

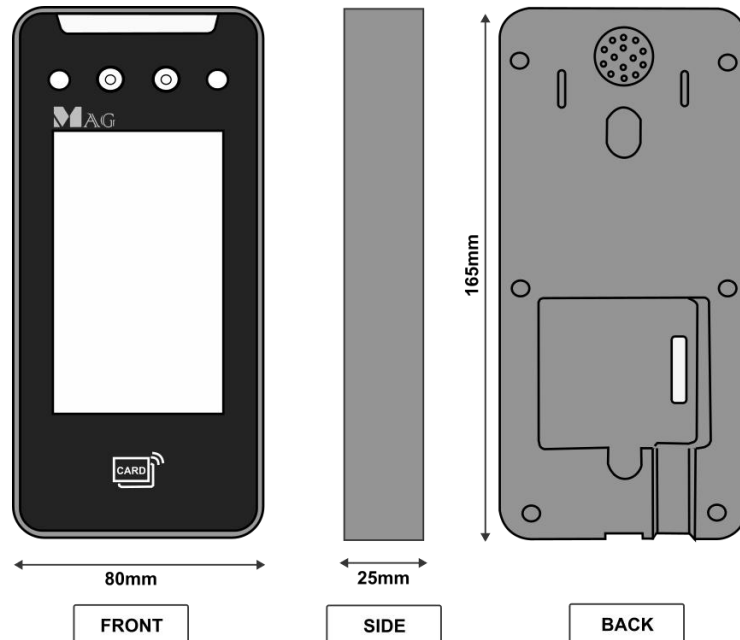
QUICK GUIDE



FA131 MAG Face Recognition Reader



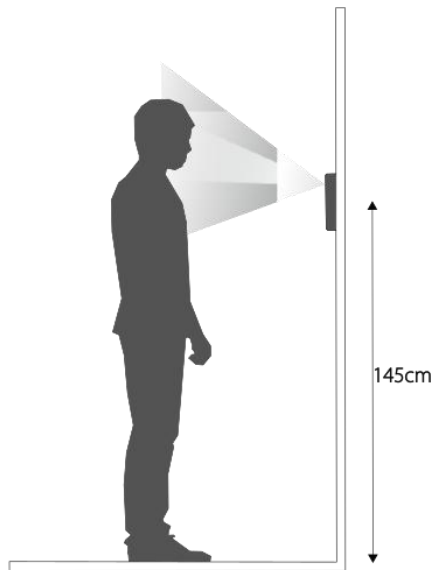
Device Dimension and Specification



Description	Parameter
Access Mode	Face , Card, or PIN Face + PIN, Face + Card, Card + PIN Face Only/Card Only/Pin Only
Validation Display	Name and avatar (enrolled picture as thumbnail)
Facial Scanning Range	Without live movement detection: 0.5-2.5m (normal sufficient lighting condition) With live movement detection: 0.5-1.5m (normal sufficient lighting condition)
Maximum User	5000 User
Dual Camera	1MP EWL ColorSense Camera and IRSense Camera
Display Screen	4 inch Full HD Capacitive touch screen
Operating System	LINUX
Relay Output	Lock Relay dry contact output (N.O, N.C and COM)
Push Button Input	Yes
Communication Interface	TCPIP or WIFI (stability is dependent on wireless signal quality)
External Wiegand Port	Yes, WG26/34 Output/Input
Power Supply	DC 12V, 2A
Ingress Protection	IP4X

Installation Recommendation

It is recommended to install 2m away from light source and 1.5m installation height from the ground

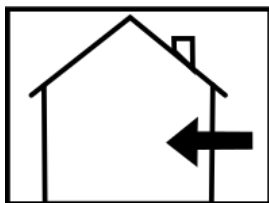


Recommended Installation Height
145cm ~ 160cm

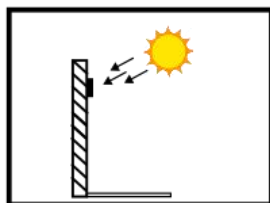
****Please note that the installation height is based on the average staff height.**

*the device should not be exposed to direct sunlight for long term stability. The LCD and internal electronic might be shorten significantly from direct sunlight exposure. It is recommended to install awning to protect the the reader.

