

2N[®] Helios IP Manager

IP Intercom



Configuration manual

Version

2.9

www.2n.cz

The 2N TELEKOMUNIKACE a.s. is a Czech manufacturer and supplier of telecommunications equipment.



The product family developed by 2N TELEKOMUNIKACE a.s. includes GSM gateways, private branch exchanges (PBX), and door and lift communicators. 2N TELEKOMUNIKACE a.s. has been ranked among the Czech top companies for years and represented a symbol of stability and prosperity on the telecommunications market for almost two decades. At present, we export our products into over 120 countries worldwide and have exclusive distributors on all continents.



2N[®] is a registered trademark of 2N TELEKOMUNIKACE a.s. Any product and/or other names mentioned herein are registered trademarks and/or trademarks or brands protected by law.



2N TELEKOMUNIKACE a.s. administers the FAQ database to help you quickly find information and to answer your questions about 2N products and services. On www.faq.2n.cz you can find information regarding products adjustment and instructions for optimum use and procedures "What to do if...".

CE

2N TELEKOMUNIKACE a.s. hereby declares that the $2N^{\mathbb{R}}$ Helios IP Manager product complies with all basic requirements and other relevant provisions of the 1999/5/EC directive. For the full wording of the Declaration of Conformity see the CD-ROM (if enclosed) or our website at www.2n.cz.



The 2N TELEKOMUNIKACE a.s. is the holder of the ISO 9001:2009 certificate. All development, production and distribution processes of the company are managed by this standard and guarantee a high quality, technical level and professional aspect of all our products.

Content

1.	Product Overview	4
	1.1 Product Description	5 6
2.	Product Installation and Control	7
	2.1 Installation2.2 Licensing2.3 Application Controls2.4 Project Management2.5 Language Localisation	8 10 12 14 16
3.	Configuration	18
	3.1 Zones3.2 User Groups3.3 Time Profiles3.4 Users3.5 Devices	20 22 25 26 34
4.	Supplementary Information	49

1. Product Overview

In this section, we introduce the $2N^{\mathbb{R}}$ Helios IP Manager, outline its application options and highlight the advantages following from its use.

Here is what you can find in this section:

- <u>1.1 Product Description</u>
 <u>1.2 Terms and Symbols</u>



1.1 Product Description

Product Description

The $2N^{\ensuremath{\$}}$ Helios IP Manager application is used for setting up and administering intercoms of the $2N^{\ensuremath{\$}}$ Helios IP Family. The application is intended for the intercoms system administrator and is installed on a computer that has access to the intercoms configured via a LAN network.

Application Update

The manufacturer responds to customer demands by continuously improving the software. The current software and the **2N[®] Helios IP Manager** User Manual are available on the <u>www.2n.cz</u> website.

Future Functions

The grey-marked text in this document designates the functions that are under preparation or development at present.



1.2 Terms and Symbols

The following symbols and pictograms are used in the manual:



2. Product Installation and Control

This section describes the **2N**® **Helios IP Manager** installation and product licensing. Also, the application control and project managing are described.

Here is what you can find in this section:

- 2.1 Installation
 2.2 Licensing
- 2.3 Application Controls
 2.4 Project Management
- 2.5 Language Localisation

2.1 Installation

Minimum System Requirements

Minimum Requirements

Operating system	Windows Vista, Windows 7, Windows 8
Processor	1 GHz
Operating memory	512 MB
Available disk space	x86 – 900 MB, x64 – 2 GB
Display resolution	1024 x 768 pixels

Recommended Configuration

Operating system:	Windows Vista, Windows 7, Windows 8
Processor	2 GHz
Operating memory	1 GB
Available disk space	x86 – 900 MB, x64 – 2 GB
Display resolution	1024 x 768 pixels

Software Installation

The $\mathbf{2N}^{\texttt{®}}$ Helios IP Manager application can be downloaded from the $\underline{\mathsf{www.2n.cz}}$ web site.

The application can be installed on a computer featuring a Windows Vista, Windows 7 or Windows 8 operating system. Installation is done by launching the **setup.exe** file.

📸 2N Helios IP Manager	
Welcome to the 2N Helios IP Manager Setup Wizard	-
The installer will guide you through the steps required to install 2N Helios IP Mar computer.	nager on your
WARNING: This computer program is protected by copyright law and internation Unauthorized duplication or distribution of this program, or any portion of it, may r or criminal penalties, and will be prosecuted to the maximum extent possible und	nal treaties. result in severe civil ler the law.
Cancel < Back	Next >

A security warning will be displayed during the installation; please accept it by pressing the Yes button.

2.2 Licensing

Application Licensing

The $2N^{\textcircled{8}}$ Helios IP Manager is supplied as a 30-day demo version. The demo version functionality is limited to up to five devices to be configured within one project. The following licences are available:

Available Licence

Licence	Max devices	Expiry
Without licence	1	Unlimited
Demo version	5	30 days
Part No. 9137911	5	Unlimited
Part No. 9137912	20	Unlimited
Part No. 9137913	50	Unlimited
Part No. 9137914	Unlimited	Unlimited

Licence Request

A unique PC identifier is required for licence generation. Press the **Request new licence** button to get the identifier. Contact your local distributor for your licence.

