

Change Log

ZKBio WDMS

Date: December 2021

Software Version: 8.0.5

Doc Version: 1.0

English

Thank you for choosing our product. Please read the instructions carefully before operation. Follow these instructions to ensure that the product is functioning properly. The images shown in this manual are for illustrative purposes only.



For further details, please visit our Company's website

www.zkteco.com.

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If there is any issue related to the product, please contact us.

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About the Company

ZKTeco is one of the world's largest manufacturer of RFID and Biometric (Fingerprint, Facial, Finger-vein) readers. Product offerings include Access Control readers and panels, Near & Far-range Facial Recognition Cameras, Elevator/Floor access controllers, Turnstiles, License Plate Recognition (LPR) gate controllers and Consumer products including battery-operated fingerprint and face-reader door locks. Our security solutions are multi-lingual and localized in over 18 different languages. At the ZKTeco state-of-the-art 700,000 square foot ISO9001-certified manufacturing facility, we control manufacturing, product design, component assembly, and logistics/shipping, all under one roof.

The founders of ZKTeco have been determined for independent research and development of biometric verification procedures and the productization of biometric verification SDK, which was initially widely applied in PC security and identity authentication fields. With the continuous enhancement of the development and plenty of market applications, the team has gradually constructed an identity authentication ecosystem and smart security ecosystem, which are based on biometric verification techniques. With years of experience in the industrialization of biometric verifications, ZKTeco was officially established in 2007 and now has been one of the globally leading enterprises in the biometric verification industry owning various patents and being selected as the National High-tech Enterprise for 6 consecutive years. Its products are protected by intellectual property rights.

About the Manual

This manual introduces the operations of ZKBio WDMS software.

All figures displayed are for illustration purposes only. Figures in this manual may not be exactly consistent with the actual products.

Document Conventions

Conventions used in this manual are listed below:

GUI Conventions

For Software	
Convention	Description
Bold font	Used to identify software interface names e.g. OK, Confirm, Cancel .
>	Multi-level menus are separated by these brackets. For example, File > Create > Folder.
For Device	
Convention	Description
<>	Button or key names for devices. For example, press <OK>.
[]	Window names, menu items, data table, and field names are inside square brackets. For example, pop up the [New User] window.
/	Multi-level menus are separated by forwarding slashes. For example, [File/Create/Folder].

Symbols

Convention	Description
	This represents a note that needs to pay more attention to.
	The general information which helps in performing the operations faster.
	The information which is significant.
	Care taken to avoid danger or mistakes.
	The statement or event that warns of something or that serves as a cautionary example.

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1 Key Updates

Implemented Change	Description
Personnel Module	Existing functions has been improved by increasing the function of customizing personnel attributes and diversifying the methods for importing and exporting personnel-support and personnel flash drives.
Device Module	Optimized existing functions. The Work code adds company classifications and generates records of the issuing company.
MTD Module	Optimized the function of the MTD module to enhance the stability of the function.
System Module	Optimized existing functions. The addition of automatic personnel import function makes the integration function of ZKBio WDMS more powerful. At the same time, it supports data migration of ZKBio Time.Net 3.0.

2 Personnel Module

2.1 Import USB Format Employee

The Import USB Format Employee function can import the personnel data exported from the device to the USB disk into the system.

