

SIERRA ST800TAS StarTime

USER MANUAL

Contents

SIERRA ST800TAS StarTime USER MANUAL	1
Contents	2
Software Features	3
StarTime Main Screen	4
Installation Guide	5
1. Lantronix Redirector	5
2. StarTime 2.11.x	6
3. Re-installation Guid	9
4. Backup- Use Range	9
5. Disaster Recovery Guide.....	9
Password.....	11
Employee Data	12
Options	14
Comports Setup	16
Configuration File	19
Refresh Configuration	20
Retrieve Transaction.....	21
About.....	22
Add Communication Ports	23
Add Comport with Modem Type.	24
Change Parameter Setting	25
Create an User Defined Output File Format	26
Edit a Comm.Ini File.....	29
Editing Employee Data	30
Remote Command.txt.....	33
Remote Command of All Comports.....	35
Scheduling Features	36
Set Clock Configuration.....	38

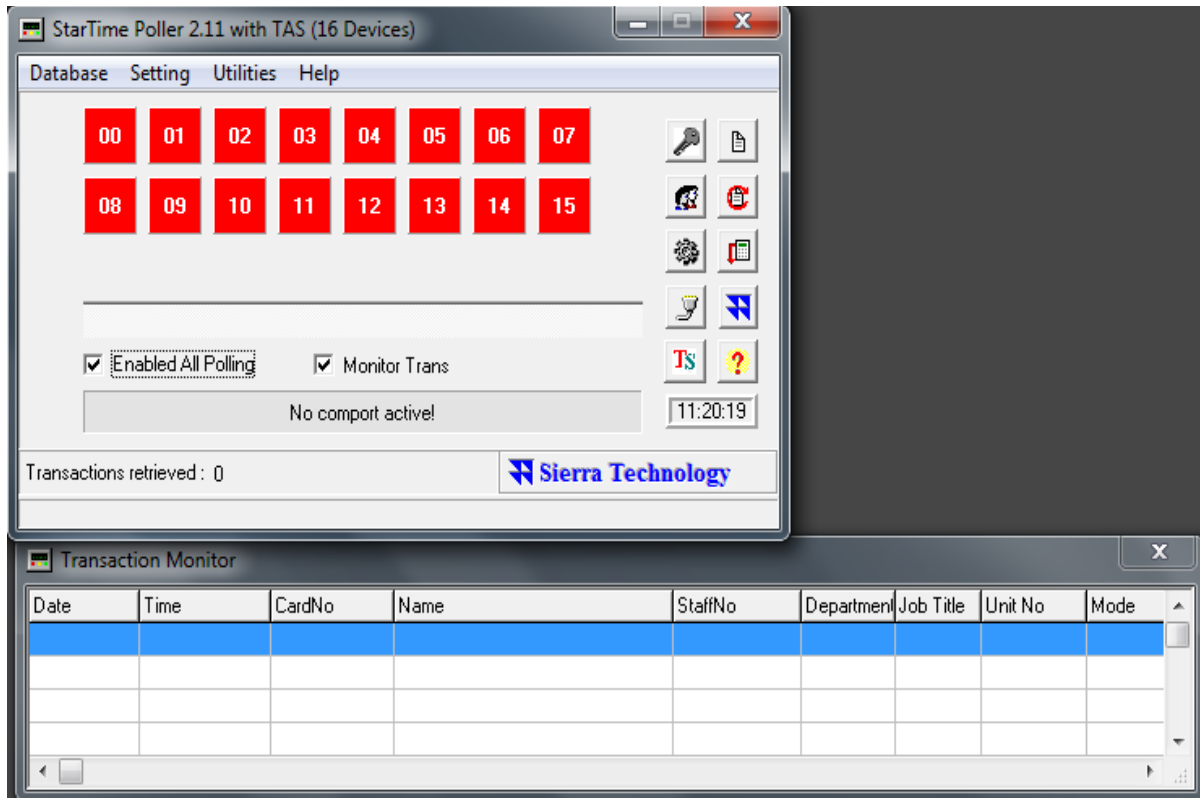
SOFTWARE FEATURES

Sierra StarTime TMS

- System configuration support up to a maximum of 8 multiple Communication ports simultaneously.
- Remote dial-up window with dialing status display. Inclusive of modem remote dial-up and modem scheduling feature for each communications port with remote dial-up scheduler task program for each communications port, e.g. hourly, daily, weekly, etc. (Available and enabled only for dial-out feature).
-
- Each communications port can be defined to save and allocate data in different output format, filename and file location.
- Each communications port has its own configuration file (configcomN.txt, where N=comport number). If it doesn't exist once at present, the system will automatically creates one from the original configuration file (config.txt). Hence, the config.txt must be present for it to duplicate to configComN.txt file.
- Built-in online transactions printing feature via parallel printer port (Not supported under Window NT and Windows 2000).
- Enable and Disable capability to Synchronize Clock Reader with PC's date & time.
- Automatic creation of backup copy features. Besides that, User can create a backup copy of the transactions to another file, which is a daily transaction file, TRyymmdd.txt, where yymmdd represents the year, month and day of the transaction.
- User selection password protected feature.
- Employee data can now be display in a view form. User can add, delete, enabled/disabled employees in the display grid. Furthermore, employee data can be sort by clicking on the column header and load or import data in Excel format.
- In load config on startup, the loading of clock data and employee can now be selected.
- Loading of employee will now have display to indicate the percentage already downloaded when you refresh the comport configuration.

StarTime's Main Screen

Sample layout for StarTime window is shown below.

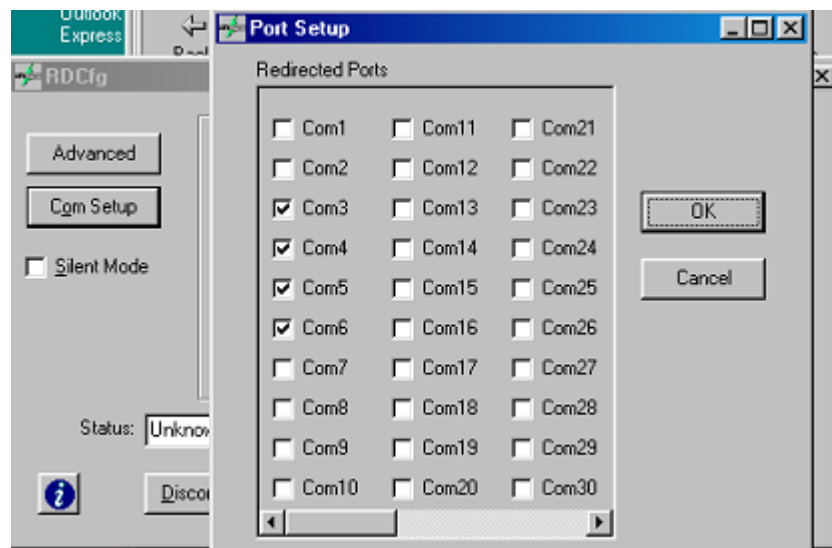


INSTALLATION GUIDE

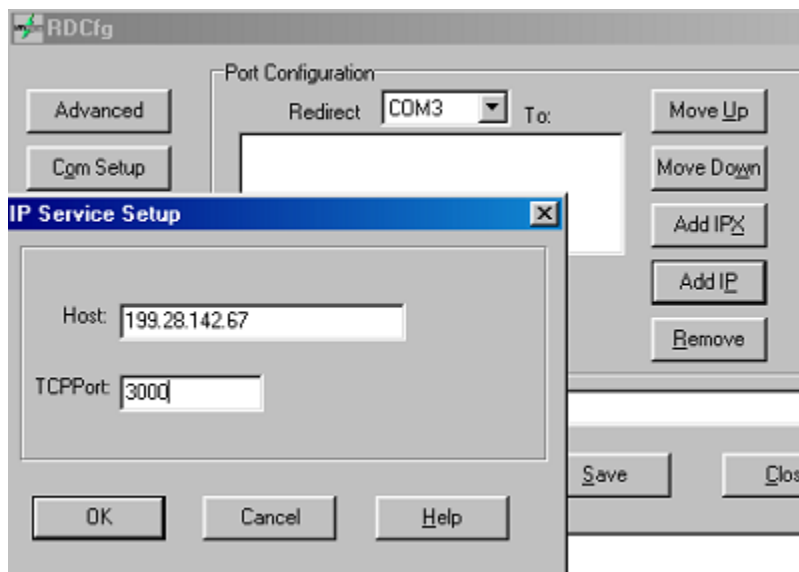
1. Lantronix Redirector

This is the application software that will communicate with its devices via Ethernet. **Install this application if the hardware configuration requires it.**