2N [®] Helios IP Manager	🗋 New 🦢 Open 📑 Save 🐻 Save As 👔 Upload	
Settings	Settings Licence Attendance	
2N [®] Helios IP Manager Version 2.7.0.0	Using valid licences for specified User Request new licence	
The 2N [®] Helios IP Manager application serves in setting up and	Activated Activated Start Expire Expire Days Days Left	
administering intercoms from the 2N [®] Helios IP Family. This version supports following devices:	Friday, August 02, 2013 Owner Name: TestTeam	
• 2N [®] Helios IP Verso	Max users Unlimited Max devices 50	
• 2N [®] Helios IP Vario • 2N [®] Helios IP Force	Friday, November 22, 2013 Owner Name: TestTeam	
• 2N [®] Helios IP Safety • 2N [®] Helios IP Uni	Max users Unlimited Max devices Unlimited	
• 2N [®] Helios IP Audio Kit • 2N [®] Helios IP Video Kit		
• 2N° SIP Speaker For technical issues with this product, please contact our technical support at <u>support 2n.cz</u> or find local partner on <u>www.2n.cz</u>		
© 2N TELEKOMUNIKACE a.s.		
👗 Users		
Subser Groups		
C Zones		
Devices	Show expired licences	
Time Profiles		
Settings	Add new licence lile	

Caution The licence is limited to the computer on which the unique identifier was generated. Tip FAQ: License for 2N® Helios IP Manager - How to get it

2.3 Application Controls



The application window is divided into several sections (see the figure below).

Toolbar

A configuration backup for the intercoms to be administered is saved on the system administrator's PC as an **hproj** file. The file can be saved and/or loaded to/from a file or to any of the intercoms using the toolbar buttons.

- **New** set up a new project.
- Load open a project from a file.
- **Save** save a project in a file.
- Save as save a project in a new file.
- **Upload** send configuration to selected devices.

Tabs

The intercom configuration is divided into several areas between which switching is possible: use the tabs in the left-hand bottom corner of the application window.

🕑 Tip

Double-click on a tab to display a detailed list of items (users, zones, devices, etc.).



List of Items

Display the objects created (users, zones, devices, etc.) on a selected tab – system configuration section. Right click an item to display a context menu offering the actions related to the item.

Context Buttons

Use the context buttons for quick handling of the object displayed. The button count and functions depend on the currently chosen tab (system configuration section). Typically, the following buttons are available:

- Add or Create add or create a new item.
- **Delete** delete an item.

Configuration Cards

The configuration cards make the setup of the selected item clearer and well-structured.

2.4 Project Management

System Configuration BackUp

System configuration is always stored on the administrator's computer in the form of a configuration file (xml). Click **Save** to save the current configuration on a PC disk and click **Load** in the toolbar to load the configuration.

2N [®] Helios IP Manager	📔 New 🔂	Open 🗂 Save 👩 S	ave As 👔 Upload		
Users 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	User	Cards Groups	Zones Attendance		Add user
	User Detail	Name: Email:	Urbánek Róbert		
Vostatek Michal Vrána Jaroslav Vrzala Ondřej Výkonný ředitel Výrobní ředitel Výrobní ředitel Vároba v Konavář		Switch #1 code: Switch #3 code: Activation code:	Switch #2 code: Switch #4 code: Deactivation code:		
Users	Phone Nur	nbers			
Zones Zones Devices Time Profiles Settings	Phone 1: Phone 2: Phone 3: Deputy:	Phone 2329	Time profile	Station Ad	Idress Group call
	Debuty:		11		

Attention

The system configuration cannot be fully reproduced by loading data from a device. The complete system configuration is only saved in the configuration file on the system administrator computer. The configuration file is required for future system modifications; therefore, make sure you have backed it up properly.

Project Upload to Device

To apply the changes made in the system configuration to the intercoms administered, send the current configuration to the devices. Click the **Upload** button in the toolbar to send configuration to the devices. Simply tick off the checkboxes in the device list to select the intercoms to which the configuration will be sent.

2N [®] Heli	os IP Manager		New	🔂 Open 📑 Save 👩 Save A	5 👖) Upload			
Devices	Bulk edit 🕓					Search	Filter Devices		Add device
Filter Devices			Туре			Name	IP Address	Status	SW Version
Back Door		\checkmark	- 2	2N Helios IP Force		Back Door	10.0.27.70	Online	2.7.0.16.5
Marketing		\checkmark	1 2	2N Helios IP Vario with display		Main entry	10 0 27 64	Online	2.7.0.16.5
i 💿 Sales			i 2	2N Helios IP Vario with display	Up	bload		Online	2.7.0.16.5
e Service			1 2	2N Helios IP Vario with display	Ŀ	Upload Selected Dev	vices	Online	2.7.0.16.5
			<u> </u>	2N Helios IP Vario		Back Door		Online	2.7.0.16.5
						Main entry			
						Marketing			
						Service			
着 Users									
🚨 User Groups									
🚺 Zones									
Devices									
Time Profiles									
Settings									

Uploading data to devices

- Double-click on the **Devices** tab.
- Check off all the devices to which the configuration is to be sent.
- Press the **Upload** button on the toolbar.

