## Start Report Program

# **Click To Start**



Axcys Integrated Security Main Screen with Print Screen Started

File View Fu	ted Security Control nctions Tenants	System by: Global Electronics, Ltd Tools Site GraphiX System Adm	ninistration Help					
Back Up	Print Op	en Gate Alarm On Clear O	n-Site Tenant Msg					
Building Number	👔 Print Informa	ation Data path = C:\Site_Data\Schl	egel_SelfStorage\Data_042614	Terrar Later		Date In 4/28/2014	Time In Code 11:04:51 AM 5403	Unit B. 096
Remote Name	Delete Report	Report Name  Report Name  Print Vanag  Print Access Activity  Print Access Activity  Print Hours  Print Name  Print All Units  Print All Units  Print All Units  Print All Units  Print Muster Report  Print Muster Report  Print Access Activity  Print Acc	Repot Number	Show Report 2000 Report	Pint			
		Gate Activity Only     Gate Activity Only     Door/ Alarm Activity			Exit			

Print Screen Appears

# Main Gate Access Selection Areas

int All Units	Depart Name	Barash Mumbas I	Show Report			
	- Print What?	Report Number	List	New Report	Save Report	
		eupad Activity Detail				
	C Print Tenants C Print Hours	C Choose Detail To Include Limit By Date				
	C Print All Units C Print All Vacant Units					
	C Print NRC Units					
	C Print Muster Report					
	C Print Management Interface					
	C Print Locked Out Units					
	O Print LockOut History					
	C Print Remote Status					
	Print eLocX Unit Status					
	C Print e-LocX Activity					
Delete Beport	Print e-Locx Setup Detail					
ricpoit	C Print Default Settings					Print
	C Print Remote Set Up					
	Access Activity				_	Cancel
	C All Astivity				-	
	Gate Activity Only					
	Cool Additionally					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



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

Print         Best Page         Prog Page         Two Page         Zoom (n)         Qooe           Jame Page         Two Page         Zoom (n)         Qooe	
Unit         NP         Tenant Name         Date         Time         Event Date         Event Sature           0x+0         8         Image Name         6.20114         8.154         -0.0 Set or         Name Greet Sature           0x+0         8         Image Name         6.20114         8.154         -0.0 Set or         Name Greet Sature           0x+0         8         Image Name         6.50114         6.11         6.00 Set or         Name Greet Sature           0x+0         1         Image Name         6.50114         6.11         6.00 Set or         Name Greet Sature           0x+0         2         Image Name         6.50114         6.11         6.02 Set or         Name Sature           0x+0         2         Image Name         6.50114         6.111         6.02 Set or         Name Sature           0x+0         2         Image Name         6.50114         6.111         6.02114         6.0114         6.0114           0x+0         2         Image Name         6.02114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114         6.0114<	
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## Select a Specific Unit



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

