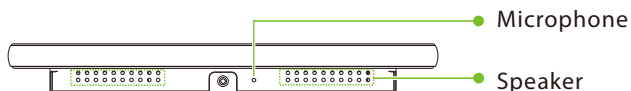


Quick Start Guide

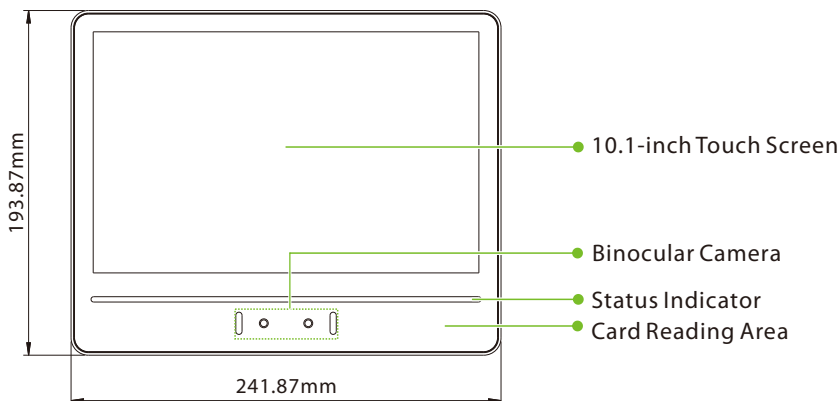
FaceKiosk-H10A

Version: 1.0

1. Components



Bottom

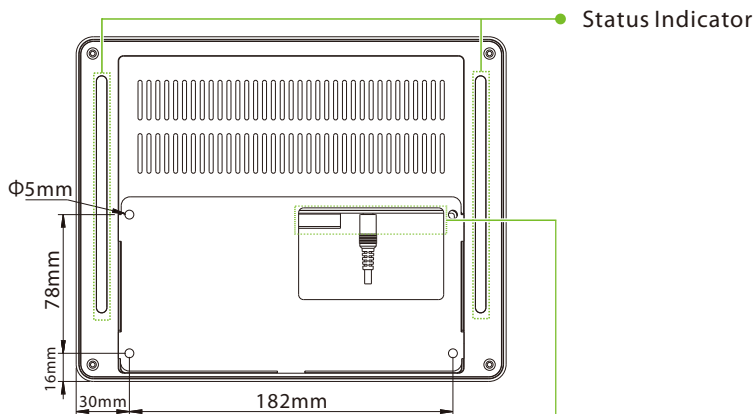


Front

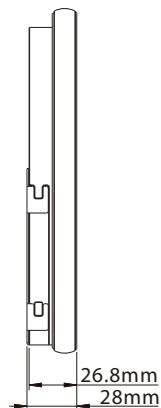
Status LED Description:

Green-The meeting room is available.

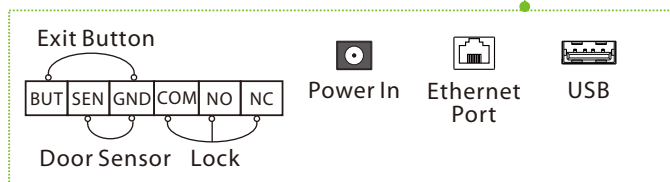
Red-The meeting room is occupied.



Rear



Side



2. Installation Procedure

❖ Preparation before Installation

1. Prepare the necessary tools.



Network Cable



Marker Pen



Small Cross
Screwdriver



Knife



Large Cross
Screwdriver



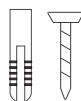
Tape Measure



Power Strip



Level Ruler

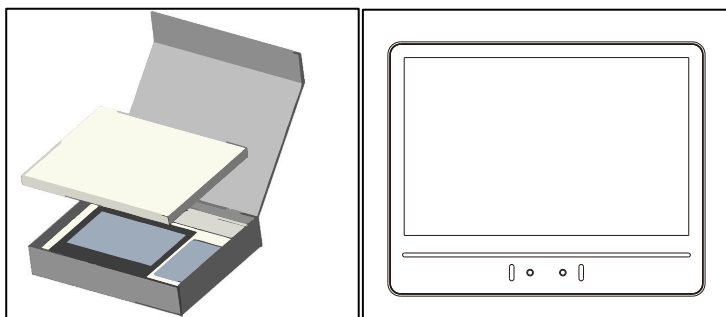


6mm Expansion
Rubber Plugs
and Screws

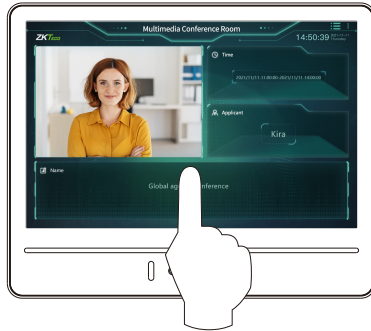


6mm Impact
Drill

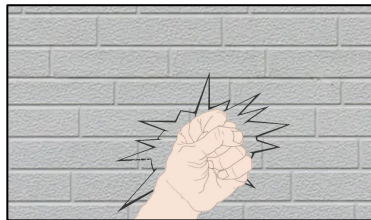
2. Unpacking and Device Testing: Take out the power adapter, power cable and device from the packing from the box one at a time. Connect the power cable to the device and turn it on; check the device appearance for scratches and other defects.