\land Note

 Make sure that the network parameters have been set up correctly before sending configuration to the devices.



2.5 Language Localisation

The **2N**[®] **Helios IP Manager** application can be translated into any language. Press **Export localisation template** in the **Settings** menu to download the localisation file: 2NHeliosIPManagerLocalization.xml.



The texts bordered with <value> at the beginning and </value> at the end are to be translated.

```
<?xml version="1.0" encoding="utf-8" standalone="yes"?>
<helios>
  <version>2.7.0.0</version>
  <main>
   <data name="ActionButton">
      <value>Action Button</value>
    </data>
    <data name="ActionShadow">
     <value>Action Shadow</value>
    </data>
   <data name="ActivationCode">
     <value>Activation code</value>
   </data>
    <data name="ActivationCode ">
     <value>Activation Code:</value>
   </data>
   <data name="ActualState">
     <value>Actual State:</value>
   </data>
   <data name="AddGroup_Add">
      <value>Add selected user group</value>
   </data>
```

Press **Import custom localisation file** to upload the translated file to the **2N**[®] **Helios IP Manager**. Click **Use custom language localisation** (use the uploaded file) and **Use the default English language** (original English file) to select the language version. Restart the application to apply the language change.

3. Configuration

This section describes the configuration steps at **2N**[®] **Helios IP Manager.**

Here is what you can find in this section:

- 3.1 Zones
- 3.2 User Groups
- 3.3 Time Profiles
 3.4 Users
- 3.5 Devices

Recommended Configuration Steps

Prepare a plan of zones and devices before configuration. Then prepare the users, their hierarchy and requested validity limitations by time profiles.



During configuration you are advised to take the following steps:

Zone – an area/building secured with door intercoms. You can define any number of zones in the system with any hierarchies. When setting up a new configuration, make sure that one zone at least is created.

User group – a group of users of the $2N^{\textcircled{B}}$ **Helios IP** communicator system, which allows for an easier bulk assignment of access rights to multiple users. When establishing a new configuration, you are recommended to create one user group at least.

Time profile - helps you limit validity of some of the **2N**[®] **Helios IP** functions. With time profiles, you can control validity of phone numbers, lock codes, RFID cards, etc.

User - an individual using the intercom system. A system user may have access to a zone or may be available on a quick dial button (name tag) of any intercom in the system.

Device - every **2N[®] Helios IP** intercom in the application. A device is defined by its own IP address, communication port and access password.

3.1 Zones

An area or building entrance that is secured with door intercoms can be divided into so-called zones. Access to those zones can be restricted only to the people on a list.

Any number of zones can be defined in the system and their hierarchies can be set up as required. When setting up a new configuration, make sure that one zone at least is created.

2N [®] Helios IP Manager	📄 New 🕥 Open	🗂 Save 👩 Save As 🎢 Upload		
Zones 4		📩 🔝		🚱 Add zone
Administrativni budova	Zone Users	Groups Devices		Administrativni budova
Servis				Delete
	Zone Details			
	Zone Name:	Administrativni budova		
	Parent Zone:			
	Universal Code	8		
		Type new universal code	+	
		482977	×	
🚨 Users				
🚨 User Groups				
🚺 Zones				
F Devices				
🛅 Time Profiles				
🚺 Settings				

Creating Zone

- Go to the **Zones** tab.
- Display the **Add root zone** context menu in the item list.
- Enter the zone name.
- Press Create to confirm the zone creation.

Creating Subzone

Proceed from the highest superior zone while creating zone hierarchy.

- Go to the **Zones** tab.
- Display the Add child root zone context menu in the item list.
- Enter the zone name and choose the **Parent Zone**.
- Press Create to confirm the zone creation.

🕑 Tip

When creating a subzone, the currently selected zone is used as the implicitly set Parent Zone.

One or more universal numeric access codes can be assigned to each zone. These access codes can be used for a fast and secure access to a zone with intercoms equipped with a numeric keypad. The codes entered will apply to all the devices in the given zone.

3.2 User Groups

The **2N**[®] **Helios IP** communicator system users can be divided into user groups. The user groups allow for an easier bulk assignment of access rights to multiple users. When establishing a new configuration, you are recommended to create one user group at least.

2N [®] Helios IP Manager	🎦 New 🏠 Open	🗂 Save 👩 Save As 👘 Upload		×
User Groups 🗿			Add user gro	oup
Filter Groups	Group Users	Zones	Technical Suppor	t
Markeung Production			Delete	
Research and Development Sales	User Group De	tails		
Technical Support	Group Name:	Technical Support		
Users				
Ser Groups				
Zones				
Time Profiles				
🕕 Settings				

Creating user group

- Go to the **User Groups** tab.
- Display the Create group context menu in the item list.
- Enter the user group name.
- Press Create to confirm the user group creation.

Assigning Users to Group

Add or remove users to/from users groups in the **Users** folder. The list to the left shows the selected users and the list to the right shows the remaining users who are not assigned to this group. Move the users with the arrow buttons placed between the lists.

