

1 Install the IPS for Windows

To install the V Series Intelligent Programmer Software for Windows (IPS for Windows), follow these steps.

- From the Windows Start menu, select Settings, then Control Panel, then Add/Remove Programs.
The Add/Remove Programs Properties window appears.
- Select Install.
The Install Program from Floppy Disk or CD-ROM window appears.
- Insert the IPS for Windows CD or the first IPS for Windows diskette in the PC's appropriate disk drive, then select Next.
- Follow the instructions that appear on the screen.

Note: *If you're upgrading to IPS for Windows from IPS for DOS, you'll be prompted at the end of the installation process to convert your existing IPS data for use with the IPS for Windows.*

2 Start and log into the IPS for Windows

Now you're ready to start and log into the IPS for Windows. Follow these steps.

- From the Windows Start menu, select Programs, then Best Access Systems, then IPS for Windows.
The main menu appears, as shown in Figure 1.

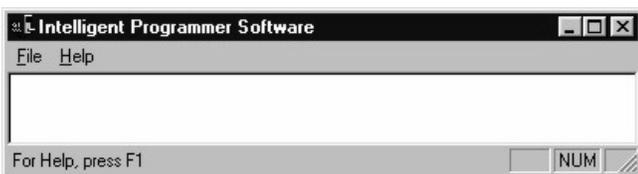


Figure 1—Main menu before logging in

- Select File, then Login.
The Login dialog box appears, as shown in Figure 2.

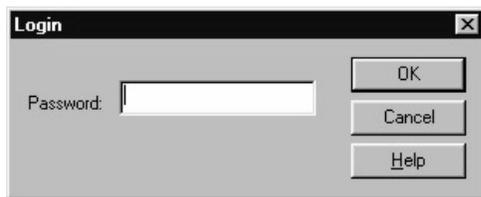


Figure 2—Login dialog box

- In the Password field, type the default IPS for Windows password—**123456**.
- Select OK.
The Main menu appears, as shown in Figure 3.

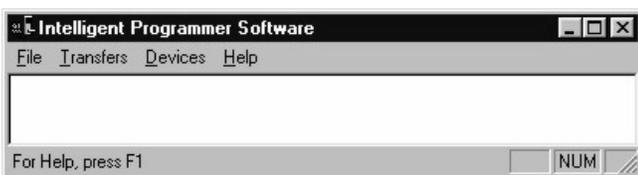


Figure 3—Main menu after logging in

3 Set up the IPS for Windows to work with your computer system

You need to set up the IPS for Windows to work with your computer system by:

- *Optional:* Providing your company name.
- Selecting the transfer port.
- *Optional:* Selecting the enrolling station port.

Providing your company name

Your company name appears on IPS for Windows reports.

Selecting the transfer port

The transfer port is the communication (serial) port used for transferring data between the PC and a V Series Security Device, and between the PC and another PC. COM1 through COM4 are possible communication (serial) ports.

Selecting the enrolling station port

The enrolling port is the communication (serial) port used for transferring data from a VPD-ES Enrolling Station to the PC. An enrolling station lets you read the data on proximity cards when adding token records to the user database for a device configuration.

Selecting the settings

To set up the IPS for Windows to work on your computer system, follow these steps.

- From the main menu, select File, then Properties.
The Properties dialog box appears, as shown in Figure 4.

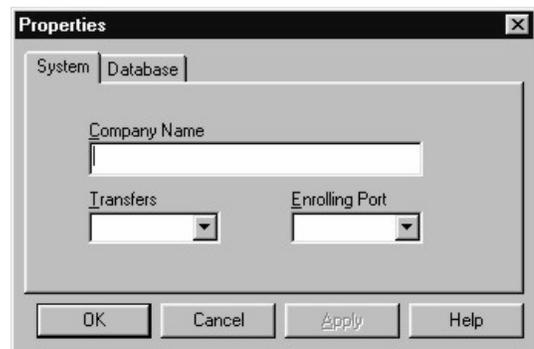


Figure 4—System tab in the Properties dialog box

- If you want to provide or change your company name, perform this step.
In the Company Name field, type your company name (up to 40 characters, including spaces).
- To select the transfer port used by your PC when it communicates with a V Series Security Device or with another PC, perform this step.
In the Transfers field, select the transfer port you want from the list of options.
- If you want to select an enrolling station port to be used by your PC when it communicates with a VPD-ES Enrolling Station, perform this step.
In the Enrolling Port field, select the enrolling station port you want from the list of options.
- To save your changes and close the Properties dialog box, select OK.

