



OPEN OPTIONS[®]
— ACCESS TECHNOLOGY —

PopID | PopEntry: Quick Start Guide



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The DNA Fusion™ Access Control Software and SSP™ Security System Processor shall be installed in accordance with this installation manual and in accordance with the National Electric Code (N.E.C), ANSI and NFPA 70 Regulations and recommendations.

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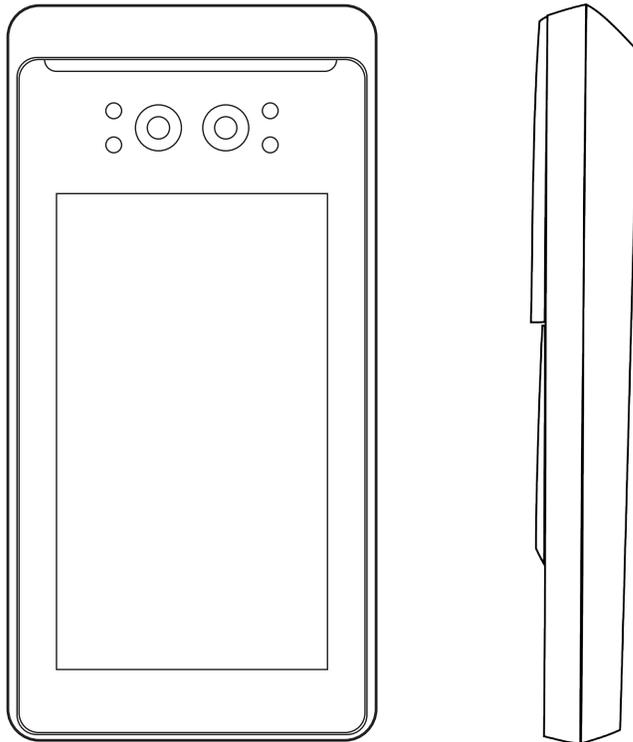
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PopID / Entry: Quick Start Guide

This guide covers the installation and configuration of the PopEntry facial recognition reader and Member registration in PopID. Registration of a Member in PopID, will require a Personnel Profile to be added in DNA Fusion.

PopEntry Reader



Installation

Step 1: *Wiring the PopEntry* - Wire the PopEntry as if the device was a reader on an access control panel. Do not power the PopEntry until all the wires are attached.

Step 2: *Registering the PopID Admin and Members* - Only one admin is allowed per organization. A URL will be sent to the organization from PopID with instructions on how to add an Admin Username and Password. Members must register through the Admin account and must have a smartphone with picture-taking capabilities available to register a "Member's" facial scan.

Step 3: *Adding the PopEntry to DNA Fusion* - Add the PopEntry as a reader in DNA Fusion. A PopID Card Format must be added to DNA Fusion. ID #'s must match the Card # in the Personnel Profile of the cardholder.

Additional Information - For Members having trouble with using the main method of registration, follow this alternative registration method.

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Wiring the PopEntry

A wiring harness is included in the PopEntry kit, allowing the device to use either a 12 Vac outlet plug or 12 Vdc power from an external power supply. See the table below for more information about the PopEntry wire harness connections.

To wire the PopEntry:

1. **Use** the 12 Vac outlet plug included in the PopEntry kit.

OR

Wire power to an external power supply (12 Vdc).

Use 18-gauge cables if an external power supply will power the PopEntry.

NOTE: Do NOT apply power until all the wiring is complete.

2. **Establish** an internet connection by wiring a Cat5 or Cat6 Ethernet cable to the PopEntry Ethernet port. The wire harness includes the Ethernet connection.

OR

Connect to the Wi-Fi network using the PopEntry connectivity settings.

3. **Wire** door strikes/locks to the wire harness.
4. **Wire** the wiegand cables to the controller or subcontroller's reader port.