2N [®] Helios IP Manager	🎦 New 🏠 Open 🚦	🕽 Save 👩 Save As 🎢 Upload			
User Groups 🗿					🚑 Add user group
Filter Groups	Group Users	Zones			Technical Support
Arketing	Users in group			Users not in group	
Research and Development	Dolák Martin	2		Filter Users	
Sales	Hejna Radek	1		Antropius Šimon	2
Technical Support	Horniak Robin	K		Baroch Pavel	M
	Khalikov Visadi	X		Běla Roma	X
	Kosek Petr	M		Beran Michal	X
	Petrák Jiří	M		Bešta Josef	M
	Pipek Jaroslav	K		Bodešínský Oldřich	M
	Svoboda Pavel	X		Bolotyansky Iliya	K
	Urbánek Róbert	X		Bošek Jan	K
				Brůža Richard	K
				Brychta Hanuš	X
			69	Bubeníček Robert	
				Čepická Štěpánka	×
				Čerjak Ivan	
				Černín Petr	× 1
				Červa Martin	× 1
👗 Users				Chaloupka Milan	× 1
🐣 User Groups				Charvátová Iva	×
💰 Zones				Chrudimský Pavel	K
Devices				Člen představenstva	K
				Davidová Šárka	K
I ime Profiles				Dibelka Lukáš	× .
Settings				Dlouhá Petra	

Assigning User Group to Zone

Set access to one or more zones for a selected user group in the **Zones** folder. All the group users will then have access to the zones selected. Set the zone access by ticking off the checkbox behind the zone name – the accessible zone is then marked green.

2N [®] Helios IP Manager	🗋 New 🥁 Open 📑 Save 👩 S	ave As 🎢 Upload
User Groups 🔒	2 2 🙆	
Filter Groups	Group Users Zones	
Production	Associated zones	
Research and Development	 Headquarters 	
Technical Support	R & D	
	Production	
	4. floor	 ✓ ✓
🚨 Users		
🐣 User Groups		
💍 Zones		
F Devices		
[Time Profiles		
🚺 Settings		

3.3 Time Profiles

Time profiles help you limit validity of some of the **2N[®] Helios IP** functions. With time profiles, you can control validity of phone numbers, lock codes, RFID cards, etc.

2N [®] Helios IP Manager	🎦 New 🏠 Open 📑	Save 🔣 S	Save As 🚦	🖥 Uploa	ad					
Time Profiles	2728.								(H	Add time profile
Filter Time Profiles	Time Profile								Wor	king hours
Working hours										Delete
	Time Profile Detai	ls								
	Name:	Working I	nours							
	Activation Code:									
	Deactivation Code:									
	Days									
	Day	Active	From			То				
	Sunday:		0:00	* *	0	00	* *			
	Monday:	<	8:00	-	17	:00	*			
	Tuesday:	✓	8:00	-	17	:00	•			
	Wednesday:	•	8:00	-	17	:00	-			
	Thursday:	 ✓ 	8:00	-	17	2:00	Ē			
	Friday:	✓	8:00	V	17	:00	v			
	Saturday:		0.00	•	0	.00	•			
着 Users										
🙈 User Groups										
🔇 Zones										
F Devices										
Time Profiles										
i Settings										

Creating time profile

- Go to the **Time Profiles** tab.
- Display the **Create time profile** context menu in the item list.
- Enter the time profile name, validity term and activation codes if any.
- Press Create to confirm the time profile creation.

3.4 Users

A system user is an individual using the intercom system. A system user may have access to a zone or may be available on a quick dial button (name tag) of any intercom in the system.

2N [®] Helios IP Manager	🗋 New 🥥 Open 📑 Save 👩 Save As 👘 Upload				
Users 🔍 🌉 🚑 🕙	2	â 🤼			🚑 Add user
Filter Users	User	Cordo Groupo	Zapes Attendopco		Urbánek Róbert
👗 Svoboda Jan 🛛 🔺	User	carus Groups	Zones Allendance		
🍰 Svoboda Pavel					Delete
Technical Support	User Detai	Is			
🚨 Technický ředitel					
🚨 TestTeam		Name:	Urbánek Róbert		
🚨 Toman Lukáš		Email:			
🚨 Truneček Petr	1				
👗 Tůma Daniel					
Tušek Václav					
👗 Učtárna					
Litří Uhlíř Jiří	Change pho	nto			
Urbánek Róbert	onungo priv				
Valenta Antonin	Remove ph	oto			
Vincalek Kamil					
	Codes				
Voslajerova Jana		Switch #1 code:	Switch #2 code:		
Vrala Jaroslav Vrzala Ondřej		Switch #2 and as	Switch #4 and a		
Výkonný ředitel		Switch #5 code:	Switch #4 code:		
Výrobní ředitel					
		Activation code:	Deactivation code:		
着 Users					
🐣 User Groups	Phone Nur	mbers			
🚺 Zones		Phone	Time profile	Station Address	Group call
Devices	Phone 1:	2329	×		
Time Profiles	Phone 2:		Y		_
Settings	Phone 5:				
	Deputy:				

Creating user

- Go to the **Users** tab.
- Display the **Add new user** context menu in the item list.
- Enter the user name and abbreviated name.
- Enter the activation codes and set up a photo if necessary.
- Press Create to confirm the user creation.

