:

- You already have a pre-existing instance of SQL Server 2008 R2, or greater installed, either on the local computer or on a remote computer. See the important notes below regarding pre-existing SQL Server instances.
 - You are installing infinias onto a computer that already has a web-based application that is already installed and listening on port 80. See the important note below regarding changing the name and location of the website.
- Navigate the installer until completion, click the **Finish** button.



 **Note:** Many application installations do not play by the rules and do not respect the existing IIS configuration. Some installations will change the name of the default IIS website from "Default Web Site" to another name. Some might delete the default website altogether. In either case, the application probably has taken ownership of port 80 (and possibly port 443), preventing infinias from being able to use port 80. Other applications disable IIS altogether because they run a third-party web server like Apache. In all of these cases, you can still install infinias on this computer. In the case where "Default Web Site" has been changed or removed, you can either provide the new name to the infinias installer, or you can choose your own name and provide an unused port number (e.g. 8000 or 8080). If IIS has been disabled, it was disabled so the third-party web server could use port 80. In that case, change the port number in the "Internet Services Information (IIS) Manager" utility to an unused port number (e.g. 8000 or 8080), re-enable "Default Web Site", and provide the new port number to the infinias installation.

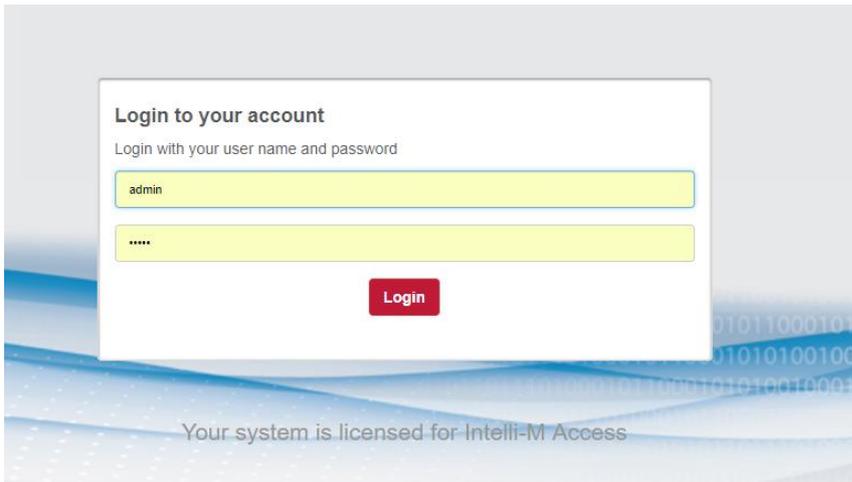
 **Note:** infinias requires SQL Server Standard/Enterprise 2008 R2 or SQL Server Express 2008 R2 with Advanced Services, or greater. Regardless of which Edition you have installed, you must configure SQL Server to allow Mixed Mode Authentication - that is, SQL Server must allow both SQL Authentication and Windows Authentication. You can modify this configuration property using SQL Management Studio.

Finally, you must have SQL Reporting Services installed as well. If you do not, the installation will succeed but the 'Reports' page will show an error. If you do not need the reports feature in Intelli-M Access, then you do not need to install the Reporting Services option in SQL Server. If you will be using the reports feature of Intelli-M Access, please run your SQL Server installation again and add Reporting Services to the installation. After that is complete, run the infinias installation. If you have already installed Intelli-M Access, simply run the infinias installation again and choose the 'Repair' option.

20 Launching

From the Windows Desktop, click the Windows Start Menu. Browse to **All Programs** → **infinias** → **infinias** → **Login to Intelli-M Access**, to launch your web browser with the login screen. Alternatively, users can open Internet Explorer and navigate to “**localhost/intellim**” or “**IP Address of server**”/intellim.

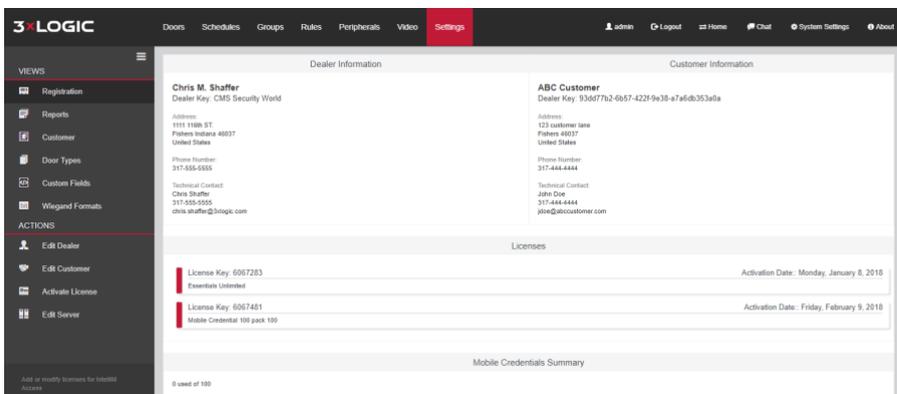
The default username and password are **admin/admin**.



21 Licensing a Local Server Install

infinias provides a 30-day free trial, fully featured with a limit of 32 doors. Take as much time as you need to install, configure, and evaluate the software, but once you're hooked, you'll need to license the product.

Click on the **Configuration** link, and then navigate to the **Registration** View the **Settings** Tab. With 4.0 you will notice that the licensing is no longer under system settings. Furthermore, the way you license your server is completely different than previous versions of Intelli-M® Access. Unlike before, users can now enter in multiple licenses (a base license plus a mobile credentials license). You are now required to enter in **Licenses**, **Dealer Information**, and **Customer Information**.



21.1 Online Activation

Steps:

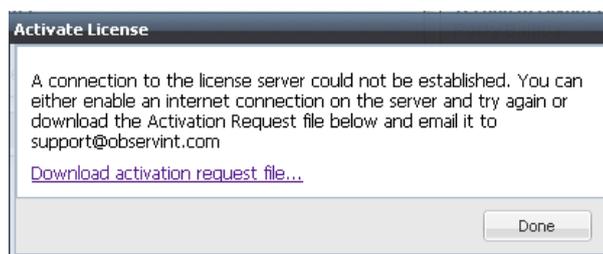
1. Activate License by selecting the **Activate License** Action.
2. From there, enter in your valid **License Key** and **Password**.

3. Click the Activate button and this will ping our license server and validate your license key and password.

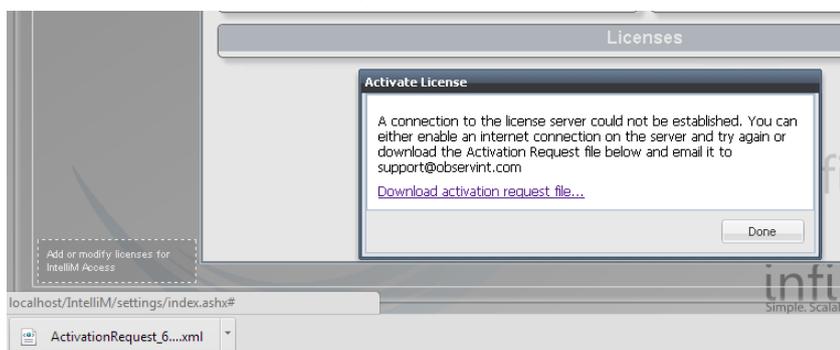
21.2 Manual Activation

Steps:

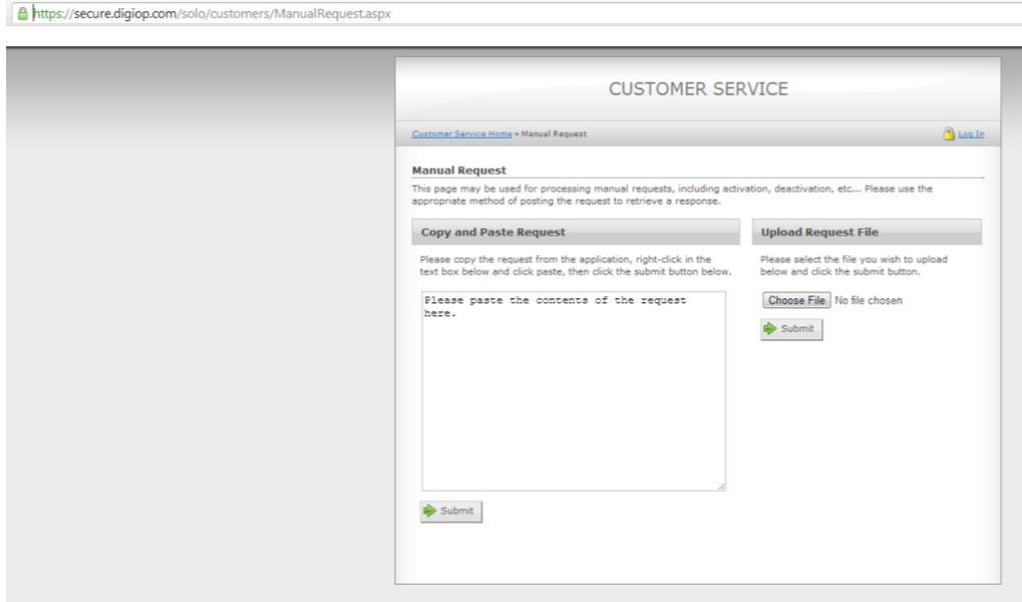
1. Activate License by selecting the **Activate License** Action.
2. From there, enter in your valid **License Key** and **Password**.
3. Click the Activate button and this will attempt to connect to our license server and validate your license key and password. However, it will not be able to because your server does not have outbound access to the outside world and you will be prompted with a request to **Download activation request file....**



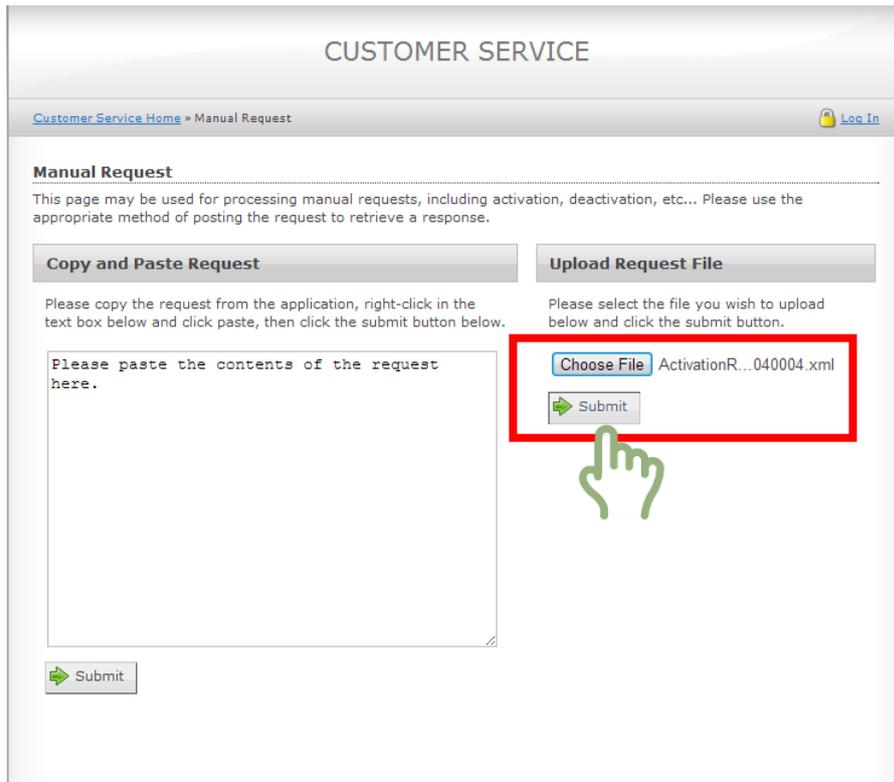
4. Save the **Activation Request File** to a flash drive.



