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# TELACCES 2

**modern telephone  
based door entry**



Scroll display for Resident/Business/House names,  
speed dial feature and keypad access control.

Range 1-2000 flats, businesses, houses or  
combination. Camera, proximity reader are  
optional.



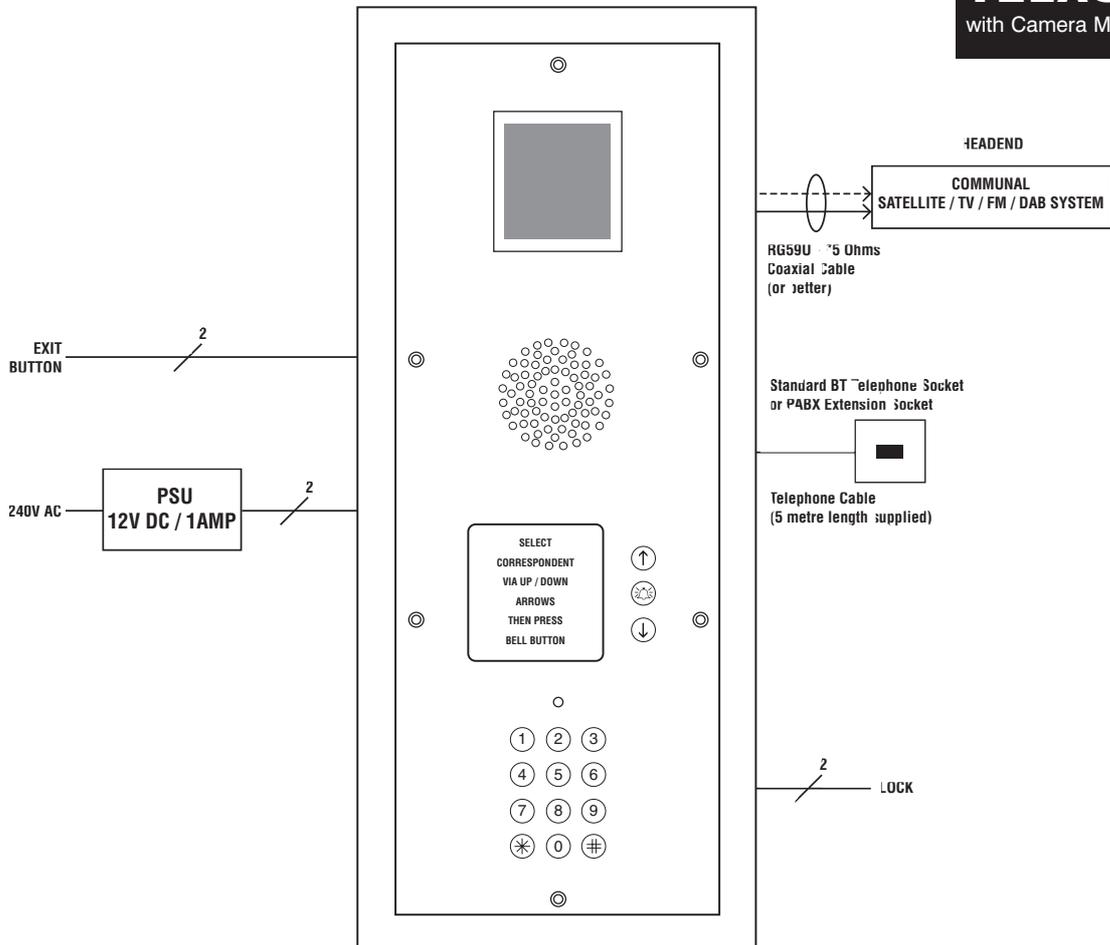
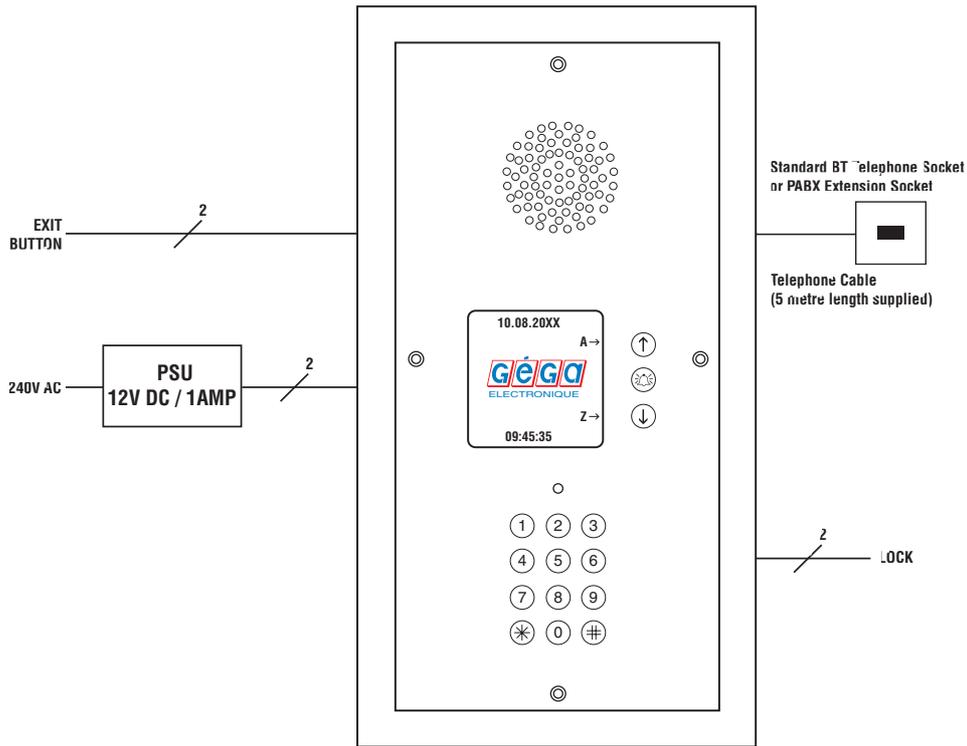
# **TELACCES 2** modern telephone based door entry



