

# Linear/IEI: Creating Doors with Hub Manager Professional Software Version 8.1

# System Setup: Task List

## System Setup Task List

The System Setup Task list is a step-by-step guide to programming the Hub Manager Professional software.

The task list also provides video tutorials for each step needed to complete the setup of the software.

The following will describe what each step of the task list is used for.

# System Setup: Task List

## Hub Manager Professional™

### System Setup Tasklist

- Create Operators** - The Operators option lets you assign to unlimited operators the ability to create, view, and manipulate data in the Hub Manager Professional databases.
- Create Sites** - A site is a part of the access control system (group of controllers) connected via the same "Connection Type." Sites must be defined with unique names. You may create as many Sites of a certain connection type as you like.
- Time Zones** - Time Zones are used for 2 purposes.
  - To specify the days & times a users access credentials are valid
  - to specify the auto-unlock schedules of the door controllers The auto-unlock settings are established in the door settings for each door controller.
- Create Doors** - A door is defined as any entry point (doors with electrical or magnetic lock, turnstile, rising barrier, or motorized gate) controlled by a supported Controller.

Video Tutorials

SYSTEM SETUP TASKLIST

1. Create Operators	
2. Create Sites	
3. Create Time Zones	
4. Create Doors	
5. Create Access Levels	
6. Create Users	
7. Create Holidays	
8. Export Data to Controllers	

NOTE: Click on any task to perform that action

For support please contact:  
Support Company  
Support Contact  
Support Phone

# System Setup: Task List

## Hub Manager Professional™

### System Setup Tasklist (cont.)

- Create Access Levels** - Defines where and when a users' credential is valid within the entire access control system.
- Create Users** - The Users option lets you add new users to the system and specify the access credentials for each user.
- Create Holidays** - Holidays are used in Time Zone definitions, by specifying whether or not a Time Zone definition should apply on a holiday. A holiday is defined by specifying the month and day of the holiday, but not the year. This makes the holiday definitions year-independent, always applying to the current year. Floating holidays must be edited on a yearly basis, such as Thanksgiving, which falls on a different date (Thursday) each year. Up to (16) Single Date holidays and (16) Block Holidays can be defined.
- Export Data to Controllers** - Sends completed programming to door controllers

Hub Manager Professional v8.1 System 1 :

System Database Communications Tools Reports Help

Video Tutorials

**SYSTEM SETUP TASKLIST**

1.	Create Operators	
2.	Create Sites	
3.	Create Time Zones	
4.	Create Doors	
5.	Create Access Levels	
6.	Create Users	
7.	Create Holidays	
8.	Export Data to Controllers	

NOTE: Click on any task to perform that action

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# System Setup: Task List

The next section is an overview of the software set up of the system.

**Note**: If you used the preconfigured database then many of these options will already indicate completed but it is recommended you review each section for individual customization.

# System Setup: Creating Doors

## Creating Doors

1. Select **“Create Doors”** from the Tasklist.

Note: You can also select **“Doors”** from the Database Menu.

## Hub Manager Professional™

The screenshot shows the Hub Manager Professional v8.1 software interface. The title bar reads 'Hub Manager Professional v8.1 System 1 : Building One'. The menu bar includes 'System', 'Database', 'Communications', 'Tools', 'Reports', and 'Help'. The 'Database' menu is highlighted with a red box. Below the menu bar is a toolbar with various icons, including a padlock, a list, a clock, a door, a calendar, a person, a flag, a triangle, an exclamation mark, a document, a globe, a target, and a question mark. A red arrow points from the 'Database' menu to the 'Create Doors' task in the tasklist.

**SYSTEM SETUP TASKLIST**

✓	1. Create Operators	
✓	2. Create Sites	
✓	3. Create Time Zones	
	4. Create Doors	
	5. Create Access Levels	
	6. Create Users	
	7. Create Holidays	
	8. Export Data to Controllers	