3. Turn on the device and make sure that the touch and other functions work properly.



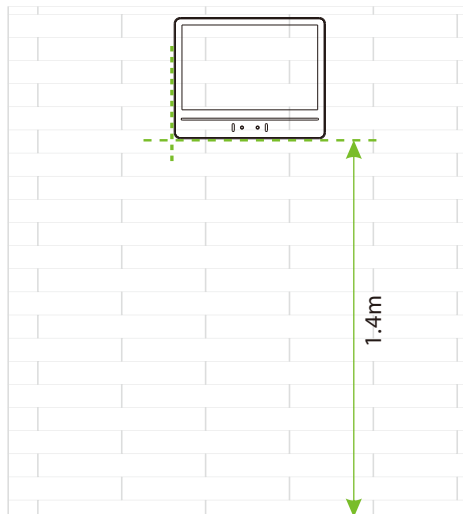
4. Knock on the wall to see whether the load-bearing wall is stable.



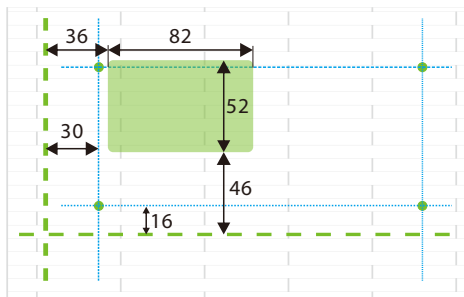
❖ Installation

● No reserved wiring hole position:

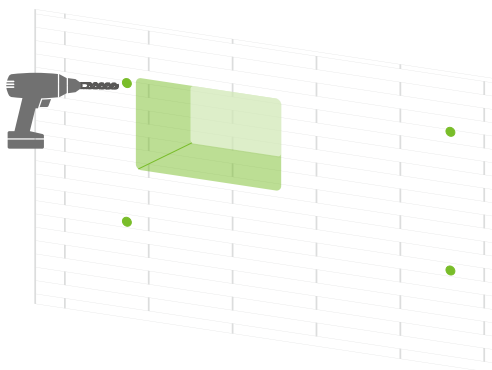
1. **Choose the Installation Location:** Use a measuring tape to measure the installation height of the device (it is recommended that the bottom of the device be 1.4m above the ground), and use a marker to mark the installation position of the device.



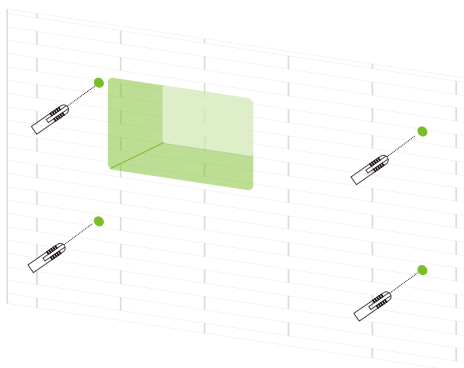
2. Mark the installation position of the rear hanging plate and the outlet position of the network cable and power cable in parallel using a level ruler (the distance between the device edge and the rear hanging plate fixing hole, the green mark in the figure is the rear hanging plate fixing hole and the outlet position of the network cable and power cable, unit: mm).



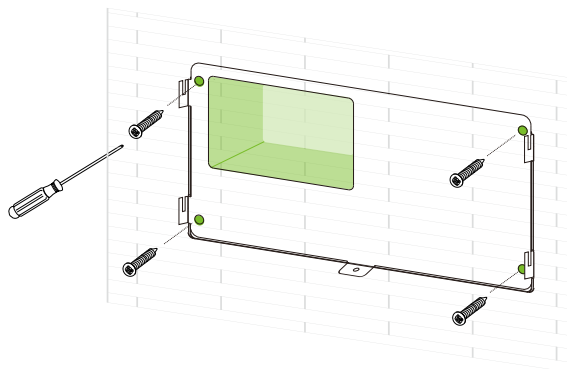
3. Drill holes at the wall marking point using a 6mm impact drill, then dig a hole between the four hole positions (for network cable and power cable routing).