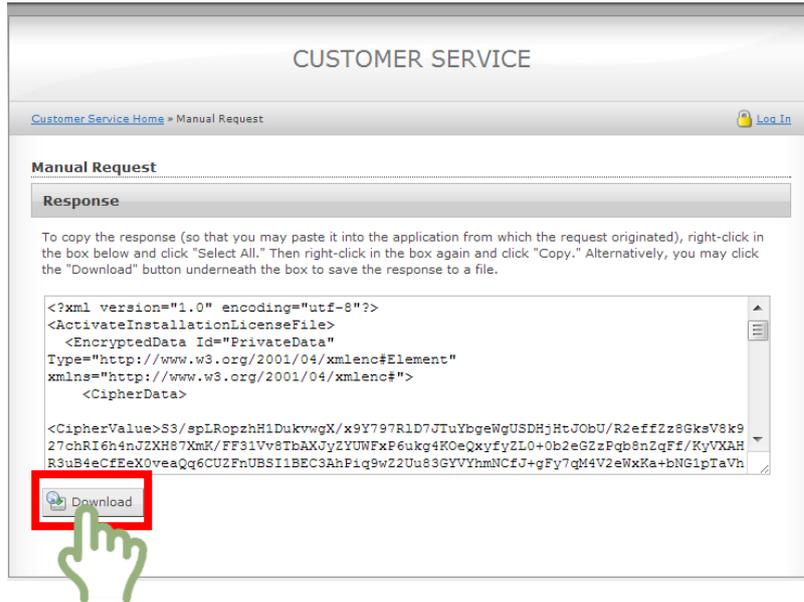
- From another computer that has network access, browse to <https://secure.3xlogic.com/solo/customers/ManualRequest.aspx>.



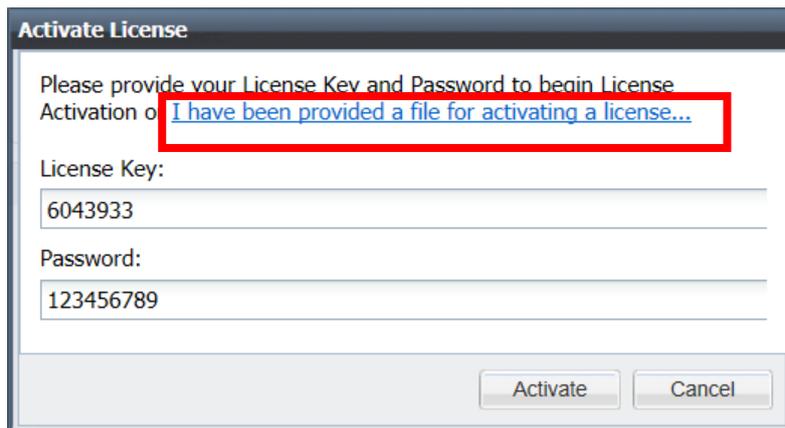
- Select the **Choose File** button and upload your **Activation Request File**. Once uploaded, click **Submit**.



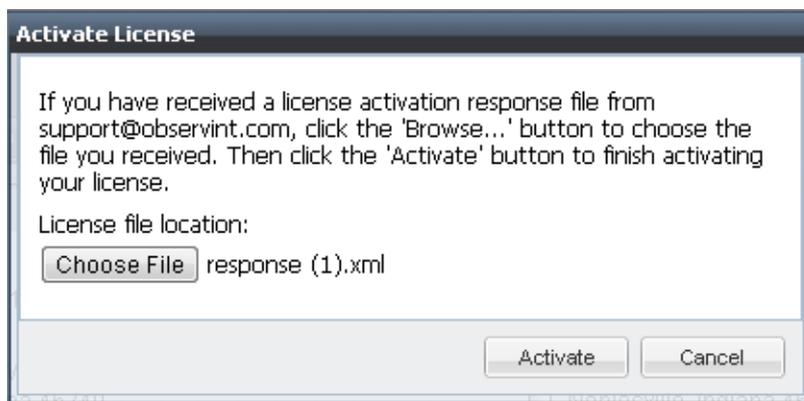
- Download and save the **Response.xml** file to your flash drive.



- Back at the infinias server select the **Activate License** Action again. Enter in your License Key and Password and then select the *I have been provided a file for activating a license...* link.



- Click the **Choose File** button to upload the **Response.xml** from the infinias license server. Once the file has been selected, select **Activate**.



The license should be visible in the settings tab.

21.3 Dealer Information

In order to activate a license, the **Dealer Information** must be configured. This will tie your license key to the dealer account. Enter in this information only once and then remember your unique **Dealer Key**. Enter in your **Dealer Key** on all other systems that you install.

21.4 Customer Information

In order to activate a license, the **Customer Information** must be configured. This will tie your license key to the dealer account. Enter in this information only once and then remember your unique **Customer Key**. Enter in your **Customer Key** on all other systems that you install.



Note: If you are upgrading from a previous version of infinias, you you'll get a text document saved to your Windows Desktop. This text document will contain an explanation of the new license process, and your new License ID and Password (If one was obtained). The installer will contact our Customer Registration Server for validation. If there are any errors, an explanation will be given. In that case, contact an infinias Product Support Representative.

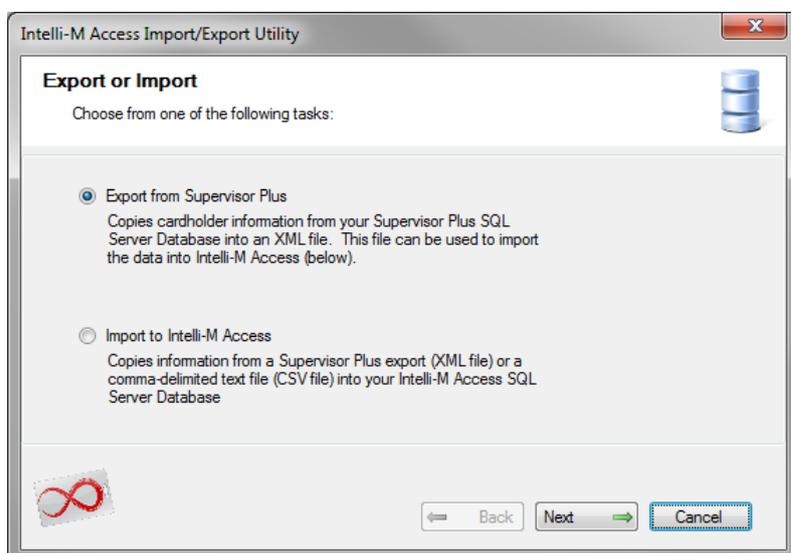
However, if you need any of the new features available in the Professional or Corporate version of infinias, you will have to request or purchase a new license key.

22 Appendix A- Export/Import Configuration Settings

infinias installed an Import/Export utility that you can use to extract configuration information from other access control products (such as Supervisor Plus) and import that data into Intelli-M Access, saving you dozens to hundreds of hours of configuration time, depending on the size of your current system. Due to the complexity of Door configuration in Intelli-M Access, Doors are not exported and will need to be manually created in Intelli-M Access.

In addition, this utility can import data from other systems using a comma-delimited (CSV) text file. Simply export your third-party access control system's user data into a CSV file, then use this utility to import that data directly into Intelli-M Access.

To get started, click the 'Start' Menu, then 'All Programs', then 'infinias', and finally click on the 'Export from Supervisor Plus' item. The utility will display its initial Export Page.

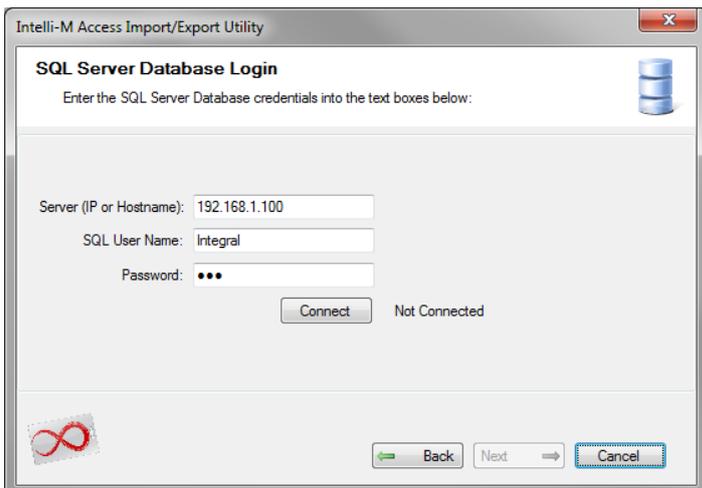


If you are wishing to export user data from Supervisor Plus, check the 'Export from Supervisor Plus' radio button. The 'Export from Supervisor Plus' radio button will cause the utility to read the cardholder and group information into an XML file. This file will later be used as the import file for transfer into Intelli-M Access.

If you already have an exported Xml file or a CSV file from another system, skip to the section that starts with Figure 5.7 and follow the instructions on importing data into Intelli-M Access.

To export data from Supervisor Plus, ensure that the 'Export from Supervisor Plus' radio button is selected, and press the 'Next' button.

A Login page will be displayed, requesting you to provide the hostname or IP address of the server where Supervisor Plus is installed.

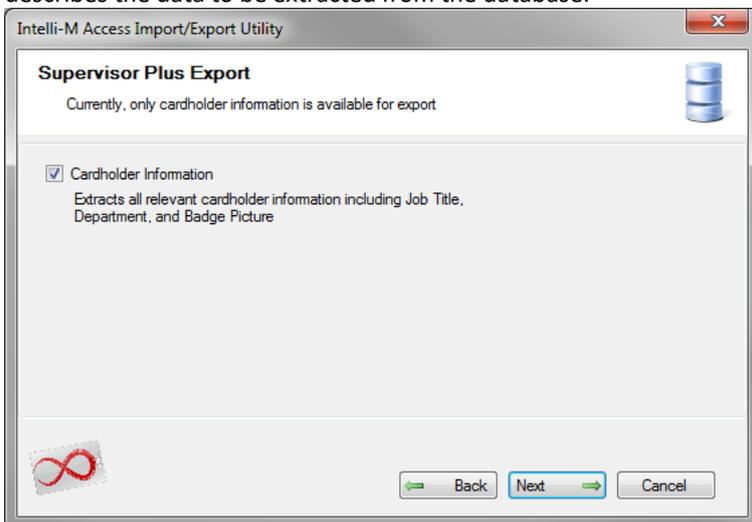


Enter the IP Address or the hostname of the computer on which Supervisor Plus is installed. Then provide credentials for the SQL Server database that Supervisor Plus uses. As shown in figure 5.2, you can use the default Integral name and password if you haven't changed them.

Warning! Supervisor Plus does *not* need to be running during the export procedure, and in fact you should exit Supervisor Plus now and leave it off to avoid conflicts between it and the newly-installed Intelli-M® Access.

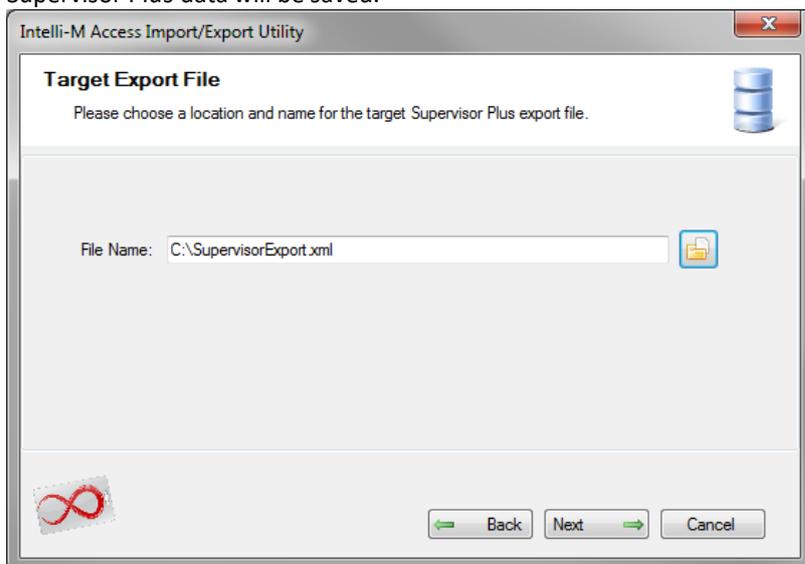
Press the **Connect** button to connect to the Supervisor Plus database (e.g. SQL Server), and the application will connect successfully if you've entered the proper hostname and credentials. Please contact **3xLOGIC** Tech Support if you are having trouble connecting to the database.

