## User Guide To Connecting Biometric Device To Paycheckmaster Standard (Anviz W1 Pro & ZKTeco WL 20)

## Anviz W1 Pro

1. Turn on the Anviz W1 Pro.



2. Log in as an administrator using user ID "0" and password "12345". NOTE: "0" and "12345" are the default administrator credentials when the device is first acquired. Contact any higher-ups if the credentials required may have been changed since first use.

03-27-2023 14:54:42			
2.0			
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Status/7	Pres	s finger	/Card

3. At the Main screen, go to Network.



4. At the Network screen, go to Internet.



5. Change WAN mode to Ethernet.



6. Go back to the Network screen, then go to Ethernet.



Option	<ul> <li>Active</li> </ul>	
Retrieve IP mode	+ DHCP	
Get DNS	Auto	
Device IP		
Subnet mask		
Gateway		
03-27-2023 14:55:1		

- 7. Set Option to "Active".
- 8. Set Retrieve IP mode to "DHCP".
- 9. Set Get DNS to "Auto".
- 10. Go back to the Network screen, then go to Comm Mode.



m mode	d) #1	] 👎 [
nm mode	d client	
	5010	
mm.PW	- Enabled	
Setting	12345	
ver Type	◄ IP Address	
ver IP	192 . 168 . 254 . 135	

- 11. Set Comm mode to "client".
- 12. Set Port to "5010".
- 13. Set Comm.PW to "Enabled".
- 14. Set PW Setting to "12345".
- 15. Set Server Type to "IP Address".

16. Set server IP to the IP address of the computer you will be connecting to. NOTE: Ensure that the Anviz W1 Pro and the computer you will connect to are using the same network.

17. Open Paycheckmaster Standard.

14 M 14 14 14 14 14 14 14 14 14 14 14 14 14						
Paycheckmaster Standard						
Login Into Payroll System						
✓ How To Use Our System						
Please E	inter Login Details Here					
Please E	inter Login Details Here					
Please E	inter Login Details Here User Name : admin					
Please E	inter Login Details Here User Name : admin ~ Password :					
Please E	Enter Login Details Here User Name : admin Password : *******					
Please E	Enter Login Details Here User Name : admin ~ Password : ****					

18. Log in as an administrator with username "admin" and password "admin123". NOTE: "admin" and "admin123" are the default administrator credentials when the device is first acquired. Contact any higher-ups if the credentials required may have been changed since first use.

19. From the tabs at the top of the window, click HRM and Payroll. [RED]

\$									
N	laster Modu	ile HRM a	nd Payroll	eports a	nd Searches				
Add	Employee	Leave	Holiday	Deduction	OverTime	Payroll	Salary Slip	Manual Liometric	
Employee	List	Master	Master Pavroll Set	Master tup Options	Master	System	_	Attendance Attendance Attendance Management	

20. In the section labeled Attendance Management, click Biometric Attendance. [BLUE]

21. From the device choices that appear, click Anviz W1 Pro.

Select Device							
Anviz W1 Pro ZKTeco WL 20							
CLOSE							

22. On the window that appears, use the Date pickers to select a starting date and an ending date to set a span of time from which the device will retrieve records.

	Get Data From	n Biomet	ric Device		Ţ.
S Load Data From Device	From Date : 03/28/2023		Save Data Into	Database	Reset All Data
Count Empl	loyee # VerifyMode	InOutMode	Date	WorkCode	Basic Hours

23. Click Load Data From Device.

24. Check the table and verify if all the attendance records downloaded are correct.

From Date :       03/01/2023         Image: Save Data Into Database       Image: Save Data Into Database         To Date :       03/28/2023							
_	Count	Employee #	VerifyMode	InOutMode	Date	WorkCode	Basic Hours
	1	1	1	0	03/06/2023	0	
	2	1	1	0	03/08/2023	0	
	3	1	1	0	03/08/2023	0	
	4	1	1	0	03/08/2023	0	
	5	1	1	0	03/08/2023	0	
	6	1	1	0	03/08/2023	0	
	7	1	0	0	03/08/2023	0	
	8	1	1	0	03/08/2023	0	
	9	1	1	0	03/09/2023	0	
	10	1	1	1	03/09/2023	0	
	11	1	1	4	03/09/2023	0	
	12	1	1	5	03/09/2023	0	

25. Click Save Data Into Database to finalize.

26. Click the close button.

## ZKTeco WL 20

1. Turn on the ZKTeco WL 20.



- 2. Click M/OK to enter the main screen.
- 3. On the main screen, go to System.



