

Manual
LockingSystemManagement Version 3.3

02.2016

Manual

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1 General information

This manual describes the functions in the locking management software. The Locking System Management software, LSM software for short, was developed to manage complex locking systems with SimonsVoss locking components.

Other documents are available to supplement this manual:

- LSM update manual

Describes the update process for previous versions. *Available soon.*

- Smart user guide

This manual describes how to handle the LSM software in detail, using an example to illustrate its use. *Available soon.*

- WaveNet radio manual

For online and VN. *Available soon; use the existing WaveNet document until available.*

1.1 Legal notes

The purchaser is expressly informed that use of the locking system (e.g. with access event logging and DoorMonitoring functions) may be subject to statutory permit requirements and employee rights to co-determination, especially with regard to data protection legislation. The purchaser or customer and the end user are responsible for ensuring that the product is used in compliance with the law.

Malfunctions may arise if the product is not used as agreed or is used in a non-standard way, or the product undergoes repairs or modifications not expressly approved by SimonsVoss Technologies GmbH, or assistance with the product is obtained from a non-specialist service provider; do not use the product or have it repaired or serviced in this way. Any modifications not expressly permitted by SimonsVoss Technologies GmbH will result in the loss of the right to make liability or warranty claims or any specially agreed rights to make guarantee claims.

1.2 Safety instructions

WARNING

Access through a door may be blocked due to incorrectly fitted or incorrectly programmed components. SimonsVoss Technologies GmbH is not liable for the consequences of incorrect installation, such as blocked access to injured persons or those at risk, physical damage or any other losses.

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⚠ CAUTION

You must observe the warnings in the instructions for use for the individual SimonsVoss components.

⚠ CAUTION

The products/systems described in this manual may only be operated by persons who are qualified to perform the related tasks. Qualified staff are capable of identifying any risks associated with handling these products/systems and avoiding potential hazards thanks to their knowledge and skills.

NOTICE

The locking system password is an essential integral part of the security concept for the whole system. You must take care to ensure that the locking system password is kept in a safe, secure place and can be consulted at any time. Losing the locking system password may not only cause significant impairment to locking system operation, but can also lead to a greater security risk.

NOTICE

SimonsVoss Technologies GmbH reserves the right to make changes to the product without prior notification. For this reason, descriptions and illustrations in these documents may differ from the latest versions of products and software. The original German version should be taken as a reference in cases of doubt. Errors and spelling mistakes excepted. You can obtain more information about SimonsVoss products at: www.simons-voss.com

NOTICE

You should dispose of batteries in compliance with local and national regulations.

1.3 Minimum system requirements

The following system prerequisites must be met as a minimum to ensure that the software is stable in its operation:

- Operating system: Windows 7, 8 & 10 Professional, 32- or 64-bit version.
- Interface: USB 2.0
- Screen resolution: at least 1024 x 768 pixels
- Processor: at least 2.66 GHz (*as single-core processor*)
- RAM: at least 2 GB
- Memory space: around 500 MB (*about 1 GB during installation*)

NOTICE

.NET Framework 3.5 must be already installed before installing any version of LSM.

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LSM BUSINESS: The following system prerequisites are recommended when installing the ADB server ("database server"):

- Operating system: Windows Server 2003, 2008 or 2012
- Interface: USB 2.0, e.g. for WaveNet components
- Processor: at least 2.66 GHz (*as single-core processor*)
- RAM: at least 2 GB
- Memory space: around 350 MB (*about 500 MB during installation*)

NOTICE

LSM BUSINESS: The locking system database directory on the server must be shared on the network.

We recommend using high-performance, up-to-date hardware which exceeds the minimum system requirements at all times to ensure that the LSM software functions smoothly. A high-resolution wide-screen monitor, 21 inch or larger, is best suited to keeping track of things at all times, even in large locking systems with many components.

LSM MOBILE:

As a basic rule, LSM Mobile can be used with all PDAs or pocket PCs featuring a Bluetooth interface and using Windows Mobile 5.0 or higher. Due to the wide range of built-in components (*mainly Bluetooth components*), however, support can only be provided for the models:

SOCKET MOBILE 650, PIDION BM-170, FUJITSU SIEMENS
POCKET LOOX C550, HP IPAQ 214, DELL PDA, ACER PDA.

Alternatively, LSM Mobile can also be used on a netbook, tablet PC or notebook using Windows 7 or higher. LSM Mobile does not run on Windows RT versions. The mobile computer system used must feature an unassigned USB port to connect a programming device.

NOTICE

Read the LSM software release notes to see which version of LSM Mobile is to be used.

1.4 Information on the manual

This manual describes the functions in the LSM software. This allows the user to programme SimonsVoss locking components and manage the locking system.

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NOTICE

This manual does not describe individual SimonsVoss locking components. You must consult the quick guides and manuals for the individual components to understand individual components.

Transponders

As a basic rule, the LSM software regards all ID media, such as transponders, tags and cards, as transponders. In this manual, the term 'transponder' therefore also refers to all other ID media such as tags and cards.

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2 Installation

This section describes initial LSM software installation on a system which does not have a previous version of LSM installed. It is possible to update to LSM 3.3, the current version, from an earlier version, but you must ensure that LSM 3.3 is not installed in parallel to older versions of LSM. LSM Business also requires the ADS server in Version 11.1.

The LSM update manual (*available shortly*) documents the LSM software update.

2.1 Software

NOTICE

We strongly recommend installing the LSM software directly into a local administrator account. *Log on using a Administrator account; do not merely select "Run as administrator" when logged on as an ordinary user.*

2.1.1 LSM Basic

LSM Basic is installed on a single local computer only. *It is not possible and is not permitted to save the database via the network since the integrity of the database can no longer be guaranteed in such cases.*

1. Launch the set-up file as an administrator.
2. Follow the installation instructions.
 - ⇒ You need to accept the licence conditions to carry out installation.
3. Launch LSM Basic (*desktop icon or Start/Programme/SimonsVoss/LSM BASIC*)

NOTICE

Save your locking system locally on the computer and generate backups on external disks or data storage devices on a regular basis.

2.1.2 LSM Business

Install and configure ADS server

The Advantage Database Server is an essential tool for operating LSM Business. Using the ADS server is the only way to ensure that a number of people can access the locking plans in the database at the same time and that data are successfully exchanged in the process.

This section shows all the necessary steps which you need to take on the server.

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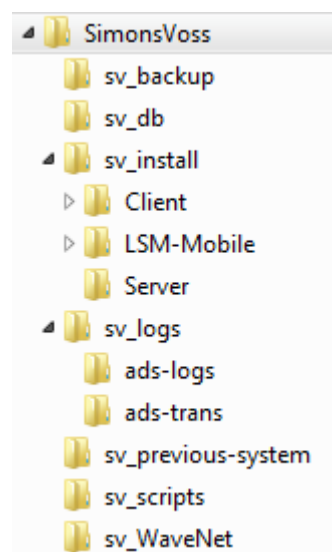
NOTICE

You need a valid licence key to install the ADS server (*validation code and replication code*). Contact your vendor, keeping your SimonsVoss delivery note for LSM Business software at hand if you do not have a licence key yet. The SimonsVoss delivery note contains a certificate with a serial number and validation code which is used to register the ADS licence.

Create folder structure

We recommend working with the folder hierarchy established by SimonsVoss. This default hierarchy offers many advantages in terms of installation help and support.

Create the following folder hierarchy directly in the main directory (e.g. C:\SimonsVoss\), which can then be used to store objects such as the locking plan and log files:



- The "sv_backup" folder can be used to store local backup files, which can, in turn, be used to restore an earlier state of the locking system.
- The locking plan can be saved in the "sv_db" folder.
- Installation files can be saved in the "sv_install" folder.
- The ADS server log files are save in the "sv_logs" folder.
- Files from older versions of LSM can be stored in the "sv_previous-system" folder.
- The "sv_scripts" folder can be used to store objects such as the backup script, which is added to the Windows task scheduler.
- Objects such as WaveNet Manager files can be stored in the "sv_WaveNet" folder.

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Install ADS server

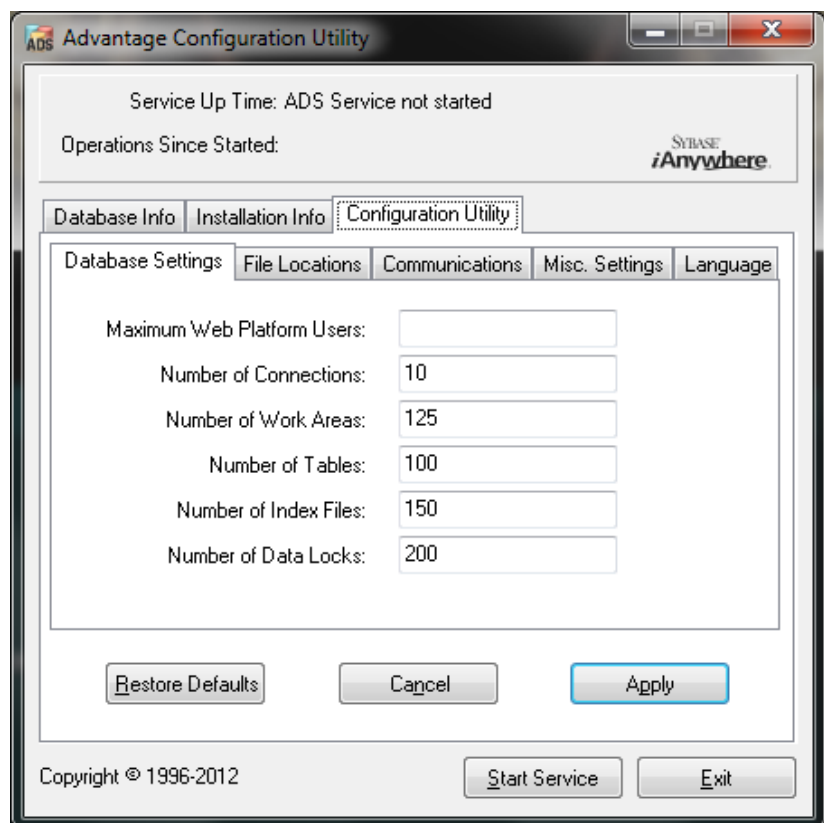
Install the ADS server on the server:

1. Launch the set-up file as an administrator.
2. Follow the installation instructions.
 - ⇒ You need to accept the licence conditions to carry out installation.
 - ⇒ Enter the required codes to register the ADS server correctly when prompted.

Configure ADS server

Configure the ADS server with the help of the Advantage Configuration Utility:

1. Launch the Advantage Configuration Utility, e.g. at *Start/Programme/Advantage Database Server/Advantage Configuration Utility*. (The Configuration Utility may already be launched)
2. Select the "Configuration Utility" tab.
3. Change the following properties in the "Database settings" tab and press the "Apply button" to save:

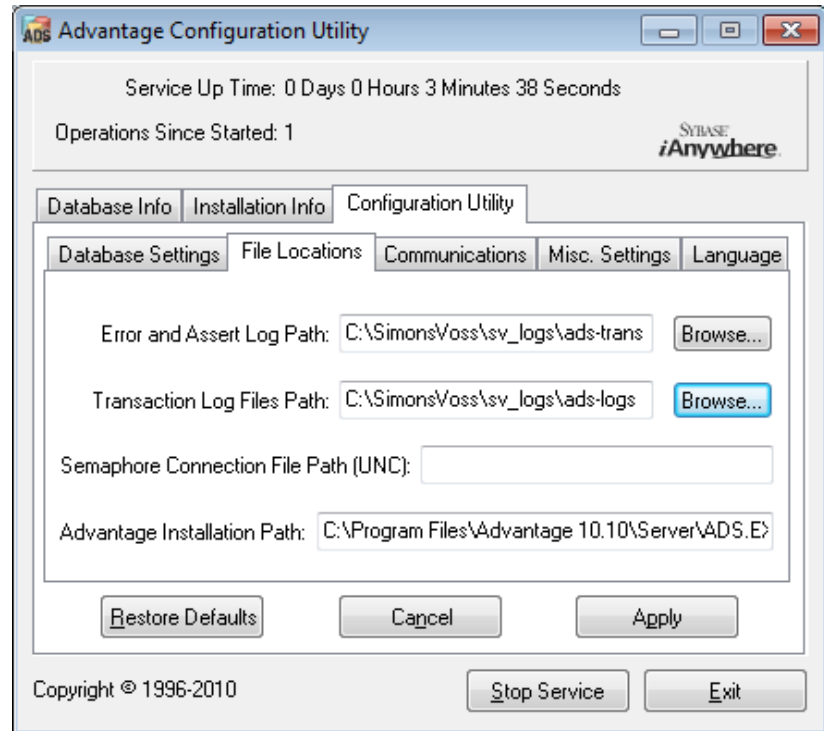


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4. Change the following properties in the "File locations" tab and press the "Apply button" to save:



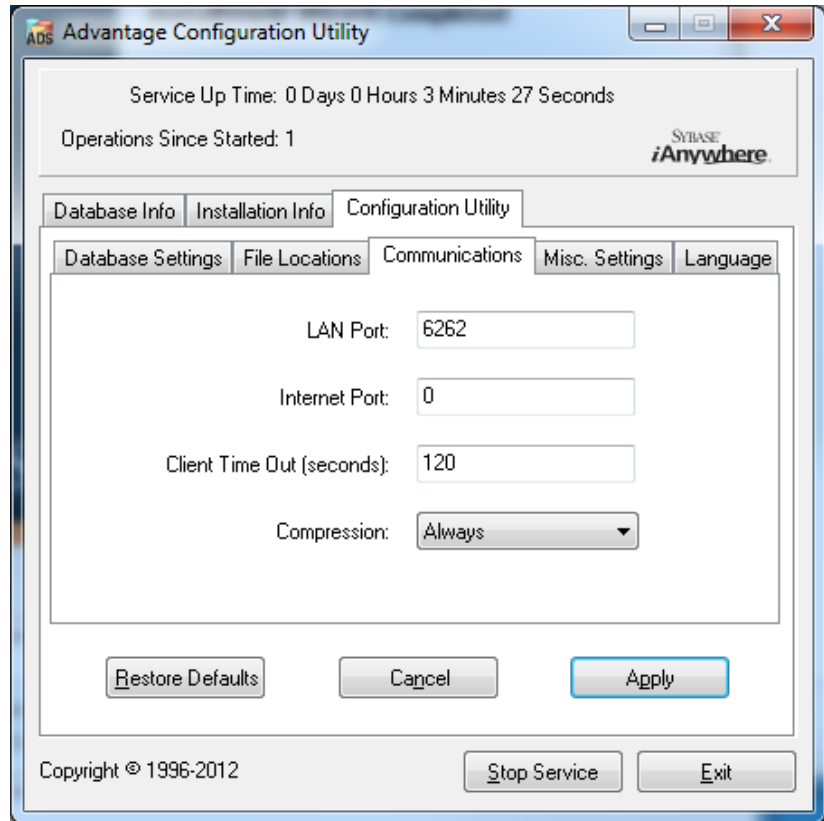
⇒

⇒ Note that the drive path may differ from the one on the server (here C:).

5. Change the following properties in the "Communications" tab and press the "Apply button" to save:

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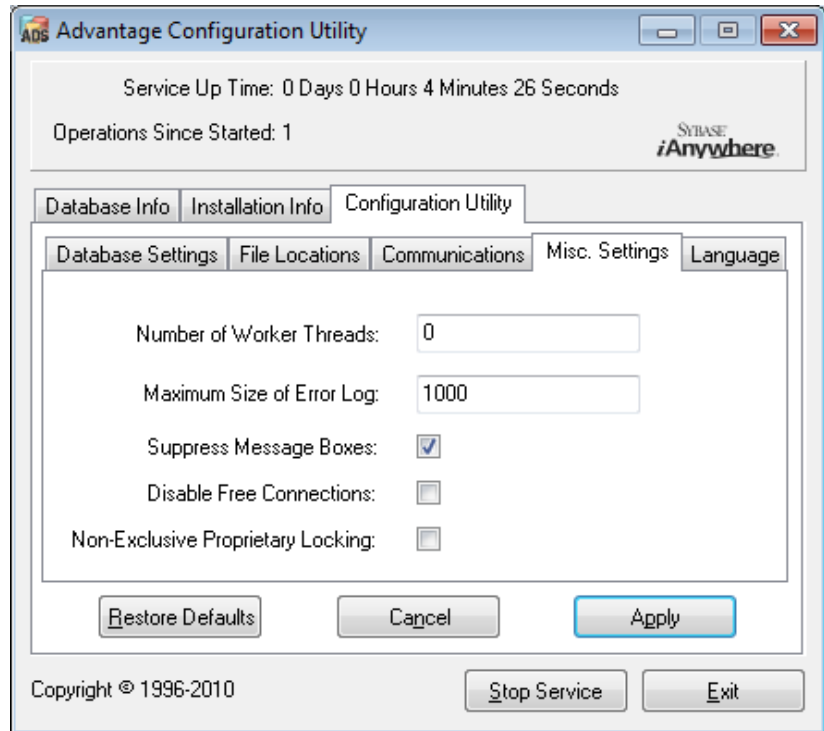
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6. Change the following properties in the "Misc. settings" tab and press the "Apply button" to save:

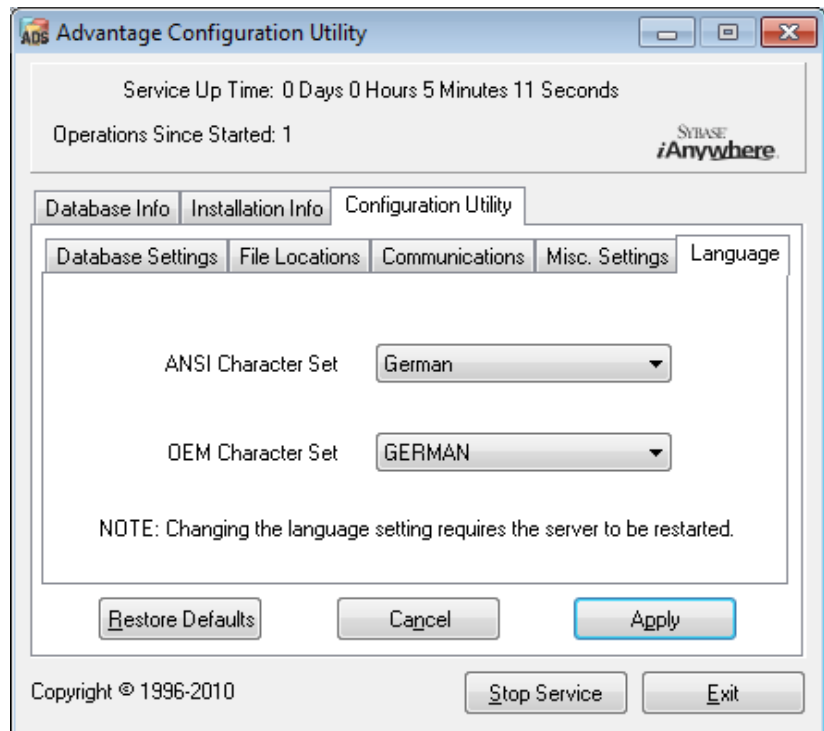
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- 7. Change the following properties in the "Language" tab and press the "Apply button" to save:



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Check ADS server service

Check whether the ADS server service is automatically run as a system service:

1. Open the control panel, e.g. using *Start/Control panel*.
2. Open the "Administration" folder.
3. Open the "Services" folder
4. Check whether the "Advantage Database Server" service status is "Launched" and the launch type is set to "Automatic".
⇒ Double-click on the ADS service to change any values if necessary.

Share database on the network

The "sv_db" database directory on the server must be shared on the network. Configure a share with read rights. We recommend configuring a "hidden share". *You can shared resources by inserting the \$ character at the end of the share path.*

Set up local application backup

It is important to create backups of the locking system on a regular basis. Take the necessary measures to ensure that the "sv_db" folder is automatically backed up at regular intervals.

The following script ends the ADS service, copies the database for back-up purposes and re-launches the ADS service:

```
rmdir /s /q C:\PATH_BACKUP\
```

```
net stop Advantage /y
```

```
md C:\PATH_BACKUP\ xcopy C:\PATH_SOURCE\*.* C:\PATH_BACKUP\ /s /c /e
```

```
net start Advantage /y
```

- "PATH_BACKUP" represents the folder path where the database needs to be copied for back-up purposes.
- "PATH_SOURCE" represents the exact path to the "lsm_db" folder where the database is to be saved.

Save this script as a batch file (.bat) in the *C:\SimonsVoss\sv_scripts* folder to carry out this task automatically (create new task in Windows task scheduler). The saved database with the locking plan, saved under "PATH_BACKUP", can be archived using any standard backup tool.

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NOTICE

A backup on an additional external medium is strongly recommended.

Install and configure LSM Business

Install LSM Business

LSM Business is installed on the client computers as required. These computers access the ADS server on the network which manages the locking plans.

1. Launch the set-up file as an administrator.
2. Follow the installation instructions.
⇒ You need to accept the licence conditions to carry out installation.
3. Launch LSM Business (*desktop icon or Start/Programme/SimonsVoss/LSM BUSINESS*)

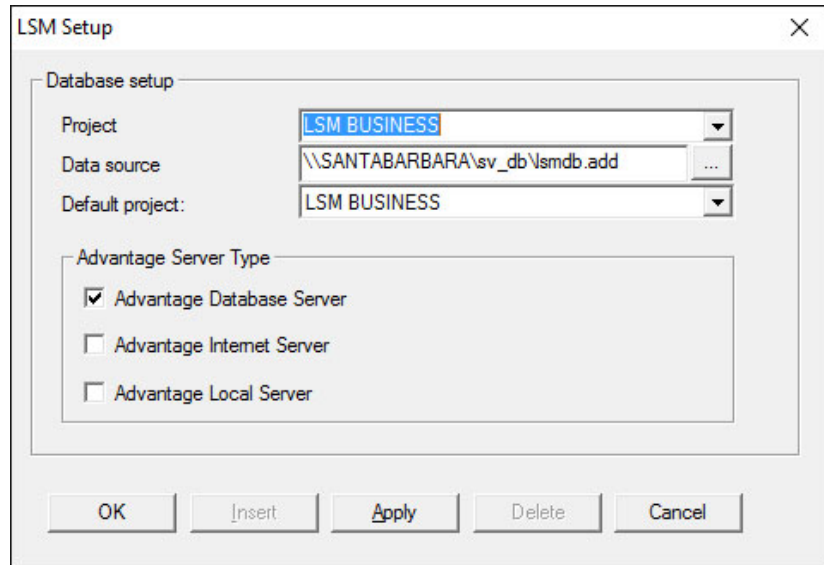
Configure LSM Business

LSM Business needs to be configured once. In this step, we copy an empty locking plan onto the server and configure LSM Business, so that it can access this locking plan.

1. Extract the locking plan which is stored in the LSM Business installation directory (e.g. *C:\Programme (x86)\SimonsVoss\LockSysMgr_3_3\db*) and transfer it to the "sv_db" server directory.
2. Launch LSM Business (e.g. *using Start/Programme/SimonsVoss/LSM BUSINESS*).
3. Select "Setup".
4. If it is being run for the first time, a window will open, where the database path is to be set.

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⇒

- ⇒ Enter a project name.
- ⇒ Use the "." button to select the path to the server and link directly to the lsmdb.add file. In the case of hidden releases, the path to lsmdb.add must be entered directly with the \$ character, e.g.: \\<SERVER>\sv_db\$\lsmdb.add
- ⇒ *You cannot select a local directory in LSM Business.*

5. Apply the settings.

Install Crystal Reports hotfix

Crystal Reports is used as a reporting tool in the background. The tool is automatically installed when LSM Business is installed. A current hotfix needs to be installed to ensure correct operation.

1. Launch the hotfix in .exe format.
2. Follow the installation instructions.
 - ⇒ You need to accept the licence conditions to carry out installation.

2.1.3 Register LSM

LSM Basic provides essential programming and locking system management tasks without the need to register add-on modules. You need to register any further LSM Basic add-on modules or use of LSM Business or LSM Professional.

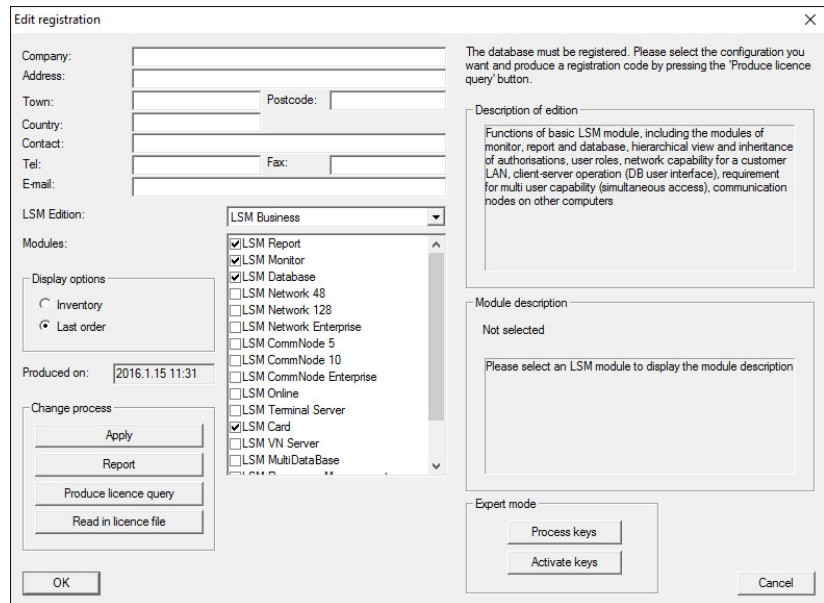
This is how you can activate the software (or individual components):

1. Open the "Edit registration" window.

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- ⇒ When installing LSM Business or LSM Professional, the window is automatically displayed when the client establishes the connection with the database for the first time.
- ⇒ You can also click on the "Edit" button in the *Help/Registration* menu bar to open the window in all LSM versions.



- 2. First, fill out all fields, such as company, address and town/city, correctly.
- 3. Confirm your input by clicking on the "Apply" button.
- 4. Select your LSM edition from the drop-down list.
- 5. The checkbox is set to "Existing" on the display options by default. All modules which are already highlighted are enabled. Also select other modules which you have already acquired.
 - ⇒ If you click on any module, its description will be displayed on the right next to the list.
- 6. Generate a .rgo file by clicking on the "Create licensing request" button.
- 7. Send this .rgo file to SimonsVoss Technologie GmbH by **email (registration@simons-voss.com)**.
 - ⇒ A wizard will automatically generate an email, which you can immediately send. *Your computer must feature an email client such as Outlook and be connected to the Internet to do so.*
 - ⇒ You must ensure that the corresponding .rgo file is attached to the email. You can also send the .rgo file to SimonsVoss from another computer.
 - ⇒ Do not make any changes to the modules until you have imported the .lic file for the .rgo file that you have already sent.

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8. You will receive a .lic file in return, which you can import using the "Import licence file" button.
 - ⇒ The .lic file contains all activation information.
 - ⇒ The modules are enabled once the .lic file has been successfully imported.

NOTICE

You can only activate modules which you have already purchased.

2.2 Programming devices

A programming device may be connected to any computer which has LSM software installed. All that is required is a USB port on the computer. The programming device is used to transfer settings and authorisations that you have made to SimonsVoss locking components. All components can also be easily read. You can also transmit settings and authorisations to components already programmed using LSM Mobile Edition or the SimonsVoss WaveNet network.

2.2.1 Install drivers for the programming devices

Install the drivers for the programming devices. All programming devices require their own driver. *You will find the right drivers on the programming device CD or under Downloads at www.simons-voss.com.*

1. Open the installation file for the driver that you require.
2. Follow the installation instructions.
 - ⇒ You need to accept the licence conditions to carry out installation.

You can connect programming devices directly to a USB port on the computer.

NOTICE

You must observe the documentation which is enclosed with the programming devices.

2.2.2 Identify programming devices and use properly

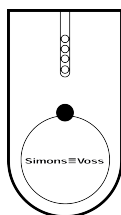
SimonsVoss programming devices are currently available in the following versions:

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SMARTCD.G2

The SMARTCD.G2 is the standard programming device for active and hybrid components. You can use the SMARTCD.G2 to programme all active SimonsVoss components. This programming device has a Bluetooth module and a rechargeable battery. It can also be easily used with LSM Mobile, so that it can be connected to a PDA or pocket PC. You can identify the SMARTCD.G2 due to its SimonsVoss logo.

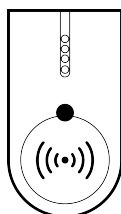


NOTICE

The SMARTCD.G2 programming device battery needs to be charged for a few hours before use.

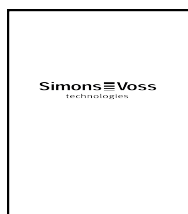
SMARTCD.MP

You can use the SMARTCD.MP programming device to programme and read passive components. Unlike the active SMARTCD.G2, the SMARTCD.MP is identified by the radio symbol. The SMARTCD.MP can only be used via a direct USB connection.



SMARTCD.HF

You can use the SMARTCD.HF programming device to programme and read passive tags and cards.



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SMARTCD.MIFARE

The card programming device can be used to programme passive G1 cards. *This programming device is no longer available and has been replaced by the SMARTCD.MP and SMARTCD.HF.*

2.2.3 Programming distance

A specific distance must be kept between the programming device and the components for successful programming and read processes.

SMARTCD.G2

- The distance between SMARTCD.G2 and active components, such as locking cylinders or transponders, should be about 20 cm.
- Ensure that no other active components are in the immediate surrounding area during the programming or read process (radius of about 1.5 m to the SMARTCD.G2).

NOTICE

The programming distance between SMARTCD.G2 and **SmartRelay or biometric reader** must be exactly **40 cm!**

SMARTCD.MP

- The thumb turn on the electronics side of the locking cylinder (*black ring between the thumb-turn and the profile cylinder*) must be held directly against the antenna symbol on the SMARTCD.MP.
- Hold the locking cylinder against the antenna symbol for the whole process.
- You can also use the SMARTCD.MP to programme cards by holding them directly on the programming device.

SMARTCD.HF

- Position the card or the tag, so that it is flush with the lower, left-hand corner of the SMARTCD.HF.

Programme hybrid locking devices

You use the SMARTCD.G2 to programme hybrid locking devices. You also need to connect (and install) a SMARTCD.MP or SMARTCD.HF at the same time for programming.

2.2.4 Check connection

You can use the LSM software to check that the programming device has been correctly connected and installed:

1. Select "Programming" in the menu bar.
2. Select the programming device to be checked, e.g. "Test SmartCD active" to test the SmartCD.G2.

⇒ The test will start immediately.

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3 First steps for a new installation

3.1 Recommended approach to handling passwords

Two types of passwords are used in LSM software:

- **User password**

The user password is required to log on to the locking plan or database.

- **Locking system password**

The locking system password is programmed into all SimonsVoss components. This locking system password is saved to an encrypted section in the locking plan or database and cannot be read. Programmed SimonsVoss components can only be reprogrammed if the database knows the locking system password.

Two recommendations for managing passwords securely:

- To ensure optimum security for the whole locking system, the locking system password should be split into at least two parts, which are issued to different people on an individual basis.
- We strongly recommend writing the administrator and locking system password down and storing them securely in different places where they cannot be accessed by third persons.

The locking system operator should always be clear about one thing: what happens if the only person who knows the locking system password (or part of it) should suddenly no longer be available.

NOTICE

LSM Basic has a second, pre-defined user by default: AdminAL. The AdminAL login can be used by the Data Protection Officer to read the access lists. We also strongly recommend changing the default AdminAL password (system3060).

3.2 Create database (BASIC)

The first step in LSM software is to create a new database.

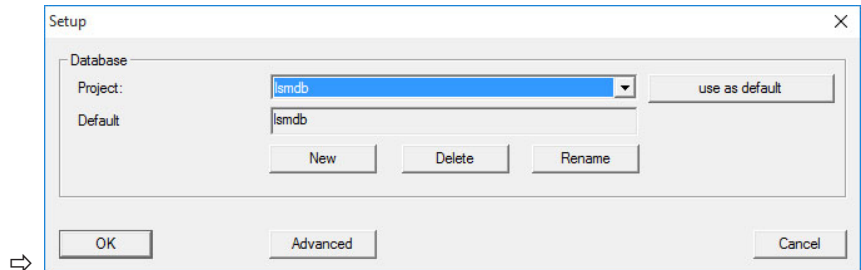
1. Launch the LSM software, e.g. using *Start/Programme/SimonsVoss/Locking System Management*.