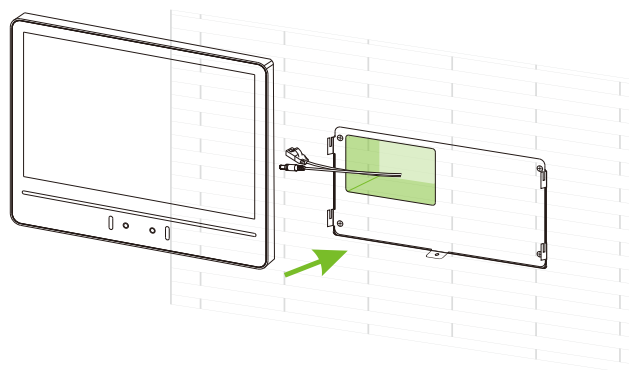
4. Insert 6mm expansion rubber plugs into the mounting holes.



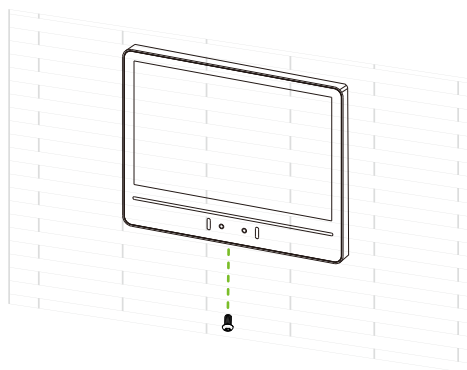
5. Align the rear hanging plate with the wall and the installation holes and attach the rear hanging plate with four tapping screws.



6. Pull the network cable and power cable out of the rear hanging board from the cable outlet and connect them into the device. Then align the device to the wall hanging holes with the hooks on the rear hanging plate and hang it on the rear hanging plate.

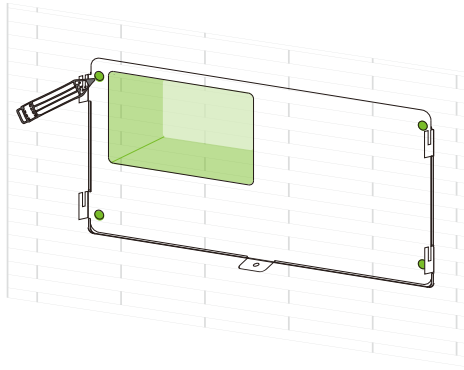


7. After aligning the bottom hook screw, insert and tighten the hook screw. Then connect the power cable into the power strip and turn on the device.



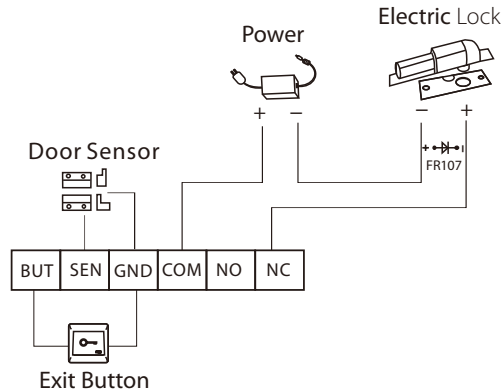
● Reserved wiring hole position:

1. Align the outlet hole of the rear hanging plate with the reserved outlet hole of the wall, use the level ruler to make sure that the rear hanging plate parallel to the ground, and use a marker to mark the position of the fixing holes of the rear hanging plate on the wall.



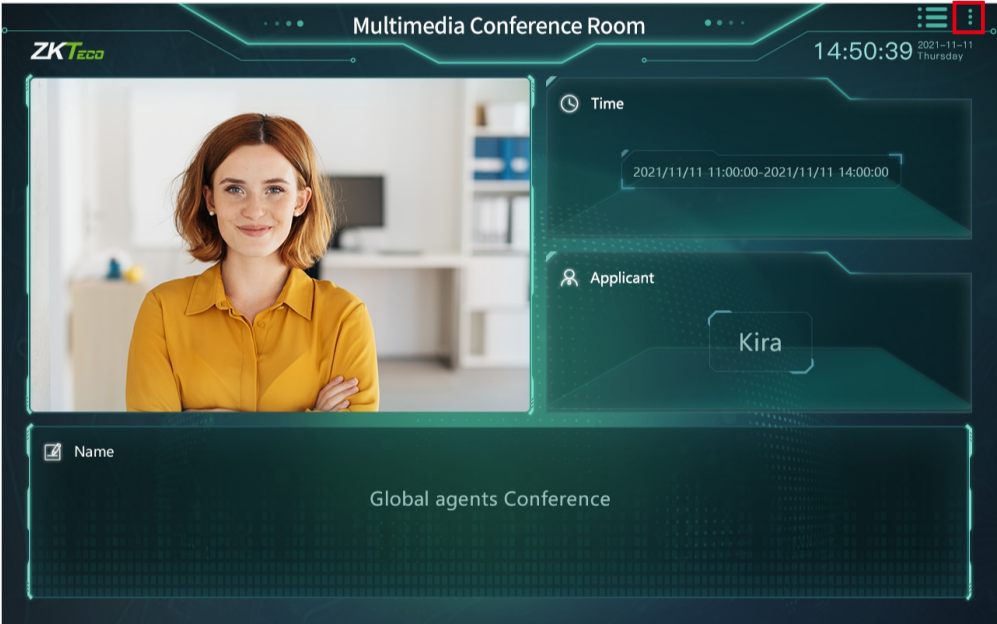
2. For the rest of the installation steps, refer to Step 3 to 7 in the "No reserved wiring hole position" section.