Once connected, press the **Next** button to continue to the next page. A new page will display that describes the data to be extracted from the database.

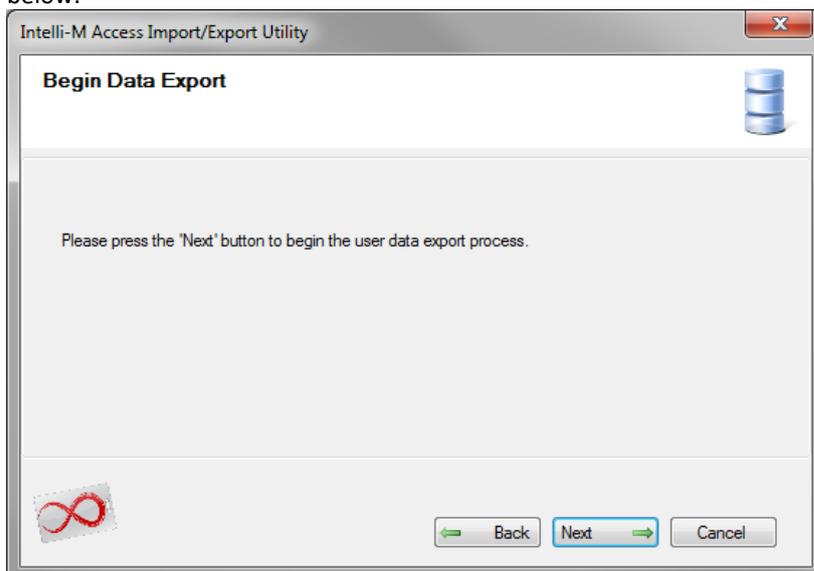


Currently, the information that the utility can export is all of the cardholder information that's relevant to Intelli-M® Access. The actual database fields are enumerated in a list at the end of this chapter. Ensure that the 'Cardholder Information' checkbox is checked, and press the 'Next' button.

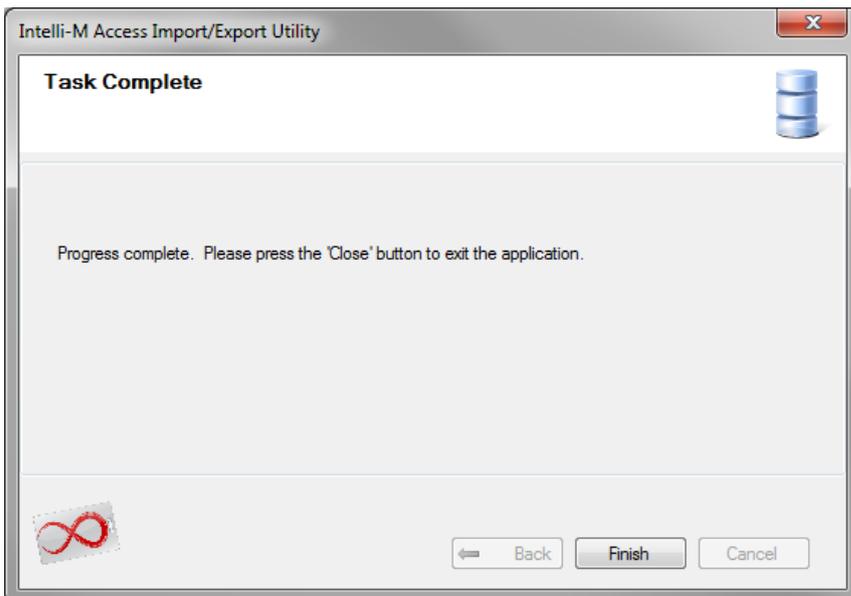
A new page will be displayed that requests you to select a new XML file into which the exported Supervisor Plus data will be saved.



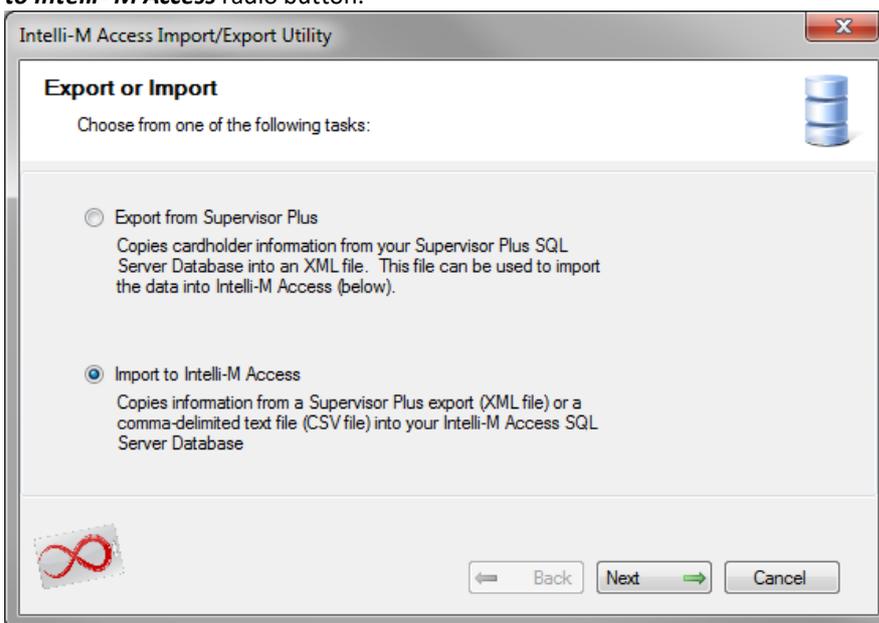
Press the folder icon at the end of the text box to choose an XML file name. You can name the file anything you want, just remember what you called it! If you select an existing XML file, the contents of the file will be overwritten with the export data if you confirm the overwrite request. Once you have chosen your XML File, press the **Next** button and the Begin Data Export page will be displayed, as shown below.



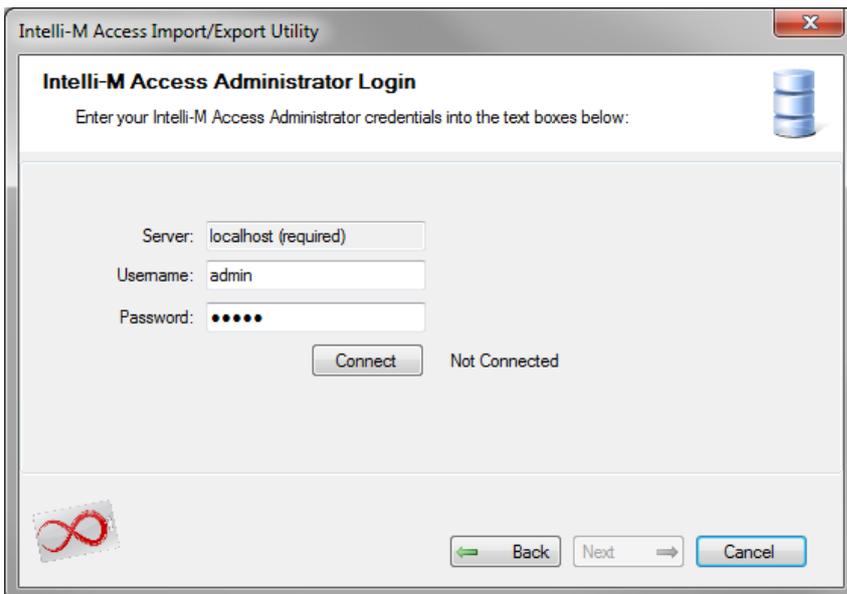
Press the **Next** button to proceed with the data export procedure. A progress dialog will appear during the export procedure, and a final export window will appear.



Press the **Finish** button to exit the application. Now launch the same utility again, and select the **Import to Intelli-M Access** radio button.

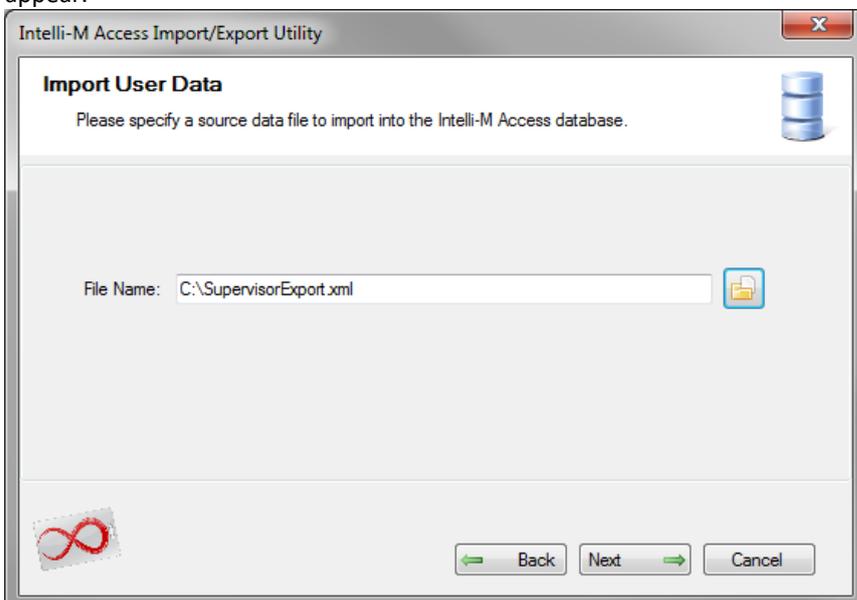


Once the proper radio button is selected, press the **Next** button to continue. The infiniasLogin Page will be displayed.

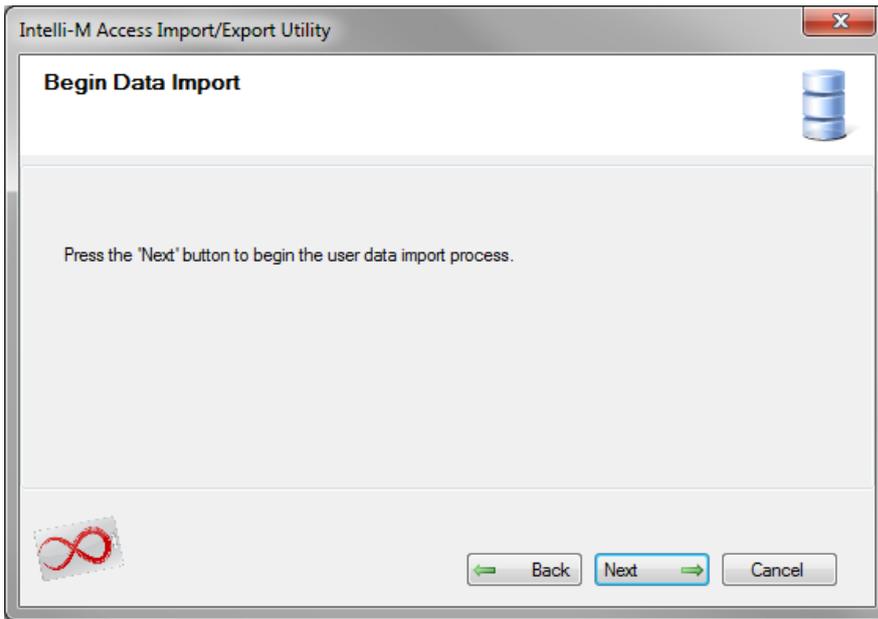


The hostname must be localhost, meaning that you must be running this utility from the server onto which you installed Intelli-M® Access. You can use the default admin username and password if you haven't changed the credentials yet. Ensure that proper credentials have been entered, and press the **Connect** button to connect to Intelli-M® Access. If you have trouble connecting to the database, please contact 3xLOGIC Tech Support for further assistance.