⇒ The LSM software launches and the main menu appears with the items "Log on", "Log off" and "Setup".

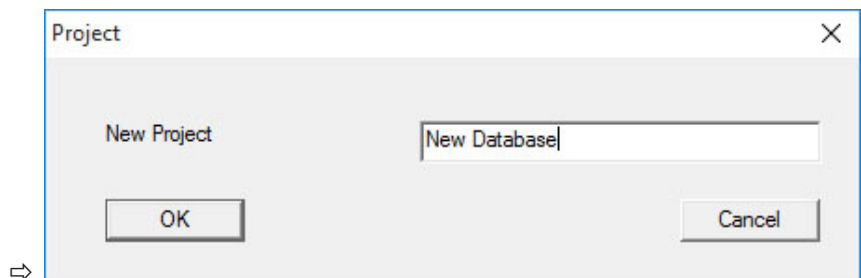
2. Click on "Setup".

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3. Click on "New" to create a new project.
 - ⇒ *Advanced uses cans used the "Advanced" button to make advanced settings, such as establishing the database directory or backups.*
4. Enter a name for the project and confirm by pressing "OK".



Click on the "Use as default" button to select this database automatically on starting up.

NOTICE

You can use the "Advanced" button in the "Setup" window in LSM Basic to set an alternative file path up as a database store. Locking plans should not be stored in user-specific files such as "Own files" or "Desktop", especially if several users access a copy of LSM Basic on the same computer.

NOTICE

Only hide local directories as file storage locations in LSM Basic. To ensure the integrity of the locking system, it is not possible to install on network drives.

3.3 Add locking system

Establish password

If you have already created a project, you can now create a locking system. .

NOTICE

When creating the first locking plan in LSM Business or LSM Professional, licensing interrupts the process. The licensing of other modules is optional for LSM Basic.

1. Click on "Log on" in the main menu in the LSM software. Ensure that the right project is selected under "Setup" if necessary.

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2. Enter the default password "system3060".

The screenshot shows a 'Logon' dialog box with the following fields: 'Project' (New Database), 'User' (Admin), and 'Password' (empty). 'OK' and 'Cancel' buttons are visible at the bottom.

3. Click on "OK" to acknowledge the warning.

The screenshot shows a warning dialog box titled 'LockSysMgr' with a yellow warning icon and the text: 'The security guidelines require you to change your password. Please choose a new password and log in again'. An 'OK' button is at the bottom right.

4. Re-enter the default password "system3060" and then establish a new user password.

The screenshot shows a 'Change user password' dialog box with the following fields: 'User name' (Admin), 'Current password' (empty), 'New password:' (empty), 'Confirm password' (empty), and 'Quality' (0 bits). An 'OK' button is at the bottom left.

NOTICE

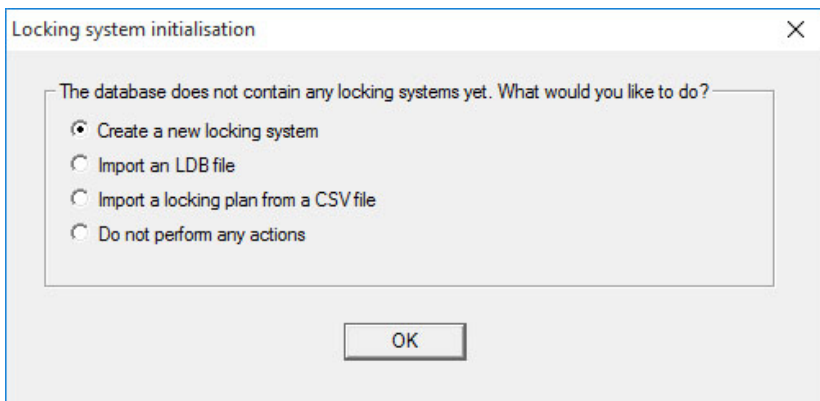
The user password will be requested each time that you log on to the database. Several users with different passwords and rights can be created for LSM Business.

Manual

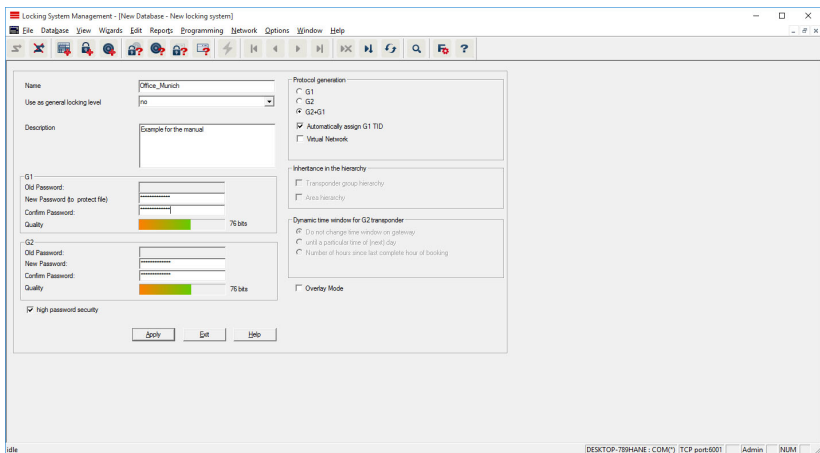
LockingSystemManagement Version 3.3

Create locking system

1. A set-up wizard opens up once you have issued a new password:



2. Select "Create a new locking system" to add a completely new locking system. Confirm by pressing "OK".
3. Define the characteristics of the new locking system and issue secure passwords. *You can make changes at a later stage any time; however, this is very time consuming after initial programming of components due to the programming requirements.*



4. Click on "Apply" to create the new locking system.
5. Click on "OK" to access the new locking system directly.

Manual

LockingSystemManagement Version 3.3

NOTICE

The locking system password is programmed into all SimonsVoss components and managed with LSM software. You cannot make any changes to the programmed components without this locking system password, which is also indicated in the LSM software. *Observe the section on Recommended approach to handling passwords [► 21] to guarantee that the locking system is operated without any problems.* If the locking system password is changed, all programmed components must be reprogrammed.

3.3.1 Overview of protocol generations

	G1	G2
Access rights administration:	Locking devices	Locking device and ID medium (only ID medium in VN)
Number of locking devices:	16,000	64,000
Number of transponders:	8,000	64,000
Number of locking systems on a transponder:	3	4 x G2 + 3 x G1
Time zone groups:	5+1	100+1
Loggable access events in a locking device:	Cylinder: 1,000	Cylinder: 3,000; SmartRelay: 3,600 (200 as Gateway)
Physical access list on transponder:	No	1,000 per G2 locking plan (including date, time, locking device ID)
Procedure for group administration:	Adjustable; number is defined in the group	No pre-setting required; rights and exceptions are entered onto transponder
Replacement transponders:	7 replacement transponders using overlay mode	No pre-setting required
Network-capable:	Yes	Yes
Virtual network:	No	Yes, circulate Block IDs in VN

Manual

LockingSystemManagement Version 3.3

	G1	G2
Engage interval:	5 or 10 sec.	1 to 25 sec.; engage time can be doubled on an individual basis for transponders – max. 25 sec.
Time-restricted authorisation:	Yes	Yes
Battery warning:	Level 1; Level 2; storage mode	Level 1; Level 2; freeze mode
Battery replacement:	SmartCD	Battery replacement transponder together with authorised transponder or SmartCD
LSM/LDB:	All versions	LSM 3.0 and higher
Active/passive:	Yes / yes	Yes / yes

3.3.2 G1 locking system

The G1 standard is the first SimonsVoss protocol generation. This standard is compatible with the predecessor to LSM software: The LDB Locking Database Software.

NOTICE

Only use this now obsolete protocol if you need to manage existing locking systems in a G1 environment. We recommend using G2 protocols with current G2 components for an up-to-date locking system.

3.3.3 G2 locking system

G2 is the current protocol generation used for SimonsVoss components. The G2 protocol offers many improvements compared to the preceding G1 protocol.

NOTICE

Use the G2 protocol whenever possible. Using this protocol and its associated G2 components is the only way to set up and manage a locking system in line with the latest standards.

3.3.4 Mixed G2 + G1 system

The advantages of a mixed system (*using G1 and G2 components in a locking system at the same time*) also bring small disadvantages (*poor overview of components used; not a real G2 experience*).

Manual

LockingSystemManagement Version 3.3

Mixed systems basically operate in a G1 environment. The only advantage of a mixed system is that G2 components can also be used at the same time. G2 components are limited in their use in a mixed system.

A mixed system can enable older G1 components and current G2 components to be used at the same time. The backward-compatible support for older components enables you to use existing components or components already in use efficiently. This function is specially designed for such special cases. However, you are not able to use individual, particularly convenient properties of G2 components.

3.3.5 Overlay mode

Overlay mode can only be activated in the "G1" or "G2 + G1" protocol generations.

Overlay mode provides a very convenient feature for the restricted G1 protocol generation: the option of using newly programmed transponders directly without reprogramming the locking device. However, this feature only functions for up to 7 newly added transponders.

In the G2 protocol generation, such programming can be carried out using a transponder or a locking device.

7 further transponder IDs are added for each transponder ID if overlay mode is enabled:

Transponder IDs start at ID 64

- Transponder 1 with transponder ID 64: The Transponder IDs 65 - 71 are also reserved.
- Transponder 2 with transponder ID 72: The Transponder IDs 73 - 79 are also reserved.
- Transponder 3 with transponder ID 80: The Transponder IDs 81 - 87 are also reserved.
- and so on.

Example – replacement transponder: A replacement transponder needs to be programmed for Transponder 2 with Transponder ID 72 due to loss or theft. This replacement transponder is assigned the reserved Transponder ID 73. If the newly programmed replacement transponder is operated on an authorised locking device, the locking device engages and the "old" transponder 2 with Transponder ID 72 is blocked from use on the locking device. The process can be completed with a corresponding feedback signal to the LSM software.

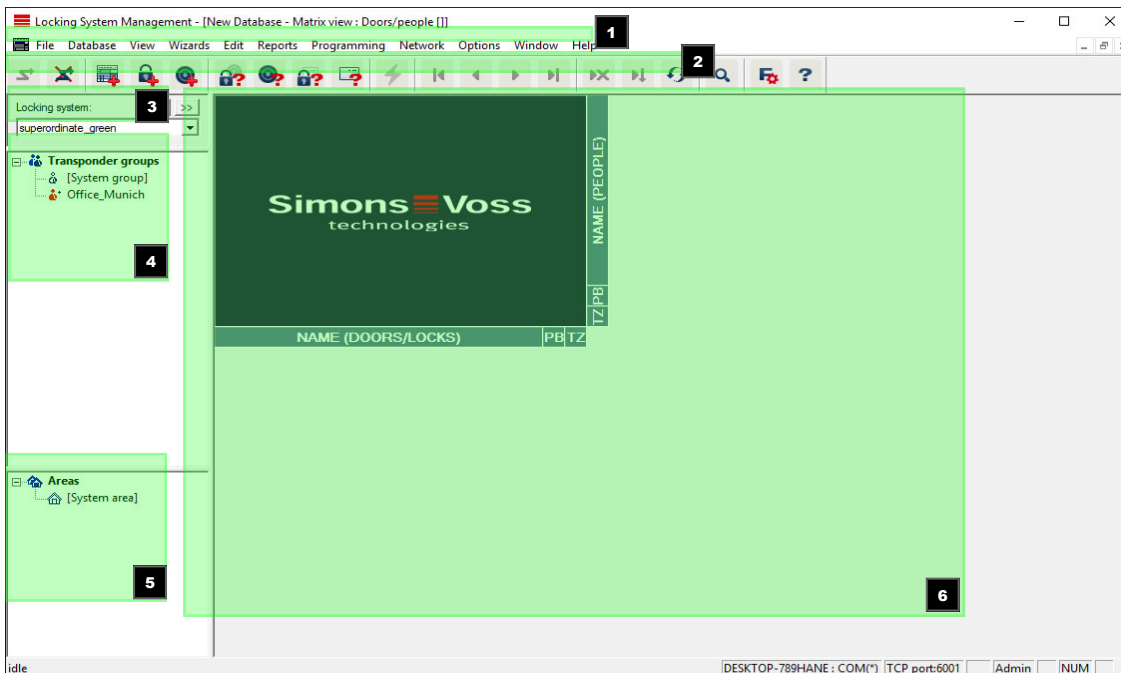
It is possible to hold up to 1,000 transponders in reserve in this way.

Manual

LockingSystemManagement Version 3.3

4 User interface

The LSM software user interface is divided up into the following sections:



1. **Menu bar**
Use the menu bar to open basic functions.
2. **Menu ribbon**
You can use the menu ribbon to open important and frequently used functions directly.
3. **Locking system**
This is where you can switch quickly between different locking systems in the project.
4. **Groups**
Bring users together into groups to work more effectively.
5. **Areas**
Bring locking devices together into areas to work more effectively.
6. **Matrix**
The matrix displays an overview of the selected locking systems.

NOTICE

Some functions/entries may not be available, depending on the LSM software used.

Manual

LockingSystemManagement Version 3.3

4.1 User interface: Menu bar

4.1.1 File

Print file/Matrix

Prints the selected locking system.

File/Page view

Shows the matrix as a preview before printing.

File/Printer set-up

Set advanced print options, such as page size.

Change file/User password

This is where you can change the password for the user currently logged in.

File/New (BASIC)

This is where you can add a new project.

Open file/backup (BASIC)

Import a backup generated previously.

File/Save under / Backup (BASIC)

Save the current locking plan as a backup.

File/Finish

Log off from project and exit LSM software.

4.1.2 Database

Database/Log on

Log on to a project. *This function is only available if you are not currently logged on to a project.*

Database/Log off

Click on "Log off" to log off from the current project.

Manual

LockingSystemManagement Version 3.3

Database/Setup

This is where you can manage projects or databases. You have the following options open to you:

- Edit an existing project.
- Delete an existing project.
- Create a new project.
- A default project can be selected, which will load automatically.

Database/Backup (BUSINESS)

You can use this function to back up your database and restore backed-up databases.

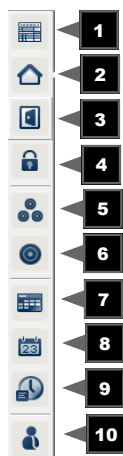
4.1.3 View

View/Status bar

Shows or hides a status bar on the lower edge of the screen. The status bar is shown by default. The status bar displays items such as the current locking system status, computer name and connection with the programming device.

View/Edit

You can use *View/Edit* to show an additional menu ribbon which provides quick access to the following functions:



1. Locking system properties
2. Area
3. Door
4. Locking device

Manual

LockingSystemManagement Version 3.3

5. **Transponder group**
6. **Transponders**
7. **Public holiday list**
8. **Public holiday**
9. **Time zones**
10. **Person**

View/areas/transponder groups

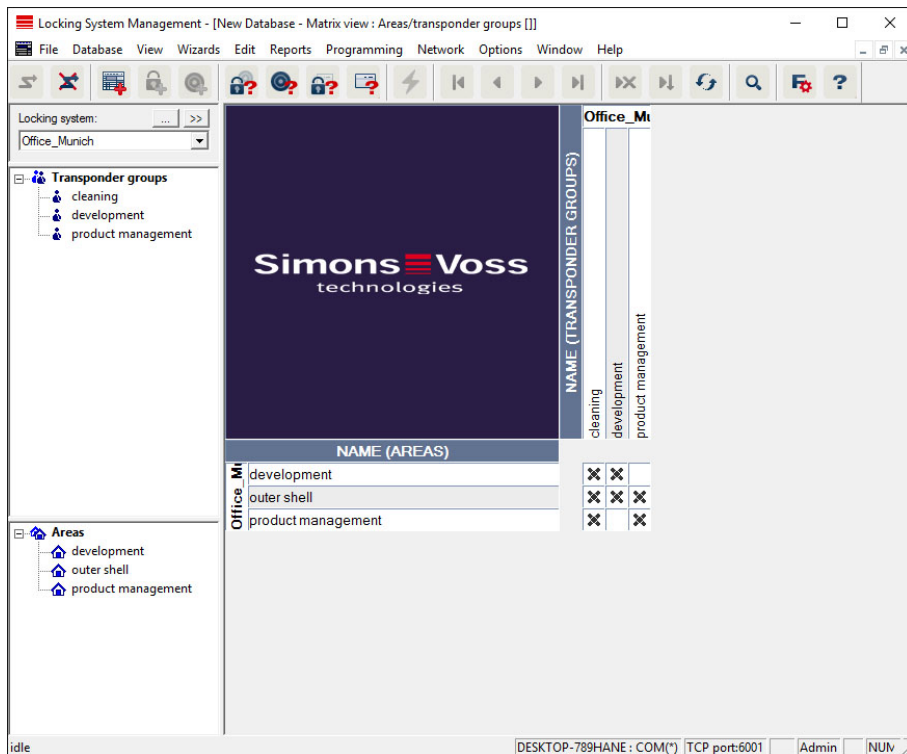
This view forms a matrix which provides a visual display of hierarchical personnel and room structures. The matrix is also able to authorise transponder groups for complete areas. This makes it quick and easy to issue basic authorisations in this matrix. The Doors/Persons view allows you to issue deviating authorisations in the form of individual extensions or restrictions.

If you need to work with transponder groups and areas in the locking system, this option provides you with the following decisive advantages:

- Reduced view, where only transponder groups and areas are displayed. This makes it easier to find your way in the matrix.
- Issuing or withdrawing authorisations for entire areas from entire groups.
- Persons who are added to a group at a later stage receive all group rights automatically.

Manual

LockingSystemManagement Version 3.3

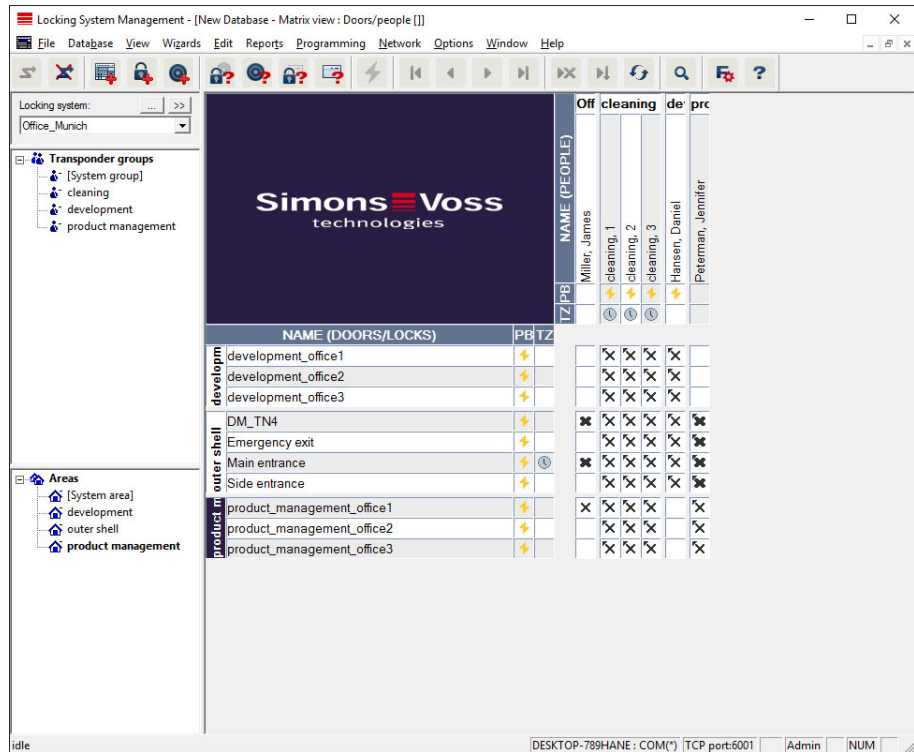


View/Doors/Persons

This view displays the individual authorisations for all persons for individual doors. Obviously, the matrix is extensive as a result. However, it allows precise setting of exceptional-case authorisations, enabling pre-set group authorisations to be extended or even reduced. This view is thus suitable for implementing individual extensions or restrictions after the basic structure has been established at *Areas view/Transponder groups*.

Manual

LockingSystemManagement Version 3.3



View/All secondary areas/Open groups

This view setting opens all areas and groups, thus displaying all locking devices, even if individual areas have been hidden beforehand.

View/Log (Business)

The log can be used to view all actions which have been carried out on the database. You can identify which user created or changed a particular locking device or view log-ons to the database, for example.

- Logs can be filtered as you require – by a time period, a user or an action.
- The list can then be sorted by clicking on the required column heading, e.g. by date, time or name.

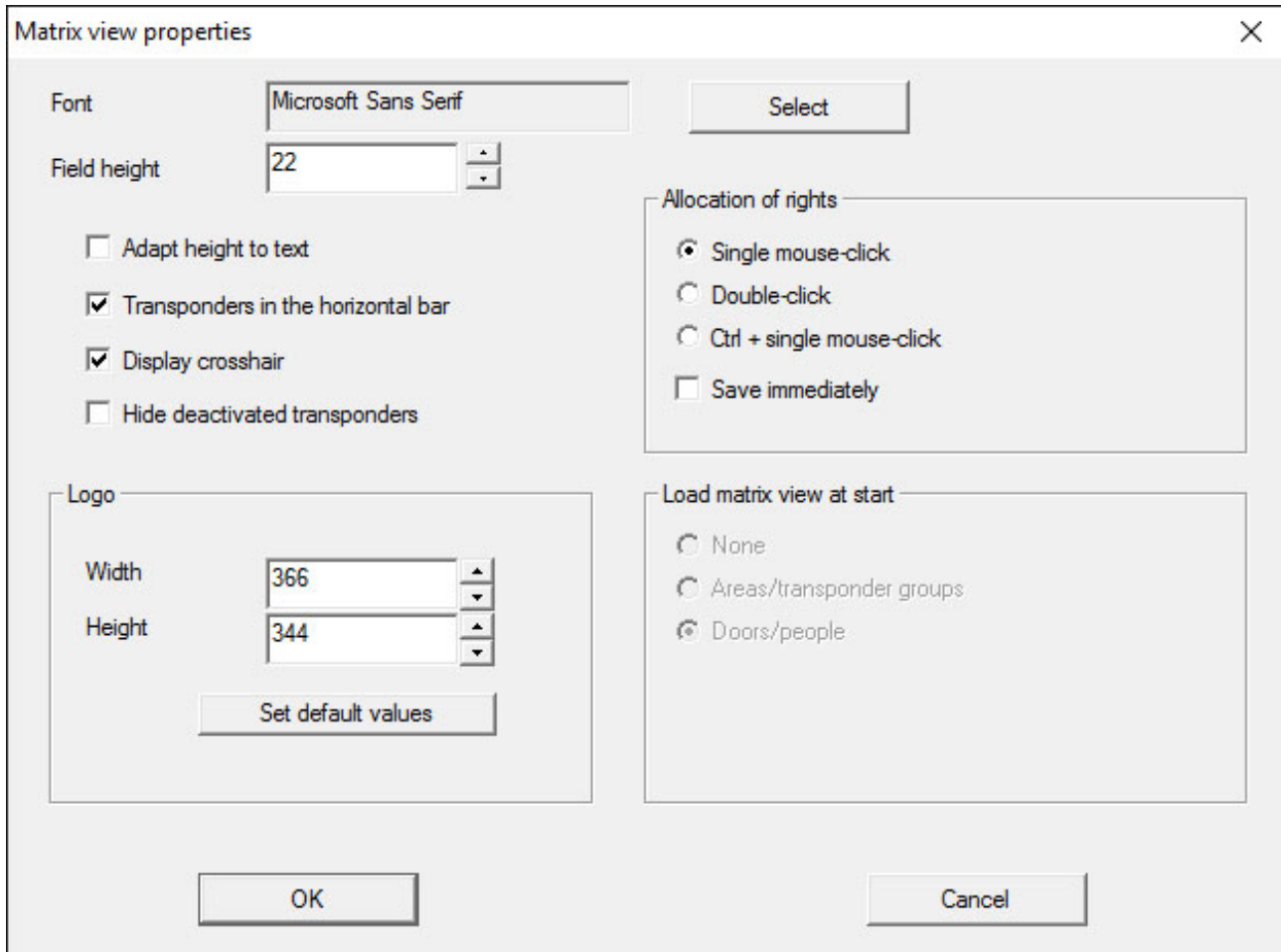
View/Matrix settings

Each user has the option of setting up their preferred screen as their default screen. This screen is shown after logging on. Different basic settings can also be enabled here.

You can use the menu bar to adjust settings on the standard view at *View/Matrix view properties*.

Manual

LockingSystemManagement Version 3.3



- **Font**
You may select any fonts.
- **Field height**
You can set the height for fields in points.
- **Adjust height to the typeface**
Adjust the height automatically to the typeface.
- **Transponders in the horizontal bar**
Transponders are displayed in the horizontal bar by default. You can change this setting if you wish to manage more locking devices than transponders.
- **Shows crosshair**
Shows a crosshair for more precise navigation.
- **Hide deactivated transponders**
Hides deactivated transponders.
- **Logo**

Manual

LockingSystemManagement Version 3.3

Change the size of the logo.

– Issuing of authorisations

Mistakes can be quickly made with a mouse click, particularly in the case of large locking systems. In such cases, we recommend changing this setting.

Activate "Save immediately" if you wish to apply changes to authorisations immediately by simply clicking the mouse.

View/Additional columns

Additional columns can be added to both the horizontal and the vertical borders to provide additional useful information to the user. The settings made only apply to the screen view in which they were configured. Different information is available, depending on the screen type. You can also set the sequence in which the data is displayed as you require. This is saved as a user-specific setting (Windows user).

This is how you unhide additional columns in the matrix:

1. Select the *View/Additional columns* menu bar followed by the required view, e.g. *Transponders/Persons*.
2. Highlight all other information which you wish to be displayed.
3. Sort the sequence using "Up" or "Down".
4. Click on the "OK" button to confirm your selection.

View/Refresh

Refreshes the matrix view.

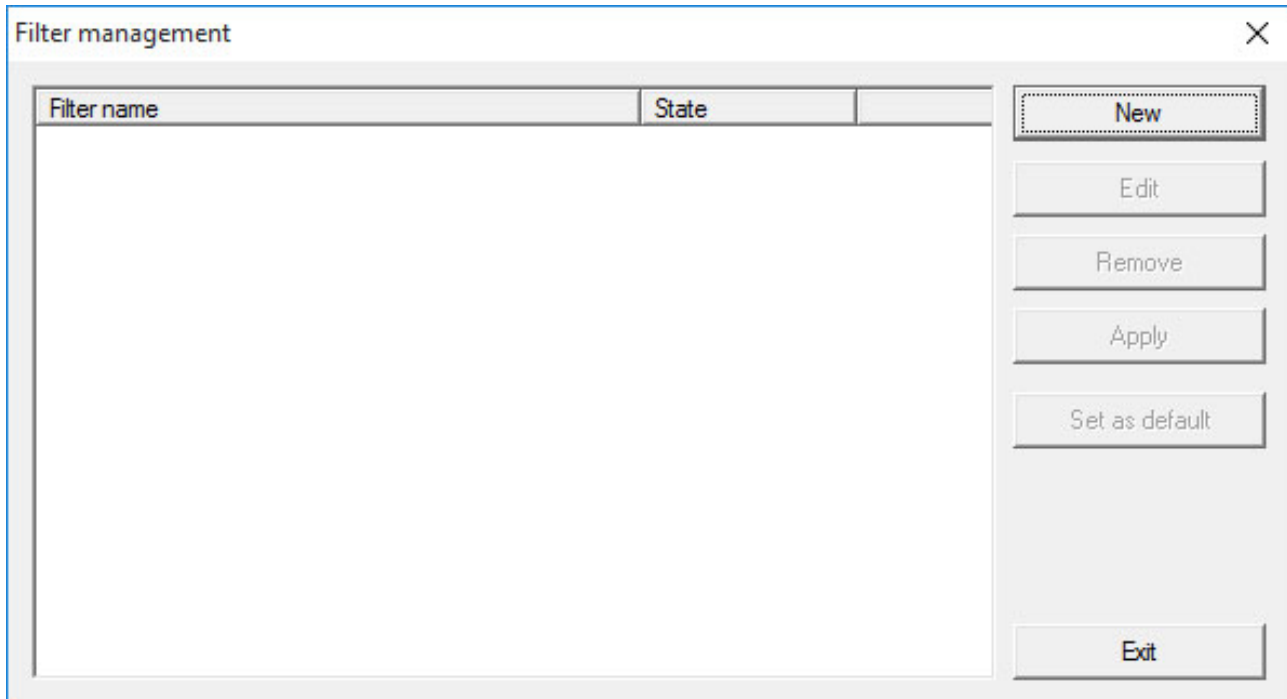
You may need to update the matrix manually in exceptional cases, especially for extensive locking systems or special settings.

Manage View/Filter

The introduction of filters has made it easier to manage a locking system. You can select a wide variety of filter options and apply these filters to an extensive variety of persons or person groups. This not only allows you to access more information by displaying optional additional columns, but the filter function also enables you to ensure that your views are clearly arranged.

Manual

LockingSystemManagement Version 3.3



- **New**
Creates a new filter
- **Edit**
Edits a selected filter
- **Remove**
Removes a selected filter
- **Apply**
Applies the selected filter. The button changes to "**Turn off**" if a filter is applied.
- **Set as default**
This filter will be used by default
- **Finish**
Exits from filter management and returns to the matrix

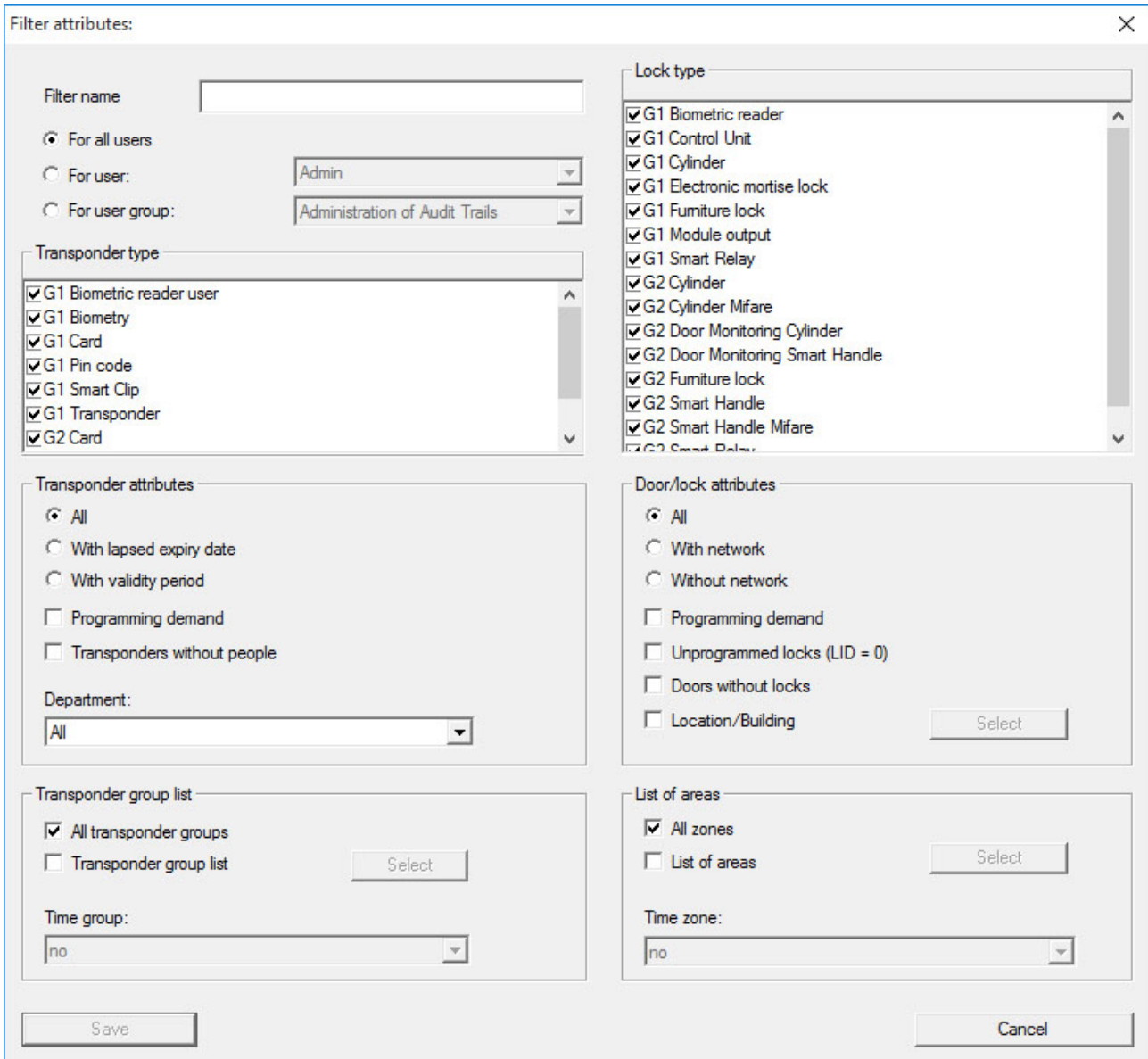
NOTICE

A filter only remains active until it is switched off again.