POPENTRY	WIRE	READER PORT TERMINAL
GND	Black	GND
WG_OUT D1	Light Blue	CLK D1
WG_OUT D0	Yellow	DAT D0

5. After all the wires are attached, **apply** power to the PopEntry.

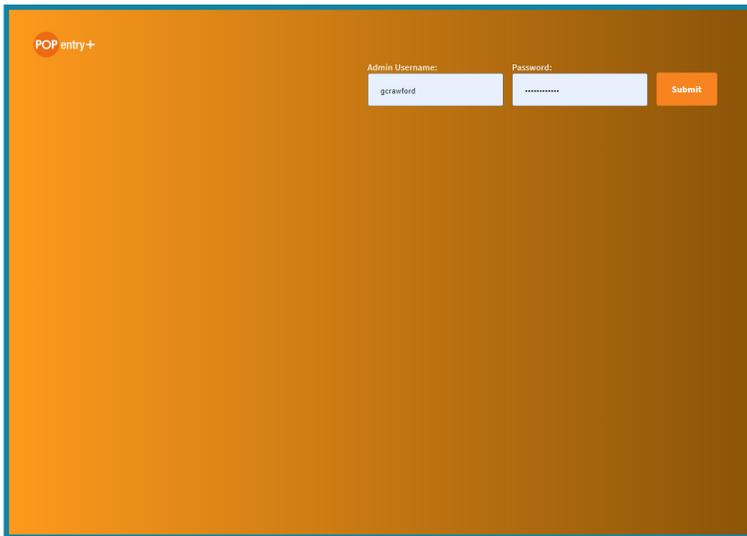
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Registering the PopID Admin and Members

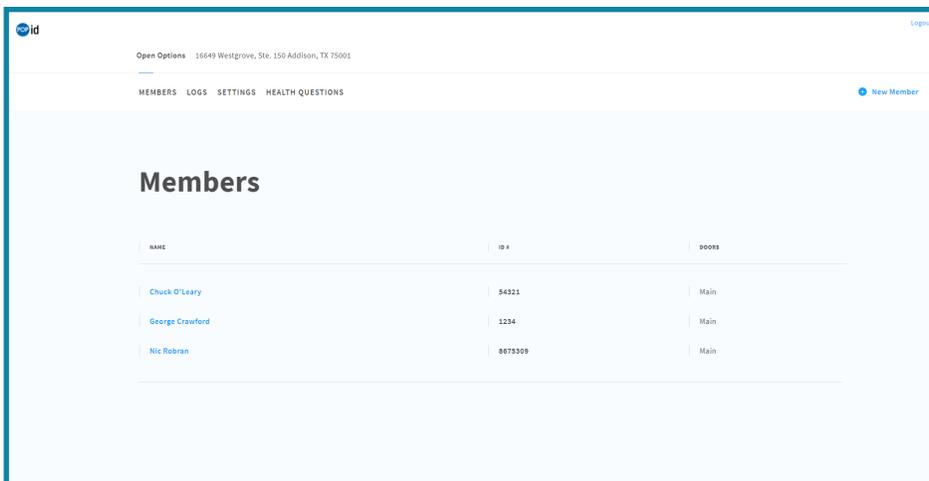
An organization is allowed one admin account for a site. The PopID team will create a registration URL for the organization. Once an admin account is set, the organization can begin adding Members.

To register a Member:

1. **Go** to PopID's registration webpage.
Link: www.popid.com/popentry/admin
2. **Enter** the Admin's Username and Password.

