

ACTatek Mounting Instructions

Choose a suitable position for the unit depending on whether to be used for access control or purely time and attendance.

For Access Control the unit will require power, network cable + connections to door release mechanism, alarm etc.

For Time & Attendance Mode only the unit will require power and a network cable

Ensure the fingerprint version is mounted at the correct height to allow ease of use and correct finger positioning- Read Manual.

Mounting the unit in strong sunlight may affect user visibility of the LCD. Ensure that the LCD and LED's are clearly visible in all lighting conditions.

Only use switching power supply provided with unit of 12V DC, 1 Amp capacity.

If required, use an appropriate UPS (uninterrupted power supply) with battery back up. This will ensure unit will still operate in the event of a power failure.

Ensure back plate is correctly earthed.

For external mounting it is recommended for cables to be routed through wall into back of unit.

For certain situations this is not possible and cable should be routed using alternative method.

- 1) Choose position and secure wall mounting bracket to wall.
Use suitable wall plugs for brick, concrete or plasterboard- as appropriate.
- 2) Allow sufficient extra cable to allow the back plate moulding to be secured to the casing.
If possible allow cable room to be fed back into wall when unit is offered to the wall bracket. Excessive length of cable will make it difficult to push unit into place on the wall bracket and may also damage internal connectors if excessive force is used.
- 3) Take the back plate moulding assembly and decide on a suitable route for the cabling through one or more of the 3 cable knock out holes in the moulding.
Carefully remove the knockout and smooth any rough edges with a file or sand paper.
- 4) Fit the rubber grommets provided into the cut out holes in the back plate moulding.
- 5) Cut the centre of the grommet as shown to allow cables to pass through.
Feed the cables from the wall through the grommet in the back plate assembly.
Additional sealing may be required between the cables and grommet to ensure water tightness. Water ingress into the internal electronic components may cause permanent damage to the unit and should be avoided.

6) Temporarily hang the moulding bracket assembly onto the wall mounting bracket as shown.

7) Take the front casing assembly and connect up the power cable, network cable etc.

8) Remove the back plate moulding assembly from the wall hanging bracket and align it to the front casing.

Carefully secure the two mouldings using the securing screws and seals provided. These should be pre-assembled to the rear of the back plate moulding. Ensure the large weather proofing seal is in position in the recess around the periphery of the mating face of the back plate moulding.

Evenly tighten the 8 securing screws ensuring the two mouldings are correctly mated. Take care not to over tighten screws.

9) Carefully push back the excess cable and offer the ACTAtek assembly to the wall mounting bracket as shown.

Ensure the lower locking screw is unscrewed sufficiently to clear the lower locking tab on the wall mounting bracket.

Engage the upper locating tags of the brackets by hooking the assembly into position- see diagram.

10) Secure the assembly into position by tightening the locking screw from the underside of the unit ensuring that it engages with the locking tab of the wall mounting bracket.

For surface mounted cable routing into the unit it is possible to cut the back plate moulding in the cut-out areas indicated- depending on cable routing.

For external applications it is recommended not to route cables from the top of the unit without ensuring adequate sealing.

Additional sealing may be required between the cables at the point of entry into the rear of the casing assembly- prior to hanging or mounting onto the wall.

General Maintenance:

Use a soft damp cloth with small amount of soap solution to clean the external casing. Do not use any abrasive cleaner as this will scratch the surface finish.

The fingerprint sensor glass may periodically require cleaning- again using a soft cloth and suitable glass cleaner.