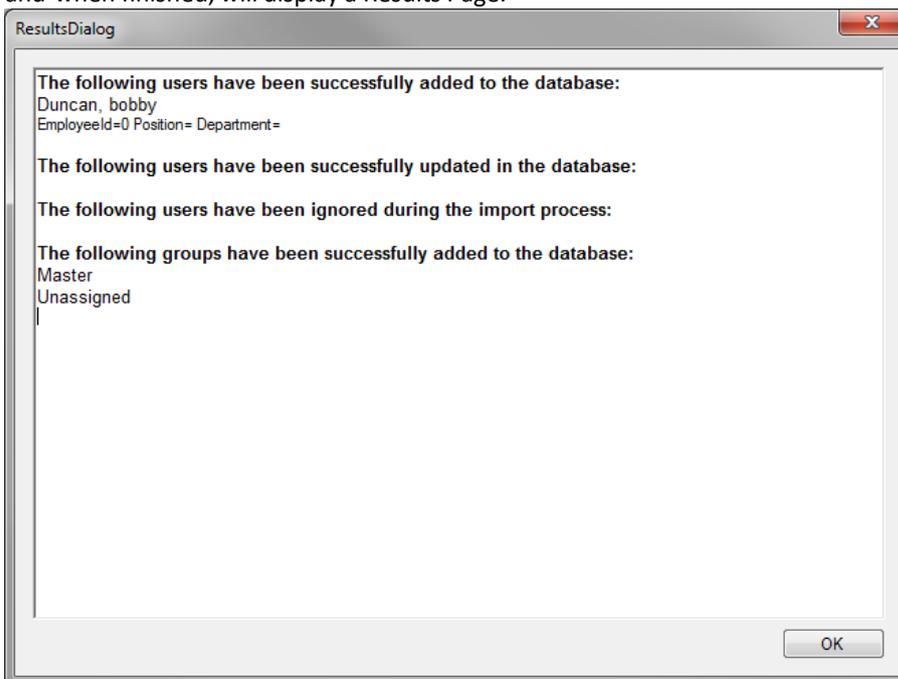
Once you have successfully connected, press the **Next** button, and an Import User Data page will appear.



Use the File Selection button to find the Xml file you exported earlier, or the CSV file you created from another system, and press the **Next** button to display the Begin Data Import Page.



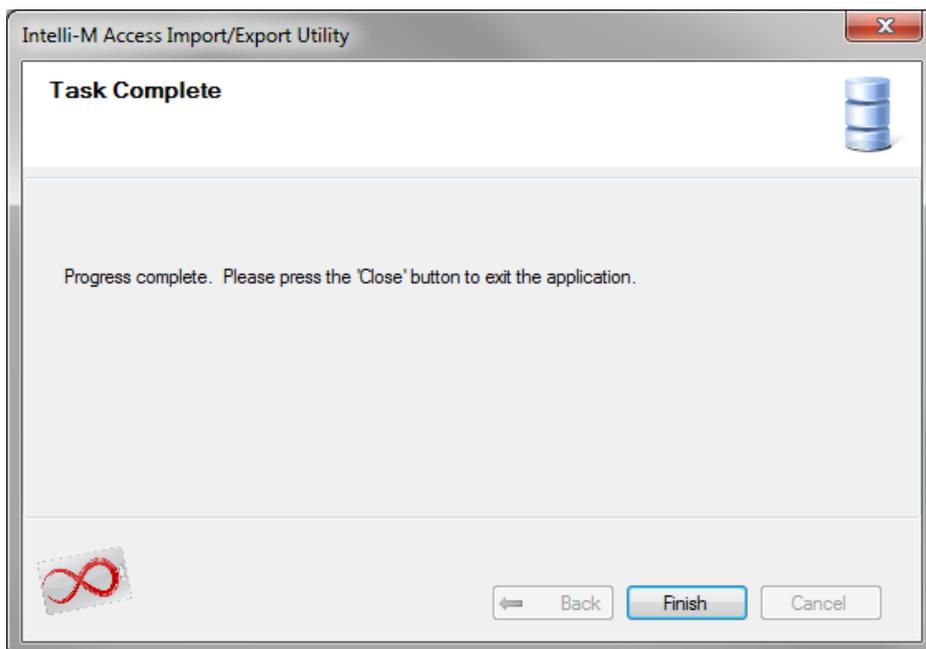
Press the **Next** button to begin the import process. The import process may take a minute or two, and when finished, will display a Results Page.



The Results Page breaks the import results into four categories:

1. New Users that were added to Intelli-M® Access
2. Existing Users whose information was updated in Intelli-M® Access
3. Users who for some reason were not added or updated
4. New Groups that were added to Intelli-M® Access

The example results window shows only one new User added, and two new Groups added. In addition to the results window, a final Task Complete window will also be displayed.

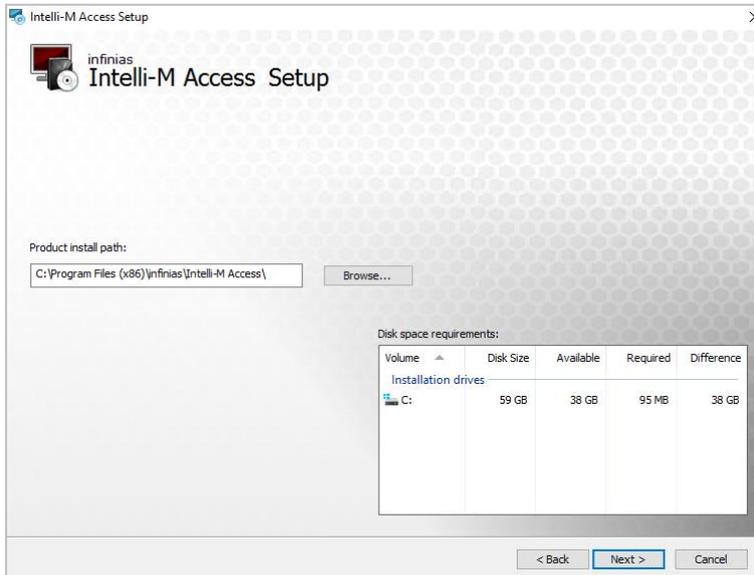


Press the **Finish** button to exit the utility.

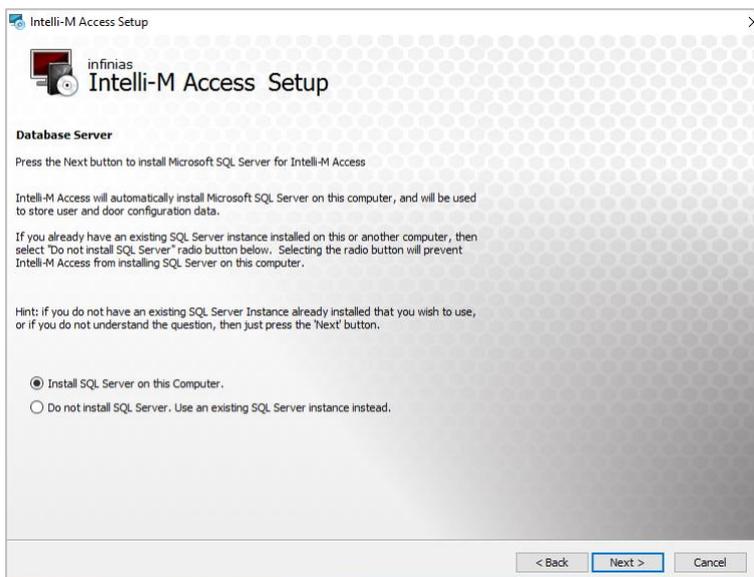
Congratulations! You've successfully transferred your users and groups to Intelli-M® Access. All that you have left to do is to create Access Privileges for your imported groups in the Rules Page in the Configuration section of Intelli-M® Access.

23 Appendix B- Custom Install Settings

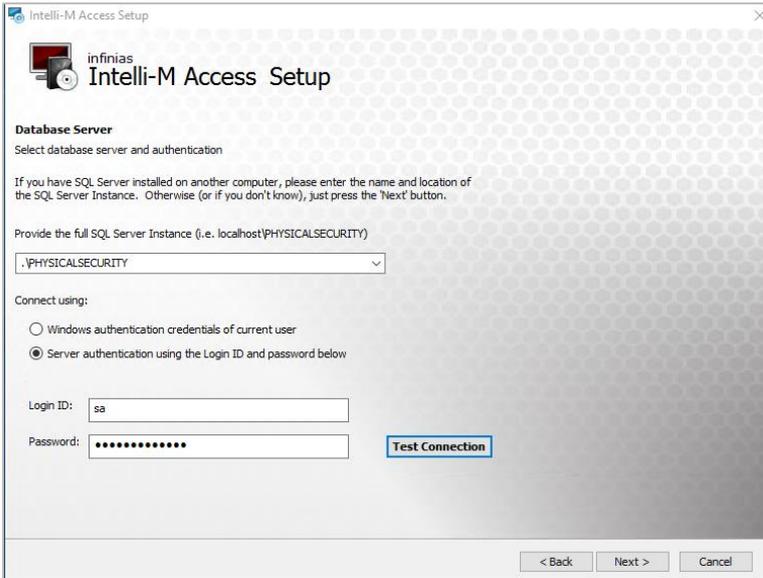
When performing a custom install, the first you must specify is the installation path. This can be left to the default path or you can specify another location. Once the path has been specified, click **Next**.



Typically, a custom install is performed when there is already an existing SQL Server. In that case, select the radio button labeled **'Do not install SQL Server. Use an existing SQL Server Instance Instead,'** then click **Next**.

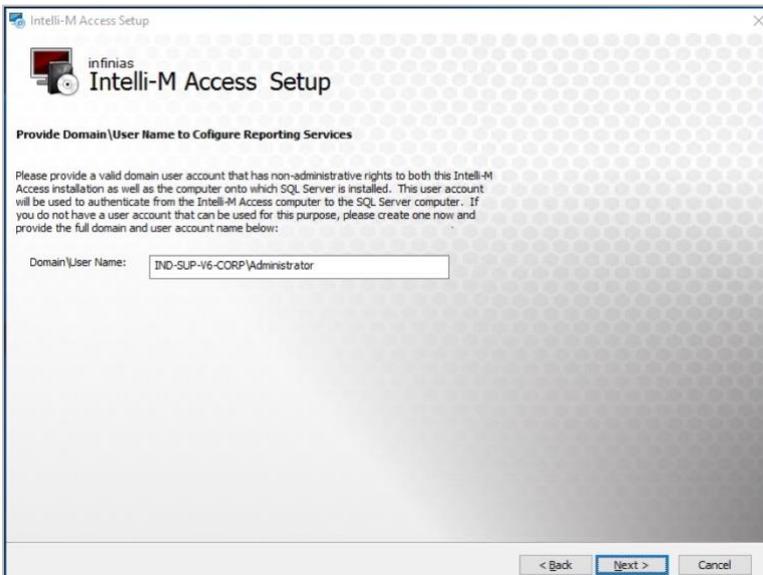


Next, provide credentials that have access to SQL Server with Administrative control. You can use any credentials that you know have Administrative rights to SQL Server, either a Windows or SQL user. These credentials are necessary to create the infinias database in your SQL Server instance, and will not be saved anywhere.