3. Door Sensor, Exit Button and Lock Connection

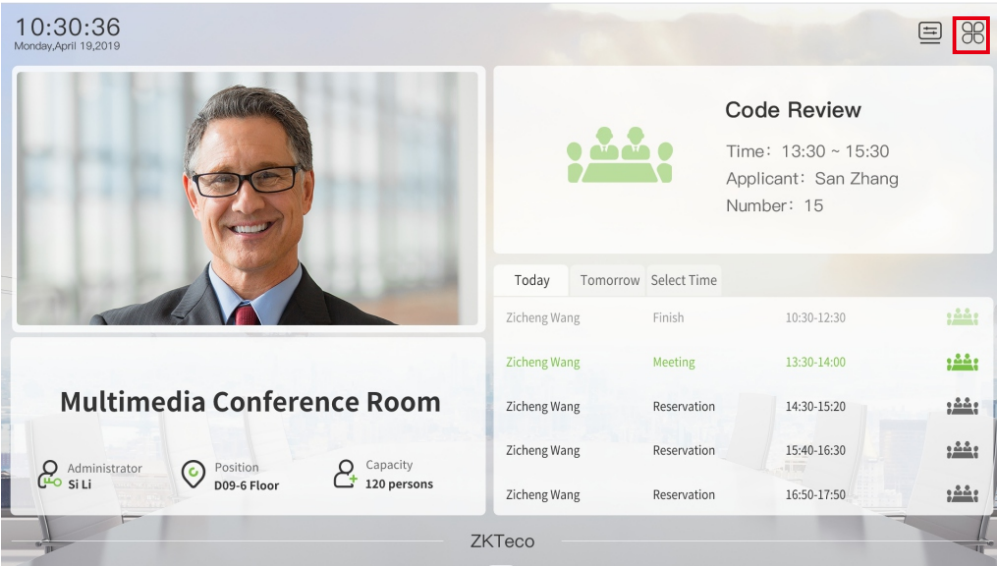


4. Home Screen

The device has two theme styles for the home page. It can be set in [Meeting Management] > [Meeting Theme]. The default is technology style.



Technology Style



Business Style

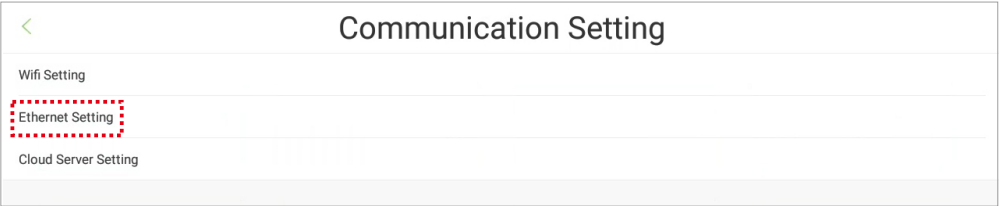
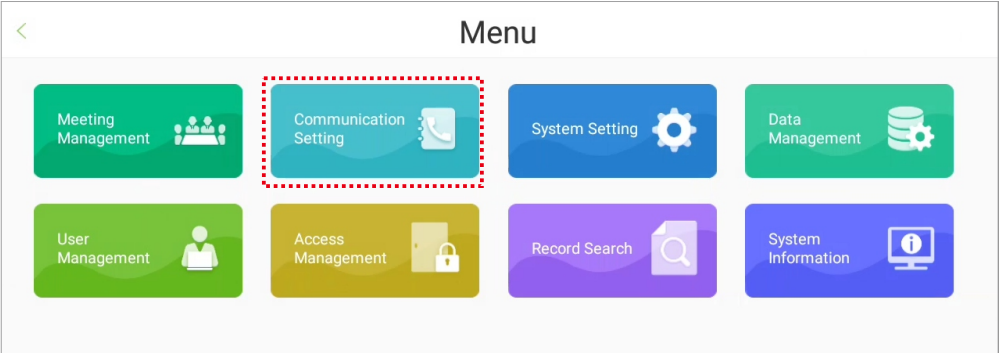
Click the  or  button in the upper right corner to access the main menu.

