

XPressEntry / Lenel OnGuard

07/13/23

For use with the XPressEntry Mobile Access Control System

By



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Purpose

This document is intended to instruct users on how to synchronize an XPressEntry system with an OnGuard system. XPressEntry has the capability of providing access control and emergency evacuation management from a handheld device. For XPressEntry setup information, see the document, "XPressEntry Installation and Upgrade" found at https://telaeris.com/documentation.

Prerequisites

- 1. OnGuard 7.4+ (7.4, 7.5, 7.6 8.0, 8.1, 8.2)
- 2. XPressEntry Server 3.4+
- 3. OnGuard OpenAccess Enabled
- 4. XPressEntry License with OnGuard Feature Enabled
- 5. Lenel Part Number IPC-098-TELRS01-B

OnGuard Services

The following services should be enabled on the OnGuard Application server.

- OpenAccess Service
- LS Communication Server
- LS Web Service
- LS Web Event Bridge
- LS Event Context Provider Service
- LS Message Broker Service

Setting Up OnGuard OpenAccess

Enable OpenAccess

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- 1. From System Administration, go to Administration > System Options. Set the OpenAccess Host and select Generate Software Events. Press OK.
- 2. The required running OnGuard Services to run OpenAccess include:
 - a. LS OpenAccess
 - b. LS Communication Server
 - c. LS Web Event Bridge
 - d. LS Event Context Provider Service
 - e. LS Message Broker Service

Create an OnGuard User

An OnGuard User account that OpenAccess can access is required. (Administration > Users).

Create a new user with an internal account. You can also choose to utilize a Directory account.

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Setting Up OnGuard for XPressEntry Entry/Exit

It is assumed OnGuard is installed with **OpenAccess** enabled.

Set up OnGuard Data

- 1. Handhelds can function as:
 - a. An existing reader within OnGuard
 - b. A dedicated entry/exit reader
 - Every physical XPressEntry handheld reader can have up to two logical readers in OnGuard, distinguished with the words "Entry/Exit" or "In/Out." This will allow you to have one logical door for Entry and Exit readers per handheld.
 - ii. If only one direction will be tracked per handheld, you only need to create a single reader.
 - iii. For mustering, a reader can be added to exit the individual from the hazardous area.
- 2. XPressEntry Panel
 - a. Each reader created for XPressEntry will be added to an OnGuard Access Panel (i.e., LNL-2000, LNL-2220, etc.)
 - i. Physical access panel not required.
 - ii. Virtual panel required for handheld events to appear in Alarm Monitoring.
 - b. Recommended to use a distinguishable name such as **XPressEntry**.
 - c. Optionally, the **XPressEntry Device Translator Panel** plugin may be used as the access panel (in OnGuard 8.0+).
 - i. Used to interface the XPressEntry system as a panel and the handhelds as live readers on the OnGuard System.

- ii. OnGuard can monitor the online/offline status of the XPressEntry handhelds and server.
- iii. Device Translator Setup:
 - 1. Download XPressEntry Device Translator Installer and run the installer on the Communication Server.
 - 2. Go to C: Program Files(x86)OnGuard and select xpress_entry_settings.txt.
 - 3. Open file and modify settings to your XPressEntry server IP and XPressEntry admin login credentials.
 - 4. Save file. This will add the XPressEntry Panel as an option under the **Other** Panel section.
- iv. An Update Hardware Status is required for the correct status to be displayed in the OnGuard Alarm Monitoring for any new readers added in OnGuard as XPressEntry Panel's child device and assigned to a door in XPressEntry.

3. Panel Setup

- a. Create a new Access Panel in System Admin. See example below.
 - i. Select Access Control > Access Panels.
 - ii. Select **LNL-2220** or **any panel type** you would like to add. Note that LNL-2220 may not always exist.
 - iii. If using the Device Translator Panel, select the **Other** panel type then click **Add** at the bottom left. Select a segment if required.

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- b. Three main settings are required:
 - i. Panel must be set to **Online** for handheld scans to show up in Alarm Monitoring.
 - ii. Set the workstation name in the location tab. This can be the name of the application server for OnGuard.
 - iii. Set the Primary Connection. This is not connecting to a physical online

panel. Either of the following will work:

- 1. Select IPv4 and add invalid IP address into the IP address box.
- 2. Select **Direct**.
- c. Click **OK** to add the new panel and then add the panel to the correct Monitor Zone. If you are unsure, select Default Zone.

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- 4. Adding Entry/Exit/Muster Readers
 - a. An entry/exit handheld will require two readers.
 - b. A handheld used primarily for mustering will require one reader.
 - c. To create a new reader in System Administration, from the menu, select Access
 Control > Readers and Doors and then select Add in the bottom left.

