

RISG INTERNATIONAL



ANX

Database Instruction Manual



“One Scalable Architecture from 1 to 5000 Reader Systems”

www.receptorsinternational.com

Access Levels

Access Levels are groups of Readers that form a collection used to provide access to the areas of the system. An Access Level can be one or all of the Readers. Each Reader can be used in as many Access Levels as required. Access Levels are formed with Time Zones to create pairs used to generate Group Codes. These Group Codes are then assigned to Cardholders to provide the necessary accessibility within your system.

Suggested Guidelines

- When building Access Levels, a good procedure to follow is to build a grid of your system:

Table 1: System Grid

	RDR1	RDR2	RDR3	RDR4	RDR5	RDR6	RDR7	RDR8
Administrators	X	X	X	X	X	X	X	X
Security		X	X	X	X	X	X	X
Managers	X		X	X	X		X	
Technical	X		X	X			X	
Day1	X		X	X				
Day2	X		X					
Day3	X							
Day4	X			X				
Janitors	X		X	X	X	X		
Contractors	X							X
Telephone	X			X				X

- On the left, list all of the possible combinations of individual groups that need different types of access in your system. Across the top list all the Readers in your system. When that's complete, simply put an X in the box that corresponds to the Readers each one of those groups need access to. When you're finished with this grid, you'll have the baseline Access Levels you need to provide basic access to your system.

Data Entry

- First you must launch the **Access Level** file.
- To do this click on **Admin** at the top of the **RISG Security Management System** window.
- Click on **Administrator** from the drop down menu.
- Click on **Access Level** and click on **Access Level**.
- After selecting the **Access Level** module, the **List records** window will appear :

Figure 1: RISG Access Level Module

Access Level | Time Zone | Group Code | Event Schedule | Holiday | Elevator Control

Access Level

Manage Record

Access Level Number

Description

Last Changed By

Reader

System Reader

Selected Reader

000-00-000
000-00-004
001-00-000
001-00-004
002-00-000
002-00-004
002-01-000
002-01-004
003-00-000
003-01-000

Add Reader

Remove

Access Level List

Number	Description	Audit	Last Changed
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New Edit Delete Save Cancel Print Help

Figure 2: RISG Access Level module : List Records

Access Level
Manage Record

Access Level Number

Description

Last Changed By

== :: Access Level List :: ==

Number	Description	Audit	Last Changed
1	ADMINISTRAT	(null)	เมล์
2	AllDoors	(null)	เมล์
3	rdr-1,3,5,8	(null)	เมล์
4	rdr-7&8	(null)	เมล์
5	rdr-1	(null)	เมล์
6	rdr-6	(null)	เมล์
7	rdr-1,7,8	(null)	เมล์
8	rdr-8	(null)	เมล์
9	rdr-3	(null)	เมล์
10	rdr-4,6,8	(null)	เมล์
11	rdr-6,7,8	(null)	เมล์
12	rdr-1,3,5,7	(null)	เมล์
13	rdr-1,6	(null)	เมล์
14	rdr-6,7,8,2	(null)	เมล์
15	rdr-1,6,7,8,2	(null)	เมล์
16	rdr-1,2,3,4,5,6,	(null)	เมล์

New Edit Delete Save Cancel Print

- At this point, you can **New, Edit, Save, Cancel, Delete** or search which access level a particular reader is in.

Building a Access Level

- Because of the design of the module, Access Levels are programmed in a group. You can click on **“New”** button. Once you request to enter a new record, the **Add a Access Level** area will enable you to select available RISG Reader circuit.

Figure 3: RISG Access Level : Access Level description detail

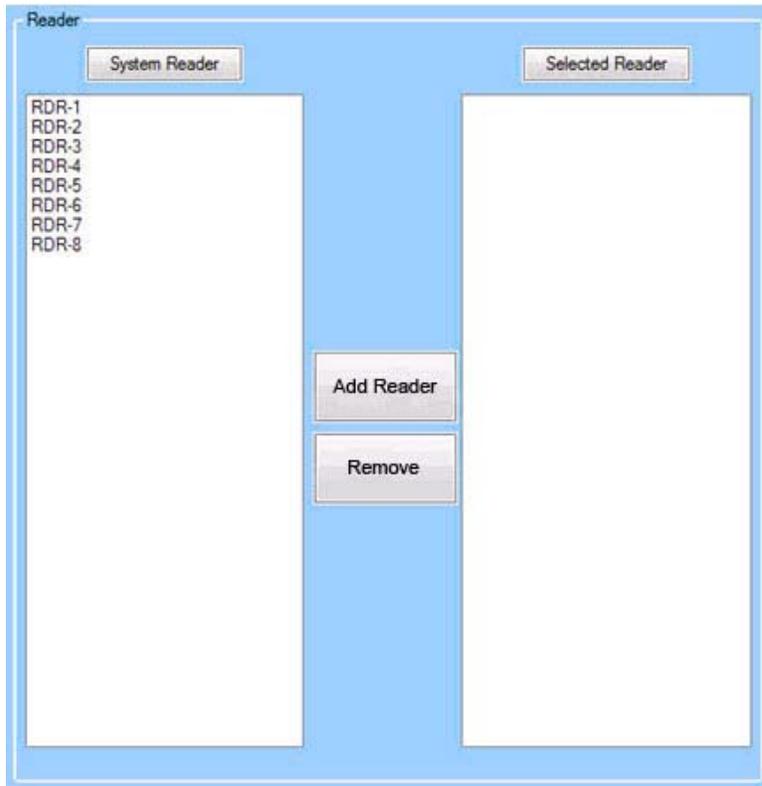
Access Level
Manage Record

Access Level Number

Description

Last Changed By

Figure 4: RISG Access Level : Access Level circuit detail



Field Names

Access Levels have the following field names:

- 1). **Access Level Number:** The number associated to a programmed group of readers. This number is used for programming in the Group Code Files.
- 2). **Description:** Description of the Access Level. 40 alphanumeric characters maximum.
- 3). **System Reader:** The list of readers available for the Access Level being programmed.
- 4). **New Reader:** Used to place a Reader in the Access Level. Highlight the required Reader in the System Reader box and press the **Add** button and the Reader will be added to the Selected Readers box.
- 5). **Remove:** Used if you place a Reader in the Access Level (Selected Reader box) incorrectly, just highlight the Reader in the **Selected Readers** box and press the Remove button and the Reader will re-appear in the **Systems Readers** box. Continue to select the required Readers and add them to the **Access Level** until all the Reader you need are in the **Selected Readers** box. No changes are made to the **Access Level** until you press the **Save** button.
- 6). **Selected Readers:** The group of readers added to the Access Level.

Changing Access Level Record

- To change existing records, click or highlight on the record.
- Click "**Edit**" button to open record properties.
- After completed new information press "**Save**" button.

Deleting Access Level Record

- To delete existing records, click or highlight on the record.
- Click on "**Delete**" button to delete record.

Event Schedule

Events Schedule is a list of automatic commands that will be sent out to the system based on time and day of the week. You can unlock, and lock Readers, set Keypads for keypad or card only, and control outputs.

With the Shunt/Unlock Time zone feature in the Reader file and the Shunt Time zone feature in the Input file, the need for scheduled events is somewhat lessened. There are however, many instances for these events.

Data Entry

- First, you must launch the **Event Schedule** File.
- Click on **Admin** at the top of the **RISG Security Management System** Window.
- Click on **Administrator** from the drop down menu.
- Click on **Access Level** and click on **Event Schedule**.
- After selecting the **Event Schedule** module, the **RISG Event Records** window will appear:

Figure 5: RISG Event module

Day	Time	Event Type	Circuit Type	Last Changed By
<input type="checkbox"/>	00:00	<input type="checkbox"/>	Circuit Type	
<input type="checkbox"/>	00:00	<input type="checkbox"/>	Circuit Type	
<input type="checkbox"/>	00:00	<input type="checkbox"/>	Circuit Type	
<input type="checkbox"/>	00:00	<input type="checkbox"/>	Circuit Type	
<input type="checkbox"/>	00:00	<input type="checkbox"/>	Circuit Type	
<input type="checkbox"/>	00:00	<input type="checkbox"/>	Circuit Type	
<input type="checkbox"/>	00:00	<input type="checkbox"/>	Circuit Type	
<input type="checkbox"/>	00:00	<input type="checkbox"/>	Circuit Type	

Date	Time	Circuit Type	Area	Number	Last Changed
------	------	--------------	------	--------	--------------

- At this point, you can New, Edit, Save or Delete a Scheduled Event

Field Names

The Schedule Events Module contains the following field names:

- 1). **Day** allows you to select the day you want to program the event under. You will select Monday through Sunday or Holiday 1 through 8.
- 2). **Time** is the time you want the event to occur under the selected day. Operates under a 24 Hour clock.
- 3). **Event Type** is the selected procedure for this event such as Lock, Unlock, or Keypad only
- 4). **Circuit** is the Reader or Output Circuit name selected for the event.
- 5). **Circuit Type**
- 6). **Last Changed By** is the name of the last **USER** who **Added** or **Changed** an event.

Building a Scheduled Event

You can click on “**New**” button. Once you request to add a record, the **Add an Event** window will enable:

Figure 6: RISG Event Schedule module Add an Event

Day	Time	Event Type	Circuit Type	Last Changed By
<input type="checkbox"/> 0 - Monday	08:00		Circuit	
<input type="checkbox"/> 1 - Tuesday	08:00		Circuit	
<input type="checkbox"/> 2 - Wednesday	08:00		Circuit	
<input type="checkbox"/> 3 - Thursday	08:00		Circuit	
<input type="checkbox"/> 4 - Friday	08:00		Circuit	
<input type="checkbox"/> 5 - Saturday	08:00		Circuit	
<input type="checkbox"/> 6 - Sunday	08:00		Circuit	
<input type="checkbox"/> 7 - Holiday	08:00		Circuit	

Entering Data

- **Day:** Click the down arrow to select the day that you want the event to occur from the pull down list. You can also select holidays. (Refer to the holiday section of this manual to setup holidays).
- **Time:** Defaults to the same time as the computer time. Set the time that you want the event to occur. You can use the up/down arrows to set the time. The time is **Military** time and the format is **00:00 – 23:59**.
- **Event Type:** Click the down arrow to display the event types. The events that can be performed are Readers or Outputs. If you select a **Reader** event then the circuit button will change to Reader. If you select an Output event the circuit button will change to Output. After you click on Reader or Output button, the available circuit will show you and let you to select. After you selected the circuit from available circuit, it will appear in the box to the right. Click **Save** button to complete the event for that day and you will be returned to the **RISG Event** window.