Assign one or more telephone numbers and a deputy to be called if the user is unavailable to each user. Enter the address of the PC (**Station Address**) on which the HipEye application is installed.

🧭 Tip

 Users can be assigned to user groups for bulk setting of access rights to multiple users – refer to Subs. 3.5.

Assigning RFID Card to User

RFID cards are used for identifying a user in a system. One or more RFID cards can be assigned to a user. The user RFID cards are edited in each user's **Cards** folder.

2N [®] Helios IP Manager	🗋 New 🥥 Open 🛅 Save 👩 Save As 🎢 Upload	
Users 🔍 🌉 🚑 🕙	2 🚠 🔍 📣 🔍	🚑 Add user
Filter Users	User Cards Groups Zones Attendance	Urbánek Róbert
 Švoboda Pavel Technical Support Technický ředitel TestTeam Toman Lukáš Truneček Petr Tůžek Václav Účtárna Uhíř Jíří Utanek Róbert Valnek Antonín Vinčálek Kamil Vodička Roman Vošlajerová Jana Voštatek Michal Vráta Jaroslav 	Card Enabled Card ID: 1*0003349438 Time Profile: Description:	Add Card
Vrzala Ondřej Výkonný ředitel Výrobní ředitel Várobní ředitel Várobní ředitel Várobní ředitel		
Lusers		
User Groups		
Zones		
Settings		

Creating user card using PC-connected USB card reader (Part No. 9137420E)

- Press Add card.
- Press the green button behind the Identification box.
- Tap the card on the reader (the card number will be filled in including prefix 1*).
- Click Create to confirm the card creation.

Creating user card by intercom card reading

- Read the card in the terminal and find its number in the Card reader / Access log menu in the web configuration interface.
- Press Add card.
- Fill in the card number.
- Click Create to confirm the card creation.

Assigning User to Group

Assign users to one or more user groups in the **Groups** folder. User groups are used for bulk setting of access rights to multiple users. Tick off the checkbox in front of the group to assign a user to the selected group.

2N [®] Helios IP Manager	🎦 New 🎧 Open 🛅 Save 🛃 Save As 📸 Upload	
Viewe Hetios IP Manager	New Open Save As Image: Save As Upload Image: Save As Upload Image: Save As Image: Save As Image: Save As </td <td>C X Add user Urbánek Róbert</td>	C X Add user Urbánek Róbert
Time Profiles Settings		

Assigning User to Zone

Assign the user access rights to individual zones in the **Zones** folder. Tick off the checkbox behind a selected zone name to permit access to the zone. If access to a zone is permitted, the zone is marked green. If a zone is marked green even without the checkbox being selected, the user has access to the given zone due to its assignment to a user group that has access to that zone.



Monitoring Attendance

Enable/disable user attendance monitoring in the **Attendance** folder.





Phone Book Import

Use the phone book importing function (**Import Phonebook**) next to the user adding function on the **Users** tab for batch adding of users into the database - see the figure below.

2N [®] Helios IP Manager	📄 New 😂 O	pen 💾 Save 🛃 S	ave As 🎢 Upload			
Users 🔍 🌉 📄 🚑				Search	Filter Users	🚑 Add user
Filter Users 7 Import	Phonebook	Personal Code	Email	Phone 1		
🚨 Users						
🚨 User Groups						
C Zones						
E Devices						
Time Profiles						
Settings						

Then select the appropriate **csv** or **txt** file for the imported data.

Phone Book Import File Format

- Create a file using any plain text editor.
- The file extension must be .csv or .txt.
- If containing a national alphabet, the file must be saved as **UTF-8**.
- The file consists of plain text rows; one row per user.
- Each row consists of one or more sections separated with a comma, semi-colon or tabulator.
- The separator may not be included in the section text.
- Redundant spaces must be removed.
- The sections are arranged in a **fixed sequence**: the remaining data are ignored on the row.
 - Username
 - E-mail
 - Phone 1
 - Station 1 address (IP address of the PC on which the 2N[®] Helios IP EYE application is launched).
 - Phone 2
 - Station 2 address
 - Phone 3
 - Station 3 address

Example:

Suppose you want to add the users specified below to the database. For this purpose, station address means the IP address of the PC on which the $2N^{\textcircled{R}}$ Helios IP EYE appli cation is launched.

Username	E-mail	Phone 1	Station 1 address	Phone 2	Station 2 address	Phone 3
Smith George	george.smith@colny.us	<u>2</u> 552667	10.0.27.40			
Williams John	john.williams@colny.us	25526 65		25526 66		154175431

The imported **CSV/TXT** file must contain the following rows:

Smith George;<u>george.smith@colny.us</u>;2552667 Williams John;<u>john.williams@colny.us</u>;2552665;;2552666;;15417543111;10.0.27.39

The imported file then adds the users to the database:

2N [®] Helios IP Manager	🗋 New 🔂	Open 🗂 Save 🛃 S	Save As 👩 Upload			
Users A A A A A A A A A A A A A A A A A A A	User	Cards Groups	Zones Attendance			Add user Williams John Delete
	User Detai	ls				
		Name: Email:	Williams John john.williams@colny.us			
	Change pho Remove pho	oto				
	Codes					
		Switch #1 code:	Switch #2 code:			
		Switch #3 code:	Switch #4 code:			
		Activation code:	Deactivation code:			
🏯 Users						
🚨 User Groups	Phone Nur	nbers				
🔇 Zones		Phone	Time profile		Station Address	Group call
E Devices	Phone 1:	2552665		×		
[] Time Profiles	Phone 2:	2552666		×	0.0.07.00	
Settings	Phone 3: Deputy:	15417543111		Y 1	0.0.27.39	v

Note

If there is a username in the TXT/CSV file to be imported that already exists in the **2N[®] Helios IP Manager** database, the existing user parameters will be overwritten. This approach helps update some user parameters (phone number, etc.) via import.

SN

3.5 Devices

Every $2N^{\textcircled{R}}$ Helios IP intercom is represented by the so-called **device** in the application. A device is defined by its own IP address, communication port and access password.



Adding Physical Device to System Configuration

- Go to the **Devices** tab.
- Display the **Add new device** context menu in the item list.
- Select a device from the list in the Network Scan window or select manual entering (enter the device name, IP address, access data and 2N® Helios IP type, and select zone).
- Press Create to confirm the device creation.



Note

The device name is used for easily distinguishing devices in lists. It does not affect the system function and is chosen by the system administrator.

Having created a device, download the device configuration in the Settings / Maintenance folder using **Download settings from device**.

🕑 Tip

- In the Offline mode, the application does not communicate with the given device. The function is useful for creating configuration without access to the given device.
- In the Auto refresh mode, information on the device is updated online. Disable the function to restrict the current communication between the application and the intercoms via the network.

Setting Phone Book

Set the users to be called from the selected device via the quick (speed) dial buttons in the **Buttons** folder, .

🔥 Caution

A user added to the phone directory is not assigned access rights automatically. Such user can only be called. Add a user to a zone with the selected intercom to configure its access rights.

Logical Folder

Use the folder to assign users to phone directory positions. Click on the ... button and select a user from the list to assign a user.

Devices R Bulk edit	dd device
Piter Devices Device Buttons Display Settings Zadní v	chod
O Marketing Logical 1 - 100 101 - 200 201 - 300 301 - 400 401 - 500 501 - 600 601 - 700 701	- 800
Obchod Physical 1001 - 1100 1101 - 1200 1201 - 1300 1301 - 1400 1401 - 1500 1501 - 1600 1601 - 1700 1701	- 1800
 Servis 1 Oddělení Obchodu 21 Hora Jakub 41 Rospíšil Miroslav 61 	
2 Oddělení Marketingu 22 🦹 Hromádka Stanisle 42 👮 Rada Vilém 62	
3 Oddělení Technické por 23 🙀 Janeček Lukáš 🛛 43 😭 Saláková Anna 🛄 63	
4 24 🤶 Ježek Ondřej 💷 44 👷 Sláma Josef 💷 64	
5 25 🙀 Jindrová Olga 45 🙀 Slezák Radim 65	
6 26 👷 Kepka Ladislav 💷 46 🎊 Šmídová Dominika 66	
7 👷 Adamec Karel 🛄 27 👷 Kindi František 🛄 47 🥷 Soukup Karel 🛄 67	
8 🧕 Bayer Tomáš 🛛 28 🌺 Kličková Růžena 🛄 48 👰 Stejskal Marek 🛄 68	-
9 🧝 Beneš Petr 🔛 29 🧝 Klíma Petr 🛄 49 🧝 Sýkorová Anežka 🛄 69	
10 🧝 Bláha Oldřich 🔛 30 🧕 Kroupa Boris 🛄 50 👰 Talpová Ludmila 🛄 70	
11 👷 Blažek Adam 🛛 31 🧕 Kučera Leoš 💷 51 👷 Tůma Martin 🛄 71	
12 😭 Brabcová Lenka 🛄 32 🧕 Linková Lucie 🛄 52 🧕 Votavová Pavla 🛄 72	
13 👷 Čermák Jan 🛛 33 🧟 Marešová Miroslav 53 🗛 Zahradníková Tere 73	
14 🧝 Černá Jana 🔛 34 👮 Mošová Marie 🛄 54 曼 Zeman Cyril 🛄 74	
15 🧖 Dušková Petra 🛄 35 👰 Mužík Tomáš 🛄 55 🧕 Zimová Kamila 🛄 75	
🚨 Users 16 🕵 Dvořák David 🛛 36 👰 Němec Vladimír 💷 56 👰 Zolotarová Marika 76	
User Groups 17 🕵 Eliáš Mirek 37 💁 Novotná Marie 57 77	
C Zones 18 2 Hájek Jiří 38 2 Pincová Zuzana 58 78	
19 A Hejduková Hana 39 Pinkavová Kateřin 59 79	
20 Hejlek Evžen 40 Vert 60 80	
Seungs	P

Note

 The count of phone directory positions depends on the model and licence of the given device.

🧭 Tip

Configuring the phone directory, consider the planned use of 2N[®] Helios IP and extending button modules (extenders). The first six phone directory positions are used for the 2N[®] Helios IP buttons and positions 7 – 54 are assigned to extenders.

