

XPressEntry

XPressEntry / Apollo APACS Synchronization

Revision 08/25/2023

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 Apollo APACS 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>.

Requirements

1. Windows 7 / 8 / 8.1 / 10 or server type equivalent
2. XPressEntry 3.4+
3. Minimum APACS
 - a. APACS 3.7, DB version 146
 - b. APACS 3.9.4, DB version 163 for API rev.17 support
4. APACS license with support for web sessions

Setting up Apollo APACS to Synchronize with XPressEntry

It is assumed Apollo APACS is installed on a server. Please contact your Apollo dealer to receive the installer. XPressEntry communicates with Apollo APACS by using web services that provide access to APACS configuration.

For installation of XPressEntry, you should have Administrator privileges on the machine that it is installed on. You should additionally be an Administrator or super user in the Apollo APACS system.

Order of Operations

1. Applying the API Certificate
2. Start APACS API Service
3. Configuring APACS

Applying the API Certificate

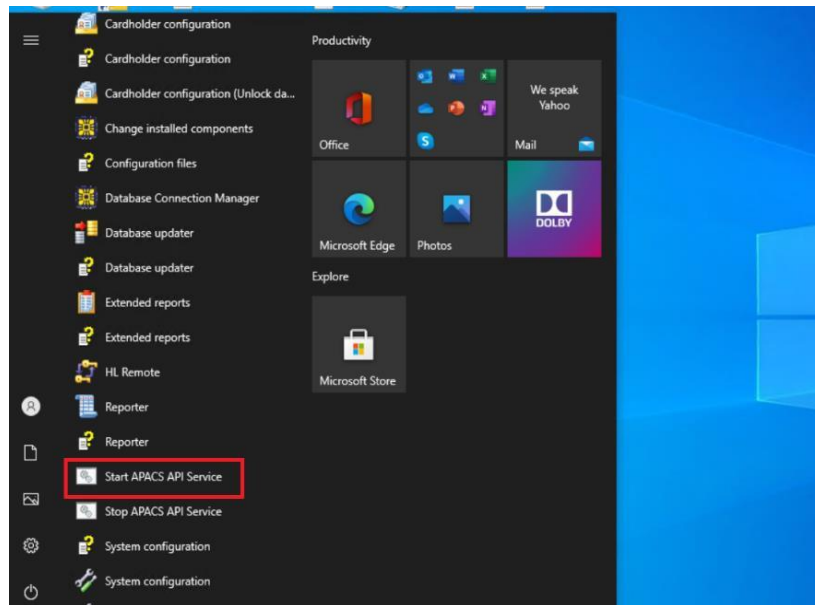
- By default, **APACSAPIService.exe** is configured to listen on all IP addresses available in the PC.
- Default listening port is TCP 8081 (i.e. <https://localhost:8081/api>).
- Default settings are set to use **HTTPS protocol** and require you to generate certificates before the API can be accessed.

These settings can be changed in **APACSAPIService.exe.config file**. Changing the protocol to HTTP will allow you to use the API without having any certificates, but we recommend using certificates in production environments.

Start API Service

To start the APACSAPIService, click on the **Start Menu** and open the **Apollo** folder and then click **Start APACS API Service**.

Figure 1 – Start APACS API Service

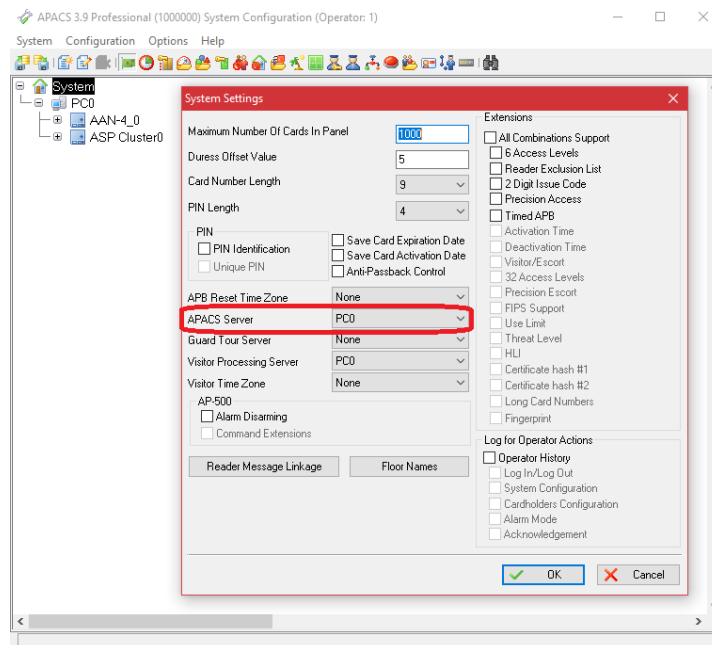


Configuring APACS System

1. To open the system settings, double click the **System** tab.
2. You need to add at least one PC hardware device and assign it as the **APACS Server** in main system settings (check below image).