Import USB Format Employee

Import File* No file chosen

Company*

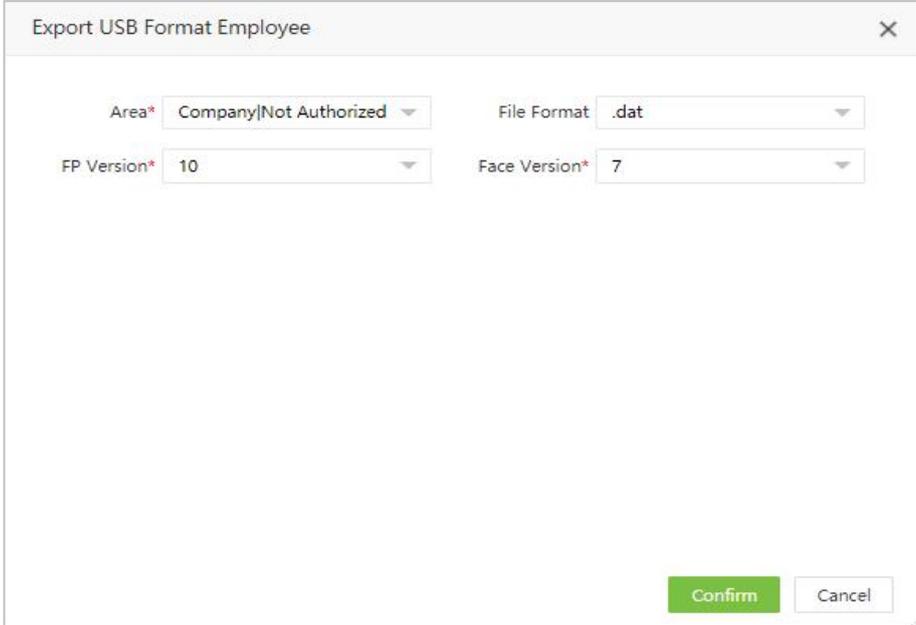
Existing Data*

FP Version*

Face Version*

2.2 Export USB Format Employee

The Export USB Format Employee function can export the personnel data of the system to USB disk. These data can be imported into the device or system again.



Export USB Format Employee

Area* Company|Not Authorized File Format .dat

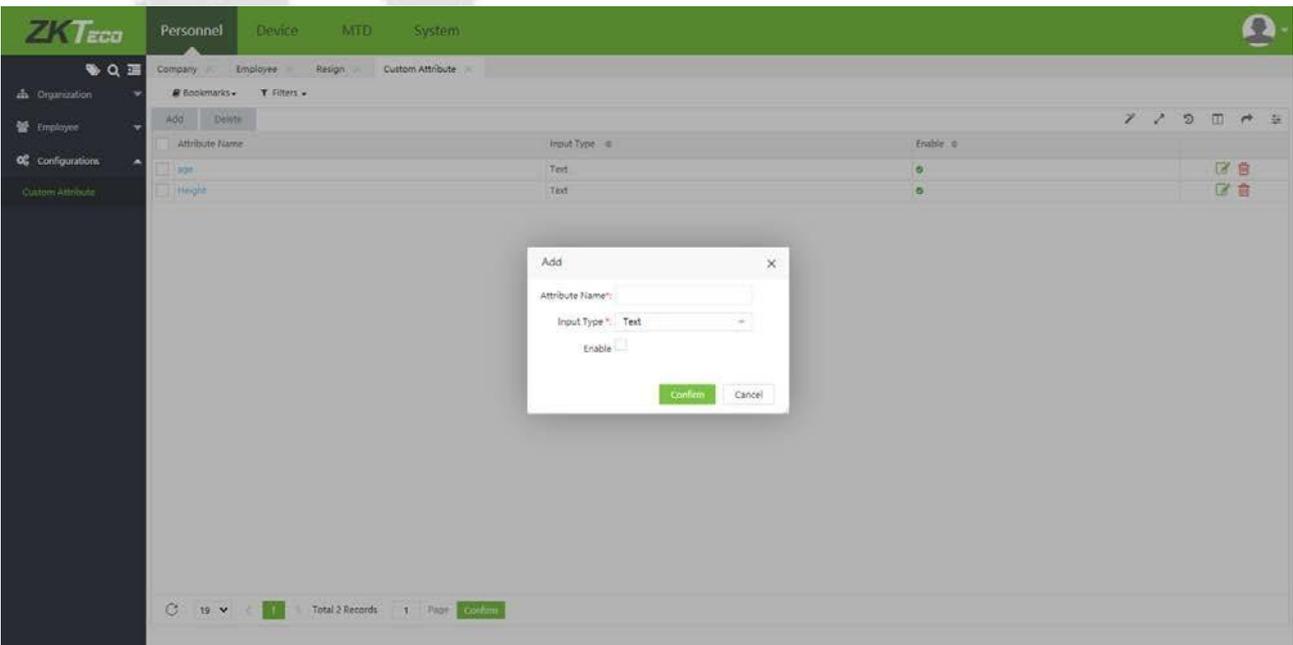
FP Version* 10 Face Version* 7

Confirm Cancel

2.3 Custom Attribute

This function lets you manually create a personalized field based on the Organizational requirement. And the newly created attribute will get reflected in the Employee module.