- i. Name Set the name of the reader.
- ii. Panel Select the XPressEntry Panel
- iii. **Type** Required by default. Select LNL-1320 (dual interface)
- iv. **Output** Select Wiegand/Prox
- v. **Port/Address/Reader Number** Set the port, address, and reader number. The address and reader number will increment for each additional reader added.
- vi. **Online/Offline** Set to card only.
- vii. **Card Format** Select any card format. It is an OnGuard requirement to have a card format selected, but card formats will be configured separately in XPressEntry.
- viii. Click OK. Repeat and create as many readers as necessary.

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Reader	Access Panel	Reader Type	Reader Output	Port	Address	Reader Number	OSDP Address	Segment			_
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Entry Reader 2	XPressEntry Ireland	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	0	0		Default Segment			
Exit Reader 1	XPressEntry Brazil	LNL-1320 (Dual Interface)	Wiegand / Prov	Port 2	1	0		Default Segment			
Exit Reader 2	XPressEntry Ireland	LNL-1320 (Dual Interface)	Wiegand / Prov	Port 2	1	0		Default Segment			
Internal Reader 1	XPressEntry Brazil	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	2	0		Default Segment			
Internal Reader 2	XPressEntry Ireland	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	2	0		Default Segment			
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LNL-1320 (Dual Inter	face)	 Extended Stril 	(e: 5 🖉	Wiegand	(72)	Wiegand					
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d. If the reader is being added as a **muster** reader:

i. Select Anti-Passback tab.

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Reader	Access Panel	Reader Type	Reader Output	Port	Address	Reader Number	OSDP Address	Segment		
Entry Reader 1	XPressEntry Brazil	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	0	0		Default Segment		
Entry Reader 2	XPressEntry Ireland	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	0	0		Default Segment		
EUExit Reader 1	XPressEntry Brazil	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	1	0		Default Segment		
Exit Reader 2	XPressEntry Ireland	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	1	0		Default Segment		
Internal Reader 1	XPressEntry Brazil	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	2	0		Default Segment		
Unternal Reader 2	XPressEntry Ireland	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	2	0		Default Segment		
OAKLAND DEMO KIT ENTRY	Oakland DEMO Kit	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	2	0		Default Segment		
OAKLAND DEMO KIT EXIT	Oakland DEMO Kit	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	2	1		Default Segment		
SISan Diego Reader IN	XPressEntry San Diego	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	0	0		Default Segment		
III Seg1 Entry Reader 1	XPressEntry Segment 1 Panel	LNL-1320 (Dual Interface)	Wiegand / Prox	Port 2	0	0		Segment 1		
General Grouping Settings Cont Area anti-passback configuration Area entering: Outside XPressEntr	rols Aux Inputs Aux Outputs Aux Outputs Aux Outputs Aux	Anti-Passback Command Prog	ramming Notes	/						
	Use soft anti-passback (APB n	ot enforced)		-						
Host decision offline mode:	Deny all access attempts	\sim								
Timed anti-passiback setting (minut	es): 0 🔅									
DK Cancel Clear	Help					м	odify Mode		Search	Close
Cardh OK (Enter) ccess Panels	Readers and Doors									

- ii. Set Area Entering as an Outside or Muster point area.
- iii. Set **Area Leaving** as <Don't Care>. In this scenario, you will want to check *"use soft anti-passback."*
- e. Note that these are setup like physical readers in the system, even though the panel may never physically be online. These are just placeholders for events that come in from XPressEntry.

Enable XPressEntry Synchronization

XPressEntry uses a module called **Data Manager** to synchronize all data with OnGuard. From the main page of XPressEntry, go to XPressEntry > Settings (**ALT+S or Tools > Settings**).