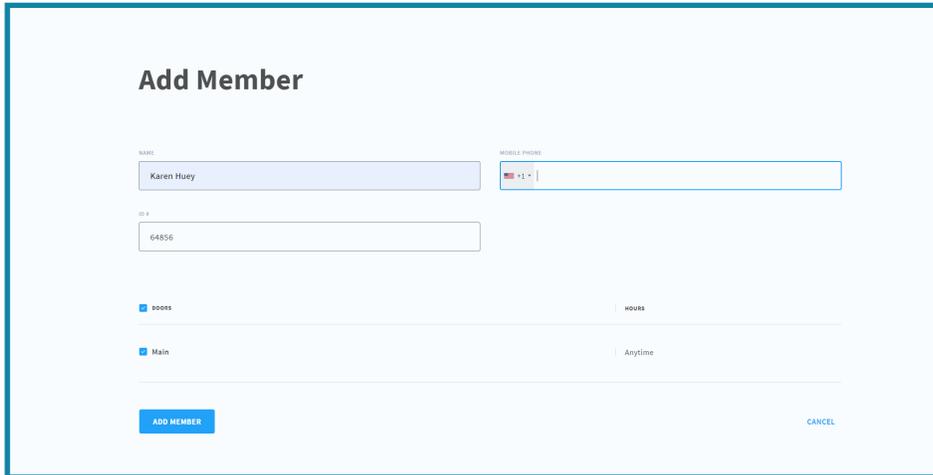


3. **Click** on the Submit button.
4. **Select** + New Member.

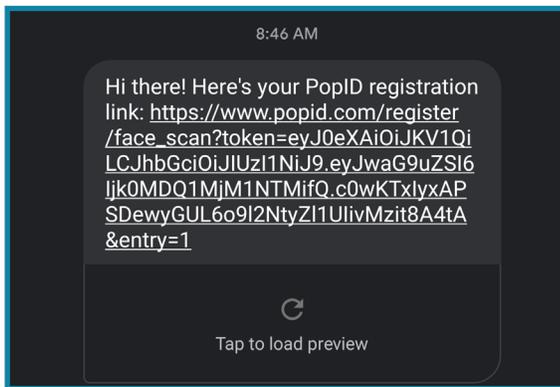


NAME	ID #	DOORS
Chuck O'Leary	54321	Main
George Crawford	1234	Main
Nic Bobran	8873309	Main

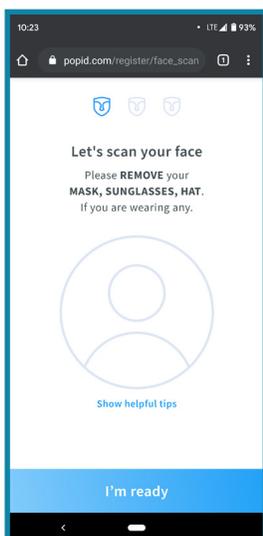
- In the Add Member webpage, **enter** the Member's Name, ID #, and Mobile Phone number. The ID # will be used as the member's Card number in DNA Fusion.



- Under Doors, **check** the boxes of the devices (Doors) that the Member can access.
- Click** on ADD MEMBER.
The Member will be sent a text message with further instructions.
- Tap** on the link in text message to begin the facial recognition process.



- Once the link is opened, **tap** on the I'm ready button.
- Take** a photo and accept the image.
The system will scan the photo and determine if the image is usable. If the scan fails, the Member can re-take the photo.

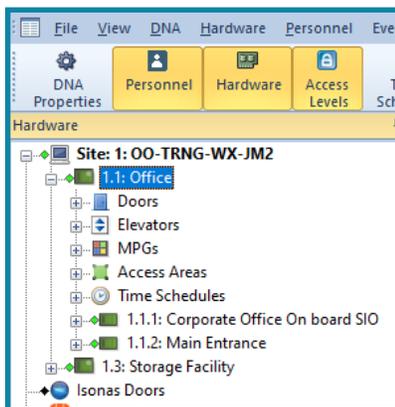
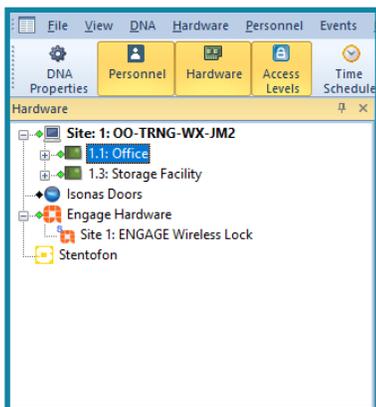