You can use the "New" button to create a new filter:

Manual

LockingSystemManagement Version 3.3



- **Filter name**
Enter a meaningful name for the new filter.
- **User restriction**
User or user group which can apply the filter.
- **Transponder type**
Type of transponder which should be displayed.
- **Transponder properties**
Restrictions which concern the properties of the transponder (e.g. validity period or programming requirement).

Manual

LockingSystemManagement Version 3.3

- **Transponder group list**

Restrictions which concern the transponder's assignment to a group (e.g. "Executive management" transponder group).

- **Locking device type**

Type of locking device which should be displayed.

- **Doors/Locking system properties**

Restrictions which concern the properties of the locking device (e.g. with network or programming requirement).

- **Areas list**

Restrictions which concern the locking device's assignment (e.g. "Reception" area).

4.1.4 Installation wizards

The installation wizards make it easier for new users to start using the LSM software. Experienced users also benefit from these wizards, which can be used to make all settings one after another from a central point.

Wizards/Door

This wizard can be used to add a new door step by step.

Wizard/Person

This wizard can be used to add a new person step by step.

4.1.5 Edit

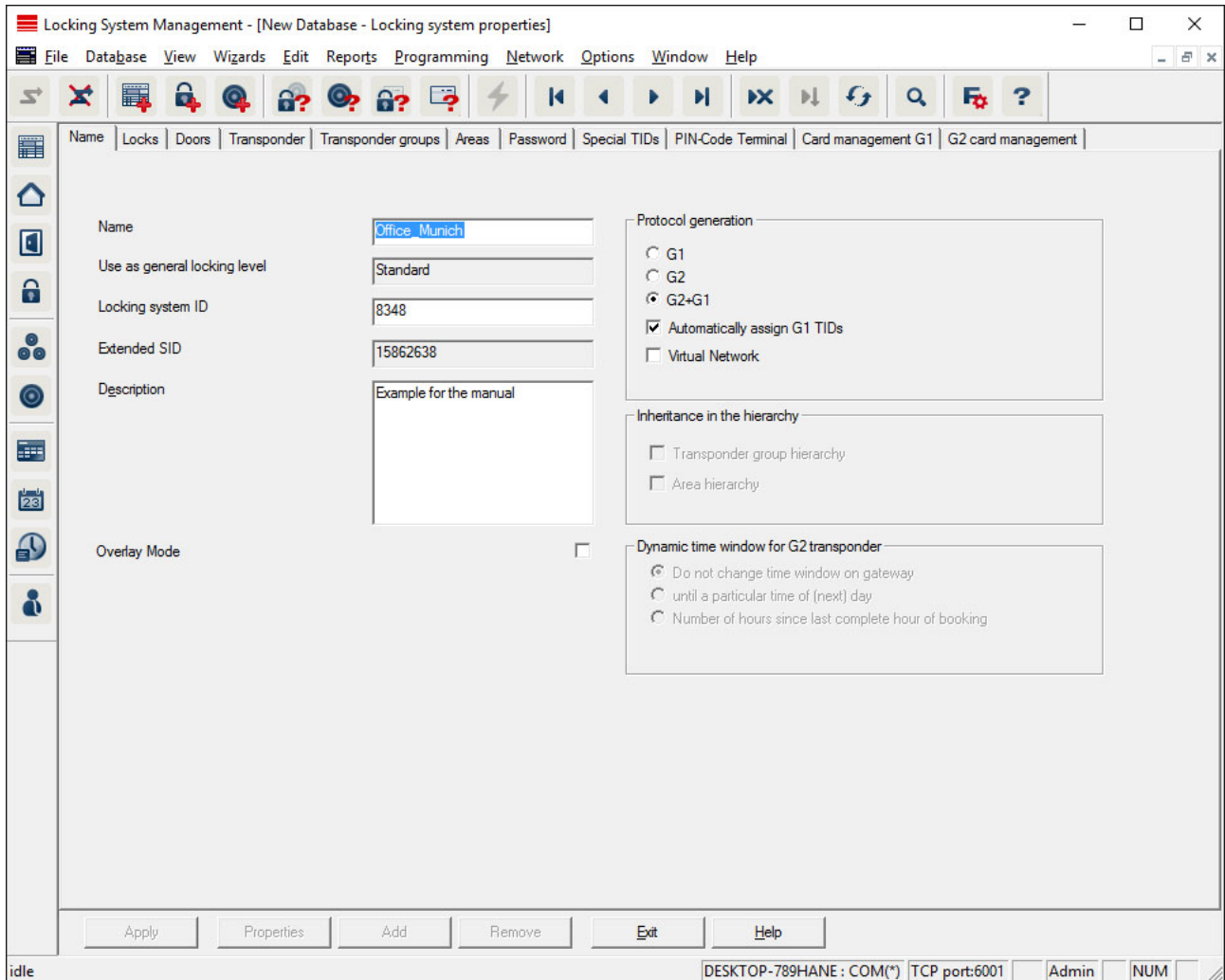
Edit/Properties: Locking system

Settings for the currently selected locking system.

Manual

LockingSystemManagement Version 3.3

Locking system properties: Name



- **Name**
Name of the locking system
- **Use as a common locking level**
Establishes the common locking level
- **Locking system ID**
Locking system number
- **Extended SID**
Additional distinctive feature of the locking system
- **Description**
Blank field to describe the locking system
- **Operate in overlay mode (G1 only)**

Manual

LockingSystemManagement Version 3.3

Activates the overlay mode. *This function must already be enabled when the locking system is created. You cannot change it afterwards.*

– **Protocol generation**

Selects the extension variant for the hardware components

– **Inheritance in the hierarchy [LSM BUSINESS]**

Select the inheritance areas

– **Dynamic time slot for G2 transponders**

Advanced time settings for use with gateways:

- Do not change time window on the gateway

No time limit is imposed on the validity of the G2 transponder being booked at the gateway.

- Until a specific time on the (next) day

A time limit is imposed on the validity of the G2 transponder being booked at the gateway.

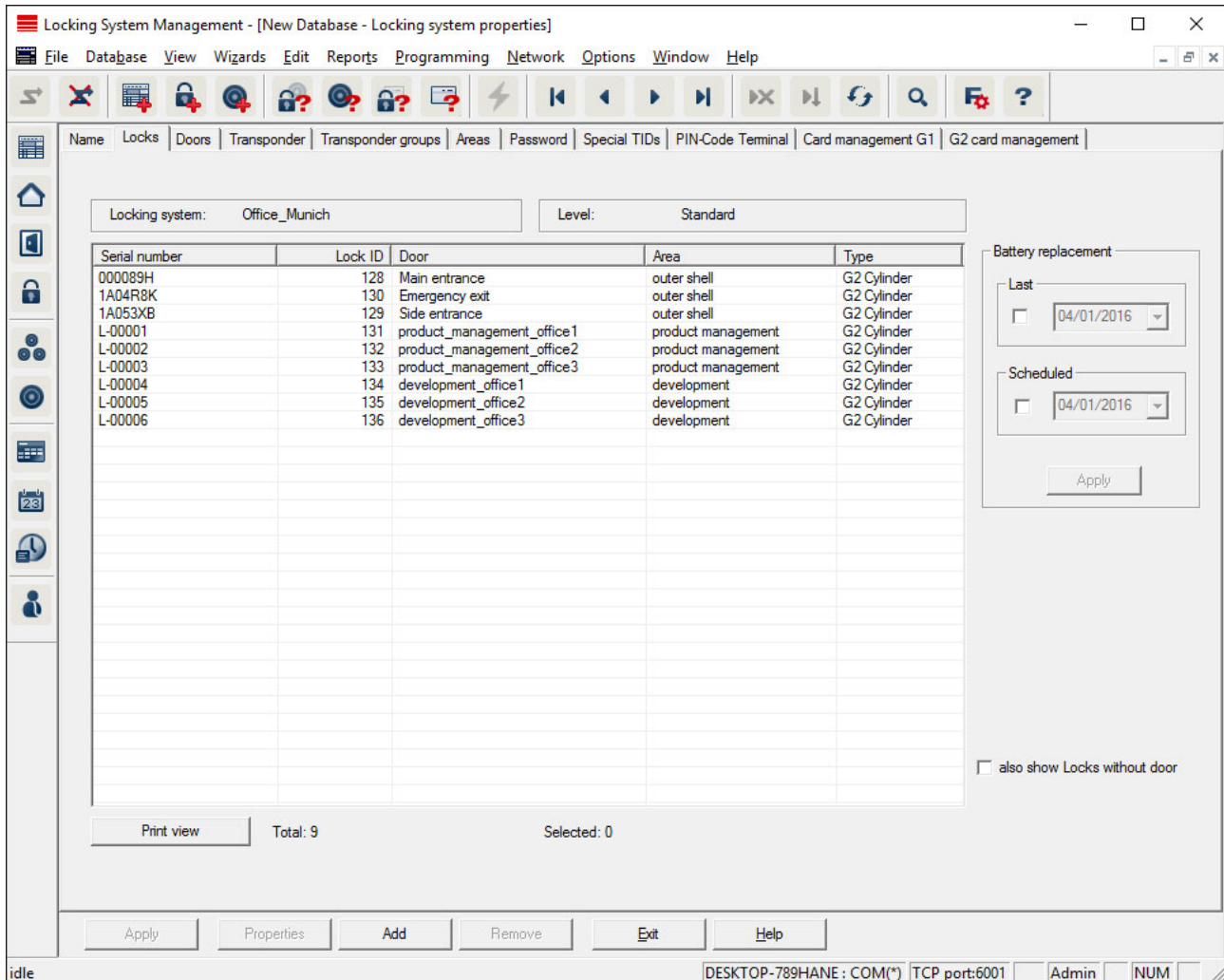
- Number of hours from the last full hour of the booking

The validity of the transponder is extended by the number of hours indicated.

Manual

LockingSystemManagement Version 3.3

Locking system properties: Locking devices



This tab gives you an overview of the locking devices used in the locking system. The devices are all displayed in detail in a table.

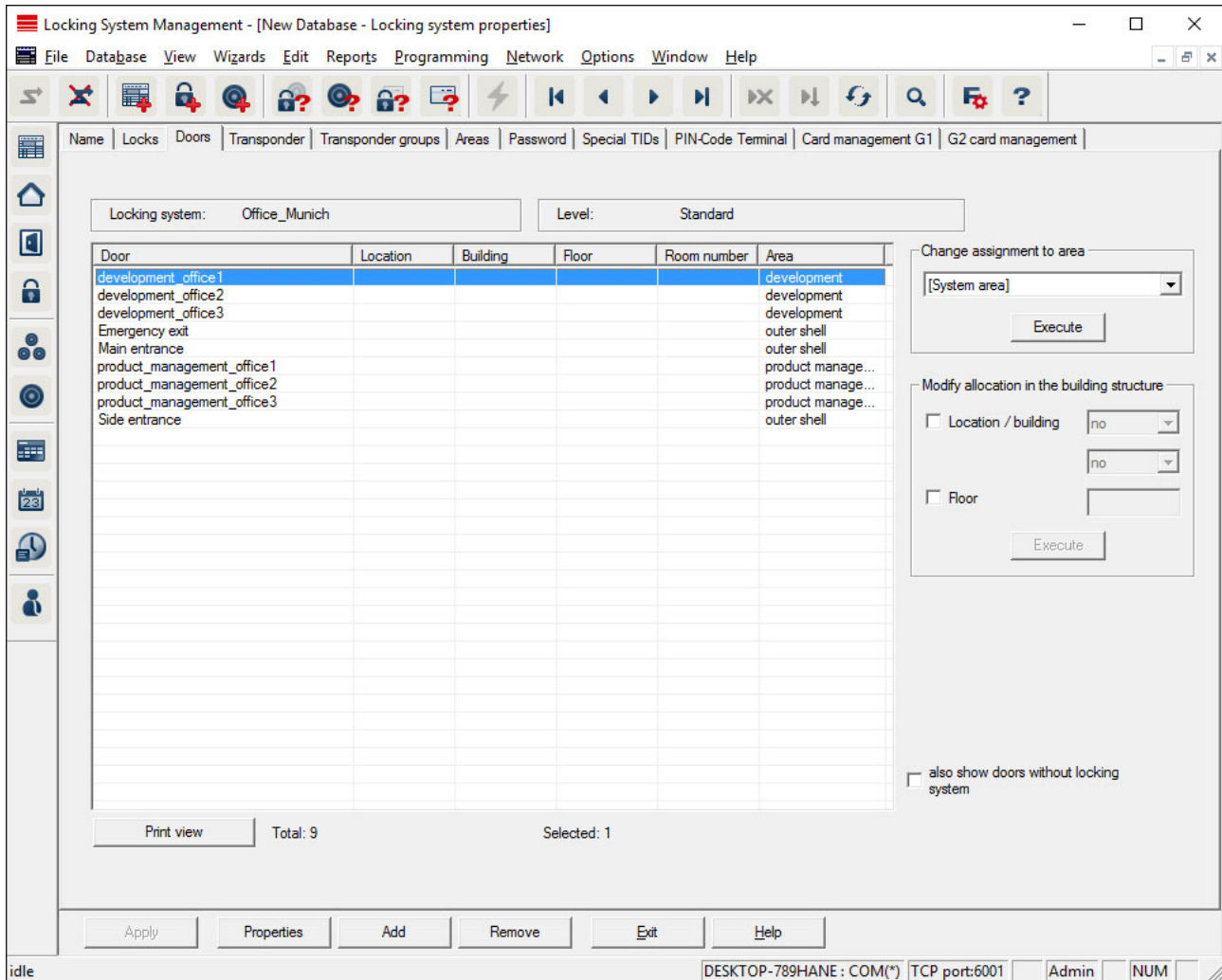
Notes on battery replacement can also be recorded:

The scheduled battery replacement is displayed on the warning monitor and in the action list in the respective locking device. You also have the option of entering the scheduled battery replacement in the action list for the respective locking device in conjunction with a number of locking devices. You can enter a completed battery replacement for one or several locking devices under 'Last'.

Manual

LockingSystemManagement Version 3.3

Locking system properties: Doors

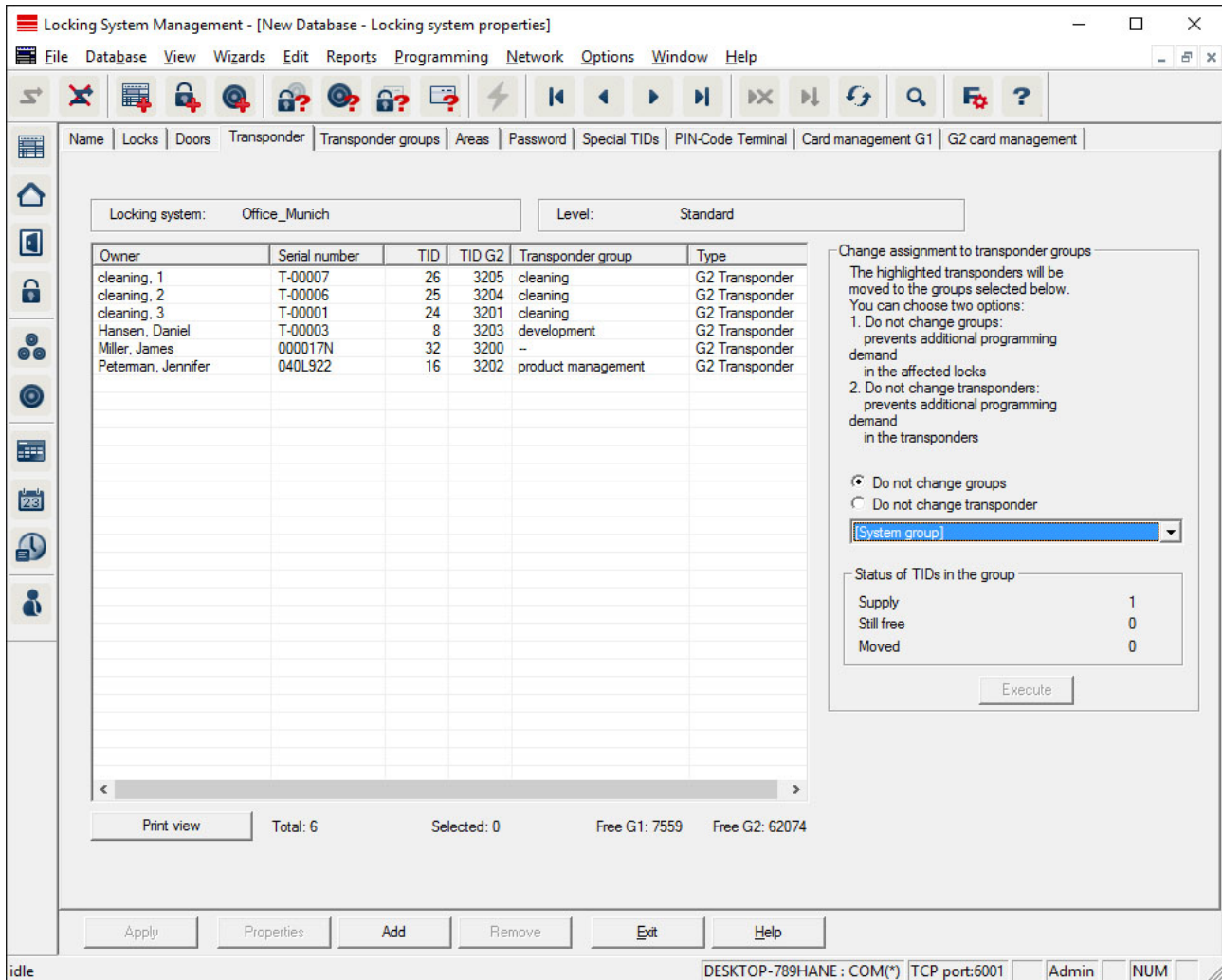


This tab displays the correlation between the doors contained in the locking system and their assigned areas. The devices are all displayed in detail in a table. It is possible to select one or more doors and assign them to a specific area, location or floor. Ensure that the areas, locations or floors have already been added.

Manual

LockingSystemManagement Version 3.3

Locking system properties: Transponders



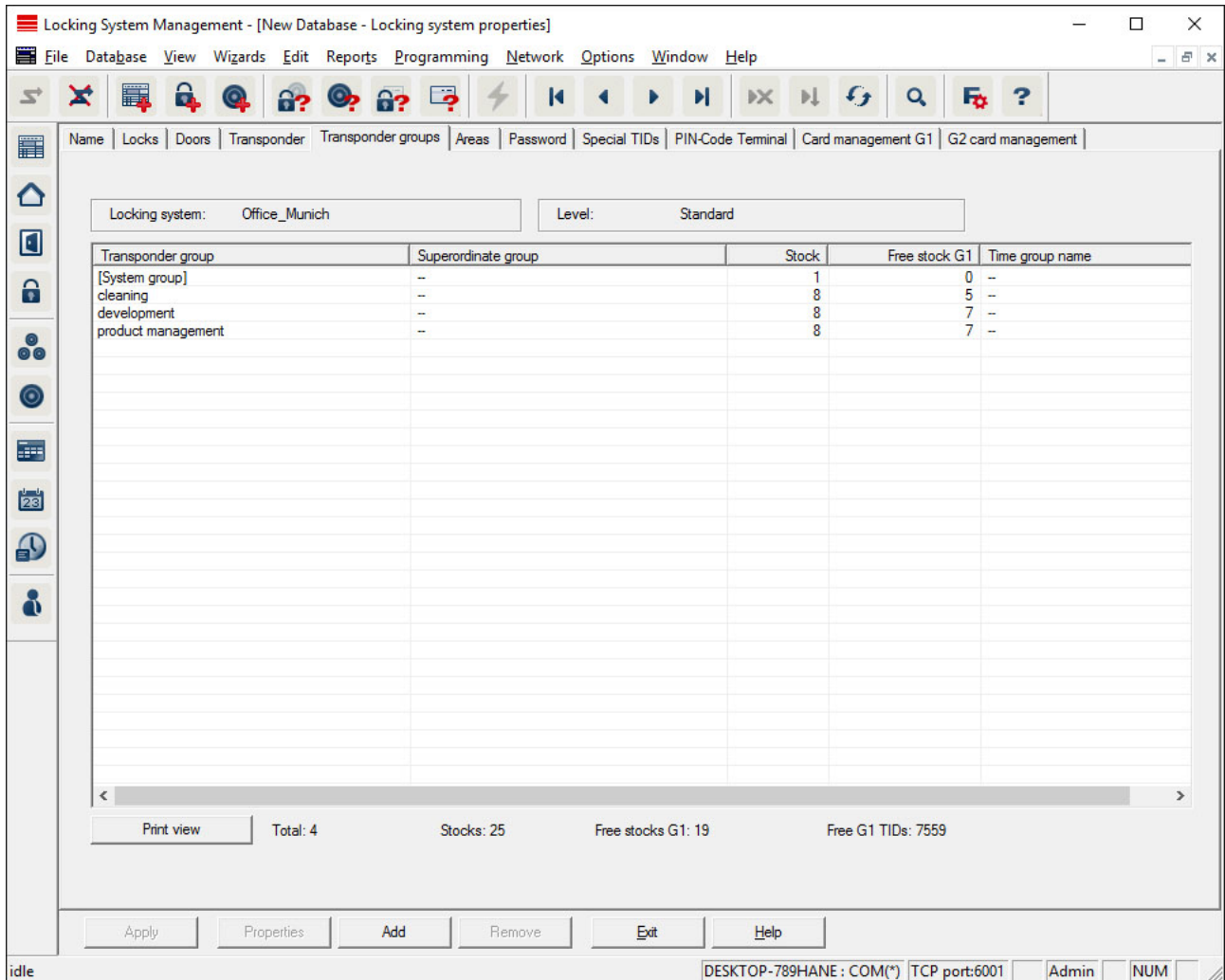
This tab gives you an overview of the transponders contained in the locking system. The devices are all displayed in detail in a table.

It is possible to select one or more transponders and assign them to another group. Ensure that the transponder groups have already been added.

Manual

LockingSystemManagement Version 3.3

Locking system properties: Transponder groups

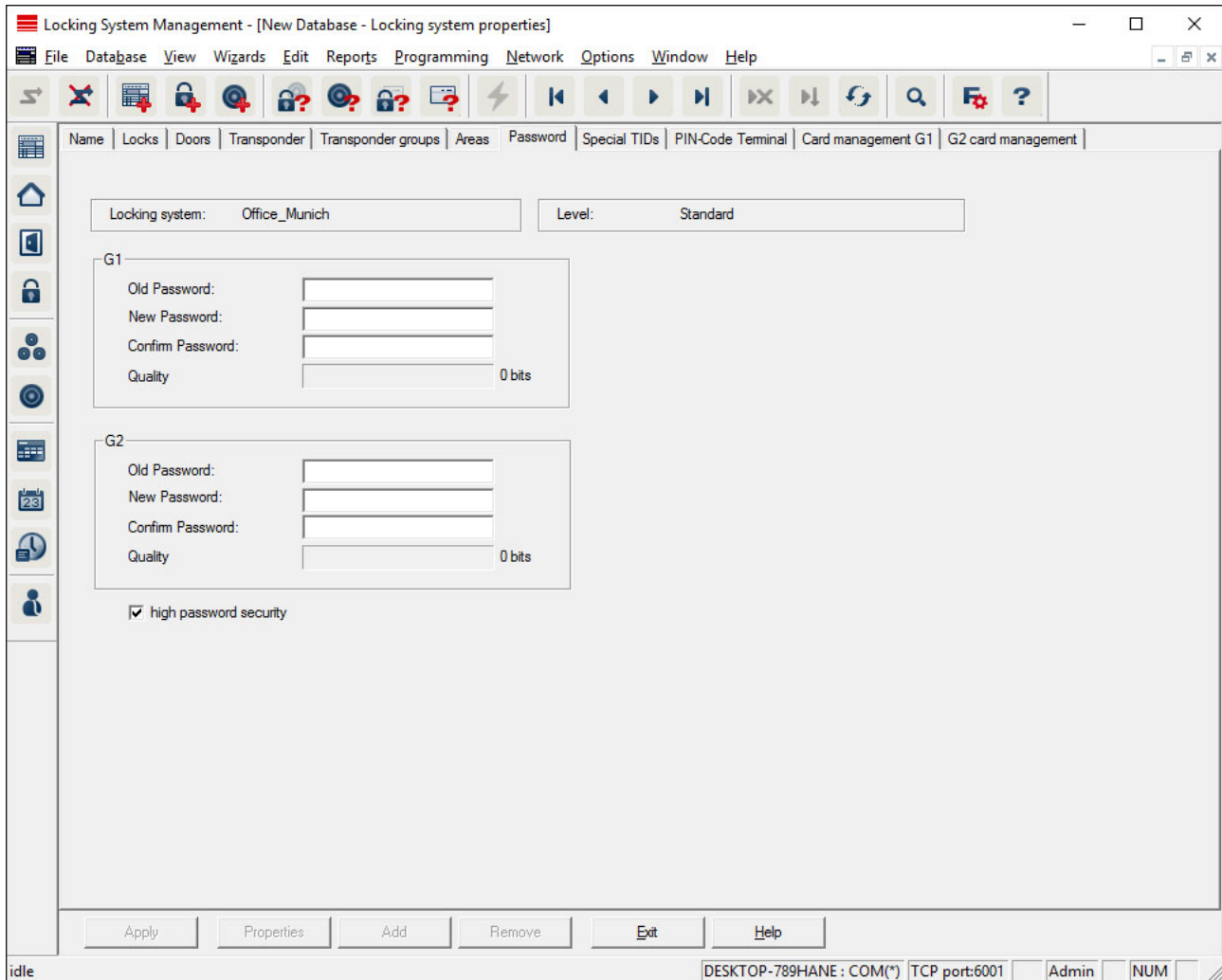


This tab gives you an overview of the transponder groups used in the locking system. The devices are all displayed in detail in a table.

Manual

LockingSystemManagement Version 3.3

Locking system properties: Password



This is where you can change the locking system passwords used to change component programming.

NOTICE

The locking system password is programmed into all SimonsVoss components. You cannot make any changes to the programmed components without this locking system password. Make a note of the locking system password and keep it in a safe place. All programmed components must be reprogrammed if the locking system password is changed.

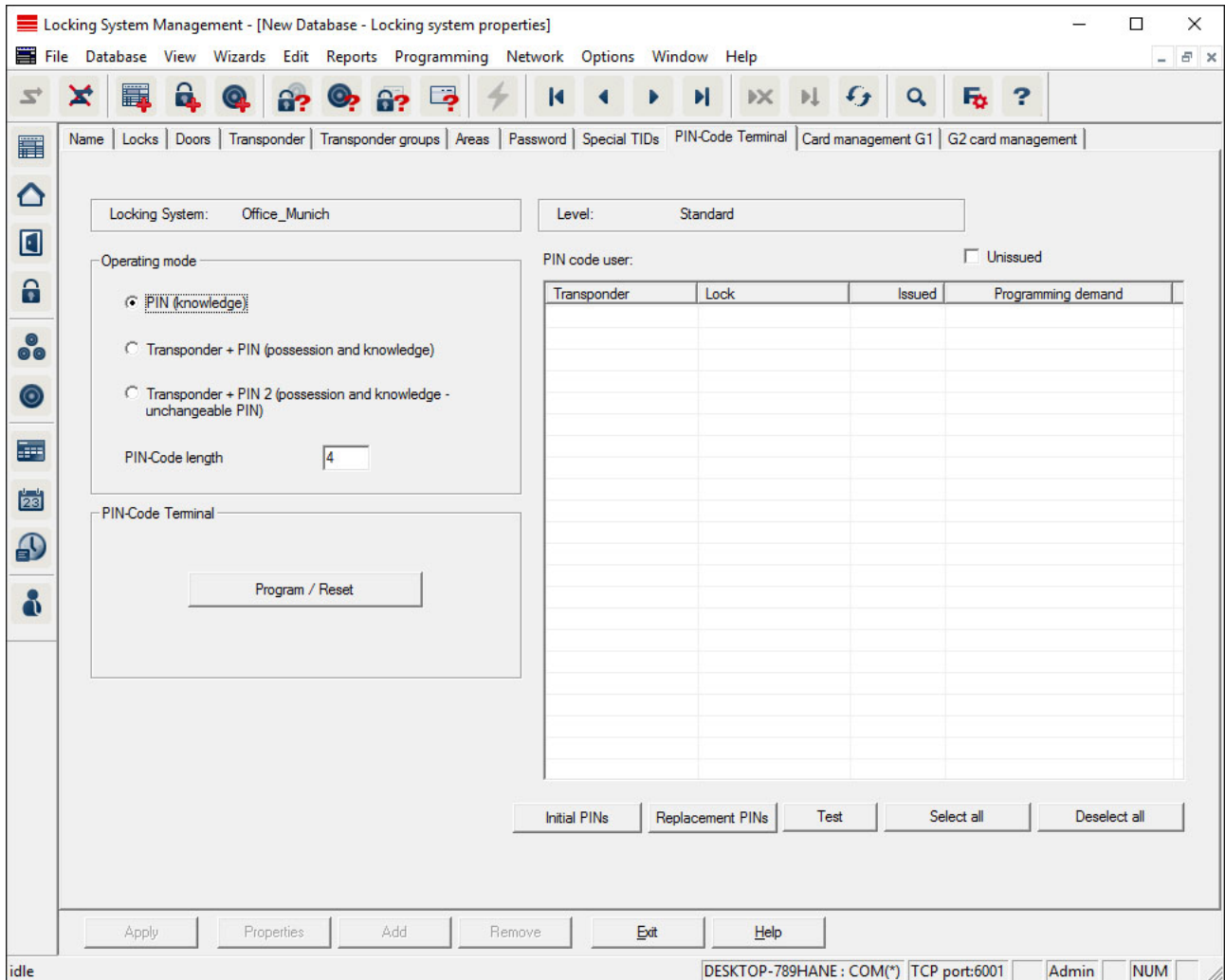
NOTICE

Components with different locking system passwords cannot communicate with one another.