Note: You will need to be logged in with **Installer permissions to do this.*

Figure 2 – Configure APACS System



Setup APACS Data and Settings

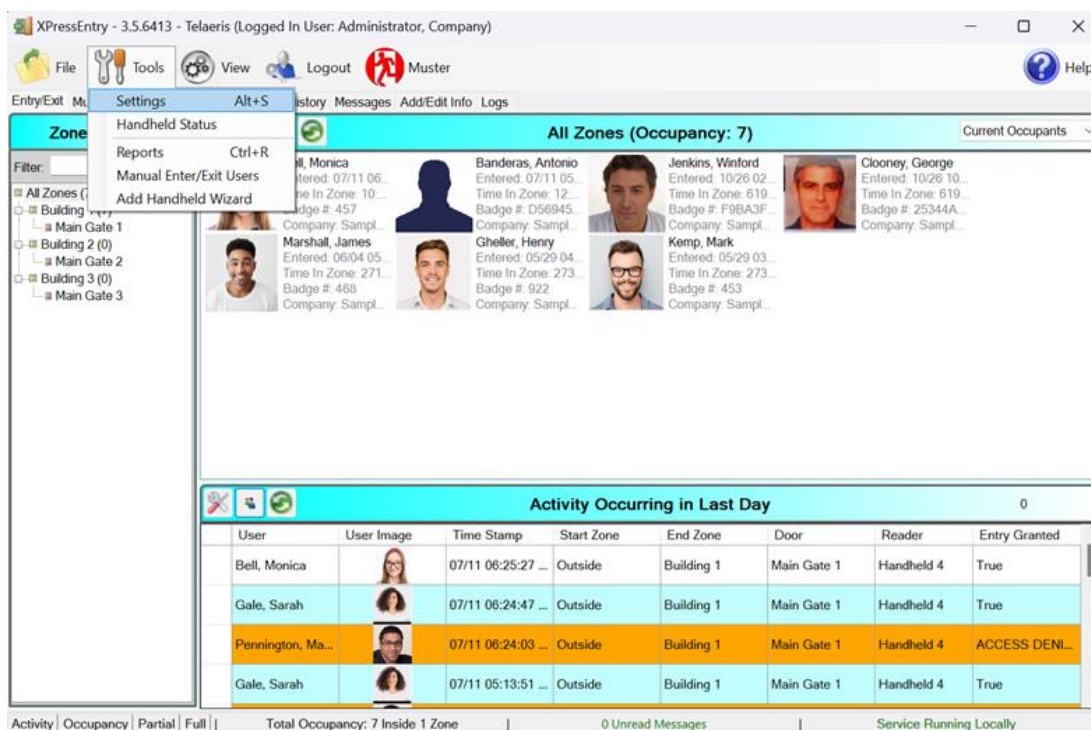
Handhelds

For **every physical** XPressEntry handheld reader, you should have **two logical readers** in the APACS System. They should be distinguished with the words **Entry/Exit** or **IN/OUT** at the end of them. These readers are only theoretical and represent the location in which an XPressEntry Mobile Reader will be used.

Enable Synchronization

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

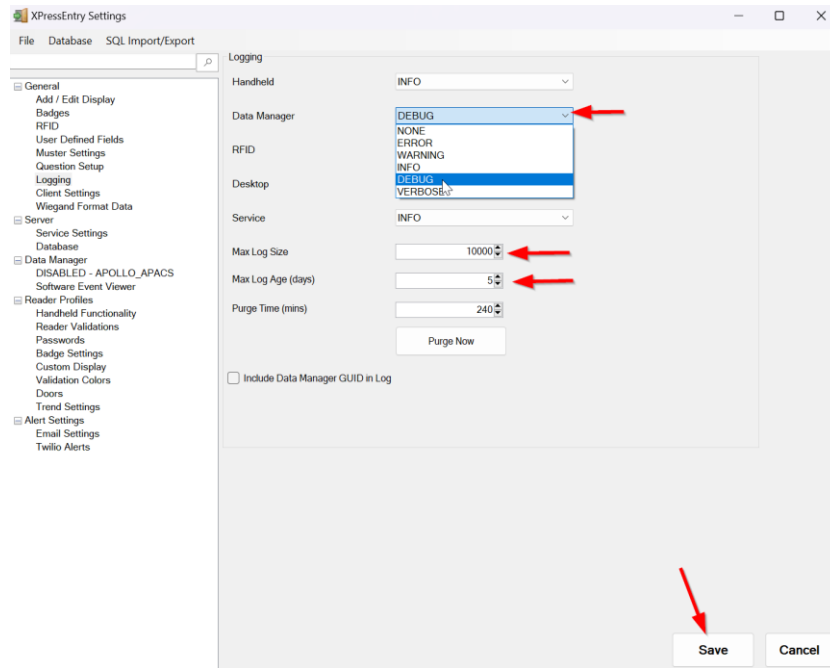
Figure 3 – XPressEntry



General Tab

1. From the **Settings** page, select the **General > Logging** Page.
2. **Set the Log level to DEBUG or VERBOSE** – this will allow you to view log entries during the sync process.
 - a. **Max log size** – 5000 or higher
 - b. **Max log age** – 1 Day or higher
3. Once the integration is complete, set the log level to **ERROR** so only error messages will be tracked.

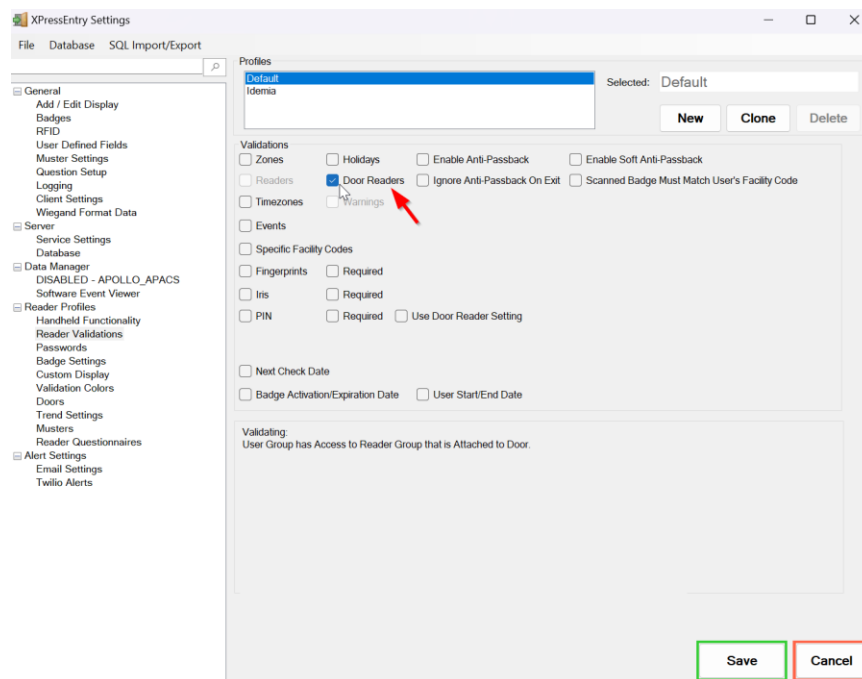
Figure 4 – Logging Settings



Reader Profile Tab

The Reader Profile Tab is where you configure the handhelds. Click the **Reader Validation Tab** and make sure **Door Readers** is the only mode that is checked under **Validations**. Click **Save** when finished.

Figure 5 – Reader Validations



Data Manager Tab

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

1. **Type** – This is the integration type. Select **AMAG > Add > Save**.

2. Go to **Data Manager > AMAG** in sidebar menu.
3. **Setup Data Manager** – This sends you to the setup form for AMAG’s data manager.

Figure 6 – Data Manager

The screenshot shows the 'XPressEntry Settings' window with the 'Database' tab selected. In the left sidebar, 'Data Manager' is expanded, and 'APOLLO APACS' is selected. The main area shows the configuration for 'APOLLO APACS'. The 'Type' dropdown is set to 'APOLLO APACS'. The 'Name' field is 'APOLLO_APACS' and the 'Prefix' field is 'APOLLO_APACS'. Below these fields is a large text area containing 'APOLLO_APACS - Prefix(APOLLO_APACS)'. At the bottom right, there are 'Save' and 'Cancel' buttons, with a red arrow pointing to the 'Save' button. A 'Sanity Check Data' button is also visible above the 'Save' and 'Cancel' buttons.