Adding the PopEntry to DNA Fusion

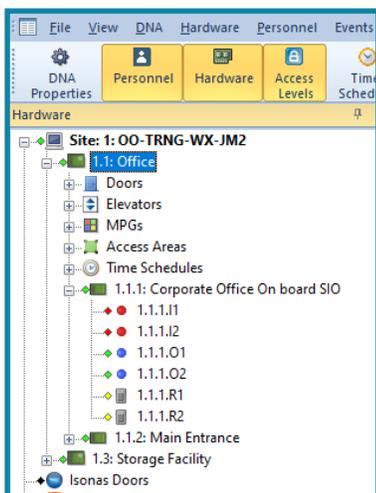
After adding Members in PopID, begin configuring the PopEntry and Members in DNA Fusion. This section explains how to add the PopEntry as a reader in DNA Fusion as well as adding matching Personnel Profiles with ID #s.

In DNA Fusion:

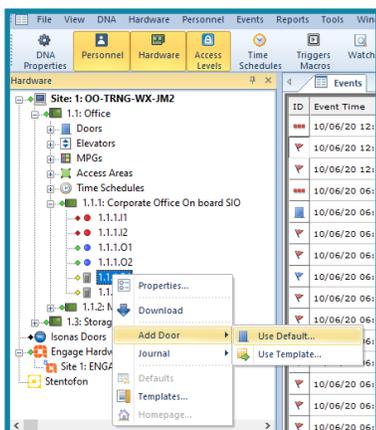
1. **Select** the Hardware browser.
2. **Expand** the hardware tree of the SSP that the PopEntry was wired to.



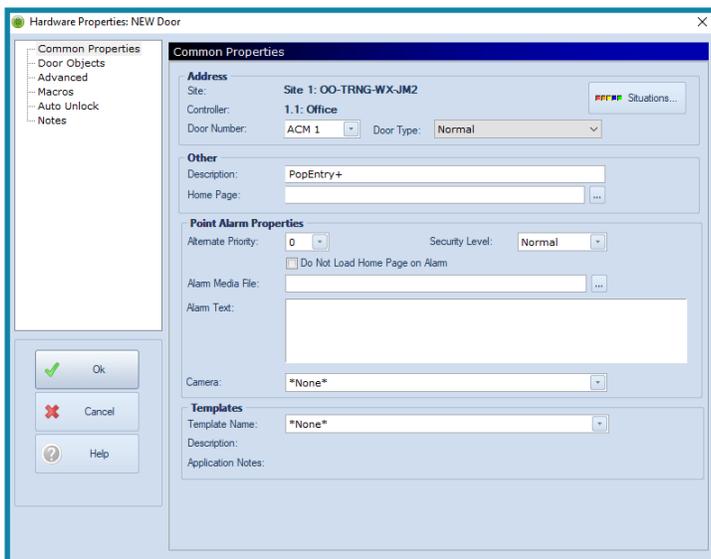
3. **Expand** the hardware tree of the on-board subcontroller.



4. **Right-click** on the reader icon.
5. **Click** on Add Door > Use Default.



- In the Hardware Properties: NEW Door dialog, **add** a Description and **select** Ok.

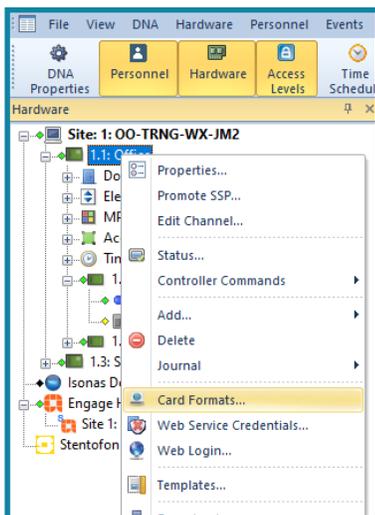


- Agree** to download the door settings.