- 1.1 Run Setup.exe from the installation disk.
- 1.2 Follow through the installation guide and select the directory to install to or choose its default value.
- 1.3 Once installed, run the application to setup the comport.
- 1.4 Click Com Setup. Select the comport that is to be redirected. Click OK to accept the selected comport.



- 1.5 From the Port Configuration, select the comport. If the redirect comport is to use TCP/IP, click **Add IP_ button** to add IP address.

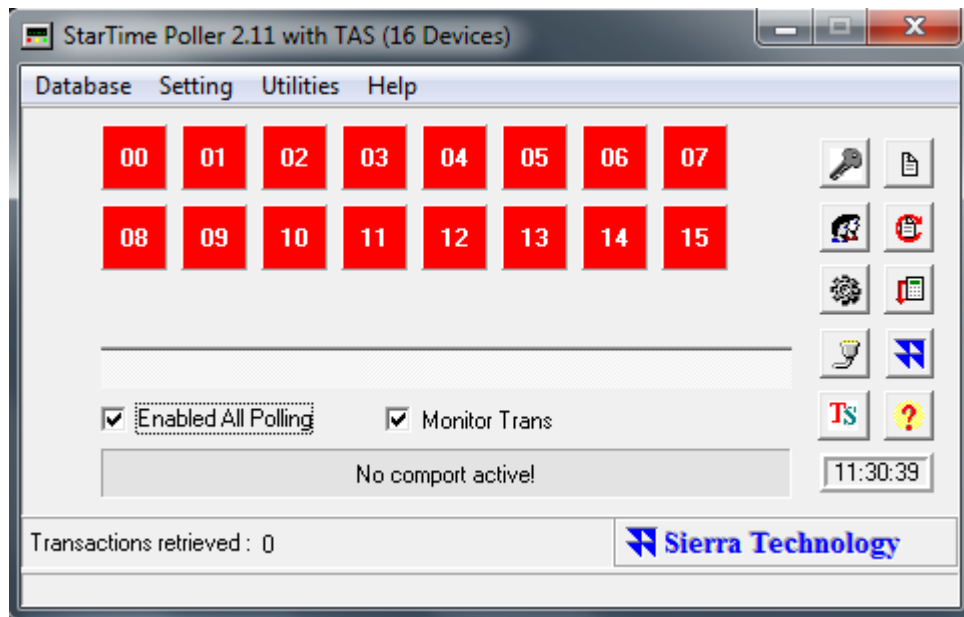



- 1.6 At the IP Service Setup, Enter the IP address in the Host input and enter value 3000 in the TCP Port. Click OK when done.
- 1.7 Repeat step 1.5 - 1.6 until all the comports are configured.
- 1.8 Click **Save** to save the comports setup. The application will prompt you to restart the pc for the configuration to take effect. Click **Yes** if you want to restart the pc now or **No** for later.
- 1.9 At this point you have completed the comports redirector setup. Congratulations!

2. StarTime 2.11.x

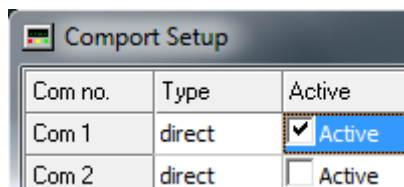
This is the software that will communicate with the clock readers. Please note that if the OS is Windows NT, you will need to install it from administrator login.

- 2.1 Run Setup.exe from the installation disk.
- 2.2 Follow through the installation guide and select the directory to install to or choose its default value.
- 2.3 Launch the application (You can go to Start->Programs->Sierra Technology->StarTime).



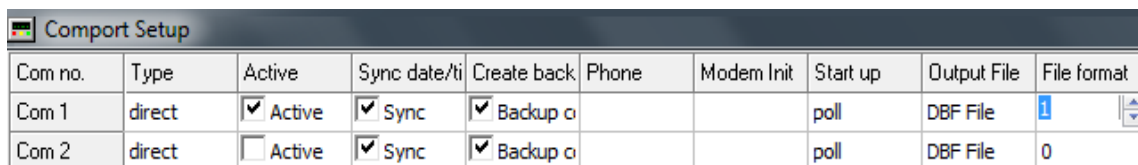
2.4 You can design the output format from the Options button . Otherwise, the application will use its default format. If it prompts for password, enter ‘Sierra’, with case sensitive letter. See the manual on how to design you own output format. Use other number than 0 for your own format. You can disable the password prompt from the Password button.

2.5 Select Comport Setup  to setup the comport. Activate the comports to be used by ticking at its active checkbox.



If the comport is to be connected directly to the clock reader via RS485/RS232, make sure its **Type** is set to **direct**. If the comport is to be connected to a modem, set its **Type** to **modem**.


2.6 Assign the comport’s output format to the one that you have designed by selecting the **File Format**’s value to your format value. Otherwise, it will use the default value, 0.

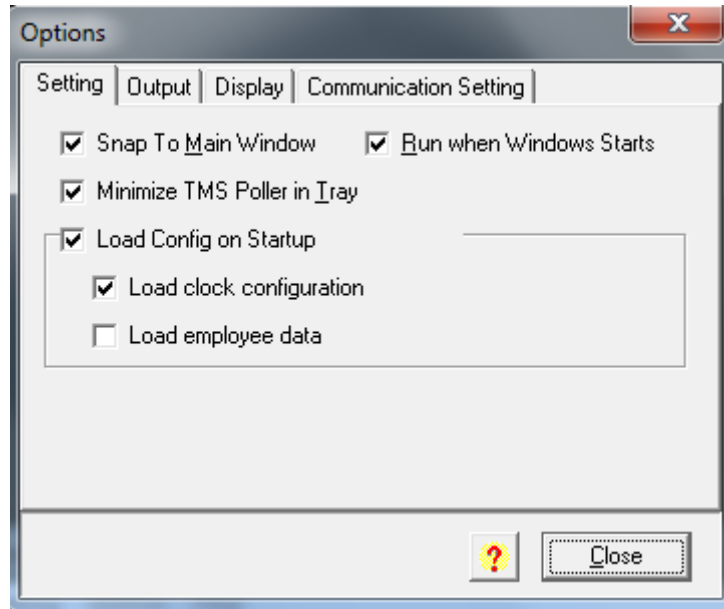


2.7 Make sure that under **Start Up** column, the value is set to **poll**, so that, when the application startup, it will start to poll.

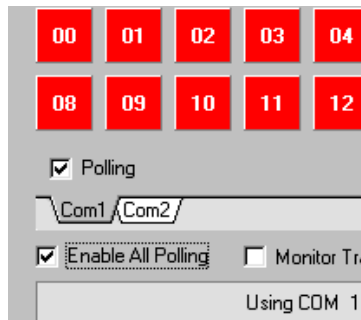
2.8 Close this comport setup with the **OK** button to accept the new setting. By doing so, the application will activate the comport(s) selected.