- **Events Available**

For Readers:

- **Unlock Reader**
- **Lock Reader**
- **Lockout Reader**
- **Card only mode**
- **Card+Pin mode**

For Outputs:

- **Output On**
- **Output Off**
- **Output Pulsed**
- **Output On momentary short** – is to be used with EXP-O panels only and it will turn the output on for 6 seconds and then off.
- **Output on momentary long** - is to be used with EXP-O panels only and it will turn the output on for 20 seconds and then off.
- **Open Area**
- **Close Area**

Figure 7: RISG Event Schedule : List Records

Date	Time	Circuit Type	Area	Number	Last Change
0 - Monday	08:00	RDR-1	(null)	1 Unlock Reader	เมื่อ
1 - Tuesday	08:00	RDR-1	(null)	1 Unlock Reader	เมื่อ
2 - Wednesday	08:00	RDR-1	(null)	1 Unlock Reader	เมื่อ
3 - Thursday	08:00	RDR-1	(null)	1 Unlock Reader	เมื่อ
4 - Friday	08:00	RDR-1	(null)	1 Unlock Reader	เมื่อ
0 - Monday	17:00	RDR-2	(null)	2 Lock Reader	เมื่อ
1 - Tuesday	17:00	RDR-2	(null)	2 Lock Reader	เมื่อ
2 - Wednesday	17:00	RDR-2	(null)	2 Lock Reader	เมื่อ
3 - Thursday	17:00	RDR-2	(null)	2 Lock Reader	เมื่อ
4 - Friday	17:00	RDR-2	(null)	2 Lock Reader	เมื่อ

- From the example above you will notice that Reader RDR16-01-00 will unlock at 08:00 and lock at 17:00 Mon. – Fri.

Changing Event Schedule records

- To change existing records, click or highlight on record.
- Click **“Edit”** button to open record properties.
- After completed new information press **“Save”** button.

Figure 8: RISG Event Schedule module: Change an Event Schedule reader circuit.

Day	Time	Event Type	Circuit Type	Reader	Last Changed By
<input checked="" type="checkbox"/> 0 - Monday	08:00	1 Unlock Reader	Reader	RDR-1	RDR-1 Build Entrance Reader
<input type="checkbox"/> 1 - Tuesday	08:00	2 Lock Reader	Circuit		
<input type="checkbox"/> 2 - Wednesday	08:00	3 Lockout Reader	Circuit		
<input type="checkbox"/> 3 - Thursday	08:00	4 Card Only	Circuit		
<input type="checkbox"/> 4 - Friday	08:00	5 Card+Pin	Circuit		
<input type="checkbox"/> 5 - Saturday	08:00	6 Output On	Circuit		
<input type="checkbox"/> 6 - Sunday	08:00	7 Output Off	Circuit		
<input type="checkbox"/> 7 - Holiday	08:00	8 Output Pulsed	Circuit		
		9 Momentary Short	Circuit		
		10 Momentary Long	Circuit		
		11 Open Area	Circuit		
		12 Close Area	Circuit		

- Please note that if you are changing an event for a **Reader**, the **Event Type** drop down list will display reader functions only and likewise with **Output Event Type** shown below.

Figure 9: RISG Event Schedule module : Change an Event Schedule output circuit.

Day	Time	Event Type	Circuit Type	Reader	Last Changed By
<input checked="" type="checkbox"/> 0 - Monday	17:00	6 Output On	Output	AREA ONE-A	CELL BLOCK-A
<input type="checkbox"/> 1 - Tuesday	08:00	1 Unlock Reader	Circuit		
<input type="checkbox"/> 2 - Wednesday	08:00	2 Lock Reader	Circuit		
<input type="checkbox"/> 3 - Thursday	08:00	3 Lockout Reader	Circuit		
<input type="checkbox"/> 4 - Friday	08:00	4 Card Only	Circuit		
<input type="checkbox"/> 5 - Saturday	08:00	5 Card+Pin	Circuit		
<input type="checkbox"/> 6 - Sunday	08:00	6 Output On	Circuit		
<input type="checkbox"/> 7 - Holiday	08:00	7 Output Off	Circuit		
		8 Output Pulsed	Circuit		
		9 Momentary Short	Circuit		
		10 Momentary Long	Circuit		
		11 Open Area	Circuit		
		12 Close Area	Circuit		

Deleting Event Schedule records

- To delete existing records, click or highlight on the record.
- Click **"Delete"** button to delete record.

Group Codes

The Group Code file is the location where Access Levels and Time Zones are paired together to form accessibility rights for the cardholders. Each Group Code has **Eight** Access Level/Time Zone pairs. Each pair is separate and read individually. There is also expiration dates available for each pair. This architecture allows you to expire a pair of Access Level/Time Zones from the group code without affecting the entire group code. This is very useful for temporary access requirements by making the change to the group code rather than having to visit each cardholder record.

Data Entry

- First you must launch the **Group Code** module.
- Click on **Admin** at the top of the **RISG Security Management System** Window.
- Click on **Administrator** from the drop down menu.
- Click on **Access Level** and click on **Group Code**.

Figure 10: RISG Group Code module

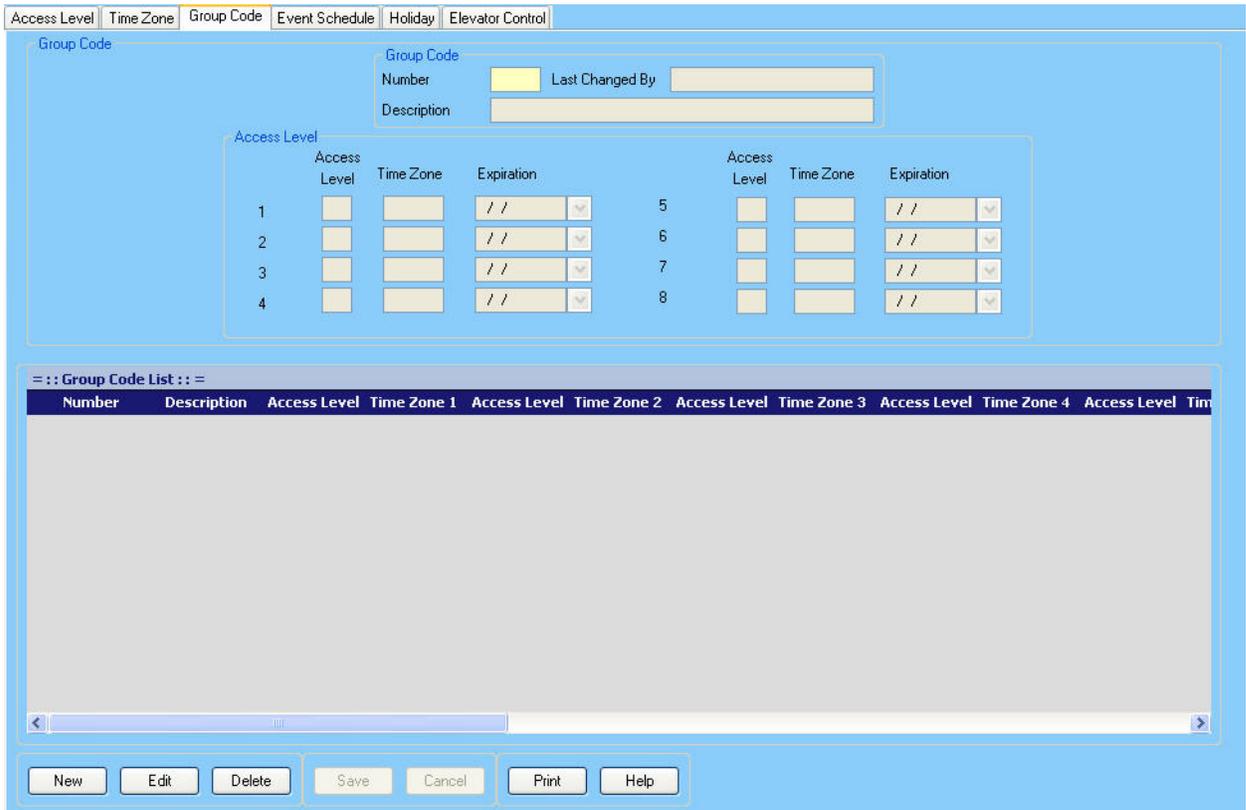


Figure 11: RISG Group Code module : List of Group Codes

= :: Group Code List :: =											
Number	Description	Access Level	Time Zone 1	Access Level	Time Zone 2	Access Level	Time Zone 3	Access Level	Time Zone 4	Access Level	Time Zone 5
1	ADMINISTRAT	1	1	0	0	0	0	0	0	0	0
2	ADMINISTRAT	1	1	2	1	3	1	3	1	0	0
3		5	2	0	0	0	0	0	0	0	0
4		2	1	0	0	0	0	0	0	0	0
5		16	1	0	0	0	0	0	0	0	0
6		10	2	0	0	0	0	0	0	0	0

- At this point, you can **New, Change, View** or **Delete** a **Group Code**.

Building a Group Code

Because of the design of the module, Group Codes are programmed in a group. Click on “New” to add new information and **Add a Group Code** window will appear.

Figure 12: RISG Group code module : Add a Group Code

Field Names

The Group Code Module contains the following field names:

- 1). **Group Code Number:** The number assigned to this Access Level Time Zone pairs. The number is used for programming in the Master Personnel File.
 - 2). **Description:** Text descriptor of the Group Code. 40 alphanumeric characters maximum.
 - 3). **Access Level:** These fields are entered with the Access Level numbers you’ve programmed in the Access Level Module.
 - 4). **Time Zone:** These fields are entered with the Time Zone numbers you’ve programmed in the Time Zone Module.
 - 5). **Expiration Date:** These fields can be used to expire one Access Level/Time Zone pair from a Group Code without affecting the other pairs within the Group Code.
- Make sure to change the **Group Code** number and if required you can change the Description, Access Level, Time Zone, and the Expiration Date and press the **Save** button.
 - The edited Group Code will be listed in the **Group Code** as a new record.