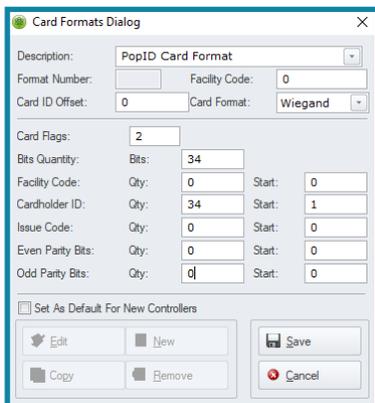
Creating the PopID Card Format

To add the PopID Card Format:

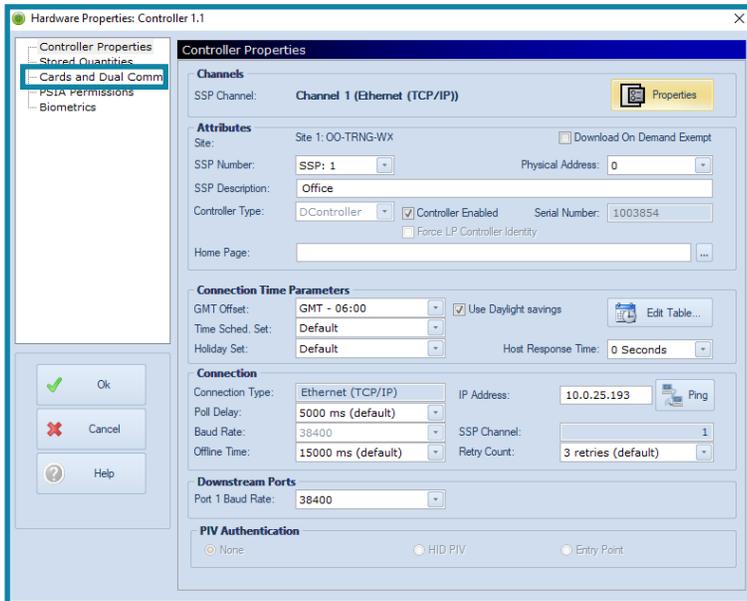
- Right-click** on the desired SSP (the SSP wired with the PopEntry).
- Select** Card Formats.



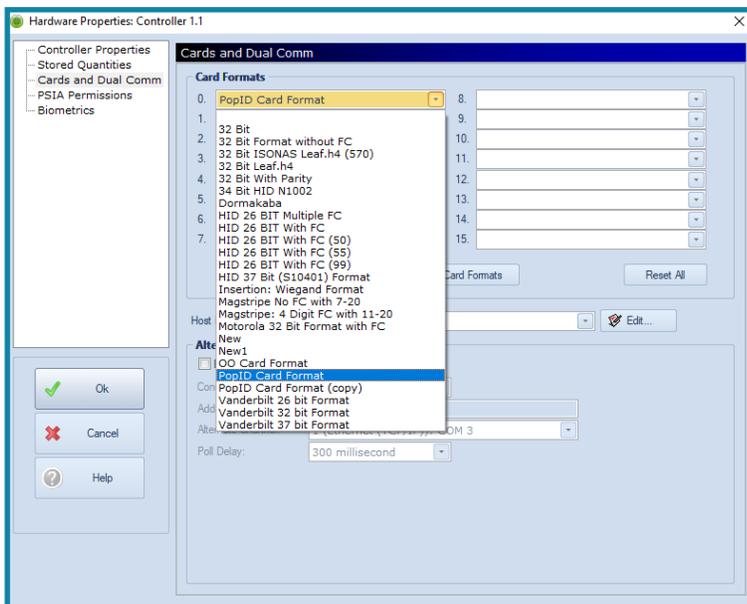
- Enter** the values that are in the image below.



4. **Click** on the Save button.
5. **Right-click** on the desired SSP.
6. **Select** Properties.
The Hardware Properties dialog opens.
7. **Click** on Cards and Dual Comm.