1. On the **Personnel** module, click [Configurations] > [Custom Attribute], to customize the attributes as required.



ZKTeco Personnel Device MTD System

Company Employee Resign Custom Attribute

Attribute Name	Input Type	Enable
Age	Text	<input checked="" type="checkbox"/>
Height	Text	<input checked="" type="checkbox"/>

Add

Attribute Name:

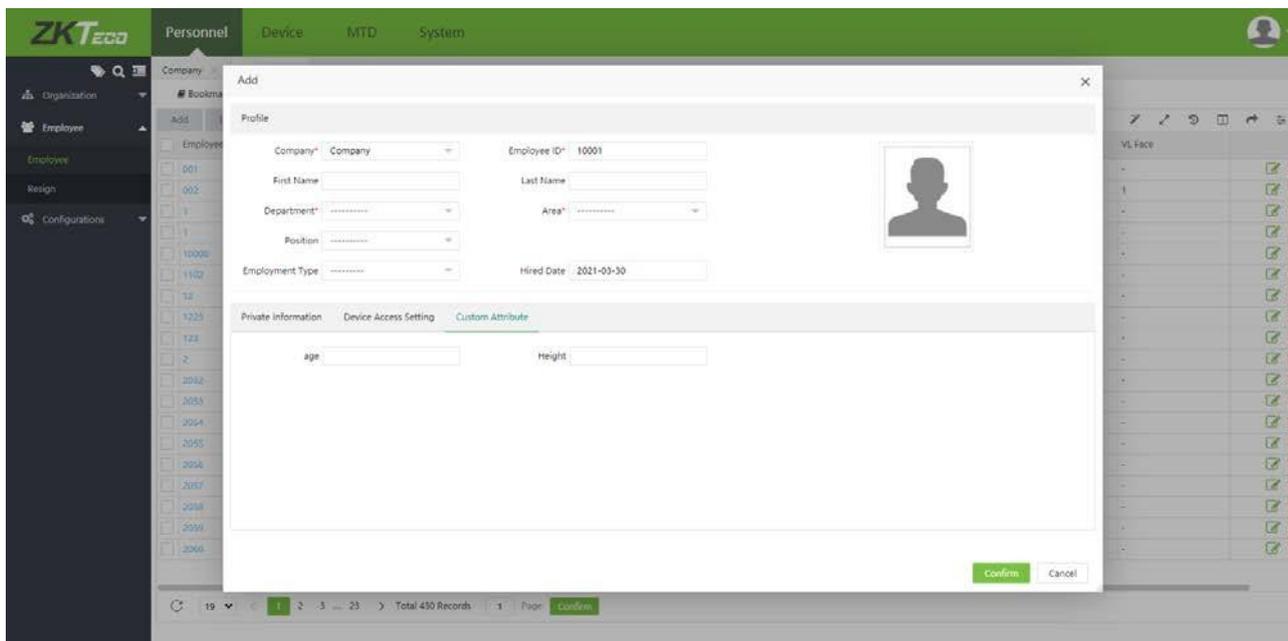
Input Type: Text

Enable

Confirm Cancel

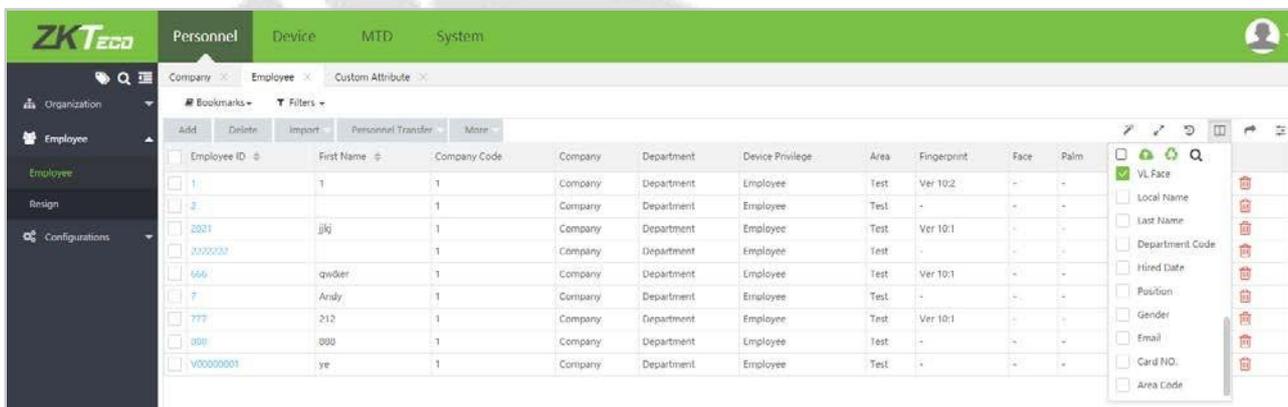
19 Total 2 Records 1 Page Confirm

- 2. The enabled custom attributes will get displayed on the [Personnel] > [Employee] > [Employee] > [Add/Edit] while adding or editing personnel information.

