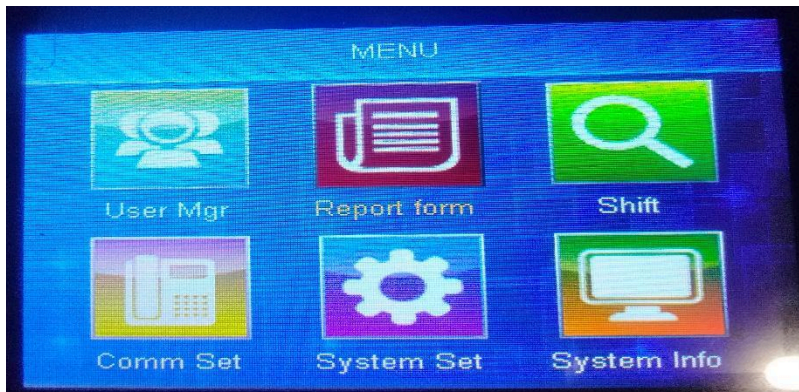


How to Export User

1. On the main menu, select Report Form and press [OK].



2. Insert the USB drive into the biometric device's USB slot.



3. Choose Export User. Wait a second for a successful transfer to your USB disk.



4. Insert the USB drive into your PC's USB slots. View the user list by opening an Excel file (for example, User).

	A	B	C	D	E
1	USER				
2					
3	Category	Total	Dept	quantity	Tips
4	User	4	BIR	0	Data in rows 1 to 14 cannot be modified. The maximum number of department names is 16 bytes, and the maximum number of names is 8 bytes!
5	FP	4	DOH	4	
6	PWD	0	SSS	0	
7	CARD	0	Dept4	0	
8			Dept5	0	
9			Dept6	0	
10			Dept7	0	
11			Dept8	0	
12			Dept9	0	
13			Dept10	0	
14					
15	No.	ID	Name	Dept	Remarks
16	1	1	JAY	DOH	
17	2	2	MARK	DOH	
18	3	3	JAMES	DOH	
19	4	4	JOY	DOH	
20					