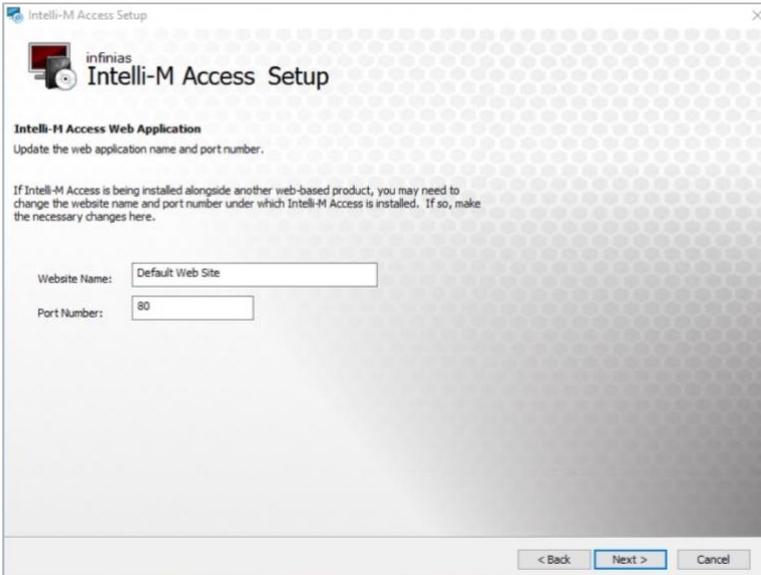


If necessary, enter the full path to the SQL Server instance in the top edit box. The full path includes the hostname or IP address of the computer on which SQL Server is installed. If SQL is installed on the local computer, you may use ".", "127.0.0.1", or "localhost" to represent the computer name. Follow the hostname with the backslash character ("\") and then the SQL instance name, such as MSSQLSERVER or PHYSICALSECURITY. The installer attempts to discover and authenticate to any locally-installed SQL Server, so the correct information may already be displayed. If you do not know what to enter, please contact your IT representative or the person who installed SQL Server.

Once you have provided the proper SQL Instance and credential information, press the **Next** button. The installation will then attempt to connect to SQL Server to verify your information. You will receive an error popup window if the installation fails to connect. If that occurs, please correct the SQL Server information and try again. Once the installation can successfully connect, it will display the **Domain\User Name Screen**.



The installer will attempt to publish the Intelli-M Access reports to the SQL Reporting Services. To do that, it needs either the Domain or local Admin user account. Once the account is entered, click **Next**.

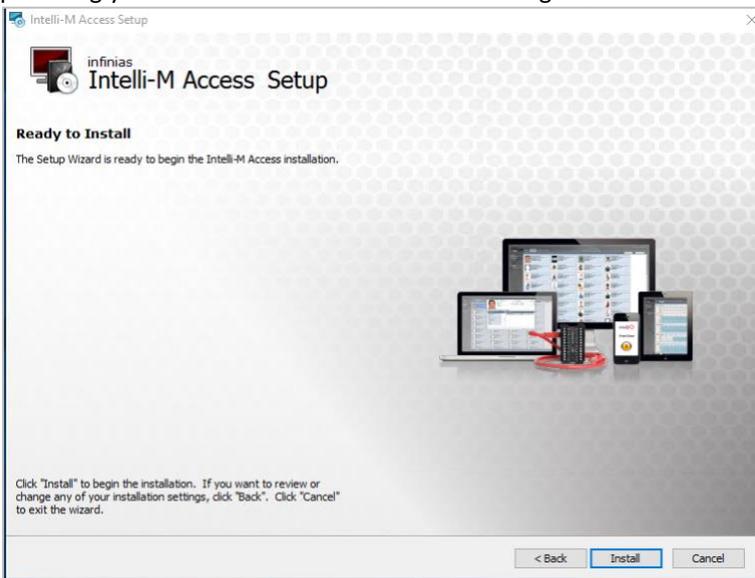


If you are installing infinias on a system that has an existing web-based application running, provide the name of the IIS Website to be created, along with the IP port number on which the new website will listen.



Note: You must both provide an existing website name and port number, or you must provide a unique website name and an unused port number. Failure to do so will cause the installation to fail.

Once you have finished making changes to the website information, or if the default settings are appropriate, then press the **Next** button to continue. A final pre-installation window will be displayed, providing you with a final check before continuing the install.



Press the 'Install' button to begin the installation procedure.



Note: You must both provide an existing website name and port number, or you must provide a unique website name and an unused port number. Failure to do so will cause the installation to fail.

24 Appendix C- Active Directory Integration



Note: Please note that this is a infinias PRO and CORP feature only.

infinias can integrate with the Active Directory Server in your organization to allow the Active Directory Administrator to manage infinias cardholders within the Active Directory User management system rather than within the infinias User Interface. This integration provides the convenience of not having to learn and use yet another user management system on a daily basis.

24.1 How it Works

infinias is unlike most Active Directory integrations in that it does not merely authenticate the provided credentials to Active Directory for a pass/fail result. Instead, it queries Active Directory for real-time changes to its User database, and reflects those changes within the infinias database. This means that infinias continues to maintain the same user configuration and database that it had before the integration - it simply gets its updates from another source (Active Directory), rather than from the infinias User Interface.

Active Directory integration will manage all of the attributes associated with a Person, including the Person's Group membership(s). Therefore, you can manage First Name, Last Name, all contact information, Employee Id, and even the card number associated with that Person within Active Directory's User management tools.

Although Active Directory can modify infinias users and groups, that integration is one-way: at no time does infinias modify Active Directory with its own data, even if you continue to use the infinias User Interface to configure cardholders.



Note: It is strongly recommended that you do not attempt to modify Persons in infinias once you have established Active Directory integration. Any changes you make are likely to be overwritten by the next change made to the same user in Active Directory. The exception to this recommendation is multiple credentials - you can continue to manage multiple credentials for a cardholder in Intelli-M Access. Just make sure you allow Active Directory to manage the first cardholder (the one shown in the Person Summary).

24.2 Integration Checklist

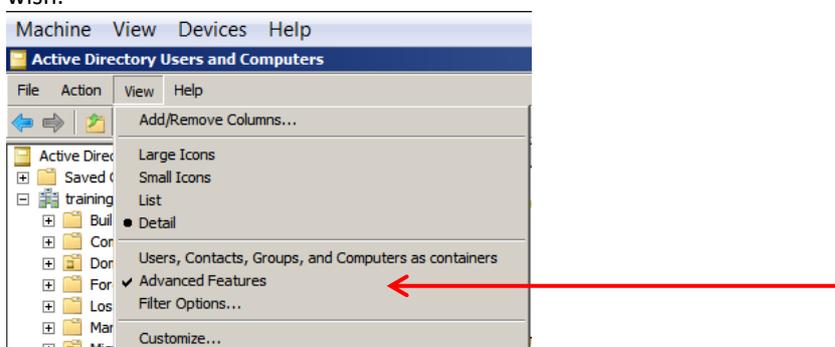
The Active Directory integration effort will require you to interface closely with the IT representative in your organization. infinias will map Active Directory attributes such as First Name, Last Name, Title, Department, Phone Number, Primary Email, and other important data points with infinias Person. Many of these mappings are performed for you automatically, but some are not. The following is a complete list of all Active Directory User attributes that are implicitly understood to map into infinias (First Name and Last Name are not shown below because their mappings are hard-coded).

infinias Item	Active Directory Attribute
Title	personalTitle
Department	department
Company	company
Job Title	title
Phone Number	telephoneNumber

Cell Phone	mobile
Office	physicalDeliveryOfficeName
Primary Email	mail
Employee Id	employeeID
Notes	description

The Active Directory attributes are exactly what you see in the **Active Directory Users and Computers** administration utility on the Domain Controller. You can find a fairly exhaustive list of these attributes and their definitions at [http://msdn.microsoft.com/en-us/library/ms675090\(v=vs.85\).aspx](http://msdn.microsoft.com/en-us/library/ms675090(v=vs.85).aspx).

You must enable **Advanced Features** in the **Active Directory Users and Computers** utility in order to see the attributes in the form you see in the table above. To enable Advanced Features, click the **View** menu and check the **Advanced Features** menu item. Once enabled, when viewing the Properties of any Active Directory object, an **Attribute Editor** tab will be visible among the numerous other tabs. The Attribute Editor tab contains all of the known attributes and their values, which you can modify directly if you wish.

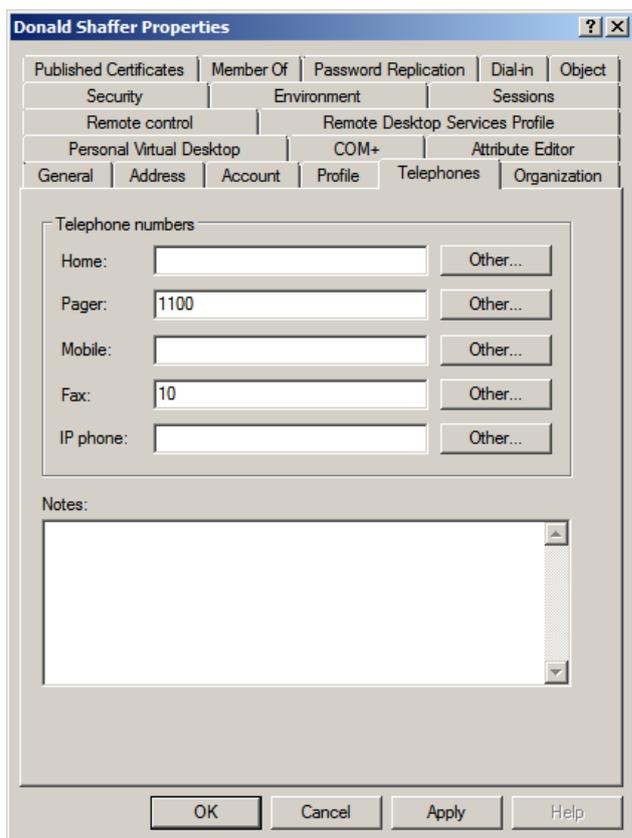


In addition to the mappings above, you can map all of the remaining infinias Person items to Active Directory attributes. In all cases, coordinate these mappings with your IT representative to ensure that the proper attributes are being used for the mappings. Once you have decided which attributes to use, memorize or document the chosen attributes so you can later provide that information to Intelli-M Access.

24.3 Site Code and Card Code Number Attributes

Once you have the basic mappings of Active Directory attributes and infinias Person items completed, you must decide which Active Directory attributes are to be mapped to represent the Person's Site Code and Card Number. infinias requires a valid Site Code and Card Number in order to create a Person, so you cannot skip this step.

Unlike the table above, there is no obvious mapping for these items so you must work with the IT representative to decide which Active Directory attributes will be reserved to represent the Site Code and Card Number. Optionally, you can also create custom Active Directory attributes, but this is not required. By default, IA Pro maps the Site Code to the Windows User's **Fax Number** and maps the Card Number to the Windows User's **Pager Number**. Windows User's typically do not have their own private FAX number, and also typically do not carry pagers in the smartphone world in which we live - therefore, these fields are usually no longer in use. If your IT representative approves of reserving these two fields in Active Directory for the Site Code and Card Number, then you need to do nothing more as the software will automatically map these attributes for you.