\mathcal{O}			5,0		2		\mathcal{O}				0 /
🛃 XPressEn	ıtry - 3.5.6413	- Telaeris (Lo	gged In User:	Administrator, Co	mpany)				-	- 🗆	×
🥌 File	Tools	View	🔥 Logo	ut 🕅 Muste	r					?	Help
Entry/Exit Mu	Settings	Alt	+S istory I	Messages Add/Edi	t Info Logs						
Zone	Handheld	Status	0			All Zones (Od	cupancy: 7)		C	urrent Occupa	nts ~
Filter:	Reports Manual Er Add Hand Jate 1 2 (0) Jate 2 3 (0) Sate 3	Ctri Inter/Exit Use Iheld Wizarc	Ctrl+R II, Monica Lixit Users If, Monica Ivizard In Ponica Company SampL. Ime In Zone: 10 Lig# 4 457 Company SampL. Company SampL. Ime In Zone: 271 Badge #: D58045 Company SampL. Ime In Zone: 271 Ime In Zone: 271 Badge #: 488 Company SampL. Company SampL. Ime In Zone: 271 Badge #: 488 Company SampL. Company SampL. Ime In Zone: 271 Badge #: 488 Company SampL. Company SampL. Ime In Zone: 271 Badge #: 922 Company SampL Company SampL. Ime In Zone: 271 Badge #: 922 Company SampL Company SampL. Ime In Zone: 273 Badge #: 453 Company SampL								
		× 4	6		Ac	tivity Occurri	ng in Last Day	y		0	
		U	ser	User Image	Time Stamp	Start Zone	End Zone	Door	Reader	Entry Grante	ed
		Be	II, Monica	A	07/11 06:25:27	Outside	Building 1	Main Gate 1	Handheld 4	True	
		Ga	ıle, Sarah	0	07/11 06:24:47	Outside	Building 1	Main Gate 1	Handheld 4	True	
		Pe	nnington, Ma	<u>S</u>	07/11 06:24:03	Outside	Building 1	Main Gate 1	Handheld 4	ACCESS DE	NI
		Ga	ıle, Sarah	0	07/11 05:13:51	Outside	Building 1	Main Gate 1	Handheld 4	True	
Activity Occu	pancy Partial	Full	Total Occup	ancy: 7 Inside 1 Zo	ne	0 Unread	Messages	1	Service Running	Locally	

Data Manager

From the Settings page select the **Data Manager Tab**.

File Database SQL Import/Export						
٩	Type	ONGUARD	~	bbA		Remove
 ➢ General Add / Edit Display Badges BriD User Defined Fields Muster Settings Question Setup Logging Citent Settings Øretref Settings Data Manager DisABLED - ONGUARD Software Event Viewer Reader Profiles Handhelf Functionality Reader Validations Passwords Badge Settings Custom Display Validation Colors Doors Trend Settings Email Settings Email Settings Twilio Alerts 	Type Name ONGL	ONGUARD ONGUARD JARD - Prefix()	✓ Pre	Add		Remove
E.					Sanity Cl	neck Data
:					Sa	ve Cancel

- 1. **Type** This is the integration type. Select **ONGUARD** > **Add** > **Save**.
- 2. Go to **Data Manager > ONGUARD** in the sidebar menu.
 - a. **Setup Data Manager** This sends you to the setup form for ONGUARD's data manager.

b. Enable Data Manager – Must be checked to enable OnGuard Synchronization

-	– 💆 🛛 Enable Data Manager Ty	/pe: ONGUARD			Setup Data Manager
General Add / Edit Display	Sync Timers Sync Options				
Badges	cyne cyne cyne cyne				
RFID User Defined Fields Muster Settings		Disable Concurrent Syncs			Send XPressEntry Activities Now
Question Setup					
Logging Client Settings	Download Activity Frequency		Set	Clear	Download Activity Now
Wiegand Format Data Server	Occupancy Sync Frequency		Set	Clear	Occupancy Sync Now
Database Data Manager	Partial Sync Update Frequency		Set	Clear	Partial Sync Now
DISABLED - ONGUARD Software Event Viewer	Full Sync Update Frequency		Set	Clear	Full Sync Now
Handheld Functionality Reader Validations	Custom Sync Update Frequency		Set	Clear	Custom Sync Now
Validation Colors Doors Trend Settings					
Alert Settings Email Settings	Data Manager Live Log View	Pause Mirror Log To:			Browse
	1				Save

Sync Timers

XPressEntry uses Timers to pull OnGuard Data into XPressEntry.

- 1. **Disable Concurrent Syncs** If checked, will disable the ability for multiple syncs to run concurrently.
- 2. **Download Activity Frequency** Pulls reader scan records into XPressEntry and stores them in the XPressEntry activity table. This function also updates the zone occupancy.
- 3. **Occupancy Sync Frequency** Updates the zone occupancy without storing the activity records.
- 4. **Partial Sync Frequency** Updates all tables except **cardholders**, **badges**, and **access level** data changes.
- 5. **Full Sync Update Frequency** Updates all tables by pulling all necessary records from OnGuard. This function may take some time.
 - a. It is recommended to run a full sync **once per day** in the middle of the night when the system is not busy.
- 6. Custom Sync Frequency Updates a set of tables that the user configures.
- 7. Pause/Unpause Can pause or unpause a log as it populates.
- 8. Mirror Log Outputs a secondary log file at the chosen location
- 9. Log Displays all Data Manager logs.