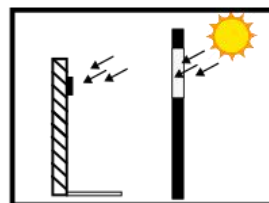
Recommended Locations



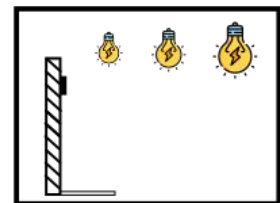
**Install Indoor
Only**



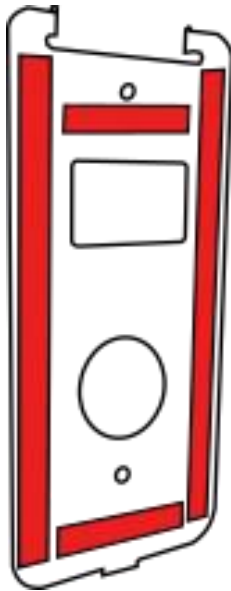
No Direct Sunlight



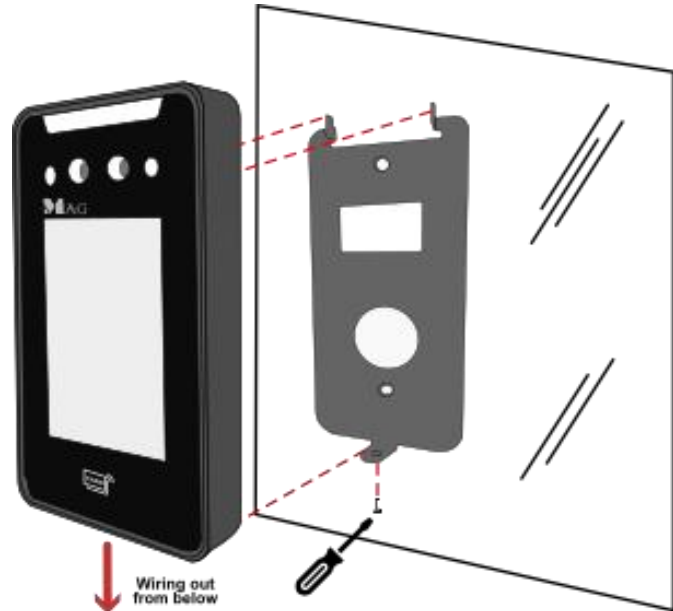
**No Indirect Sunlight
Through Window**



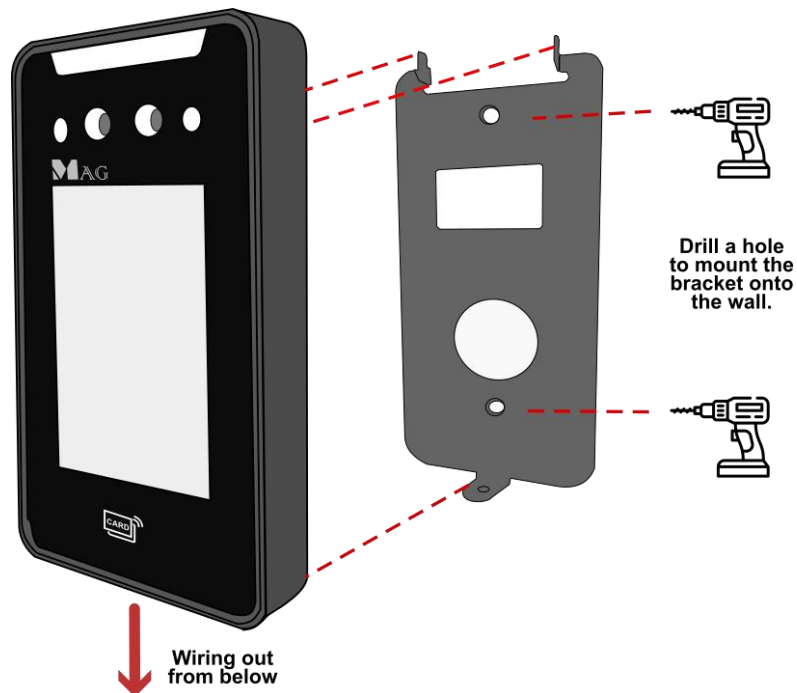