Manual

LockingSystemManagement Version 3.3

Locking system properties: PIN code terminal



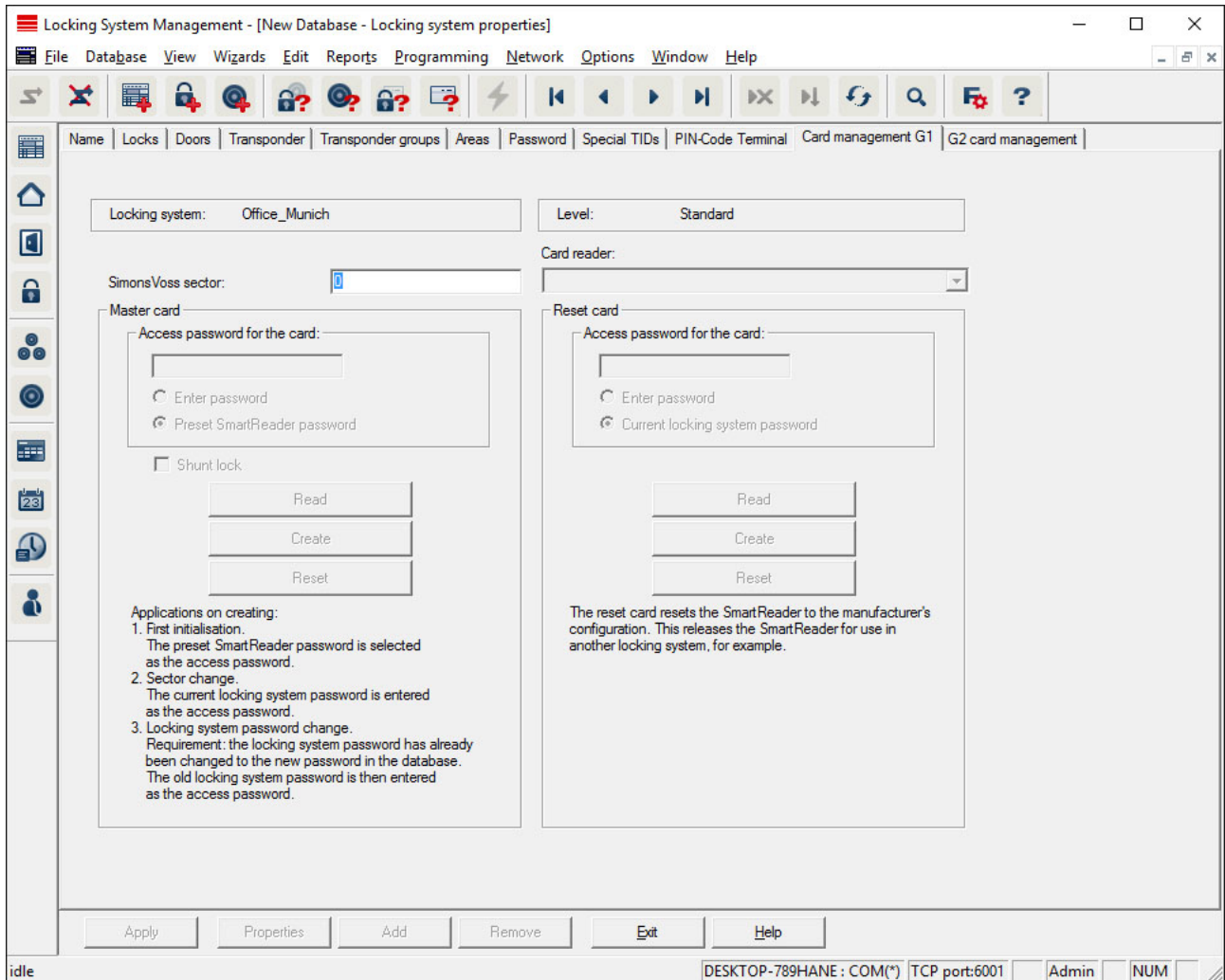
You can use this tab to add PIN code terminals and activate extended configurations.

Follow the "PIN code terminal manual" to set up the PIN code terminal. You can find this documentation online under *Infocenter/Downloads* at www.simons-voss.com.

Manual

LockingSystemManagement Version 3.3

Locking system properties: G1 card management

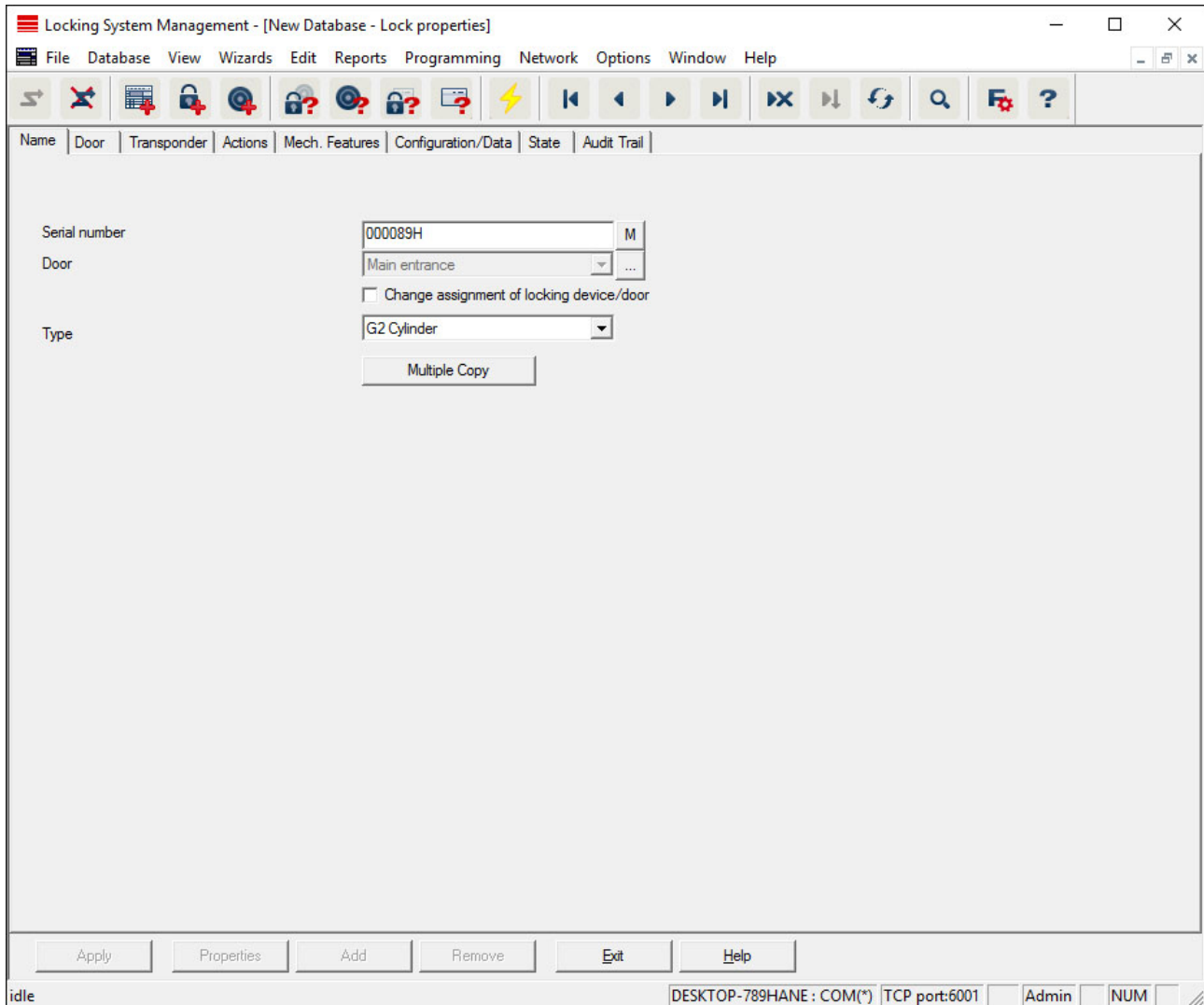


Establish advanced properties and settings for your G1 cards. *The "LSM card management" manual provides further information on card configuration.*

Manual

LockingSystemManagement Version 3.3

Locking device properties: Name



- **Serial number**

Displays the locking device's serial number. The "." button shows the door's properties.

- **Door**

As soon as the "Locking device assignment/Change door" checkbox is enabled, it is then possible to change the door assigned to the locking device. The "M" button shows the locking device in the matrix.

- **Type**

Type of locking device.

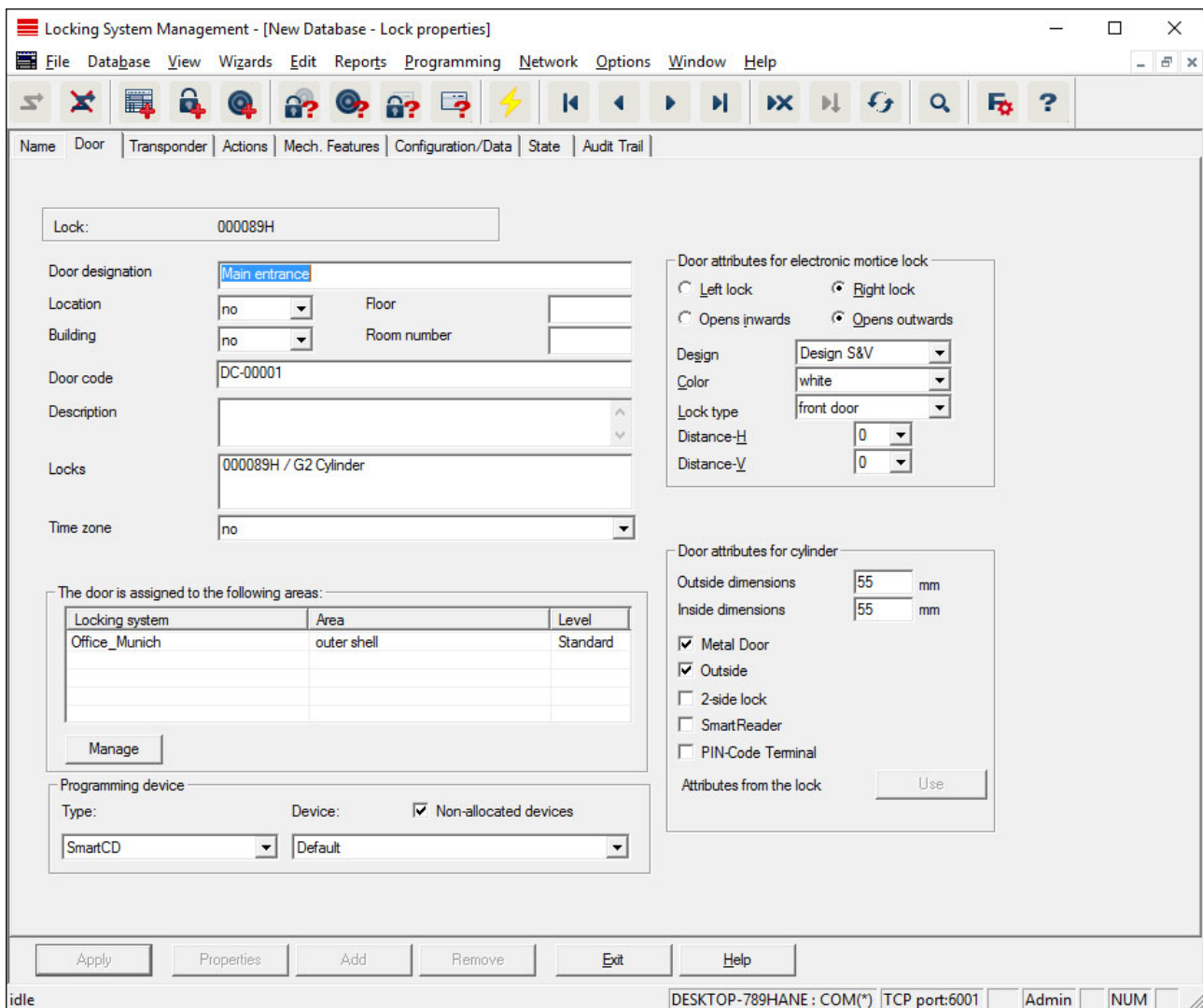
- **Make multiple copies**

Manual

LockingSystemManagement Version 3.3

Generates as many copies of the locking device with the same properties as required. A sequential number is also added to the name of the locking device.

Locking device properties: Door



- **Door identifier**
The name of the door.
- **Location**
Location where the door is situated. (Locations need to have been added beforehand)
- **Building**

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LockingSystemManagement Version 3.3

Building where the door is situated. (Buildings need to have been added beforehand)

– **Floor**

Floor on which the door is situated.

– **Room Number**

The room number of the door.

– **Door code**

Internal identifier for the door.

– **Description**

Blank field to describe the door.

– **Locking devices**

Locking devices which are assigned to the door.

– **Time zone**

The door's time zone.

– **Programming device**

Selects a specific programming device. (Particularly necessary for LON and WaveNet. Locking devices to which LON or WaveNet is assigned can also be programmed online wirelessly without a programming device.)

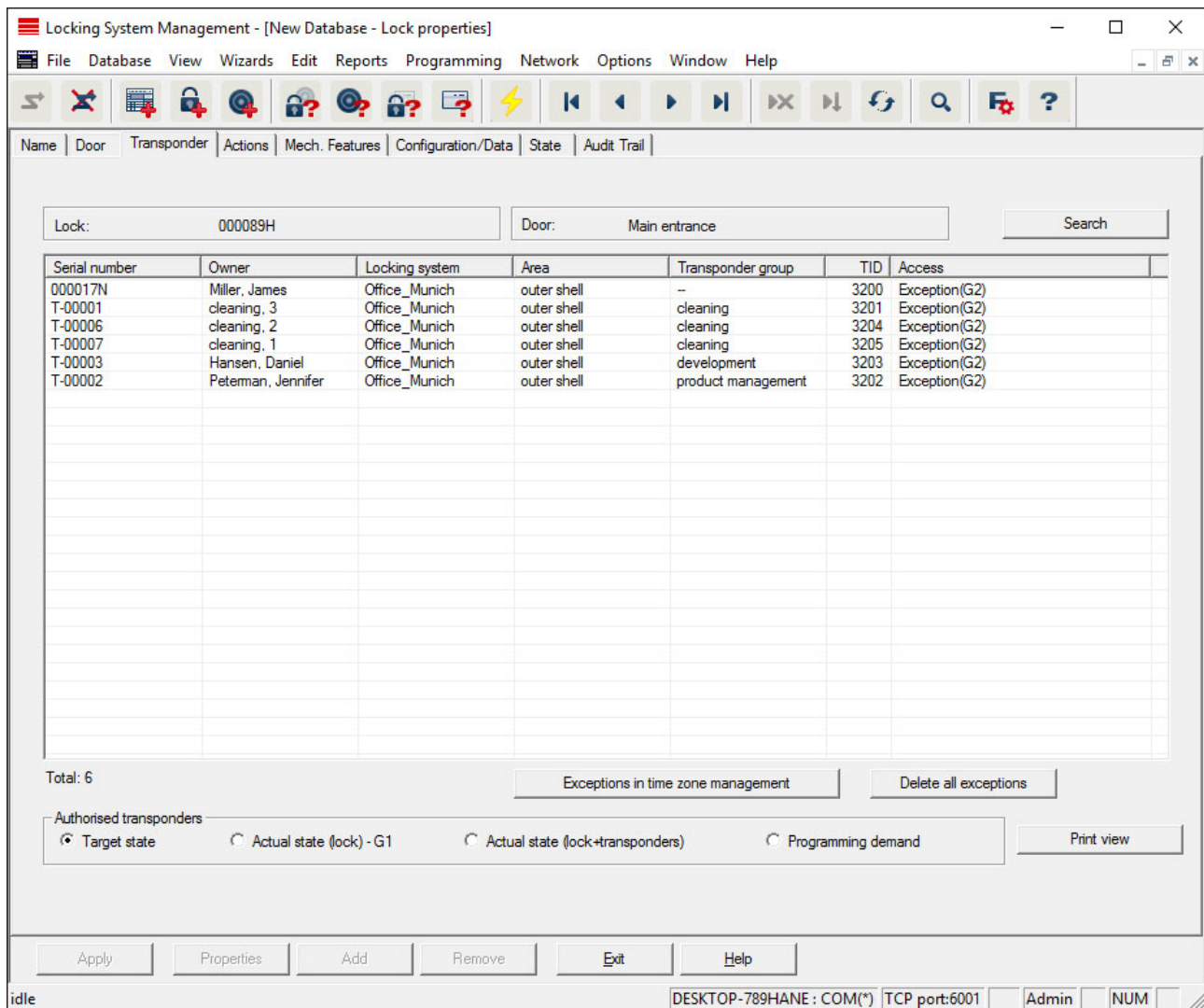
– **Door attributes**

Information on the mortise lock and locking device. This allows you to see what replacement components are required if you need them.

Manual

LockingSystemManagement Version 3.3

Locking device properties: Transponders



– **Table**

Shows all transponders authorised for the locking device in a detailed list.

– **Authorised transponders**

You can use the individual checkboxes to sort and filter the table.

– **Target state**

Displays the target status.

– **Current status (...)**

Displays the current programmed status.

– **Programming requirement**

Manual

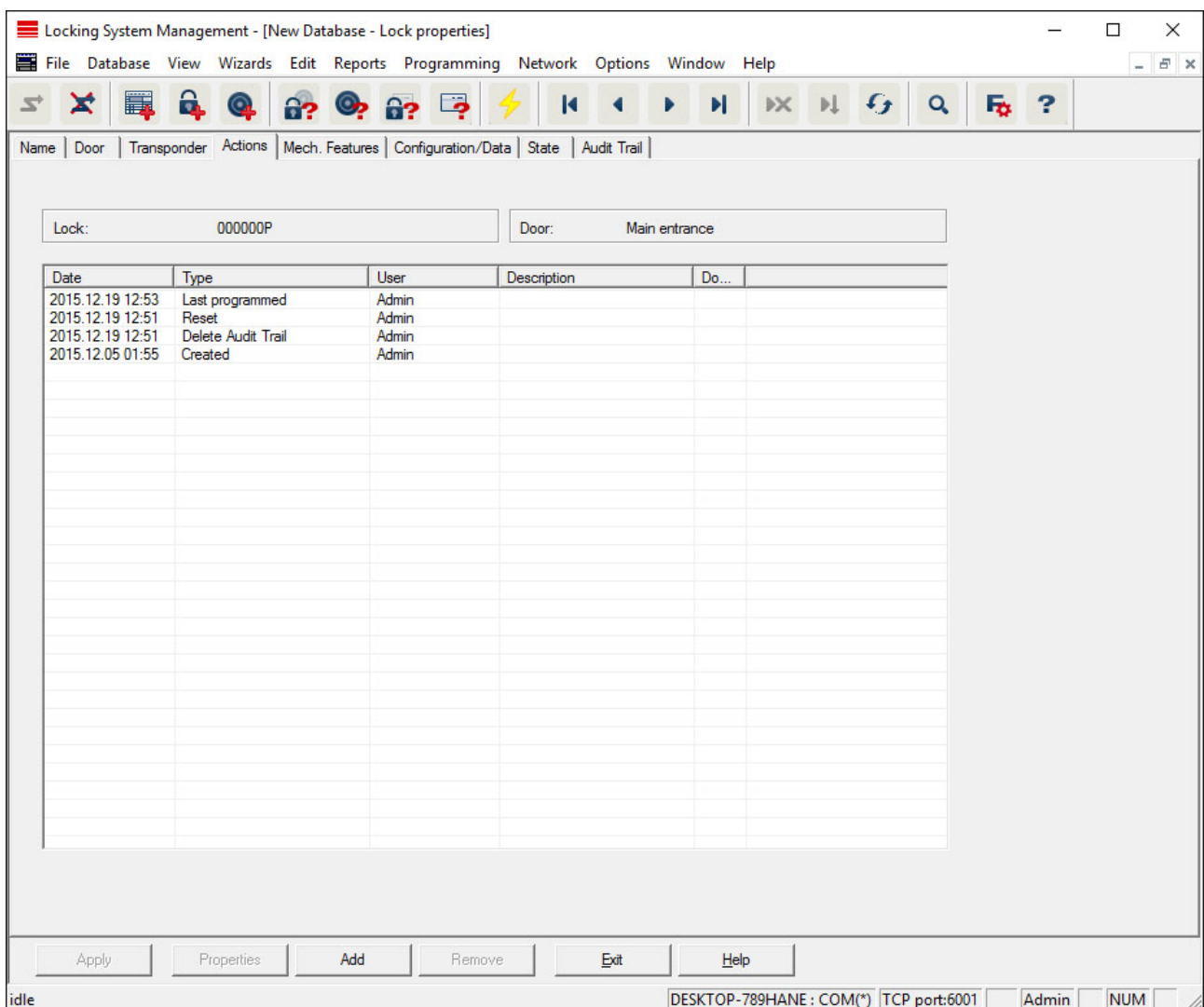
LockingSystemManagement Version 3.3

Provides information on programming needs.

- LSM Business: Additional "**Exceptions in time zone management**":

This is where exceptions for the transponder are displayed in time zone management.

Locking device properties: Actions

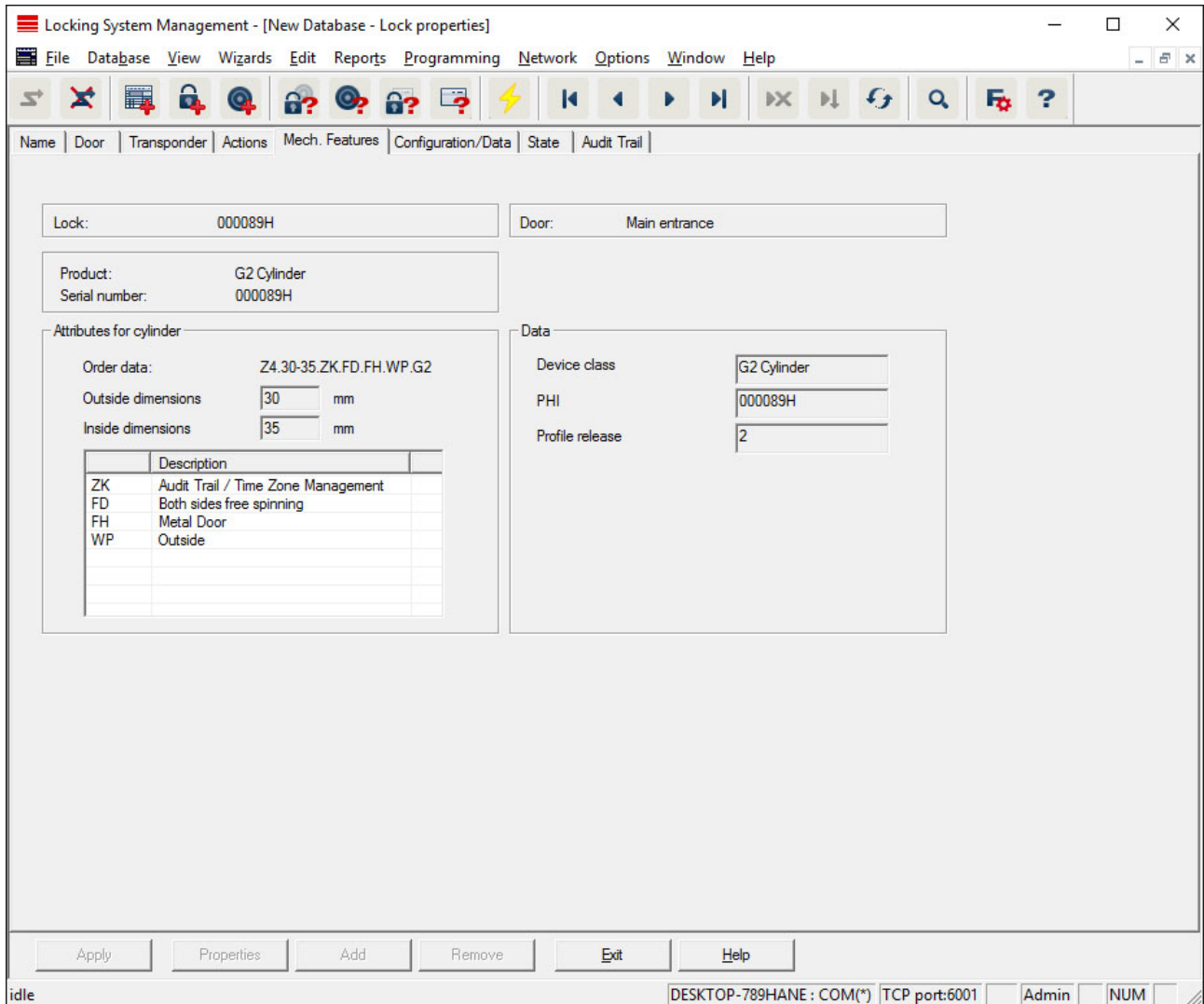


This table shows which actions, such as programming and authorisation changes, have been implemented on the locking device. Different actions, such as "Last battery replacement", can also be added manually using the "Add" button.

Manual

LockingSystemManagement Version 3.3

Locking device properties: Features

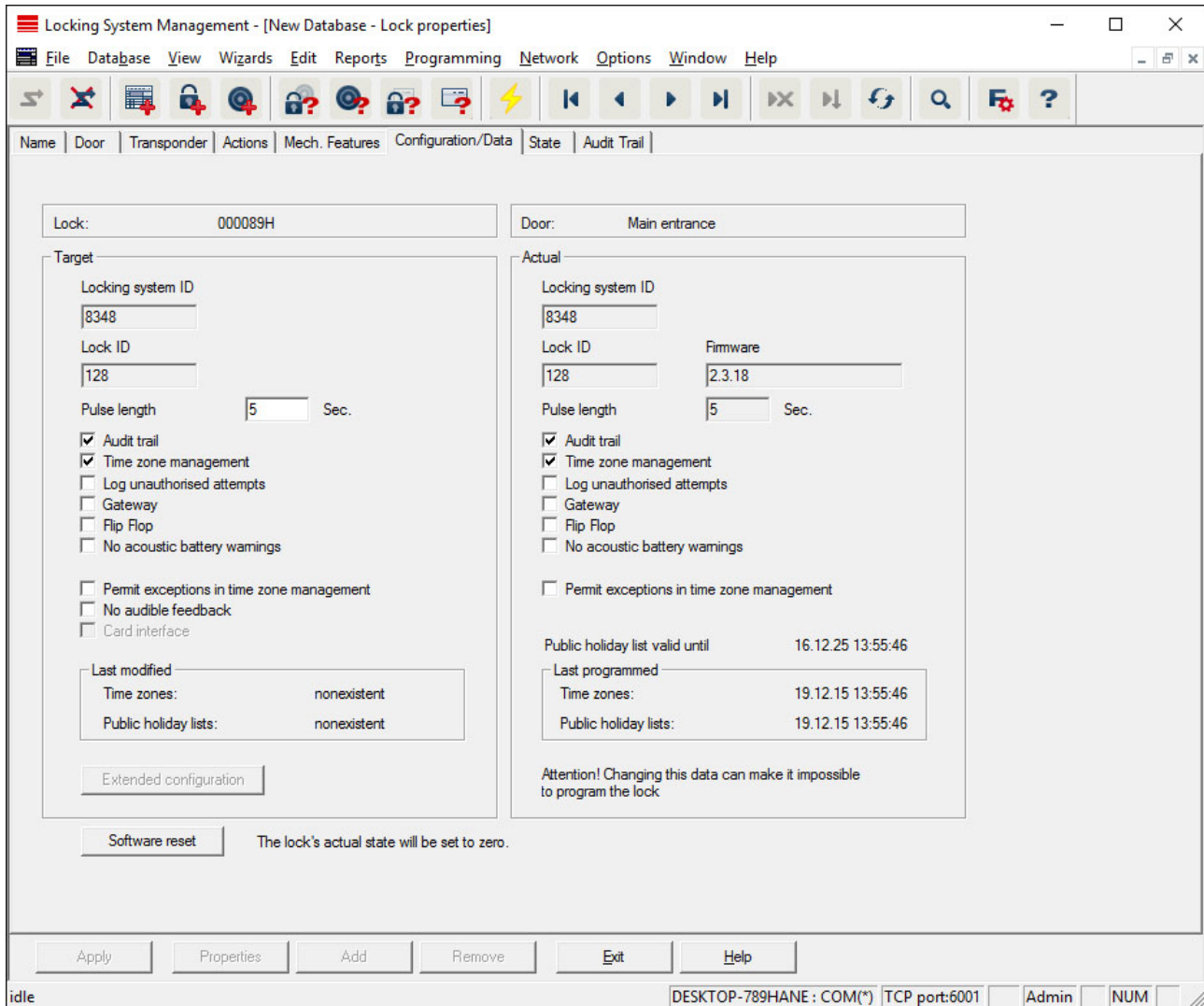


This tab shows the locking device's precise hardware options which are automatically entered during the initial programming.

Manual

LockingSystemManagement Version 3.3

Locking device properties: Configuration/Data



This tab is divided into two sides:

- The left side shows the target status of the locking device – i.e. the desired status configured in the LSM software.
- The right side shows the locking device's current status – i.e. the status which was last programmed.

The following features can be enabled **depending on the locking device type**:

- **Access control**
Option to log access events. *This function only works for components with an access control function.*

Manual

LockingSystemManagement Version 3.3

Clarify whether the use of this option is allowed in your own particular environment, e.g. with the Works Council or the Data Protection Officer.

– **Time zone control**

Option for control access for transponders in terms of time.

– **Logging unauthorised attempted access events**

Rejected transponder bookings are retained in the locking device. This only applies to ID media which belong to the same locking system.

– **Gateway**

Option for using gateways. *Only available with SmartRelay.*

– **Flip flop**

When a transponder is enabled, the locking device engaged ready for use and remains engaged until a transponder activates it again.

– **No audible battery warnings**

If this function is enabled, there are no audible warnings indicating battery status in components.

– **Time switch-over function**

The locking device automatically changes status according to the settings under "Advanced configuration". *For access control versions only.*

– **No audible programming acknowledgement signals**

The locking device does not acknowledge the process with audible signals when programming.

– **Card interface**

Links card interface with locking device.

– **Extended configuration**

Make advanced configuration settings, such as a time-controlled changeover of the locking device.

– **Software reset**

Button to re-set the current status of the LSM software. This process is timed and shown on the left-hand side.

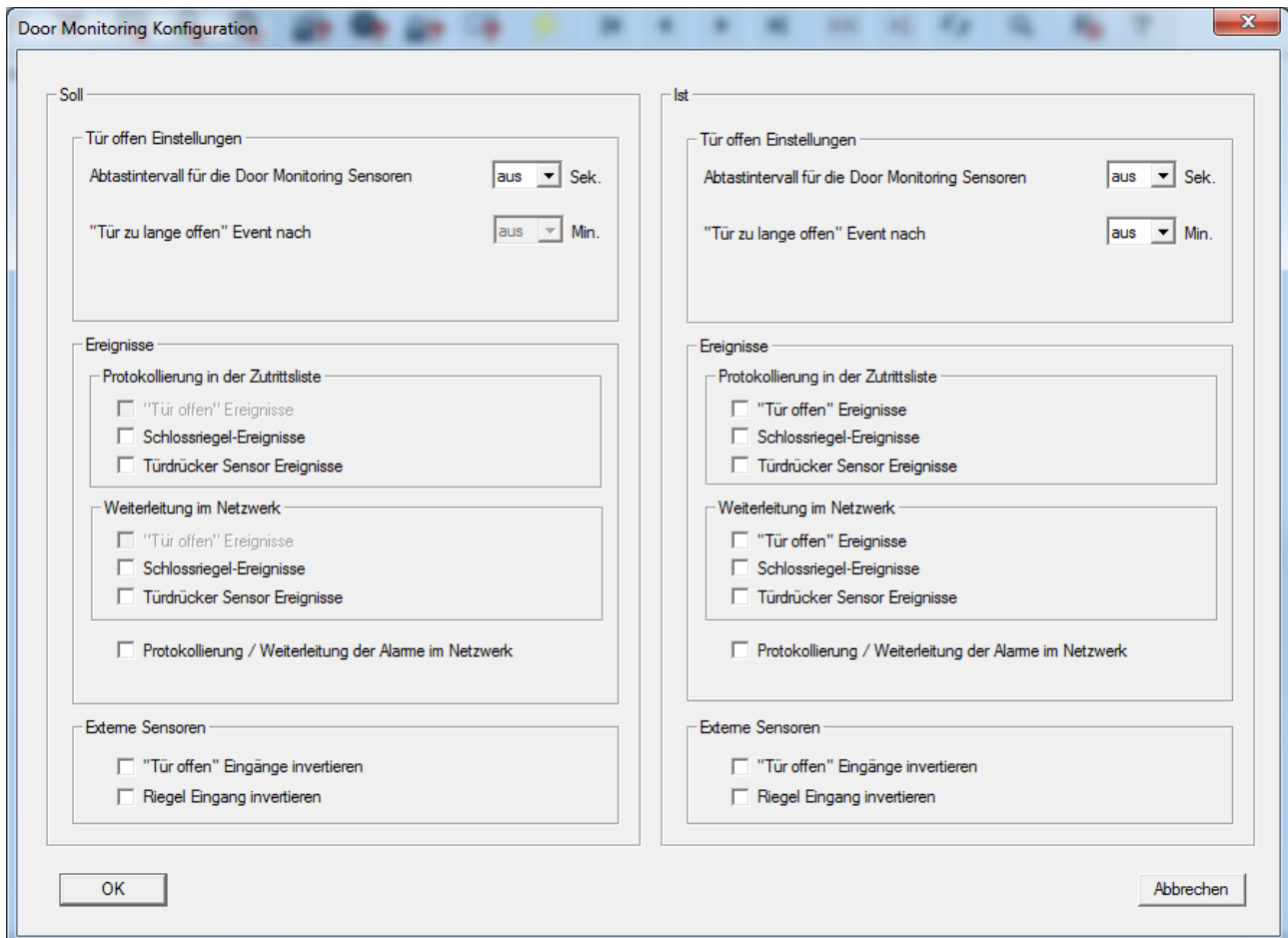
Locking device properties: Configuration/Data: DoorMonitoring SmartHandle

You can configure the DoorMonitoring functions in the SmartHandle using the "Monitoring configuration" button on the "Configuration/Data" tab on the locking device.