Sync Options

File Database SQL Import/Export					
٩	< Enable Data Manage	r Type: ONGUARD)	Setup Da	ta Manager
General Add / Edit Display Badges RFID User Defined Fields Muster Settings Question Setup Logging Client Settings Wiegand Format Data Server Service Settings Database Data Manager DISABLED - ONGUARD Software Event Viewer Reader Profiles	Sync Timers Sync Opti Pull DataManager Occupant Default Outside Zone Pull Data Manager Activities Push XPressEntry Activities Send Activities Retry Count Watch Tables via Software E Enable Message Queue	ions cy into XPressEntry to Data Manager 3 Events	Event Processing Retry C Default Role DMPrefix Muster Scanned Users	iount 3	×
Handheld Functionality Reader Validations Passwords Badge Settings Custom Display Validation Colors Doors	Vessage Queue Name <u>(Pri</u> Event Processing Loop Limit Clear Data Manag	vate\$\DataManagerEvent 10 ger Settings	Clear External	Data	
allert Settings Email Settings Twilio Alerts	Data Manager Live Log View	Pause Mirror Lo	g To:		Browse
				Save	Cancel

- 1. **Pull Data Manager Occupancy** Enables use of the Occupancy Sync.
- 2. **Default Outside Zone** When syncing occupancy, assigns a default outside area to place the cardholder if the cardholder zone is not in an area.
- 3. **Pull Data Manager Activities into XPressEntry** Enables XPressEntry to pull data from OnGuard. *Mainly used for occupancy tracking*.
- 4. **Push XPressEntry Activities to Data Manager** Enables XPressEntry to push handheld or server activities back to OnGuard as an event.
- 5. Send Activities Retry Count Number of times XPressEntry will attempt to resend an activity if it fails.
- 6. Watch Tables via Software Events Enable software events.
- 7. Enable Message Queue Turns on Message Queue for software events to be used instead of database queue.
- 8. Message Queue Name Name of windows message queue for software events.
- 9. Event Processing Loop limit Max records to process from the event queue.
- 10. **Event Processing Retry Count** Number of times XPressEntry will attempt to process a message queue event on failure.
- 11. **Default Role** The default XPressEntry Role that will be assigned to users if the integration does not otherwise assign a role. Entrants are recommended but not required.
- 12. **Muster Scanned Users** Enables sync to convert scans from specific readers to be converted into Muster Scans which mark users as safe. Muster readers must be configured in the reader data. Please see *Mustering Documentation* for more details.
- 13. Setup DataManager Button Opens OnGuard specific settings.
- 14. Clear DataManager Settings Resets all settings on the two above tabs, as well as the OnGuard specific settings.

15. Clear External Data – Deletes all data synced from OnGuard from the XPressEntry Database.

OnGuard Setup Page

Press the Setup Data Manager button to get the OnGuard specific setup screen.

sic Advanced Custom Mapping Test Sync						
vnc Type						
OpenAccess O DataConduit	Download OnGuard Activities					
Density Computer Name	Ignore Last DM Sync Hours					
	Download Activity # Hours 0					
Usemame	Losen Frist, Basden Area					
Password						
Enable Data Protect						
ataCondulT	Don't Send Access Grant Or Deny					
Use DataConduit Explict Login	Cardholders/Visitors					
Remote Computer Namespace (DataConduit Only)	Cardholders Only. No Visitors					
Full Namespace	Sync User Phone Number					
Large User Data Set	Sync User Email					
Large Data Step Size	Sync Employee ID Updated Pictures Function Deactivate Badges by Date/Time					
Large Data Failure Count						
pen Access	Default Role					
Page Size 1 🔹 Thread Size 1 🔹	~					
🗹 Check Heartbeat Picture Query Size 1 🚖	Filter Cardholders with Active Badges					
Port 8080	Filter Cardholders by Expired date					
Directory	Pull users with Expired Date Within 365					
	Software Events					
	Subscribe to Software Events					
	Enable Activity Software Events					
	Enable Badge and Person Software Events					
	Asynchronous Event Handling					
	Delete Software Events Upon Processing					
	Poter Count					
	Test Connect Defaults OK					

- 1. Basic Settings
 - a. Sync Type Select OpenAccess
 - i. **Remote Computer Name** IP or Hostname of the machine hosting the OpenAccess Service. Typical setup has these services running on the main OnGuard application server.
 - ii. Username For SSO.
 - iii. **Password** For SSO.
 - b. Settings specific to OpenAccess
 - i. **Page Size** Max number of records pulled per request = 100
 - ii. **Thread Size** Max number of threads that run concurrently pulling data via OpenAccess = 16
 - iii. **Directory** Select the directory for Single Sign On via OpenAccess.

