

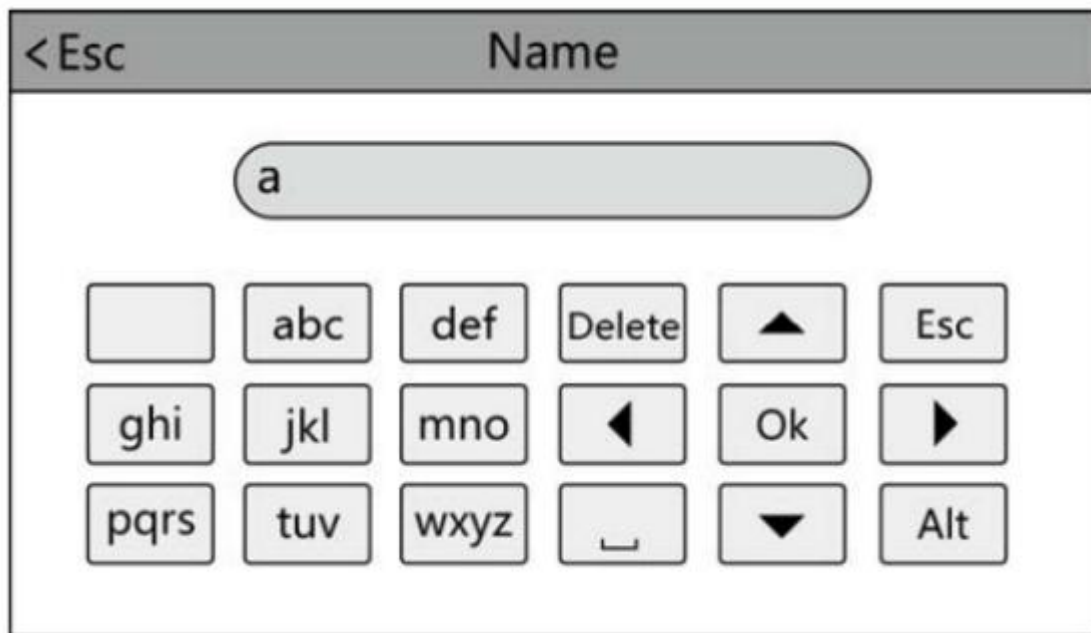
# Intelligent Cloud Platform User Operation Manual (Simple Version)

## Step 1:Device settings:

- 1、 Access <MENU> ---<Comm set>--<Ethernet>--<DHCP> change to 'Yes' or access <MENU> ---<Comm set>--<WIFI>--<DHCP> change to 'Yes'
- 2、 Access <MENU> ---<Comm set>-- <Server >

Server Req	Select "Yes'
Use domainNm	Select 'Yes'
DomainNm	Enter the server domainname here,server domain name is global.yunatt.com
SerPortNo	Enter server port number,port number is 7792
Heartbeat	Default value is 3s
Server approval	Select 'No'





Touch 'Alt' to switch capital/small letter or number, after finished,touch 'Ok' to save it  
**How to input punctuation:**when the input method is in capital/small letter state,touch ' ' to select what you want to input. The first one is space, the second is dot and so on

## Dynamic face cloud platform machine setup method

- 1、 If the dynamic face device firmware version V1.28 is below, please upgrade the firmware to version V1.28

DF series Device Settings :

Step 1:   ---<Comm>---<Comm>---<Mode> Select 'Internet'

Step 2:   ---<Comm>---<Server>---<Server> Input : [global.yunatt.com](http://global.yunatt.com)


---<Comm>---<Server>---<ServerPort> Input: 80

Step3: Ethernet cable


---<Comm>---<Ethenet>---<DHCP> Select 'Yes'

WIFI

---<Comm>---<Wifi>---<Search>Select Wifi hot, Input Password

---<Comm>---<Wifi>---<DHCP>Select 'Yes'

**Note: Ethernet and wifi only enable one, otherwise connection will fail attach:**

⌘ input method, **click**<Alt> Change the input method to<a> state, **double-click** 



## Step 2: Register Company Account

Enter the URL <https://global.yunatt.com> to enter the login page then click **【Register Company】**, enter registration page.

### Email Login

  
  
 Remember  
  
[Forget Password](#)      [Register Company](#)

After entering corresponding company name、name、 company email,check the features you need below, it can be a available account of intelligent cloud platform. Then turn to login page ,enter email address and password ,click 【Login】 .

The image shows two side-by-side web forms. The left form is titled "Registration" and contains several input fields: "Name", "Short Name", a dropdown menu with "Asia/Shanghai" selected, another "Name" field, an email field with "1234567@qq.com", and a password field with "\*\*\*\*\*". Below these fields are four checkboxes: "Attendance", "Access", "Video Intercom", and "Elevator Control". A blue "Register" button is at the bottom, with a link "Have an account? Log In" below it. The right form is titled "Email Login" and has a light blue header. It contains an "Email Address" field, a "Password" field, and a "Remember" checkbox. A large blue "Login" button is centered. At the bottom, there are links for "Forget Password" and "Register Company".

