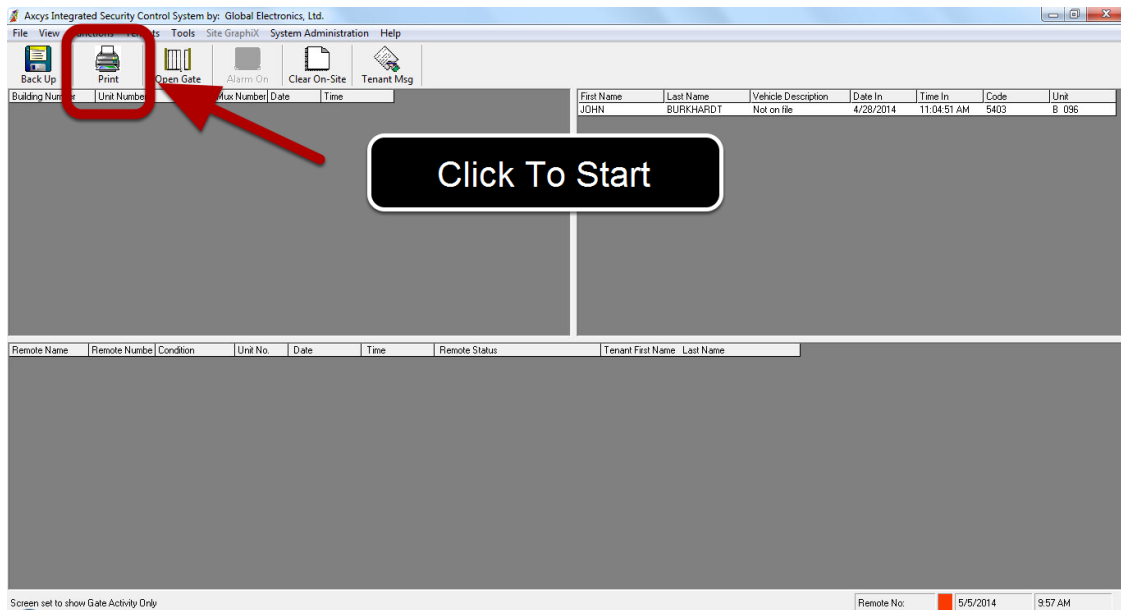


# Generate A Report Axcys Integrated Security

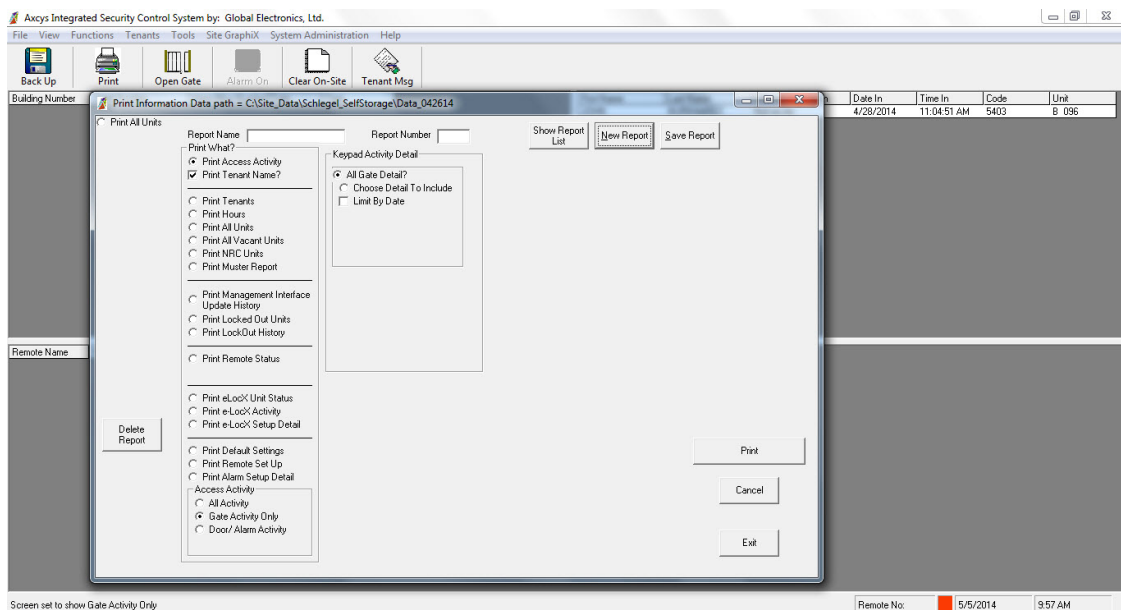
## Start Report Program

**Click To Start**



## Axcys Integrated Security Main Screen with Print Screen Started

**This is the main Printing Screen**



## Print Screen Appears

## Main Gate Access Selection Areas

Print Information Data path = C:\Site\_Data\Schlegel\_SelfStorage\Data\_042614

Print All Units

Report Name  Report Number

Show Report List New Report Save Report

Print What?