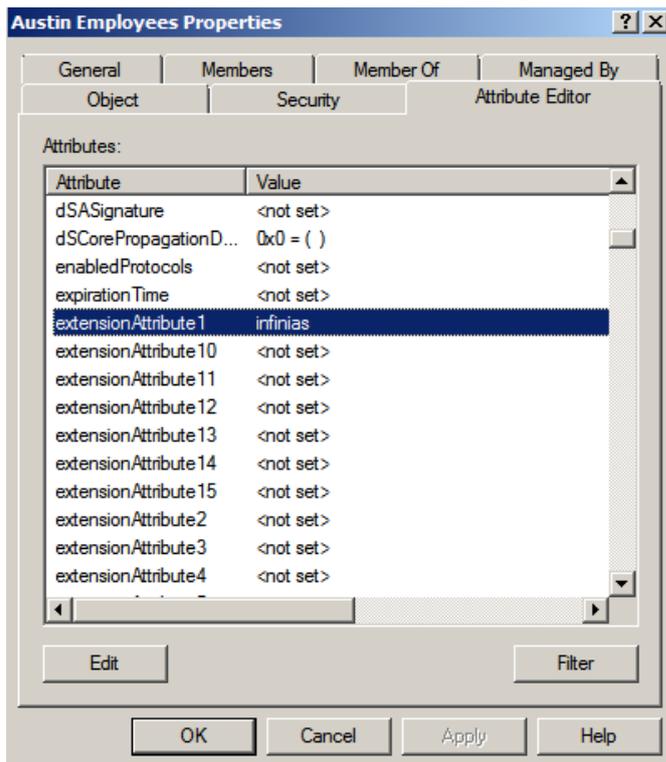
24.4 PIN Code Attribute

You can also optionally reserve an Active Directory attribute to be used as the PIN code for the user. Just repeat the steps described above for choosing the attribute and memorize or document the choice.

24.5 Group Filter Attribute

Active Directory contains numerous Groups that are not only of no value to Intelli-M Access, but also clutter up the infinias Groups page with numerous unnecessary Group names. Groups such as **DHCP Administrators**, **DnsAdmins**, **Allowed RODC Password Replication Group**, and so on are examples of Groups that Active Directory needs but infinias does not. Therefore, infinias allows for filtering unwanted Groups from being copied from Active Directory.

infinias maintains a **Group Filter** that reserves an Active Directory attribute to be used to represent a Group that infinias needs. By default, infinias reserves the **wWWHomePage** attribute, which is an attribute for Windows Domain Groups. By setting the value at wWWHomePage to **infinias**, you are telling infinias that this Group belongs in Intelli-M Access. As with Site Code and Card Number, you must work with the IT representative to determine which Group attribute may be reserved for this purpose.



All Groups that do not have the *infinias* value set for the specified attribute, will *not* be copied to infinias.

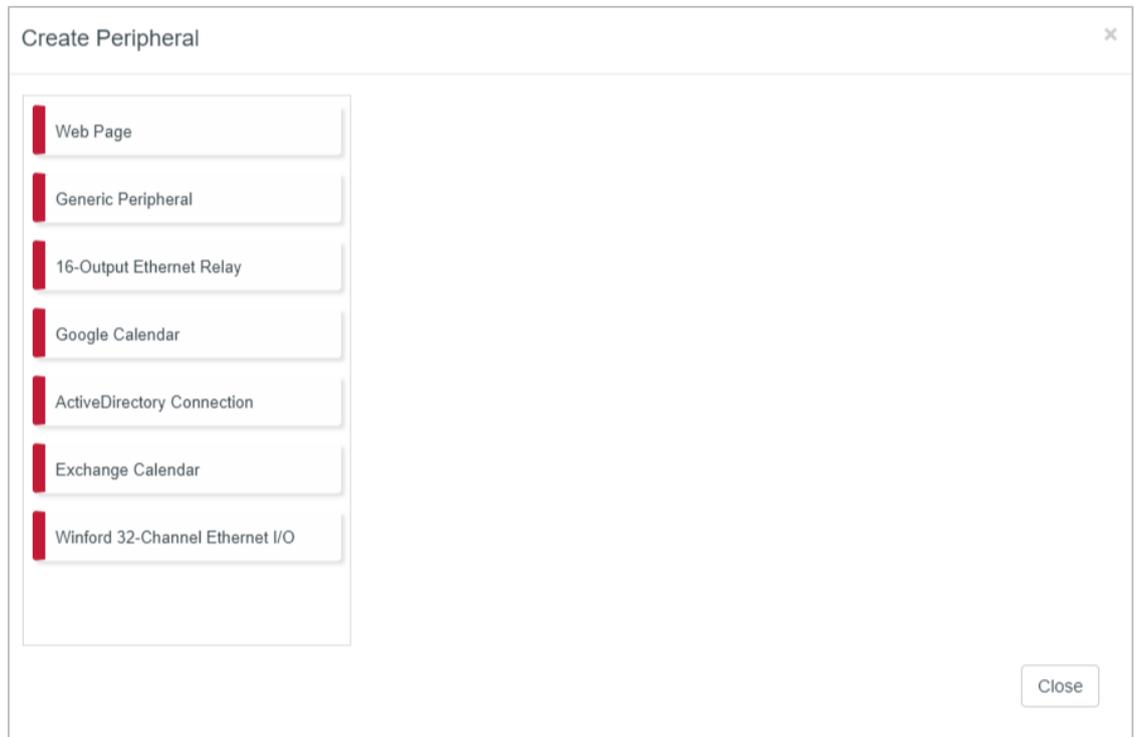


Important Note: It is strongly recommended that you first complete this checklist and make the necessary changes within Active Directory before moving to the next section in this document. This includes setting the Group Filter attribute and updating all relevant Windows Users with their appropriate Site Code and Card Number.

24.6 Create a Peripheral

Steps:

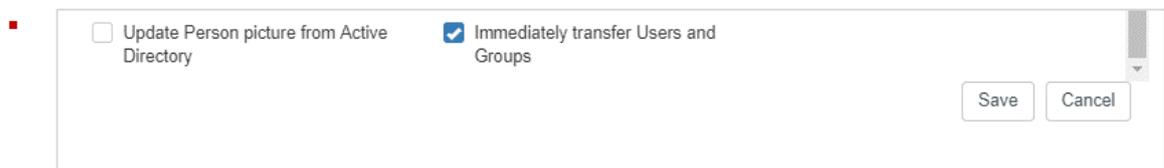
1. Login to infinias and proceed to the Peripherals Page under the Configuration Section. Click the **Create Peripheral** Action and a Create Peripheral Dialog will appear.
2. Select the ActiveDirectory Connection.



This will launch configuration page where you will apply the mapping between the fields that describe a Person in the infinias (the labels on the left side of the UI) and Active Directory Attributes (the text fields on the right side of the UI). The Active Directory Attribute names must be spelled exactly and are case-sensitive.

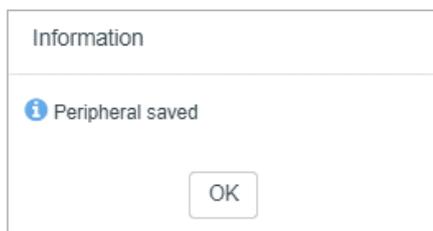
Most of the remaining mappings are created for you by default using the obvious choices, such as email for the Primary Email Address. Simply map the remaining fields that are important to you.

- When completed the mapping, click the **Immediately transfer Users and Groups** box and then press the **Save** button. The window will update to show a progress indicator while infinias connects to the Active Directory server using the supplied information.



The system will then connect to the Domain Controller and start listening for changes to the Windows Users and Groups. If you checked the **Immediately Transfer Users and Groups** checkbox, it will also start the process of downloading all appropriate Users and Groups to Intelli-M Access. This download process will run in the background as it may take several minutes or hours to complete.

Upon completion, an Information Dialog box will pop-up notifying you that the Peripheral has been saved.



- Active Directory Connection Options and Definitions

AD Configuration Options

Configuration Option Definitions

Name	Provide a logical name
Zone	Assign to a specific Zone. Most people will assign to the Root Zone, which will apply to all locations in a Corporate configuration.
Intelli-M Access User/Pass	Use an Administrator User Account.
Domain	Enter the part of your Exchange email address that's on the right side of the '@' character.
Domain Username/ Password	Enter a valid Domain Username and Password.
Update Interval (Seconds)	Users can set the polling interval for how often infinias will download all changes from Active Directory.
Site Code	Provide an unused Active Directory Attribute that you wish to re-use and map to the Site Code (aka Facility Code) of the User's card number.
Card Code	Provide an unused Active Directory Attribute that you wish to re-use and map to the User's Card Code (Card Number).
Title	Provide the Active Directory Attribute that you wish to map to the User's name prefix (e.g. Mr., Mrs., Miss, etc). The personalTitle Attribute is used by default.
Suffix	Provide the Active Directory Attribute that you wish to map to the User's name suffix (e.g. Jr., Esq., etc). No default Attribute is provided.
Department	Provide the Active Directory Attribute that you wish to map to the User's company department membership. The department Attribute is used by default.
Company	Provide the Active Directory Attribute that you wish to map to the company at which the User is employed. The <i>company</i> Attribute is used by default.
Office	Provide the Active Directory Attribute that you wish to map to the office in which the User is employed. The physicalDeliveryOfficeName Attribute is used by default.
Building	Provide the Active Directory Attribute that you wish to map to the building in which the User is located. There is no default Attribute
Job Title	Provide the Active Directory Attribute that you wish to map to the User's job title. In Intelli-M Access, the Job Title is referred to as the Position. The title Attribute is used by default.

Phone Number	Provide the Active Directory Attribute that you wish to map to the User's office phone number. The telephoneNumber Attribute is used by default.
Phone Extension	Provide the Active Directory Attribute that you wish to User's telephone extension, if it exists. There is no default Attribute
Cell Phone	Provide the Active Directory Attribute that you wish to map to the User's cell phone number. The mobile Attribute is used by default.
License Plate	Provide the Active Directory Attribute that you wish to User's automobile license plate. There is no default Attribute
Primary Email	Provide the Active Directory Attribute that you wish to map to the User's work email address. The email Attribute is used by default.
Secondary Email	Provide the Active Directory Attribute that you wish to User's personal or secondary email address, if it exists. There is no default Attribute
PIN Code	Provide an unused Active Directory Attribute that you wish to re-use and map to the Site Code (aka Facility Code) of the User's card number.
Employee Id	Provide the Active Directory Attribute that you wish to map to the User's employee ID, if it exists. The employeeID Attribute is used by default.
Notes	Provide the Active Directory Attribute that you wish to map to any notes written by the Administrator about the User's account. The description Attribute is used by default.
User Attribute	Active Directory normally creates a Canonical Name of Users for every Windows User Account. This name appears in the Distinguished Name as 'CN=Users'. The Active Directory plugin relies on 'CN=Users' to tell the difference between a Windows User Account and all other objects in Active Directory. Organizations often re-use the CN attribute to denote organizational hierarchy, and change the name 'Users' to something else. If your organization has modified the canonical name, then we strongly recommend that you add 'Users' to your list of Organizational Units (i.e. OU=Users). If you cannot make this change, then enter the name that you used to replace 'CN=Users' in the User Attribute field.
Group Attribute	The Group Attribute lets you specify which Active Directory Groups should be transferred to infinias and which ones should not. Every Group in Active Directory must be give the value of infinias within the desired attribute.
Update Person picture from Active Directory	This will pull images associated with people, stored in Active Directory.
Immediate Transfer Users and Groups	This checkbox will connect to Active Directory and request its entire database of Groups and Users, transferring the information into Intelli-M Access.

25 Appendix D- Mobile Credentials on Local Server

The infinias Mobile Credential feature allows users to unlock doors using a smartphone app. Implementation of this feature requires four steps:



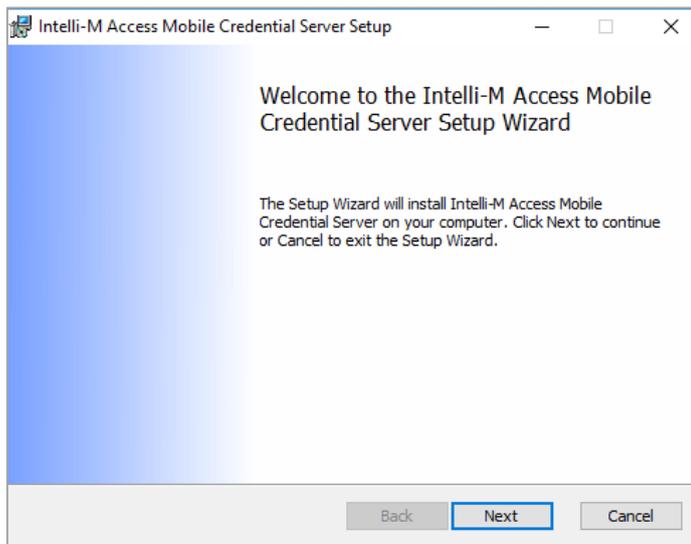
Important Note: With version 6.3, we now support [geofencing](#), [multi-factor authentication](#), and [Push Notifications](#). For more information on these features, please click the links above.