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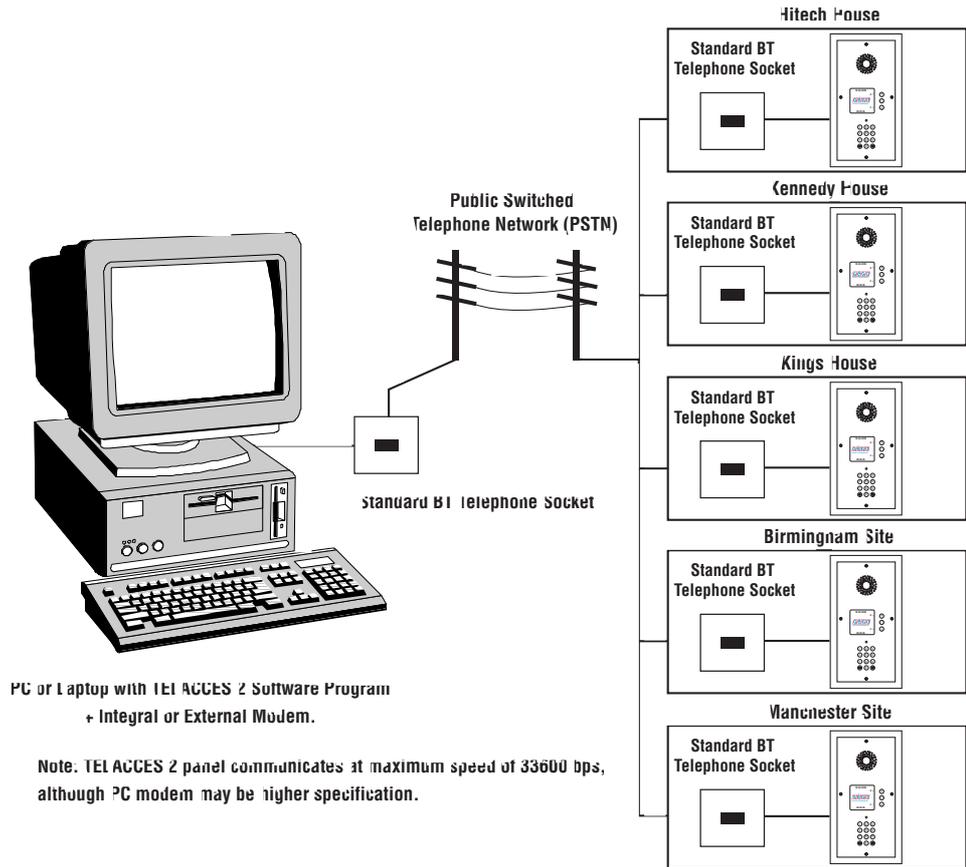
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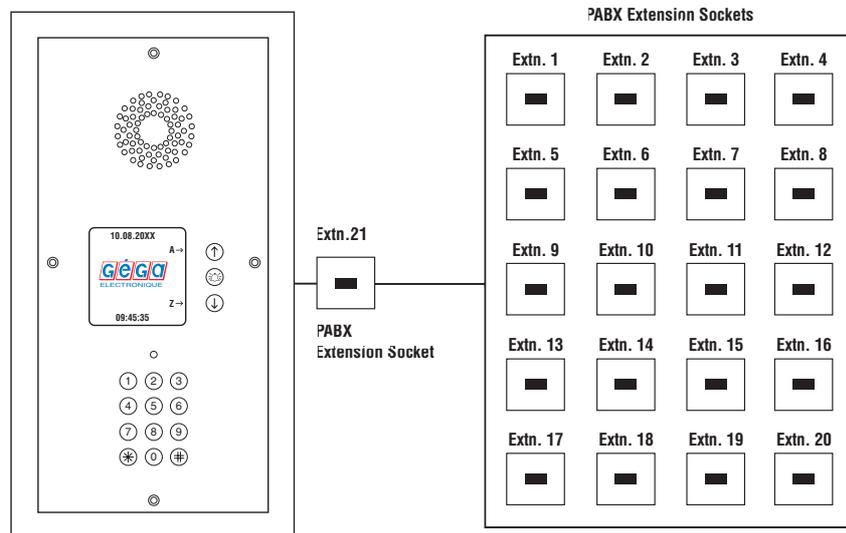
## Remote Programming