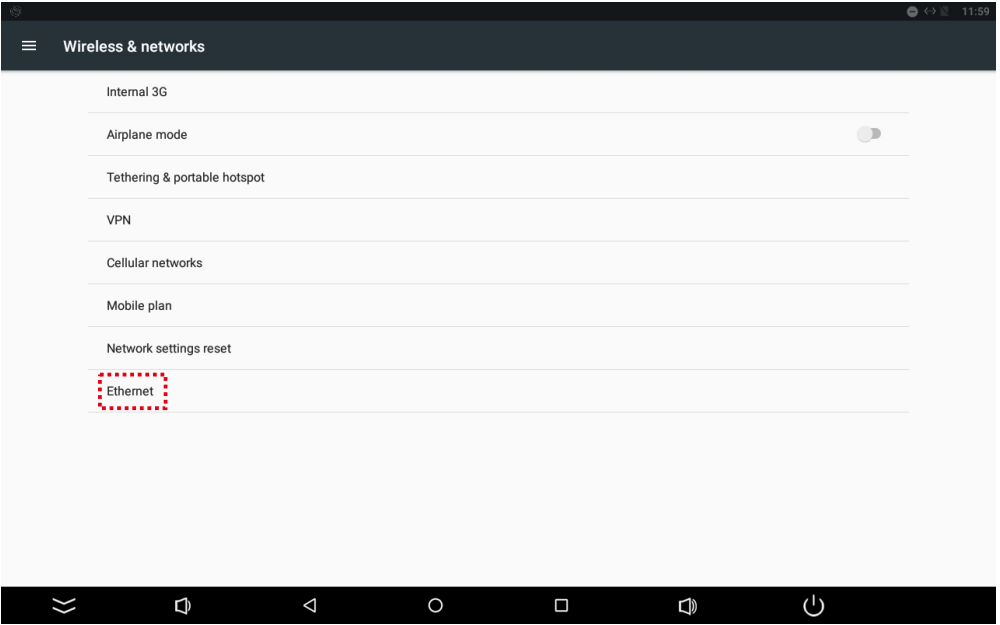
Note: If the Super Administrator is not registered for the device, then tap to access the main menu. If the device has a Super Administrator, then his/her verification is required to access the main menu. For security purposes, it is advisable to register the Administrator while using the device for the first time.

5. Ethernet and Wi-Fi Connection

❖ LAN Connection

Connect the network cable. On the main menu, tap on **[Communication Setting] > [Ethernet Setting]** to set the network parameters.





❖ Wi-Fi Connection

Tap on [Communication Setting] > [Wifi Setting], and enable the Wireless Network.

<

Communication Setting

Wifi Setting

Ethernet Setting

Cloud Server Setting

<

Communication Setting

Wifi Setting

Wireless Network

Select Network

Other

6. Armatura One Connection

❖ Settings on Device

Tap on [Communication Setting] > [Cloud Server Setting] to set the server details.