General Notes

- In the Expiration Date field, you may click on the button behind this field and a pop-up Calendar will appear. You may select any date on the Calendar and that date will automatically be placed.

Changing Group Code Records

- To change existing records, click or highlight on the record.
- Click on **“Edit”** button to open record properties.
- After completed new information press **“Save”** button.

Deleting Group Code Records

- To delete existing records, click or highlight on the record.
- Click on **“Delete”** button to delete record.

Time Zones

Time Zones are how you establish the operating time parameters for the Access Levels you’ve just built. The Time Zones are primarily used for cardholder accessibility requirements. You can also use Time Zones for unlocking doors, and shunting alarm points.

Data Entry

- First you must launch the **Time Zone** file.
- Click on **Admin** at the top of the **RISG Security Management System** window.
- Click on **Administrator** from the drop down menu.
- Click on **Access Level** and click on **Time Zone**.
- After selecting the **Time Zone** module, the **List a Time Zone(s)** window will appear:

Figure 13: RISG Time Zone Module

The screenshot shows the RISG Time Zone Module interface. At the top, there is a menu bar with options: Access Level, Time Zone, Group Code, Event Schedule, Holiday, and Elevator Control. Below the menu bar, there are input fields for 'Time Zone Number' and 'Description', and a 'Last Changed By' field. A 'Set Time Format To Military Time' button is located in the top right corner. The main area is divided into two sections: 'Normal Date' and 'Holiday'. Each section has a dropdown menu and a '00:00' time field, followed by a 'Change All' button. The 'Normal Date' section has a table with columns for 'Begin' and 'End' for each day of the week (Monday through Sunday). The 'Holiday' section has a similar table with columns for 'Begin' and 'End' for each holiday (Holiday 2 through Holiday 8). At the bottom, there is a 'Time Zone List' table with columns for 'Number', 'Description', and various day abbreviations (MonP1B, MonP1E, MonP2B, MonP2E, TueP1B, TueP1E, TueP2B, TueP2E, WedP1B, WedP1E). Below the table are buttons for 'New', 'Edit', 'Delete', 'Save', 'Cancel', 'Print', and 'Help'.

Figure 14: RISG Time Zone Module : List of Time Zone

Number	Description	MonP1B	MonP1E	MonP2B	MonP2E	TueP1B	TueP1E	TueP2B	TueP2E	WedP1B	WedP1E
1	ALL DAY EVER	00:00	23:59	00:00	00:00	00:00	23:59	00:00	00:00	00:00	23:59
2	6:00am-2.30p	06:00	14:30	00:00	00:00	06:00	14:30	00:00	00:00	06:00	14:30
3	8AM-AMP M-F	08:00	17:00	00:00	00:00	08:00	17:00	00:00	00:00	08:00	17:00
4	8AM-5P M-F,8A	08:00	17:00	08:00	13:00	08:00	17:00	08:00	13:00	08:00	17:00

- At this point, you can **New, Edit, Save, Cancel** or **Delete** a Time Zone.

Building a Time Zone

Because of the design of the module, Time Zones are programmed in a group. You can click on “**New**” button once you request to enter a new record, the **Add a Time Zone** window will enable:

Figure 15: Add a Time Zone

Field Names

- 1). **Time Zone Number:** The number associated to a programmed time zone. This number is used for programming in the Master Personnel, Reader, Input, Group Shunt and Group Code files.
- 2). **Description:** Text descriptor of this Time Zone. 40 alphanumeric characters maximum.
- 3). There are 8 **Holiday** segments for each Time Zone. These segments correspond to the Holiday File. For example: you want to end the Time Zone at 15:00 for one holiday, and 12:00 for another. You can enter one time in segment 1 and the other in segment 2. In the holiday file, put the first date with segment 1 and the second with segment 2. On those dates, the system will ignore what the actual day is, and look in the appropriate segment.
- 4). **First Period / Second Period:** In the Time Zone file, there are two start fields and two stop fields for each 24 Hour period. This allows you to start and stop the time segment twice each period. As an example if you wanted to start the segment at 08:00 and stop it and 12:00, you can then begin again at 13:00, and stop at 17:00. Enter the segments required using the second Start/Stop period if needed.
- 5). **Begin/End:** For begin time and end time each period a day begins at 00:00 and ends at 23:59.
- 6). **Change All:** Select the period you need and enter the Time and click on Change All. All the entries will be changed.

Changing a Time Zone Record

- To change existing records, click or highlight on the record.
- Click **"Edit"** button to open record properties.
- After completed new information press **"Save"** button.

Deleting a Time Zone Record

- To delete existing records, click or highlight on the record.
- Click **"Delete"** button to delete record.

General Notes

- You can enter a time in any of the fields then copy that time using the **Control C** function. Use you mouse to move to the next field you need to enter the same time in. Press **Control V** and you will paste the copied time. You can use this function to fill in repetitive times

Enter midnight as 23:59.

- If your Time Zone rolls over midnight, place the end segment of the first day at 23:59 and the start segment of the second day at 00:00.
- You are not required to enter any time parameters to the second segment of each day if the first

Holiday

The Holiday file allows you to declare calendar dates as Holidays, thereby invoking a different set of access or security parameters for your facility on that particular day.

Data Entry

- First, you must launch the **Holiday** File.
- Click on **Admin** at the top of the **RISG Security Management System** Window.
- Click on **Administrator** from the drop down menu.
- Click on **Access Level** and click on **Holiday**.
- After selecting the **Holiday** module, the **RISG Holiday** module window will appear:

Figure 16: RISG Holiday Module

ID	Holiday Number	Holiday Date	Description	Last Changed By
1	1	07/04/2008 00:00	Independence day	เมล์
2	2	09/02/2008 00:00	Labor Day	เมล์
3	3	11/28/2008 00:00	Thanksgiving Day	เมล์
4	4	12/25/2008 00:00	Christmas Day	เมล์

Figure 17: RISG Holiday Records

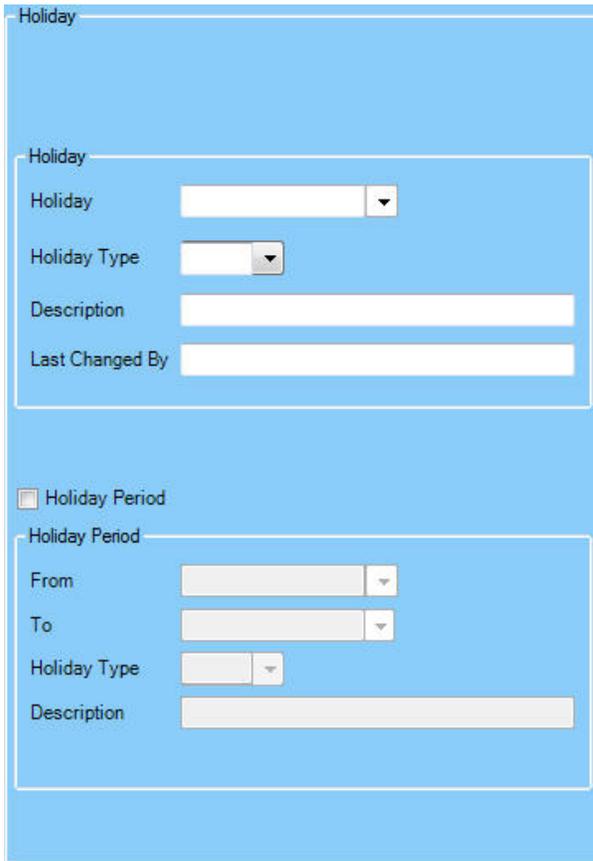
::: Holiday List :::				
ID	Holiday Number	Holiday Date	Description	Last Changed By
▶ 1	1	07/04/2008 00:00	Independence day	เมล์
2	2	09/02/2008 00:00	Labor Day	เมล์
3	3	11/28/2008 00:00	Thanksgiving Day	เมล์
4	4	12/25/2008 00:00	Christmas Day	เมล์

- At this point, you can **New**, **Change**, **View** or **Delete** a **Holiday** Record.

Building a Holiday

Because of the design of the module, Holiday Records are programmed in a group. You can click on **"New"** button. Once you request to enter a new record, the **Add a Holiday** window will enable:

Figure 18: Add a Holiday



Field Names

The Holiday Module contains the following field names:

- 1). **Holiday** is the calendar date assigned to this Holiday Record.
- 2). **Description**: Text descriptor of the Holiday Record. 30 Characters Maximum
- 3). **Holiday Type**: This is the number used to attach the Holiday Record to a Time Zone or an Event Schedule. These Holiday types allow you to use customized schedules for each Holiday during the year. See below:
- 4). **Holiday Period**: This allow you to select for enter long Holiday in to RISG System
- 5). **From**: Is the calendar date assigned to First Period of long holiday
- 6). **To**: Is the calendar date assigned to End period of the long holiday

Changing Holiday Record

- To change existing records, click or highlight on the record.
- Click **"Edit"** button to open record properties.
- After completed new information press **"Save"** button.

Deleting Holiday Record

- To delete existing records, click or highlight on the record.
- Click **"Delete"** button to delete record.

Transaction

The Transaction file is the control table that routes all global alarm types to the appropriate Workstation. This table allows you to direct alarm transactions, assign instruction sets and set priorities to alarms that are not otherwise set by the circuit files. In addition, you can select whether transactions are routed to the Alarm Display and/or if they are written to the Most Current History queue.