1. Install the Mobile Credential Server software (available through 3xlogic.com). This server can reside on the same hardware as the infinias server, or on a network where it can exchange data with the infinias server.
2. Configure user activation key to use a mobile credential. Licensing is required.
3. Install and configure the Mobile Credential application on your smartphone. The Mobile Credential application is a free, personal application for Android™ devices and the Apple® iPhone®, iPad®, and iPod® (iOS 3.0 or later).
4. Leverage an existing WIFI network, or setup a new one, that allows smartphone users to connect to the infinias server to gain access to doors.

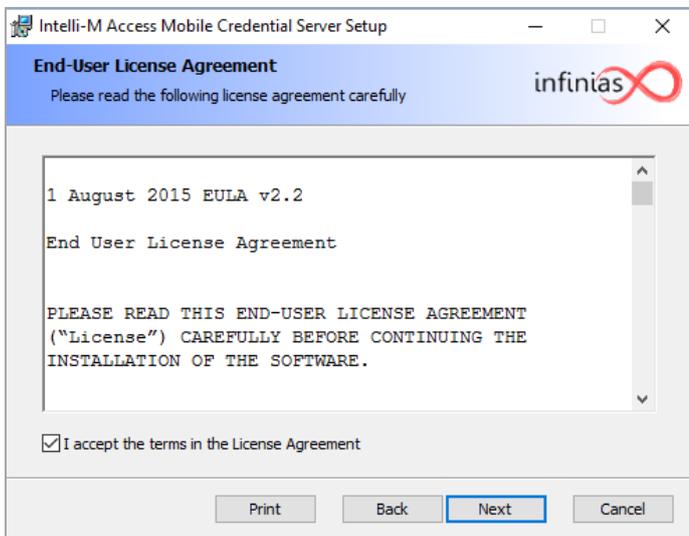
25.1 Installing the Mobile Credential Server

The infinias Mobile Credential Server installation package will install the necessary components to allow your mobile device application to work with your infinias server. The Mobile Credential Server can either be loaded directly onto your infinias server or onto a separate server that has access to your infinias server.

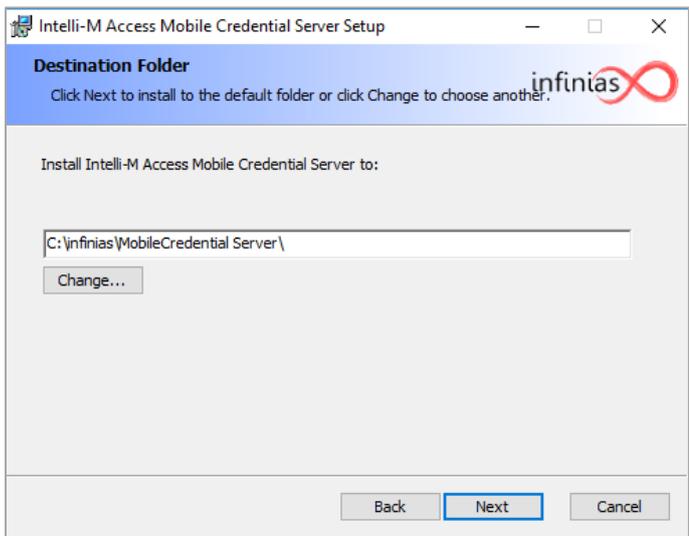
1. Download Mobile Credential Server installation. A link to the installation file is available on the [3xLOGIC.com](#) website.
2. Copy the installation file to the server where you want to install the Mobile Credential Server.
3. Double-click on the filename to start the installation to launch the Welcome Screen. Click **Next**.



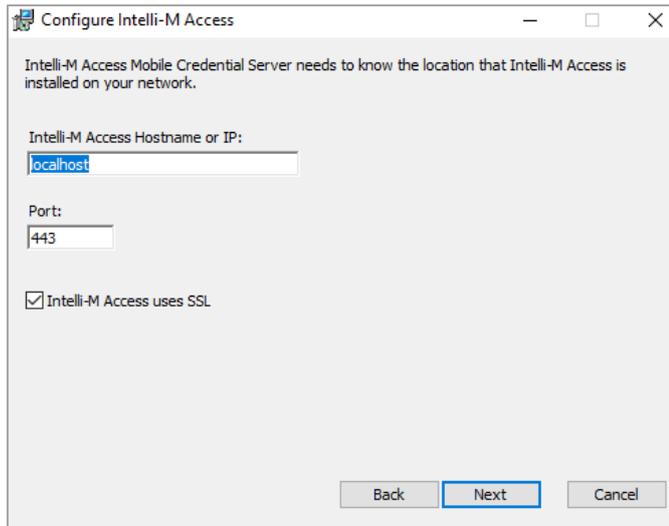
- When the License Agreement window appears, read the contents thoroughly. If you will comply with the conditions stated in the agreement, click the I accept the terms in the License Agreement radio button, then click **Next** to continue. Otherwise, click **Cancel** and discontinue installation of this product.



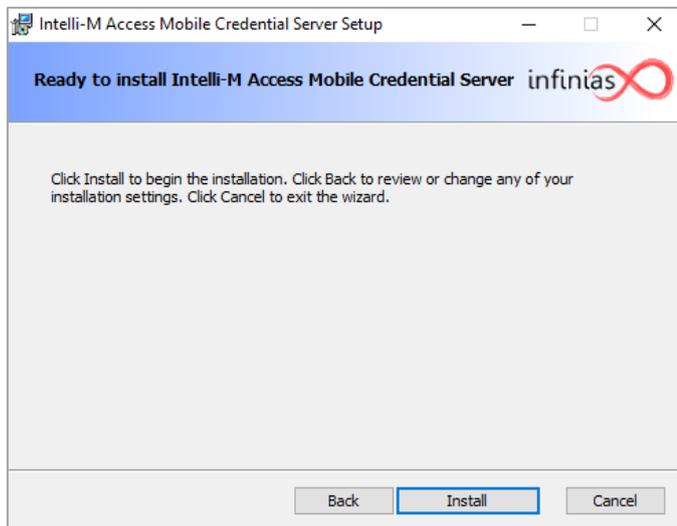
- In the Destination Folder screen, change the location where you want to install the server if necessary, then click **Next**.



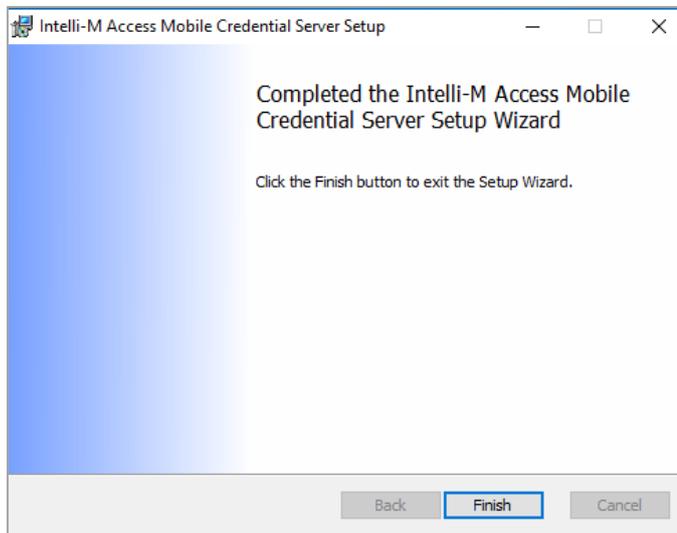
- The next dialog is used to identify the location of the infinias server. If you are installing the Mobile Credential server on your infinias server system, verify that the options shown on the screen are correct, then click **Next** to continue. If you are installing the Mobile Credential server on a different system, change the Intelli-m Access Hostname or IP and Port fields to point to your infinias server, then click **Next**.



7. In the screen shown below, click **Install** to begin the installation.



8. After installation completes, click **Finish** to close the Setup Wizard.





Important Note: If the Mobile Credentials server is installed on machine other than the Intelli-M Access server, you must manually add a certificate for proper communication between the servers.

To do so:

1. On the Mobile Credentials server machine, open a command prompt window.
2. In the command prompt window, open the directory:
C:\Windows\Microsoft.NET\Framework\v4.0.30319
3. Run the command: `aspnet_regiis.exe -ir`
This command will install ASP.NET v4.0 Application Pool if it was not created when .NET 4.0 was installed.
4. Run the command: `SelfSSL7.exe /Q /T /I /S 'Default Web Site' /V 3650`. This is located in the Mobile Credential folder specified during installation.
5. Close the command prompt window

25.2 Configuring Mobile Credentials on a Local Server Install

Two steps are required for configuring Intelli-M Access for the Mobile Credential feature:

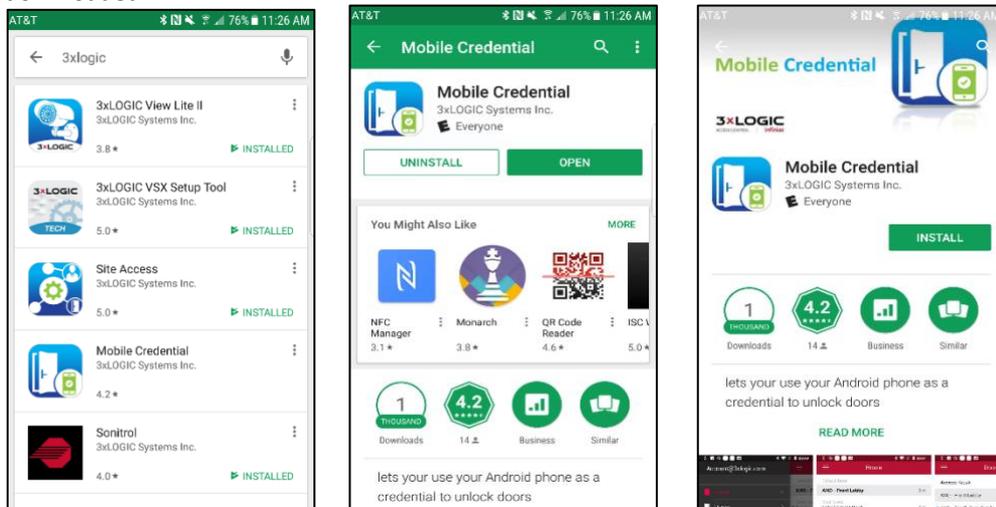
- Add the Mobile Credential license pack to your infinias server following the same process documented in [Section 21](#).
- Configure user activation key to use a mobile credential. You can watch [this video](#) for activating a mobile credential.

25.3 Install Mobile Credential App on a Mobile Device

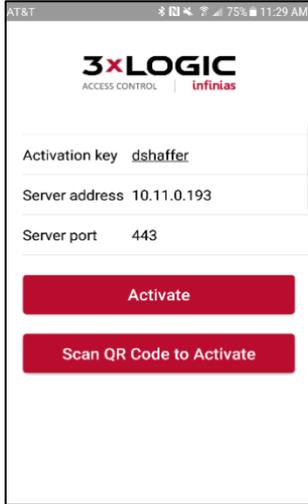
The infinias Mobile Credentials app can be installed on Android devices and iPhones, iPads, and iPods (iOS 3.0 or later).