**Dont Too Close to
Light Source**

Installation on Glass Door/Wall

Use VHB/Industrial
Double Sided Tape

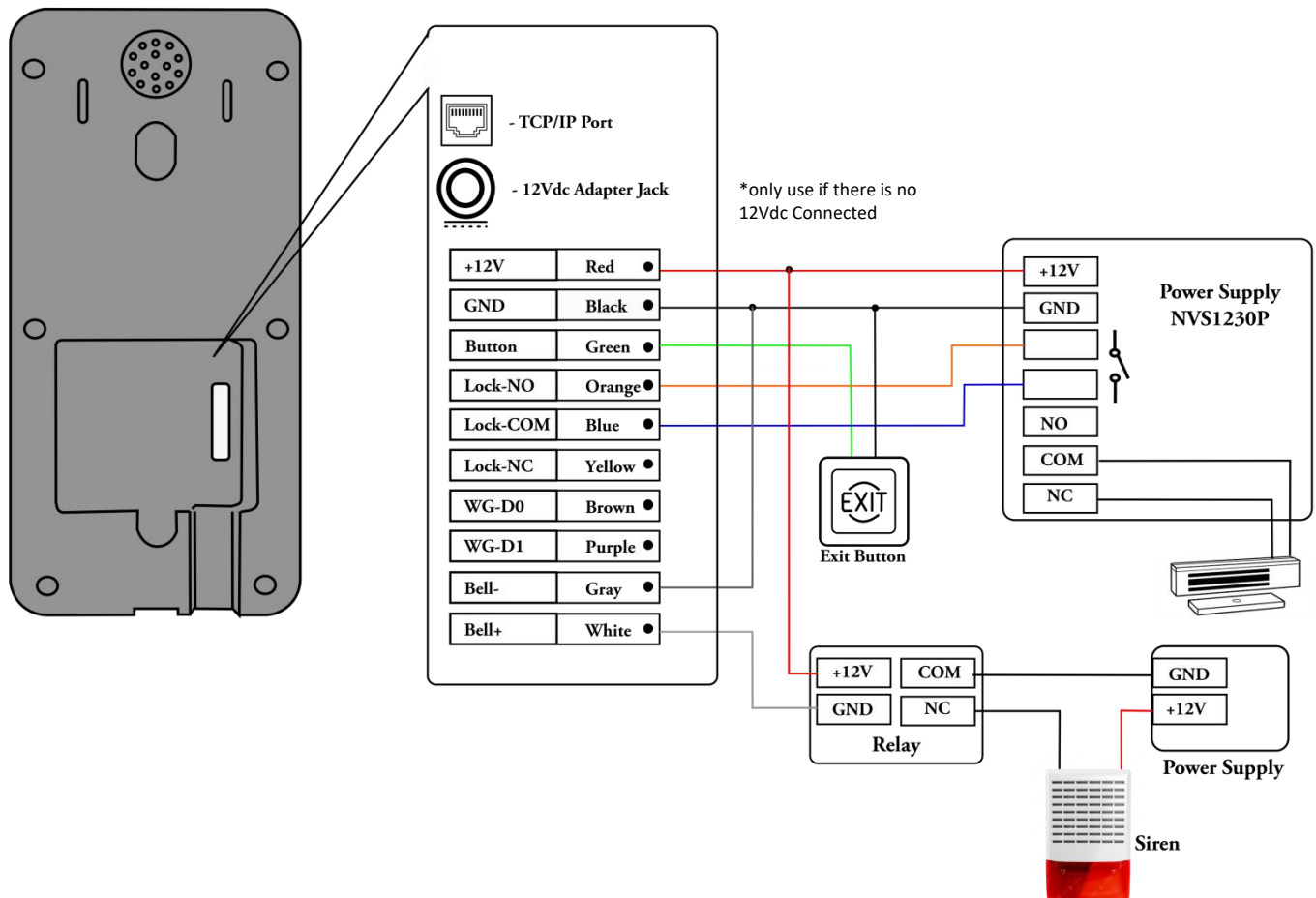


Install The Wall Bracket
and device to a Glass
Surface

Wall Mount Bracket Installation

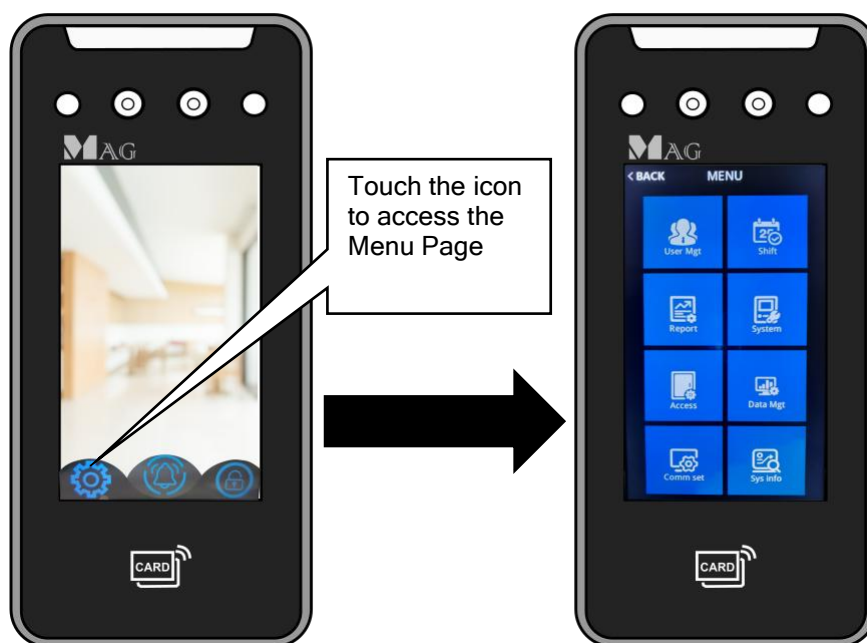
Installation to mount the bracket onto the wall