Sync Timers

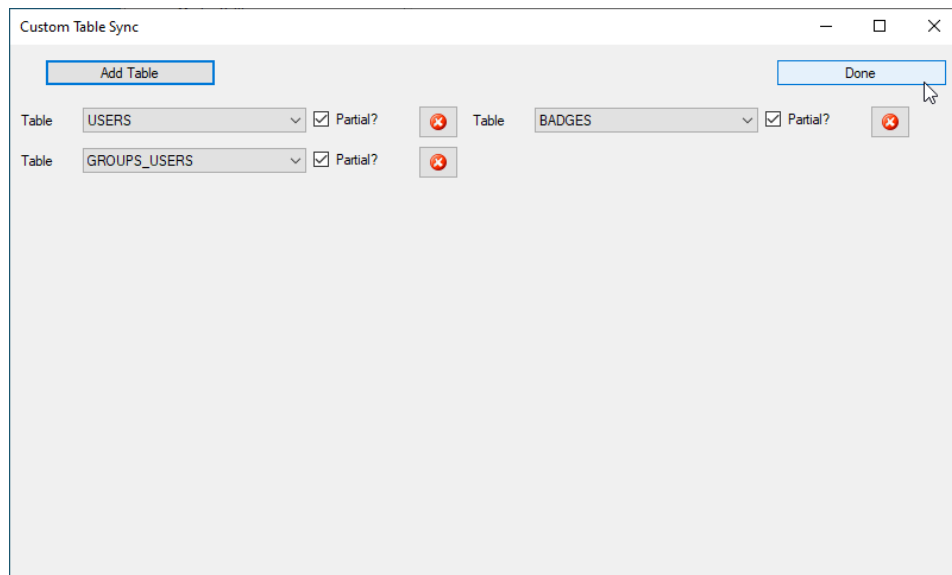
XPressEntry uses Timers to pull APACS Data into XPressEntry.

Figure 7 – Sync Timers

The screenshot shows the 'XPressEntry Settings' window with the 'Database' tab selected. In the left sidebar, 'Data Manager' is expanded, and 'APOLLO APACS' is selected. The main area shows the 'Sync Timers' configuration. The 'Enable Data Manager Type: APOLLO_APACS' checkbox is checked. A red arrow points from this checkbox to the 'Setup Data Manager' button. Below the checkbox, there is a 'Sync Timers' section with a 'Sync Options' tab. The 'Sync Options' tab contains a table with columns for 'Download Activity Frequency', 'Occupancy Sync Frequency', 'Partial Sync Update Frequency', 'Full Sync Update Frequency', and 'Custom Sync Update Frequency'. Each row has 'Set' and 'Clear' buttons. To the right of the table is a 'Send XPressEntry Activities Now' button. Below the table, there are 'Data Manager Live Log View', 'Pause', 'Minor Log To:', and 'Browse' buttons. At the bottom right, there are 'Save' and 'Cancel' buttons. A red box highlights the 'Send XPressEntry Activities Now' button and the 'Download Activity Now', 'Occupancy Sync Now', 'Partial Sync Now', 'Full Sync Now', and 'Custom Sync Now' buttons.

1. **Download Activity Frequency** – Pulls reader scan records into XPressEntry and stores them in XPressEntry’s activity table. This function also updates the zone occupancy.
2. **Occupancy Sync Frequency** – Updates the zone occupancy without storing the activity records.
3. **Partial Sync Frequency** – Pulls all data excluding cardholder data, including readers, areas, access levels.
 - a. Do use this sync to quickly **update any table** in XPressEntry.
 - b. Do use this sync to quickly **add a new user** into XPressEntry from APACS.
 - c. Do **NOT** use this sync to **delete a user** from XPressEntry who was deleted in APACS.
 - d. Do **NOT** use this sync to **update a user** from XPressEntry who was changed in APACS.
4. **Full Sync Update Frequency** – Updates all tables by pulling all necessary records from APACS. A 30,000-cardholder system might take around 20 minutes to sync with images.
 - a. It is recommended to run a full sync **once per day** in the middle of the night when the system is not busy.
5. **Custom Sync Frequency** – Updates a set of tables that the user configures. To configure, right click **Custom Sync Now** and select **Edit Custom Sync**.

Figure 8 – Custom Sync



Sync Options

Figure 9 – Sync Options

XPressEntry Settings

File Database SQL Import/Export

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

- APOLLO_APACS
- Software Event Viewer

Reader Profiles

- Handheld Functionality
- Reader Validations
- Passwords
- Badge Settings
- Custom Display
- Validation Colors
- Doors
- Trend Settings

Alert Settings

- Email Settings
- Twilio Alerts

Enable Data Manager Type: APOLLO_APACS

Sync Timers Sync Options

Setup Data Manager

Pull Data Manager Occupancy

Event Processing Retry Count 3

Default Outside Zone

Default Role

Pull Data Manager Activities into XPressEntry

DMPrefix

Push XPressEntry Activities to Data Manager

Muster Scanned Users never

Send Activities Retry Count 3

Watch Tables via Software Events

Enable Message Queue

Message Queue Name .\\Private\$\\DataManagerEvent

Event Processing Loop Limit 10

Clear Data Manager Settings

Clear External Data

Data Manager Live Log View

Pause

Mirror Log To:

Browse

Save

Cancel

1. **Pull Data Manager Occupancy** – Enables use of the Occupancy Sync.
2. **Pull Data Manager Activities into XPressEntry** – Enables use of the Activity Sync.
3. **Push XPressEntry Activities to Data Manager** – Enables XPressEntry to push Scan data to Symmetry.
4. **Send Activities Retry Count** – Number of times XPressEntry will attempt to resend an activity if it fails.
5. **Watch Tables via Software Events** – Creates a live data connection to the Access Control System to watch for system changes.
6. **Enable Message Queue** – Turns on Message Queue for software events to be used instead of database queue.
7. **Message Queue Name** – Name of windows message queue for software events.
8. **Event Processing Loop limit** – Max records to process from event queue.
9. **Event Processing Retry Count** – Number of times XPressEntry will attempt to process a message queue event on failure.
10. **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.
11. **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.
12. **Setup DataManager Button** – Opens APACS specific settings.
13. **Clear DataManager Settings** – Resets all settings on the two above tabs, as well as the APACS specific settings.