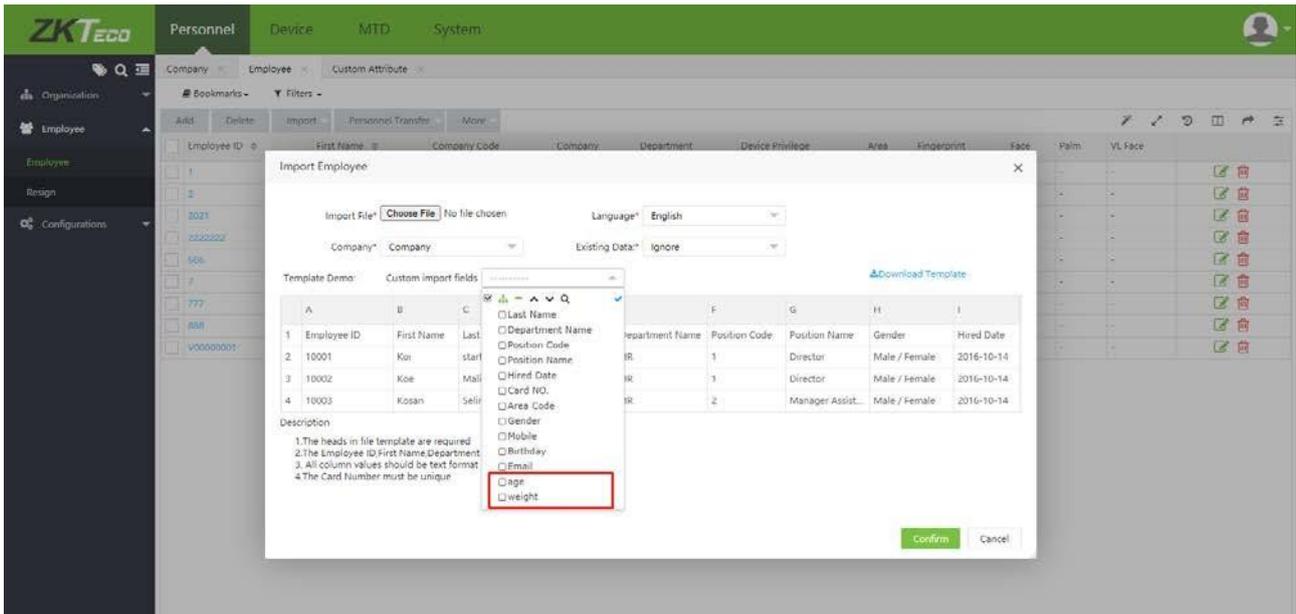


The values of the custom attributes will get displayed on the interface.

- 3. Click the  on the top right corner of the screen, and the custom attributes will be available on the pop-up window.
- 4. The user can categorize the display of the custom fields and choose the required custom field to export according to the requirement.

