# How to set Administrator in UNIS

1. Open [Admin Authority Management] in main server.



- 2. Set [Admin Authority Management]. Functions can be set as admin want.
  - Ex) In this case, Alice is an administrator for International sales group. In this case, please select [terminal admin], [branch admin] or [all admin], because you want to give them all authority.

Code Name	1000 International Sales - Alice	Access Control Management	TNA
ode	Name		Register Pay Rules
***	Generallieer	Delete Appage Coster Cottings	TNA Settings
1000	Department Admin	Delete Access Control Settings	INA Settings
2000	Terminal Admin	(3) Select functions	Modify TNA Results
3000	Branch Admin	(3) Select functions	
4000	All Admin	V User	
			Meal
		Admin Register	
		Admin Modify	Meal Settings
		Register User	Meal Settings
		Modify User	Modify Meal Results
Dofi	ne Management Sco	Print User Record	L
Den	he Management Sco	Register Visitor	
Define I	lanagement Scope	Print Visitor Record	
🗿 Dep	artment 🔘 Branch 🛛 🔘 All		Delete Data
		Blackliet Uper Management	Delete Log Data
E	incompati Cattingan		Delete TNA Data
Env	ronment Settings	BLACKLIST	Delete Meal Data
E Lo	ocal settings	Remove from Blacklist	
St	andard Data Management	Set Blacklist	
🕅 Da	ata Backup	Delete Blacklisted User	Apply Customized Features
		2 19-	

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Set Administrator at [User Information].
Ex) Alice is set as an administrator.
She should input Password for login.

	Basic Information		Access D	ate Rang	8
*ID	0001	No Restriction	Period - 2012/0	1/09 -	r ~ 2012/01/09 ~
*Name	alice	]Auth	entication Type		Picture Information
Employee ID 1) Select I Branch	860802 Department	(ID OR CARD	) AND PWD	•	
Department	0001 : International Sales 👻	Finger	print Information		
Title	**** : Not Assigned 🗸	Reg. Level	5:Normal	· •	
Authority	1000 : Intertinal Sales - Alice 👻	Auth. Level (2) Select	0:Default Authority		
Access Group	**** : Not Assigned 🗸 🗸	] 🛛 1:N	Enroll	elete	
Schedule	**** : Not Assigned 👻	] Termin	al Daseword Info		
Meal Code	**** : Not Assigned 🔹			_	
Pay Rate	**** : Not Assigned 🗸	Input Passwor	rd ••••	_	Add Delete
Telephone		Continue Passy	voru		Capture from Webcam
Email Address			Card Info	irmation	
Address					Reading
Other		966F3BCD			Add
Reg. Date	2012/01/09 14:25:01				Delete
User Message	: Not Assigned	]	(3 Remote Access	) Inpo Passwo	ut Password
Message		Remote Ac	cess not ava Input I	asswor	d ••••
Exemption an	tipassback	Initializatio	on Confir	m Passw	vord ••••



4. Set General users. Designate Department for each user.

	Basic Information	Access Date Range					
۶D	0003	No Restriction Period - 2012/01/25	▼ ~ 2012/01/25 ▼				
Name	Henry	Authentication Type	Picture Information				
Employee ID 1) Select Branch	0003 Department	FP V					
Department	0001 : International Sales	Fingerprint Information					
Title	**** : Not Assigned	Reg. Level 5:Normal 👻					
Authority	**** : General User	Auth. Level 0:Default 👻					
Access Group	**** : Not Assigned	. I:N Enroll Delete					
Schedule	**** : Not Assigned		2				
leal Code	**** : Not Assigned	Terminal Password Info					
Pay Rate	**** : Not Assigned	Input Password	Add Delete				
Felephone		Confirm Password	Capture from Webcam				
mailAddress		Card Informatio	n				
Address			Reading				
Other			Add				
Reg. Date	2012/01/25 17:51:33		Delete				
Location	**** : Not Assigned						
Jser Message		Remote Access Passw	vord Info				
Message		Remote Access not ava Input Passw	ord				
Exemption an	tipassback	Initialization Confirm Pass (2) Click [Modify]	sword				

5. Download modified user information to terminal using [Send to terminal] at [User Management].



6. After modifying users' information, login again by administrator's ID and Password on client PC.

Ex) Alice ID is 0001 and Password has already been set.

A	dmin Logon
	Admin ID 0001
	Password
	OK Cancel
Ľ	Please input ID and password

7. When click [User Management], there are differences.

ł	min f	or Inte Name	ernatina Employ	al sales Branch	group Department	Title	Authority	Access Group	Schedule	Meal Code	Pay Rate
1	0001	alice	860802	**** : Not	0001 : International Sales	**** : Not Assig	1000 : Department Admin	**** : Not Ass			
	0002	Joe	0002	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
	0003	Henry	0003	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
1	0004	Peter	0004	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
1	0005	Steve	0005	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
1	0006	Naomi	0006	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
1	0007	James	0007	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
1	8000	Daniel	8000	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
ĺ	enera	al User	for Int	ernatina	al sales group						

As login by Alice's ID, there are only users of International sales.

С	D	Name	Employ	Branch	Department	Title	Authority	Access Group	Schedule	Meal Code	Pay Rate
	0001	alice	860802	**** : Not	0001 : International Sales	**** : Not Assig	1000 : Department Admin	**** : Not Ass			
	0002	Joe	0002	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
	0003	Henry	0003	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
	0004	Peter	0004	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
	0005	Steve	0005	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
	0006	Naomi	0006	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
	0007	James	0007	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
	0008	Daniel	0008	**** : Not	0001 : International Sales	**** : Not Assig	**** : General User	**** : Not Ass			
	0009	Shin	0009	**** : Not	0000 : CEO	**** : Not Assig	**** : General User	**** : Not Ass			
	0011	Kim	0011	**** : Not	0003 : H/W Dep	**** : Not Assig	**** : General User	**** : Not Ass			
0	0012	Park	0012	**** : Not	0003 : H/W Dep	**** : Not Assig	**** : General User	**** : Not Ass			
	0013	Lee	0013	**** : Not	0002 : S/W Dep	**** : Not Assig	**** : General User	**** : Not Ass			
	0014	Choi	0014	**** : Not	0002 : S/W Dep	**** : Not Assig	**** : General User	**** : Not Ass			

As login by master ID, there are all users.

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