Wiring Diagram



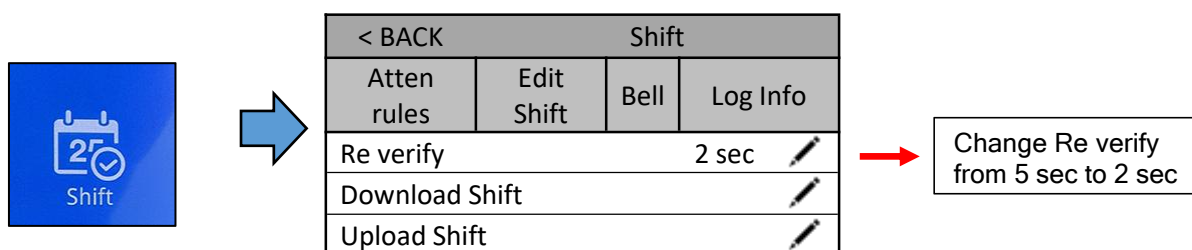
****Important:** If a 12V DC adapter is being used, do not connect an additional 12V DC power source to the device.

Functional Settings



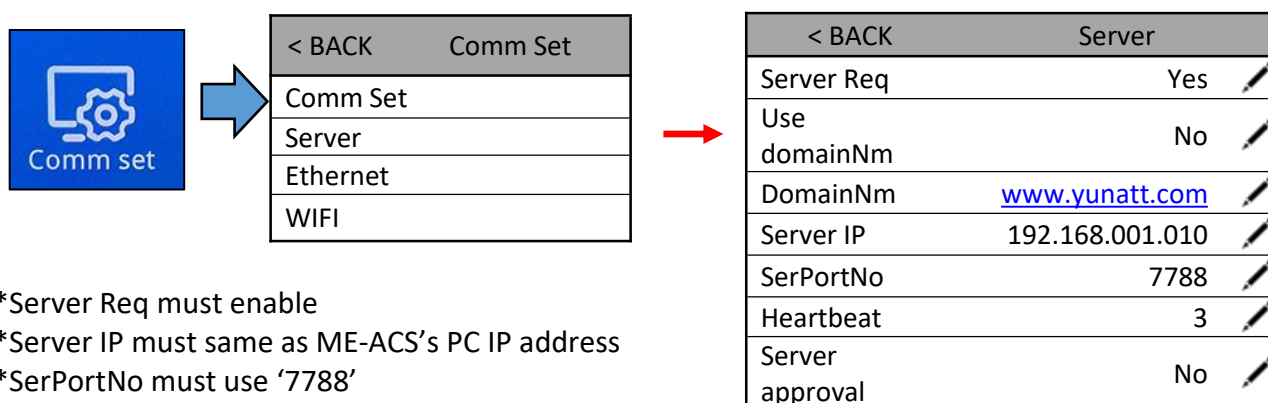
1) Frequency of sending event to ME-ACS software

- Touch the Shift Icon > Change Re verify from 5 sec to 2 Sec frequency



2) Sending event to ME-ACS software

- Touch the Comm set Icon > Server > Configure ME-ACS Server information



*Server Req must enable

*Server IP must same as ME-ACS's PC IP address

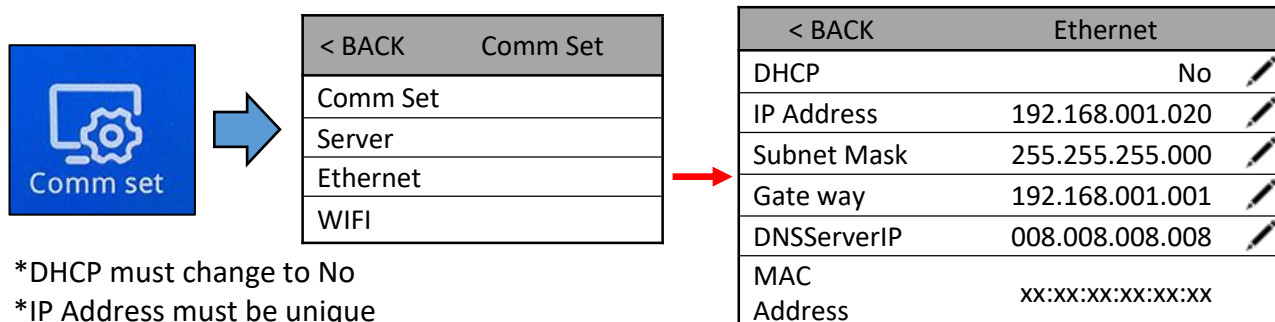
*SerPortNo must use '7788'