### Option for TELACCES 2 only:

Local Programming from a COM Port of a Laptop or PC to Connector CN6 on the PCB of the panel using the cable with DB9 connectors supplied (RS232 bus, 38400 bps).



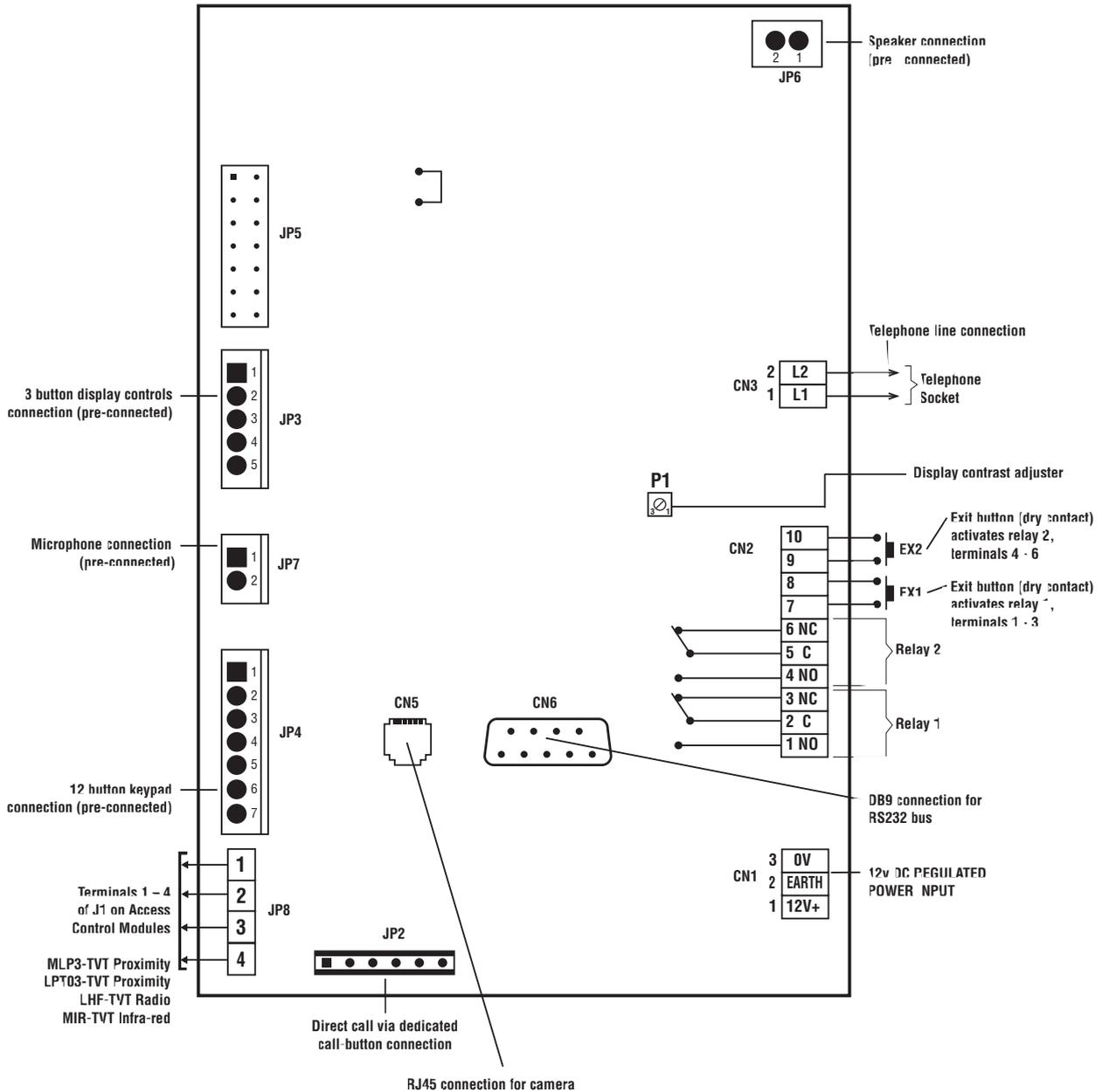
## Internal Telecommunications Network of a Company



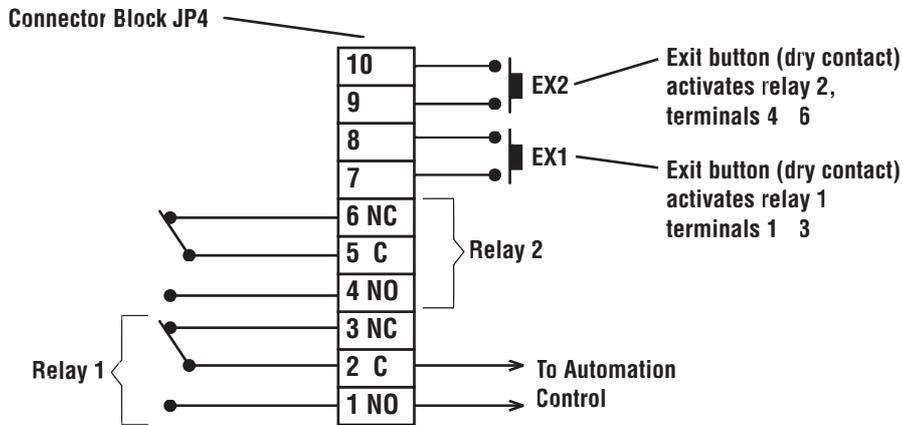
TELACCES 2 is programmed to dial Extension Numbers. For example: 2, 12, 19 etc. TELACCES 2 can, of course also dial external telephone numbers if required. (Maximum 200u Extensions / Telephone Numbers).

PABX extension socket to be analogue type.