Requires connection to the Remote Computer Name.

- iv. Check Heartbeat Enables heartbeat for OpenAccess Software Events.
- c. Settings for Occupancy Tracking
 - i. Used mainly with mustering and anti-passback.
 - ii. Download OnGuard Activities Downloads cardholder activities from either the last sync or last # of hours from OnGuard and inserts as badge activities into XPressEntry.
 - iii. Ignore Last DM Sync Hours If checked, will ignore the last sync complete time, and pull all activities from Download Activity # Hours.
 - iv. **Download Activity # Hours** Number of hours from which to pull records.
 - v. **Ignore Empty Reader Area** If readers within OnGuard do not utilize Anti-passback areas, selecting this will not move the cardholder into an empty area and potentially keep them in the marked hazard area.
 - vi. Use OnGuard Hazard/Safe Areas When syncing areas, if an area is marked as a hazardous or safe area, XPressEntry will pull the info and preset the areas accordingly.
- d. Settings for syncing Cardholders and Visitors
 - i. Cardholder only. No Visitors. If checked, will sync only cardholders.
 - ii. **Sync User Phone Number** If checked, will sync the cardholder phone number field.
 - iii. Sync User Email If checked, will sync the cardholder email field.
 - iv. **Update Pictures Function** Uses the updated pictures functions. Checked by default in most scenarios.
 - v. **Deactivate Badges by Date/Time** Respect badge expirations by date and time.
 - vi. **Default Role** Default XPressEntry role assigned to cardholders when synced. Typically, **Entrant** will be set as the default.
 - vii. **Filter Cardholders by Active** Filters ONLY cardholders with active badges. Anyone with an inactive badge will not be pulled via the sync.
 - viii. **Filter by Expired Date** Will pull all cardholders who are active, plus cardholders with an expired badge, within the date range set.
 - 1. If set to 365, anyone with a badge expired within 365 days or with an active badge will sync. Meanwhile, anyone with an expired badge of 366+ days will not be synced.
- e. Settings for OnGuard Software Events
 - i. Subscribe to Software Events Enables software events.
 - ii. **Enable Activity Software Events** Enables software events for all cardholder badge activities.

- 1. Required for monitoring activities for mustering and antipassback setup.
- Enable Badge and Person Software Events Enables software events for any cardholder and badge changes to a cardholder in System Administration.
 - 1. Changes populate within a few seconds into XPressEntry without requiring a partial or full sync.
- iv. Asynchronous Event Handling Used in special cases. Ask Telaeris Support (<u>helpdesk@telaeris.com</u>) for more details.
- v. **Delete Software Events Upon Processing** Check this to delete the event from the database queue once it has created a badge activity.
- vi. **Days Before Software Event Removal** Days to hold onto software event queued data.
- vii. **Retry Count** Number of attempts to process a software activity in the queue.
- viii. **Enable Occupancy Debug** Used for debug logging OnGuard Issues.

Advanced Settings

sic Advanced Custom Mapping Test Sync	
Visitors	Fingerprint
Send XPressEntry Visitors to OnGuard	Sync Fingerprints from OnGuard
Visitor ID Field	Fingerprint Type IDs
Visitor Company Field	Companies
Visit Default Host Cardholder ID	
Watch List	
Wach List Field	
	Run Partial Updated Run Full Pictures
	Fictures check Opdate
Login Activity	
Send Login Activities as DataCondulT Events	Enable Occupancy Debug
DataCondulT Source	Enable SJ Pass
DataCondulT Prefix for Door	SJPass Server 🗸 🗸
	SJPass Server
Segments	
Update Segment list	
Segment Cardholders Segment Readers	
Segment Visitors Segment Access Levels	
	Test Connect Defaults OK

- 1. Visitors Advance Visitor Settings
 - a. Send XPressEntry Visitors to OnGuard Must be enrolled visitors.
 - b. Visitor ID Field
 - c. Visitor Company Field
 - d. Visit Default Host Cardholder ID
- 2. Watch List Set a watch list customer field for cardholders.
 - a. Watch List Field
 - b. Watch List Table
- 3. Segments Pull specific segments if segments are utilized in OnGuard.
 - a. Segments Displays a list of segments from OnGuard.
 - b. Segment Cardholders Pulled from OnGuard
 - c. Segment Visitors Pulled from OnGuard
 - d. Segment Readers- Pulled from OnGuard
 - e. Segment Access Levels Pulled from OnGuard
- 4. Fingerprint Pull Fingerprint templates from OnGuard.

