ATRx Biometrics Service Addendum for the HandPunch 1000 terminal.

The HP terminal maintenance provides some helpful options to insure a smooth and reliable terminal operation.

For security reasons only an enrolled administrator can perform the maintenance steps.

**Note:** The administrator must be enrolled **BEFORE** the first employee is enrolled.

**Administrator enrollment:**
1. Press the CLEAR key then ENTER key
2. Select Password 4 from the display.
3. Press * when prompted to Add Employee.
4. Press # to Add Supervisor.
5. Enter an ID# that will not be used in the software and follow the prompts on the screen to enroll your hand. (**Recommend that you enroll at least two Supervisors.**) **MAKE NOTE OF YOUR SUPERVISOR ID.**
6. Enroll a 2\textsuperscript{nd} administrator in case the 1\textsuperscript{st} is not available.
7. Use the same procedure with a different ID#.
8. Press CLEAR to get out of the menu.

**Entering the terminal as Administrator:**
1. Press the CLEAR key then ENTER key
2. Enter the Administrator ID and press ENTER
3. Select the Password ID from the PW list

**PW list:**

Password 1: Calibrate and Status display
Password 2: Verify and change of communication configuration setup.
Password 3: List users and change user rejection threshold
Password 4: 1. Add administrators
   2. Remove templates for users deleted in the software
      (Deleted users in the software are not automatically removed from the terminal).
Password 5: Special enrollment for employees unable to enroll because of crippled or hurt hand/finger condition.

Please check the *HP1000Manual.PDF* P.29 on the Recognition Support Disk. This CD is part of the HP 1000 shipping group.