3) Reader network IP address

- Reader have a Ethernet and Wifi connection, please only choose one connection at a time

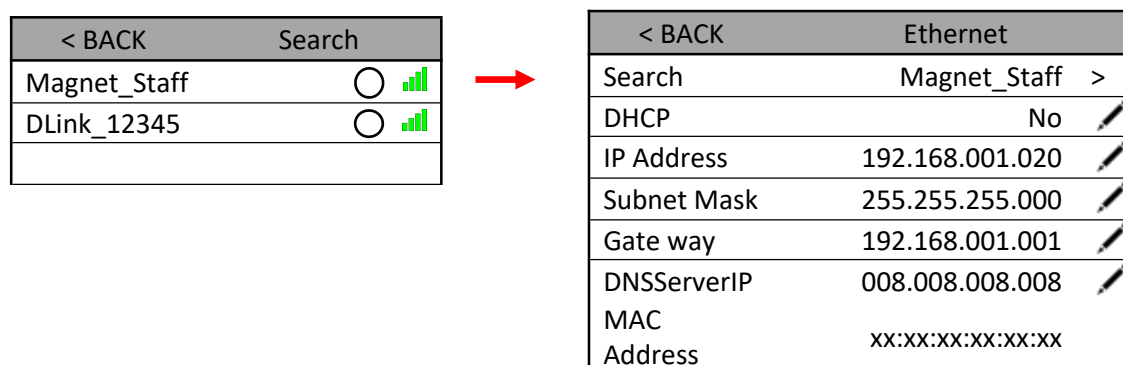
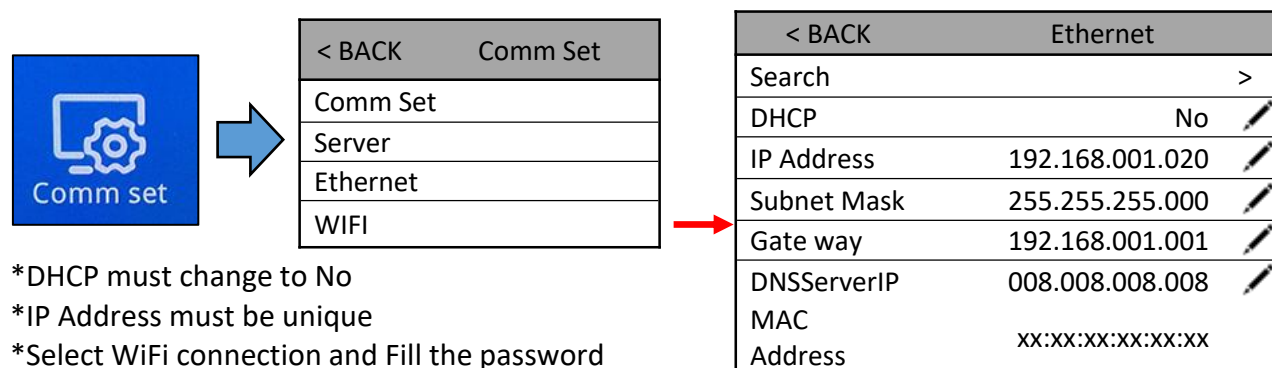
Ethernet Connection.

- Touch the Comm set Icon > Ethernet > Configure ME-ACS Ethernet information



WiFi Connection

- Touch the Comm set Icon > WiFi > Search








4) Relay output time

- Touch the Access Icon > Access > Configure Access information



< BACK	Access
Access	
Day timezone	
Week timezone	
Normal Open time	







< BACK	Access	
OD Delay	5 sec	
Stranger Access	No	
Door Passwords	*	
Alarm Output	No	
Users	No	

- * OD Delay = Relay trigger duration
- * Stranger Access = Allow open door with any face scan
- * Door Passwords = min 1 digit ~ max 8 digit pin code to open door
- * Alarm Output = to set Alarm Output is using Bell Output Port
- * Users = to enables how many valid user need to scan before can enter