Manual

LockingSystemManagement Version 3.3

This function is only available if the SmartHandle features the DM function and this was also directly added into the LSM software as "G2 SmartHandle DoorMonitoring".



Activate the required changes in the left hand "Target area".

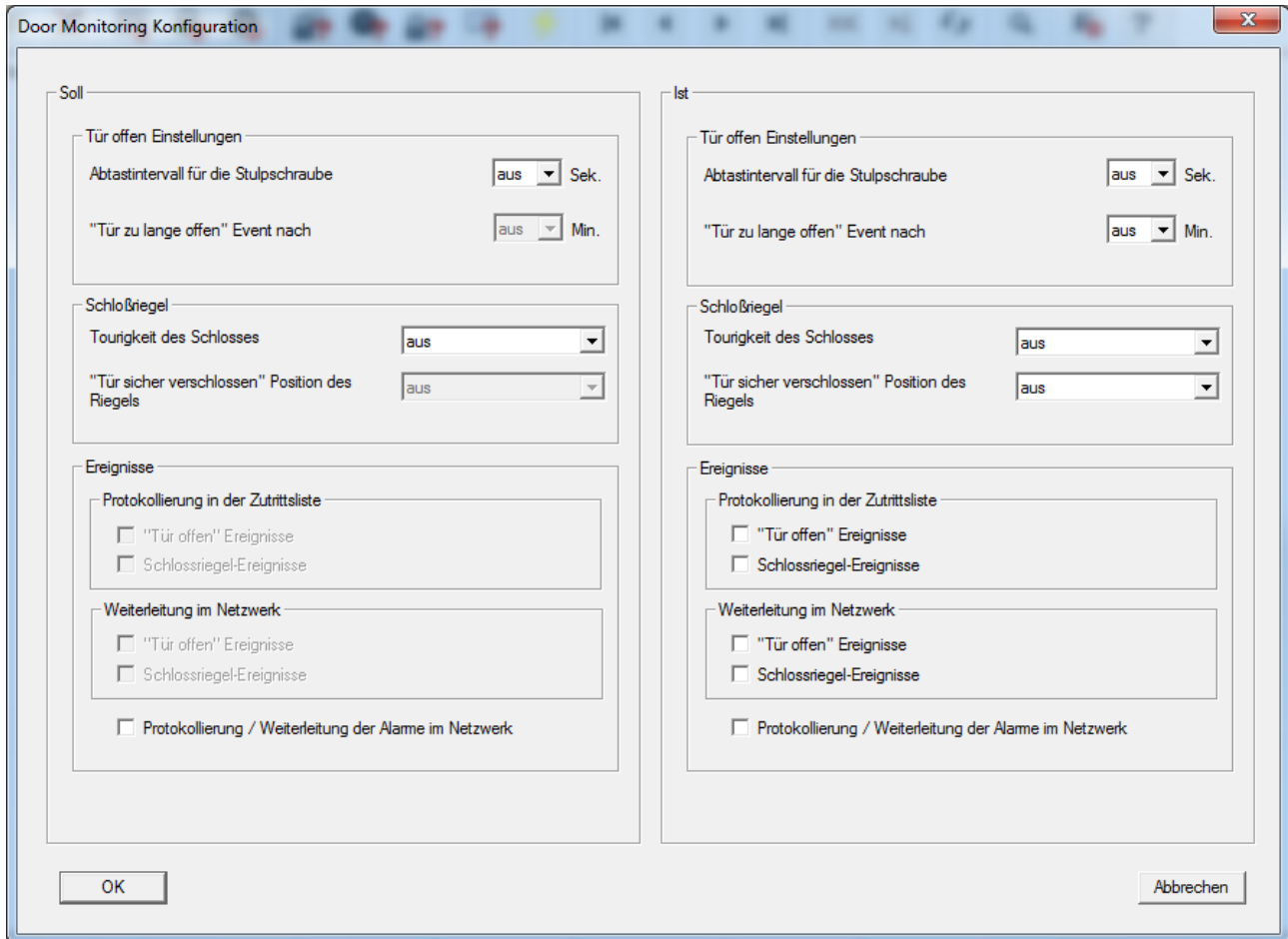
Locking device properties: Configuration/Data: DoorMonitoring locking cylinder

You can configure the DoorMonitoring functions in the locking device using the "Monitoring configuration" button on the "Configuration/ Data" tab on the locking cylinder.

This function is only available if the locking cylinder features the DM function and this was also directly added into the LSM software as "G2 cylinder DoorMonitoring".

Manual

LockingSystemManagement Version 3.3

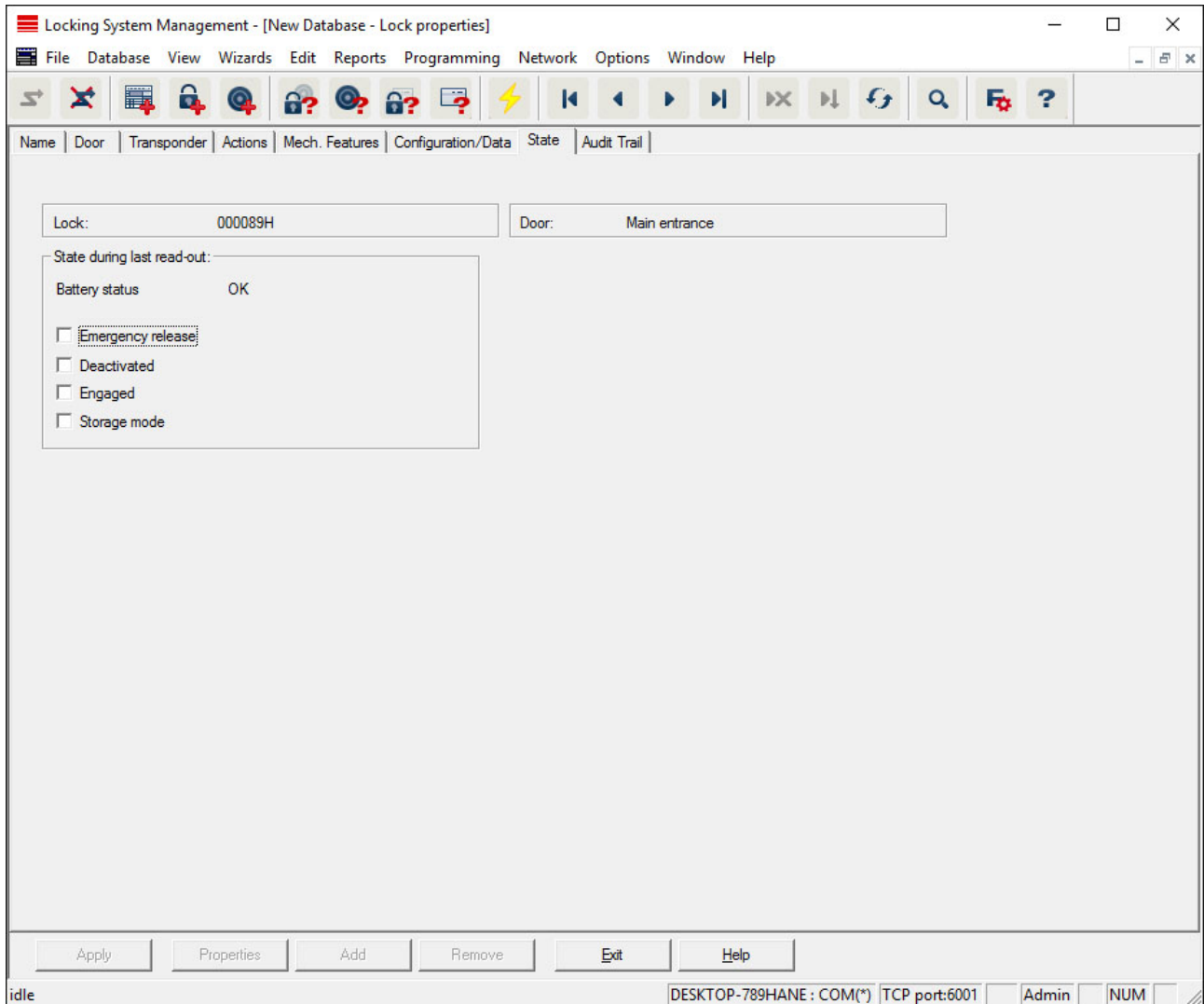


Activate the required changes in the left hand "Target area".

Manual

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Locking device properties: Status

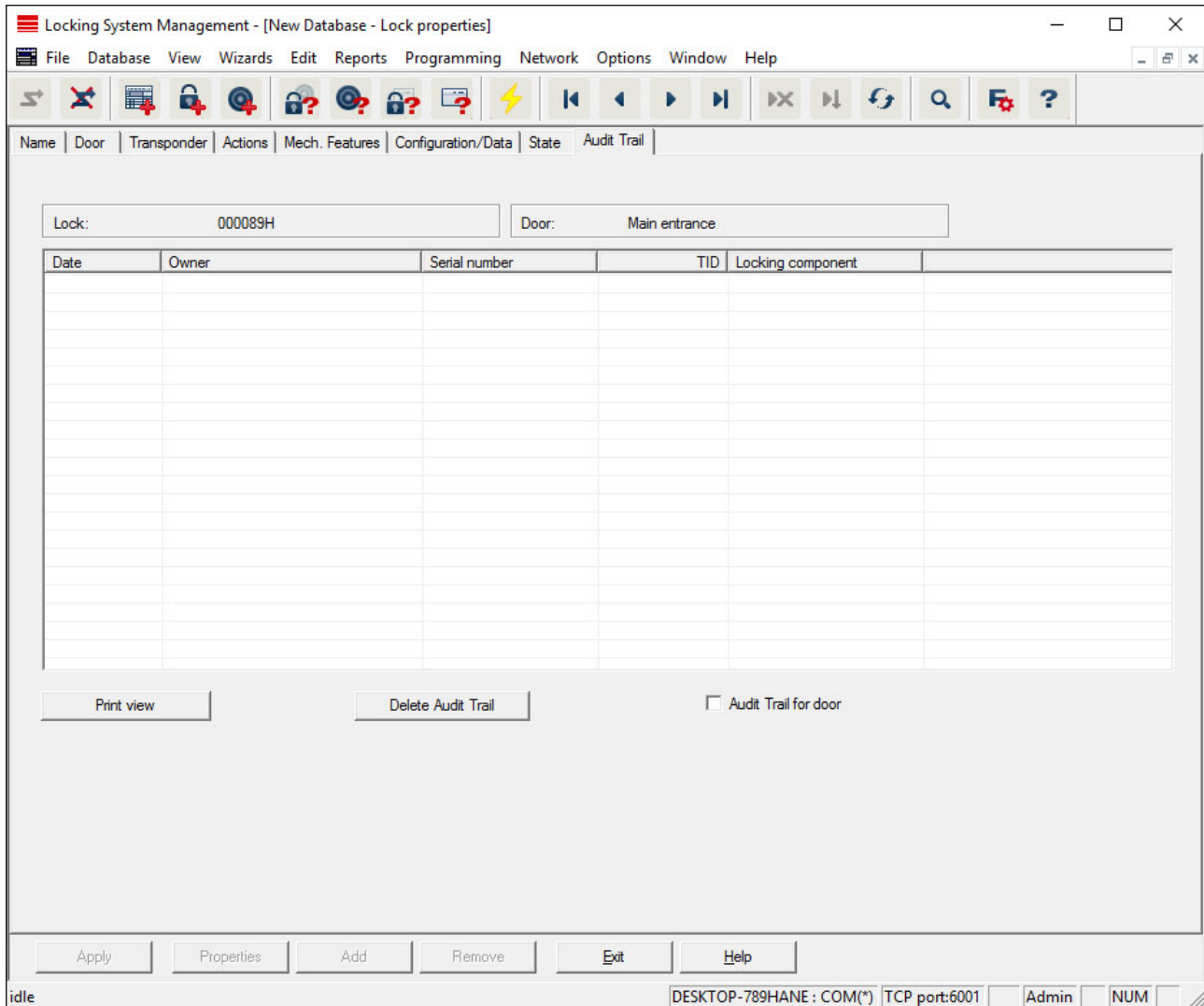


The last uploaded status of the locking device is displayed and is updated each time the locking device is read.

Manual

LockingSystemManagement Version 3.3

Locking device properties: Access list



This tab can display the latest version of the access list. *The locking device must support the "Access control" function, which must be enabled in the locking device properties.*

This is how you read the access list:

1. Read locking device using the *Programming/Read locking device* menu bar.
2. Click on the "Access list" button to launch the read process.
 - ⇒ The access system is automatically displayed and saved. It can now be displayed in the locking list properties in the Access list tab at any time.

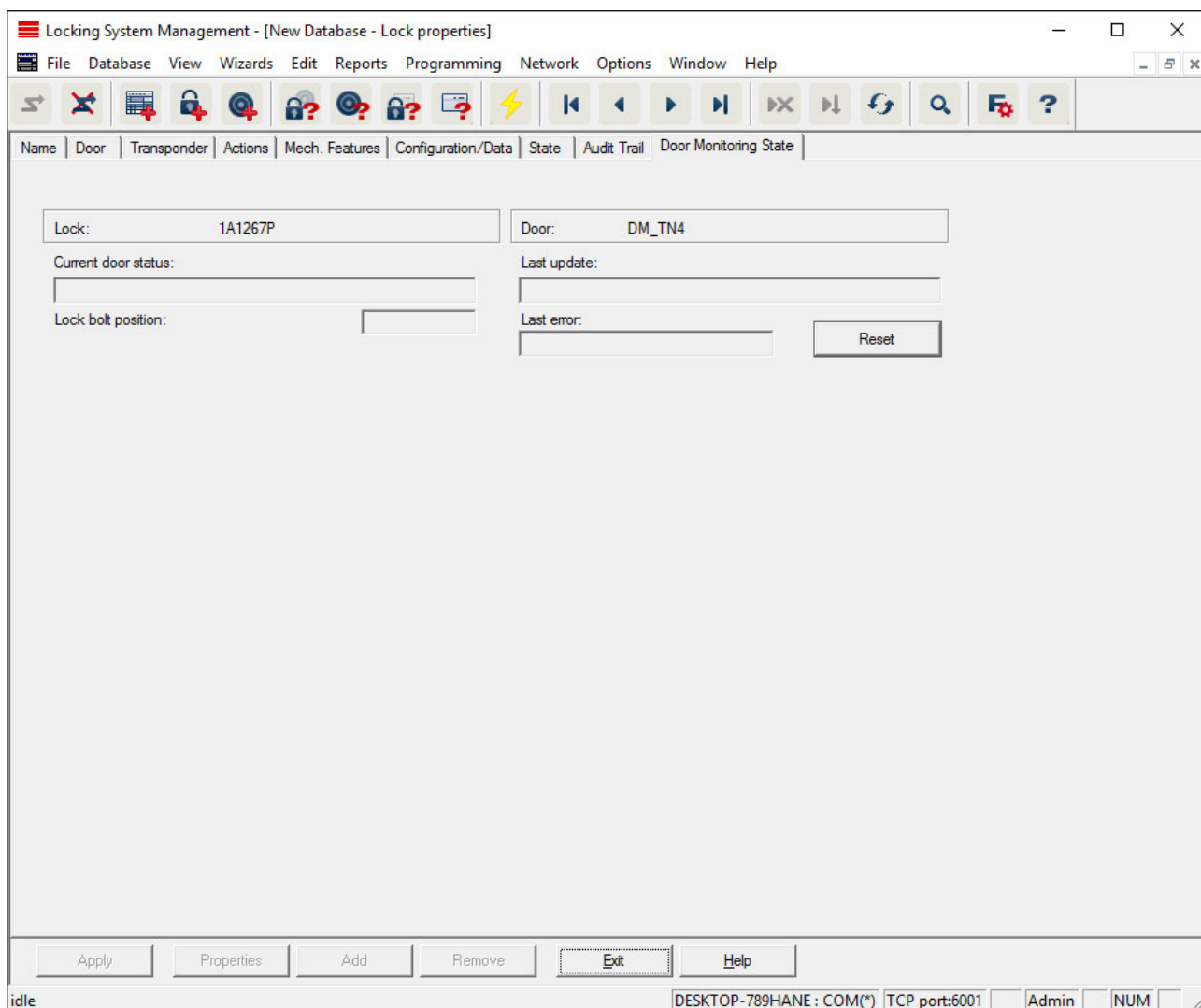
Manual

LockingSystemManagement Version 3.3

Locking device properties: DoorMonitoring status

The current status of the locking device can be displayed in the "DoorMonitoring status" tab in real time. A configured WaveNet is required for this function.

This tab can only be selected if the locking device features the DM function and this was also directly added into the LSM software as "G2 cylinder DoorMonitoring/SmartHandle". The appearance may vary.



Edit/Properties: Transponders

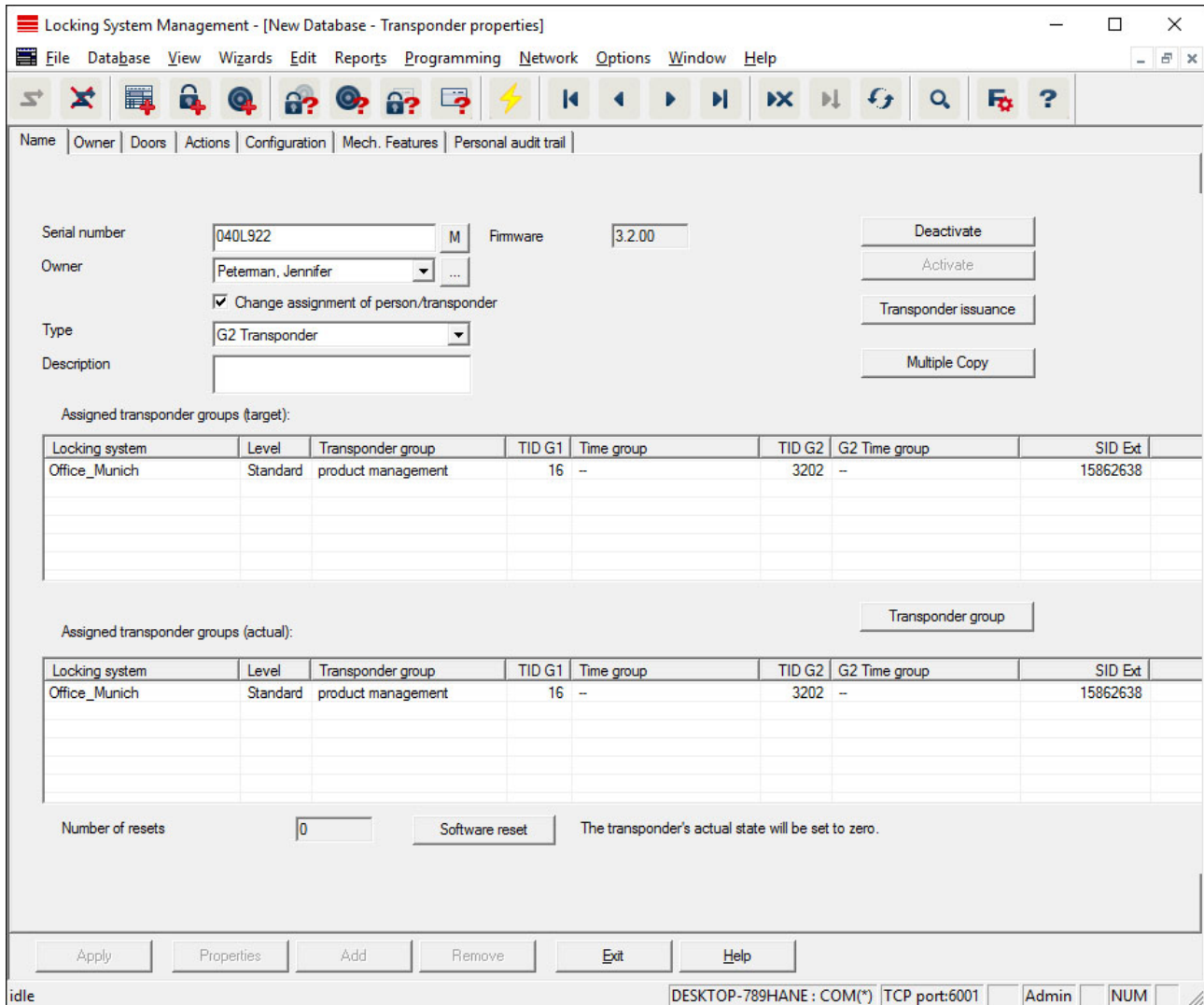
Show and edit properties for the transponder currently highlighted.

Double-click on a transponder to open its properties directly.

Manual

LockingSystemManagement Version 3.3

Transponder properties: Name



– **Serial number**

Transponder serial number. The "..." button shows the person's properties. The "Internal serial number" of G2 transponders are automatically applied when they are programmed (PHI number *Physical Hardware Identifier; embossed on the product*).

– **Holder**

The person that the transponder is assigned to. The "M" button shows the transponder in the matrix.

– **Type**

Type of transponder.

– **Description**

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Blank field to describe the transponder.

- **Assigned transponder groups: Target state**

Target status of the transponder group to which the transponder belongs.

- **Transponder group**

You can use this button assign the transponder to another transponder group.

- **Assigned transponder groups: Current status**

Current status (last programming) of the transponder groups to which the transponder belongs.

- **Software reset**

Button to re-set the current status of the LSM software. This process is timed and shown on the left-hand side.

NOTICE

Only use this function if you are sure where the programmed components are. This action can be used if a transponder is defective. A correctly programmed, functional transponder which has only be reset in the software may still be authorised to operate locking devices. This poses a high security risk!

- **Disable**

Button to disable a transponder.

- **Activate**

Button to activate a transponder.

- **Issuing of transponders**

Generates a form with signature for handover. The form also contains a list of all authorised doors.

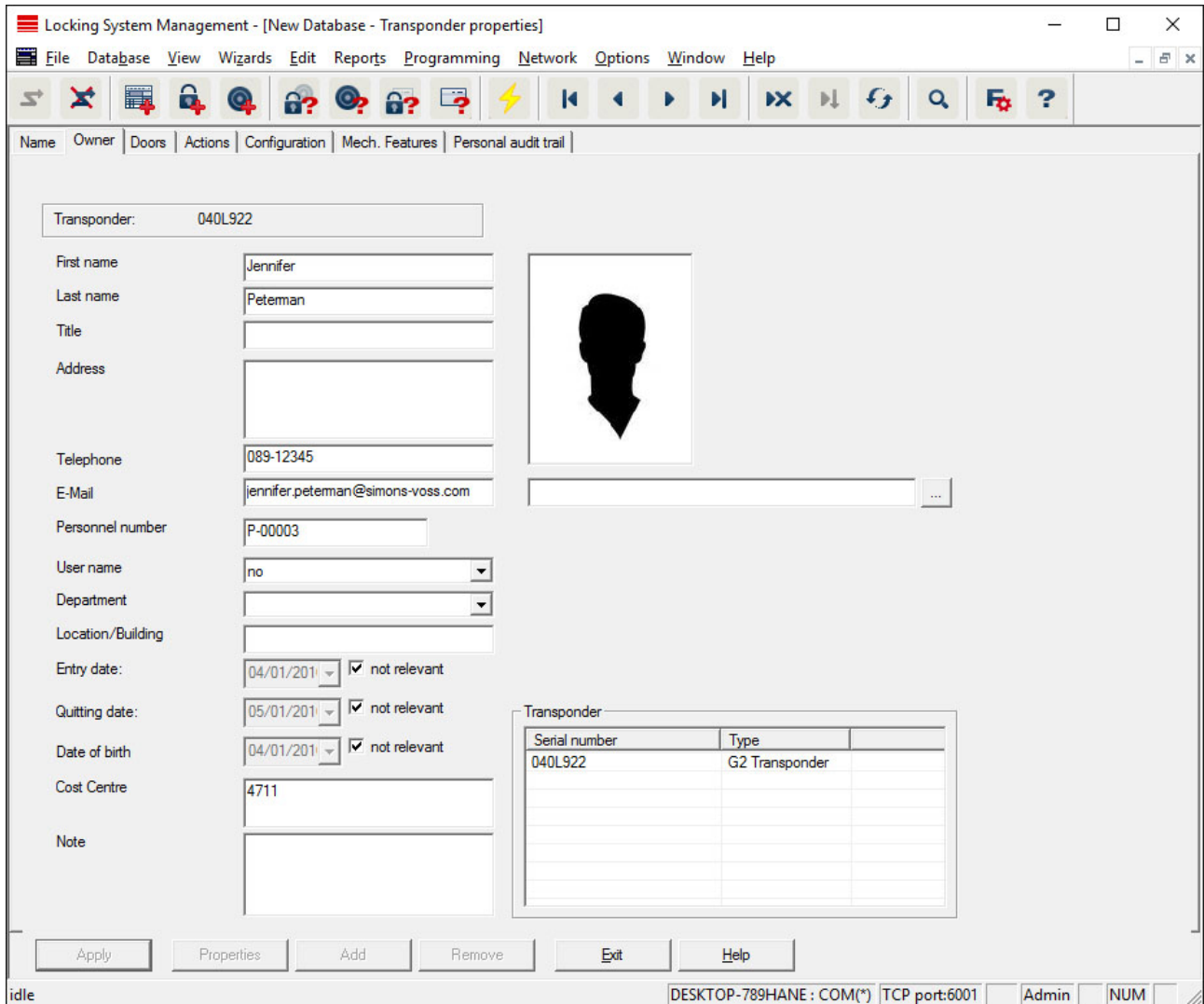
- **Make multiple copies**

Generates as many copies of the transponder with the same properties as required.

Manual

LockingSystemManagement Version 3.3

Transponder properties: Holder

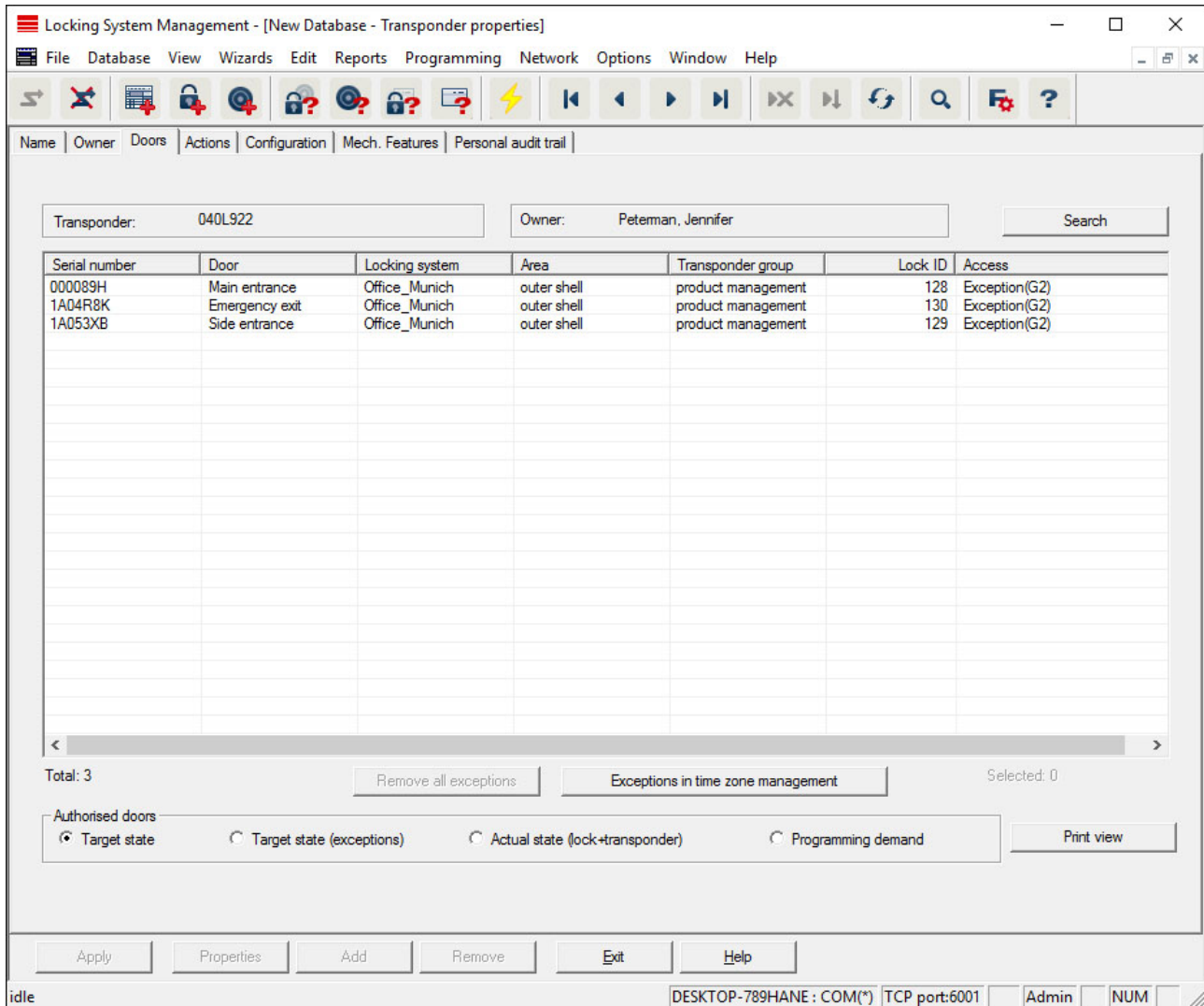


You can enter all information on the transponder's holder in the "Holder" tab. The "Transponder" table indicates how many transponders and which ones are assigned to the user. You can use the "..." to add a user photo. *We recommend using JPEG images no larger than 500 kB.*

Manual

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Transponder properties: Doors



This tab gives you an overview of the selected transponder's authorisations for doors. The devices are all displayed in detail in a table.

– **Table**

Shows all the doors that the transponder is authorised to use in a detailed list.