14. **Clear External Data** – Deletes all data synced from APACS from the XPressEntry Database
[Apollo APACS Setup Page](#)

1. Press the **Setup Data Manager** button to get the APACS specific setup screen.

Figure 10 – APACS Setup

Apollo APACS Data Manager Setup

Server: localhost

Port: 8081

User Name: 1

Password: •

☒ Use SSL

☐ Validate SSL Cert

☒ Verbose API Data

☒ Download Pictures

☐ Create Doors

☐ Pull Cardholder Groups As Companies

Users Per Query 500

Badges Per Query 500

Activities Per Query 500

☐ Pull Only Active Badges

☐ Pull Only Users with Active Badges

Test Connect Defaults OK

Status

- a. **Server** – The server IP address where the Apollo APACS is installed.
- b. **Port** – Port Number for the connection. The default listening port is **TCP 8081**.
- c. **User Name and Password** – APACS Login details.
 - i. Username and password must match to ones that are defined in APACS database as operators.
- d. **Use SSL** – Check this if using a secure connection (HTTPS).
- e. **Download Pictures** – Enabling this will download user images from Apollo APACS. (Enabled by default).
- f. **Create Doors** – Enabling this will create doors out of each reader automatically.
- g. **Pull Cardholder Groups As Companies** – Check this if you want to download and map Cardholder groups as Companies.
- h. **Pull Only Active Badges** – Enabling this will only download active badges from Apollo APACS.
- i. **Pull Only Users with Active Badges** – Enabling this will only download users who have active badges assigned in Apollo APACS.
- j. **Users Per Query** – Number of users need to be downloaded in a single API call.
 - i. Used to optimize API calls.
- k. **Badges Per Query** – Number of badges need to be downloaded in a single API call.

- i. Used to optimize API calls.
- 1. **Activities Per Query** – Number of cardholder activities need to be downloaded in a single API call.
 - i. Used to optimize API calls.
 - m. **Defaults** – Clears all data entered and returns to default value.
- 2. Click **Test Connect** after entering all the data correctly. This will connect to the Apollo APACS using the given user's name and password and the result will display “**Connection Success!**”. If there is any issue with the connection, the same result window will display “**Connection Failure!**”. Exit this form. Click **Save** on the Data Manager tab of the Settings page.
- 3. Select **Full Sync Now** to pull all data from APACS. Once the sync has finished, all relevant APACS records will then display in XPressEntry.

APACS Sync Check

The purpose of this section is to help the operator understand exactly what data XPressEntry is pulling from Apollo APACS. For a quick setup, please navigate to the next section, “**Configuring XPressEntry using APACS Data**”.

The mapping of each Data pulled from Apollo is shown below.

Table 1 – Mapping Data

Apollo APACS	XPressEntry
AAN Reader	Reader
AAN4 Reader	Reader
ASP Reader	Reader
Card Holder	Users
Cards	Badges
Access Level	Groups
APB Zones	Zones
Global APB Zones	Zones
Time Zones	Time Zones
Holidays	Holidays

All External Records (From Apollo APACS) will display in red as an **External Record** at the top of the form. This label will not display any records that were created from within XPressEntry.

Readers

All Readers should be available to view in the **Readers** tab under **Add/Edit Info**.

Here is a sample of a properly synchronized readers:

Figure 11 – Readers

The screenshot shows the 'Readers' configuration window. The 'Readers' list on the left includes:

- AIM-2SL [MSTR] RDR0 #219-3-0 - Entry APB [Outside to Inside]
- AIM-2SL [SLV] RDR1 #219-3-1 - Exit APB [Inside to Outside]
- AIM-4SL [MSTR] HID-Prox RDR3 #223-4-3
- AP-500 KP [MSTR] RDR0 #223-4-0
- AP-502 KP [SLV] RDR1 #223-4-1
- ASP-4 CNTLR_0 #224-ASP Interface_1-ASP Reader_0
- ASP-4 CNTLR_0 #224-ASP Interface_2-ASP Reader_0
- ASP-4 CNTLR_0 #224-ASP Interface_3-ASP Reader_0
- ASP-4 CNTLR_0 #224-ASP Interface_4-ASP Reader_0
- ASP-4 MSTR CNTLR_00 #216-ASP Interface_1-ASP Reader_0
- ASP-4 MSTR CNTLR_00 #216-ASP Interface_2-ASP Reader_0
- ASP-4 MSTR CNTLR_00 #216-ASP Interface_3-ASP Reader_0
- ASP-4 MSTR CNTLR_00 #216-ASP Interface_4-ASP Reader_0
- ASP-4 SLV CNTLR_01 #217-ASP Interface_1-ASP Reader_0
- ASP-4 SLV CNTLR_01 #217-ASP Interface_2-ASP Reader_0
- ASP-4 SLV CNTLR_01 #217-ASP Interface_3-ASP Reader_0
- ASP-4 SLV CNTLR_01 #217-ASP Interface_4-ASP Reader_0
- TestReader

The 'External Record:1155' section shows fields for Name, Door, Profile, GUID, and External Master Reader. The 'XPRESSFreedom Settings (optional)' section includes fields for Freedom Name, IP Address, TCP/IP Port, Success Value, and checkboxes for Enable Freedom Debug, Relay Sense, and Enqueue Requests. The 'RFID Settings (optional)' section includes fields for RFID Reader, Mode, and Antenna Port. The 'IDScan' section has buttons for 'Upload ID Scan License' and 'Clear'. The 'Add New', 'Delete', 'Save', and 'Cancel' buttons are at the bottom.

Users

Here is a sample of a properly synchronized user:

Figure 12 – Users

The screenshot shows the 'Users' configuration window. The 'User' list on the left includes:

- Administrator, Company
- Carter, Nancy
- Dean, Domi E Dee
- Dean, Lori
- Dear, Sandy Alexa
- Dear, Sandy Alexa
- Dick, Tator
- Granger, Bailey Jay
- Griffin, Bryan
- Hartman, Marie Louise
- May, Lily
- Milleson, Keith
- Pelton, Mary Jo
- Quinn, Harley BJ
- Schumacher, Carole C
- Shore, Robert

The 'User' section shows fields for First Name, Last Name, MI, Company, Emp ID, Zone, Role, Start Date, and End Date. The 'Photo' field shows a photo of a woman. The 'Badges' section has buttons for 'Add Badge', 'Delete Badge', 'View History', and 'Print Badge'. The 'Badges' table shows:

External ID	Badge	Activated Date	Expired Date	Invalid	Badge Type
9	24178	13-03-2020	14-03-2021	Invalid	Permanent

The 'Add New', 'Delete', 'Save', and 'Cancel' buttons are at the bottom.

XPressEntry will pull the user's **image** and **badge number** from Apollo APACS. The badge number can be seen at the bottom of the screen.

Figure 13 – Apollo APACS Cardholders

Cardholder - Tori, Dean

Main Biometric Info Advanced Cards

Photo

Signature

Fingerprint

Cardholder PK: 11 Cardholder ID: 100006 Group: Main

Last Name: Dean

First Name: Tori

Middle Name:

Title: Account Representative Department: Customer Service

Vacation Start: / / 15 Vacation End: / / 15

Print Name:

Schedule Master: None

E-mail:

☐ Signature Direct Input

Photo

Apply Template Trace Ok Cancel Apply

These users are seen in the **Cardholder Configuration** software in **APACS**.