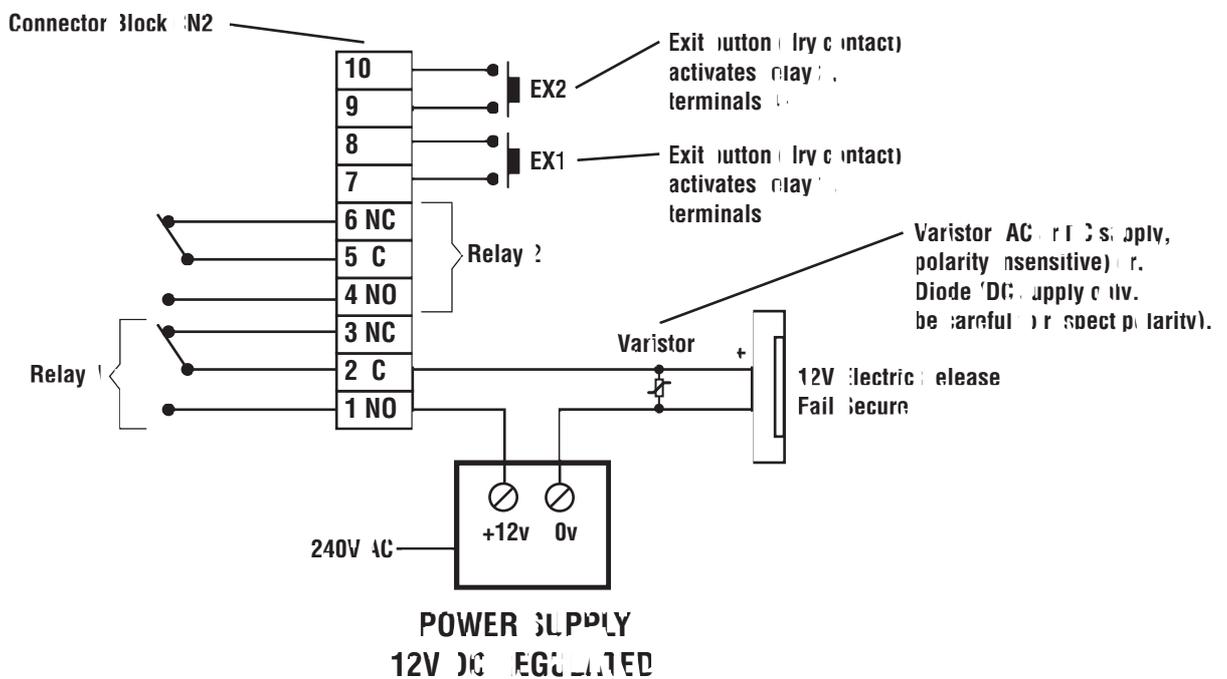
## MAIN CONNECTION BOARD



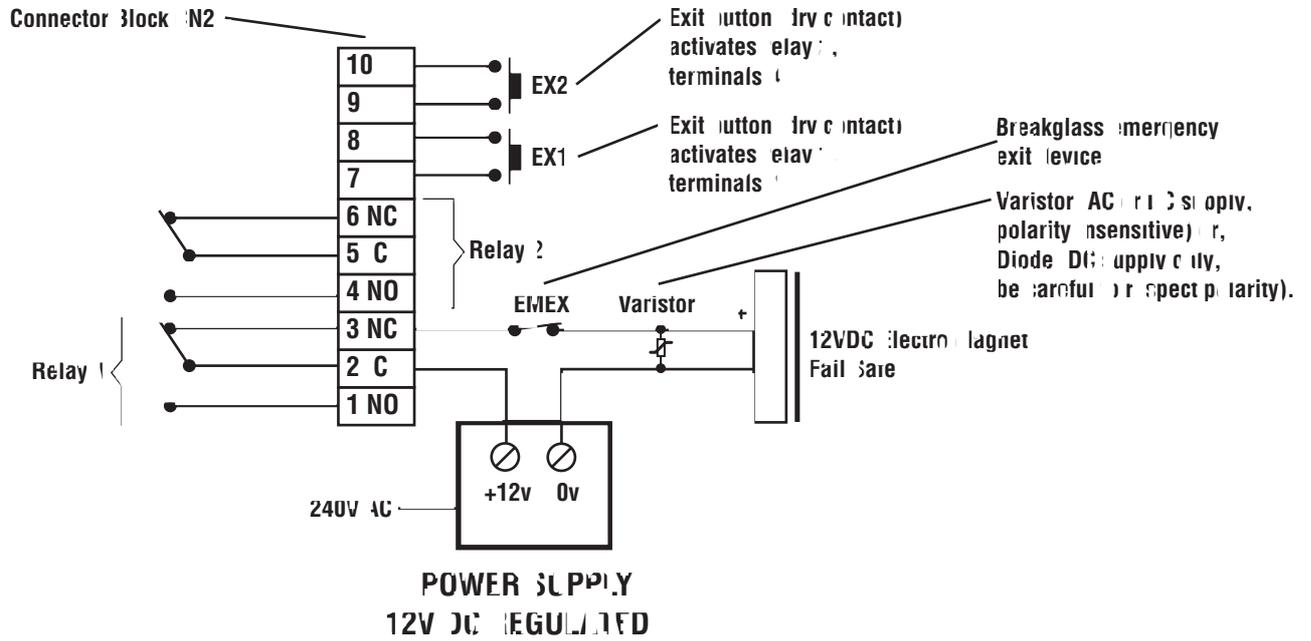
## Automation Control / Volt Free



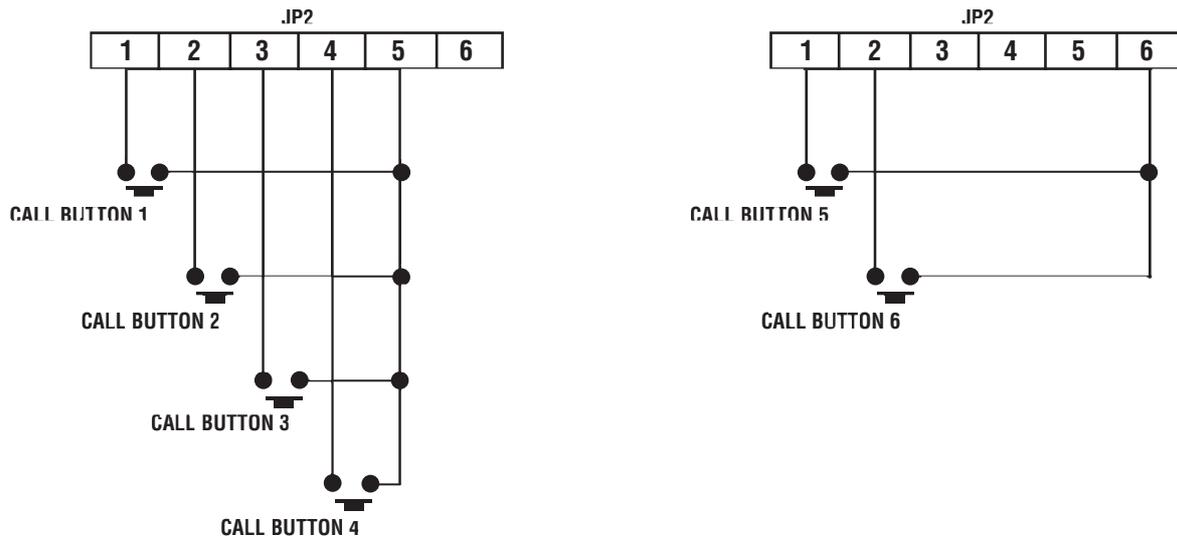
## Fail Secure Locking



## Fail Safe Locking



## Adding Direct Calls via Dedicated Call - Buttons.



To open the TELACCES 2 program, click on the standard Windows **Start** button and select **Programs**.

Highlight *TELACCES 2*.



or click on desktop icon



The following *TELACCES 2* screen appears.

Supervisor  
Installation Company  
Managing Agent

There are 3no types of User. Click on ▼ to select between them.