4. On the System screen, go to Ethernet.

System					
System	Ethernet				
Date/Time	Reset Opts.				
Auto Switch					
DST					
Update firmware					
Update firmware					

5. On the Ethernet screen, go to WIFI setting.



6. Select your WIFI network from the list, then press OK.



7. Enter the WIFI password.



8. Once connected, go back to the WIFI setting screen. NOTE: Ensure that the ZKTeco WL 20 and the computer you will connect to are using the same network.

9. On the WIFI setting screen press 0 to go to Advanced.

	Advanc	ed	
DHCP	On 🕨		
		M/	OK
		E	50

- 10. Set DHCP to "On", then go back to the WIFI setting screen.
- 11. Click OK on the WIFI network you are connected to.



12. Take note of the IP Address, as you will use it as input later.



13. Go back to the Ethernet screen, then go to PC Connection.



	PC Connection	
Network Mode	e WLAN 🕨	
Port Number	5010	
Password	0	
Device ID	1	
		M/OK
		ESC

- 14. Set Network Mode to "WLAN".
- 15. Set Port Number to "5010". Take note of the Port Number, as you will use it as input later.
- 16. Set Password to "0".
- 17. Set Device ID to "1".
- 18. You may now go back to the main screen.

19. Open Paycheckmaster Standard.



Please Enter Login Details Here							
	User Name :						
	admin	~					
	Password :	Password :					
	******						
l v	LOGIN	CLOSE					

20. Log in as an administrator with username "admin" and password "admin123". NOTE: "admin" and "admin123" are the default administrator credentials when the device is first acquired. Contact any higher-ups if the credentials required may have been changed since first use.



21. From the tabs at the top of the window, click Master Module. [RED]

22. In the section labeled Master Setup Options, click Device Master. [BLUE]

23. On the window that appears, input the IP Address from Step 12 in the first textbox and the Port Number from Step 15 in the second textbox.

Device Configuration	Form
Device IP Address : 192.168.5.10	5.4 A B (100)
Device TCP Port : 7348	
SAVE CLOSE	2KTan K40

24. Click SAVE, then CLOSE.

25. From the tabs at the top of the window, click HRM and Payroll. [RED]

₽								
N	laster Mod	e HRM a	nd Payroll	R ports a	nd Searches			
Add	2 Employee	Leave	Holiday	Deduction	OverTime	Payroll	Salary Slip	Manual Biometric
Employee	List	Master	Master	Master	Master	System		Attendance Attendance
			Payron Set	up Options		_		Attendance Management

25. In the section labeled Attendance Management, click Biometric Attendance. [BLUE]

26. From the device choices that appear, click ZKTeco WL 20.

Select Device
Anviz W1 Pro ZKTeco WL 20
CLOSE

27. On the window that appears, use the Date pickers to select a starting date and an ending date to set a span of time from which the device will retrieve records.

	Get Data Fron	n Biomet	ric Device	9	F
S Load Data From Device	From Date : 02/01/2023 To Date : 03/28/2023		Save Data In	to Database	K Reset All Data
Count Empl	oyee # VerifyMode	InOutMode	Date	WorkCode	Basic Hours

28. Click Load Data From Device.

29. Check the table and verify if all the attendance records downloaded are correct.

From Date :       03/01/2023         Image: Solution of the second se								
	Count	Employee #	VerifyMode	InOutMode	Date	WorkCode	Basic Hours	
	1	1	1	0	03/06/2023	0		
	2	1	1	0	03/08/2023	0		
	3	1	1	0	03/08/2023	0		
	4	1	1	0	03/08/2023	0		
	5	1	1	0	03/08/2023	0		
	6	1	1	0	03/08/2023	0		
	7	1	0	0	03/08/2023	0		
	8	1	1	0	03/08/2023	0		
	9	1	1	0	03/09/2023	0		
	10	1	1	1	03/09/2023	0		
	11	1	1	4	03/09/2023	0		
	12	1	1	5	03/09/2023	0		

30. Click Save Data Into Database to finalize.

31. Click the close button.