

# Quick Start Guide

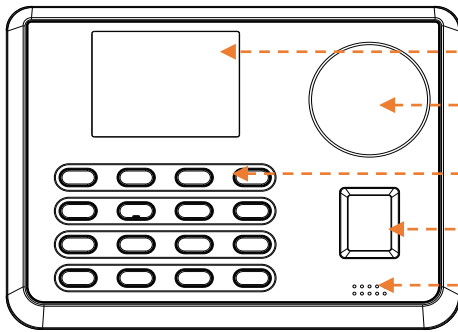
---

Applicable Model: P160

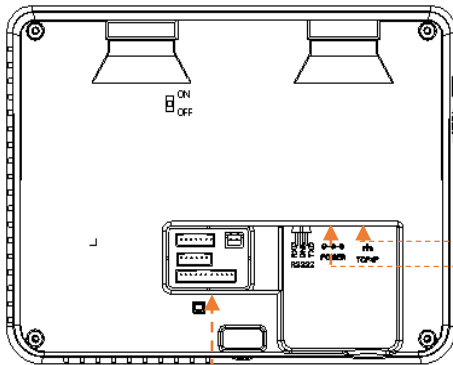
Version 1.0

Date: March, 2017

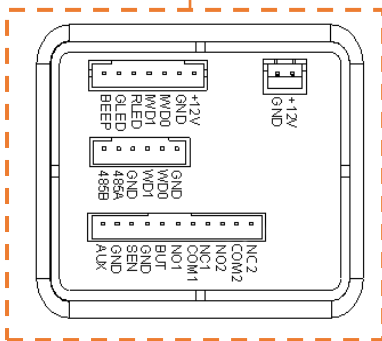
# Device Overview



- TFT Color Screen
- Palm detection area
- Keypad
- Fingerprint Sensor
- Speaker



- TCP/IP Power

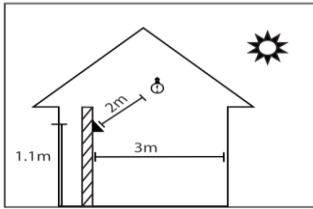


- Access Control Socket

# Device Overview

## 1. Installation environment

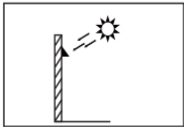
### a. Recommended location



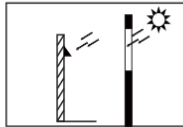
Install the device indoors at least 10 feet (3m) away from window, and 6.5 feet (2m) from light source.

It is not recommended to install on the windows or in outdoor.

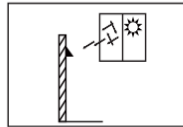
### b. Not recommended locations



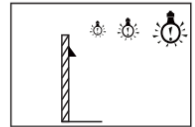
Direct Sunlight  
Outdoor



Direct Sunlight  
through window



Indirect Sunlight  
through window



Too close to  
light source

## 2. Stallation Steps

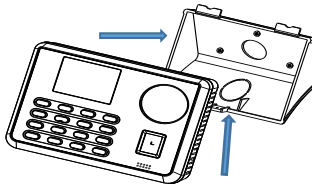
### STEP 1

Drill holes in wall and fix the back plate as shown.



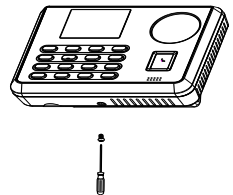
### STEP 2

Hold the device and fix it with the upper hook first and then follow the next step.



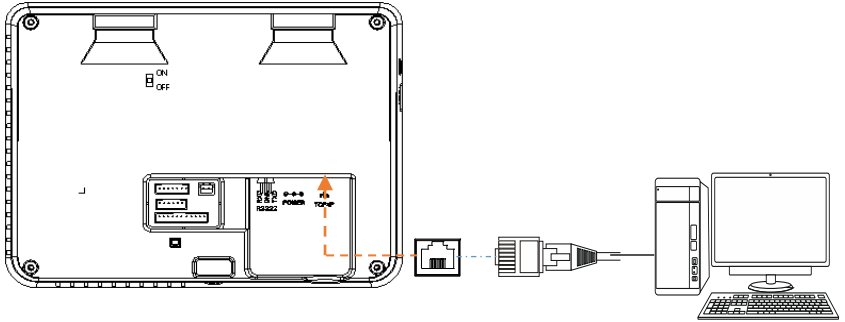
### STEP 3

Finally, after fixing the upper hook, tighten screw at the bottom of the device.