5) Range and False Detection

- Touch the System Icon > Configure System information

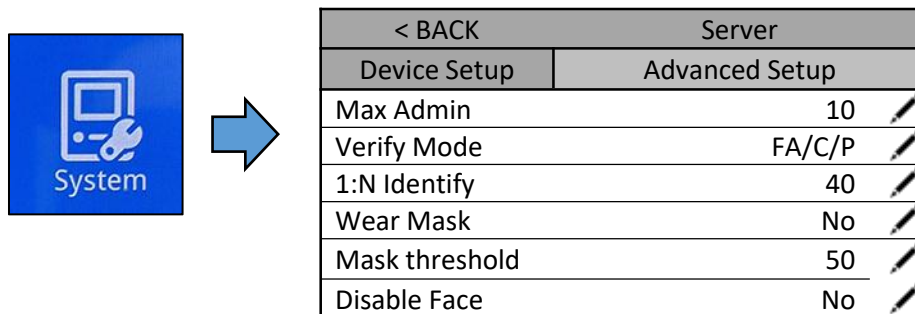


< BACK	System
Device Setup	Advanced Setup
Sleep Mode	15min 
Screen Saver Wakeup	Face 
Identify Distance	Long 
Bio-Assay	Yes 

- * Sleep Mode = Duration by minutes to turn off screen
- * Screen Saver Wake up = Wake up screen either by Face or Touch
- * Identify Distance = Short (0.5m) / Middle (1.5m) / Long (3m) Scanning Range
- * Bio-Assay = No = Allow displayed photo to access /
Yes = Not allow displayed photo to access

6) Detection Configuration

- Touch the System Icon > Configure System information



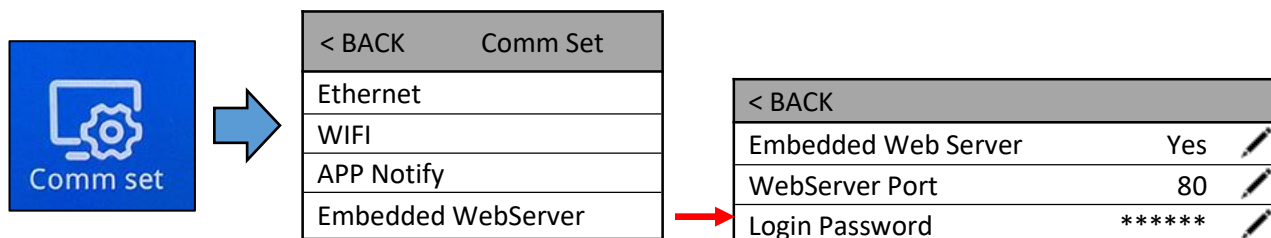
* Max Admin = How many operator to control the Reader

* Verify Mode - FA/C/P = Face Access / Card / Passwords Access
 - C + FA = Face and Card Access
 - Face + Pwd = Face and Passwords Access
 - FA+(C/P) = Face and Card / QR or Passwords Access
 - C + P = Card and Password Access
 - Face Only/Card Only /Pin Only

* Wear Mask - No = Disable Mask Detection
 - Yes = Enable Mask Detection
 - Must = Mask compulsory for authorization

7) Enabling Web Server

- Touch the Comm set Icon > Embedded WebServer > Configure to enable WebServer



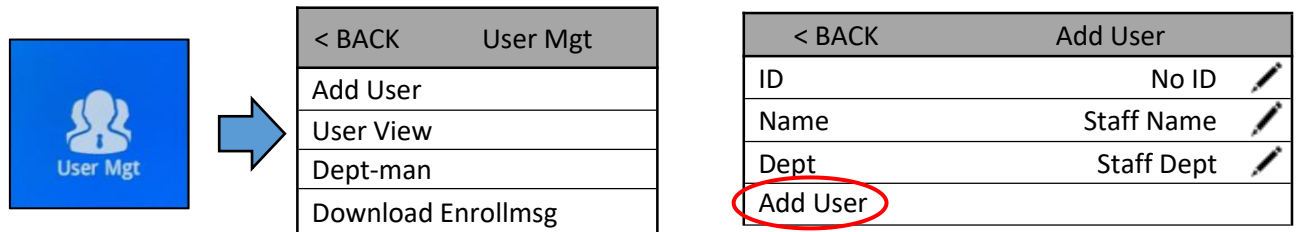
* To use Web Server Function, Embedded WebServer , WebServer Port and Login Password must be enable

* Once done setting, device need to restart to start the WebServer Service on the device