User Permissions

Users in XPressEntry have the same permissions to each reader as they do in APACS. This is regardless of whether the user is assigned an Access Code, Reader Group, or direct access to a Reader. However, the way in which the data is displayed is a little different.

The following is an example of the permissions a user has in **APACS** vs. how the data is displayed in XPressEntry.

Figure 14 – Apollo APACS Permissions

The screenshot shows the 'Cardholder - Tori, Dean' configuration window. The 'Cards' tab is active, displaying card details and access levels. The card number is 24178, and the card issue is 0. The card type is Permanent. The card is valid from 03/13/2020 to 03/31/2022. The daily time interval is from 12:00:00 AM to 11:59:59 PM. The use limit is 0, and the threat level is 0. The card is active, and the APB check is enabled. The card is featuring a design of None and a magnetic format of None. The access levels are set to Building Main (Active). The card is assigned to the Building Main access level.

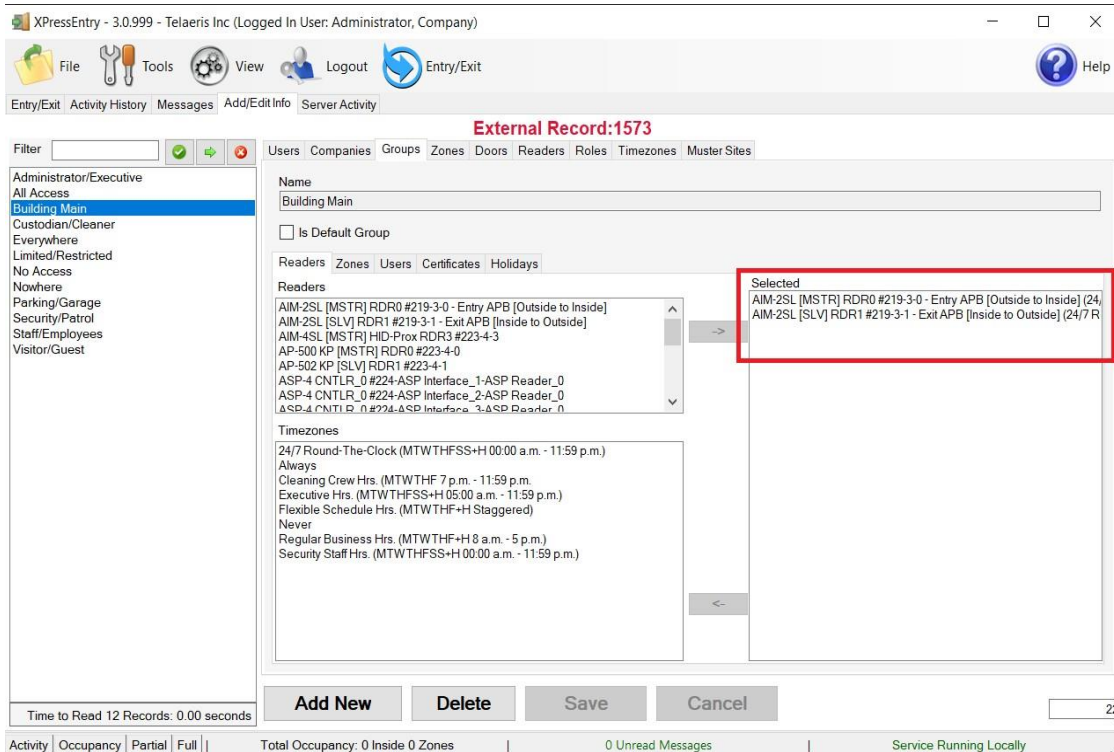
The “**Building Main**” has two readers assigned in the Access Level settings in the APACS System Configuration as seen in the below image.

Figure 15 – XPressEntry Permissions

The screenshot shows the XPressEntry Permissions window. The 'Access Groups' tab is active, displaying a list of access groups. The 'Building Main' group is selected and highlighted with a red box. The 'Direct Zone Permissions' section is visible, showing a table with columns for Zone Name and Timezone Name. The 'Allowed Times' section is also visible. The window includes a toolbar with icons for File, Tools, View, Logout, Entry/Exit, and Help. The status bar at the bottom shows 'Time to Read 16 Records: 0.00 seconds' and 'Total Occupancy: 0 Inside 0 Zones'.

To see the readers user “**Dean, Tori**” has access to, navigate to the **Groups** tab. Select “**Building Main**” from the list on the left. See below.

Figure 16 – XPressEntry Permissions Readers



Each user with assigned permissions in Apollo APACS will have the same permissions in XPressEntry.

Groups

Apollo APACS Access Level are mapped to Groups in XPressEntry.

Figure 17 – Apollo APACS Access levels

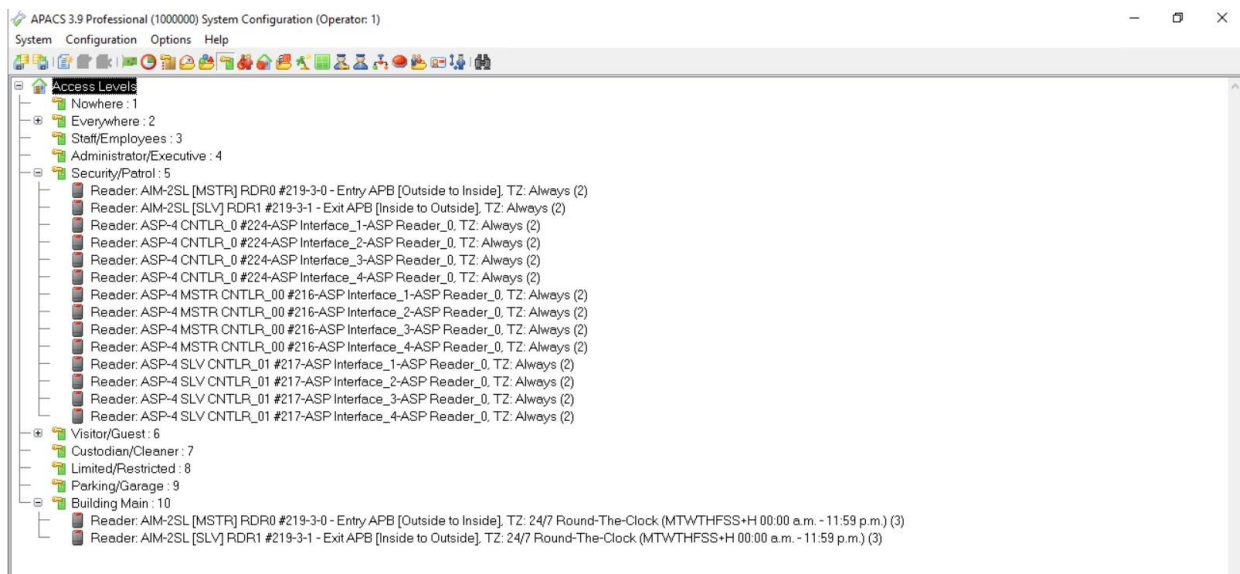


Figure 19 – XPressEntry Groups

Entry/Exit Activity History Messages Add/Edit Info Server Activity

External Record:1363

Filter [] [] [] []