NOTE: The examples shown here are from an Android device. Screens presented on an iPhone device may not be the same but are similar in function.

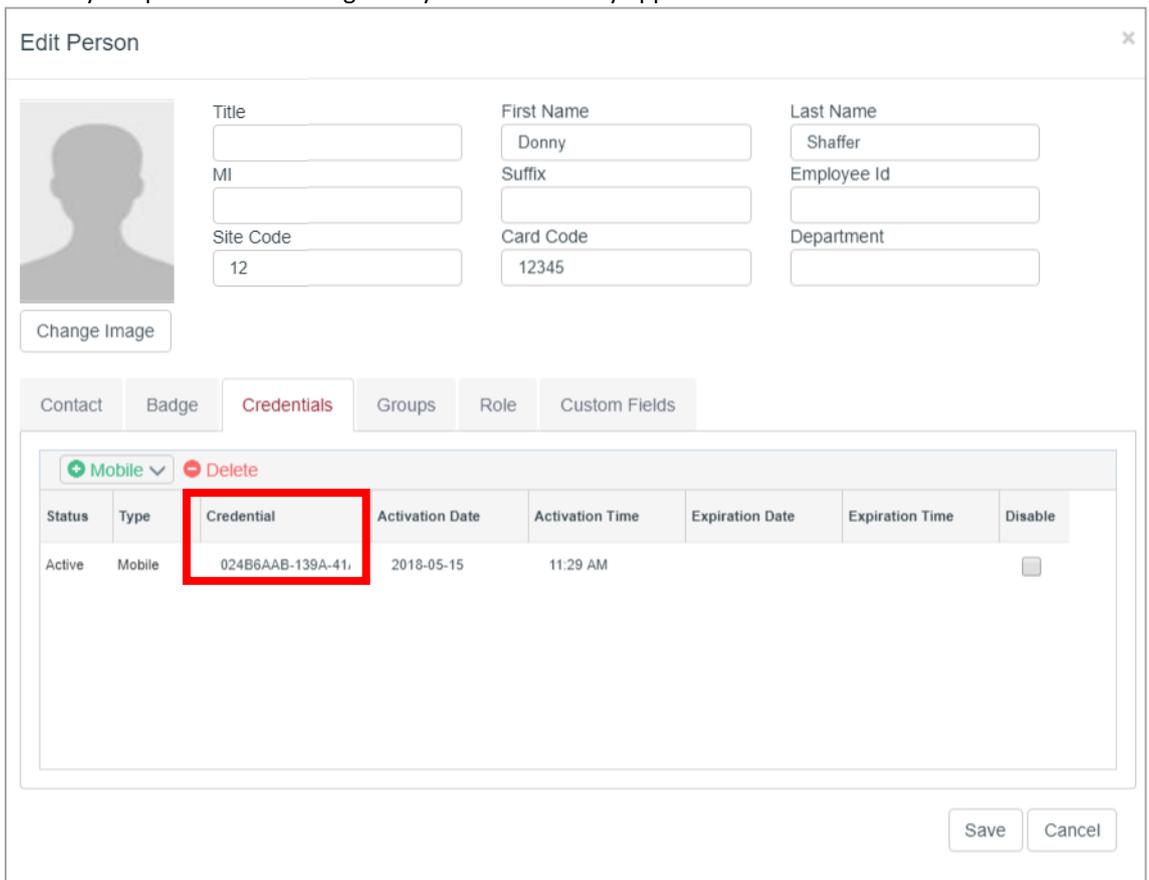
1. Search for infinias Mobile Credential app in the app store on your mobile device. All 3xLOGIC apps can be found by searching 3xLOGIC, as shown below. Install the app after it has fully downloaded.



- In the Configure screen, enter your activation key assigned to you and the IP address and port of the infinias server. This step can now be automated by utilizing the QR Code Report outlined in [Section 9.3.8](#).

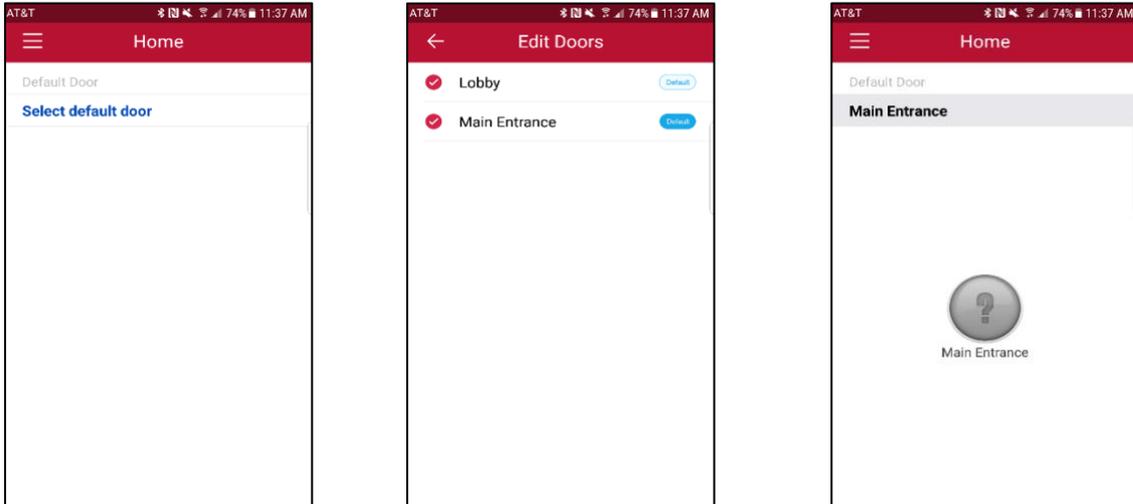


- After the mobile device successfully connects to the Intelli-M Access server, a unique server-generated credential is written to the Credential field you previously entered with the personal, arbitrary unique character string. Verify that a new entry appears in this field. See below.



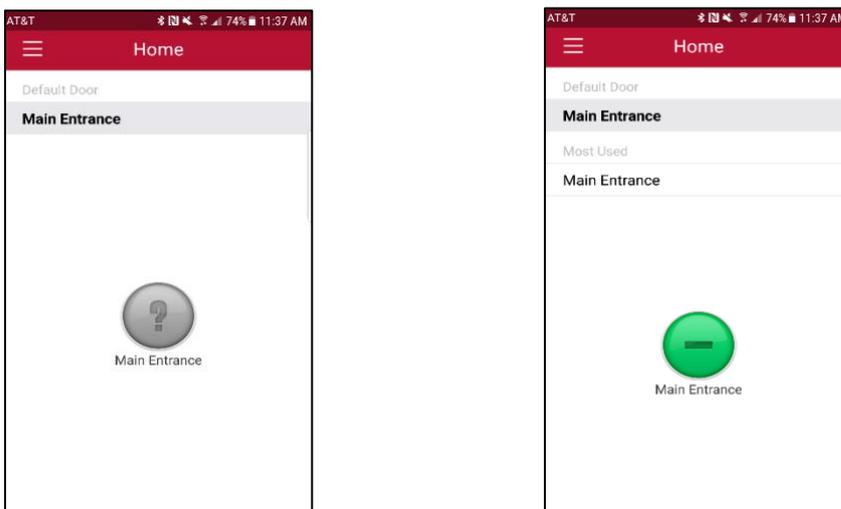
25.4 Selecting a Default Door

After you have activated your device, you are prompted to select a default door. Click the **Select default door** option, then click the **Default** button next to the door your desired door. The default door will now be on the Home page of the app. The Home page will also display the three doors that are most commonly used, and the three closest doors, if location services are enabled.



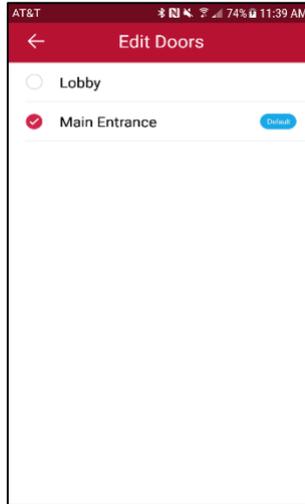
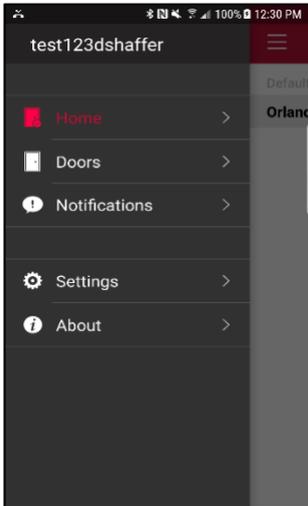
25.5 Unlock a Door

To momentarily unlock a Door, select that door from the list of doors, then tap the round button icon at the bottom of the screen. While the door is unlocked, the button icon will change to green. When the door reverts to locked, the icon will change back to its previous state. A question mark on the button just indicates that the status is unknown.



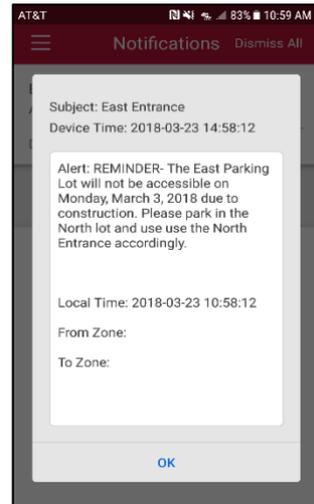
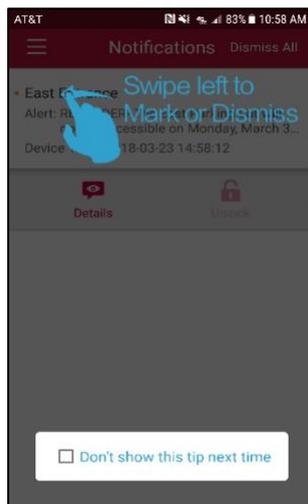
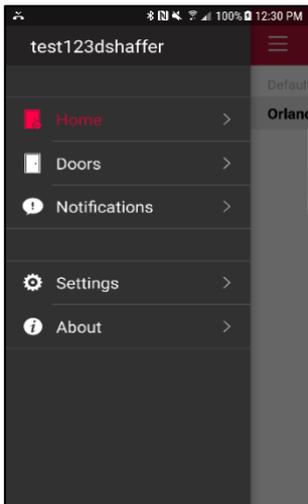
25.6 Delete a Door

If you want to remove a door from the list of doors, you can navigate to the menu screen  and select **Doors**. From there, simply uncheck any doors that you do not want to be visible within the mobile credential application.



25.7 Notifications

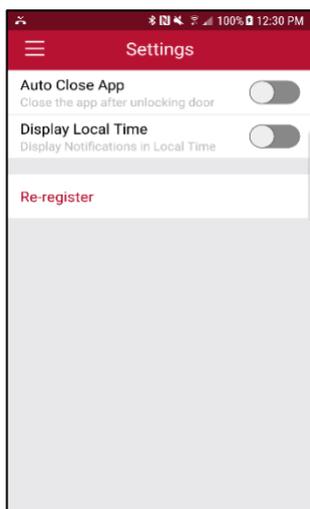
If you want to view your push notifications, you can navigate to the menu screen  and select **Notifications**. You can swipe left on a notification to mark or dismiss, or you can click the details button to see the full message. For more information on programming push notification on the infinias server, [click here](#).



25.8 Settings

If you want to view your mobile credential settings, you can navigate to the menu screen  and select **Settings**. There are three settings, which are identified below:

- **Auto Close App**- This option will close the app after unlocking a door.
- **Display Local Time**- This option will display push notifications in local time.
- **Re-register**- This will delete your connection to server and allow you to reconnect to another server that is licensed for mobile credentials.



25.9 About

If you want to view your location settings, you can navigate to the menu screen  and select **About**.