- a. Sync Fingerprints from OnGuard
- b. Fingerprint Type ID
- 5. Companies Pull custom fields to populate Companies field in XPressEntry.
 - a. Companies Custom List
 - b. Companies Custom Ref After any changes to the Data Manager Settings, click OK, and click Save on the Settings Window.

OnGuard Data Manager Suggested Configuration Steps

Below are instructions for a basic setup outside of the default settings. Proper settings may vary and depend upon environment setup and requirements. Please refer to the Overview sections above for information on any settings not mentioned below.

- 1. Select **Enable Data Manager** in the Data Manager Tab.
- 2. Select the **Type** drop down, then select **OnGuard**.
- 3. Click Save. This will enable the Setup Data Manager button.
- 4. For Entry/Exit Mode, check Send XPressEntry Activities to Data Manager.
- 5. For Entry/Exit Mode with Anti-passback or **Muster Mode**, check **Sync Data Manager Activities with XPressEntry**.
- 6. Click Setup Data Manager
- 7. Select **OpenAccess** as the sync type to connect to OnGuard.
- 8. Set the remote computer name of the OnGuard application server.
- 9. Select the directory that you intend to use to sign into OpenAccess. For local OnGuard accounts, select **<Internal>**. Log in with the proper username and password.
- 10. Click Test Connect to see if the connection is successful.
- 11. Check Update Pictures Function
- 12. Check Subscribe to Software Events
- 13. If utilizing Muster Mode or anti-passback, check Enable Activity Software Events.
- 14. Check Enable Badge and Person Software Events
- 15. Uncheck the Asynchronous Event Handling.
- 16. Click **OK**, then click **Save** on the Data Manager Tab.

Setup XPressEntry Data

Click **Full Sync Now** on the **Settings Data Manager** page once all settings have been configured. This sync may take a while depending on the number of cardholders. A 30,000-cardholder system can take around 20 minutes.

Once the OnGuard System is set up and synchronized, you will see this data represented in XPressEntry under the **Add/Edit Info** tab. Data imported from OnGuard cannot be changed and is grayed out.

🛃 XPressEntry Settings					- 🗆 X
File Database SQL Import/Export					
م [🗹 Enable Data Manager	Type: ONGUARD			Setup Data Manager
Add / Edit Display	Sync Timers Sync Option	ns			
RFID User Defined Fields Muster Settings		Disable Concurrent Syncs			Send XPressEntry Activities Now
Question Setup Logging	Download Activity Frequency		Set	Clear	Download Activity Now
Client Settings Wiegand Format Data	Occupancy Sync Frequency		Set	Clear	Occupancy Sync Now
Service Settings Database	Partial Sync Update Frequency		Set	Clear	Partial Sync Now
Data Manager ONGUARD Software Event Viewer	Full Sync Update Frequency		Set	Clear	Full Sync Now
Reader Profiles Handheld Functionality	Custom Sync Update Frequency		Set	Clear	Custom Sync Now
Reader Validations Passwords Badge Settings Custom Display					
Validation Colors Doors	Data Manager Live Log View	Pause Mirror Log To:			Browse
Irend Settings ⊟ Alert Settings Email Settings Twilio Alerts Copy Resx File	INFO: DataManager Connected. INFO: Open Access: Open Access Con INFO: Open Access: Open Access Con DEBUG: OnGuard Manager starting wa INFO: Starting Watching Tables	nnection Success nnection Success atching tables : 1:45:24 PM			
		D			Save Cancel

Priority of Data Synchronization

Any changes made in OnGuard should be shown in XPressEntry in the following order:

- 1. **Highest Priority**: Badge/User/Zone Occupancy changes are updated *immediately* when software events are enabled.
- 2. Lower Priority: Door/Reader/Area/XPressEntry Activities/User Permissions are updated whenever the Data Manager Synchronizer runs. This can be run manually from the Settings > Data Manager tab by pressing Partial Sync Now.

Users

Here is an example of a properly synchronized user. They have the same Access Level Permissions from OnGuard.