<

Communication Setting

Wifi Setting

Ethernet Setting

Cloud Server Setting

<

Cloud Server Setting

Please enter server type

ZKBioSecurity >

Domain Name Server

☒

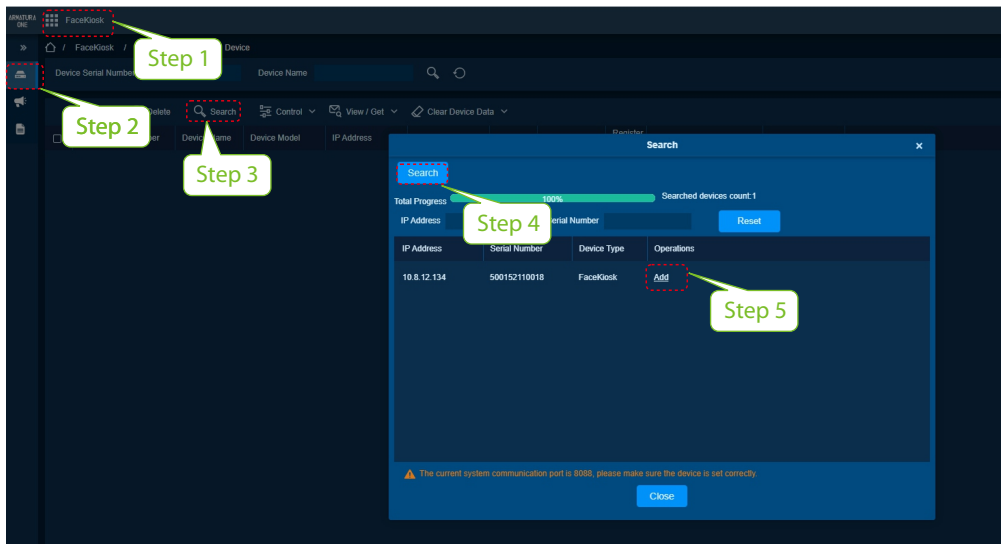
Please enter server address

https://10.8.14.114:8088 

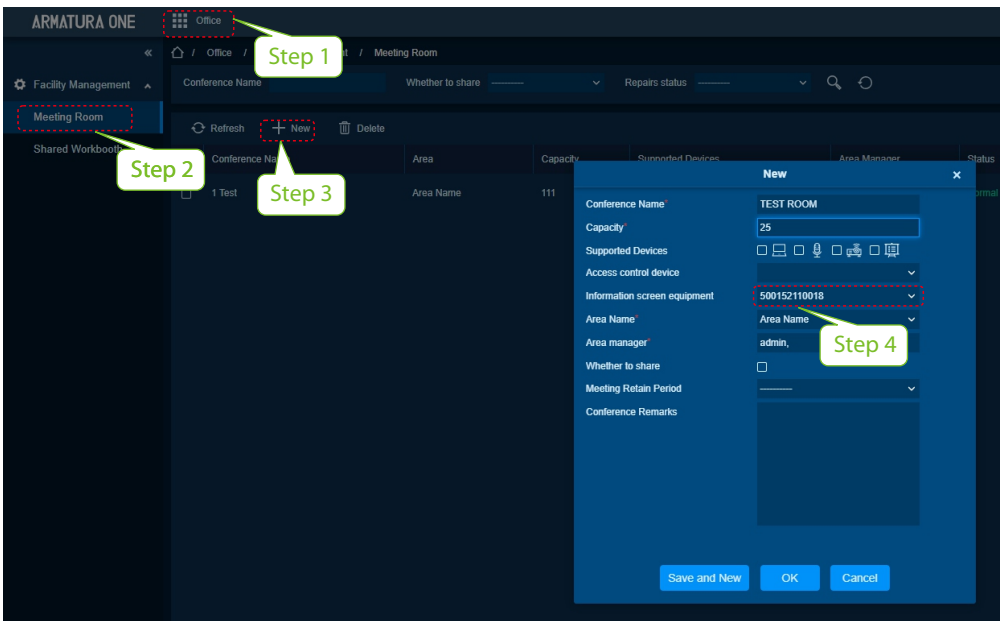
Server Type: Select ZKBiosecurity.
Domain Name Server: When the software is in HTTPS mode, the setting should be enabled.
Server Address: In domain name mode, you need to type the complete server address and server port, as shown in the figure above.

❖ Settings on Armatura One

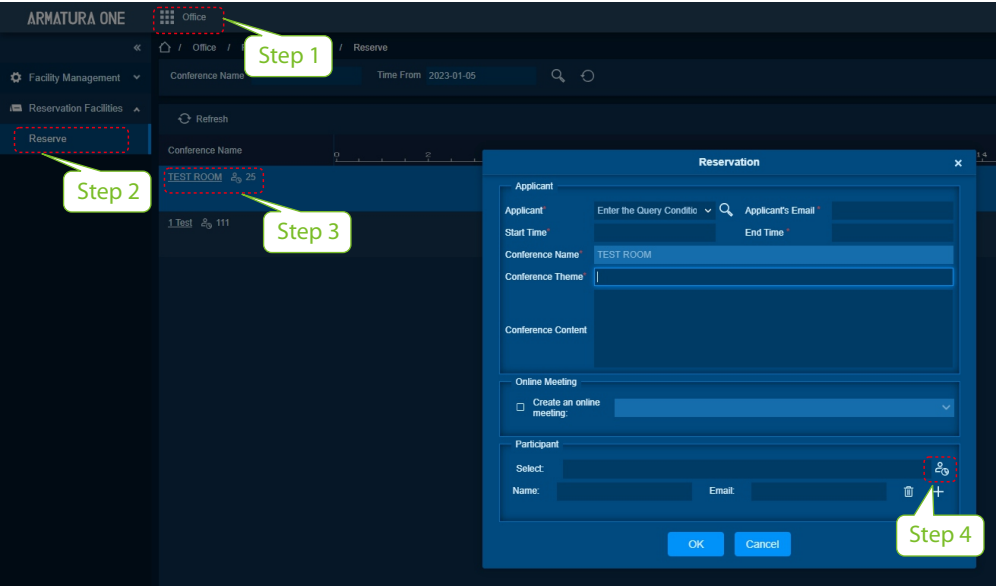
Open the Armatura One software then select **[FaceKiosk Module] > [FaceKiosk Device] > [Device] > [Search] > [Search] > [Add]** to add the device to the software.