4 Changing the printer setup (optional)

The IPS for Windows uses the printer setup and printer drivers you have defined for Windows. To change your printer selection and/or print options for a selected printer from IPS for Windows, follow these steps.

- a From the main menu, select **F**ile, then **P**rint Setup.

A standard Windows Print Setup dialog box appears, as shown in Figure 5.



Figure 5—Windows Print Setup dialog box—example

- b In the **N**ame field, select the specific printer you want. You also can change the paper size, paper source, and page orientation.

Note: For assistance selecting printer options, refer to the documentation that came with your Windows software or printer.

- c To change options for the printer, select **P**roperties.

The printer's Properties window appears, as shown in Figure 6.

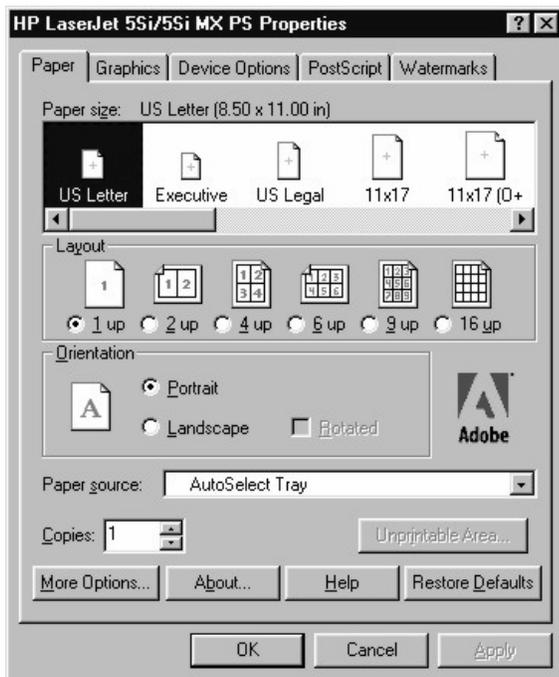


Figure 6—Printer Properties dialog box—example

- d Select the options you want. The available options depend on the printer driver you're using.
- e Select **O**K on each window you've opened.

5 Refer to the IPS for Windows help system

Now you're ready to start using the IPS for Windows to manage your V Series system. For instructions, refer to the IPS for Windows help system.

To view the help topic for any window, tab, or dialog box, follow this step.

- Select **H**elp on the window, tab, or dialog box, or press **F1**.

To access the entire help system, follow this step.

- From the main menu, select **H**elp, then **H**elp Topics.

The Help Topics: IPS for Windows Help window appears, as shown in Figure 7.

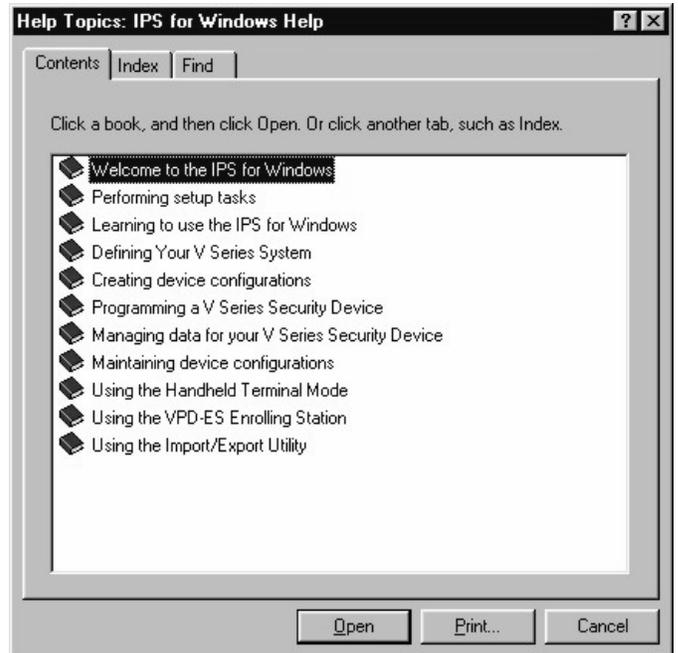


Figure 7—Help Topics: IPS for Windows Help window