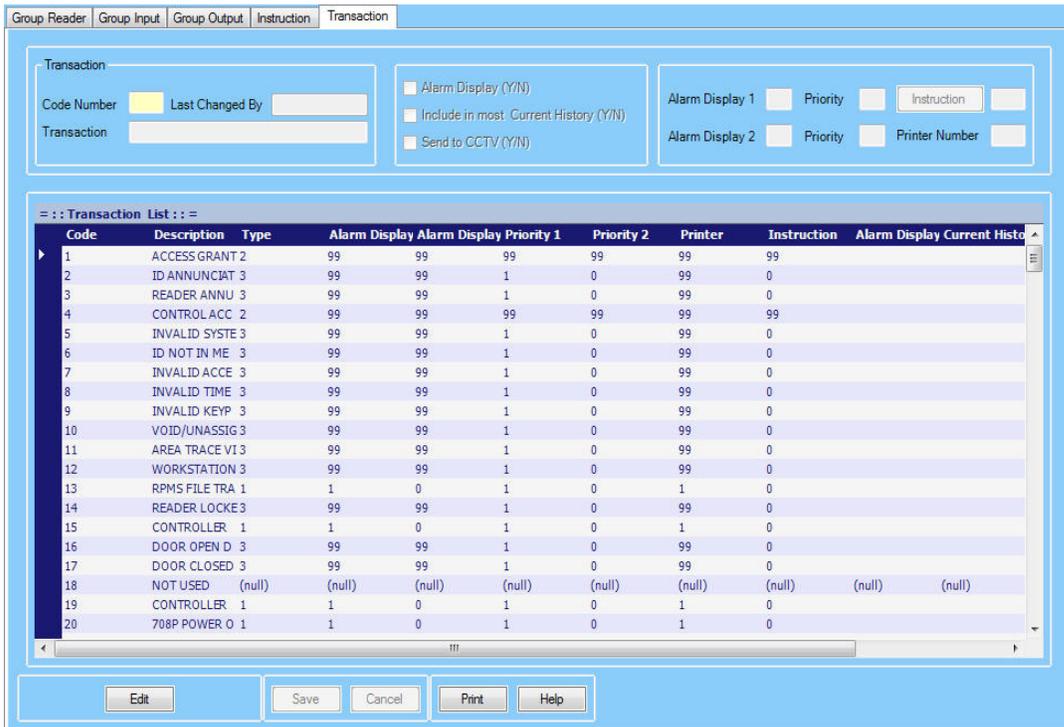
Starting the Transaction File

- First, you must launch the **Transaction File**.
- Click on **Admin** at the top of the **RISG Security Management System Window**.
- Click on **Administrator** from the drop down menu.
- Click on **Command** and click on **Transaction**.
- After selecting the **Transaction** module, the **Transaction** window will appear.
- After selecting the **Transaction** module, the **Transaction Records** window will display.

This window lists all of the Transaction records and their current settings.

Note: Any field with a value of 99 cannot be changed. These settings are made in other modules in the system or are fixed:

Figure 19: RISG Transaction Module



- At this point, you can modify the settings for the Transaction records.

Changing a Transaction Record

- To change existing records, click or highlight on the record.
- Click **"Edit"** button to open record properties.
- After completed new information press **"Save"** button.

Figure 20: RISG Transaction Module : Change a Record

Transaction	
Code Number	1
Last Changed By	
Transaction	ACCESS GRANTED
<input type="checkbox"/> Alarm Display (Y/N)	
<input type="checkbox"/> Include in most Current History (Y/N)	
<input type="checkbox"/> Send to CCTV (Y/N)	
Alarm Display 1	99
Priority	99
Instruction	99
Alarm Display 2	99
Priority	99
Printer Number	99

Field Names

- 1). **Code Number:** Transaction Code number. This number is assigned to the transaction by the system.
- 2). **Transaction:** Description of Transaction Code. This is also the basic message that will display for this Transaction. This name is assigned to the transaction by the system.
- 3). **Alarm Display 1:** Alarm Display selection. Number referenced is from Alarm Displays in System Control File.
- 4). **Alarm Display 2:** Alarm Display selection. Number referenced is from Alarm Displays in System Control File.
- 5). **Priority1:** Alarm Display Priority for Alarm Display 1. Priority 9 is highest, 0 is lowest.
- 6). **Instruction:** Instruction set is assigned here. Number referenced is from Instruction module.
- 7). **Priority2:** Alarm Display Priority for Alarm Display 1. Priority 9 is highest, 0 is lowest.
- 8). **Printer Number:** Alarm Printer selection. Number referenced is from Printer section of the System Control File.
- 9). **Alarm Display (Y/N):** This field allows you to select whether a given Transaction will be routed to the Alarm Display. Transactions such as Access Granted are normally not sent to the Alarm Display so that Operators can concentrate on Alarm messages that are exceptions from the norm.
- 10). **Include in Most Current History (Y/N):** This field allows you to select whether a given Transaction will be routed to the Most Current History queue.
- 11). **Send to CCTV:** This field allows you to select. Whether a given transaction will be routed to CCTV file.

Instruction

The Instruction file is the location where Instruction sets can be created for use in the Alarm Display. Instructions are assigned by their number to individual input circuits and can also be assigned globally to reader circuits in the Transaction File. A instruction is 255 characters in length.

Data Entry

- First, you must launch the **instruction** file.
- Click on **Admin** at the top of the **RISG Security Management System** Window.
- Click on **Administrator** from the drop down menu.
- Click on **Command** and click on **Instruction**.
- After selecting the **Instruction** module, the **Instruction** window will appear:

Figure 21: RISG Instruction Module

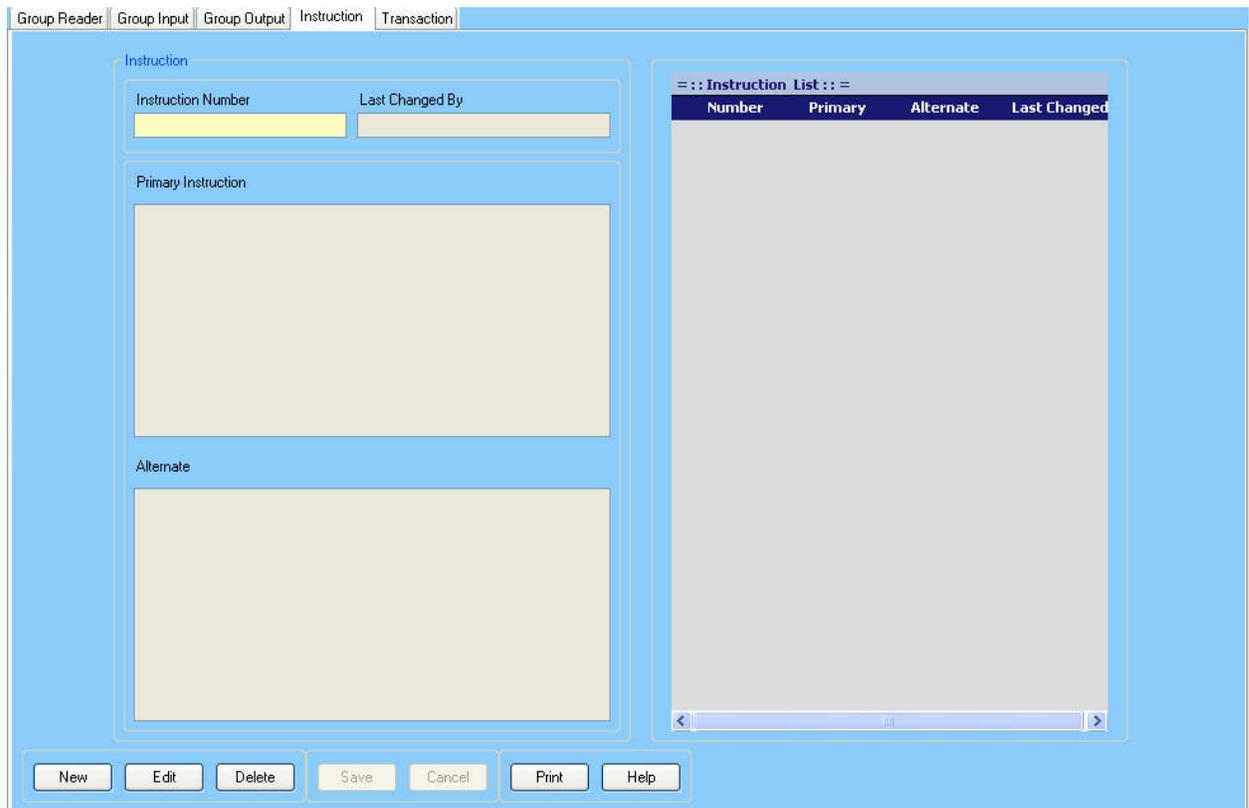


Figure 22: RISG Instructions module : List records

Number	Primary	Alternate	Last Change
1	Dispatch Security	Call Police Depart	เมื่อ
2	Contact Departm		เมื่อ

- At this point, you can **New**, **Edit**, **Save**, **Cancel** or **Delete** an **Instruction set**.

Building an Instruction

Because of the design of the module, Instructions are programmed in a group. You can click on "New" button. Once you request to enter a new record, the **New an Instruction** window will enable:

Figure 23: RISG Instruction Module : Add an Instruction

The screenshot shows the 'Add an Instruction' window. It has a title bar 'Instruction' and contains the following elements:

- Instruction Number:** A text input field with a yellow highlight.
- Last Changed By:** A text input field.
- Primary Instruction:** A large text area for entering the primary instruction.
- Alternate:** A large text area for entering the alternate instruction.
- Instruction List:** A table with columns: Number, Primary, Alternate, Last Changed. It contains two rows:

Number	Primary	Alternate	Last Changed
1	Dispatch Securi	Call Police Dep	เมส
2	Contact Depart		เมส
- Buttons:** A row of buttons at the bottom: New, Edit, Delete, Save, Cancel, Print, Help.

Field Names

The Instruction Module contains the following field names:

- 2). **Instruction Number:** The number assigned to this instruction set. This is the number used to attach the instruction set to an input circuit or a reader transaction.
- 3). **Primary Instructions:** Text files that are displayed in the Alarm Detail window when an alarm is selected for acknowledgement.
- 4). **Alternate:** Text files that are displayed in the Alarm Detail window when an alarm is selected for acknowledgement during an **Alternate Time Zone** in the input circuit file.

Changing an Instruction Record

- To change existing records, click or highlight on the record.
- Click **"Edit"** button to open record properties.
- After completed new information press **"Save"** button.

Deleting an Instruction Record

- To delete existing records, click or highlight on the record.
- Click **"Delete"** button to delete record.

Elevator Output

- Elevator Output is part of the optional feature, Elevator Control that allows the control of multiple elevators securing multiple floors. This feature is split into two modules:
 - Elevator **Outputs**, controls the floors that can be accessed.

Please Note - Outputs for floors must first be programmed in the Output Circuit File prior to proceeding with Elevator Output (Refer to the Output Circuit section of this manual).

- Elevator **Access** controls the Elevators.

Please Note - Readers for elevators must first be programmed in the Reader Circuit File prior to proceeding with Elevator Output (Refer to the Reader Circuit section of this manual).