Click **[Office Module]** > **[Facility Management]** > **[Meeting Room]** > **[New]** to add a meeting room and connect the device. After adding, the meeting room name and capacity information will be distributed to the device.



In Office Module, click [**Reservation Facilities**] > [**Reserve**], click the meeting room to be reserved, fill relevant information, and select participant.



7. ZKBioTime Connection

❖ Settings on Device

Tap on [**Communication Setting**] > [**Cloud Server Setting**] to set the server details.

Cloud Server Setting	
Please enter server type	ZKBioTime >
Domain Name Server	☐
Please enter server address	10.8.50.105
Please enter server port	8892

- Server Type:** Select ZKBioTime.
- Domain Name Server:** When the software is in HTTPS mode, the setting should be enabled, otherwise, it should be disabled.
- Server Address:** Enter the server address.
- Server Port:** Enter the server port.

❖ Settings on ZKBioTime

After setting on the device, the device will be automatically added to the software. Open the ZKBioTime software then select [**Device Module**] > [**Device**] > [**Device**], click the device in the list, modify the Device Name and Area.

The screenshot shows the ZKBioTime software interface. The top navigation bar includes 'Personnel', 'Device', 'Attendance', 'Access Control', 'Payroll', 'Visitor', 'Meeting', 'MTD', and 'System'. The 'Device' module is selected, and the 'Device' sub-module is active. A table lists devices with columns: Device Name, Serial Number, Area, Device IP, State, Last Activity, User Qty, FP Qty, and Face Qty. An 'Edit' dialog box is open, showing fields for Device Name (FaceKoisk-H10A), Serial Number (500152160027), Area (DC4), Device IP (192.168.163.129), Time Zone (Etc/GMT+6), Attendance Device (Yes), Registration Device (No), Request Heartbeat (10), and Transfer Mode (Real-Time). The 'Confirm' button is highlighted.

Step 1: Click on the 'Device' module in the top navigation bar.

Step 2: Click on the 'Device' sub-module in the left sidebar.

Step 3: Click on the 'Auto add' button in the device list.

Step 4: Click on the 'Area' dropdown menu in the 'Edit' dialog box.

Click [**Meeting Module**] > [**Room**] > [**Room**] > [**Add**] to add a meeting room and connect the device. After adding, the Meeting Room Name and Capacity information will be distributed to the device.

The screenshot shows the ZKBioTime software interface. The top navigation bar includes 'Personnel', 'Device', 'Attendance', 'Access Control', 'Payroll', 'Visitor', 'Meeting', 'MTD', and 'System'. The 'Meeting' module is selected, and the 'Room' sub-module is active. A table lists rooms with columns: Room Code, Room Name, Capacity, and Location. An 'Add' dialog box is open, showing fields for Room Code (1), Room Name (Room2), Capacity (30), Location (Dongguan), Device (500152160027), and State (Enable). The 'Confirm' button is highlighted.

Step 1: Click on the 'Meeting' module in the top navigation bar.

Step 2: Click on the 'Room' sub-module in the left sidebar.

Step 3: Click on the 'Add' button in the room list.

Step 4: Click on the 'Device' dropdown menu in the 'Add' dialog box.

In meeting module, click **[Meeting]** > **[Meeting]** > **[Add]**, fill the meeting information, select the Meeting Room, Attendee and Check In/Out Settings to complete the meeting reservation.

ZKT EGO Personnel Device Attendance Access Control Payroll Visitor **Meeting** MTD System

Room Meeting

Bookmarks Filter

Add Delete Calculation

Name for Time

Meeting Manual Log Transaction Report

Step 1

Step 2

Step 3

Step 4

Add

Name* test Topic* test Online Meeting ☐ Disable

Start Time* 2022-12-16 18:10:00 End Time* 2022-12-16 18:30:00 Time Zone* ETC/GMT+6

Applicant* 19982000 Stella x Purpose*

Auto Approved ☒ Enable

*Meeting Room Attendee Check In/Out Setting

View Date* 2022-12-16

	Name	Capacity	Location	Being Used
☐	au test	3	sydney	
☐	Salle numero 1	12	1er étage	
☒	Room2	30	Dongguan	

< 1 > 1 Page Confirm Total 3 Records 10

Confirm Cancel

When the meeting status is approved, the meeting can be distributed to the device.