2.9 If you want the application to start up on Windows startup and minimize it to a traybar (traybar-

a rectangular area that enclose the Windows' time inside the taskbar), go to Options setup , tick at the checkbox beside **Run when Windows start** and **Minimize poller to Tray**, respectively.

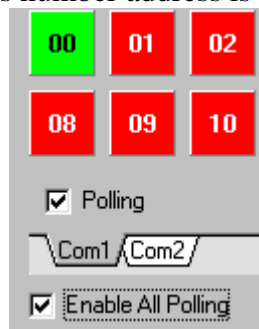


2.10 In the main form, tick Enable All Polling to enable all comports to poll. You can disable all polling by uncheck this checkbox.



Please notes that polling for each comport, too, can be controlled from the Polling checkbox just above the comport selection tab.

2.11 At this point, if there is time clock reader already connected, the application will highlight (green box) the reader according to its address in the time clock address box (The area with the number boxes). A red box means the reader of this number address is not available or has not been reached.



2.12 Congratulation, you have reached the end of StarTime installation.

3. Re-installation guide

3.1 LAN Redirector

3.1.1. Follow the instruction as same as the mentioned on above.

3.2 StarTime 2.11.x

3.2.1. Follow the instruction as same as above, but up to step 2.2 only if the configuration is still intact, otherwise, follow the instruction all the way through.

4. Backup

Once, you have confirmed the setup is correct and accordingly, make the backup to different location, e.g. to different hard disk or floppy disk.

4.1 Lantronix redirector

4.1.1. Note down the comport number you have selected from the Port Setup.

4.1.2. For each comport you have selected, if you're using TCP/IP connection, note down its IP address and TCP port number.

4.2 StarTime 2.11.x

Backup these files:

4.2.1. Comm.ini {all the setting including the comport setting}

4.2.2. Empdata.txt {employee data file}

4.2.3. All the ConfigComN.txt where N is a number corresponding to comport number. {Clock setting at comport N}

4.2.4. LogFmt.ini {user defined output format}

4.2.5. Stexp.sys {system file}

4.2.6. Tms.pwd {password file}

4.2.7. RemoteCmdAll.txt {remote command file}

5. Disaster Recovery guide

5.1 Lantronix Redirector: Check and see if the comport configuration for the Lantronix devices is correct.

5.1.1. Run the Lantronix Redirector. If the Redirector fails to run due to a 'disaster' event, you may need to re-install it again (See reinstallation guide for Lantronix)

5.1.2. Click the Port Setup. Check if the correct comports are selected. If not, select it again.


5.1.3. From the Port Configuration, check for each comport if the IP address and the TCP port number is correct (TCP/IP connection). If there are differences from the Lantronix backup notes (See [Backup, section 4.1](#)), delete the wrong IP address by selecting the wrong IP address and click Remove button. Add the correct IP address and TCP port number for that comport again (See [Installation guide for Lantronix Redirector](#)).

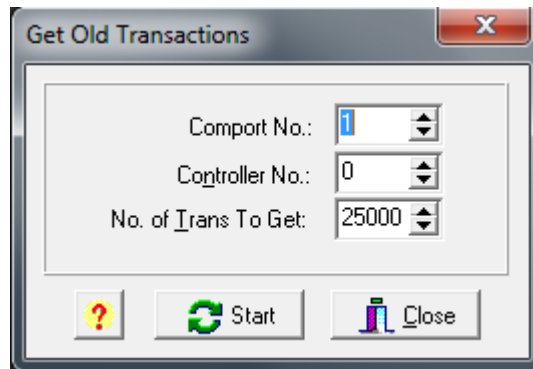
5.1.4. Click Save button to save the new configuration again.

5.2 StarTime 2.11.x

5.2.1. In the event of ‘disaster’ occurred, if StarTime application cannot be run again, you will have to do a full installation again.

5.2.2. If you did a full installation, you will need to restore back its previous setting and configuration. Just copy back the backup files you have done (See [Backup, section 4.2](#)) to StarTime directory.

5.2.3. Run the StarTime application and click the **Retrieve Transaction** button . Select which comport and controller number to retrieve previous transactions from. Enter a previous transaction count, say, about 600. This means it will retrieve the last 600 transactions record. You may need to increase this number if you suspect there may be more transactions to retrieve.




[Back to Installation Guide](#)

 **PASSWORD**

Most of the functional buttons (etc: Employee Data button, Comport Setup button) are password protected by default. This is to prevent unauthorized user from changing any setting or configuration already setup. Nevertheless, the password can be enabled or disabled by the user. The password is also case-sensitive.

Steps:

1. Proceed to the main page and click on  (Change Password) button.
2. Follow the steps below to change the password:
 - i. Enter the current password in the **current password** entry box.
 - ii. Enter the new password in the **new password** entry box.
 - iii. Enter the new password again in the **repeat new password** entry box.
 - iv. Click OK to accept the changes.

If the user doesn't require the use of password when clicking on any functional buttons, just uncheck the **Enable** checkbox. Tick the checkbox if the use of password is required.


NOTES: The default password is 'Sierra'.

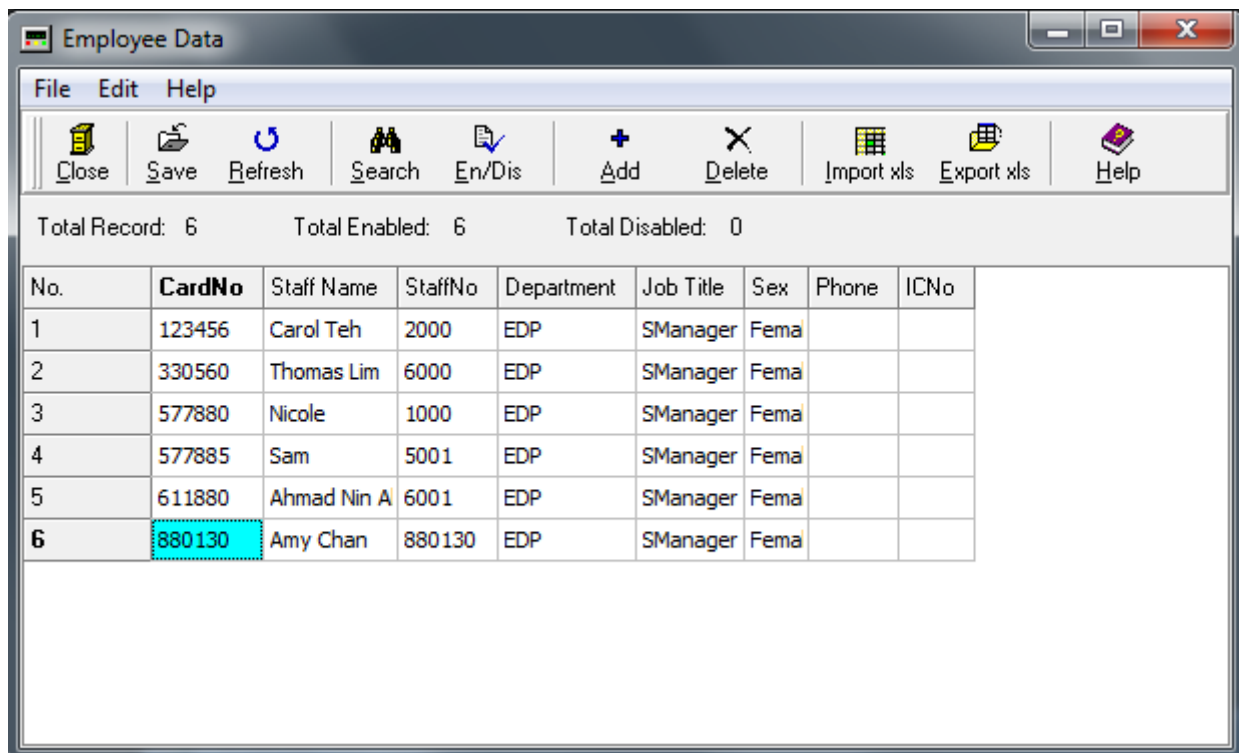
EMPLOYEE DATA

The employees' data are stored into a text file titled 'Empdata.txt'. This file must be in the same directory as where the applications software is installed.