Administrators/Executive
All Access
Building Main
Custodian/Cleaner
Everywhere
Limited/Restricted
No Access
Nowhere
Parking/Garage
Security/Patrol
Staff/Employees
Visitor/Guest

Users Companies Groups Zones Doors Readers Roles Timezones Muster Sites

Name
Security/Patrol

☐ Is Default Group

Readers Zones Users Certificates Holidays

Readers

AIM-2SL [MSTR] RDR0 #219-3-0 - Entry APB [Outside to Inside]
AIM-2SL [SLV] RDR1 #219-3-1 - Exit APB [Inside to Outside]
AIM-4SL [MSTR] HID-Prox RDR3 #223-4-3
AP-500 KP [MSTR] RDR0 #223-4-0
AP-502 KP [SLV] RDR1 #223-4-1
ASP-4 CNTLR_0 #224-ASP Interface_1-ASP Reader_0
ASP-4 CNTLR_0 #224-ASP Interface_2-ASP Reader_0
ASP-4 CNTLR_0 #224-ASP Interface_3-ASP Reader_0

Timezones

24/7 Round-The-Clock (MTWTFSS+H 00:00 a.m. - 11:59 p.m.)
Always
Cleaning Crew Hrs. (MTWTFH 7 p.m. - 11:59 p.m.)
Executive Hrs. (MTWTFSS+H 05:00 a.m. - 11:59 p.m.)
Flexible Schedule Hrs. (MTWTFH+H Staggered)
Never
Regular Business Hrs. (MTWTFH+H 8 a.m. - 5 p.m.)
Security Staff Hrs. (MTWTFSS+H 00:00 a.m. - 11:59 p.m.)

Selected

AIM-2SL [MSTR] RDR0 #219-3-0 - Entry APB [Outside to Inside] (Always)
AIM-2SL [SLV] RDR1 #219-3-1 - Exit APB [Inside to Outside] (Always)
ASP-4 CNTLR_0 #224-ASP Interface_1-ASP Reader_0 (Always)
ASP-4 CNTLR_0 #224-ASP Interface_2-ASP Reader_0 (Always)
ASP-4 CNTLR_0 #224-ASP Interface_3-ASP Reader_0 (Always)
ASP-4 CNTLR_0 #224-ASP Interface_4-ASP Reader_0 (Always)
ASP-4 MSTR CNTLR_00 #216-ASP Interface_1-ASP Reader_0 (Always)
ASP-4 MSTR CNTLR_00 #216-ASP Interface_2-ASP Reader_0 (Always)
ASP-4 MSTR CNTLR_00 #216-ASP Interface_3-ASP Reader_0 (Always)
ASP-4 MSTR CNTLR_00 #216-ASP Interface_4-ASP Reader_0 (Always)
ASP-4 SLV CNTLR_01 #217-ASP Interface_1-ASP Reader_0 (Always)
ASP-4 SLV CNTLR_01 #217-ASP Interface_2-ASP Reader_0 (Always)
ASP-4 SLV CNTLR_01 #217-ASP Interface_3-ASP Reader_0 (Always)
ASP-4 SLV CNTLR_01 #217-ASP Interface_4-ASP Reader_0 (Always)

Add New Delete Save Cancel

Time to Read 12 Records: 0.00 seconds

Activity | Occupancy | Partial | Full | Total Occupancy: 0 Inside 0 Zones | 0 Unread Messages | Service Running Locally

Zones

The **APB Zones** and **Global APB Zones** in Apollo APACS should be available to view in the **Zone** tab under **Add/Edit Info**.

Here is a sample of a properly synchronized Zones:

Figure 20 – XPressEntry Zones

Entry/Exit Activity History Messages Add/Edit Info Server Activity

External Record:1484

Filter [] [] [] []

APB Area 0
APB Area 1
APB AREA 2
APB Area 33333
APB Area 44444
Building
BUILDING 1 - IN
BUILDING 1 - OUT
Building 1 INT
Building 1 internal
dfgagdsf
Global APB Area 5
Outside
TEST
Test GB 11

Users Companies Groups Zones Doors Readers Roles Timezones Muster Sites

Name
APB Area 0

Description

Parent Zone

☒ Zone is Outside
☒ Zone is a Muster Point
☒ Zone is a Hazard Area

Door	Start Zone	End Zone	External Entry Reader	External Exit Reader

Add New Delete Save Cancel

Time to Read 15 Records: 0.00 seconds

Activity | Occupancy | Partial | Full | Total Occupancy: 0 Inside 0 Zones | 0 Unread Messages | Service Running Locally

Timezones

Timezones are pulled from Apollo APACS. Timezones should be available to view in the **Timezones** tab under **Add/Edit Info**. If a single Time Zone has multiple standard time ranges for different days of the week, XPressEntry will create additional intervals to support this. Also, XPressEntry will ignore the time zone intervals with same start and end time.

Figure 21 – XPressEntry Timezones

The screenshot shows the XPressEntry application interface. The top menu bar includes File, Tools, View, Logout, Entry/Exit, and Help. The main window has tabs for Entry/Exit, Activity History, Messages, Add/Edit Info, and Server Activity. The 'Add/Edit Info' tab is active, showing a list of timezones on the left and a detailed view of a selected timezone on the right.

External Record:1404

Timezones

General **Advanced**

Name
Flexible Schedule Hrs. (MTWTHF+H Staggered)

Description

☐ Issues Warning Message

Intervals

Start	End	Mon	Tue	Wed	Th	Fri	Sat	Sun
09:30:00	18:00:00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07:00:00	15:30:00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

☒ Add Interval ☐ Delete Interval

Interval Details
☒ Monday

Add New **Delete** **Save** **Cancel**

Time to Read 8 Records: 0.00 seconds

Activity | Occupancy | Partial | Full | Total Occupancy: 0 Inside 0 Zones | 0 Unread Messages | Service Running Locally

Figure 22 – Apollo APACS Timezones

The screenshot shows the Apollo APACS 3.9 Professional (1000000) System Configuration (Operator: 1) interface. The main window has tabs for System, Configuration, Options, and Help. The 'Configuration' tab is active, showing a list of timezones on the left and a detailed view of a selected timezone on the right.