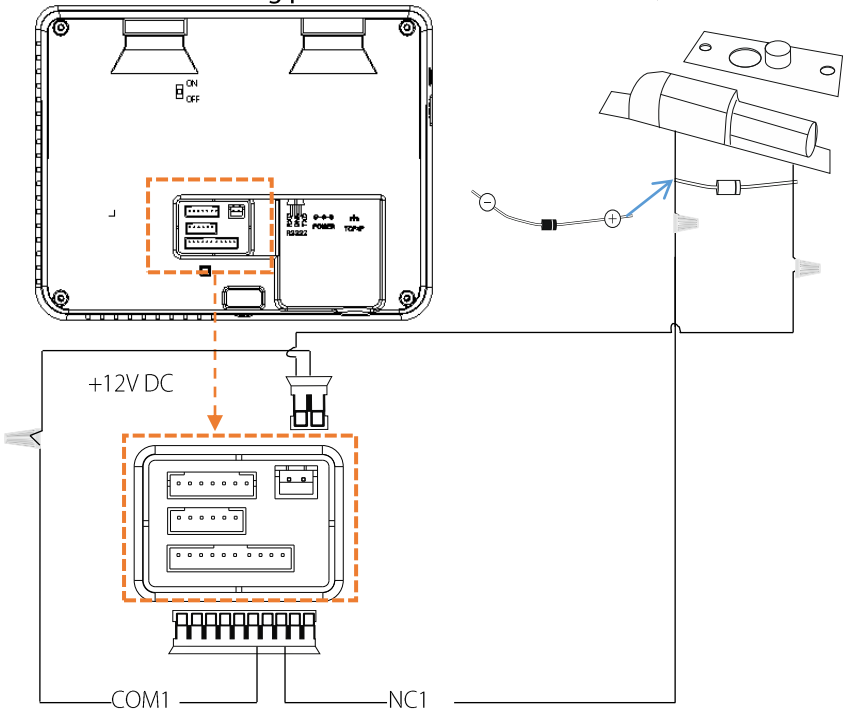
# Wiring Diagram

## 1. Ethernet Connection



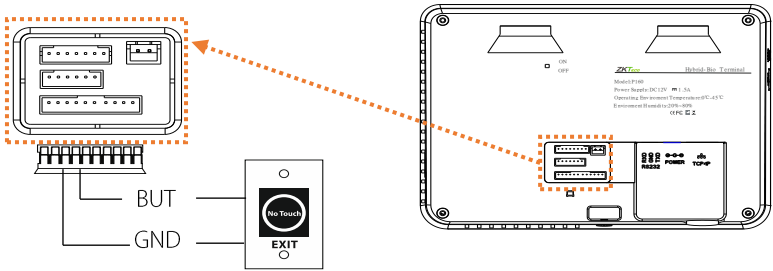
## 2. Device sharing power with lock

Normally Closed Lock

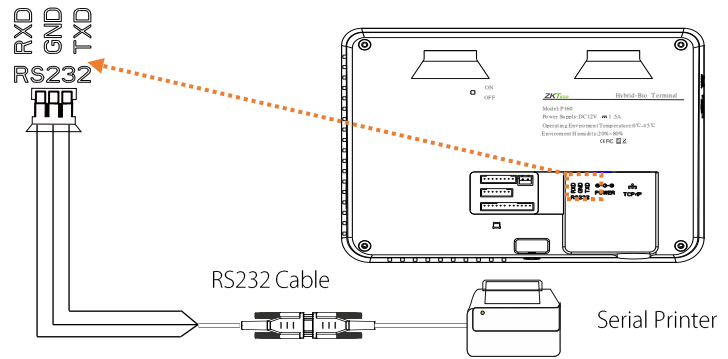


# Wiring Diagram

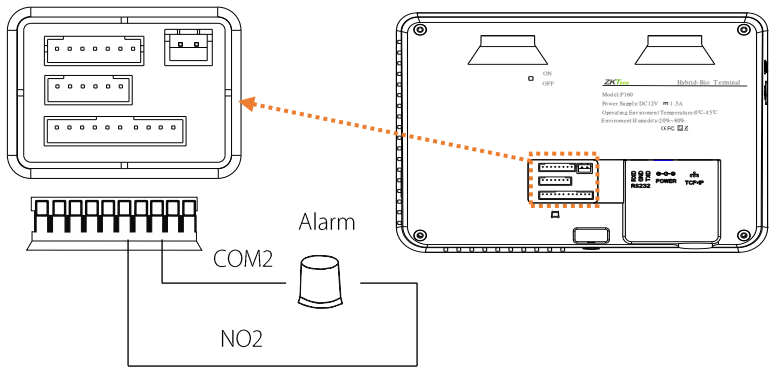
## 3. Button Connection



## 4. Printer Connection

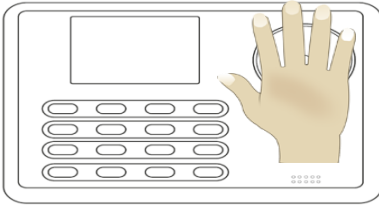


## 5. Alarm Connection



# Palm Gestures

## 1. Commended positions

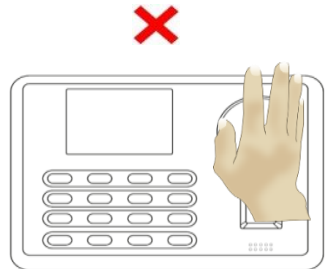


Place your palm in the palm multi-mode collection area, such that the palm is placed parallel to the device. Make sure to keep space between your fingers.