User can add, delete, enabled/disabled employees in the display grid. User can also directly edit the employee data in the grid itself, find data, sorting the data field, load and export data in Excel format.

Steps:


1. Proceed to main page and click on  (Edit Employee Data) button.
2. If the password is enabled, then the system will prompt you with a Password Dialog Window to request user to key-in a valid password in order to proceed to Employee Data.txt file.
3. The following window will then appear on the screen.



Click on any control buttons to know more information.

4. Click 'Save' button or press shortcut key F4 to save all the changes that have made.
5. Click 'Close' button or click on the  button on the title bar to quit this employee data window.

Important: -

For new changes to take effect, user must refresh all the connected clock readers. Click  **Refresh Configuration** button for the new configurations to take effect. Each comport will indicate the percentage already downloaded.

Note : Load or export data in Excel format : The user's PC must have the Excel Ole server installed. This application does not provide such server. The data in the Excel format must be in the order of cardno, staffname, and staffno. The application will only read the first three columns.

Related Topic

[How to edit Employee Data](#)



Settings

Snap To Main Window - By enabling this feature, the online Monitoring Windows will be arranged in such a way that it will be attached or snap to the main application window at all times for ease of view.

Run when Windows Starts - When this feature has been enabled, the applications software will automatically run or execute upon Windows start up.

Minimize TMS Poller in Tray - When enabling this feature, the applications window will be automatically minimized to the traybar when StarTime is minimized. Tips: Right click on the **StarTime** icon in the traybar to operate the software.

Load Config on Startup - When this feature has been enabled, the system will automatically download all configuration settings of the system to the clock readers upon every start up attempts of applications software. Users have the options to select load clock configuration and load employee data.

Load clock configuration - if this feature is selected, the system will download all clock configuration settings when application startup.

Load employee data - if this feature is selected, the system will download all the employee data when application startup.

Note: Loading of employee, which normally will take a longer period of time, will now have a display to indicate the percentage already downloaded.

Output

The application will generate an ASCII text file for every valid transaction. The output file format can be configured by user in this section. User can select whether output file format is a fixed name or changeable by date. The output format filename, by default is named as Translog. This name can be changed later on in Comport Setup.

Format Type

The output file format can be created according to user preferences. There are maximum of 98 Format Type #, available in this system.

Note: Format Type # 0 is reserved for default.

[Click here on how to create an own unique output file format.](#)

Note: After defining the personal output format, you will need to proceed to Comport Setup to assign this new Format Type number to the required Communications Port.

Edit

This function is for you to create a new output file format type. To add a new output format type, click on the up arrow to select Format Type # other than 0 (0 is reserved for default) and click 'Edit' button. An Edit Output Format window will be shown on the screen. Refer [here](#) to follow the guidelines to edit the output file format. To edit an existing output file format, select the desired Format Type # that you want to edit and then click 'Edit' button. After the changes have been made, click 'Save'.

Delete

To delete an unnecessary output file format, select the unwanted Format Type # and then click 'delete' button.

Sample


This function button is for you to view the output file format that you have created previously. Select the Format Type #, and click 'Sample' button. You will see a result of the output file format that you defined previously.

Related Topic

[Comports Setup](#)

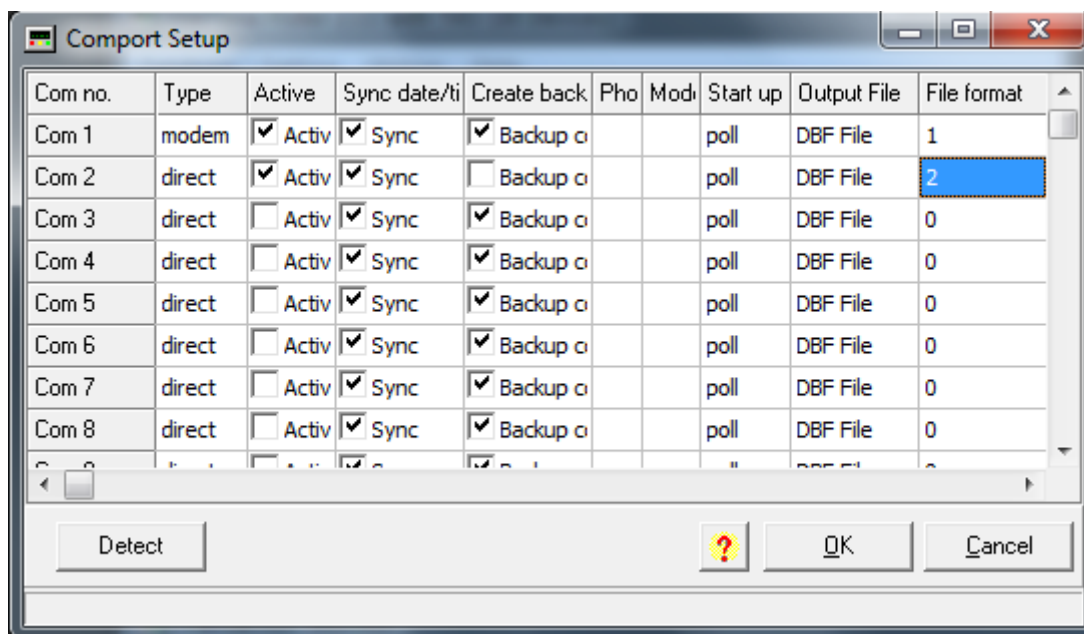
COMPORTS SETUP

The Comport setup is to establish communications between the hardware of the **StarTime** clock reader with the host computer.

To set the communications port, simply proceed to the main window and select Comport Setup  to activate the required comport. If the user are not sure which comports are connected to the Sierra's clock reader, user can request the system to detect the hardware for them by clicking on the **DETECT** button in the Comport Setup window.

Notes: This detection only works for comport with direct connection type. It does not work with the type as Modem.

Apart from that, all additional features can be edited by simply double click on the value in the concerned column.



Com no. - The software supports up to a maximum of 8 multiple Communication port simultaneously.

Type - The system have two connection types, i.e. Direct and Modem. Select Modem type if you have installed a modem.

Active - This is to select which comport to be active. User may enable and disable this feature to activate or deactivate the communication ports.

Synchronize date/time - Enable and Disable capability to Synchronize Clock Reader with PC's date & time.

Create backup copy - A backup copy will be created automatically if you had enabled this feature. The backup copies are saved into the Backup folder in StarTime Directory (C:\Program files\Sierra

Technology\StarTime\Backup) with the filename of Tryymmdd.txt (which is By Date format).

Phone and Modem Init - If you are selected the Modem type then you need to key in the dialing phone number and modem initialises fields. (**Note:** These two fields are optional).

Start up - When StarTime is start up, the system will start polling the data. There are 3 options to be select, i.e. do nothing, poll and dial then poll. Poll is the default setting.

Output file - User can select whether the Output file format type as a Fixed name or changeable By date. If you are select the output format as the type change by date, then the system will automatically generate filename as 'tr' + yymmdd + '.txt', where yymmdd is define as **year**, **month** and **day** of the transaction date. E.g. If the transaction date is 23rd Jan 2001, the system will generate file tr010424.txt.

If you select the output format with the type Fixed name, then you may named your output filename as you like in the File name field.