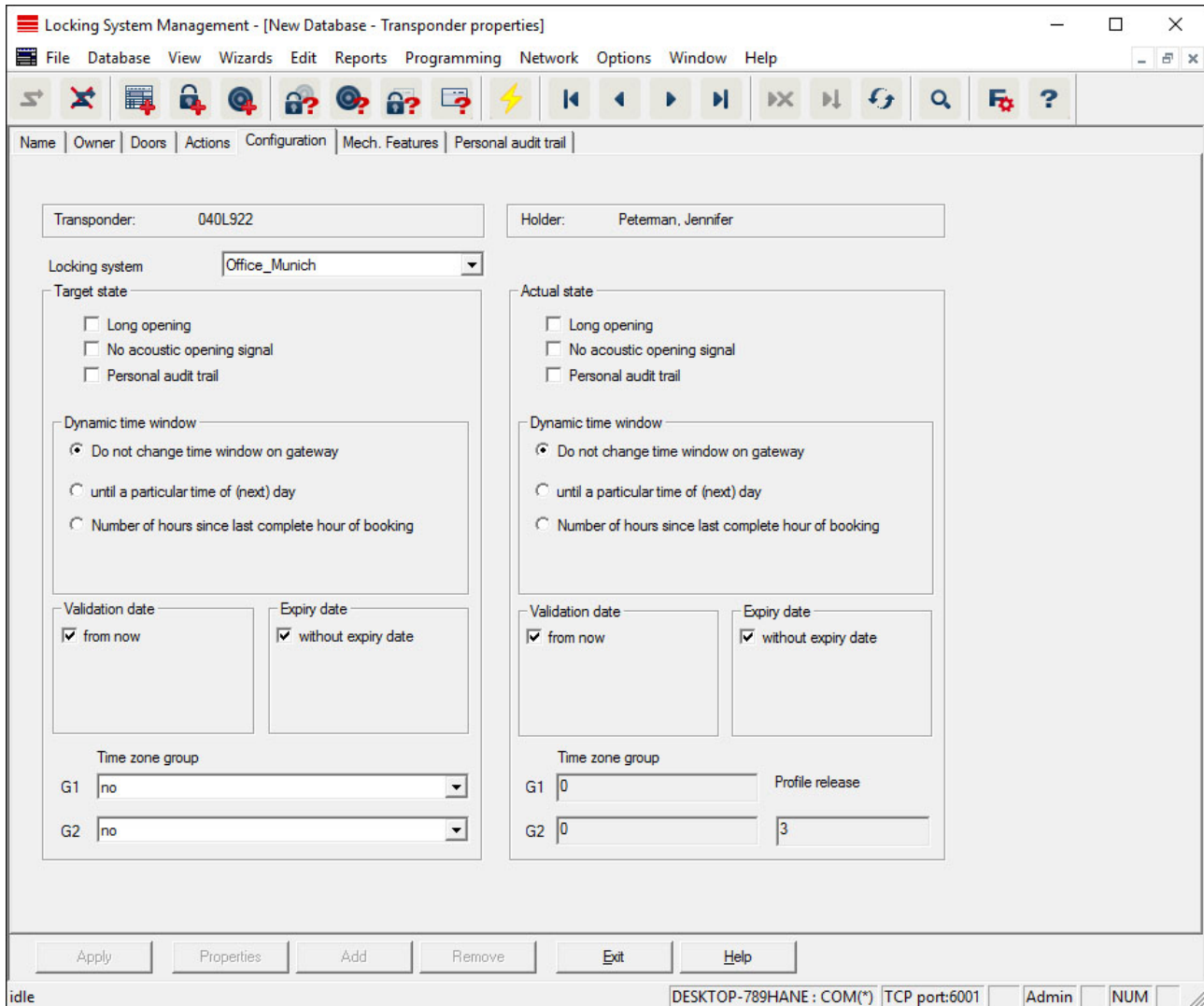
– **Authorised doors**

You can use the individual checkboxes to sort and filter the table.

Manual

LockingSystemManagement Version 3.3

Transponder properties: Configuration



This tab is divided into two sides:

- The left side shows the transponder's target status – i.e. the required status configured in the LSM software.
- The right side shows the transponder's current status, i.e. the status which was last programmed.

- **Locking system**
Displays the transponder's currently assigned locking system.
- **Long opening**

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This allows the locking device to remain engaged to open for longer. The locking device impulse length is doubled. *Example: People with disability possibly require the door to be open longer.*

- **No audible opening signal**

The locking device responds to the transponder without emitting an audible signal. *Example of use: assisted living accommodation. The duty nurse can enter the room at night without making a noise.*

- **Physical access list**

Saves all access events on the transponder.

- **Do not change time window on the gateway**

No time limit is imposed on the validity of the G2 transponder being booked at the gateway.

- **Until a specific time on the next day**

A time limit is imposed on the validity of the G2 transponder being booked at the gateway. Enter a time.

- **Number of hours from the last full hour of the booking**

The validity of the G2 transponder being booked at the gateway is extended by the number of hours indicated. Enter the number of hours.

- **Activation date**

Date and time from which the transponder is to be valid.

- **Expiry date**

Date and time from which the transponder is to be no longer valid.

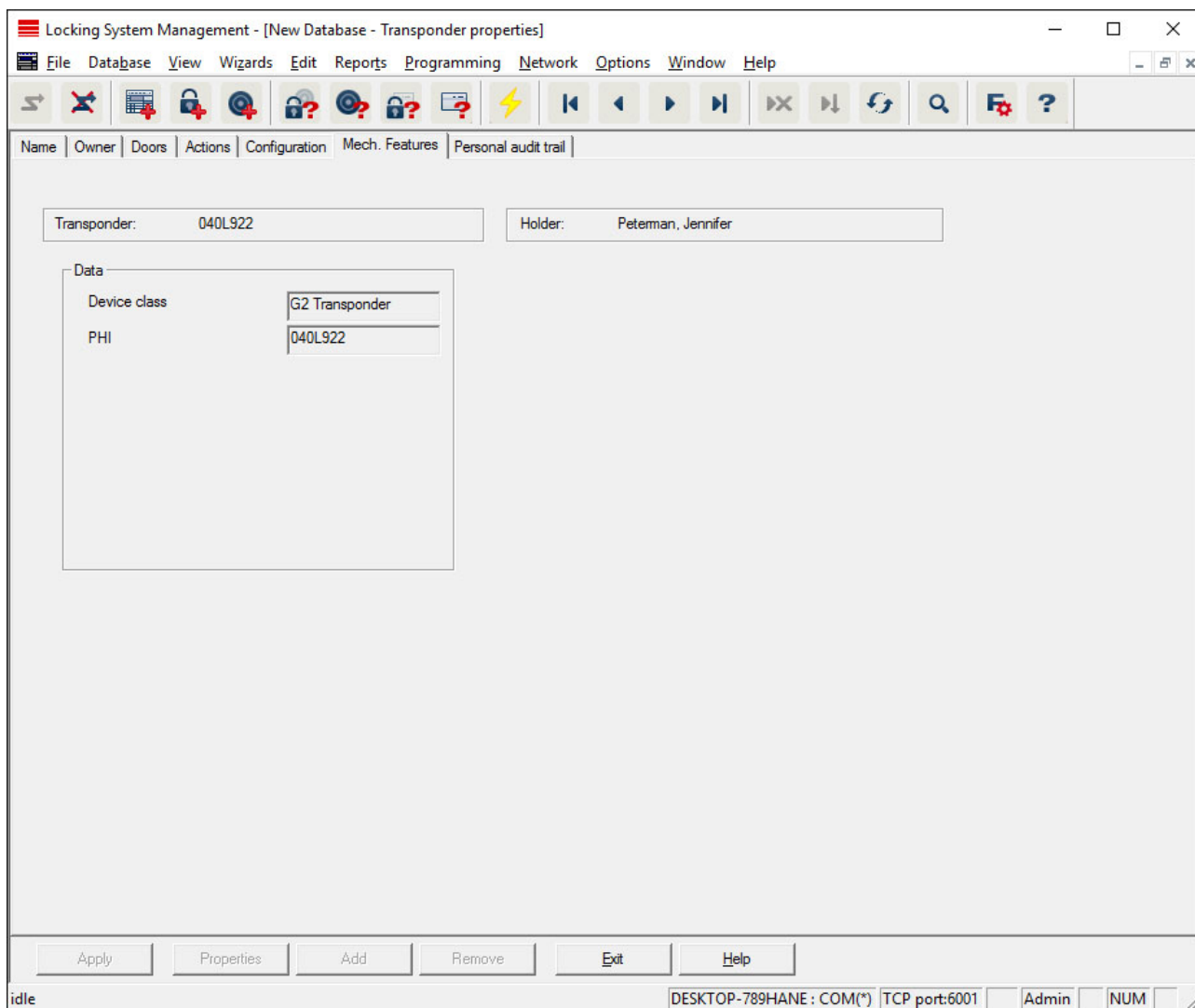
- **Time zone group**

You can assign the transponder to a previously assigned time zone group.

Manual

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Transponder properties: Features

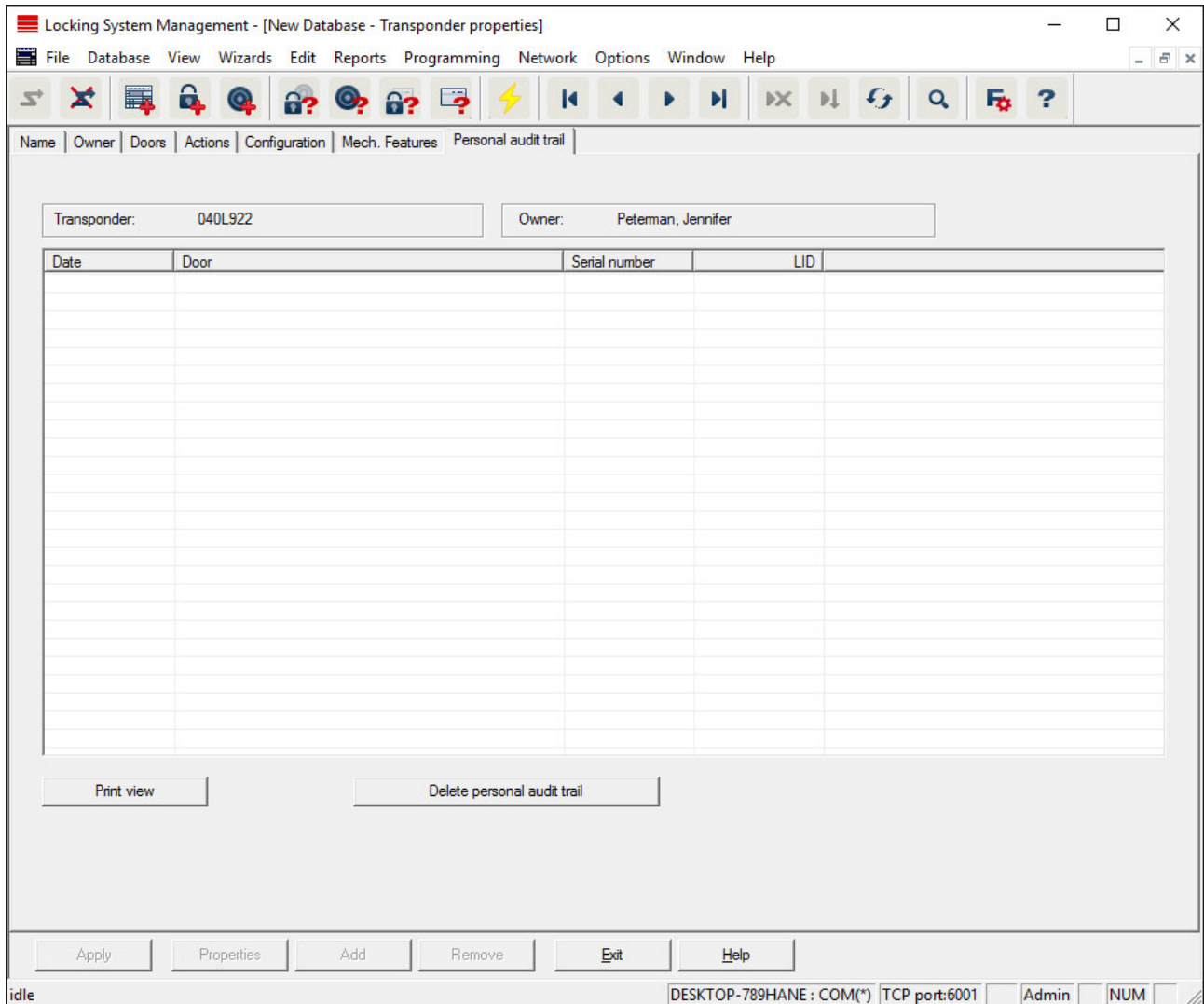


Check the transponder's exact specifications.

Manual

LockingSystemManagement Version 3.3

Transponder properties: Physical access list



This tab can display the latest version of the physical access list. *The "Physical access list" function must be enabled.*

How to read the physical access list:

1. Read transponder using the *Programming/Read transponder* menu bar.
2. Click on the "Physical access list" button to launch the read process.
 - ⇒ The physical access list is automatically displayed and saved. It can now be displayed in the transponder properties in the Access list tab at any time.

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Edit/New locking system

This is where you can add a new locking system within the project.

Edit/New locking device

The 'New lock' dialog box contains the following fields and controls:

- Locking system:** A dropdown menu with 'Office_Munich' selected.
- Area:** A dropdown menu with 'outer shell' selected and a '...' button.
- Lock type:** A dropdown menu with 'G2 Door Monitoring Smart Handle' selected and a 'Configuration' button.
- Select door:** A dropdown menu with a '...' button.
- Display doors without Locks:** A checked checkbox.
- Serial number:** A text field with 'L-00001' and an 'Auto' checkbox.
- Insert door:** A checked checkbox.
- New door:** A text field with 'Emergency exit'.
- Room number:** A text field.
- Floor:** A text field.
- Location:** A dropdown menu with 'no' selected.
- Building:** A dropdown menu with 'no' selected.
- Assignment to common levels:** A large empty rectangular area.
- Common level:** A text field.
- Locking system:** A text field.
- Area:** A text field.
- Buttons:** 'Add', 'Remove', 'Save & next', and 'Exit'.

Use this option to add a new locking device manually.

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If several locking systems and common locking levels have already been created, the new locking device can be assigned to them directly. Drop-down lists provide corresponding options for this purpose.

- Optionally select a locking system and area to assign the locking device correctly immediately. Locking systems and areas must be defined beforehand. It is possible to change these settings at a later stage at any time.
- You can use the "Add door" button to create a new door. A door can contain a number of locking devices.
- You can use the "Save & next" button to add a new locking device to the locking plan. Select "Finish" to return to the matrix or add another door.

Different locking devices can be managed in the LSM software, depending on the hardware used. Select the type of locking device that you wish to add from Locking device type in the drop-down menu.

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Edit/New transponder

New transponder

Locking system: Office_Munich

Transponder group: product management

Type: G2 Transponder

Owner: no

Display owners without assigned transponders

Serial number: T-00002 Auto

Description:

Set up new person

Personnel number: P-00005 Auto

Last name: Thomas

First name: Beck

Department: product management

Address:

Telephone: 089-123456789

Additional transponder groups:

Locking system: Add

Transponder group: Remove

Save & next Exit

Use this option to add a new transponder manually.

If several locking systems and transponder groups have already been created, the new transponder can be assigned to them directly. Drop-down lists provide corresponding options for this purpose.

Manual

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- Optionally select a locking system and transponder group to assign the transponder correctly immediately. Locking systems and transponder groups must be defined beforehand. It is possible to change these settings at any time.
- You can use the "Configuration" button to make advanced settings such as the transponder validity.
- You can use the "Save & next" button to add the transponder to the locking plan. Select "Finish" to return to the matrix or add another transponder.

Ensure that each ID medium is basically marked as a transponder in the LSM software. Different ID media can be managed in the LSM software, depending on the hardware used:

G1 biometrics	Biometric transponder
G1 biometric reader user	Biometric reader user in G1 standard
G1 card	Card in G1 standard
G1 SmartClip	SmartClip in G1 standard
G1 transponder	Transponder in G1 standard
G2 card	Card in G2 standard
G2 PIN code user	User of a PIN code terminal
G2 transponder	Transponder in G2 standard
Undefined	Not yet determined G1 transponder

NOTICE

Transponder must never be assigned to a locking system and a common level at the same time.

Manual

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- Establishes the G1 time group for the transponder group.
- **Time zone group G2**
 - Establishes the G2 time group for the transponder group.
- **Description**
 - Blank field to describe the transponder group.
- **G1 reserve**
 - Total number of transponder IDs available in the transponder group.
- **Authorisations**
 - Option of issuing the group authorisations.
- **Reserve (G1)**
 - Option to manage G1 transponder IDs.
- **Automatic**
 - Option to automatically assign a free transponder to the transponder group.
- **Manual (G1)**
 - Option to assign a specific transponder to a specific transponder ID manually.

Edit/Person

This menu displays the persons already added. You can use the "Next dataset" and "Previous dataset" buttons on the menu ribbon to switch between individual persons.

The menu is the same as the "Holder" tab under *Edit/Properties: Transponder*.

You can also use the "New" button to add new persons.

Edit/Area

Use this menu to display the individual transponder areas. You can use the "Next dataset" and "Previous dataset" buttons on the menu ribbon to switch between individual transponder groups.

You can also use the "New" button to add new areas.

Edit/Door

This menu displays the doors already added. You can use the "Next dataset" and "Previous dataset" buttons on the menu ribbon to switch between individual doors.

The menu is the same as the "Door" tab under *Edit/Properties: Locking device*.

Manual

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You can also use the "New" button to add new doors.

Edit/Building

You can use this menu to add a new building or edit an existing building to the locking system.

Edit/Location

You can use this menu to add a new location or edit an existing location in the locking system.

Edit/Public holiday list

This list applies universally to the project. This is where public holidays can be selected according to geographical location or where new ones can be created.

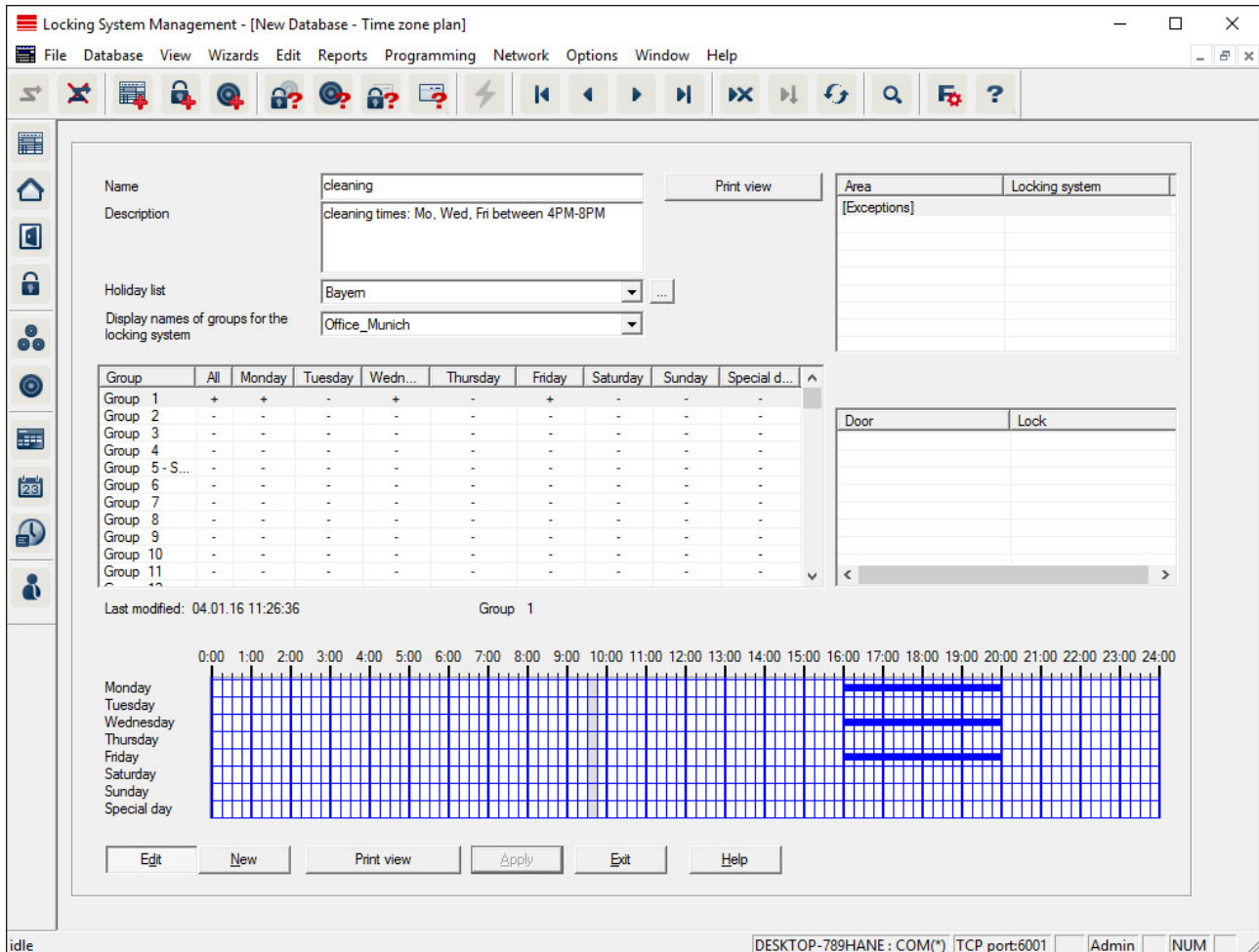
Edit/Public holiday

This is where individual public holidays can be created. This is where you can determine a new "public holiday" or a "holiday period". *Newly created public holidays must be assigned to a public holiday list in the holidays management.*

Manual

LockingSystemManagement Version 3.3

Edit/Time zone plan



You can create time zone plans in this section.

- **Name**
Suitable, unique name for the time zone plan.
- **Description**
Apt description of the time zone plan.
- **Public holiday list**
Select a relevant geographical location.
- **Display names of groups for the locking system**
Selects the locking system for which the time group names changed manually are displayed.
- **Time groups table**
Up to 100 time groups may be defined for each time zone plan. First select a group and then edit the weekly program.

Manual

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– Small tables on right at top

If the time zone plan has already been assigned to an area, this is displayed in the two small tables.

NOTICE

Next, always create a time zone plan first and later assign it to an area *or an individual locking device*. You can do this at *Edit/Area*, for example.

– Weekly schedule

- Fields filled in blue indicate an authorisation at this time.
- You can click on fields individually or select by holding down the mouse button to make changes.

– Edit

This button needs to be enabled to edit the time zone plan. Changes can be saved by pressing the "Apply" button.

– New

The "New" button creates a new, empty time zone plan.

Edit/Time group

The time group can display all the time groups issued in the time zone plan. This view is especially suitable for giving a complete overview of the locking system, time group, transponder group and transponders.

You can use the "Assigned transponders" button to print out an overview.

Edit/Local time zone

Enter your local time zone in this window if you manage locations in different time zones. The "Import from registration" button allows you to select from standard world time zones.

If a locking device has been programmed with a local time zone, this changes automatically between daylight saving time and standard time.

Edit/User (Business)

The log-on to LSM automatically becomes the administrator "Admin". This role has all rights.

Different users can be added in LSM Business. Several users can thus manage a database or a locking system.

New users and their rights can be displayed under *Edit/Users*. You can use the "Previous dataset" and "Next dataset" button to switch between different users.

Manual

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- "User account is blocked"
If this checkbox is enabled, the user is currently blocked.
- "User must change password at next log-on"
If this checkbox is enabled, the user needs to enter a new password when they next log on. Users can also enter a new password under *File/Change password* at any time.
- "User groups" button
This is where the user can be assigned to one or several existing user groups. The user group determines what particular rights the user has.
- "Edit" button
This button is used to change the user data.
- "New" button
This button can be used to add a new user.

Edit/User group (Business)

Users are added to user groups. This is how rights are distributed to users. The first person to log on to LSM Business is the "Admin" user, who is assigned to the "Administrator" user group with all rights.

New user groups and their rights can be added or restricted under *Edit/User group*. You can use the "Previous dataset" and "Next dataset" button to switch between different user groups.

- Group name
Name of the group.
- Description
Description of the group.
- Users
Users which have already been assigned to the user group. You can use the "Edit" button to add existing users to the user group. You can also add them using *Edit/Users*.
- Write access
Data can be changed and programming implemented if this checkbox is enabled. You can only read or display data if the checkbox is not enabled.
- Role
This is where user group rights can be issued.
- "Edit" button
This button allows you to make changes to "Rights" or "Group name".
- "New" button

Manual

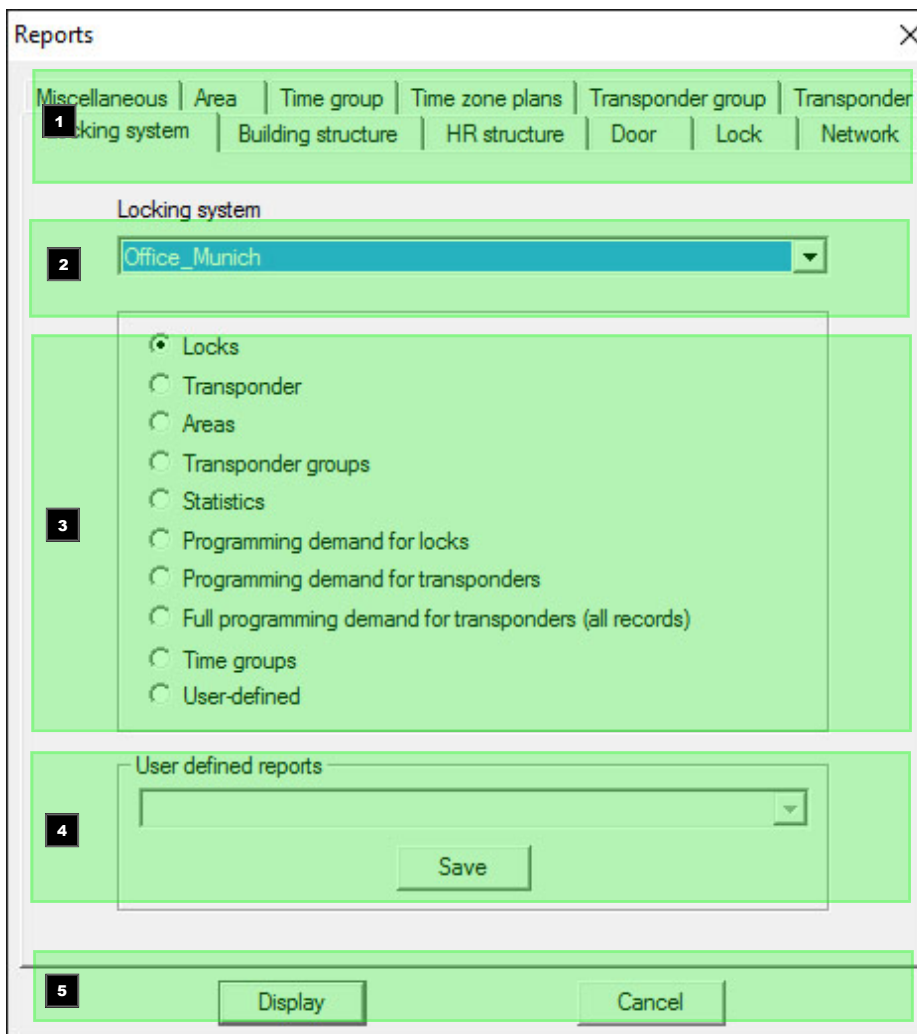
LockingSystemManagement Version 3.3

Creates a new user group.

4.1.6 Reports

You need the LSM Report module to display reports easily in LSM Basic. LSM Business provides additional types of reports.

Each report type offers the following basic selection options:



1. Type of report, such as a SimonsVoss component, building or transponder group.
2. First limitation on what should be reported.
3. Targeted limitation on what exactly should be reported.
4. Option of selecting a user-defined report and then saving it. *Customised, user-defined reports can be ordered from SimonsVoss Technologies GmbH.*

Manual

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5. The "Display" button shows the report subject to the pre-set criteria.

The page headers and footers for reports can be customised under Options/Reports.

Displayed reports can be printed out directly or exported in different formats.

Reports/Locking system

Reports/Area

Reports/Transponder group

Reports/Door

Reports/Locking device

Reports/Transponder

Reports/Time group

Reports/Time zone plan

Reports/Network

Reports/Personnel structure

Reports/Building structure

Reports/User (Business)

Reports/Miscellaneous

Reports/Print locking device labels

A list of all locking devices is displayed first. You can select all locking devices or just individual ones.

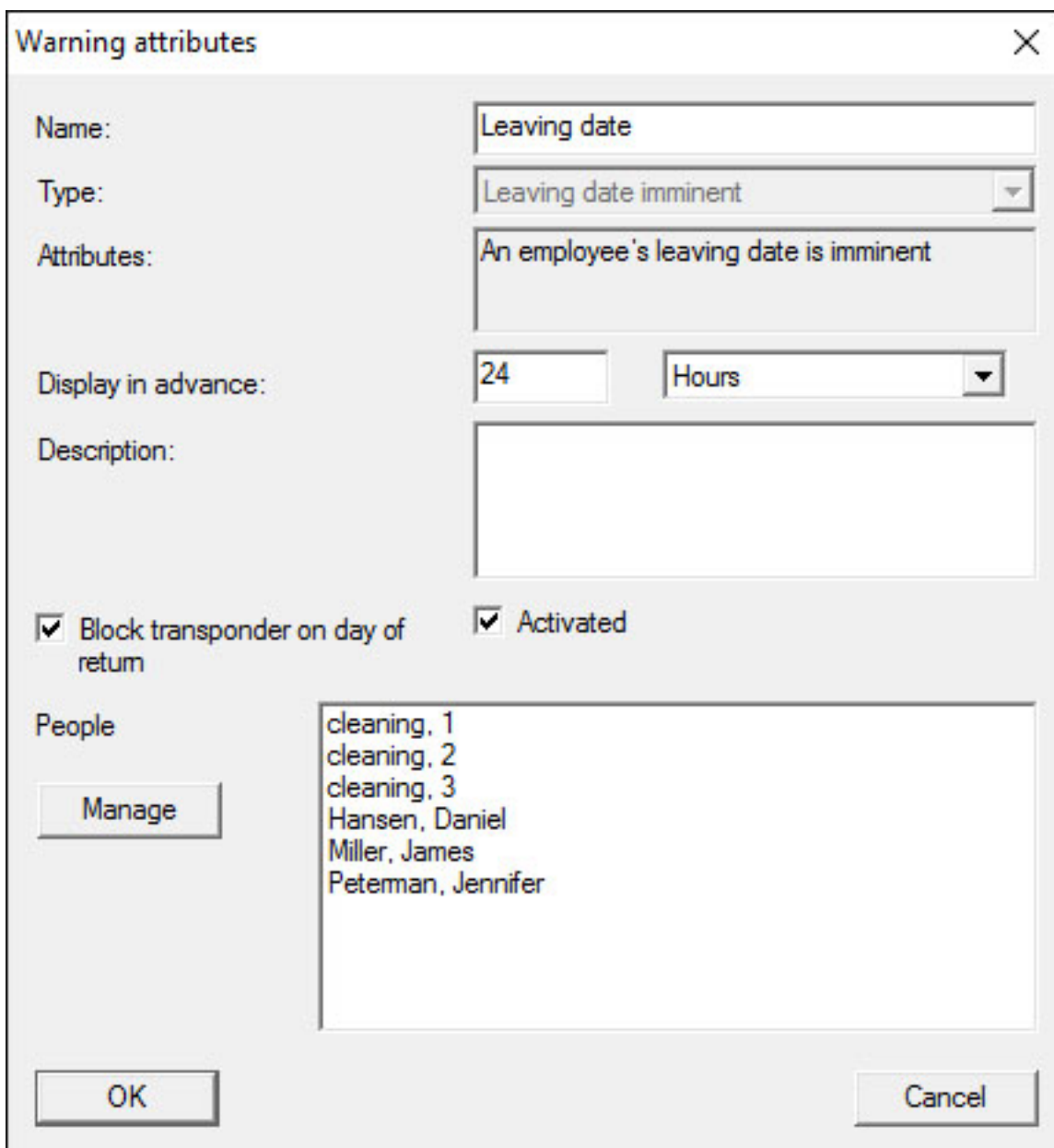
You can use the "OK" button to select different label types for printing.

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- **Edit**
You can edit the settings after selecting the warning that you require.
- **Delete**
You can delete the warning after selecting the one that you require.

You can use the "New" button to add a new warning:



The image shows a dialog box titled "Warning attributes" with a close button (X) in the top right corner. The dialog contains several fields and checkboxes:

- Name:** A text input field containing "Leaving date".
- Type:** A dropdown menu showing "Leaving date imminent".
- Attributes:** A text area containing "An employee's leaving date is imminent".
- Display in advance:** A numeric input field with "24" and a dropdown menu with "Hours".
- Description:** An empty text area.
- Block transponder on day of return**
- Activated**
- People:** A list box containing:
 - cleaning, 1
 - cleaning, 2
 - cleaning, 3
 - Hansen, Daniel
 - Miller, James
 - Peteman, Jennifer
- Manage:** A button next to the list box.
- OK:** A button at the bottom left.
- Cancel:** A button at the bottom right.