- ☒ Print Access Activity
- ☒ Print Tenant Name?
- ☐ Print Tenants
- ☐ Print Hours
- ☐ Print All Units
- ☐ Print All Vacant Units
- ☐ Print NRC Units
- ☐ Print Muster Report
- ☐ Print Management Interface Update History
- ☐ Print Locked Out Units
- ☐ Print LockOut History
- ☐ Print Remote Status
- ☐ Print eLocX Unit Status
- ☐ Print e-LockX Activity
- ☐ Print e-LockX Setup Detail
- ☐ Print Default Settings
- ☐ Print Remote Set Up
- ☐ Print Alarm Setup Detail
- ☐ Access Activity
  - ☐ All Activity
  - ☒ Gate Activity Only

Delete Report

Keypad Activity Detail

- ☒ All Gate Detail?
- ☐ Choose Detail To Include
- ☐ Limit By Date

Print

Cancel

Exit

### Overview of Main Printing Screen

You can choose no selections other than the default, or you can choose to Detail To Include which allows you to select an individual Unit, or you can choose to limit by date - or any combination of these together.

Limit By Date
---------------

Print Information Data path = C:\Site\_Data\Schlegel\_SelfStorage\Data\_042614

☐ Print All Units

Report Name  Report Number

Show Report List New Report Save Report

Print What?

- ☒ Print Access Activity
- ☒ Print Tenant Name?
- ☐ Print Tenants
- ☐ Print Hours
- ☐ Print All Units
- ☐ Print All Vacant Units
- ☐ Print NRC Units
- ☐ Print Muster Report
- ☐ Print Management Interface Update History
- ☐ Print Locked Out Units
- ☐ Print LockOut History
- ☐ Print Remote Status
- ☐ Print e-LocX Unit Status
- ☐ Print e-LocX Activity
- ☐ Print e-LocX Setup Detail
- ☐ Print Default Settings
- ☐ Print Remote Set Up
- ☐ Print Alarm Setup Detail

Access Activity

- ☐ All Activity
- ☒ Gate Activity Only
- ☐ Door/ Alarm Activity

Keypad Activity Detail

- ☒ All Gate Detail?
- ☐ Choose Detail To Include
- ☒ Limit By Date

Print Period

☒ US Date?

From Date

To Date

Delete Report

Print

Cancel

Exit

Click the Print Button When Ready

This shows limiting by date for all activity. This will provide a report for all activity on a particular date.

## Report for all activity for a specific date

Print Preview

[Print](#)
[Next Page](#)
[Prev Page](#)
[Two Page](#)
[Zoom In](#)
[Zoom Out](#)
[Close](#)