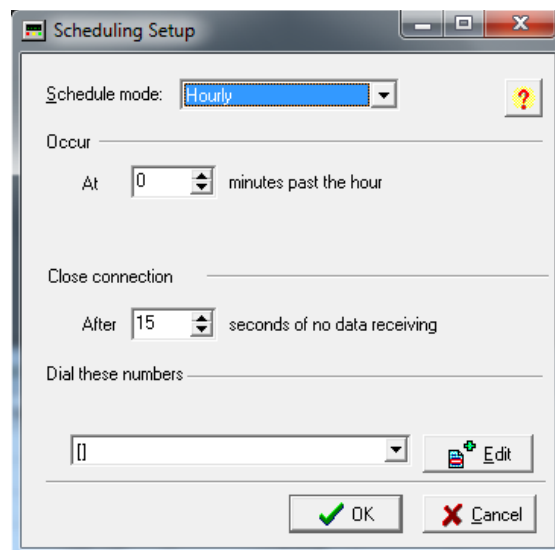
File name - If your Output file type is fixed name, then you can type a user defined filename. The output format filename by default is named as Translog.

File format - Select the output format type # which you had defined in the Option > Output menu.


File Location - This is the location of the output file. User can save the output file in any location as they like. Default is in the installed directory (StarTime Directory).

Scheduling - This is only applied for the Modem type. Schedule can be set in a Hourly, Daily, Weekly, On weekdays, Monthly or no scheduling mode. Furthermore, user can set how many seconds to close the connection of no data receiving.


From the comport setup window, select the scheduling column of the comport that is set to modem type. Click the input box again until the ellipsis button appeared. Click the ellipsis button at the right side of the input box. Then the following window will show on screen. Click here on [how to use the scheduling features](#).



NOTE: Any changes made to these files will require the user to refresh the controller/clock readers.

Click on  **Refresh Configuration** button to enable the new configurations to take effect.

CONFIGURATION FILE

Each communications port has its own configuration file i.e. ConfigComN.Txt, where N = comport number for the clock settings. To open the configuration file of comport, simply proceed to main window of **StarTime** and click on the  (Configuration) button. Select which comport you want to load and click 'open' button. A configComN.Txt with the Notepad format will be displayed on the screen. The explanation of terms used in the configuration file is describes below.

Type	Term	Description
1.	Main, "TMS Clock "	Message display to LCD.
2.	Mode, 1, Clock In	For use with keypad number. Mode, <key>, <description> Key = 0 - 9. Maximum characters for the description displayed is 10. Mode 0 - keypad 0 Mode 1 - keypad 1 and so on
3.	Siren, 1, 0, 9.00, 15	Siren,<day>,<setting>,<time>,<duration> Siren on Monday, setting 0, at time 9.00 am for 15 seconds. Siren, 2,1,13.00, 20 Siren on Tuesday, setting 1, at time 1.00 pm for 20 seconds. 0 - Sunday 3 - Wednesday 1 - Monday 4 - Thursday 2 - Tuesday 5 - Friday 6 - Saturday
4.	CheckCard, x	where x = 0 or 1. 0 = Accepts any or all card. 1 = Accepts only installed cards from EmpDataTxt.
5.	IndicatorTime, 5	Trigger relay on valid swipe for 5 seconds. Time setting from 0 - 99 seconds.

Example of config.txt contents


```
Main, "TMS Clock"
Mode, 1, Morning In
Siren, 1, 0, 9:00, 15
Siren, 2, 0, 13:00, 20
CheckCard, 0
IndicatorTime, 5
```

NOTE: For new changes of settings to take effect, user must refresh to all the connected clock readers. Click **REFRESH** button to refresh or upload the entire new configurations for the changes to happen.

 **REFRESH CONFIGURATION**


This function is to enable the new configurations to take effect. Any changes made to the employee file or clock configuration files will require the user to refresh the controller/clock readers for the new configurations to take effect.

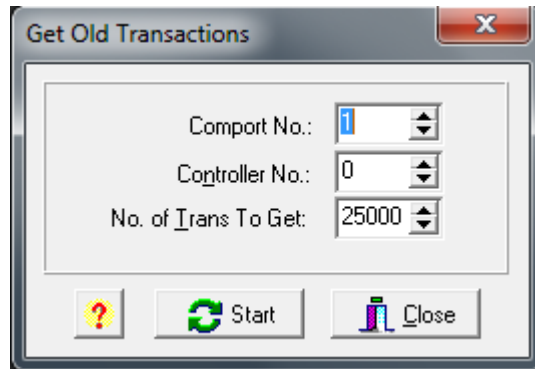
Steps:

1. Proceed to main screen and click on  **Refresh Configuration** button.
2. Select the desired comport or tick the All Comports box for all comports.
3. Select or unselect the load options as desired. As defaults, all will be selected.
4. Click on the 'Refresh' button to update the configuration settings.
5. Wait for the process to be finished, then, click 'Close' button to quit.

Note: Each comport will indicate the percentage already downloaded.


RETRIEVE TRANSACTION

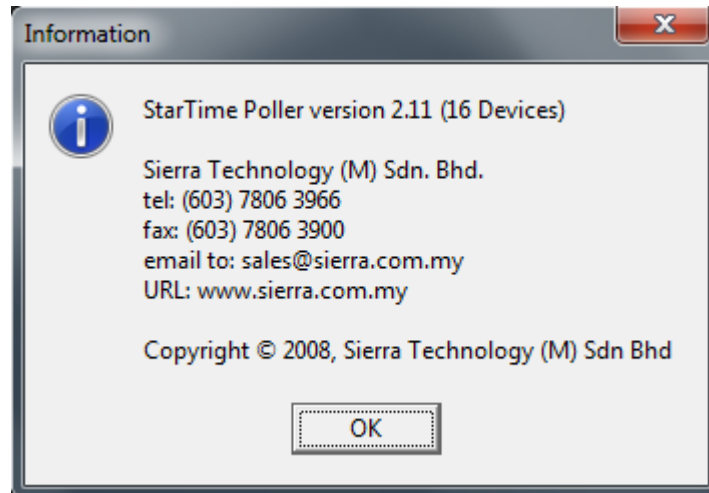
This function allows the user to retrieve up to the last 25000 previous transactions. Proceed to main window and click Retrieve Transaction  button. Select the **ComPort No**, **Controller No** and **No. of Trans to Get** required and click on the START button to execute.



ABOUT


This function enables you to check the software's version.

Simply click on the **About** button  to check.

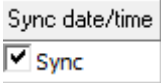


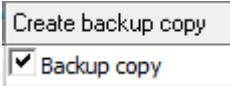
ADD COMMUNICATION PORTS

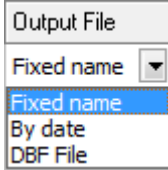
Steps:

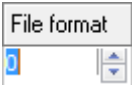
1. Proceed to the main window and click on **Comport Setup**  button.
2. Select which communication port to be activated.

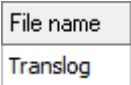
3. Double click on the value in the **type** field  to select type as a direct type.

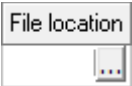
4. Enable the **Synchronize date/time**  if you want to always synchronize the Clock Reader with PC's date & time.

5. Enable the **Create Backup Copy**  if you want to create a backup copy automatically. The backup copies will be saved into the Backup folder in StarTime Directory (C:\Program files\Sierra Technology\ StarTime\ Backup) with the filename of Tryymmdd.txt (which is By Date format).

6. Double click on the value in the **Output file** field to select  whether the Output file will be saved as a fixed name or changeable by date. If you select the output format as the type change by date, then the system will automatically generate filename as 'tr' + yymmdd + '.txt', where yymmdd is define as year, month and day of the transaction date. E.g. If the transaction date is 23rd Jan 2001, the system will generate file tr010424.txt. If you select the output format with the type Fixed name, then you may named your output filename as you like in the File name field.