**Supervisor:** GEGA use only

**Installation Company:** Default Password = **install**  
Access Rights = Full

**Managing Agent:** Default Password = **manage**  
Access Rights = Restricted to Residents function.  
Can add/remove *Residents* but cannot change *Parameters*.

Click on **Modification** to correct the time and date. Enter the correct date and time. The day is automatically entered by the program. Click on **Apply** when finished.

**Date/Time Properties**

Date & Time | Time Zone

Date: February 2003

W	T	W	T	F	S	S	S
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28			

Time: 18:00:11

Current time zone: GMT Standard Time

OK Cancel Apply

Click on **OK** when finished to enter into the program.

**Note:**

Passwords can, of course, be changed - see Options on General Screen.

## General Screen

This is the General screen. At this stage, we are only interested in the **Installation** option. We will discuss the other options later.

Click on **Installation** →

select type of installation to view

new open copy delete import export

Name	Address	Postcode	City	Phone	Date	Serial N°
BLONDIN STREET	MENAI PLACE, BOW	E3 2BF	LONDON	02089813708	23/09/2002	UK023614
BOND STREET MANSIONS	10 OLD BOND STREET	W1S 4SX	LONDON	02074930699	06/02/2003	UK004987
CARR SAUNDERS	18-24 FITZROY STREET	W1T 4BN	LONDON	02071075682	28/04/2002	UK013967
CH X MANS, ST MARTIN	91 ST MARTINS LANE	WC2	LONDON	02078363588	16/12/2002	UK023005
CHARING X MANSIONS	26 CHARING CROSS ROAD	WC2H 0DG	LONDON	02072409928	16/12/2002	UK023002
CLOCKHOUSE HOUSE	LYTTON GROVE, PUTNEY	SW15	LONDON	02087883091	13/06/2001	UK010604
CYCLOPS WHARF	PORTERS LODGE, HOMER DRIVE, DOCKLANDS	E14 3UF	LONDON	02070932003	22/11/2001	UK003202
CYCLOPS WHARF MC	MERCURY COURT, HOMER DRIVE, DOCKLANDS	E14 3UF	LONDON	02070932004	22/11/2001	UK004502
LIMEHOUSE BASIN	F 167-176 BASIN APPROACH, COMMERCIAL ROAD	E14 7JS	LONDON	02075380875	11/12/2002	UK023615
MARK DEMOCASE 2K	10 AVEBURY COURT, MARK ROAD	HP2 7TA	H. HEMPSTEAD	01442211848	06/02/2003	UK024274
MILLFIELDS LINDENS	ST VINCENTS LANE	NW7	MILL HILL	02089594608	28/11/2002	UK025221
SUMMERTOWN PAVILION	MIDDLEWAY, SUMMERTOWN	OX2 7LG	OXFORD	01865510335	01/01/2003	UK013966

new installation open existing installation copy installation delete installation import installation export installation n° of installations

Click on **New Installation**

The following box is displayed.

Tick this box to have the **Program generate** a name for the **Installation** based on its street n° and address.

The **Phone Number** cannot have spaces, blanks, hyphens, underscores or colons.

Select the type of **TELACCES 2** installation

Enter the required information.

The **Serial No** is printed on a white label located on the PCB of the TELACCES 2 panel.

The **initial Passcode** is the last 4 digits of the **Serial No**. Details on how to change the **Passcode** are given later.

The Serial Number is written on a sticker located on the PCB of the panel. Example: UK002501.

With all the information entered, click on **OK**.

If you are opening the program in order to access an existing site:

Name	Address	Postcode	City	Phone	Date	Serial N
BLONDIN STREET	MENAI PLACE, BOW	E3 2BF	LONDON	02089813708	23/09/2002	UK.023614
BOND STREET MANSIONS	10 OLD BOND STREET	W1S 4SX	LONDON	02074930699	06/02/2003	UK004987
CARR SAUNDERS	18-24 FITZROY STREET	W1T 4BN	LONDON	02071075682	28/04/2002	UK013967
CH X MANS, ST MARTIN	91 ST MARTINS LANE	WC2	LONDON	02078363588	16/12/2002	UK023005

The *Installations* screen displays a listing of all *Installations*.