8. In the Card Formats section, **click** on an available drop-down menu.
9. **Select** the PopID Card Format.

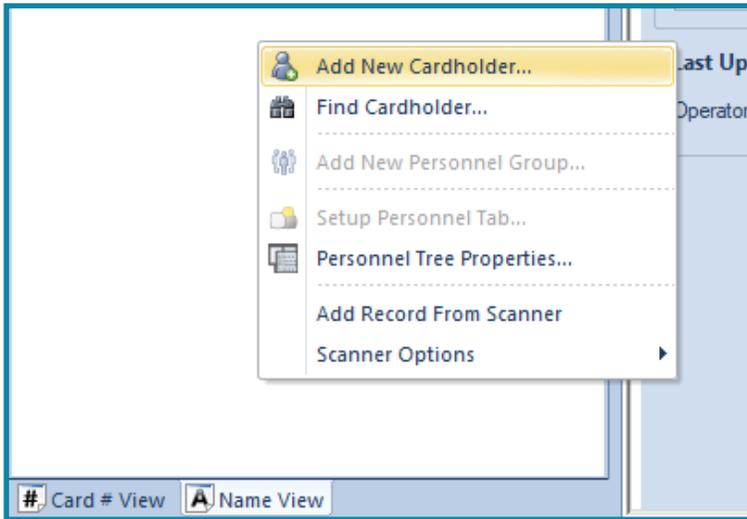


10. **Select** Ok and download settings.

Adding Members as Personnel Profile

To add a new Personnel Profile:

1. **Open** the Personnel browser.
2. **Right-click** on the inside of the Personnel browser and **select** Add New Cardholder.



A new Personnel Profile opens.

3. **Add** any desired information in the Employee Info tab.

4. **Select** the New Card tab.
5. In the Card text field, **enter** the ID #. [See page 6.](#)

6. **Enter** any other desired information in the fields.
7. **Right-click** inside the Personnel Profile and **select** Update.

Additional Information

This section covers how to delete Members on PopID and an alternate registration method.

How to Delete a Member on PopID

1. **Go** to the PopID registration webpage. [See page 5.](#)
2. On the Members list, **click** on the desired Member.
3. **Click** on the DELETE MEMBER button.

The screenshot shows a web form for managing a member. At the top, there is a text input field containing the number '75846'. Below this are two rows of toggle switches. The first row has 'DOORS' (checked) and 'HOURS' (unchecked). The second row has 'Main' (checked) and 'Anytime' (unchecked). A blue 'SAVE' button is positioned below the toggles. At the bottom of the form, a button with a trash icon and the text 'DELETE MEMBER' is highlighted with a red rectangular box.

Alternative Member Registration

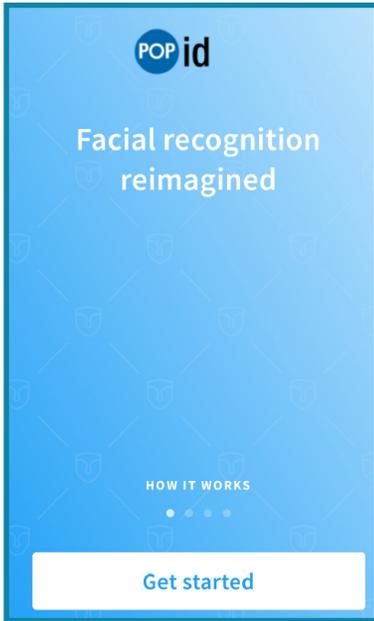
For Members without a smartphone/cellphone without a camera or are having trouble with taking a photo, follow this method of registration. A smartphone with photo-taking capabilities is required for the initial registration of the Member. The registering Member must have access to a cellphone capable of receiving text messages.