Physical Folder

Use the folder to assign users to speed dial buttons. To add the extenders and info panel, right click on the lower $2N^{\mbox{\ensuremath{\mathbb{R}}}}$ Helios IP image and select the type in the context menu. Use the Display folder in the main folder to set speed dialling in display-equipped models.

2N [®] Helios IP Manager	🗋 New 🥥 Open 🛅 Save 🖾 Save As 🎢 Upload	
Devices 🛃 Bulk edit		Add device
Filter Devices	Device Buttons Display Settings	Marketing
📱 💿 Administrativní vchod	Device Dutons Display Settings	
🔋 💽 Marketing		
Cobchod	Physical	
Servis		
2adni vchod		
	Černá Jana 1	
	Janeček Lukáš 2	
	Slezák Radim 3	
	•	
	680 +	
🚨 Users		
User Groups		
🔇 Zones		
Devices		
Time Profiles		
🕕 Settings		

Setting Display

Set the information to be displayed on $2N^{\textcircled{R}}$ Helios IP in the **Display** folder. Use the folders below to set the display parameters.

Theme Folder

Use the folder to set the colours for status screen elements displayed during calls and at relax. Also set the default colour layout and font for the phone directory items to be displayed.



Localisation Folder

Use the folder to set the button name tags and status reports to be displayed on $2N^{\textcircled{8}}$ Helios IP.



Phonebook Folder

Use the folder to create the phone directory to be displayed on $2N^{\otimes}$ Helios IP. Add users and user groups to the phone directory structure.

Set the colour scheme and font for each item. Select **Theme** before adding an item to the phone directory for bulk setting.

Use the content menu displayed by the right-hand mouse button to arrange and remove items. A group is processed as a single item containing users assigned to the given user group. The list is updated after every change and new users are added to the end of the group. Arrange the group users alphabetically in the context menu.



A Caution

A user added to the phone book is not assigned access rights automatically. Such user can only be called. Add a user to a zone with the selected intercom to configure its access rights.

Name Tags Folder

Use the folder to assign users to the speed dial buttons and set information to be displayed by the display-equipped $2N^{\textcircled{B}}$ Helios IP models. Either set the name tags in the application, or use an image of your own for the background depending on the selected layout type.

Layout types

- Single one item
- Double (horizontal) two items
- Quadruple four items
- Custom four items, own background image



In the **Custom** layout, press **Change Image** in the **Features** to add an image. The recommended image size is 320×208 pixels. A different size will be adjusted automatically.



Adverts Folder

 $2N^{\ensuremath{\otimes}}$ Helios IP allows you to display a set of selected images at idle time. Add any image from your PC to the list, such as your company logo, opening hours or advertisements. Use an image of the size of 320 x 240 pixels to avoid automatic size adjustment. Select the image switching time for each image.



Setting Device

Use the **Settings** folder to set all of the **2N[®] Helios IP** parameters. Refer to the **2N[®] Helios IP Configuration Manual** for parameter details. Click **Download settings from device** in the **Maintenance** folder to download configurations into the application.

2N [®] Helios IP Manager	📄 New 🎧 Open	🗂 Save 👩 Save As 🏠 Upload	
Devices 🛃 Bulk edit 🕘			Add device
Piller Devices	Device Buttons	Display Settings	Main entry
Back Door Main entry	Maintenance	Maintenance	
🛔 💽 Marketing	Network	Download settings from device	
Sales Gervice	Web		
	R Phone		
	Rtsp Server		
	W Picture		
	Keyboard		
	Audio		
	Camera		
	Display		
	Ntp Client		
	Switches		
	Email		
	Multicast		
	Syst on		
🚢 Users			
🙈 User Groups	Auto Opdate		
🚺 Zones	Licence		
F Devices	User Sounds		
[Time Profiles	Onvif		
Settings	Automation		

Attention

Click Upload network settings to device to upload the network parameters manually in the Network folder.

Bulk Parameter Configuration

Use the **Bulk Edit** mode for bulk configuration of parameters for multiple devices. Click on the **Bulk Edit** context menu in the list of items. Tick off the checkbox in front of the item name to select the device to be configured.

The values of the parameters on a white background are identical for all the selected devices. The grey-highlighted parameters are different for different devices and their values are not displayed. Once set, the value of the grey-highlighted parameter will be saved into all the selected devices.

Click the **Cancel Bulk Edit** button above the item list to quit the **Bulk Edit** mode.