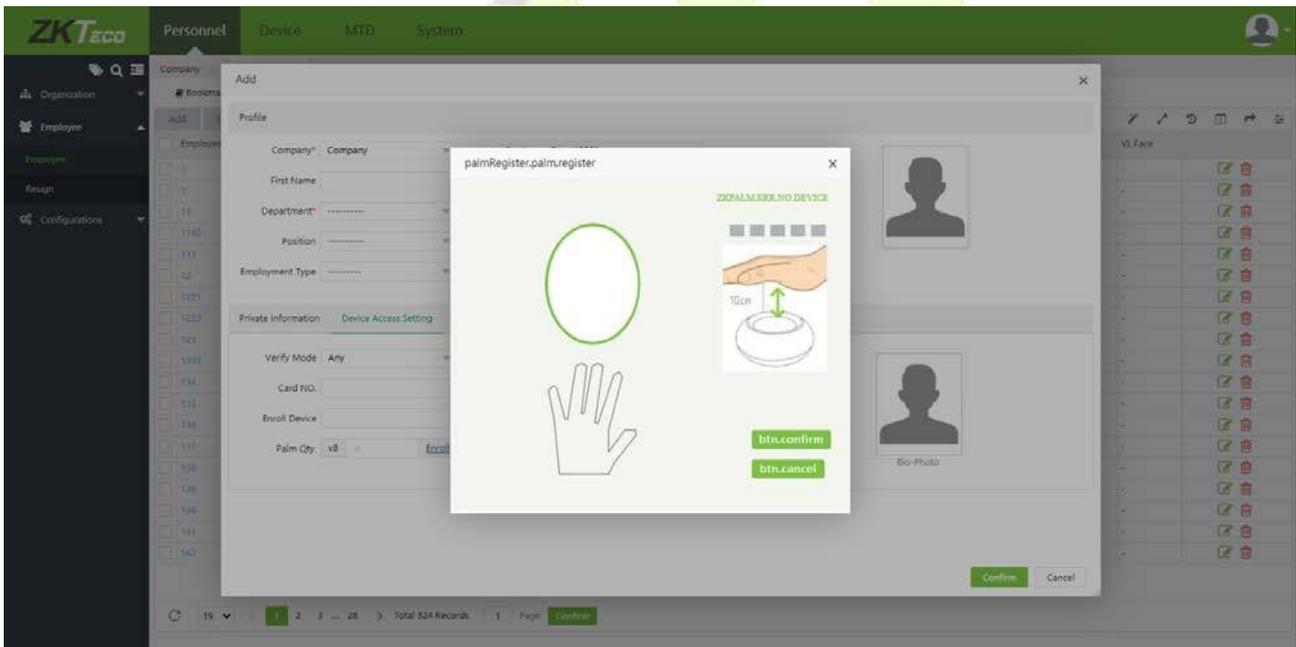


- 5. Users may specify the fields that need to be imported when bulk importing employee information.



2.4 Palm and Face Enrollment

The enrollment function facilitates the registration of the employee's face and palm via palm scanner PV10R and face scanner FA10R.



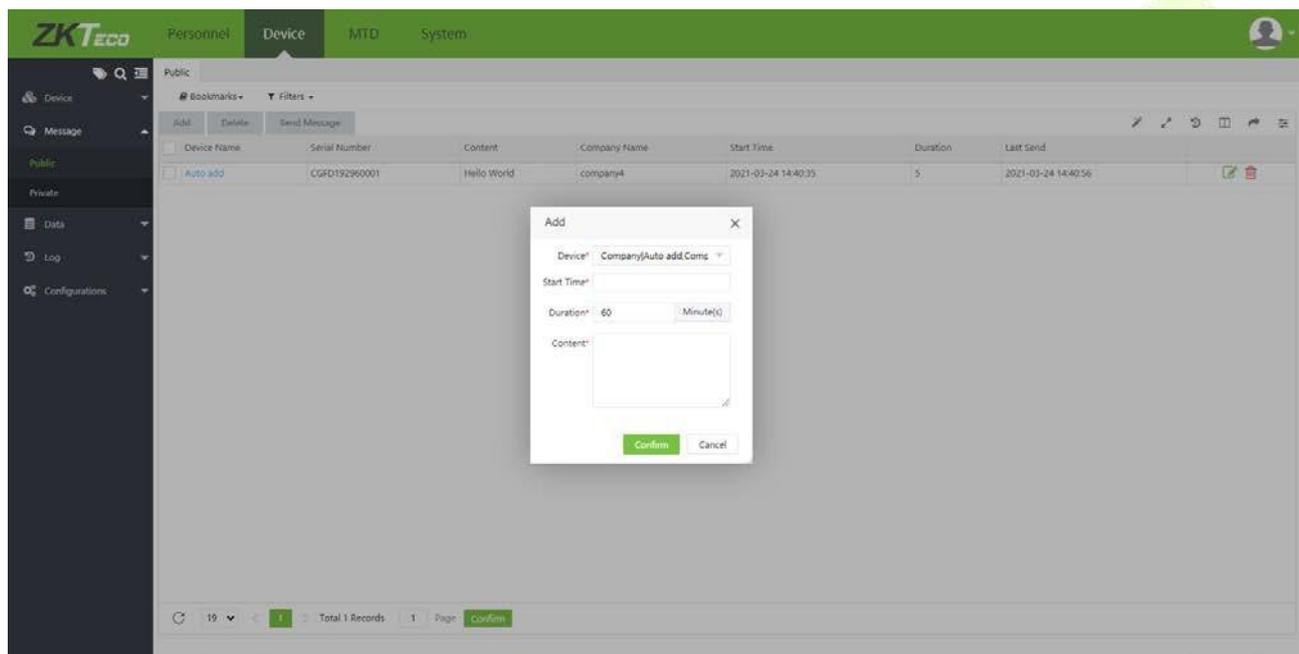
3 Device Module

3.1 Message

3.1.1 Public Message

All Personnel on the device to which the public message is delivered can see this message.