7. Double click on the value in the **File Format** field  to select the output format type # which you had defined in the Option > Output menu. [Jump to the topic of how to create a user defined output file format.](#)

8. Click on the value in the **File name** field  and press enter to type a user defined filename. **Note:** User can only named the filename if the Output file type is fixed name. The output format filename by default is named as Translog. This field will be ignored if the output file field was selected changeable by date.

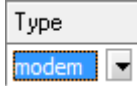
9. Double click on the value in the **File Location** field . Then, a Browse for Folder dialog box will appear on screen. Select your desired directory to save the output file and then press 'ok' button. As default is in the installed directory (StarTime Directory).


ADD COMPORT WITH MODEM TYPE

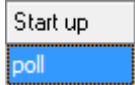
Adding a comport with modem type is as similar as to add a comport with direct type, except for the following features of the modem type: -

Steps:

1. Select the comport that is connected to modem.

2. Double click on the value in the Type field  and select the type as modem type. Note: if you have installed a modem then you need to select modem type.

3. You can key in the dialing phone number and modem initialize fields  under the 'Phone' and 'modem initialization' string if required. As default these two fields are blank. (Note : These two field are optional).

4. Double click on the value in the **Start Up** field  to select the desired option. There are 3 options, i.e. do nothing, poll and dial then poll. Poll is the default setting.

5. Scheduling features - [Click here on how to use this feature.](#)

Related Topic

[Comport Setup.](#)

CHANGE PARAMETER SETTING

Steps:

1. Browse into the StarTime directory (Usually in the Program files/Sierra Technology/StarTime) and look for the file named Comm.ini then double click to open it.

2. Look at the parameter setting:

[Parameter]

Company='Sierra Technology'

Title='StarTime Poller'

Logo=""

To change the Company name

With the command string: Company = “ ”, type your new company name within the boundary range of quotation marks. Note: Company description is limited up to 16 characters.

To change the title

With the command string: Title = “ ”, type your new title within the boundary range of quotation marks.

To change the logo

Save your logo into the StarTime Directory. For example, your logo is named as mylogo

To change the logo just edit the command string of Logo="" to Logo=' mylogo.bmp'.

To disable logo display, just with this command string: **Logo=empty**.

To display Sierra Logo (default), just with command string of **Logo=''**.

Note: The logo only support .bmp file and maximum size should be 16 x 16 pixels.


3. Go to **File > Save** to save the changes made.

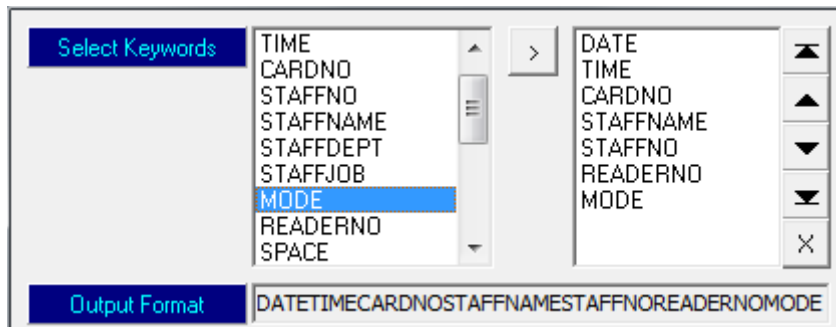
4. Click  in the main window of StarTime to quit this software.

Note: User needs to restart the StarTime software in order for the new changes to take effect.

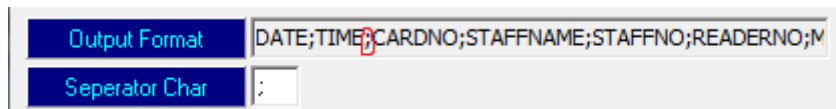
CREATE AN USER DEFINED OUTPUT FILE FORMAT

Steps:

1. Proceed to the main window and click on the **Option** button  in the Option window, click on the **Output** tab, then, select a Format Type other than 0 (0 is reserved for default) and click on the **EDIT** button.
2. A new Windows will pop up and show the settings for that particular format. Select the keywords in the “**Select keywords**” list box (leftmost listbox) and click on the arrow button to add the keywords to the output string format (rightmost list box). All the keywords, which you have added to the right box, will be the output format and the line below it will display how it looks like in sequence.



3. “**Format Delimiter** “ is the character that will separate each field shown in ”Output Format”. If you do not wish to have a delimiter, simply leave it blank.



4. “**Reader No**” is the format for Reader Number/ Unit ID. For example, if you set the following:
 Length=3 (maximum is 20)
 Padding=0
 Prefix=K
 Suffix=P
 If the reader number is 5, then the Reader No field will be: K005P

5. “**Staff No**” is the format for staff number.
 For example, if you set the following:

Case1

Length=8 (maximum is 20)
 Padding=0
 Prefix=S
 Suffix=<empty>
 If the staff number is A123 then the Staff No field will be: S0000A123

Case 2

Length=5

Prefix=S

Suffix= <empty>

and the staff number is 123-456-678 then the Staff No field will be: S123-4




If Length=0, the output Staff No. field will take its full length.

6. **“Unregistered Staff Name”** is the message that will be displayed on the online transactions window as well as in the translog file when an invalid access card which has not been installed in the Employee Data file was being flashed. However you can rename this message.
7. **“Mode”** length can be set here (maximum length is 20).
8. The **Date/Time** requires special formatting. To edit the format, click the **Edit** button at the right to the Date/Time fields. A new Windows with the title Edit Date and Time will appear.

EDIT DATE / TIME FORMAT

The date / time format can be defined according to user preferences.

Steps :

1. In the window's title with Edit Date/Time Format, select the keys (top left listbox) and click on  button to add the keys to the date format's output box (top right listbox). Then, select the date delimiter for it.
 Tips : click on  button on the right of Date Delimiter to delete the selected item.
2. Select the keys (bottom left listbox) and click on  button to add the keys to the time format's output box (bottom right listbox). Then, select its time delimiter.
3. Click **OK** to accept changes or click **Cancel** to abort any changes to be made.

9. The order of the Date/Time can also be changed according to your personal preferences.

Example of Date/Time Format

Given Date : 8th October 2001 and Time : 16:09:40

Example 1:

If the date format selected as d, mm, yyyy with date delimiter '/'. Then, the output date format will be 8/10/2001
 If the time format is selected as h:n:s. with time delimiter 'none'. Then, the output time format will be 16940

Example 2:

If the date format selected as dd, mmmm, yy, dddd with date delimiter '-'.
 Then, the output date format will be 08 - October - 01 - Friday

If the time format is selected as hh:nn:ss with time delimiter ':' Then, the output time format will be 16:09:40

Tips : Click on **Sample** button to view the output file format that you have created for the Format Type #.

10. Once completed, press OK to accept changes. To apply all changes, click Save in the "Editing Format Type # " Windows.
11. Click on Sample button to see the output file format of Format Type #.

12. Click on Delete button to delete the selected output format.
13. After defining the personal output format, proceed to Comport Setup to assign this new Format Type number to the required Communications Port.

Related Topic

[Options](#)

EDIT A COMM.INI FILE

This is a configuration file for the **StarTime**. The software will look for these two settings in the INI File described below before it runs.

InstallDelay/SwitchDelay can be found under section [Comm](C:\Program Files\Sierra Technology\Startime). If it is not found, user can create it.

```
[Comm]
InstallDelay=250
SwitchDelay=2
```

1. The use of **InstallDelay** is to slow down the installation of card no. to the reader. The poller may have installed the card too fast, or the speed of the CPU is too fast. This may cause the reader to miss some card no. from being installed. To slow down the downloading time, just increase the value of the InstallDelay with every increment step of 50. The default value of the delay time is set at 250.
2. The use of **SwitchDelay** is to delay the communication between the host port and the clock reader. This feature is only utilized in cases where if all necessary connections are correct, but the application software is unable to communicate with the clock readers or controllers, then increase this SwitchDelay value with every increment value of 1. By default, the **SwitchDelay** value is set at 1.