2N [®] Helios IP Manager	📄 New 🏠 Open 🚦	🗂 Save 📧 Save As 🎢 Upload	
Devices Bulk edit Image: Filter Devices Image: Back Door	Settings	10 Mill 1440 0.10	
V i O Main entry	Network	SIP Audio Video Calls	<u> </u>
V I Warketing	Web	User settings	Registrar Settings
V Oscillation	A Phone	Display name:	✓ Registrar enabled
	Rtsp Server	User ID:	Registrar address:
	W Picture		Registrar port:
	Keyboard	Use authentication ID	5060
	Audio	Authentication ID:	Registration expire time [s]:
	Audio	Password:	120
	Camera		
	Display	Client settings	Other Settings
	Vrp Client	Domain:	Protocol:
	Switches	10.0.27.20	UDP protocol for sip
	Card Reader	Local SIP port:	Starting RTP port:
	Email	5060	5000
	Svel og	Proxy settings	5
	SysLog	Proxy address:	QoS DSCP for SIP:
🚨 Users	O Auto Update	10.0.27.20	0
遇 User Groups	User Sounds	5060	✓ Send keep alive packets
C Zones	Audio loop test		IP filter for SIP
Devices		SIPS settings	PRACK Enabled
Time Drofiles		Trusted certificate:	
Time Promes		User certificate:	
O Settings			V

🕑 Tip

The Bulk Edit mode facilitates setting of the parameters that are identical for more devices than one.

Copy Configuration

 $\mathbf{2N}^{\circledast}$ Helios IP Manager allows a user to copy configuration from one intercom to others. To copy configuration go to the context menu of the source intercom and choose the Copy configuration option.

2N [®] Helios I	IP Manager	🗋 New 🔂 Open 👔	🗂 Save 👩 Save As 🎢	Upload		
Devices Filter Devices	Bulk edit	Device Buttons	Display Settings			2N Helios IP Vario
2N Helios IP Va	Add new devid Refresh Bulk Edit Upload config Delete device	E e etails ation ne: ation Copy configurati Copy configurati Zone: Status Informati Last refresh: 19. 6. 2014 14:07:37 Product name: 2N Helios IP Vario Serial number: 54-0445-0160	2N Helios IP Vario 10.0.27.64 Offline mode Auto refresh	Port: 4	Licence type: Gold Licence key: Licence key: Licence key:	Export Configuration Delete
Lisers		7C-1E-B3-00-6B-EF Software version: 2.8.0.17.2			0 hours	
C Zones		Bootloader version: 1.4.0.6.0				
E Devices		Hardware version: 535v5				
🛄 Time Profiles		Buttons count: 6				
Settings		00:00:31				Y

This option opens a new window with two sides. To the right, you can choose the intercoms to which the configuration will be copied. To the left, you can choose the configuration parts to be copied. Click the **Copy Selected Settings** button to carry out copying.

Copy Configuration	
Copy from: 2N Helios IP Vario	
Copy to selected devices	Copy selected settings
2N Helios IP Vario2	Web
	Phone
	🗸 🌦 Rtsp Server
	V Picture
	Keyboard
	🗹 🌒 Audio
	Camera
	V Display
	Ntp Client
	Switches
	Email
	SysLog
	V 💭 Auto Update
	User Sounds
	Multicast
	Display - Phone Book
	Display - Themes
	V Display - Adverts
	Display - Name Tags
	Buttons
	Copy Selected Settings

Setting Extenders

Use the **Extenders** tab to configure the **2N[®] Helios IP Verso** extending modules.

Note

You can only edit the tab settings in case the Auto refresh checkbox on the Device tab is not selected. If it is selected, the current module settings are displayed without an editing option.

Modules Card

The **Modules** card displays a list of connected modules including configuration parameters. The settings depend on the module type and mostly allow you to:

- set the module user name,
- set the output power level,
- set the sequence of speed dial buttons,
- assign a switch/Wiegand output to the reader module,
- define the reader direction (arrivals, departures or both) for the 2N[®] Attendance System.



Backlight Card

Use the **Backlight Brightness Control** menu on the **Backlight** card to set the backlight level for each module during day and night.

In the **Signalling LEDs Brightness Control** section, set the signalling LEDs for each module: for example, the green/red LED signals card enable/disable on the reader module).

Modules	Backlight Brightness Control
Backlight	Brightness during Day: 50%
	Brightness during Night: 25%
	Signalling LEDs Brightness Control Brightness during Day: 50% Brightness during Night: 25%

4. Supplementary Information

This section provides supplementary information on the **2N[®] Helios IP Manager** prod uct.

Here is what you can find in this section:

- <u>4.1 Troubleshooting</u>
 <u>4.2 General Instructions and Cautions</u>

4.1 Troubleshooting



For the most frequently asked questions refer to <u>faq.2n.cz</u>.



4.2 General Instructions and Cautions

Please read this User Manual carefully before using the product. Follow all instructions and recommendations included herein.

The manufacturer shall not be liable and responsible for any damage incurred as a result of a use of the product other than that included herein, namely undue application and disobedience of the recommendations and warnings in contradiction herewith.

The manufacturer shall not make any warrant with regard to data loss or damage.

The consumer shall, at its own expense, obtain software protection of the product. The manufacturer shall not be held liable and responsible for any damage incurred as a result of the use of deficient or substandard security software.

The consumer shall, without delay, change the access password for the product. The manufacturer shall not be held liable or responsible for any damage incurred by the consumer in connection with the use of the original password.

While recording personal data, the consumer has to conform to the applicable local regulations.



2N TELEKOMUNIKACE a.s.

Modřanská 621, 143 01 Prague 4, Czech Republic Phone: +420 261 301 500, Fax: +420 261 301 599 E-mail: <u>sales@2n.cz</u> Web: <u>www.2n.cz</u>

xxx