



Technology

Work Instruction

Breathalyser Setup



PURPOSE

This document is to guide the user with the setup and configuration of the breathalyser functionality.

BUTTON DEFINITIONS

There are three states of the new buttons: browse, inactive and hover

	Insert	Add a new item to a selected category
	Edit	Enter into edit mode to allow you to make changes to a selected entry.
	Delete	Delete the entry you currently have selected. You will receive a warning box before the deletion becomes final.
	Save	Save the information you have entered / edited.
	Exit or Cancel	Exit without saving changes.
	Print Preview	Displays on screen a preview of that pages that will be printed.
	Print	Sends the information to the default printer.
	Print to Excel	Prints the Report to an Excel Workbook
	Save to csv	From the print preview the report can be saved as a csv file
	Down Arrow	Move selected data down
	Left Arrow	Move selected data left go back
	Right Arrow	Move selected data right go forward
	Up Arrow	Move selected data up
	Browse	Enables you to search the directories on the computer for a file / picture.

SOFTWARE AND FIRMWARE VERSIONS

The followings are the versions required for the feature to work:

XTUpgrade V2.15.04.1

XTController Interface Service V2.15.04.1

Firmware ECII V2.67

Firmware IPB 4.52 | 6.07

Firmware EC3 V2.67

SYSTEM SETUP

Navigate in the menu to *CODES | CONFIGURATION | TERMINALS*

Select the terminal that the breathalyser unit is connected to and on the params tab click on the yellow spanner button at the bottom right of the screen to edit. Tick the Breathalyser checkbox and set the timeout period in seconds:

Terminals

Terminal: 2015-04 C1S1E1C1 PTA IN RIGHT

Main | Params

Relay Number: 1

Relay Timeout: 1

Display Timeout: 10

Breathalyser TimeOut: 5

Breathalyser:

Visitor drop box:

Contacts Enabled:

Finger reader attached:

Push Button Present:

Pin validation: Temporary Access

Relay Action: Nothing Present.
 Red Light Present
 Green Light Present
 Buzzer Present

Finger On Card:

When you have set these two parameters, click the green save button at the bottom right of the screen.

Navigate to *CODES | CONFIGURATION | CLOCKPOINTS | CLOCKPOINTS*

Select to clockpoint that the terminal is linked to from the dropdown selection.

On the params tab, click on the yellow edit button at the bottom of the screen. Tick the Alcohol testing checkbox and set a factor. (This refers to the frequency of people to be tested)

Clock Points

Clock Points: 2015-04 PTTA

Settings | Certificates | Params | Equipment | Restrict Clock Reasons

Visitor retrieve card on expire only:

Lamp control: No lamp control

Access when Lamp control offline:

Multi Badge Sequencing: No Sequencing

Emergency:

Lockdown:

Validate Leave:

Tag Only if no fingers:

Visitor expires on exit:

Delete visitor tag on expiry:

Alcohol testing: Factor: 2

Validate Fatigue:

Validate overtime:

Click on the green save button on the bottom right of the screen to save the settings.



VALIDATIONS

Breathalyser Request:



Timeout:



Fail:



Pass:



REPORT

Navigate to COMMON REPORTS | MOVEMENT REPORTS | Breathalyser Requested

Select the desired settings:

Breathalyser Requested

Group | One employee

Department <Unselected> Team <Unselected> Partial

Occupation <Unselected> Payroll <Unselected> Group <Unselected> Work Location <Unselected>

Printer \\sbylps01\BYL-Training

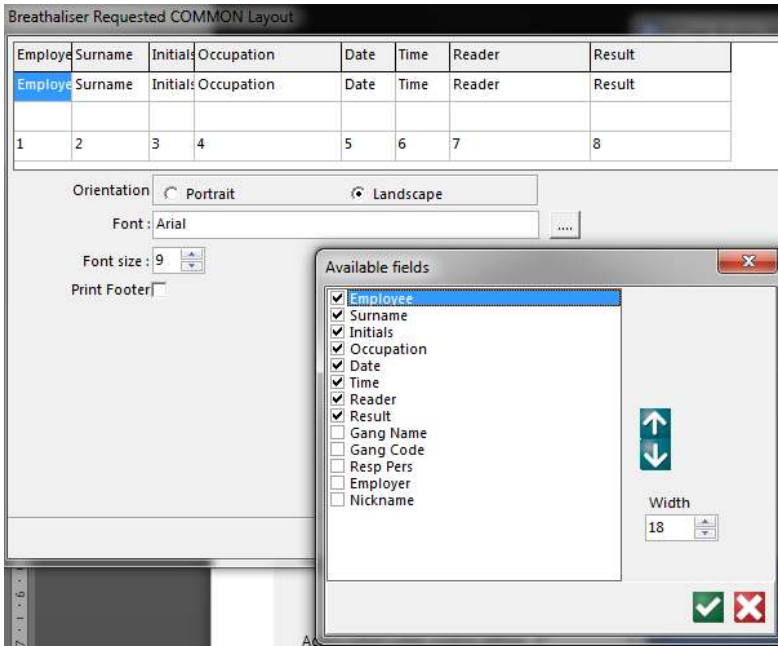
Start Date 01/04/2015 00:00 Wednesday Today Yesterday Last week 1st month