Manual User Enrollment

1) User Registration

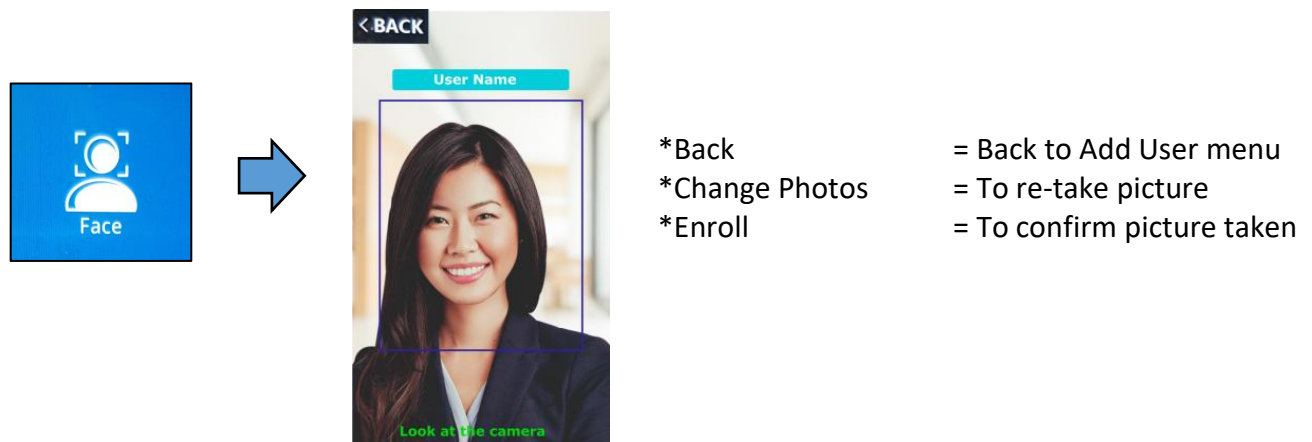
- Touch the User Mgt Icon > Add User > Configure the user information and touch Add User to confirm



- *ID = User unique ID
- *Name = User name to be displayed
- *Dept = User Department

2) User Face Enrollment

- Touch the Face Icon > Take Picture Inside a box > Touch enroll to confirm



3) User RFID Card Enrollment

- Touch the RFID Card Icon > Touch the RFID card on the RFID icon > Click OK to confirm the card enrollment

* Each User only has 1 Card only



4) User Password Enrollment

- Touch the RFID Card Icon > Input the Password > Click OK to confirm



- * Each Password set need to verify 1 time
- * Each User only has 1 Password only

Time Attendance

FA131 only has basic time attendance that can be configured, for more advanced time attendance please refer time attendance by using ME-ACS guide line.

Standalone Time Attendance [Device]

1) Attendance Rules Setup

To configure general attendance settings:

Tap the screen to access the main menu.

Navigate to: [Shift] > [Atten Rules]

Step 1

First setup Re verify: Prevent duplicate punches within short interval

Step 2: Download Shift Template

Go to: [Shift] > [Atten Rules]

Insert a USB drive.

Click [Download Shift] to export the template.

Step 3: Edit on PC

Use hh:mm time format.

Use numeric values: 0 = Normal, 1 = Overtime.

Avoid full-width or special characters.

Additional Notes:

- Set cutoff times for overnight shifts. (e.g. 07:00, all time before is consider previous day)
- Combine sections for shifts with untracked breaks. (e.g. , Sec 1 , 09:00 - 18:00)
- Use sequential section entries (e.g., fill Sec 1 before Sec 2 and Sec 2 must be fill before fill Sec 3).

Shift											
Note: A. shift name: up to 48 words. B. Section type: 0: normal attendance.1: overtime. C. cut off time: if the punch before the cut off time ,it will calculate as the previous day											
NO.	Name	Sec1			Sec2			Sec3			CutoffTime:
		IN	OUT	Sec_t ype	IN	OUT	Sec_t yp e	IN	OUT	Sec_t yp e	
1	Day Shift	08:30	12:00	0	13:30	18:00	0	18:30	21:00	1	00:00
2	Night Shift	22:00	06:00	0							07:00

Step 4: Upload Shift Template

After Editing, insert the USB disk that has the editing shift file and Click [Upload Shift] to upload the shift that been edited to device.

Go to: [Shift] > [Atten Rules]

Insert a USB drive.

Click [Upload Shift] to upload the template that been edited.

Once Complete Click [Default Shift] to assign the default shift for all user

Step 5: Assign Shift to User

After finished Upload, navigate to User View then select the user to edit the shift for that particular user.

Go to: [User Mgt] > [User View] > [Advance Setup]

Click [Shift] to manual select shift

Please note, each user only can be assigned to one fixed shift, if one user has multiple shift within a month, it need be updated manually.

Step 6: Download Report

1. Export Attendance Report

Tap the screen > Go to: [Report]

Insert USB.