- **Name**

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Name of the warning.

– **Type**

Type of warning, such as locking device battery warning.

– **Properties**

Are established based on the warning type.

– **Advanced notice**

Time frame between the warning and the cause of the warning coming into effect.

– **Description**

Blank field to describe the warning.

– **Block transponder on day of return**

Authorisations for locking devices are withdrawn from the transponders in the locking plan on the day of return -> Programming requirement.

– **Enabled**

The warning is used if enabled.

– **Manage**

Selects the objects to be monitored.

– **Table**

Displays the selected components.

You can select the following warnings:

- Leaving date reached
- Battery warning for locking device
- Battery warning for transponders
- Export to handheld PDA
- Scheduled battery replacement
- Return of transponder pending
- Transponder expiry date

Reports/Warning monitor (Business)

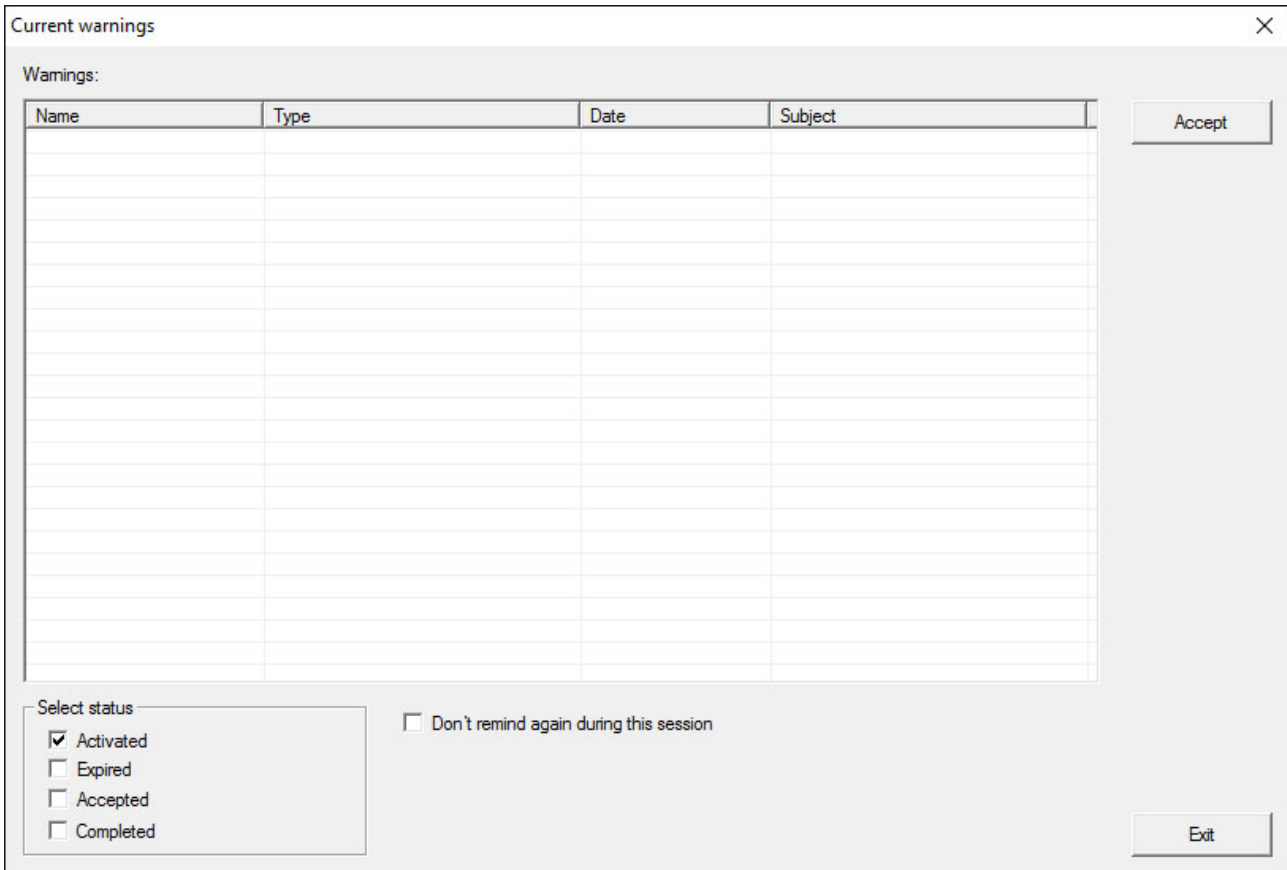
Available in LSM Business with enabled online module only.

The warning monitor displays warnings which have been issued and are activated. The warning monitor starts up automatically after log-on and displays all accumulated warnings. If you select status display, you can also view already accepted or accumulated warnings.

You can use *Reports/Warning monitor* to launch the warning monitor:

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- **Table**
Overview of accumulated warnings.
- **Accept**
You can accept individual warnings and they are then hidden.
- **Enabled**
Only current warnings are shown.
- **Expired**
Expired warnings are those warnings for which the pre-set time interval has already expired.
- **Accepted**
This displays warnings that have already been accepted.
- **Processed**
Processed warnings are those warnings which a follow-up task has dealt with, such as "Blocking of transponders".

Manual

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4.1.7 Programming

Programming/Transponder

You can only select this function if you have selected a transponder in the matrix. The transponder which was selected in the matrix is displayed directly in the drop-down menu. Click on the "Programming" button to launch the programming process for the transponder selected in the drop-down list.

If you would like to programme a number of transponders one after the other, you can start with the first transponder and select the "Jump to the next transponder after programming" option.

Programming/Locking device

You can only select this function if you have selected a locking device in the matrix. The locking device which was selected in the matrix is displayed directly in the drop-down menu. Click on the "Programming" button to launch the programming process for the locking device selected in the drop-down list.

In the Programming device field, select the programming device which you wish to use for programming.

Programming/Read highlighted locking device/Set clock

Read the locking device selected in the matrix to set the clock time or read the access list.

Programming/Read locking device

You can use this command to read a locking device instantly using the standard SMARTCD.G2 programming device. You must ensure that only ONE locking device is within the area surrounding the programming device.

Programming/Read MIFARE locking device

You can use this command to read a passive MIFARE locking device instantly using the passive SMARTCD.MP programming device. You must ensure that you hold the electronics side of the locking device (*e.g. where the black ring between the profile cylinder housing and thumb-turn is on a locking cylinder*) instantly against the antenna symbol on the programming device!

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Programming/Read transponder

You can use this command to read a transponder instantly using the standard SMARTCD.G2 programming device. Observe the instructions in the LSM software.

Programming/Read G1 card

You use this command to read a G1 card instantly using the CD.MIFARE (*no longer available*). Observe the instructions in the LSM software.

Programming/Read G2 card

You can use this command to read a G2 card instantly using the standard SMARTCD.HF programming device. Observe the instructions in the LSM software.

In the case of hybrid components, the SMARTCD.G2 also needs to be connected to the computer in addition to the SMARTCD.HF.

Programming/Special functions

Programming/Special functions/Read Compact Reader

Reads a Compact Reader.

Programming/Special functions/Activation transponder

You can use this function to create an activation transponder. You can use an activation transponder to reactivate deactivated locking devices. You also require an authorised transponder to open the locking device.

Programming/Special functions/G2 activation card

You can use this function to create a G2 activation card. You can use a G2 activation card to reactivate deactivated locking devices. You also require an authorised G2 card to open the locking device.

Programming/Special functions/G2 battery replacement transponder

If a locking device has changed to freeze mode due to a critical battery level, the locking device can only be reactivated with the aid of a battery replacement transponder. You also require an authorised transponder to open the locking device.

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Programming/Special functions/G2 battery replacement card

A locking device can only be reactivated with the aid of a G2 battery replacement card after the locking device has changed to freeze mode due to a critical battery level. You also require an authorised G2 card to open the locking device.

Programming/Implement emergency opening

It is possible to open a locking device using the LSM software and the corresponding programming device. Note that you need to enter the locking system password to do so.

Programming/Test SmartCD active

You can use this function to test whether a connected SMARTCD.G2 functions correctly.

Programming/Test SmartCD Mifare

You can use this function to test whether a connected SMARTCD.MP or SMARTCD.HF functions correctly. Ensure that only one of the passive programming devices is connected when testing.

Programming/LSM Mobile

It is possible to export programming tasks from the LSM software if you have a Microsoft Windows-based laptop, netbook or PDA. You can thus programme several SimonsVoss components at the same time with mobile devices, for example.

Programming/LSM Mobile/Export to LSM Mobile

Exports the programming commands from a locking system.

Programming/LSM Mobile/Import from LSM Mobile

Exports the completed programming tasks back into the LSM software.

Programming/LSM Mobile/Exported tasks

Shows the current programming exports to LSM Mobile.

Programming/Virtual network

You will find more detailed information about programming via virtual networks in the WaveNet manual.

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Programming/Virtual network/Export to VN network

Programming/Virtual network/Import or synchronisation

Programming/Virtual network/Reset VN task

Programming/Virtual network/Exported VN tasks

4.1.8 Network

Working with networks such as WaveNet or virtual networks can be very complex. You can find information about working with networks in the WaveNet manual.

Network/Locking device activation

This is where you can

- activate
- deactivate
- remote-open locking devices in the network

Network/Collective tasks

The collective tasks item allows you to start a process such as programming for a larger number of locking devices at the same time.

Network/Event manager

Network/Task manager (Business)

Available in LSM Business with enabled online module only.

Network/Email messages (Business)

Available in LSM Business with enabled online module only.

Network/VN service

Advanced settings for the virtual network.

Network/Communication node

You can select this option to specify communication nodes and their connection devices, such as Router- or CentralNodes.

Manual

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Network/Local connections

This is where you can manage the local connections to the PC/server.

Network/Manage WaveNet

You can use "Manage WaveNet" to create the WaveNet topology and make other settings.

Network/WaveNet Manager

This action launches WaveNet Manager. WaveNet Manager must be installed separately.

Network/Import WaveNet topology

This action opens a window to import WaveNet topologies.

Network/Manage LON network

This is where you can manage older LON networks centrally.

Network/Terminal Server client settings (Business)

4.1.9 Options

Options/Print Matrix

You can only print the matrix if the matrix view is currently being displayed.

Options/Automatic numbering

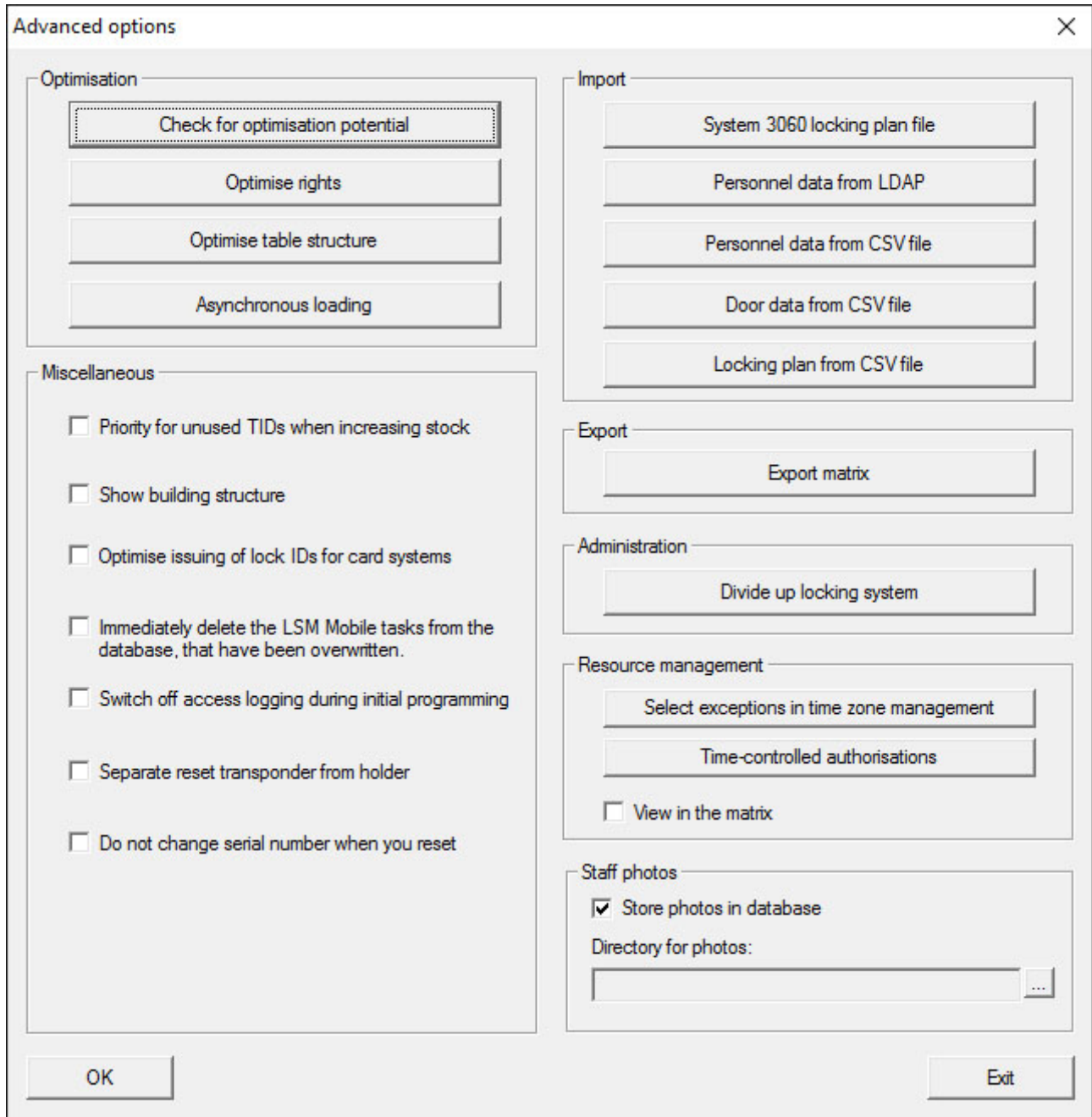
New components are numbered sequentially by default. This option field allows you to define the syntax for different components.

Options/Advanced

Ensure that you always have a fully functional, up-to-date data backup before optimising the database.

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Options/Advanced/Check need for optimisation

Users who have been using the LSM software for some time may ask themselves whether the database application is performing correctly. Restructuring may cause more data (authorisation crosses) to overburden the database. For example, it is possible to give authorisation to a transponder group and an explicit individual authorisation to a person in this group. This just means that the

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person may have two existing authorisations for the same door which are separate from another. It is not just confusing but also unnecessary.

Click on the "Check need for optimisation" button to check whether the locking system needs to be optimised. Then follow the instructions in the LSM software.

Options/Advanced/Optimise authorisations

Implement this command if the check advises that you need to optimise.

Click on the "Optimise authorisations" button to check whether authorisations needs to be optimised. Then follow the instructions in the LSM software.

Options/Advanced/Optimise table structure

If a database is used for a longer period of time, this may lead to irregularities in individual tables. Optimising the structure resets the indexes in the table and removes any data inconsistencies.

Options/Advanced/Asynchronous loading

Currently not supported.

Options/Advanced/Miscellaneous

- **Preferably hold unused TIDs in reserve if reserve stock is increased**

If the reserve of a transponder group is increased, TIDs are used which have never been used within the locking system (if TIDs are still available). If the checkbox is not enabled, TIDs which have already been programmed into a locking device before, but are not being used at the moment are also used.

- **Show building structure**

If this checkbox is enabled, the abbreviations for the building and the floor of the door selected (if available) are displayed before the door name in the "Door" column in the "Manage WaveNet" mask.

- **Optimise issuing of Locking device IDs for card systems**

If this checkbox is enabled and a configuration set in G2 card management with "L" or "L_AV", the LIDs must be issued as follows when new G2 locking devices are created:

- The next free LID is used in the case of hybrid and MIFARE locking devices.

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- In the case of locking devices with active technology, an LID is issued which is above the LID range indicated for "Locking device IDs" in G2 card management.
- **Immediately delete the overwritten tasks for LSM Mobile from the database**

If this checkbox is enabled, the previous export task for the same GUI user is deleted in the "Exported tasks" if a new task is carried out.

Please note: Export tasks for the same user which were completed before the checkbox was enabled are not automatically deleted.
- **Switch off access control during initial programming**

Enable this checkbox if you do not wish to have any access control in the locking system in general, but still want to use time zone control. This function is then automatically disabled when new locking devices are created.
- **Disassociate reset transponder from holder**

Enable this checkbox if the transponder needs to be disassociated from its user when it is reset and the transponder's serial number is to be replaced by the current date and time.
- **Do not change serial number when reset**

Enable this checkbox if a transponder's serial number should not be reset when reset (for auditing reasons).

Options/Advanced/System 3060 locking plan file

Import any locking plan from an LDB database (*predecessor to LSM software: Locking Database Software*).

Options/Advanced/Employee data from LDAP

If employee data are provided on a server using LDAP, they can be imported using the "Employee data from LDAP" button in the LSM software.

Options/Advanced/Employee data from CSV file

You can use this button to import employee data, such as last name, first name, department and employee number, into the LSM software from a CSV file.

Options/Advanced/Door data from CSV file

You can use this button to import door data, such as the door, room number, area and inside dimension, into the LSM software from a CSV file.

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Options/Advanced/Locking plan from CSV file

You can use this button to import locking plans into the LSM software from a CSV file.

Options/Advanced/Export matrix

This button allows you to export the matrix (or locking plan) to a CSV file. Note that you can only export the contents of the areas and transponder groups open in the matrix.

Options/Advanced/Divide locking system

This is where you can divide an existing locking system into two systems. This is useful when a new tenant moves into a building, for example, and would like to manage a part of the existing locking system themselves.

Options/Advanced/Select exceptions in time zone management

If a time group has been assigned to a transponder group, this function enables you to withdraw the assignment to the time group from individual transponders in this transponder group for specific G2 locking devices.

Options/Advanced/Time-controlled authorisations

You can use this function to authorise or block individual authorisation crosses at specific point in time (in their target state). This only makes sense in networked locking devices since the locking devices also need to be programmed promptly after the authorisations have been changed to make the change effective.

Options/Advanced/Employee photos

Employee photos are stored directly to the database by default. However, there is also the option to save employee photos to any directory.

Options/Reports

Enter all data which are to be displayed with the report at this central point.

You can set the data on an individual basis or the same for all reports in LSM Business.

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Options/Access lists

You can place restrictions on access lists. It is possible to log during a specific time range in days or a maximum number of access events at a locking device.

Note how many access events can be stored on each particular locking device.

Options/Security user password

This option provides even greater security for the whole locking system.

- **Password must be changed on a regular basis**

Enable this option to require all users to change their password after a pre-defined period of time.

- **Use password history**

Enable this option to prohibit the use of the last 10 passwords.

- **Password entered incorrectly three times (LSM Business)**

Enable this option to block a user after the wrong password has been entered three times.

- **High password security**

Only allow highly secure passwords.

4.1.10 Windows

Switch between open windows.

4.1.11 Help

Help/Help topics

Help topics for LSM software.

Help/SimonsVoss online support

SimonsVoss provides online support for quick help. You can use this function to launch a free TeamViewer call over the Internet. The computer must have an Internet connection to use this function. A support employee will then access your computer to help you with a problem.

NOTICE

Contact SimonsVoss Technologies GmbH first (*e.g. by phone on +49 89 99 228 333*) before you launch online support!

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Help/SimonsVoss online

Shows the SimonsVoss homepage. You need an Internet connection to use this function.

Help/Info about LockSysMgr...

Displays the software and driver version of the LSM software being used.

Help/Registration

Displays the registered modules. You can also deactivate activated clients here.

Help/Versions overview

Shows the versions of all the installations used with the LSM software.

Help/FAQs

Displays the SimonsVoss FAQs database in the browser. You need an Internet connection to use this function.

Help/Check for updates

Checks the currently installed LSM software for updates. You need an Internet connection to use this function.

Help/Database report

Exports a report in CSV format.

4.2 User interface: Menu ribbon

You can use the menu ribbon to open important and frequently used functions directly.



1. Log on
2. Log off
3. New locking system
4. New locking device

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5. New ID medium (e.g. transponder or card)
6. Read locking device
7. Read transponder
8. Read MIFARE locking device
9. Read G2 card/tag
10. Programme
11. First dataset
12. Previous dataset
13. Next dataset
14. Last dataset
15. Remove
16. Apply
17. Update
18. Browse
19. Filter
20. Help

4.3 User interface: Locking system






This section allows you to choose between different locking systems within a project. It also allows you to view the locking system properties and edit them.

4.4 User interface: Groups and areas

These sections contain a navigation aid in which the two groups (transponder groups and areas) are mapped in two tree structures.


You can change the window size by dragging the separator line between Areas and Transponder groups and between the matrix and navigation pane.


Different symbols are displayed in the tree view depending on the display status to ensure that you can move around the tree structure as efficiently and reliably as possible:


	Locking system transponder groups
	Transponder group without transponders
	Transponder group which is hidden
	Transponder group which is displayed
	Locking system area

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-  Area with no doors

-  Area which is hidden

-  Area which is displayed

Procedure:

Subdivided areas and transponder groups with up to 6 levels are only possible in LSM Business.


- Click on the plus sign next to a red symbol and the next level down in the child grouping will appear.
- You can access further lower levels by continuing to click on the new plus signs. The maximum hierarchy depth is six levels.
- You can close the child levels by clicking on the minus sign on the left next to the blue symbol.
- You can close all opened groupings by clicking on the minus sign next to the locking system.
- If you double-click on an area or a group, this will change its respective view (display of contents in the matrix on or off).
- You can also quickly gain a complete overview by opening the whole tree structure:
 - View/All secondary areas/Open groups
- The uppermost group in the tree structure must be closed to also close all open areas or groups again.


Note that more time is required to process the data to be displayed and their display on the screen as the tree structure gets larger. You may experience this when reorganising the structure or refreshing the view.


4.5 User interface: Matrix

This view forms a matrix which provides a visual display of hierarchical personnel and room structures. The matrix is also able to authorise transponder groups for complete areas. This makes it quick and easy to issue basic authorisations in the Areas/Transponder groups view. The Doors/Persons view allows you to issue deviating authorisations in the form of individual extensions or restrictions.

Doors/Persons view


-  Authorisation which has been configured, but not programmed into the locking device yet.


-  Authorisation which has been programmed into the locking device.


-  Authorisation which has been removed but not transmitted to the locking device yet.


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-  Yet to be programmed authorisations which are compliant with the locking system's group structure, i.e. they are from the group view, are marked with a small, black triangle.

-  Programmed authorisations which are compliant with the locking system's group structure, i.e. they are from the group view, are marked with a small, black triangle.


-  Withdrawn authorisations which are compliant with the locking system's group structure and have not been programmed yet.


-  Authorisations which are not compliant with the locking system's group structure are indicated by a cross only and do not feature a black triangle (individual authorisation).

-  Authorisations which have been withdrawn from the locking system's group structure at a later date feature the black triangle, but no longer feature an authorisation cross.


-  Chequered (greyed-out) box: No authorisations can be configured. They do not feature any write accesses or the locking plan blocks this box (e.g. for deactivated transponders or G2 cards at the active cylinder).


Areas view/ Transponder groups


-  A black cross with a circle inside indicates a group authorisation.


-  A grey cross with a circle inside indicates an "inherited" authorisation.

Group authorisation tree view

-  Set manually (black)

-  Direct inheritance (green)

-  Indirect inheritance – inherited from child group (blue)

-  Both direct and indirect inheritance (blue/green)



Programming requirement

A programming requirement may arise for a transponder or a locking device for different reasons. The programming flashes are shown in different colours to represent the different reasons for a programming requirement.

-  Programming requirement for the component (yellow)

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- Programming requirement for the transponder (red):
 - Validity expired
 - Deactivated
 -  – Locking device (red):
 - Only common locking level assigned
 - Not assigned to any door
 - Not assigned to any locking system
 - Door without locking device
-
-  Programming requirement for a locking device after creating a replacement transponder in G1 system overlay mode
-
- You can double-click on a component in the matrix to switch directly to the component's properties.

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5 Background knowledge on LSM

This section describes the approaches to theory which should make it easier to gain understanding on how to work with the LSM software.

5.1 Group authorisations

A group authorisation enables you to authorise an entire transponder group for a whole area. This allows you to create basic authorisations in the locking plan very quickly in a clearly arranged way. It is useful to be clear about the planned use of the building and the company's organisational structure in advance when issuing the authorisations. A clearly structured system helps significantly to establish facts about possible access events quickly and precisely during day-to-day business at a later stage, allowing the company or organisation to run smoothly on a daily basis. You can add exceptions to group authorisations at *View/Doors/Persons* at any time at a later date by removing or adding an individual authorisation cross.

5.1.1 Group reserves (G1 only)

Assigning a transponder to a group means that the transponder concerned immediately receives all the authorisations that have been allocated to the group. If a new transponder is assigned to a group, there is a programming requirement for the locking devices concerned. To avoid this situation, what are known as "Reserves of transponder IDs" can be assigned to groups when they are created and even at a later stage. Such transponder IDs are not assigned to any persons at this point in time. The reserves are saved to locking devices during programming and are then ready for use. If a transponder ID from this reserve is then allocated to a person and the transponder programmed, there is no programming requirement for the locking devices. Transponders can thus be authorised automatically and activated in locking devices without the user needing to complete further steps such as programming the locking device.

5.1.2 Inheritance

Inheritance is one way of mapping the hierarchy of a company in the locking system. If inheritance is implemented correctly, it reduces the user's workload enormously. It enables certain processes to be automated by assigning a transponder from a specific transponder group. Inheritance can be used when applying a hierarchy to areas and transponder groups. Group authorisations are taken into account during inheritance; the individual authorisations are not inherited.

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5.2 Authorisations in the G2 protocol

Authorisations are stored on all components in the G2 protocol. This enables a new transponder to operate an authorised locking device without needing to reprogramme the locking device in question. Blocks (what are known as block IDs) can be transferred in the same way. When a new replacement transponder is activated on a locking device for the first time, its original authorisation is deleted from the locking device.

5.3 Time zone plans

The LSM software allows you to authorise transponders for locking devices for certain time periods only.

Example: A cleaner has a transponder which allows authorised access to the rooms to be cleaned. These rooms are to be cleaned between 16:00 and 20:00 hours on Mondays, Wednesdays and Fridays only.

This is where time zone plans come into play. An example is used below to give a brief explanation on how time zone plans are implemented. The example also tells you how time zone plans behave in different SimonsVoss components:

As a basic rule, time zone plans should be kept as simple as possible. In normal cases, time zone plans are created for locking devices. Individual time groups are then created in the locking device's time zone plan. These groups specify at what particular times each transponder may be authorised for use.

Entire areas are used instead of individual locking devices to keep the time zone plan as simple and general as possible. At the same time, whole transponder groups are assigned to specific time groups and not transponders on an individual basis. This process would basically look like this for the example:

Create time zone plan

- Create new time zone plan for the *Building shell* area. This area comprises all doors through which people can gain access to the building.
- A time group (e.g. Group 1) is selected in the new *Building shell* time zone plan. This group is named *Cleaning times*, for example.
- A time slot is now established in the time zone plan for the *Cleaning times* group. The relevant times can be selected from a weekly calendar as required.

Assign time zone plan to the area

- The *Building shell* time zone plan created and its defined *Cleaning times* time group are now assigned to the *Building envelope* area.
- The *Building envelope* area is then linked to the time zone plan. However, we still have not specified which transponder groups are assigned to the *Cleaning times* time group.

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Assign time group to a transponder group

- The *Cleaning staff* transponder group then needs to be linked to the time zone group.
- A *Building envelope* time zone plan has now been created. Its associated *Cleaning times* time group is linked with the *Cleaning staff* transponder group.

Any number of time zone plans, complex or not, can be defined using this process. To finish off, we need to show what happens between the devices in the background:

- The time zone plan is programmed into each locking device in the *Building envelope* area that supports the access control function.
- The *Cleaning times* time zone group is saved to the transponders in the *Cleaning staff* transponder group.
- If the *Cleaning Staff 1* transponder is now activated on the *Main entrance* locking device, the transponder communicates its transponder ID and time group to the locking device.
- The *Main entrance* locking device checks in the first instance whether the transponder is actually authorised to use the locking device. In the second instance, the system checks whether the time group is authorised to use the locking device at the current time (day and time).
- If the response is positive for both queries, the locking device can be actuated. If the locking device check produces a negative response, access is denied.
- Both access events and rejected transponders can be saved in locking devices with the access control option.

5.4 Common locking level

Several locking systems may be managed within a project. Typical scenarios are shown here as an example:

– A company with multiple locations/buildings

A company has individual branch offices in different locations. Employees normally work at one particular branch or other. However, special person groups need access to a number of branches or buildings.

In this case, the individual branches or buildings are divided into separate locking systems. An employee from the main branch also needs to be authorised to use doors at other locations. This main branch employee is thus linked into the locking system at the other branch, where individual authorisations can also be configured.

– A building with several occupants

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A building has several occupants. The individual occupants need their own locking systems. However, the occupants need to share different locking devices, such as those on cabinets, turnstiles and the main entrance.

In this case, the individual occupants are divided into separate locking systems. A common locking level is also created, where all shared locking devices are added, for example. Persons and/or areas are added to the parent locking system and their corresponding authorisations are configured.

– **Fire service transponder for selected locking devices in all locking systems**

Special fire service transponders to place in a key tube safe contain authorisations for all doors in a building. This allows the fire service to open all locking devices with a transponder in the event of a fire.

In this case, a new common locking level is created, marked in red, where the area properties are used to add all required doors in the project. A "Fire service" transponder group is also created, which is authorised by clicking on all doors in the "red" common locking level.

General notes on comment locking levels:

- If a locking device or a transponder is linked into another locking plan, this linked object behaves in the same way as the original. If the original transponder or locking device is changed or deleted, this change in status has a direct effect on the linked object in the other locking system.
- The red level contains special characteristics, such as the opening of deactivated locking devices, which have been specially designed for the fire service. Only use this level for access in emergencies if at all possible.

NOTICE

All locking devices must be reprogrammed if pre-programmed locking devices are added to a common locking level. Look out for the newly generated programming requirement, which is indicated by a programming flash icon.

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6 Basic functions

This section describes the basic processes in the LSM software. LSM software frequently offers a number of ways to access the function that you require. These instructions on the basics essentially show you the quickest and easiest way.

The SimonsVoss Smart User Guide uses an understandable example to describe in detail how a locking system is created and managed.

6.1 Add new locking system

✓ Installation has been completed correctly and a backup has been created.

1. Select *Edit/New locking system* in the menu bar.
2. Define the required locking system options.
 - ⇒ Select a colour from "Use as common locking level" for the common locking levels. *Common locking levels act as additional levels to existing standard locking systems. See Common locking level* [▶ 106].
3. Click on the "Apply" button.
4. Click on the "Finish" button.

6.2 Add new transponder group

✓ A locking system has already been added.

1. Right-click on transponder groups in the "Groups area" in the LSM software.
2. Click on "New".
3. Give the new transponder group a name and make other settings if necessary.
4. Click on the "Apply" button.
5. Click on the "Finish" button.

6.3 Add new transponder

✓ A locking system has already been added.

1. Select *Edit/New transponder*.
2. Fill out all attributes and use the "Configuration" button to make further settings if necessary.
3. Click on the "Save & next" button.
4. Click on the "Finish" button.

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6.4 Assign transponder to a transponder group at later point in time

✓ The transponder has already been created and a transponder group has been added.

1. Open the locking system settings, using the *Edit/Properties* menu bar, for example: *Locking system*.
2. Select the "Transponder" tab.
3. Select the transponder from the table with which you wish to correlate a transponder group.
4. Select the required transponder group which is to be correlated with the transponder from the drop-down list in "Change assignment to transponder groups".
5. Click on the "Execute" button.
6. Click on the "Apply" button.
7. Click on the "Finish" button.

If a transponder is being newly added, it can be immediately assigned to an existing transponder group.

6.5 Add new area

✓ A locking system has already been added.

1. Right-click on areas in "Areas-area" in the LSM software.
2. Click on "New".
3. Give the new area a name and make other settings if necessary.
4. Click on the "Apply" button.
5. Click on the "Finish" button.