End Date 30/06/2015 23:59 Tuesday Today Yesterday End month

Order Department Team Employee Clock time



The layout of the report can be edited and columns can be added or removed according to the client requirements. To edit this layout, click on the yellow edit button at the bottom right of the screen to get to the layout. Then click on the yellow edit button again to get the column selection. Once you have selected the columns, click on the green save button to go back to the layout screen. Click on the red cancel (x) button again to go to the report selections screen.



The report:

Supervisor :		SIW Prinsloo		Breathalisher Requested			
				Department : RFIN Finance (00705)			
				Period : 01/04/2015 to 05/06/2015 23:59:59			
Employee	Surname	Initials	Occupation	Date	Time	Reader	Result
DEVTEST01	Prinsloo	SIW	Time & Attendance Su(20012779)	23/04/2015	20:20:24	_2015-04 C1S1E1C1 TRT In	TimeOut
				23/04/2015	20:20:50	_2015-04 C1S1E1C1 TRT In	Clocked again
				23/04/2015	20:22:16	_2015-04 C1S1E1C1 PTA IN RIGHT	TimeOut
				23/04/2015	20:22:24	_2015-04 C1S1E1C1 PTA IN RIGHT	Failed
				23/04/2015	20:22:30	_2015-04 C1S1E1C1 PTA IN RIGHT	Failed
				23/04/2015	20:22:33	_2015-04 C1S1E1C1 PTA IN RIGHT	Failed
				23/04/2015	20:22:42	_2015-04 C1S1E1C1 PTA IN RIGHT	Failed
				23/04/2015	20:22:45	_2015-04 C1S1E1C1 PTA IN RIGHT	Failed
				23/04/2015	20:22:48	_2015-04 C1S1E1C1 PTA IN RIGHT	Failed
				23/04/2015	20:22:50	_2015-04 C1S1E1C1 PTA IN RIGHT	Failed
				23/04/2015	20:22:58	_2015-04 C1S1E1C1 TRT In	Clocked again
				23/04/2015	20:23:03	_2015-04 C1S1E1C1 PTA IN RIGHT	Failed
				23/04/2015	20:23:07	_2015-04 C1S1E1C1 TRT In	Passed
				23/04/2015	20:23:43	_2015-04 C1S1E1C1 PTA IN RIGHT	TimeOut

REQUEST & TIMEOUT:

Controller Interface:

Contr	Time	Terminal	Master	Tag	Dir	Event
1A	23-04-2015 20:55:17	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 20:55:22	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER TIMEOUT
1A	23-04-2015 20:55:24	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 20:55:27	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 20:55:31	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 20:55:33	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 20:55:38	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER TIMEOUT



Report:

2015-04-23	20:55:17	_2015-04 C1S1E1C1 PTTA	TimeOut
2015-04-23	20:55:24	_2015-04 C1S1E1C1 PTTA	Clocked again
2015-04-23	20:55:27	_2015-04 C1S1E1C1 PTTA	Clocked again
2015-04-23	20:55:31	_2015-04 C1S1E1C1 PTTA	Clocked again
2015-04-23	20:55:33	_2015-04 C1S1E1C1 PTTA	TimeOut

The first entry above corresponds to the first 2 entries on the controller interface. A request and a timeout is recorded as a timeout.

The next 3 entries correspond to the next 3 entries on the controller interface. The “clocked again” response indicates that the tagholder clocked in quick succession without allowing the timeout or PASS or FAIL.

The last entry on the report is the last 2 on the controller interface. The request and timeout are counted as one transaction and the resulting transaction is recorded on the report.

Employee Clocks:

DEVTEST01 Prinsloo (Anton) SIW WL= 2015-04 Test								
General	Personnel	Access	Groups	Clocks	Pay History	Post Dates	Hostel	Tags
Finger prints	Equipment	Service History	Assets allowed	Allowances	Offenses			
From Date	2015-04-14			To Date	2015-04-23			
Date	Time	Dir.	Reader	Response	Reason			
2015-04-23	20:55:17	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	20:55:22	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER TIMEOU				
2015-04-23	20:55:24	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	20:55:27	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	20:55:31	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	20:55:33	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	20:55:38	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER TIMEOU				

PASS TEST:

Controller Interface:

1A	23-04-2015 21:18:52	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	BREATHALYZER REQUESTED
1A	23-04-2015 21:18:57	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	BREATHALYZER TIMEOUT
1A	23-04-2015 21:19:58	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	BREATHALYZER REQUESTED
1A	23-04-2015 21:20:03	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	BREATHALYZER TIMEOUT
1A	23-04-2015 21:20:13	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	BREATHALYZER REQUESTED
1A	23-04-2015 21:20:15	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	BREATHALYZER REQUESTED
1A	23-04-2015 21:20:18	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	BREATHALYZER REQUESTED
1A	23-04-2015 21:20:21	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	BREATHALYZER REQUESTED
1A	23-04-2015 21:20:24	_2015-04 C1S1E1C1 TRT In	EmpNo:DEVTEST01	1/208281636089	In	Allowed In

Report:

2015-04-23	21:18:52	_2015-04 C1S1E1C1 TRT In	TimeOut
2015-04-23	21:19:58	_2015-04 C1S1E1C1 TRT In	TimeOut
2015-04-23	21:20:13	_2015-04 C1S1E1C1 TRT In	Clocked again
2015-04-23	21:20:15	_2015-04 C1S1E1C1 TRT In	Clocked again
2015-04-23	21:20:18	_2015-04 C1S1E1C1 TRT In	Clocked again
2015-04-23	21:20:21	_2015-04 C1S1E1C1 TRT In	Passed



Employee Clocks:

DEVTEST01 Prinsloo (Anton) SIW WL= 2015-04 Test								
General	Personnel	Access	Groups	Clocks	Pay History	Post Dates	Hostel	Tags
Finger prints	Equipment	Service History	Assets allowed	Allowances	Offenses			
From Date	2015-04-14		To Date	2015-04-23				
Date	Time	Dir.	Reader	Response	Reason			
2015-04-23	21:18:52	In	_2015-04 C1S1E1C1 TRT In	BREATHALYZER REQUES				
2015-04-23	21:18:57	In	_2015-04 C1S1E1C1 TRT In	BREATHALYZER TIMEOU				
2015-04-23	21:19:58	In	_2015-04 C1S1E1C1 TRT In	BREATHALYZER REQUES				
2015-04-23	21:20:03	In	_2015-04 C1S1E1C1 TRT In	BREATHALYZER TIMEOU				
2015-04-23	21:20:13	In	_2015-04 C1S1E1C1 TRT In	BREATHALYZER REQUES				
2015-04-23	21:20:15	In	_2015-04 C1S1E1C1 TRT In	BREATHALYZER REQUES				
2015-04-23	21:20:18	In	_2015-04 C1S1E1C1 TRT In	BREATHALYZER REQUES				
2015-04-23	21:20:21	In	_2015-04 C1S1E1C1 TRT In	BREATHALYZER REQUES				
2015-04-23	21:20:24	In	_2015-04 C1S1E1C1 TRT In	Allowed In				

FAIL TEST:

This is where the employee has blown and fails the test:

Controller Interface:

1A	23-04-2015 22:25:23	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 22:25:25	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER FAILED
1A	23-04-2015 22:25:27	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 22:25:33	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER TIMEOUT
1A	23-04-2015 22:25:38	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 22:25:40	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 22:25:43	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 22:25:46	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 22:25:49	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER FAILED
1A	23-04-2015 22:25:52	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER REQUESTED
1A	23-04-2015 22:25:54	_2015-04 C1S1E1C1 PTTA	EmpNo:DEVTEST01	1/208281636089	Out	BREATHALYZER FAILED

Report:

2015-04-23	22:25:23	_2015-04 C1S1E1C1 PTTA	Failed
2015-04-23	22:25:27	_2015-04 C1S1E1C1 PTTA	TimeOut
2015-04-23	22:25:38	_2015-04 C1S1E1C1 PTTA	Clocked again
2015-04-23	22:25:40	_2015-04 C1S1E1C1 PTTA	Clocked again
2015-04-23	22:25:43	_2015-04 C1S1E1C1 PTTA	Clocked again
2015-04-23	22:25:46	_2015-04 C1S1E1C1 PTTA	Failed
2015-04-23	22:25:52	_2015-04 C1S1E1C1 PTTA	Failed

Employee clocks:

DEVTEST01 Prinsloo (Anton) SIW WL= 2015-04 Test								
General	Personnel	Access	Groups	Clocks	Pay History	Post Dates	Hostel	Tags
Finger prints	Equipment	Service History	Assets allowed	Allowances	Offenses			
From Date	2015-04-14		To Date	2015-04-23				
Date	Time	Dir.	Reader	Response	Reason			
2015-04-23	22:25:23	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	22:25:25	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER FAILED				
2015-04-23	22:25:27	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	22:25:33	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER TIMEOU				
2015-04-23	22:25:38	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	22:25:40	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	22:25:43	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	22:25:46	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	22:25:49	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER FAILED				
2015-04-23	22:25:52	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER REQUES				
2015-04-23	22:25:54	Out	_2015-04 C1S1E1C1 PTTA	BREATHALYZER FAILED				