During enrollment locate your palm at the center of the screen, and follow the voice prompts "Center the palm inside the green box". The user needs to move forward and backward to adjust the palm position during the palm registration.

## 2. Not recommended positions



Note: Please keep natural posture while enrolling and verifying.

# System Interfaces

## 1. Enrolling New User: Go to Main Menu→User Mgt→New User



**User ID:** Enroll user ID; it supports 1-9 digits of numbers.

**User Role:** Select the user role between Normal User and Super Admin.

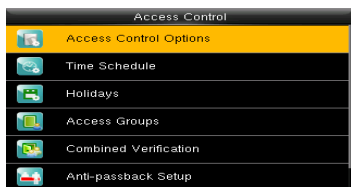
**Verification Mode:** Select required mode from list.

**Fingerprint★:** Enroll a fingerprint or fingerprints.

**Palm:** Enroll palm according to the prompts of screen and voice.

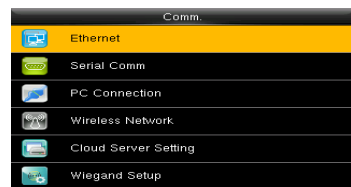
**Password:** Enroll the password; it supports 1-9 digits of numbers.

## 2. Access Control: Go to Main Menu→Access Control



**Access Control Options:** Includes Door Lock Delay.

## 3. Comm setting: Go to Main Menu→Comm.



**Ethernet:** The device can communicate with PC via the Ethernet parameters.

**Serial Comm:** The device can communicate with PC via the serial port according to the user defined parameters.

**PC Connection:** Set the password and device ID so that you can connect the device with software in PC.

**ADMS:** Settings used for connecting with ADMS server.

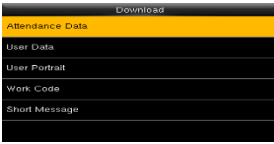
## 4. Verification

- 1:1 Fingerprint verification mode .Enter User ID and press fingerprint.

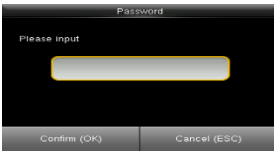


# System Interfaces

## ➤ 1:1 Palm verification mode



## ➤ Password verification



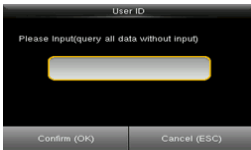
## ➤ Badge verification



**Note:** Swipe your registered badge over the fingerprint sensor in standby mode. The device "prompts" "Duplicated Punch" when you swipe badge twice. The device prompts "Ou-Ou" when the badge is unregistered.

## 5. Attendance Record

Go to Main Menu→Attendance search→Attendance record. Enter the User ID and then select the time range for which attendance is required.



A screenshot of the "Personal Record Search" table. The table has three columns: "Date", "User ID", and "Attendance". The first row is highlighted in yellow.

Date	User ID	Attendance
03-03		Number of Records: 09
	5	20:44 20:37 19:51 19:47 17:48 17:27 17:01 13:53 13:39

At the bottom, there are navigation instructions: "Prev : Left key Next : Right key Details : OK".



## 6. Attendance record on PC

Go to Main Menu→USB manager→Download→Attendance data

- Insert the USB disk correctly.
- Download the attendance data to the disk.
- Then upload data from the disk to your computer. The downloaded data file is "Device Serial Number.dat". You can open it to view

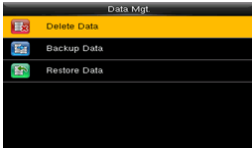


# Troubleshooting

## 7. Backup data

To prevent data loss, you can back up the data to local drive or USB disk at any time.

Go to Main Menu → Data Mgt. → Backup Data → Select the required content



## 8. Some miscellaneous settings

Go to Main Menu → System → Date time

Go to Main Menu → System → Work Code → New Work Code

Go to Main Menu → System → Short Message

## 9. Troubleshooting

- a. The palm is not recognized by the device while verification.

Solution:

- ✓ Check out if the palm postures and distance is same in enrolling and verifying.
- ✓ Check out if the sunlight is direct to the device or if the device is near to the windows.

- b. The device make a misjudgment while verification.

Solution:

- ✓ There is a certain probability of misjudgment, you can re-enroll the palm.

ZK Building , Wuhe Road, Gangtou, Bantian, Buji Town,  
Longgang District, Shenzhen China 518129  
Tel:+86 755-89602345  
Fax:+86 755-89602394  
[www.zkteco.com](http://www.zkteco.com)



© Copyright 2017. ZKTeco Co,Ltd. ZKTeco Logo is a registered trademark of ZKTeco or a related company. All other product and company names mentioned are used for identification purposes only and may be the trademarks of their respective owners. All specifications are subject to change without notice. All rights reserved.