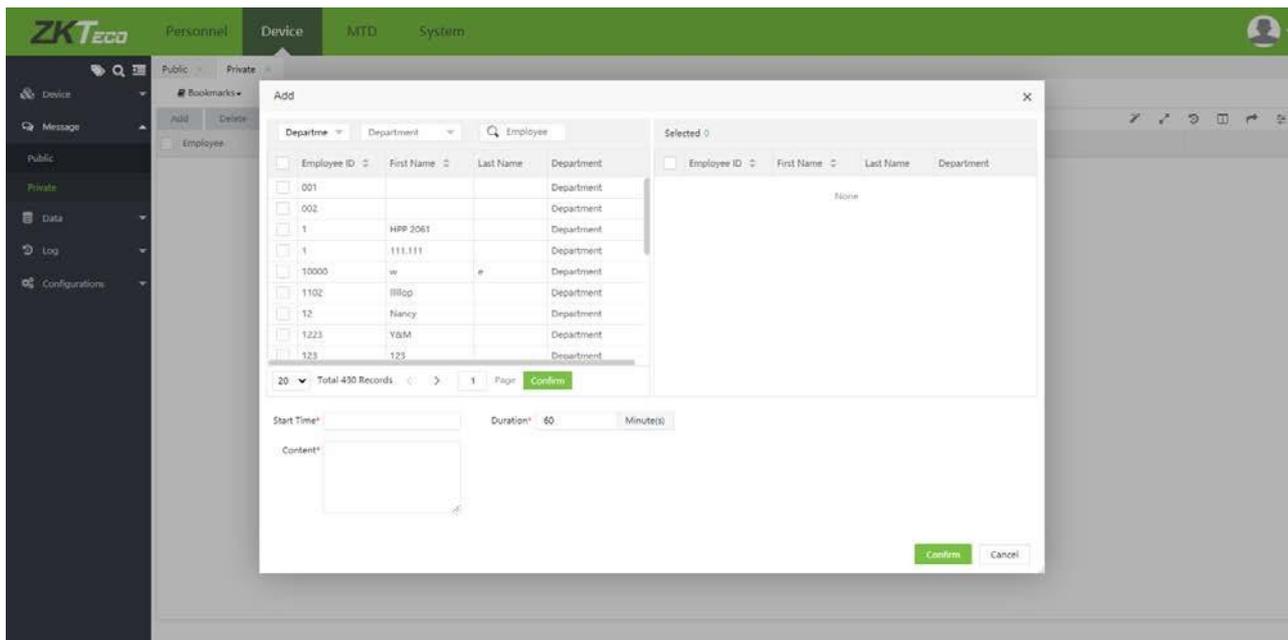
Select [Device] > [Message] > [Public] > [Add] to add a public message.



3.1.2 Private Message

The selected person can receive the message.

Select [Device] > [Message] > [Private] > [Add] to add a private message.



