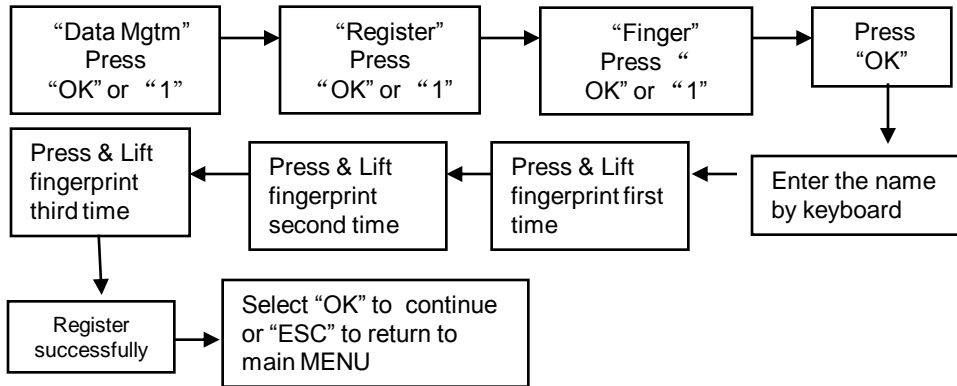


# Export XLS Report from the Fingerprint machine Directly

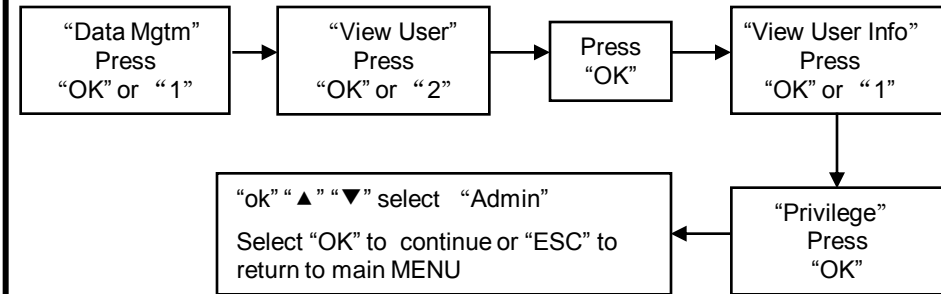
## 1. New Register

Press "MENU"



## 4. Set "Admin"

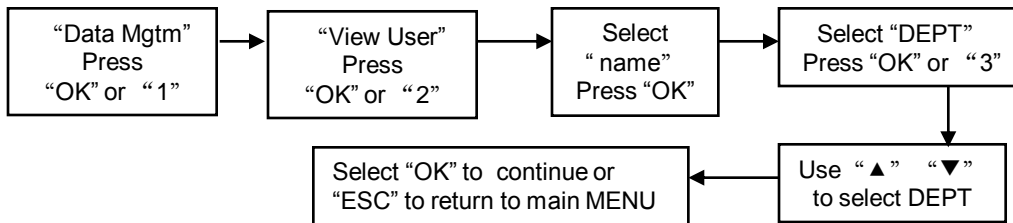
Press "MENU"



Note: If there is no admin all of the person can enter the menu. If there is admin, you can enter the menu after press the admin fingerprint.

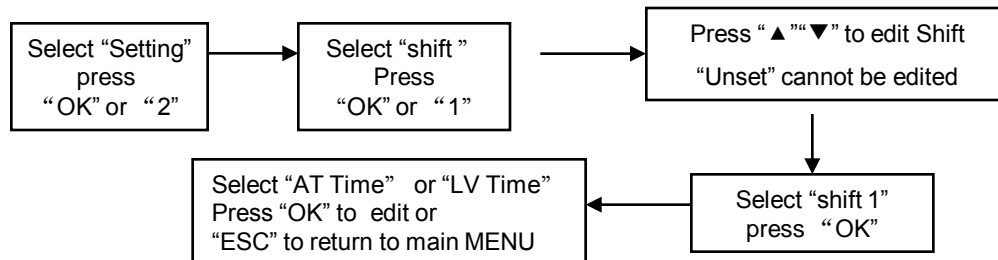
## 2. Department for everybody

Press "MENU"



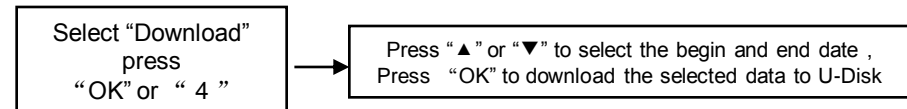
## 3. Add shift

Press "MENU"



## 5. Export excel report

Use U-Disk / Thumb Drive connect to USB port,  
press "MENU"



## Remarks:

1. Instant Report is generated by Finger Print device directly, data analysis is base on the shift setting, fingerprint time records data, abnormal records, etc. User can view XLS report directly after download it.
2. Staff info download includes User ID, Name, Dept, Shift, etc. After downloading, User can retrieve the data from U-Disk. User can use software to edit the relevant data, and upload to fingerprint device.
3. Staff data download includes Fingerprint, Password, ID Card records. All data can be download to U-Disk in DAT format. User can upload the relevant data to fingerprint device as well.