Select start & end date.

Tap OK.

2. Output:

- Original Sheet - Raw clock-in/out logs.
- Schedule Sheet - Calculated hours, late/early marks.
- Summary Report - Overview of total hours, lateness, leave, and truancy

Note Schedule Sheet:

Red text = abnormal attendance

Blue text = overtime

Standalone Time Attendance [Web Browser]

1) Attendance Rules Setup

To configure general attendance settings:

Login (Default) :

Username: admin

Password : 12345678

Navigate to: [System] > [Device Setup] > [Shift]

Step 1

First setup Re verify: Prevent duplicate punches within short interval

Default Shift : to select default shift for all user

Shift

Re verify

Log Warning

Save Photo

Stranger Photo ☐

Verify fail Hint ☐

Self-service check log ☒

Default Shift

Weekend

Weekend Overtime ☐

Auto sign

Excel Pwd

Late time

Lea time

Reverify not Open door ☐

Step 2: Edit Shift Template

Go to: [Shift] > [Edit Shift]

Edit shift											
Note: A. shift name: up to 48 words. B. Section type: 0: normal attendance.1: overtime. C. cut off time: if the punch before the cut off time ,it will calculate as the previous day.D.Timeformat:HH:MM											
NO.	Name	Sec1			Sec2			Sec3			Cutofftime:
		OnDuty	OffDuty	Sec type	OnDuty	OffDuty	Sec type	OnDuty	OffDuty	Sec type	
1	Day Shift	09:00	12:30		13:30	18:00		18:00	21:00	1	

Use hh:mm time format.

Use numeric values: 0 = Normal, 1 = Overtime.

Avoid full-width or special characters.

Additional Notes:

- Set cutoff times for overnight shifts. (e.g. 07:00, all time before is consider previous day)
- Combine sections for shifts with untracked breaks. (e.g. , Sec 1 , 09:00 - 18:00)
- Use sequential section entries (e.g., fill Sec 1 before Sec 2 and Sec 2 must be fill before fill Sec 3).

Step 3: Assign Shift to User

After finished Upload, navigate to User View then select the user to edit the shift for that particular user.

Go to: [User Mgt] > [User View] > Click on the Edit icon at right end
Click [Shift] to manual select shift - Shift 1, is default shift

Please note, each user only can be assigned to one fixed shift, if one user has multiple shift within a month, it need be updated manually.

Home User view Edit Device setup											
Add Del Save as Excel Import from Excel Download all photos Upload photos from Folders Download all finger/palm Upload finger/palm from CSV											
ID	Name	Dept.	Shift	Privilege	Face	FP	PWD	Card	T.Zone	GRP	Personal Verify Mode
1	kimi	2	1				123456	9605638			



Step 4: Download Report

1. Export Attendance Report

Tap the screen > Go to: [Report]

Select start & end date.

Tap OK.

Schedule												
ID:1		Name:Kimi										
Dept.:		Shift:Night							Date:2025-7-10~2025-7-11			
Date	Week	Sec1		Sec2		Sec3		Work hours		OT hours	Late minutes	Leave minutes
		OnDuty	OffDuty	OnDuty	OffDuty	OnDuty	OffDuty	Normal	Actual			
07-10	THU	19:24						9.5	0.0	0.0	0	0
07-11	FRI	10:56						9.5	0.0	0.0	0	0
Summary:								19.0				

Schedule												
ID:16		Name:Ko Ko Oo										
Dept.:		Shift:Day							Date:2025-7-10~2025-7-11			
Date	Week	Sec1		Sec2		Sec3		Work hours		OT hours	Late minutes	Leave minutes
		OnDuty	OffDuty	OnDuty	OffDuty	OnDuty	OffDuty	Normal	Actual			
07-10	THU							7.5	0.0	0.0	0	0
07-11	FRI		11:05					7.5	0.0	0.0	0	0
Summary:								15.0				

Home

User view

Edit

Device setup

Report

Schedule

Summary

Print

Summary

Date: 2025-7-10~2025-7-11

ID	Name	Dept.	Work hours		Late minutes		Leave minutes		OT hours		Work dates	Truancy
			Normal	Actual	Times	Minutes	Times	Minutes	Normal	Actual		
1	kimi		19.0								2.0/0.0	2.0
16	Ko Ko Oo		15.0						6.0		2.0/0.0	2.0
21	Indran A/L Govi		15.0						6.0		2.0/0.0	2.0

2. Output:

- Click Print to print out the report or save to PDF

Note Schedule Sheet:

Red text = abnormal attendance

Blue text = overtime

***Product performances is based on testing in a controlled environment.
Your result may vary due to several external and environment factors.**



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