Overview

- Using RISG system, the Elevator Output module allows you to access specific floors, using Elevator card readers, based on Access Level criteria assigned to Master Personnel records. This is accomplished by assigning a Reader as an elevator Reader to each elevator and assigning an Output for each floor to be accessed when the Reader is badged at that particular Elevator.

Please note: When using Elevator control, the EXP-O must be a sub panel of the ANX that the Elevator Reader is programmed.

- The floors are divided into Elevator Access Levels, and the Elevator Access Level is assigned to a Cardholder's record in the **Master Personnel** file. As an example:

Elevator Access 1 = Floors 1,2, and 3

Elevator Access 2 = Floors 1, and 3

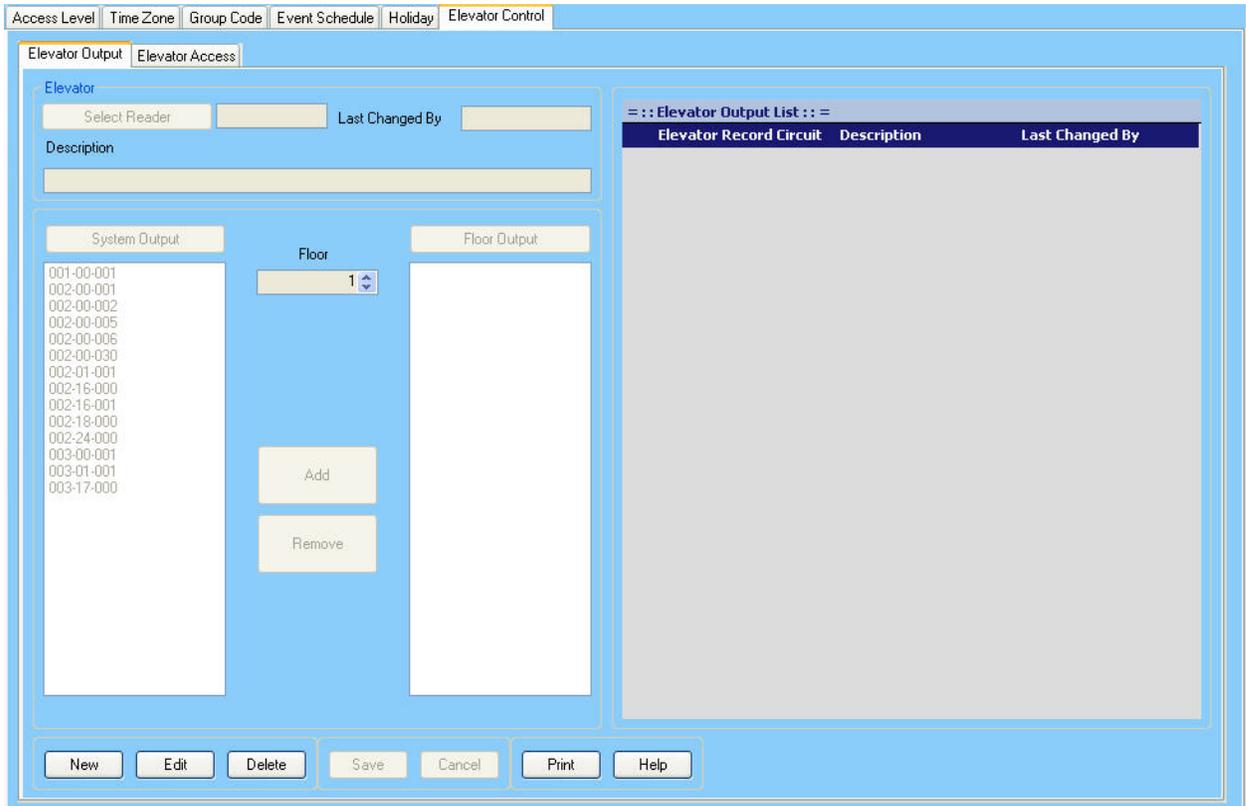
Elevator Access 3 = Floors 2, and 3

- These Access Levels correspond to the outputs designated for these floors.
- When an Elevator Reader is badged and access is granted, the outputs assigned to that Reader will turn on corresponding to the Elevator Access of the card. This in turn will allow the user to select the correct floor and move the elevator.

Data Entry

- First, you must launch the **Elevator Output** module.
- Click on **Admin** from the top of **RISG Security Management System** and then select **Administrator**.
- Click on **Access Level** and then **Elevator Control**.
- Select **Elevator Output** tab
- After selecting the **Elevator Output** module, the **List records** and **RISG Elevator Floor Outputs** windows will appear.

Figure 24: RISG Elevator Output module



- The **List records** window will be active only at this time.

Figure 25: RISG Elevator Floor Outputs list

=: Elevator Output List : =	
Elevator Record Circuit	Description
RDR-1	E1
RDR-2	E2

- At this point, you can **New**, **Edit**, **Save** or **Delete** a record.
- You can click on "**New**" button. Once you request to enter a new record, the new record window will enable:

Figure 26: RISG Elevator Output Add a record

Elevator Output Elevator Access

Elevator

Select Reader [] Last Changed By []

Description []

System Output Floor Floor Output

AREA ONE-A
AREA ONE-B
AREA ONE-C
ELEV LAMP
OUTPUT 1-A
OUTPUT 1-B
OUTPUT 1-C
OUTPUT 2-A
OUTPUT 2-B
OUTPUT 2-C
RECV LAMP
SHIP LAMP
TOUR1LAMP
TOUR1OUT1
TOUR1OUT2
TOUR1OUT3

1

Add

Remove

New Edit Delete Save Cancel Print

Field Names

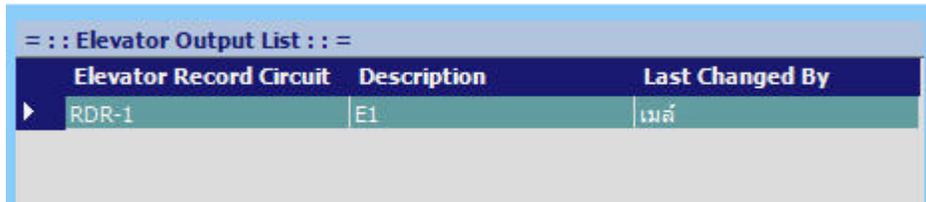
- 1.) **Select Reader** : The User Name of the Reader that Corresponds to this elevator.
- 2.) **Description**: The description of this Elevator Output.
- 3.) **System Output**: The Output List from the Output Circuit file.
- 4.) **Floor**: The designated floor that you are assigning this Output to.
- 5.) **Assigned Floors/Outputs**: The assigned Output that controls this floor.

Adding a Record

- Click on the **Select Reader** button and select the reader that is programmed for this Elevator.
- Enter the description for this circuit in the **Description** box.
- Select the desired floor in the **Floor** box either by typing it in or by using the **Up/Down** arrows.
- Select the desired **Output** circuit in the **Systems Output** box and click the **new** button and it will be displayed in the **Assigned Floors/Outputs** box along with the floor number. If you made an error and you want to remove what was added simply highlight the **Output/Floor** in the **Assigned Floors/Outputs** box and click the **Remove** button.
- When you have entered all of the desired data, click the **Save** button.

Changing Records

Figure 27: Change a record 1 of 1



The screenshot shows a window titled "Elevator Output List" with a table containing one record. The table has three columns: "Elevator Record", "Circuit", "Description", and "Last Changed By". The record shown is for "RDR-1" with circuit "E1", description "E1", and last changed by "เมธี".

Elevator Record	Circuit	Description	Last Changed By
RDR-1	E1	E1	เมธี

- To change a record you can click or highlight the desired record. Click on Edit button from the menu and the change a record 1 of 1 will appear:
- At this point you can make the necessary changes and when you are ready click the **Save** button and the changes will be saved and you will be returned to the **RISG Elevator Floor Outputs**.

Deleting Records

- Follow the procedures of **Changing Record(s)** records to delete records. Instead of selecting from the list and click on Delete button.
- However, be careful when selecting records to delete that they are the records you want to delete. Deleting records cannot be recovered. If you make a mistake, you will need to create the record again.

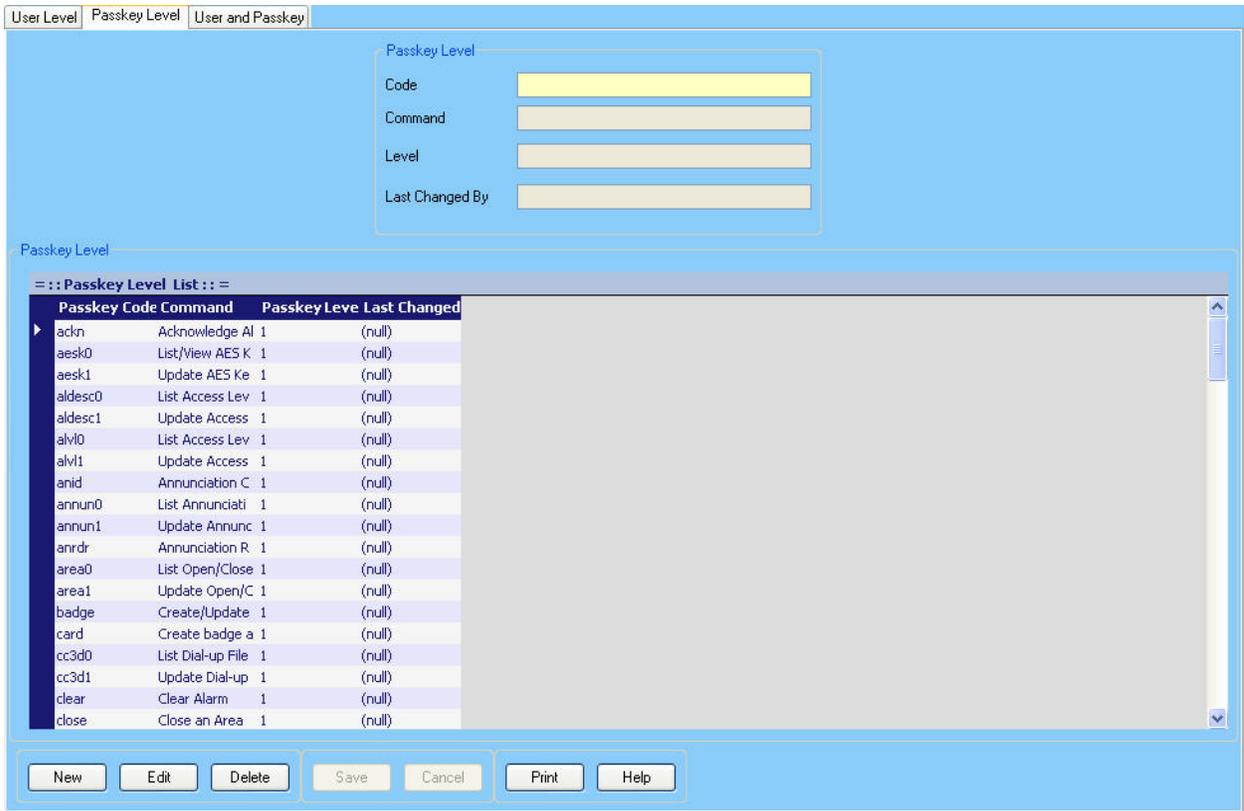
Passkey Level

The **Passkey Level** file is the location where all functions of the RISG System are assigned to their **Passkey Levels**. Passkey levels are assigned as a numerical value between 1 and 8; with 8 being the highest assignable passkey level. The operator permissions for the tasks in the system are set in the **User Level File**. The Passkey Levels are hierarchical in usage, i.e., a level 8 operator can access all functions, and a level 5 operator can access all functions assigned a level 5 or lower.