NOTE: Click on any task to perform that action

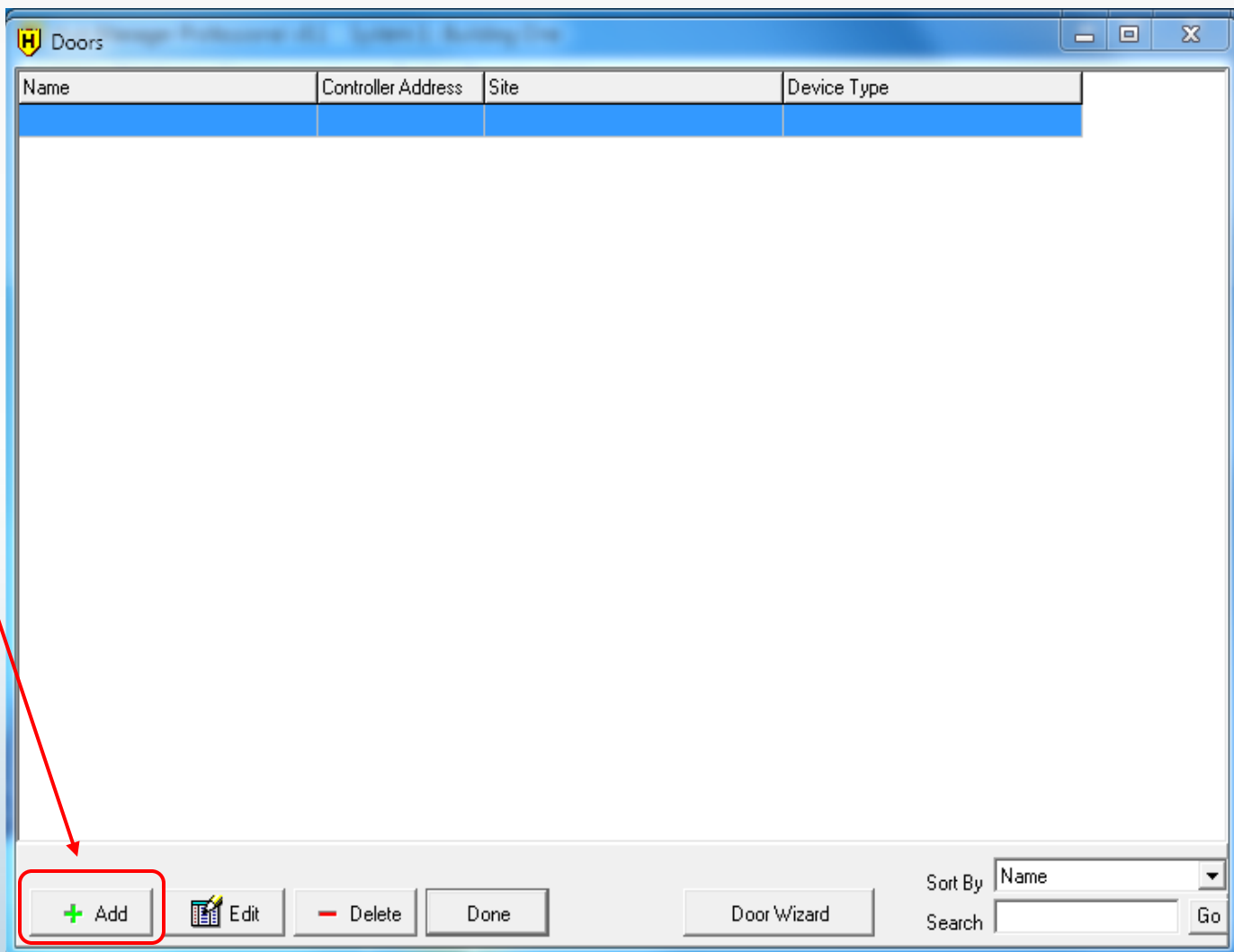
For support please contact:  
Company Name  
Company Contact  
555-555-5555

# System Setup: Creating Doors

## Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.

## Hub Manager Professional™



# System Setup: Creating Doors

## Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.
3. Enter a **“Name”** for your door.

## Hub Manager Professional™

Door:

Basic

**Standard Options**

Name

Site

Controller Type   Override



# System Setup: Creating Doors

## Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.
3. Enter a **“Name”** for your door.
4. Select the **“Site”** the door will be associated with.

## Hub Manager Professional™

Door: Front Door

Basic | Options | Time Zones | Capacity

**Standard Options**

Name: Front Door

Site: Building One

Controller Type:   Override

Controller Address: 1

**System Parameters**

Parameter Name	Value

Query Door Now | Reset Defaults | Save | Cancel

# System Setup: Creating Doors

## Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.
3. Enter a **“Name”** for your door.
4. Select the **“Site”** the door will be associated with.
5. Select the **“Controller Type”**.

## Hub Manager Professional™

Door: Front Door

Basic | Options | Time Zones | Capacity

**Standard Options**

Name: Front Door

Site: Building One

Controller Type: Max 3 v2  Override

Controller Address: 1

An 'Output Module' is attached to this Max 3 v2 controller

**System Parameters**

Parameter Name	Value
Lock Timer - Standard Users (1-255 sec)	5
Lock Timer - Extended Users (1-255 sec)	10
Forced Door Timer (0-990 sec)	10
Door Ajar Timer (1-990 sec)	30
Error Lockout Count (1-50 errors)	3
Error Lockout Duration (1-255 sec)	10
Auto Entry Count (1-6 digits)	4

Query Door Now    Reset Defaults    Save    Cancel

# System Setup: Creating Doors

## Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.
3. Enter a **“Name”** for your door.
4. Select the **“Site”** the door will be associated with.
5. Select the **“Controller Type”**.
6. Adjust **“System Parameters”** as needed.