Editing COMM.INI file

User can change certain parameters, such as the poller's title, company's logo and name. These parameters can be defined in comm.ini.


```
[Parameter]
Company='My company'
Title='TMS poller'
Logo='mylogo.bmp'
```

[Steps to change the parameter settings.](#)


EDITING EMPLOYEE DATA

Adding Employee Data

Steps:

1. Click on  button, or go to **Edit > Add** to add a record.
Shortcut: Press 'Insert' key from the keyboard.
2. An add employee windows will pop up for adding employee record. Enter the Card No, Staff Name and Staff No and click 'add' button to add this record.
3. This window will allow you to keep on adding records until you click 'close' to exit this windows.

Notes: In adding new employee, the application will check for the existence record. If the record is already exists with same **Card No.** or **Staff No.**, it will prompt you a message to ask you whether want to add the duplicated record.

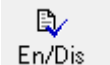

4. For the new changes to take place, user has to refresh the controller/clock readers. Proceed to main screen and click on  **Refresh Configuration** button, then, press 'Refresh' button for the new configurations to take effect. Each comport will indicate the percentage already downloaded.

Enable/Disable Employee Data

This function is to enable or disable a staff in the employee file. A disabled record will not be recognized or loaded into the system. It is the same as being deleted, but with the record still remain in the database. It is a 'soft' delete with the option to 'undelete'. See Remove for total deletion.

To disable a record:-


Steps:

1. Click on the grid that you want to disable the record.
2. Click on the  button.
3. A disable record will become a yellow color with a semicolon ';' at the start line of the record.
4. Tips : To enable back a staff record, just follow the above step1 and step 2, then the record will be enabled and in a white color in the grid display.
5. Proceed to main screen and click on  **Refresh Configuration** button, then, press 'Refresh' button for the new configurations to take effect.

Editing Data


User may edit the data directly in the display grid.

Steps:

1. Click on the desired data grid until it is editable, or select a white area cells and press F2 to edit. Once done, press Enter or click at other cell.
2. Proceed to main screen and click on  **Refresh Configuration** button, then, press 'Refresh' button for the new configurations to take effect.


Import Employee Data from Excel File

Steps:

1. Click on the  **Import xls** button.
2. An Open dialog box will appear on the screen. Browse the directory for the excel file with the employee data, then select the file and click Open.




Export Employee Data to Excel File

Steps:

1. Click on the  **Export xls** button.
2. A Save As dialog box will appear on the screen. Select your desired directory to save the file, enter a file name and then click Save.



Remove Employee Data

Steps :

1. Click in the desired data grid, then, click on  **Delete** button or press Ctrl + Del key from keyboard to remove the particular record. Tips: To remove all records just right click on the  **Delete** button or proceed to Edit > **Remove All**.
2. Proceed to main screen and click on  **Refresh Configuration** button, then, press 'Refresh' button for the new configurations to take effect.

Search Employee Data

Steps:

1. Click on the  **Search** button to find text.
2. Enter the text you want to find.
3. Select the following conditions that you want to find the text.
 - **Case sensitive:** finding text of 'Ahmad' will have difference with 'ahmad'.
 - **Whole words only:** it will exactly find the matching whole words text with no case sensitive.
 - **Regular expressions:** find the matching first character of the words. E.g. 'AH*' will search for the string that starting with 'AH' instances Ahmad, Ahzlan, Ahzan.
 - If you did not select any conditions then it will find the each matching words.
4. Choose the where options, either you want to find the text in entire grid, current column or current row. As default, in entire grid will be selected.
5. Choose the Direction options; either you want to find the text from top to down or left to right. As default, the top to down style will be selected.
6. Once done, click 'Ok' button to find the text. Press shortcut key F3 or right click on the  **Search** button and select 'Search again' to find next data.


Sort Data (check for duplicate data)

Employee data can be sort by Card No., Name or Staff No.

Steps:

1. Click on the column header

CardNo	Staff Name ▾	StaffNo
--------	--------------	---------

 of which data field you want to sort, then the data will be sorted in ascending or descending order.
2. Proceed to main screen and click on  **Refresh Configuration** button, then, press 'Refresh' button for the new configurations to take effect.

Note: When the records have been sorted, it will check for duplicate records with the same card no or staff no. For records with same Card No. or Staff No., the record will be highlighted in blue to indicate a duplicate record.

Related Topic

[Employee Data](#)

REMOTE COMMAND.TXT

Each communications port can be remotely controlled. There are only a few commands in which the user can send to the application from a remote client. These are:-

1. Stop (polling)
2. Refresh configuration
3. Synchronize date & time
4. Stop polling for a while.
5. Retrieve data

The user will be required to access and modify the parameters in a file called 'remoteCmdN.txt', where N = comport number. E.g. To send remote commands to comport 1, change the value at file remoteCmd1.txt. Described below is a typical example of how the file appears:-

```
[command]
Stop=0
Wait=0
Refresh=0
Syncdatetime=0

[retrieve]
controller=0
total=0
```

i) STOP/START POLLING

To stop data polling, simply change **Stop**'s value to 1. To start polling again, change the value to 0. Thus, changing this value the application will automatically terminate the wait execution.

ii) PAUSE DATA POLLING

To pause data polling for a while, change the **Wait**'s value to N (where N = numbers of minutes for the polling to stop). Hence, to stop the polling for 2 minutes, simply set Wait=2. The **Wait**'s value will decrement every minute until it reached 0. You can reread this file again to confirm. Of course, this feature will not work if Stop=1, as the application has stopped the polling already. You can immediately terminate this wait execution by just setting it back to 0.

iii) REFRESH CONFIGURATIONS

To refresh the entire TMS clock readers of the network, simply set the **Refresh**'s value to 1, with refresh=1. The application will refresh all clocks and resets the value back to default=0.

iv) SYNC ALL CLOCK READERS WITH PC'S DATE & TIME

To enable synchronization of the PC's date & time to all TMS clock readers, simply set the **SyncDateTime**'s value to 1, SyncDateTime=1. To disable this feature, simply set the value to 0.

v) TO COMMAND SYSTEM TO RETRIEVE DATA FROM A CLOCK

To retrieve data from a clock again, under section [retrieve], assign the clock address number to parameter controller, Controller=<clock address> and set the value of Total=<total number of records to poll>. Hence, to retrieve 10 records from clock 1, the following example illustrates:-

```
[retrieve]
controller=1
total=10
```

The system will reset the total's value back to 0, indicating that it has received command and is retrieving the records.

With each single file for each comport, the user can individually control each data polling of a comport. For the user to control all the comports polling, the user can use the master remote command file for all comports which is describe next.

REMOTE COMMAND OF ALL COMPORTS

Remote command of all comports

User can remotely command all communications port data polling with a single file named 'remoteCmdAll.txt'. This is a master file for all the communications ports. The significance between single comport command file and master command file is the control of reader polling wait time.

In the master command file, it looks like this:

```
[Command]
MinutesPaused=0 ;      <=== equivalent to 'wait' in a
                        single command file
NoWait=0                ; to terminate wait loop, set it to 1.
Refresh=0
Stop=0
SyncDateTime=1
```

i) TO STOP/START ALL POLLING

To stop all data polling process, set the value of **Stop** to 1.