Data Entry

- First you must launch the **Passkey Level** file.
- Click on **Admin** at the top of the **RISG Security Management System** window.
- Click on **Administrator** from the drop down menu.
- Click on **User-Passkey Level** and click on **Passkey Level**.
- After selecting the **Passkey Level** module, the **RISG Passkey Level Records** window will appear:

Figure 28: RISG Passkey Level module



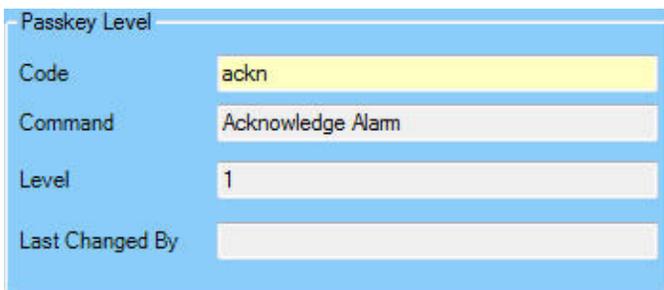
- At this point, you can **Add, Edit, Save, Cancel** or **Delete** a **Passkey Level**.

(Note: Do not add a command to the Command Level File, unless directed by RISG Inc. technical personnel.)

Changing Passkey Level record

- To change existing records, click or highlight on the record.
- Click **“Edit”** button to open record properties.
- After completed new information press **“Save”** button.

Figure 29: RISG Passkey Level module : Change a Record



Field Names

The Command User Level Module contains the following field names:

- 1). **Code:** This field is used by technical personnel only.
- 2). **Command:** The name of the operation that is currently being assigned a passkey level.
- 3). **Level:** The value set for operator permission level for this particular operation. Operator's individual passkey levels are set in the **User Level File**.

Deleting Passkey Level record

- To delete existing records, click or highlight on the record.
- Click on **"Delete"** button to delete record.

User Level

The **User Level** file is the location where all users of the RISG System are assigned to with their **Passkey** levels and their **Partition** levels. Passkey levels are assigned as a numerical value between 1 and 8; with 8 being the highest assignable passkey level. The individual permissions for the tasks in the system are set in the **Command Level File**. The Passkey Levels are hierarchical in usage, i.e., a level 8 operator can access all functions, and a operator assigned a level 5 can only access functions assigned a level 5 or lower.

Partition Level There are 5 **Partition Levels**, 1-5, and 0 for no partition. Levels 1-4 can only access circuit and personnel data within their partition and Level 5 can access data in all partitions. For installations not using the partitioning feature, all operators of the Partition Level should be set at 5

Data Entry

- First you must launch the **User Level** file.
- Click on **Admin** at the top of the **RISG Security Management System** window.
- Click on **Administrator** from the drop down menu.
- Click on **User-Passkey Level** and click on **User Level**.
- After selecting the **User Level** module, the window will appear:

Figure 30: RISG User Level Module

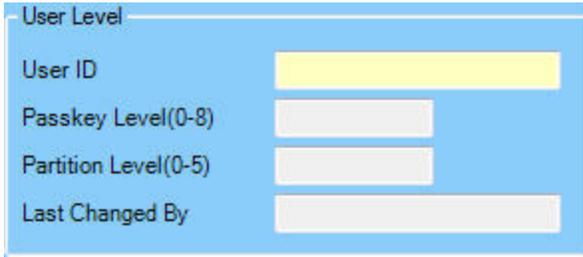
User ID	Passkey Leve	Partition Lev	Last Changed
Administrator	9	5	(null)
ris	9	5	(null)
เพ็ญ	9	5	(null)

- At this point, you can **New, Edit, Save, Cancel** or **Delete** a **User Level**.

Building a User Level

Because of the design of the module, User Levels are programmed in a group. You can click on **New** button. Once you request to enter a new record, the **Add a User Level** window will enable:

Figure 31: RISG User Level Module : New a User Level Information



The screenshot shows a window titled "User Level" with a light blue background. It contains four input fields arranged vertically. The first field, "User ID", is highlighted in yellow. The second field is "Passkey Level(0-8)", the third is "Partition Level(0-5)", and the fourth is "Last Changed By".

Field Names

The User Level Module contains the following field names:

- 1). **User ID:** The log in name of the operator as set up in the Windows Users Accounts
- 2). **Passkey Level:** The level of authority that an operator has with regard to the RISG applications. This is assigned as a numerical value between 1 and 8; with 8 being the highest assignable passkey level.
- 3). **Partition Level:** The value set for operator when the partitioning feature is used to block access to cardholder, reader circuit, output circuit and input circuit records. If this feature is not in use, the value should be set to 5, allowing access to all circuits and records for all operators. Editing permissions can be set in the **Command Level File**.

Changing User Level Record

- To change existing records, click or highlight on the record.
- Click **"Edit"** button to open record properties.
- After completed new information press **"Save"** button.

Deleting a User Level Record

- To delete existing records, click or highlight on the record.
- Click **"Delete"** button to delete record.

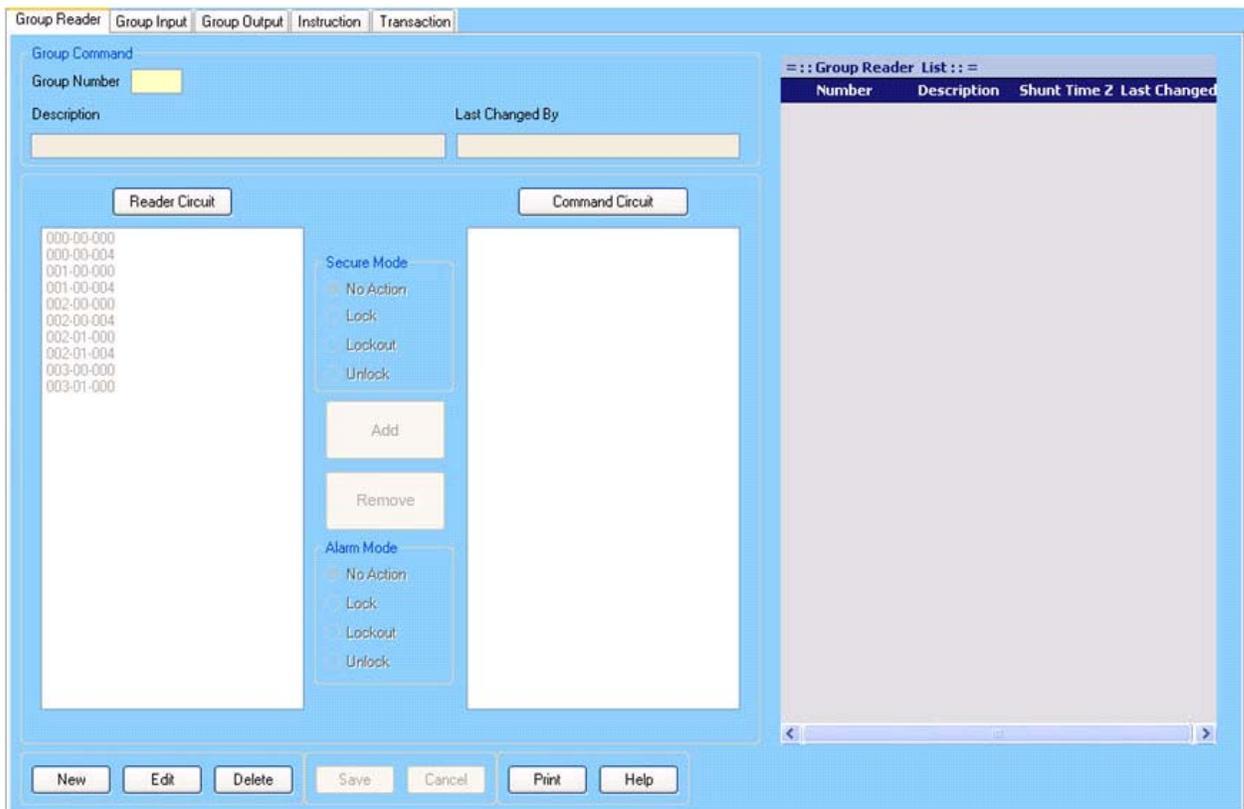
Group Reader

- Group Reader allows you to build a group of Reader Circuits. After the group is built, you can give this group Lock, Unlock or Lock Out commands from the operators screens. This will permit you to Lock, Unlock or Lock Out groups of Readers with a single command instead of calling each Reader individually. These functions can also occur automatically when an input has gone into alarm. (Refer to Input Circuits in this manual).

Data Entry

- First, you must launch the **Group Reader** module. Click on **Admin** from the top of **RISG Security Management System**.
- Select **Administrator**. Go to **Command** tab and click on “**Group Reader**”
- After selecting the **Group Reader** module, the **List a Group Reader** and **RISG Reader Groups** windows will appear.

Figure 32: RISG Group Reader Window Module



- The **List a Group Reader** window will be active only at this time.