🛃 XPressEntry - 3.4.6258 - Telaeris (Logged In User: A	Administrator,	Compan	y)					_		×
🅌 File 🛛 Tools 🚳 View 🔌 Logou	ut 🚫 Ent	ry/Exit	Mus	ster					?	Help
Entry/Exit Muster Events HealthCheck Activity History M	lessages Add	Edit Info	Logs							
Filter:	& Users 11 (User Permis	companies sions Cor	Group	os 🥍 Zone UDFs/Misc	s 📃 Doors	s 🗌 Readers 🦂	Roles 🔊 Ti	mezones	nta Badge	e T 🔹 🕨
Banderas, Antonio Bell, Monica	Monica		Bell	IIIe	141		Photo FP			
Clooney, George Crain, Samuel Frey, George Gale, Sarah Gheller, Henny Jenkins, Winford Kemp, Mark Lehmen, Corey Louie, Hannah Marshall, James Pennington, Matt Thomas, Michelle	Company Emp ID Zone Role Start Date End Date	Sample 1234567 Building Zone En Last Rea Entrant	Company 789 1 1 try: 07/08 0 ader:	12:02:52 PM	~ ~] Visitor] Host	Change	Crop	Delete	
	Badges (0)	Add	Badge	ODelet	e Badge	View Histor Expired	ry 🖶 Pr	int Badge Ba	dae	
	Badge ▶ 457 752		BDF1	5/	ate 27/2020	Date	Invalid	Ty	pe	<u>~</u> ∎
Time to Read 15 Records: 2.39 seconds	Add Nev	v C)elete	S	ave	Cancel				
Activity Occupancy Partial Full I Total Occupancy	v: 9 Inside 1 7c	ne l		0 Upread I	Messages	1	Service	Running I	ocally	

Doors

- 1. **Entry/Exit permissions** in XPressEntry are set by doors. Doors are portals between two zones and can be entered or exited.
 - a. The **permissions** for a door are determined by the **External Entry Reader** and **External Exit Reader**.
 - b. User permissions to Enter or Exit a door are based on their OnGuard permissions for the selected readers. These readers are also assigned an Entry or Exit in OnGuard.

2. Doors should be set by the user for each Handheld Reader in XPressEntry.

XPressEntry - 2.9.4683 - Telaeris Inc. (Log	jged In User: Administrator, Company)	– 🗆 ×
File 👬 Tools 🐼	View 🔬 Logout 🚫 Entry/Exit 🧰 Muster	Pelp
Entry/Exit Muster Activity History Messages	Add/Edit Info Server Activity	
	Harry Companying Courses Trans. Design Doore Readow DEID Balas Transverses Habidaya Co	tilianten Daden Lau ()
Test Door	Users Companies Groups zones Nooms Coord Readers NPD Noies Timezones Holidays Cer	tilicates badge Lay
	Door Name	
	Test Door	
	Start Zone	
	Outside 🗸	
	End Zone	
	Building	
	Loor RFID Tag #	
	External Entry Reader	
	1000-101-1320-0-0	
	External Exit Reader	
	1000-ID1-1320-0-1	
	₹J	
Time to Read 1 Records: 0.01 seconds	Add New Delete Save Cancel	
Activity Partial Full Total Occupan	icy: 1 Inside 1 Zone 0 Unread Messages Service Runn	ing Locally

Readers

XPressEntry divides readers up into two categories: Handhelds and Readers.

- 1. Handhelds refer to **physical readers** in the system. All handhelds have a GUID which identifies the hardware. There are currently two types:
 - a. Server Reader Used to assign badge activities from the server. This will likely be named Server Reader: COMPUTER NAME.
 - b. **Physical Handheld Devices** These include the **XPID 100**, **XPID 200**, and other Android devices.

2. For **mustering**, set the **External Muster Reader** per handheld. When a muster scan occurs on this handheld, the muster **exit** scan will be sent to OnGuard as this reader.

File Tools 🐼 View 🥥	실 Logout 🚫 Entry/Exit 🕅 Muster	Help
Entry/Exit Muster Activity History Messages Add/Edit In	fo Server Activity	
Filter:	Users Companies Groups Zones Doors Readers Roles	s Timezones Muster Sites
Handhelds	Name	XPressFreedom Settings (optional)
Handheld 1 Handheld 2	Handheld 1	Freedom Name Freedom Board
Server Reader : ONGUARD76	Door	IP Address
Server Reader : SNIPE	Test Door 🗸	TCPIP Port 80
	Profile	Success Value
	Default ~	
	GUID	
	388C00006068402	
Time to Read 4 Records: 0.00 seconds	5	RFID Settings (optional)
nine to Nedu 4 Necorus, 0.00 secorus		RFID Reader
Readers	External Muster Reader	Mode V Trend
Exit Reader 1	Entry Neader 1	Antenna Port 1 🚔 Same Zone Entry 🗌
OAK Entry Reader 1 OAK Exit Reader 1	Clear Reader Credential	No Associated Reader
SD Entry Reader 1		IDScan
SF Entry Reader 1	Show Reader Setup QR	Upload ID Scan License Clear
SF Exit Reader 1 SF Internal Reader		
		~
Time to Read 9 Records: 0.00 seconds	Add New Delete Save	Cancel
Activity Occupancy Partial Full Total Occupance	y: 7 Inside 4 Zones 0 Unread Messages	Service Running Locally

Zones

If you are going to be using OnGuard zones for **mustering**, double check the Zone settings. Any outside zone should have the **Zone is Outside** checked. It is also common to check the **Zone is a Muster Point** checkbox for outside zones.