Time zones

- Never: 1
- Always: 2
- 24/7 Round-The-Clock (MTWTHFSS+H 00:00 a.m. - 11:59 p.m.): 3
- Regular Business Hrs. (MTWTHF+H 8 a.m. - 5 p.m.): 4
- Executive Hrs. (MTWTHFSS+H 05:00 a.m. - 11:59 p.m.): 5
- Flexible Schedule Hrs. (MTWTHF+H Staggered): 6**
- Cleaning Crew Hrs. (MTWTHF 7 p.m. - 11:59 p.m.): 7
- Security Staff Hrs. (MTWTHFSS+H 00:00 a.m. - 11:59 p.m.): 8

Time zone configuration

Name
Flexible Schedule Hrs. (MTWTHF+H Staggered)

Time intervals
Time interval 0
Time interval 1
Time interval 2
Time interval 3
Time interval 4
Time interval 5

Time
From 09 : 30 To 18 : 00

Week days
☒ Monday ☒ Friday
☐ Tuesday ☐ Saturday
☒ Wednesday ☐ Sunday
☐ Thursday

Holiday types
☒ First ☐ Second

☒ Generate message on Activate/Deactivate

OK **Cancel**

Holidays

Holidays are the simplest tables to pull from Apollo APACS. All the “Holidays” should be available to view in the “Holidays” tab.

Figure 23 – XPressEntry Holidays

The screenshot shows the XPressEntry application interface. At the top, there is a menu bar with icons for File, Tools, View, Logout, and Entry/Exit. Below the menu bar, there are tabs for Entry/Exit, Activity History, Messages, Add/Edit Info, and Server Activity. The main window is titled "External Record:1390" and has a tab for Holidays. On the left, there is a list of holidays: Christmas Day, Independence Day (4th of July), Martin Luther King, Jr. Day, Memorial Day, New Year's Day 2020, New Year's Eve, Test Holiday, and Thanksgiving Day. The "Christmas Day" entry is selected. On the right, there is a form for editing the selected holiday. The form has fields for Name (Christmas Day), Description, Start Date (25 Dec 2020 00:00:00), End Date (25 Dec 2020 00:00:00), and a checkbox for "Repeats every year". At the bottom, there are buttons for Add New, Delete, Save, and Cancel. The status bar at the bottom shows "Activity | Occupancy | Partial | Full | Total Occupancy: 0 Inside 0 Zones | 0 Unread Messages | Service Running Locally".

Figure 24 – Apollo APACS Holidays

The screenshot shows the Apollo APACS System Configuration interface. At the top, there is a menu bar with icons for System, Configuration, Options, and Help. Below the menu bar, there is a toolbar with various icons. The main window is titled "APACS 3.9 Professional (1000000) System Configuration (Operator: 1)". On the left, there is a tree view showing a list of holidays: New Year's Day 2020 : 0, Martin Luther King, Jr. Day : 1, Thanksgiving Day : 2, Christmas Day : 3, New Year's Eve : 4, Independence Day (4th of July) : 5, Memorial Day : 6, and Test Holiday : 7. The "Christmas Day : 3" entry is selected. On the right, there is a dialog box titled "Holiday" with fields for Name (Christmas Day), Month (December), Day (25), Year (2020), and Type (First). At the bottom, there are buttons for OK and Cancel.

Configuring XPressEntry Using Apollo Data

Now that XPressEntry has access to the Apollo database, it needs to be configured to use this information. The tabs that need to be configured are the **Doors**, **Readers**, and **Zones**.

Doors

Entry/Exit permissions in XPressEntry are set by doors. Doors contain **two readers** – an exit and an entry reader. Door access is determined by the User's access to the door's reader. For **entry**, permission is based on the user's access to the door's **external entry reader**. For **exit**, permission is based on the user's access to the door's **external exit reader**.

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

The XPressEntry Integration with Apollo APACS does not require additional start and end zones. However, XPressEntry can help keep track of what “zones” people are in if configured correctly.

While pulling readers from Apollo APACS, a door is created in XPressEntry with respect to each reader as shown in the below image.

Figure 25 – XPressEntry Doors

The screenshot displays the XPressEntry software interface for configuring doors. The main window is titled "Entry/Exit" and features a menu bar with options like File, Tools, View, Logout, and Help. Below the menu bar, there are tabs for Entry/Exit, Activity History, Messages, Add/Edit Info, and Server Activity. The left pane shows a list of doors, including "dr_AIM-2SL [MSTR] RDR0 #219-3-0 - Entry APB [Outside to Inside]". The right pane is the configuration form for a selected door, titled "External Record:1155". It contains the following fields:

- Door Name:** dr_AIM-2SL [MSTR] RDR0 #219-3-0 - Entry APB [Outside to Inside]
- Start Zone:** BUILDING 1 - OUT (highlighted with a red box labeled 'a')
- End Zone:** BUILDING 1 - IN (highlighted with a red box labeled 'a')
- Door RFID Tag #:** (empty field)
- External Entry Reader:** AIM-2SL [MSTR] RDR0 #219-3-0 - Entry APB [Outside to Inside] (highlighted with a red box labeled 'b')
- External Exit Reader:** AIM-2SL [SLV] RDR1 #219-3-1 - Exit APB [Inside to Outside] (highlighted with a red box labeled 'b')

At the bottom of the form, there are buttons for "Add New", "Delete", "Save", and "Cancel". The status bar at the very bottom shows "Activity | Occupancy | Partial | Full | Total Occupancy: 0 Inside 0 Zones | 0 Unread Messages | Service Running Locally".

- a. **Zones** – For each door, set the start zone and end zone. This will “enter” a user in the specified zone when they enter or exit (or scan at an Apollo APACS reader).
- b. **External Readers** – Attach the logical entry and exit readers that you created in Apollo APACS.

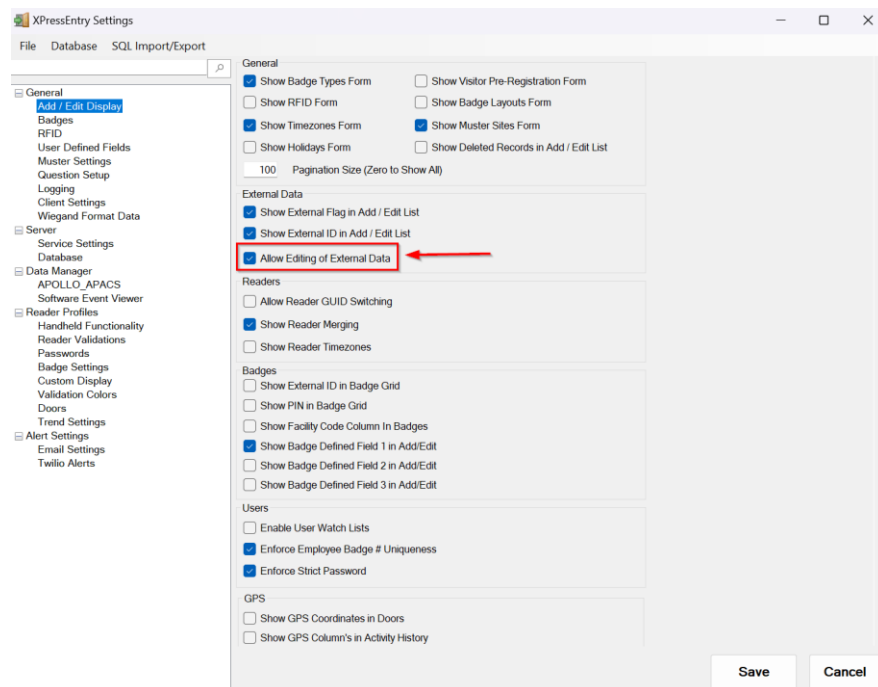
XPressEntry requires that you manually set up the doors in the system. There should be a door in XPressEntry for each physical station that an employee will have a handheld.