Figure 33: RISG Reader Groups List

=: Group Reader List :=			
Number	Description	Shunt Tim	
1	DISABLE READERS	10	
2	Relock All Reader	10	
3	Unlock All Readers	10	

- At this point, you can **Add**, **Edit**, **Save**, or **Delete** a **Group Reader**.

Adding a Group Reader

- You will see “**New**” button below on the window to start add new **Group Reader**. Once you request to enter a new record, the **Add a Group Reader** window will enable:

Figure 34: Add a Group Reader enable:

The screenshot shows a software interface for adding a group reader. It features a blue header with tabs for 'Group Reader', 'Group Input', 'Group Output', 'Instruction', and 'Transaction'. Below the header, there are input fields for 'Group Command', 'Group Number' (highlighted in yellow), 'Description', and 'Last Changed By'. The main area is divided into two columns: 'Reader Circuit' on the left and 'Command Circuit' on the right. The 'Reader Circuit' column contains a list of readers: RDR-1, RDR-2, RDR-3, RDR-4, RDR-5, RDR-6, RDR-7, and RDR-8. Between the columns are two sections: 'Secure Mode' and 'Alarm Mode', each with radio buttons for 'No Action', 'Lock', 'Lockout', and 'Unlock'. Below these sections are 'Add' and 'Remove' buttons. At the bottom of the window is a toolbar with buttons for 'New', 'Edit', 'Delete', 'Save', 'Cancel', 'Print', and 'Help'.

Field Names

- 1.) **Group Number:** User definable number to reference the programmed group.
- 2.) **Description:** Optional description up to 70 characters to describe the group.
- 3.) **Reader Circuits:** List of readers programmed in the database and available for this group.
- 4.) **Command Circuits:** List of readers selected for this group.
- 5.) **New Button:** When you select a reader in the Reader Circuit section, clicking this button will add it to the Group Command Circuits section.
- 6.) **Remove Button:** When you select a reader in the Group Command Circuits, clicking this button will remove the reader from the Group Command Circuits section.
- 7.) **Alarm Mode:** Readers can be commanded automatically based on the mode of a programmed Input Circuit. In this option if a programmed input goes into **Alarm** the selected readers will perform the function selected (Only One Function can be selected)
 - **No Action:** No automatic action will be taken by the system.

- **Lock:** When a programmed input goes into **Alarm** the door that these readers are installed at will **Lock**.
- **Lockout:** When a programmed input goes into **Alarm** these readers are installed at will be **Locked Out (Will not read any cards)**.
- **Unlock:** When a programmed input goes into **Alarm** the door that these readers are installed at will **Unlock**.

8.) **Secure Mode:** Readers can be commanded automatically based on the mode of a programmed Input Circuit. In this option if a programmed input goes **Secure** the selected readers will perform the function selected (Only One Function can be selected)

- **No Action:** No automatic action will be taken by the system.
- **Lock:** When a programmed input goes **Secure** the door that these readers are installed at will **Lock**.
- **Lockout:** When a programmed input goes **Secure** these readers are installed at will be **Locked Out (Will not read any cards)**.
- **Unlock:** When a programmed input goes **Secure** the door that these readers are installed at will **Unlock**.

Creating a Group Reader

- Enter the group number and if desired enter a description up to 70 characters
- Select the readers from the Reader Circuits section and click the Add button and it will appear in the Group Command Circuits section. Repeat this step until you have all of the desired readers in the Group Command
- Once you've entered the desired data, you can press the **Save** button to save the record. The window will appear showing the reader group created.

Changing a Group Reader

- Highlight the available group reader.
- Click **Edit** button, group reader will enable and you can modify the information.
- Click **Save** when you completed new information.

Deleting a Group Reader

- Highlight the available group reader.
- Click on **Delete** button, selected group reader will be deleted.

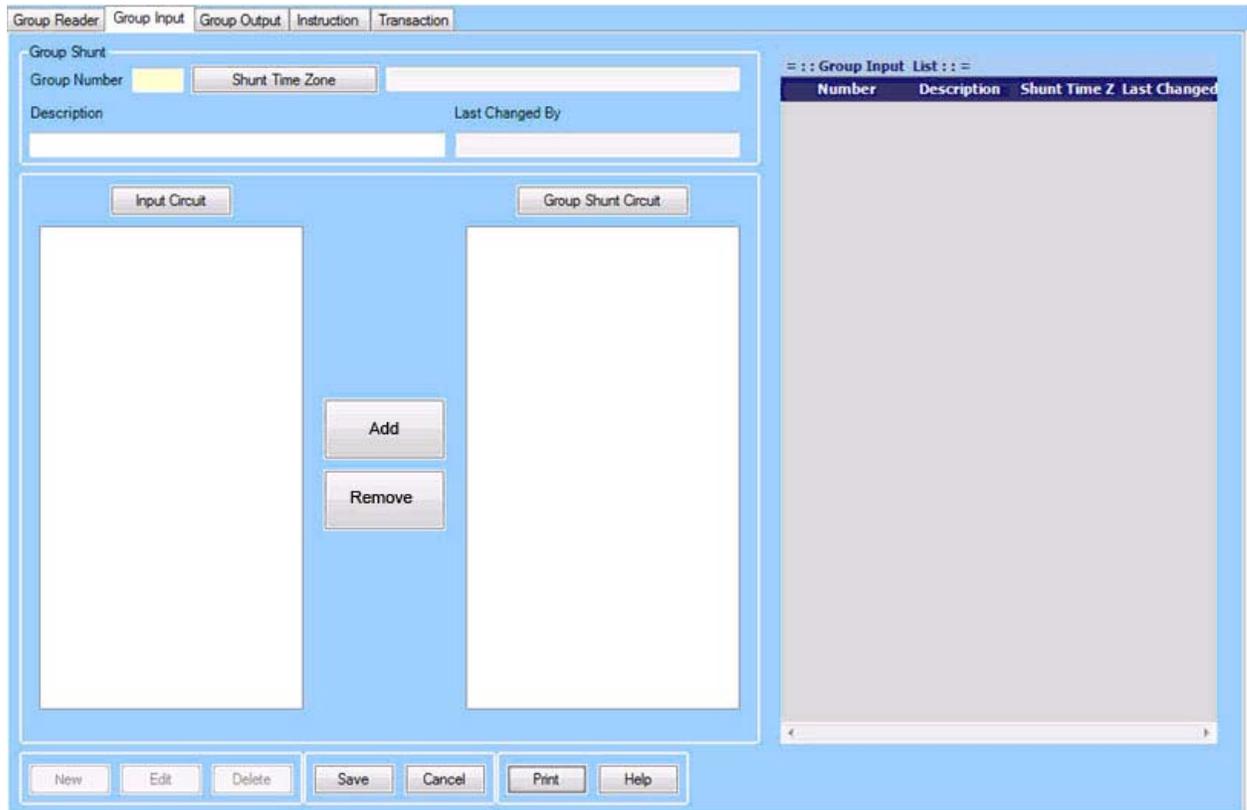
Group Input

Group Input provides a means with which you can group Input Circuits together for the purpose of enabling/disabling them by Manual command on a Workstation or automatically via a Time Zone.

Data Entry

- First you must launch the **Group Input** module. Click on **Admin** from the top of **RISG Security Management System** and then select **Administrator**. Go to **Command** tab and click on **"Group Input"**.
- After selecting the **Group Input** module, the **List an Input Group Input** window will appear:

Figure 35: RISG Group Input module



- The **List an Input Group Input** window will be active only at this time.

Figure 36: RISG Group Input List

::: Group Input List :::			
Number	Description	Shunt Time Z	Last Changed
1	Ground Floor Perimeter	0	
2	2nd Floor Motion Detectors	0	

- At this point, you can **New**, **Edit**, **Save**, or **Delete** a **Group Input**.

Building a Group Input

Because of the design of the module, Group Inputs are programmed in a group. You can click **New** button. Once you request to enter a **New** record, the **Add a Group Input** window will enable:

Figure 37: Add new Group Input

The screenshot shows a software interface for adding a new Group Input. The window has a blue border and a title bar with tabs: 'Group Reader', 'Group Input', 'Group Output', 'Instruction', and 'Transaction'. The 'Group Input' tab is active. The window is divided into several sections. At the top, there is a 'Group Shunt' section with a 'Group Number' field (highlighted in yellow), a 'Shunt Time Zone' button, a 'Description' field, and a 'Last Changed By' field. Below this, there are two large white rectangular areas: 'Input Circuit' on the left and 'Group Shunt Circuit' on the right. The 'Input Circuit' area contains a list of circuit names: DOOR 23 E, DOOR 24 W, DOOR 25 SO, E. STAIRS, INPUT 16-00, RECEPTION ROOM 240, ROOM 241, TOUR1CKT1, TOUR1CKT2, TOUR1CKT3, TOUR1CKT4, TOUR2CKT1, TOUR2CKT2, TOUR2CKT3, and W. STAIRS. Between these two areas are 'Add' and 'Remove' buttons. At the bottom of the window, there is a row of buttons: 'New', 'Edit', 'Delete', 'Save', 'Cancel', 'Print', and 'Help'.

Field Names

The Group Input Module contains the following field names:

- 1). **Group Number:** This is the number assigned to this Group Shunt Record, and is used, along with the Description to identify the Group Shunt in Status when it is in effect.
- 2). **Description:** This field is for a text description of the Group Shunt Record. This description, along with the Group No., is displayed when this group is in effect 65 alphanumeric characters maximum.
- 3). **Input Circuits:** These are the Input Circuits available to be assigned into Group Shunt Records.
- 4). **Shunt Time Zone Number:** This is the number of a Time Zone record that can be used to automatically disable this Group during the time values set in this Time Zone
- 5). **Group Shunt Circuits:** These Input Circuits are members of this Group Shunt Record.

- Sample of a completed Group Input Record:

Figure 38: Sample Group Input

The screenshot shows a software window titled "Group Input" with several tabs: "Group Reader", "Group Input", "Group Output", "Instruction", and "Transaction". The "Group Input" tab is active. At the top, there is a "Group Shunt" section with a "Group Number" field containing "1", a "Shunt Time Zone" button, and a description field containing "Ground Floor Perimeter". Below this is a "Last Changed By" field. The main area is divided into two columns: "Input Circuit" and "Group Shunt Circuit". The "Input Circuit" list contains: DOOR 23 E, DOOR 24 W, DOOR 25 SO, INPUT 16-00, ROOM 240, ROOM 241, TOUR1CKT1, TOUR1CKT2, TOUR1CKT3, TOUR1CKT4, TOUR2CKT1, TOUR2CKT2, TOUR2CKT3. The "Group Shunt Circuit" list contains: W. STAIRS, RECEPTION, E. STAIRS. Between these lists are "Add" and "Remove" buttons. At the bottom of the window are buttons for "New", "Edit", "Delete", "Save", "Cancel", "Print", and "Help".