To reinitialize or restart data polling, simply reset the value back to 0.

ii) TO REFRESH CONFIG TO ALL COMPORTS

To refresh all the clock readers at all comports, simply set the **Refresh**'s value to 1, refresh=1. The application will refresh all clocks and will automatically resets the value back to 0.

iii) TO SYNC THE PC'S DATE TIME TO ALL THE CLOCKS

To enable synchronization of the PC's date & time to all TMS clock readers at all the comport, simply set the **SyncDateTime**'s value to 1, SyncDateTime=1. To disable this feature, just set the value back to 0.

iv) PAUSE ALL COMPORT DATA POLLINGS

a) To pause all comports from polling for N minutes, set the value of MinutesPaused=N. The application will reset it back to 0, indicating that it had sent the value to all the comport's polling wait time.

b) To clear the paused time, just set the NoWait=1. The application will reset it back to 0, indicating that it had reset all the wait time of all the comport polls.

Related Topic

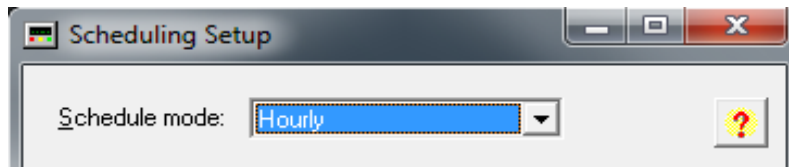
[Remote Command Text](#)

SCHEDULING FEATURES

The scheduling features are only applied for the Modem type. Schedule can be set in an Hourly, Daily, Weekly, On Weekdays, Monthly or no scheduling mode. Furthermore, user can set how many seconds to close the connection of no data receiving.

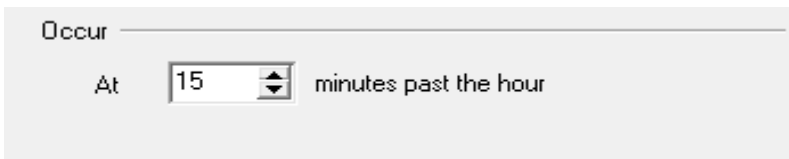
From the comport setup window, select the scheduling column of the comport that is set to modem type. Click the input box again until the ellipsis button appeared. Click the ellipsis button at the right side of the input box. The scheduling setup window will display on screen.

For example: To set schedule mode in Hourly.

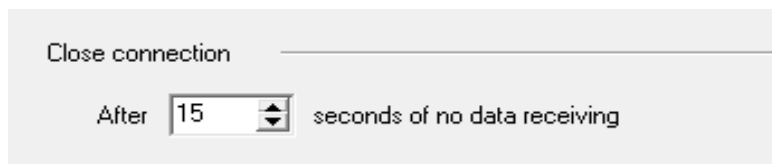


Steps:

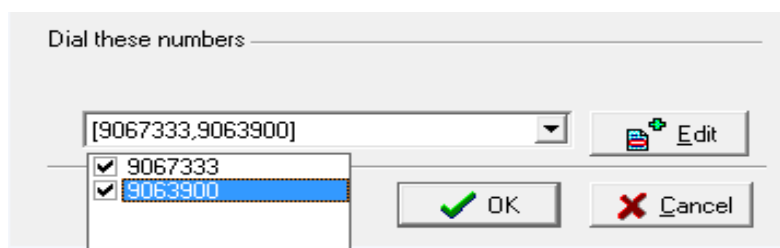
To set the event occur at 15 minutes past the hours, change the value at the **Occur At** box, as shown below to 15.



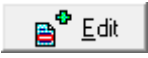
To set the close connection after a period of 15 seconds of no data receiving, change the value at the **Close connection after** box to 15. Let say if you have two dialing numbers: the system will dial the first number and start to poll data from the controllers. It will continue to poll until there are no data received from any of the controllers for about 15 seconds. It will then close the connection and continue with the next dialing number to dial. It will repeat the same polling process until there are no data received for 15 seconds, which it will then close the connection.




User can select the dialing number by ticking the dialing number from the dialing number box.




User can edit the dial number in the scheduling setup by following the steps of below.

First, click on the  button, if you want to:

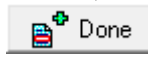
i) Add a dial number

Click on the list box, then press <Insert> from keyboard to enter a dial number and then press Enter to accept. Press <Insert> again to add another dial number. After that, click the  button to finish.

ii) Edit a dial number


Select the dial number that you want to edit, click the number again until it is editable. Press Enter to accept the change or click at other location within the box. After that, click the  button to finish.

iii) Delete a dial number

In the list box, select the dial number that you want to delete, then press <Delete> from keyboard to delete the unwanted dial number. After that, click the  button to finish.


Once this is completed, click 'Ok' button to accept new changes. To ignore the new changes, click on 'Cancel' button to quit.

NOTE: Any changes made to these files will require the user to refresh the controller/clock readers.

Click on  **Refresh Configuration** button to enable the new configurations to take effect.

SET CLOCK CONFIGURATION

Steps:

1. Proceed to main window of **StarTime** and then click on the  Configuration button.
2. Select which comport you want to load and then click 'Open' button.
3. Then the ConfigComN.txt with the Notepad format will be shown on screen. Note: Each communications port has its own configuration file (ConfigComN.txt, where N=comport number).

Example of ConfigCom2.txt contents

```
Main, "StarTime Clock"      {a}
Mode, 1, Morning In        {b}
Siren, 1, 0,9:00,15
Siren, 2,1,13:00,20       {c}
CheckCard, 0               {d}
IndicatorTime, 5           {e}
```

a) To edit the LCD display message

User can define its own unique message for the reader display screen. The default LCD Display message is "StarTime Clock". To edit the LCD display message just erase the "StarTime Clock" text and type your desired display message in the boundary range of quotation mark (""). E.g. to change the LCD display message from 'StarTime Clock' to 'Sierra TMS Poller', just, type "Sierra TMS Poller" in the ConfigComN.txt. Note: Maximum length for the message displayed is limited by the maximum characters (in horizontal line) for that LCD, typically 16 characters.

b) To set the mode function

Mode function is to assign an 'event' to the keypad number on the reader. For example, assign a keypad number 4 to 'Tea Break' just with the command string: Mode, <Keypad number> , <description> in the ConfigComN.txt. **Note:** Allow mode is from 0 - 9.

c) To set clock siren settings

The clock reader has a feature that can give to a 'beeping' siren at a certain time of a day, which is definable by the user. The command string is:

Siren, <day>, <setting number>, <time>, <duration>

where

day = 0 - 6 ; { 0-Sunday, 1-Monday, 2-Tuesday, 3-Wednesday, 4-Thursday, 5-Friday, 6-Saturday }

Setting number = 0 - 63; {64 settings per day }

Time = 00:00 - 23:59; {24 hours mode }

Duration = 0 - 99 seconds

For example, to create a new siren on Friday at time 5:30 pm for 20 seconds with the setting number of 3 just typing Siren, 5, 3, 17:30, 20 in the ConfigComN.txt.

d) To accept all cards or accepts only installed cards from the EmpData.txt.

Command string : CheckCard, x , where x= 0 or 1

e.g.

- CheckCard, 0 - Clock reader will only accept card that is installed in the reader.
- CheckCard, 1 - Clock reader will accept any card, installed or not installed in the reader.

The only difference is, for an installed card, a cardholder name will appear when the card is flashed, and otherwise it will only show the card number.

e) To indicate the trigger relay time on a valid swipe.

The clock reader is able to trigger an output relay on an accepted card flashed for a duration of time. If this relay is connected to an external device such as indicator light or a buzzer, it will trigger it for that duration of time. For example: IndicatorTime, 5 meaning that the output relay will trigger and hold for 5 seconds of a valid swipe. **Note:** Duration range is from 00 – 99 seconds.

4. Go to **File > Save** to save the changes made.
5. For new changes of settings to take effect, user must refresh all the connected clock readers.

Proceed to main window and click  **REFRESH CONFIG** button to refresh or upload the entire new configurations for the changes to take place.

Related Topic

[Configuration File](#)