To register a Member:

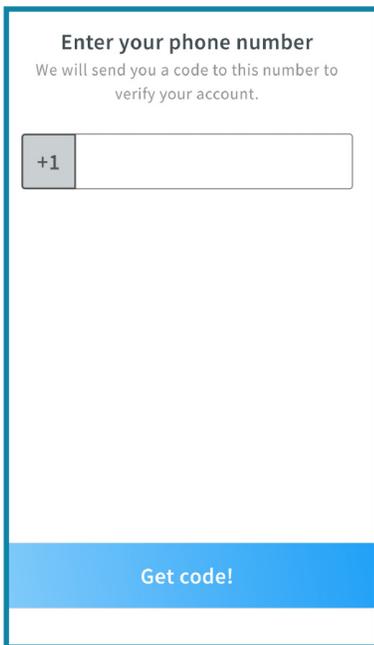
1. **Open** a internet browser and **enter** the following link.
Link: <https://www.popid.com/register>
2. **Enter** the cellphone number of the smartphone being used for the initial registration.
A registration link is sent to the number entered.

The screenshot shows the PopID mobile registration page. At the top center is the 'POPid' logo. Below the logo, the heading reads 'Enter your mobile number'. Underneath, a sub-heading states: 'We will then text you a link to continue your registration on your phone.' There is a text input field for the mobile number with a dropdown menu showing '+1' and a blue 'Send' button to its right.

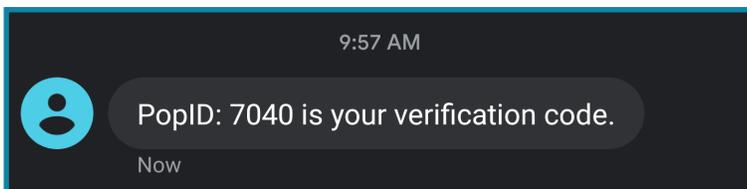
3. **Tap** on the registration link sent to the initial smartphone.
A PopID webpage opens.
4. **Tap** on Get started.



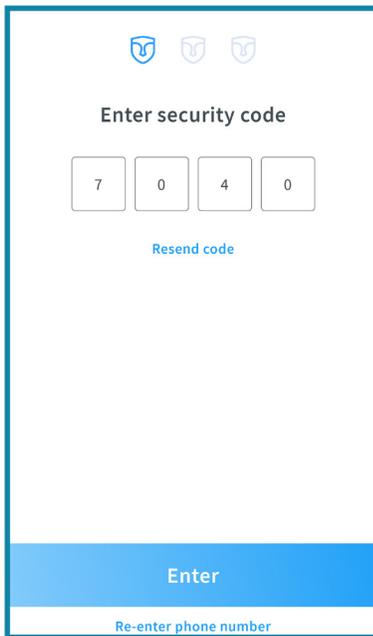
5. **Enter** the cellphone number of the Member.
Do not enter the number that was used for the initial registration.
6. **Tap** on Get code!.



7. **Enter** the code that was sent.



8. **Tap** on Enter.



Enter security code

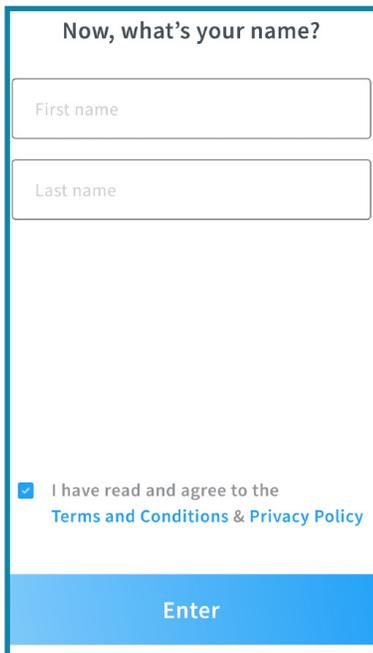
7 0 4 0

[Resend code](#)

Enter

[Re-enter phone number](#)

9. On the next webpage, **tap** on I'm Ready.
10. **Take** the photo or ask the Member to take a photo of their face. The system will begin to scan the photo.
11. Once the photo is accepted, **enter** the Member's First name and Last name.



Now, what's your name?

First name

Last name

I have read and agree to the [Terms and Conditions & Privacy Policy](#)

Enter

12. **Tap** on Enter.
The Member is now registered in PopID.



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