- Make sure as well as the data entries, and press the **Save** button.
- The edited Group Input will be listed in the **RISG Group Input window** as a new record.

Changing a Group Input

- Highlight the available group input.
- Click on **Edit** button, group input will enable and you can modify the information.
- Click **Save** when you completed new information.

Deleting a Group Input

- Highlight the available group input.
- Click on **Delete** button, the selected group input will be deleted.

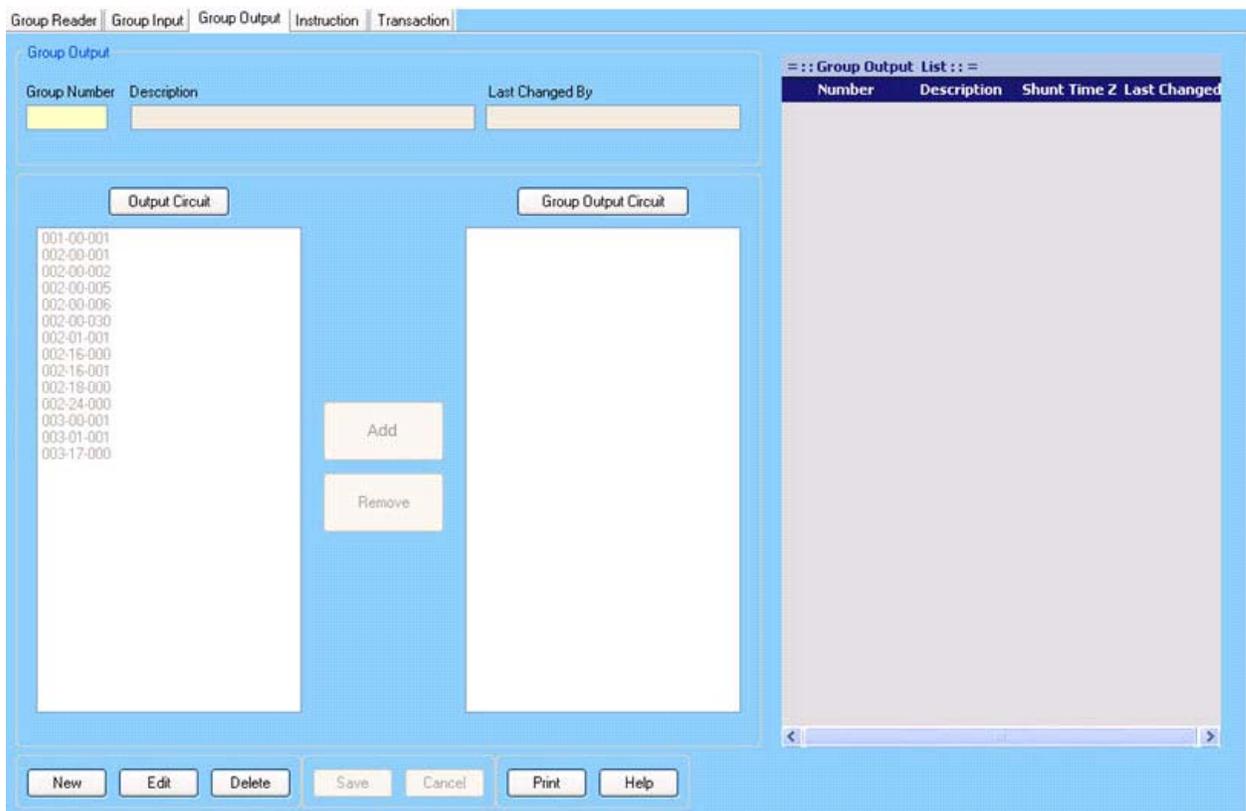
Group Output

Group Output provides a means with which you can group Output Circuits together for the purpose of turning them on or off by manual command from a Workstation.

Data Entry

- First you must launch the **Group Output** . To do this click on **Admin** from the top of **RISG Security Management System** and then select **Administrator**.
- Then go to **Command** tab and click **Group Output** .
- After selecting the **Group Output** module, the **List a Group Output** window will appear:

Figure 39: RISG Group Output module



- The **List a Group File** window will be active only at this time.

Building a Group Output

Because of the design of the module, Group Outputs are programmed in a group. You can click on "New" button. Once you request to enter a new record, the **Add a Group Output** window will enable:

Figure 40: New a Group Output

The screenshot shows a software interface for creating a new Group Output record. At the top, there are navigation tabs: Group Reader, Group Input, Group Output (selected), Instruction, and Transaction. Below the tabs, the 'Group Output' section contains three fields: 'Group Number' with the value '1', 'Description' with the value '1st Floor Output Group', and 'Last Changed By' with the value 'LMS'. Below these fields are two lists of output circuits. The left list, titled 'Output Circuit', contains: AREA ONE-C, ELEV LAMP, OUTPUT 2-A, OUTPUT 2-B, OUTPUT 2-C, RECV LAMP, SHIP LAMP, TOUR1LAMP, TOUR1OUT1, TOUR1OUT2, and TOUR1OUT3. The right list, titled 'Group Output Circuit', contains: AREA ONE-A, AREA ONE-B, OUTPUT 1-A, OUTPUT 1-B, and OUTPUT 1-C. Between these two lists are 'Add' and 'Remove' buttons. At the bottom of the window, there is a row of buttons: New, Edit, Delete, Save, Cancel, Print, and Help.

Field Names

The Group Output Module contains the following field names:

- 1). **Group number:** This is the number assigned to this Group Output Record, and is used, along with the Description to identify the Group Output in Status when this Group is activated.
- 2). **Description:** This field is for a text description of the Group Output Record. This description, along with the Group No., is displayed in Status when this group is activated. 70 Alphanumeric characters maximum.
- 3). **Output Circuits:** These are the Output Circuits available to be assigned to Group Output Records.
- 4). **Group Output Circuits:** These Output Circuits are members of this Group Output Record.

- Sample of a completed Group Output Record:

Figure 41: Sample Group Output

- Make sure to change the **Group Output Number**, as well as the data entries, and press the **Save** button.
- The edited Group Output will be listed in the **RISG Group Outputs window** as a new record.

Figure 42: RIS Group Output list

= :: Group Output List :: =		
Number	Description	Shunt Time Z
1	1st Floor Output Group	0
2	Output Group One	0
3	Output Group Two	0

- At this point, you can **New, Edit, Save, or Delete** a **Group Output** record.

Changing a Group Output

- Highlight the available group output.
- Click on **Edit** button, group output will enable and you can modify the information.
- Click **Save** when you completed new information.

Deleting a Group Output

- Highlight the available group output.
- Click **Delete** button, selected group output will be delete.

Utilities

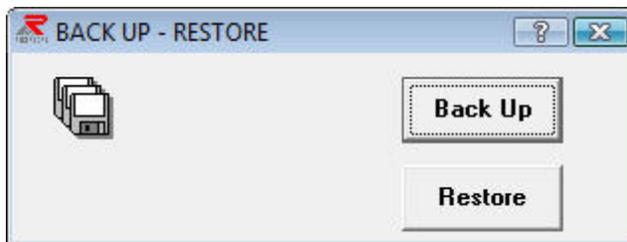
- The following information is provided for your assistance in the procedures described herein
- [MSDE Backup Procedures](#)
- [Net Use](#)

Backing up the RISG Database (MSDE)

The backup procedure explained here is for backing up the **RIS** database to a **Disk Drive**. If you desire to backup to a **Tape Drive** the procedures are basically the same except you will enter the **Tape Drive** letter instead of **Disk** in the **MSDE Backup** window.

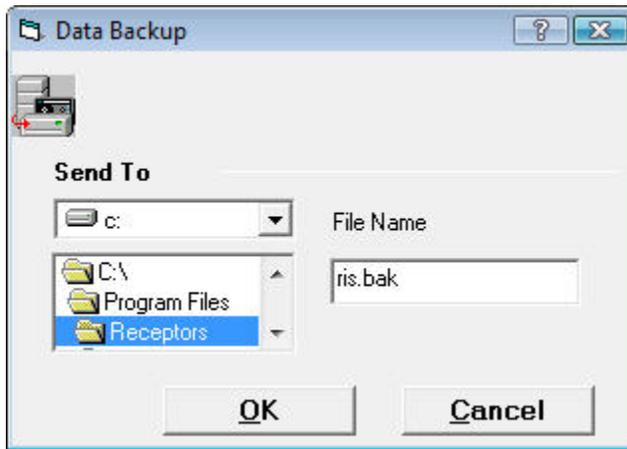
- First you must launch **Database Backup/Restore**. To do this click on **Database** at the top of the **RISG Security Management System** window and select **Database Backup/Restore** from the drop down menu.
- After selecting **Database Backup/Restore**, the **GP2 Backup Up – Restore** window will appear:
-

Figure 43: GP2 Back Up - Restore



- Click the **Back Up** button and the **Data Backup** window will appear.

Figure 44: Data Backup



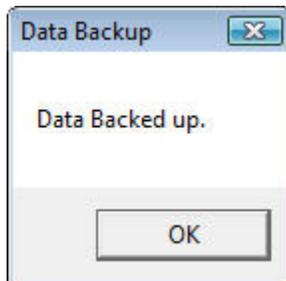
- In the **Destination Path** box, type the path that you want to backup the database to.
- In the **File Name** box, type the file name or you can leave as the default.
- When you are ready click the **OK** button and the **Data Backup** window will appear asking you to confirm that you want to backup the database.

Figure 45: Data Backup – Confirm



- Click on **Yes** button to Backup or **No** button to cancel backup
- If you click **No** button you will be returned to the previous window (**Data Backup**).
- If you click **Yes** button, after a couple of seconds the **Data Backup** window will appear indicating that the database backup is complete.

Figure 46: Data Backup



- When you are ready click **OK**.