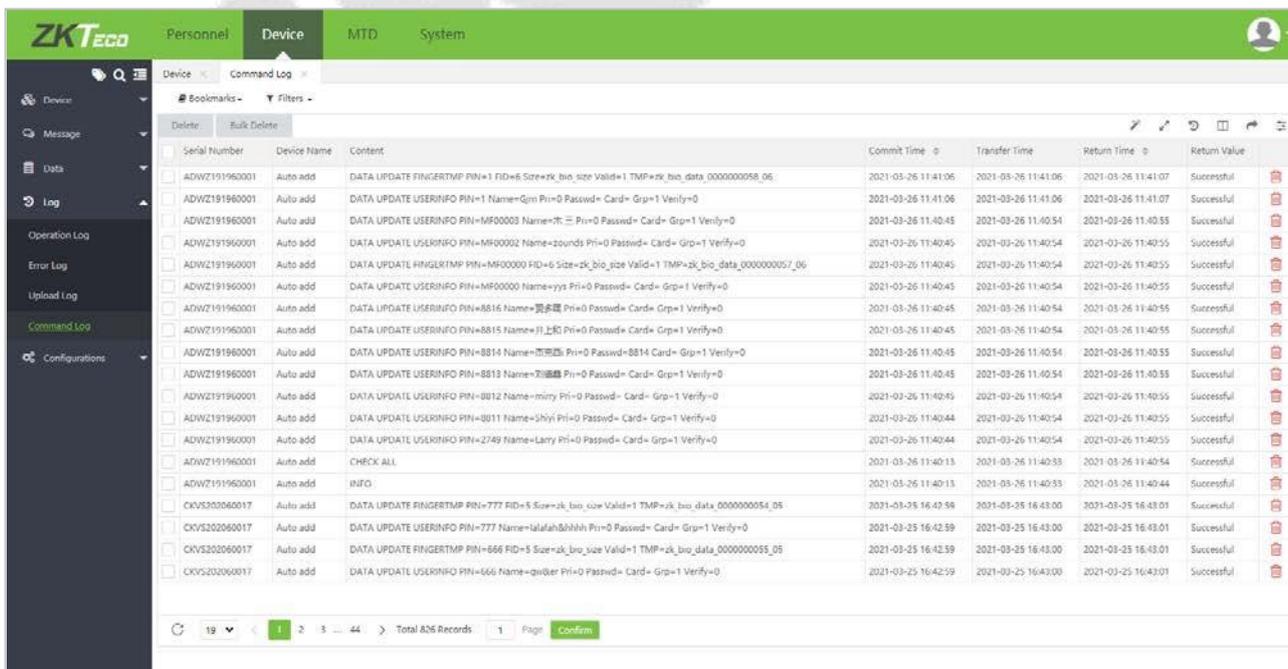
3.2 Work Code

Adds different work codes and uploads them to a single device or multiple devices.

Select [Device] > [Data] > [Work Code] to assign work code.

3.3 Command Log

The executed commands will be listed on [Device] > [Log] > [Command Log], and the commands to be executed will be listed on [Device] > [Device] > [Device] Command.



4 System Module

4.1 Database Migrate

ZKBio WDMS supports data migration from ZKBio Time.Net.

The screenshot shows the ZKBio WDMS System Module interface. The top navigation bar includes 'Personnel', 'Device', 'MTD', and 'System'. The left sidebar contains a search icon and a menu with 'User', 'Database', 'Backup', 'Migrate', 'Auto Export', 'Auto Import', 'Middleware Table', 'Log', and 'Configuration'. The 'Migrate' section is active, displaying the 'Database Migration' form. The form includes the following fields and options:

- Migrate From:** Radio buttons for 'ZKBio WDMS 5', 'ZKBio WDMS 6', and 'ZKBio Time.Net' (selected).
- Database Type:** A dropdown menu set to 'MSSQL Server'.
- Database Name:** A text input field.
- Address:** A text input field.
- Port:** A text input field.
- User:** A text input field.
- Password:** A text input field with a visibility toggle icon.
- Migration Data:** Checkboxes for 'Company', 'Area/Zone', 'Department', 'Employee', 'Device', and 'Transaction'.
- Buttons:** 'Save', 'Migrate', and 'Reset' buttons.

4.2 Auto Import

The automatic import function can import employee information into the system according to the frequency and path set by the user.

4.2.1 Default Import Task

Users can download the template and fill in the personnel information. The system imports personnel information according to the frequency and path set by the user.

Add Default
✕

Code*

Company*

Existing Data

Field

Task Name*

Import Data Type

Enable Yes

[Download Template](#)

Import Time Setting Import Path Setting

Policy

Interval* Minutes

4.2.2 User Define Import Task

The user can set the corresponding sequence in the system by referring to the column sequence of the personnel information excel file. The system imports personnel information according to the frequency, path and column order set by the user.

Add User Define
✕

Code*

Company*

Existing Data

Task Name*

Import Data Type

Enable Yes

Field	Employee ID	First Name	Last Name	Departmen...	Departmen...	Positic	Option
Excel Col	1	2	3	4	5	6	Reset

Import Time Setting **Import Path Setting**

FTP Server

Import Path
Support excel(xlsx/xls)

FTP Path
Support excel(xlsx/xls)

Archived Path*

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