- a. To create a door, select **Add New** at the bottom of the form.
- b. Enter a name that clearly describes what this door represents.
- c. Select **Outside** for Start Zone and **Building** for End Zone.
- d. Since each door is created based on a reader, the **External Entry Reader** will *always* be the Selected Reader. External Exit Reader is one of the Exit readers you created in Apollo APACS.

Doors can also be added for each of the physical door readers. If XPressEntry is set up to pull activities, it will move people in the system based on the reader they were scanned at and the zones attached to the door.

Note: In the XPressEntry system, editing of any external data is disabled by default. To enable the settings, you need to go to the **XPressEntry Settings > General > Add/Edit Display then check the option “**Allow Editing of External Data**” in the External Data Section.*

Figure 26 – External Data Settings



Readers

In XPressEntry Apollo integration, it is not necessary to associate any reader in the system with a handheld. This association can be done on the **handheld** when it comes time to scan.

A handheld unit can logically represent **any reader** in the building. When the handheld is issued to an employee at a specific door, the employee must **first set the door** on the handheld. The XPressEntry Reader that the handheld represents is based on whether the handheld is in **entry** mode or **exit** mode.

For example, let us say that you have handheld A stationed at door A. **Door A** has two readers associated with it: Reader **A-Entry** and Reader **A-Exit**. The employee holding the handheld sets the handheld's door to **Reader A**. When the employee sees a cardholder walking **towards the building**, he sets the handheld to **Entry** mode and scans the cardholder's badge. The handheld in entry mode **identifies itself as reader A-Entry** and sends an activity to the server.

Later, there is heavy volume exiting Door B. **Door B** has two readers associated with it: Reader **B-Entry** and Reader **B-Exit**. The employee from door A is called to help and brings handheld A. He sets the door on his handheld to Door B and the mode to **Exit**. When he begins scanning people walking out of the door, the handheld identifies itself as **Reader B-Exit** and sends each scan as an activity to the server.

Activities

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

If XPressEntry is configured to **push activities**, they will appear in the Alarm Mode Software. You can also track the user location via **Alarm Mode > Commands > Cardholder location > Select user**.

If XPressEntry is configured to **pull activities**, the **occupancy** of the system will change each time a person scans at a reader that is mapped to a door in XPressEntry.

You may want to pull activities if:

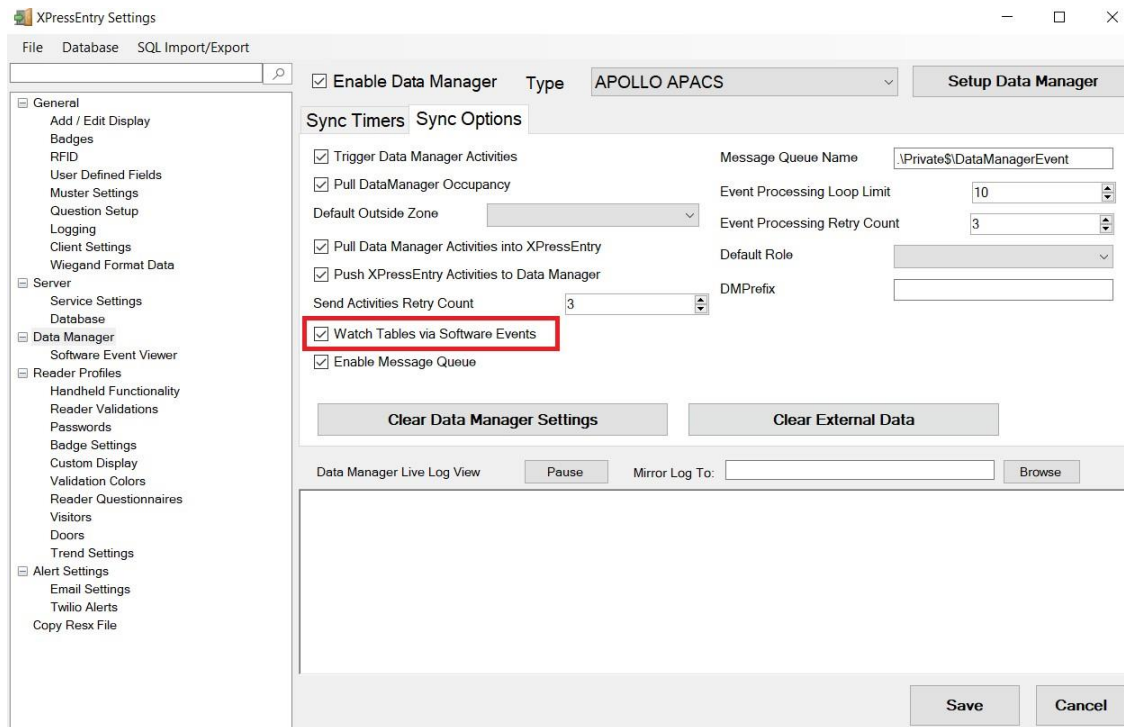
1. You want to use XPressEntry to manage Emergency Evacuations.
 - a. XPressEntry uses Apollo APACS activities to determine who is on and who is off campus.
 - b. In the case of a mustering event, XPressEntry will have an up-to-date list of who is on site on this day.
 - c. Using this list, XPressEntry can be utilized to “muster” or mark people as safe to create a list of people who are still on site.
2. You want to use XPressEntry's features to determine who is on site, and what areas people are in.

When Apollo APACS is configured to **“Watch Table via Software Events”** in **Sync Options** within the Data Manager, the live events change in Apollo APACS will be pulled in XPressEntry immediately. Such as

updates to:

1. Live Activity
2. Cardholder
3. Badges
4. Access Level
5. Time Zones

Figure 27 – Watch Apollo Live Events



For more information about the functionality of XPressEntry, please look at the XPressEntry manual.