## Hub Manager Professional™

Door: Front Door

Basic | Options | Time Zones | Capacity

**Standard Options**

Name: Front Door

Site: Building One

Controller Type: Max 3 v2  Override

Controller Address: 1

An 'Output Module' is attached to this Max 3 v2 controller

**System Parameters**

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Query Door Now | Reset Defaults | Save | Cancel

# System Setup: Creating Doors

## Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.
3. Enter a **“Name”** for your door.
4. Select the **“Site”** the door will be associated with.
5. Select the **“Controller Type”**.
6. Adjust **“System Parameters”** as needed.
7. Adjust **“Options”** as needed by selecting the **“Options Tab”**.

## Hub Manager Professional™

The screenshot displays the 'Hub Manager Professional' software interface. The window title is 'Door: Front Door'. The 'Options' tab is selected and highlighted with a red box. A red arrow points from step 7 of the instructions to this tab. The 'System Options' section contains a list of checkboxes:  Keypress Feedback - Audible,  Keypress Feedback - Visual,  Holiday Timezone Midnight Crossing,  Daylight Saving Time,  DST Date Format - (Off=US, On=Euro),  1st In Auto Unlock,  Wiegand LED Active (Off=Low, On=High),  Wiegand Sounder Active (Off=Low, On=High), and  Control Module Audio Indicators. The 'Log Events' section contains a list of checkboxes for various events, all of which are checked. At the bottom of the window, there are buttons for 'Query Door Now', 'Reset Defaults', 'Save', and 'Cancel'.

# System Setup: Creating Doors

## Hub Manager Professional™

### Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.
3. Enter a **“Name”** for your door.
4. Select the **“Site”** the door will be associated with.
5. Select the **“Controller Type”**.
6. Adjust **“System Parameters”** as needed.
7. Adjust **“Options”** as needed by selecting the **“Options Tab”**.
8. Select the **“Time Zones”** tab and select any and all Time Zones that apply to the Door (up to 8 time zones per door).

Door: Front Door

Basic | Options | **Time Zones** | Capacity

**Available Time Zones**  
Double-click to select

- 24 Hour
- Shift 1 Mon-Fri**
- Shift 1 Sat-Sun
- Shift 2 Mon-Fri
- Shift 2 Sat-Sun
- Shift 3 Mon-Fri
- Shift 3 Sat-Sun

Select  
--->

Deselect  
<---

**Selected Time Zones**  
Check a Time Zone to make it Auto-Unlock

Front Door Unlock

Time Zone Info:

Name : Shift 1 Mon-Fri

Type : Single Day

Start : 9:00:00 AM

Stop : 6:00:00 PM

Sunday  Monday  Tuesday  Wednesday

Thursday  Friday  Saturday  Holiday

Query Door Now | Reset Defaults | Save | Cancel

# System Setup: Creating Doors

## Hub Manager Professional™

### Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.
3. Enter a **“Name”** for your door.
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6. Adjust **“System Parameters”** as needed.
7. Adjust **“Options”** as needed by selecting the **“Options Tab”**.
8. Select the **“Time Zones”** tab and select any and all Time Zones that apply to the **Door** (up to 8 time zones per door).
9. Click **“Save”**.

Door: Front Door

Basic | Options | Time Zones | Capacity

**Available Time Zones**  
Double-click to select

- 24 Hour
- Shift 1 Mon-Fri
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Sunday     Monday     Tuesday     Wednesday  
 Thursday     Friday     Saturday     Holiday

Query Door Now    Reset Defaults    **Save**    Cancel

# System Setup: Creating Doors

## Creating Doors

1. Select **“Create Doors”** from the Tasklist.
2. Click **“Add”**.
3. Enter a **“Name”** for your door.
4. Select the **“Site”** the door will be associated with.
5. Select the **“Controller Type”**.
6. Adjust **“System Parameters”** as needed.
7. Adjust **“Options”** as needed by selecting the **“Options Tab”**.
8. Select the **“Time Zones”** tab and select any and all Time Zones that apply to the **Door** (up to 8 time zones per door).
9. Click **“Save”**.
10. Continue adding **Doors** as needed. Click **“Done”** when finished.

## Hub Manager Professional™

The screenshot shows the 'Doors' window in Hub Manager Professional. The window title is 'Doors'. It contains a table with the following data:

Name	Controller Address	Site	Device Type
Front Door	1	Building One	Max 3 v2

At the bottom of the window, there are several buttons: '+ Add', 'Edit', '- Delete', and 'Done'. The '+ Add' and 'Done' buttons are highlighted with red boxes. There are also 'Door Wizard', 'Sort By' (set to Name), and 'Search' (with a 'Go' button) options.

# This completes: Linear/IEI Secured Series: Creating Doors with Hub Manager Professional Software Version 8.1

For other Related Product Webinars and Presentations (*HubManager 8.1 Tutorials, Linear/IEI Keypad and IP Base Access Control and eMerge Programming*) or, for a list of *all* pre-recorded webinars and other training opportunities visit us at [www.LearnLinear.com](http://www.LearnLinear.com).

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Thank you!