6.6 Add new locking device

✓ A locking system has already been added.

1. Select *Edit/New locking device*.
2. Fill out all attributes and use the "Configuration" button to make further settings if necessary.
3. Click on the "Save & next" button.
4. Click on the "Finish" button.

6.7 Assign locking device to an area

✓ The locking device has already been created and an area has been added.

1. Open the locking system settings, using the *Edit/Properties* menu bar, for example: *Locking system*.

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2. Select the "Doors" tab.
3. Select the door from the table with which you wish to correlate an area.
4. Select the required area which is to be correlated with the door from the drop-down list in "Change assignment to area".
5. Click on the "Execute" button.
6. Click on the "Apply" button.
7. Click on the "Finish" button.

If a locking device is being newly added, it can be immediately assigned to an existing transponder area.

6.8 Issue/withdraw authorisation

You can use the matrix to issue and withdraw authorisations. You only need to click on an authorisation field to change the authorisation in the default setting.

You can only issue or withdraw authorisations between a locking device and a transponder.

Observe the two views:

– **View/Doors and persons**

In this view, the authorisations are changed for the transponder concerned.

– **View/Areas and transponder groups**

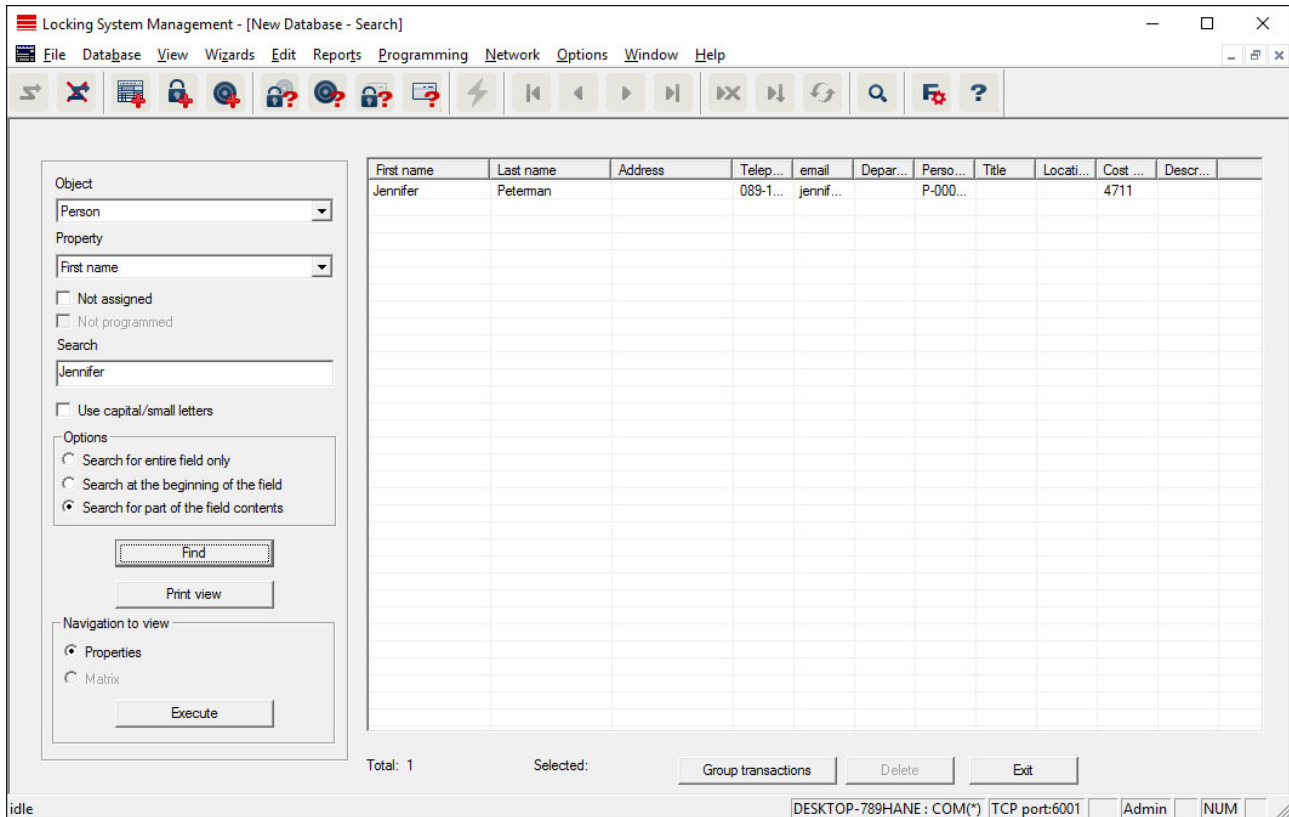
In this view, the authorisations are changed for entire groups.

6.9 Search matrix

The search enables you to search easily for different items, such as a specific door or a specific transponder.

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- ✓ Elements have already been added to the locking system, which you can search for.

 1. Click on the magnifier icon in the icon bar.
 2. Select the object that you wish to look for, such as persons, transponders, doors or locking devices.
 3. Select a characteristic of the object that you are looking for, such as a last name or first name.
 4. Enter a search term into the search field.
 5. Click on the "Search" button to start the search process.

6.10 Execute group actions

Settings for a number of components can be made in just one single step. In this example, the properties of several G2 locking devices (e.g. *enable access control*) are to be changed all at once.

1. Click on the magnifier icon in the icon bar.
2. Search for all "Locking device"-type objects, for example.
 - ⇒ No details need to be added in the "Search" field when searching for all locking devices.
3. Select a number of locking devices by filtering by type or area.

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4. Click on the "Group actions" button.
 - ⇒ If only G2 locking devices were selected in the preceding step, the correct parameters ("*Configuration changes to G2 locking devices*" and "*G2 locking cylinders active/hybrid*") have already been selected.
5. Press on "Execute" button to start the changes to the selected locking devices.
6. Make the changes as you wish.
7. Click on the "Finish" button to save the new settings.

NOTICE

This process allows you to change many settings quickly and easily. Take into account that each changed component must be reprogrammed.

6.11 Programme transponder

✓ A transponder has been added to the locking system and is visible in the matrix.

1. Right-click on the transponder concerned.
2. Click on Programme.
3. Follow the instructions in the LSM software.

Ensure that you select the right programming device.

6.12 Programme locking device

✓ A locking device has been added to the locking system and is visible in the matrix.

1. Right-click on the locking device concerned.
2. Click on Programme.
3. Follow the instructions in the LSM software.

Ensure that you select the right programming device. In the case of active locking devices, only the locking device to be programmed may be in the immediate area surrounding the programming device!

6.13 Set time zone plan

It is recommended to apply time zone plans to entire areas and transponder groups. However, it is also possible to link time zone plans directly with locking devices and transponders.

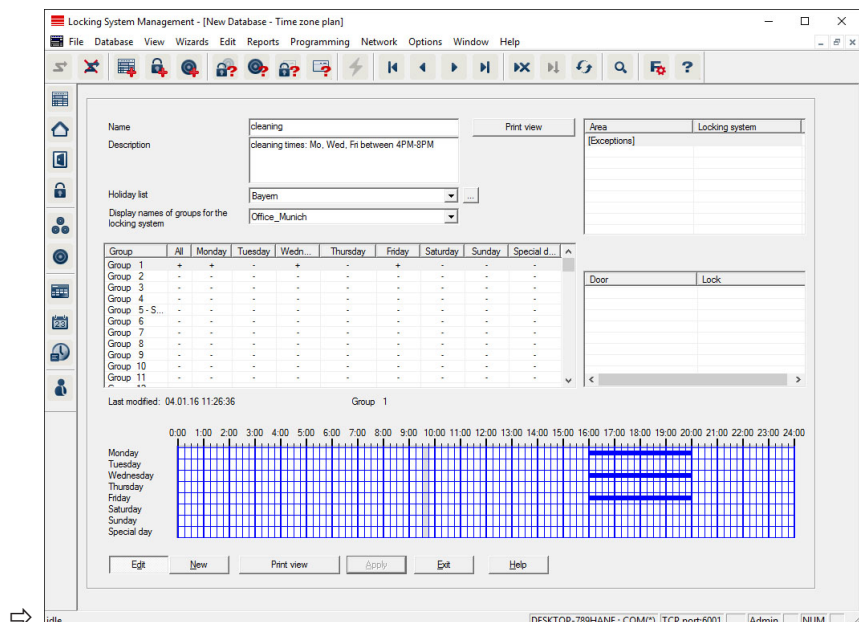
✓ Locking devices (or areas) and transponders (or transponder groups) have already been created.

1. Click on *Edit/Time zone plan* in the menu bar.

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- ⇒ An "empty time zone plan" will open up. If an existing time zone plan is displayed, click on the "New" button to create a new, empty time zone plan.
- 2. Complete the "Name" and "Description" fields and select a public holiday list if required.
- 3. Select a group in the table and edit the weekly schedule for the group.
 - ⇒ A blue bar indicates an authorisation for this time period.
 - ⇒ You can click on fields individually or select them together.
 - ⇒ Each time that you click on a field or area, you reverse the authorisation status.



- 4. Click on the "Apply" button.
- 5. Click on the "Finish" button.

Assign the time zone plan to an area:

1. Right-click on the area to which you wish to assign the time plan.
2. Select "Properties".
3. Select the corresponding time zone plan from the drop-down list in "Time zone".
4. Click on the "Apply" button.
5. Click on the "Finish" button.

It is also possible to assign the time zone plan to a locking device directly.

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Assign a transponder group to the time group:

1. Right-click on the transponder group which is to be assigned to the time group.
2. Select "Properties".
3. Select the corresponding time group from the drop-down list in "Time zone group".
4. Click on the "Apply" button.
5. Click on the "Finish" button.

It is also possible to assign the time group directly to a transponder.

6.14 Resetting components

All SimonsVoss components can be reset at any time. You can even reset SimonsVoss components which do not belong to the locking system. In such a case, you need the corresponding locking system password.

Resetting components is an effective solution in many scenarios. It is advisable to reset and reprogramme the components in question particularly if they may not be functioning correctly.

1. Use *Programming/Read components* to read the components concerned.
2. Select the "Reset" button to start the reset process.
3. Follow the instructions in the LSM software.
 - ⇒ If necessary, you will be requested to enter the locking system password or select the dataset to be deleted.

6.15 Replace defective locking device

Locking devices may become damaged or contain a defect.

Proceed as follows to replace a defective locking device with a new one:

1. Remove the defective locking device from the door.
 - ⇒ It may be difficult to remove a cylinder from a closed door. If necessary, ask the specialist who installed the SimonsVoss products for advice.
2. Acquire a replacement locking device.
 - ⇒ Double-click on the defective locking device in the LSM software to find all details on the locking device in the "Features" tab.
3. Carry out a software reset on the locking device in the LSM software.

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- ⇒ Double-click on the defective locking device to open the "Configuration/Data" button, where you will see the "Software reset" button.
- ⇒ Once the software reset is complete, the software indicates a programming requirement for the defective locking device.
- 4. Carry out a programming process on the replacement locking device.
- 5. Fit the replacement locking device into the door and check that it functions correctly.

NOTICE

If a fault or error occurs, first try to reset the locking device itself by implementing a readout. After resetting the locking device, you can then possibly reprogramme it.

NOTICE

You must reset defective locking devices if at all possible before sending them to a retailer or SimonsVoss Technologies GmbH.

6.16 Replace defective, lost or stolen transponders

Transponders may get lost, stolen or damaged at some point. Whatever the case, the old transponder needs to be reset in the locking plan and a replacement transponder needs to be created.

NOTICE

For security reasons, the deleted transponder's authorisations must be removed from all locking devices. You can do this by reprogramming all locking devices.

Proceed as follows to replace an "old" transponder with a new, non-programmed transponder.

1. Acquire a replacement transponder.
 - ⇒ Double-click on the defective transponder in the LSM software to find all details on the transponder in the "Features" tab.
2. Right-click on the defective, lost or stolen transponder and select "Lost transponder".
 - ⇒ The transponder concerned is prepared for blocking.
 - ⇒ Indicate the reason why blocking is necessary. *When you select "Transponder lost/stolen", you can then programme a new transponder with the same authorisations directly afterwards. With the G2 protocol, this transponder blocks the lost transponder each time an authorised locking device is activated. However, all locking devices concerned still need to be reprogrammed.*
3. Implement all the newly appeared programming requirements on all components.

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6.17 Common locking level

Common locking levels can only be operated with active components. You cannot use passive card technology or smart tags for common locking levels.

6.17.1 Add common locking level

You must take the following into account for common locking levels:

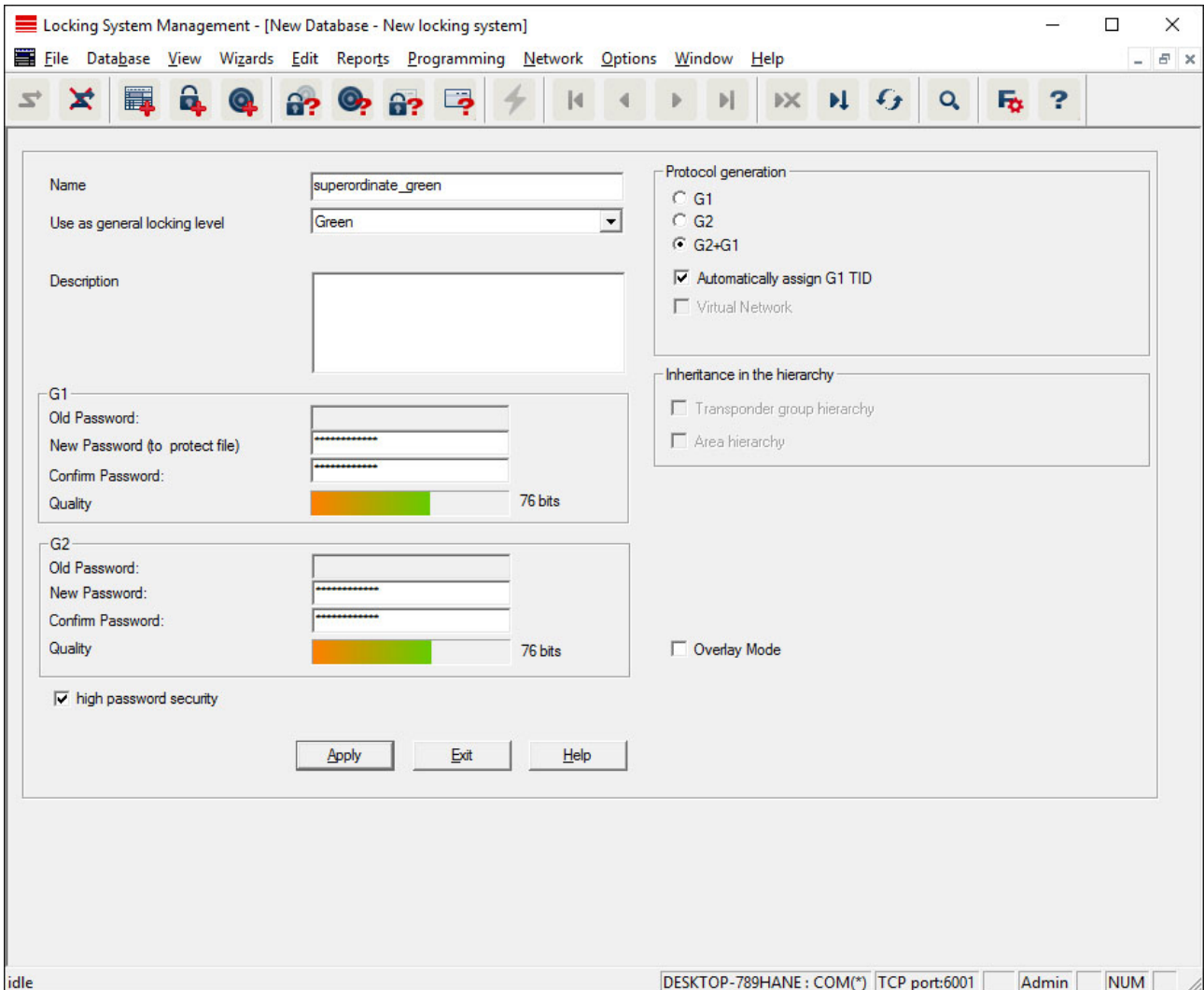
- Common locking levels must use the same protocol generations.
- The red locking level should only be used for the fire service or other emergency services since it has been specifically optimised for this particular use.

In principle, a common locking level is used in the same way as any other locking system, e.g. using the "New locking system" button in the icon bar:

- Select any colour in "Use as common locking level".

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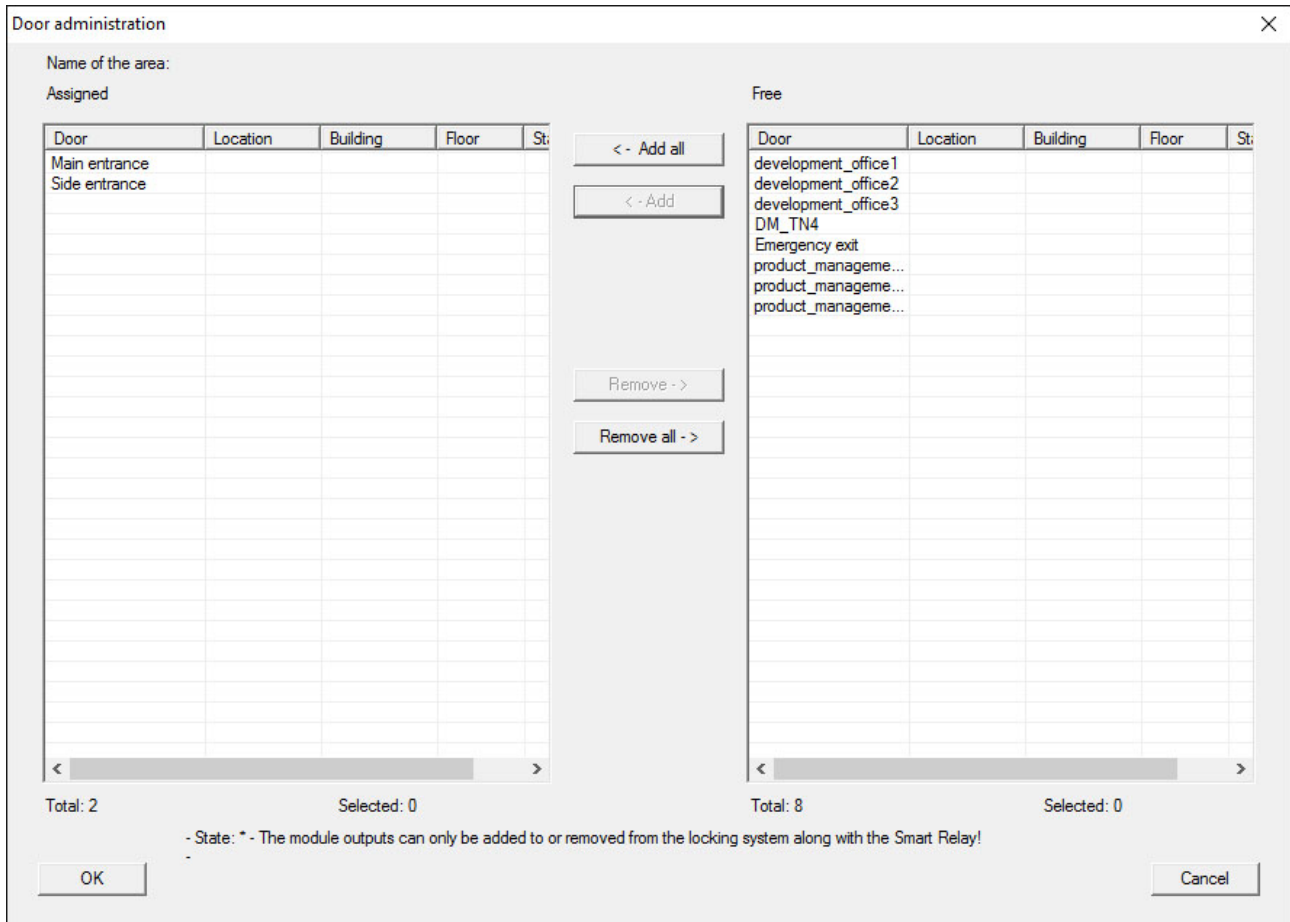
6.17.2 Link locking devices

✓ A common locking level has already been created.

1. Right-click on an area in the common locking level and select "Properties".
2. Select "Door management" button.
3. The right-hand table shows all locking devices in all locking systems in the project. Use the "Add" button to select the locking devices required.

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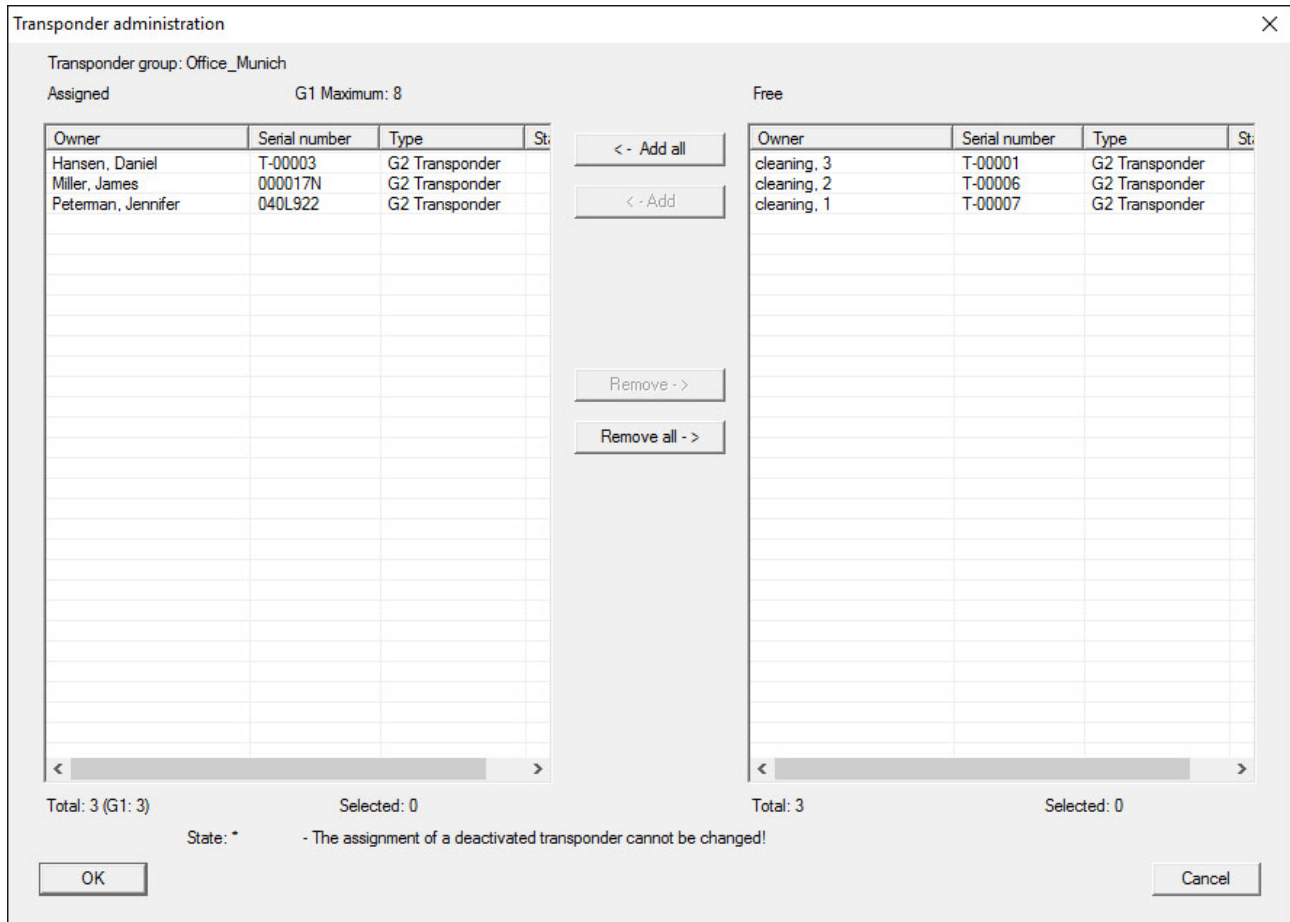
6.17.3 Link transponders

Transponders should only be linked to non-common locking levels.

- ✓ Transponders or transponder groups have already been added.
 1. Right-click on the transponder group and select "Properties".
 2. Select the "Automatic" button in transponder allocation.
 3. The right-hand table shows all transponders in all other locking systems in the project. Use the "Add" button to select the transponders required.

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6.17.4 Authorise transponders

As in each common locking level, selected transponder groups can also be authorised for all locking devices in the "red level" with just a few mouse clicks. This function is particularly suitable for fire service transponders.

- ✓ You have now already added a red common locking level.
- 1. Open red common locking system.
- 2. Create transponder group which should be authorised for all areas relevant for the fire service.
- 3. Click on the "Authorisations" button in the transponder group properties in Administration.
- 4. Use the checkboxes to select all the areas/locking devices required to grant access through all doors to the transponder group.

6.18 Create fire service transponders

- ✓ You have already created at least one locking system.

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1. Create a new "red" common locking level, using *Edit/New locking system*, for example.
2. Add a new area, such as "All locking devices", and use "Door administration" to assign all the locking devices required to this area.
3. Add a new "Fire service" transponder group to the common locking level.
4. Click on the "Authorisations" button in the properties for the "Fire service" transponder group.
5. Enable the "All systems" checkbox to authorise this transponder group for all locking devices in general.
6. Click on the "OK" button to save the settings.
7. Add a new transponder – "Fire service transponder 1", for example – to the transponder group and programme it. *All locking devices also need to be reprogrammed. Note the newly occurring programming requirement.*

The "Fire service transponder 1" fire service transponder created in this step is authorised for all locking devices. Even deactivated locking devices can be opened in the red level, making it markedly different from "green" and "blue" levels.

6.19 Install DoorMonitoring components

The DoorMonitoring function is an add-on feature to display door statuses in the LSM software. SmartHandles and locking cylinders with the DoorMonitoring function are installed in the LSM software in exactly the same way as regular locking components.

- Add new DoorMonitoring locking cylinder: Select "G2 DoorMonitoring cylinder" as the locking device type from the drop-down list.
- Add new DoorMonitoring SmartHandle: Select "G2 DoorMonitoring SmartHandle" as the locking device type from the drop-down list.

Tab: Configuration/ Data

Use the "Monitoring configuration" button to make further settings.

Tab: DoorMonitoring status

This tab shows the door's current status. The status is shown real time.

A direct connection is required between the LSM software and locking components (e.g. via WaveNet) to ensure that this status display is always up to date. You will find more detailed information on setting up a WaveNet wireless network in the WaveNet manual.

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6.20 Programme using LSM Mobile

You can use LSM Mobile to carry out programming tasks directly on a locking device using mobile devices. This programming takes place as follows:

1. A list with components which indicate a programming requirement is exported to the LSM Mobile device from the LSM software, *either directly on the pocket PC or as a file for a notebook, net-book or tablet PC.*
2. LSM Mobile is launched on the mobile device. You can start the programming of components with the export from the LSM software.
3. The LSM software must then be informed which components have been programmed using LSM Mobile. This is achieved using an import or synchronisation from LSM Mobile to the LSM software.

6.20.1 With pocket PC/PDA

NOTICE

Programming with LSM Mobile will only work in the G1 protocol with a pocket PC or PDA.

This is how you programme with the help of LSM Mobile:

- ✓ There are components in the LSM software which require programming.
 - ✓ Initial programming has already been completed on the components requiring programming.
 - ✓ LSM Mobile has been correctly installed on the mobile device. The version numbers are identical.
 - ✓ The SMARTCD.G2 programming device is charged and connected to the PDA via Bluetooth.
 - ✓ The pocket PC drivers have been correctly installed on the computer and a connection has been established.
1. Select *Programming/LSM Mobile/Export to LSM Mobile/LSM Mobile PDA.*
 2. Follow the instructions in the LSM software and transfer the programming tasks to the PDA.
 3. Launch LSM Mobile on the PDA and log on to the locking system concerned.
 4. Use the programming device to carry out the programming processes on the components concerned.
 5. Select *Programming/LSM Mobile/Import from LSM Mobile/LSM Mobile PDA.*
 6. Follow the instructions in the LSM software and synchronize the programming tasks.

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The programming tasks have been completed using the PDA. Synchronisation in the last step ensures that the programming flash icons indicating a programming requirement disappear from the LSM software.

6.20.2 With laptop, netbook or tablet PC

This is how you programme with the help of LSM Mobile:

- ✓ There are components in the LSM software which require programming.
 - ✓ Initial programming has already been completed on the components requiring programming.
 - ✓ LSM Mobile has been correctly installed on the mobile device. The version numbers are identical.
 - ✓ The drivers have been correctly installed in the SMARTCD.G2 and SMARTCD.MP programming devices (depending on requirements).
1. Select *Programming/LSM Mobile/Export to LSM Mobile/LSM Mobile PC*.
 2. Follow the instructions in the LSM software and export the programming tasks in a file.
 3. Launch LSM Mobile on the mobile PC and import the file with the programming tasks into LSM Mobile.
 4. Follow the instructions in LSM Mobile.
 5. Use the programming device to carry out the programming processes on the components concerned.
 6. Export the status of the programming tasks.
 7. Select *Programming/LSM Mobile/Import from LSM Mobile/LSM Mobile PC*.
 8. Follow the instructions in the LSM software and import the file from LSM Mobile.

The programming tasks have been completed using the external device. The import in the last step ensures that the programming flash icons indicating a programming requirement disappear from the LSM software.

6.21 Reset storage mode in G1 locking devices

If battery warnings are ignored in G1 locking devices, the locking devices concerned switch to storage mode. This prevents the batteries from being fully discharged. Storage mode can be terminated by reprogramming the locking device. The locking device must then be opened with an authorised transponder and the batteries replaced immediately.

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7 Glossary & abbreviations

Individual terms are explained in more detail below. The explanations are easy to understand, but may not contain all details.

Term	Abbreviation	Explanation
Advantage Database Server	ADS server	Essential server service required to operate LSM Business and Professional.
CSV file		Standard file format for importing and exporting data, such as employee lists and locking systems.
DoorMonitoring	DM	Option for locking components which reports key door status properties, such as 'door closed' and 'double locked', to the LSM software.
Freeze mode		When batteries reach a critical level, locking devices switch to freeze mode to allow the door to be opened one more time.
Protocol generation G1	G1	First protocol generation allowing locking devices and ID media to communicate.
Protocol generation G2	G2	Second protocol generation, which adds a number of convenience functions.
Lightweight Directory Access Protocol	LDAP	Network protocol to access and change information. LDAP can be used to upload employee data directly into the LSM software, for example.
Locking Data Base Software	LDB	The preceding version of the LSM software.
Lock ID	LID	Identifies the locking device within the locking system. (Can be compared to a car registration)
Local Operating Network	LON network	Local Operating Network (LON) is an older standard, which is/was mainly used for building automation.
Locking System Management	LSM	Current software allowing flexible management of SimonsVoss locking components.

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Term	Abbreviation	Explanation
Matrix		The matrix offers a clearly arranged view, showing which particular ID media are entitled to use specific locking devices.
MIFARE		MIFARE is a world standard for one of the most widely used card systems. (Locking device is activated with 'passive cards')
Personal Digital Assistant	PDA	Small computer roughly the size of a smartphone. A PDA can be used as a portable device to programme active G1 locking components.
Physical Hardware Identifier	PHI	The PHI number is imprinted on SimonsVoss components and stored in its internal memory. This number is fixed and cannot be changed.
Profile cylinder	PC	A profile cylinder is the most widely used variety of security lock and a type of locking cylinder.
Router (CentralNode)		Special routers are used to address suitably equipped locking devices over the network.
Transponder ID	TID	Identifies the transponder within the locking system. (Can be compared to a car registration)
Virtual network	VN	A 'virtual network' can be used to enjoy a variety of advantages offered by networks without special routers.
Access control	AC	SimonsVoss components with an AC function log all accesses (or 'bookings') in the locking system.