Date: 25/01/2014

Unit	KP	Tenant Name	Date	Time	Event Desc	Event Status
Office - 01	0	Manager Manager	4/2/2014	8:18:4	HOLD Desc 0 Jan	Manager Control Desc 0
Office - 01	0	Manager Manager	4/2/2014	8:18:1	Desk Can't be	Manager Control Desc 0
Office - 01	0	Manager Manager	4/2/2014	8:04:5	Desk Can't be	Manager Control Desc 0
Office - 01	0	Manager Manager	4/2/2014	8:07:12	Desk Can't be	Manager Control Desc 0
Office - 01	0	Manager Manager	4/2/2014	8:07:01	HOLD Desc 0 Jan	Manager Control Desc 0
W/C-11	2	Josanne Iuettel Manager	4/2/2014	8:00:40	Access Denied	Exit Denied OK 1163
E - 14	2	DOROTHY DAVIS	4/2/2014	8:00:29	Access Denied	Exit Denied OK 1075
E - 14	1	DOROTHY DAVIS	4/2/2014	7:58:43	Access Denied	Exit Denied OK 1075
-	-	-	4/2/2014	7:53:39	Access Denied in	Entry Invalid Code 7089
Office - 01	0	Manager Manager	4/2/2014	7:53:35	Desk Can't be	Manager Control Desc 0
-	-	-	4/2/2014	7:53:29	Access Denied in	Entry Invalid Code 703899
E - 14	2	DOROTHY DAVIS	4/2/2014	7:51:03	Access Denied	Exit Denied OK 1075
Office - 01	0	Manager Manager	4/2/2014	7:50:55	Desk Can't be	Manager Control Desc 0
Office - 01	0	Manager Manager	4/2/2014	7:50:47	Desk Can't be	Manager Control Desc 0
E - 14	2	DOROTHY DAVIS	4/2/2014	7:50:42	Access Denied	Exit Denied OK 1075
E - 14	2	DOROTHY DAVIS	4/2/2014	7:50:39	Access Denied	Exit Denied OK 1075
E - 14	1	DOROTHY DAVIS	4/2/2014	7:48:55	Access Denied	Exit Denied OK 1075
W/C-11	1	Josanne Iuettel Manager	4/2/2014	7:48:45	Access Denied	Entry Denied OK 1163
W/C-11	1	SHARON COOL	4/2/2014	7:48:20	Access Denied	Entry Invalid Code 600009
W/C-11	1	Josanne Iuettel Manager	4/2/2014	7:39:15	Access Denied in	Entry Denied OK 1163
-	-	-	4/2/2014	7:32:44	Access Denied in	Entry Invalid Code 600009
-	-	-	4/2/2014	7:32:34	Access Denied in	Entry Invalid Code 1071
-	-	-	4/2/2014	7:30:05	Access Denied in	Entry Invalid Code 600009
-	-	-	4/2/2014	7:31:59	Access Denied in	Entry Invalid Code 9168
Office - 01	0	Manager Manager	4/2/2014	7:30:53	Desk Can't be	Manager Control Desc 0
Office - 01	0	Manager Manager	4/2/2014	7:25:04	Desk Can't be	Manager Control Desc 0
Office - 01	0	Manager Manager	4/2/2014	6:53:24	Desk Can't be	Manager Control Desc 0

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## Select a Specific Unit

Print Information Data path = C:\Site\_Data\Schlegel\_SelfStorage\Data\_042614

Print All Units

Report Name  Report Number

Show Report List New Report Save Report

Print What?

- ☒ Print Access Activity
- ☒ Print Tenant Name?
- ☐ Print Tenants
- ☐ Print Hours
- ☐ Print All Units
- ☐ Print All Vacant Units
- ☐ Print NRC Units
- ☐ Print Muster Report
- ☐ Print Management Interface Update History
- ☐ Print Locked Out Units
- ☐ Print LockOut History
- ☐ Print Remote Status
- ☐ Print eLocX Unit Status
- ☐ Print e-LocX Activity
- ☐ Print e-LocX Setup Detail
- ☐ Print Default Settings
- ☐ Print Remote Set Up
- ☐ Print Alarm Setup Detail

Access Activity

- ☐ All Activity
- ☒ Gate Activity Only
- ☐ Door/ Alarm Activity

Keypad Activity Detail

- ☐ All Gate Detail?
- ☒ Choose Detail To Include
- ☐ Limit By Date

Gate Code

Unit ID

Delete Report

Print

Cancel

Exit

This shows how to select for a specific unit -

1. Click Choose Detail To Include
2. Use the Down Arrow button to select the unit you want.
3. Optionally, you can also choose "Limit By Date", and that will produce a report for a particular unit for a set date or date range.
4. Click the "Print" button

## Report for a specific Unit

Print Preview

Print Next Page Prev Page Two Page Zoom In Zoom Out Close

06/11/2017

Bldg	Unit	Room	Date	Time	Event Desc	Event Status
5	200	1	6/10/2017	8:55:39	Access Granted	Exit Granted 01/08/18
5	200	1	6/10/2017	7:59:45	Access Granted	Exit Granted 01/08/18
5	200	2	6/10/2017	7:59:45	Access Granted	Exit Granted 01/08/18
5	200	2	6/10/2017	7:59:45	Access Granted	Exit Granted 01/08/18
5	200	2	6/10/2017	7:59:45	Access Granted	Exit Granted 01/08/18
5	200	1	6/10/2017	7:59:45	Access Granted	Exit Granted 01/08/18

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