### Step 3: System Basic Information Settings

#### 1 Company Information

System Settings>Company Information , enter company information in this page, then click 【Save】

The image shows a "Company Information" settings page. On the left is a dark sidebar menu with "System Settings" expanded to show "Company Information" selected. The main content area has a form with the following fields: "Company Name" (value: g), "Company Code" (empty), "Company Short Name" (value: g), "Time zone" (value: Asia/Shanghai), "Phone" (empty), "Email Address" (value: 15527@qq.com), "Company Address" (empty), and "Remark" (empty). At the bottom, there is a "Function" section with four checked checkboxes: "Attendance", "Access", "Video Intercom", and "Elevator Control". A blue "Save" button is located at the bottom right of the form.

#### 2 Parameter Settings

System Settings>Parameter Settings, the parameter settings, leave type , vacation, manual punch type, business trip configuration are performed in this page.

### 3Department

System Settings>Department, add department is performed in this page.

Dept Name	Dept Code	Dept Phone	Remark	Operate
Personnel Dept				[Modify] [Delete]
Human Resource Dept				[Modify] [Delete]
Sales Dept				[Modify] [Delete]
Financial Dept				[Modify] [Delete]
R&D Dept				[Modify] [Delete]
Purchasing Dept				[Modify] [Delete]

### 4Device Management

System Settings>Device Management, enter this page to add device, then input corresponding serial No 《Serial No》 (It is required to enter the corresponding serial No of the machine) (Searching Method: Press (MENU) - (Sys Info) - (Info), SN stands for serial No

Among them《Type》、《Device Name》、《Department》(If you choose your department, this machine can only manage the people in your department) can be optional input. 《Device IP》 can not be entered. 《Device Admin》( This corresponds to whether there is an administrator on the device, it can be optional input ) .

Add Device
✕

**Serial No**

**Type** Attendance Machine ▼

**Model**

**Device Name**


**Department**

**Device IP**

**Device Admin**   
Please confirm whether the admin have enrolled fingerprint or face

**Remark**

Cancel
Save

After successful addition, charge the device, plug in cable(Here should be able to connect the external network), it will appear a  mark in the top right corner of the device and you can check whether it is online on the Device Management page (Pls wait about 2 mins after plugging in cable) (If it is offline, pls check the following three situation: 1、 It is possible that you didn't plug in cable or there are some trouble with the cable. 2、 It cannot connect to external network. 3、 The device serial No on Device Management>Add page didn't match the one in device.

Serial No	Device Name	Model	Type	IP Address	Status	Final Connection Time	Operate	
1	ZXD066528602	attendance	TM70	Access Control Machine	119.132.114.184	Offline	2019-01-29 10:45:04	Order List   Modify   Delete   Access Parameter   Manual

## Step 4:Person Information

1Add new person (Note: First add new person information, then enroll corresponding fingerprint in the device)

Person Management>Person Information then add new Person , it is allowed to batch import . Click add turn to New Staff Info page, you can set whether staff participate in attendance, whether for the senior mode

②Enable/Disable APP

When single add/batch import staff, if you enter the mobile No, it is default to enable APP. App

can be disabled in the list operation bar . Once disabled APP, the staff will not be able to login the mobile APP.

### ③Send staff information to device

Select the staff in staff information list, then click **【Send to device】**,choose the device you want to send, click **【Save】** ,It will generate corresponding order, wait for the successful execution of the order to complete the operation

The screenshot shows a web form titled "New Person Info". The form is organized into two columns of fields. On the left side, there are fields for "User ID\*", "Person Code\*", "Gender" (with a dropdown menu showing "Please Choose"), "Card No", "Mobile No", "Password" (with a default value of "Default Pwd 123456"), "Position" (with a dropdown menu showing "Please Choose"), "Degree" (with a dropdown menu showing "Please Choose"), and "Register Date" (with a value of "2024-02-24"). On the right side, there are fields for "Name\*", "ID No", "Punch Pwd", "Email", "Department" (with a dropdown menu showing "g"), "Person Type" (with a dropdown menu showing "Please Choose"), and "Entry Status" (with a dropdown menu showing "Official"). There are also two checkboxes: "Whether to participate in attendance" (checked) and "Senior Mode" (unchecked). At the bottom of the form, there are two text areas for "Address" and "Remark". At the very bottom right, there are two buttons: "Cancel" and "Save".

**Note :** The user ID in Staff Management module corresponds to the register ID of attendance device

## Step 5:Person /Department scheduling

Attendance Management > Person Scheduling, Person/Department scheduling can be performed in this page. unscheduled department will set the shift of upper department by default, unscheduled staff will set the shift of it's own department automatically.

Department Scheduling								Home	Department D...
Staff Scheduling		Department Scheduling		Advanced Scheduling					
Department	Shift							Operate	
▼ Army	Army Shift							Edit	Delete
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
	Rest	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00		
Personnel Dept	Delete Personnel Dept Shift							Edit	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
	Rest	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00		
Human Resource Dept	Delete Human Resource Dept Shift							Edit	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
	Rest	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00	08:00-12:00 13:30-18:00		

## Step 6: Install Intelligent Cloud Platform APP



Scan the following QR code with your mobile phone and install intelligent cloud platform mobile app

## Step 7: Log in Intelligent Cloud Platform APP

Enter mobile No and password (the default initial password is: 123456)

**Note:** The mobile No is the same as one in Person Information page