ZKT EGO Personnel Device Attendance Access Control Payroll **Meeting** System

Room Meeting

Bookmarks Filter

Add Delete Calculation Approval Menu

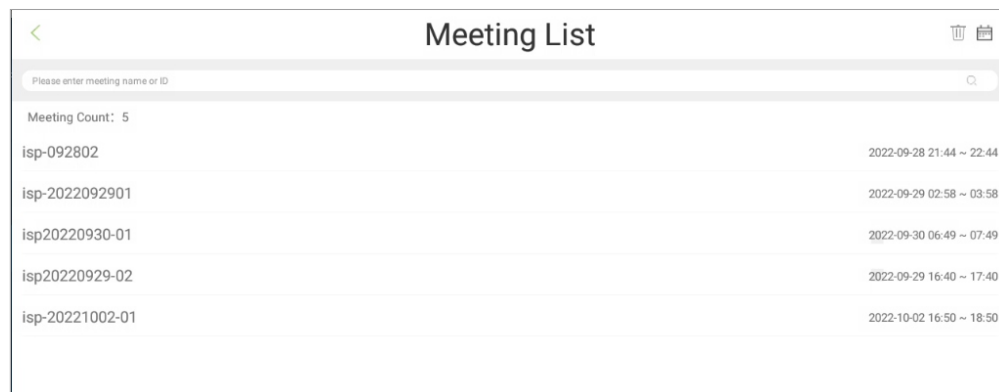
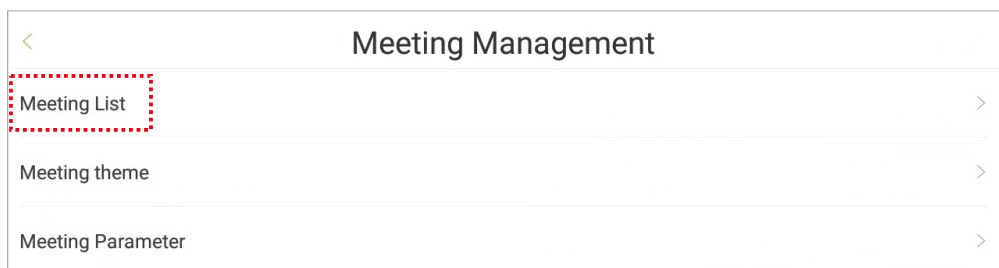
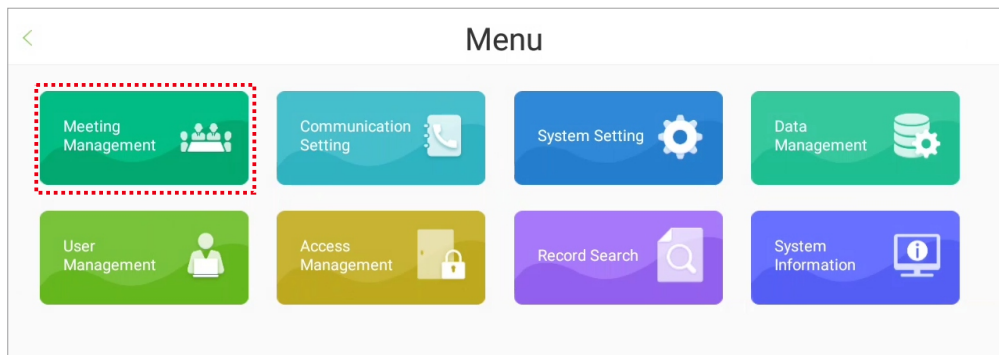
	Name	Topic	Meeting Date	Time Zone	Meeting Period	Attendee	Meeting Room	Purpose	Apply Time	Start Host	Share Link	Applicant	Approval Stat
☒	test	test	2022-12-16	ETC/GMT+6	18:10:00-18:30:00	2/30	Room2	test	2022-12-16 18:05:20			Stella	Approved

Workflow

- 2022-12-16 18:05:20
Stella
test
Approved
- 2022-12-16 18:05:20
ABD
Auto Approved

8. View Meeting List and Participants Verification

After the software has completed the reservation, the meeting can be distributed to the connected device. Go to the firmware menu **[Meeting Management]** > **[Meeting List]** to view it.



Participants can check-in on the home page when the meeting is starting. It is restricted that only the participants or administrators of the current meeting can pass the verification. The verification mode supports face or card.

Note: For more details, please refer to **FaceKiosk-H10A User Manual**.

ZKTeco Industrial Park, No. 32, Industrial Road,

Tangxia Town, Dongguan, China.

Phone : +86 769 - 82109991

Fax : +86 755 - 89602394

www.zkteco.com