Areas where you want to track occupancies for mustering should have the Zone is a

Hazard Area box checked.

🕺 XPressEntry - 2.3.5977 - Telaeris Inc. (L	.ogged In User: Administrator, Company) 📃 📃 🔜							
<u>File</u> Eile Tools	View 🔥 Logout							
Muster Entry/Exit Activity History Messa	ges Add/Edit Info Server Activity							
	External Record							
Filter:	Users Companies Groups Zones Rooms Doors Readers RFID Roles Timezones							
Default Area Demo Kit								
Outside Area	Name							
TEST	Default Area Demo Kit							
	Description							
Zone is Outside								
Zone is a Muster Point								
Zone is a Hazard Area								
Time to Read 3 Records: 0.03 seconds	Add New Delete Save Cancel 3							
Connect 4 / Minutes: 17477								
Scanned: 4 / Missing: 1/4//	I U Unread Messages I Service Running Locally							

Activities

XPressEntry will synchronize activities if that option has been set by Data Manager.

Entry/Exit activities will be sent to the OnGuard reader set for **External Entry/Exit Reader** on the Door. Verification and Muster activities will be sent to the specific reader they are scanned at.

Login Activities

When utilizing handheld device login, the login and logout records can be sent to OnGuard as an **Alarm Event**. To enable this feature, create a new **Logical Source** via **System Administration > Additional Hardware > Logical Sources**.



- 1. Add a new Logical Source.
- 2. Create a new **Logical Device**. The Logical Device name is important, and requires two things:
 - a. A Prefix Identifier. For example, XPELOGIN_
 - b. The name of the Door that is created in XPressEntry. (e.g., FrontDoor is the door name we will be using in XPressEntry for a single unit.)
 - c. Combine the two to form **XPELOGIN_FrontDoor**. If there was a different

door, the second logical device can be called **XPELOGIN_BackDoor**.

🕵 System Administration - System Account - [Logical Sources]	-		×
👺 Application Edit View Administration Access Control Monitoring Video Additional Hardware Logical Access Window Help		-	₽×
]]]] []] []] []] []] []] []] []] []] []			
Logical Sources Logical Devices Logical Sub-Devices			
Device Logical Source Name: Image: I			
Logical Source:			
~			
< >>			
Add Modify Delete Help Multiple Selection 0 of 1 selected		C	ose
B+ Logical Sources	Icapl	made	

Go to the **Login Activity tab** under the Advanced tab in the XPressEntry DataManager Setup.

- 1. Select Send Login Activities as DataConduIT Events.(At the time of this writing, only DataConduIT events are supported. OpenAccess support coming soon.)
- 2. Set the DataConduIT Source field to the **name** of the **Logical Source**.
- 3. Set the DataConduIT Prefix for Door as the **prefix** created for the **Logical Device**.
- 4. Press OK, then Save.

Login and Logout handheld activities will now be sent to OnGuard Alarm Monitoring

when Send XPressEntry Activities to Data Manager is enabled.

🔜 OnGuard Data Manager Setup	×
Basic Advanced Test Sync	
Visitors Send XPressEntry Visitors to OnGuard Visitor ID Field Visitor Company Field Visit Default Host Cardholder ID Watch List Wach List Wach List Field	Fingerprint Sync Fingerprints from OnGuard Fingerprint Type IDs Companies Companies Custom List Companies Custom List Department DEPT Run Partial Updated Run Full Pictures
Watch List Table	Pictures Check Update
Segments	
Update Segment list	
Segment Cardholders Segment Readers Segment Visitors Segment Access Levels	
	Test Connect Defaults OK
itatus	

☆ XPressEntryLogins Trace Monitor							
Alarm Description	Time/Date	Controller	Device	Input/Output	Card	Priority	
OLogin by 'test1 752, First' to Door 'Fron	11:36 AM 9/23/2019	XPressEntryLogins	XPELOGIN_FrontDoor	None		150	