To select a particular *Installation* simply double click on it. Alternatively, highlight it and click on *Open*. Use the scroll bar to move up and down the listing.



← Click on *Open Installation*

The *Details of Installation* screen opens and displays the details of the relevant *Installation*.

Parameters Residents Screens Messages Software Loading Installation Print Exit ?

Name of Installation:  Type:  Passcode:  Capacity:

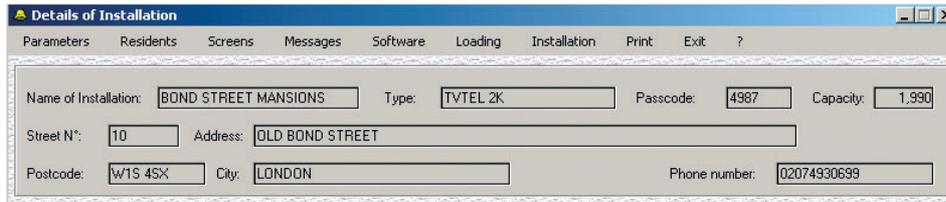
Street N:  Address:

Postcode:  City:  Phone number:

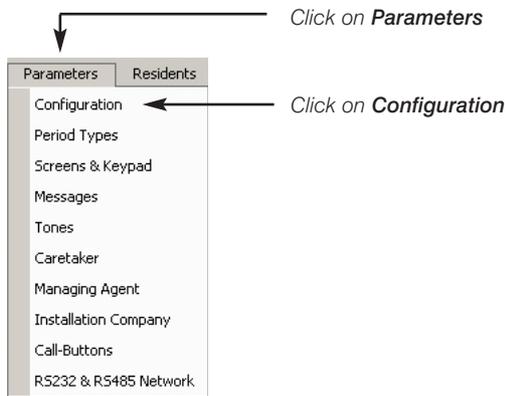
You now have access to the title bar menus.

The TELACCES 2 program is designed to manage many *Installations*. This screen displays the site that is to be worked on.

The *Details of Installation* screen is displayed.



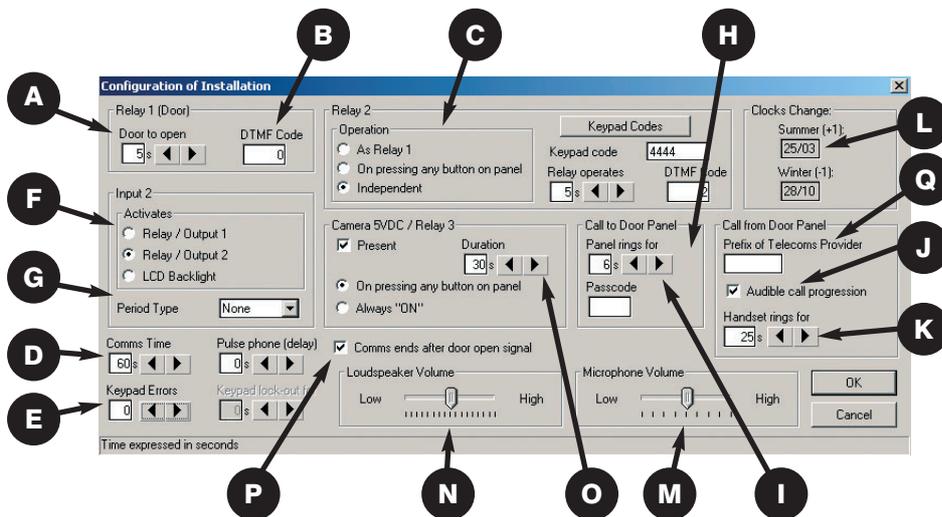
At the top of the screen, there are a number of options available for this *Installation*.



Click on *Parameters*.

A drop-down box is displayed.

The *Configuration of Installation* screen is displayed.



Standard "Secrecy of Lock" feature = Resident cannot open the door without having first received a call from the panel.

**A** Relay 1 is normally used to activate a door or gate. Set the number of seconds that the door is to unlock for when: Either a correct keypad code is entered or, a Resident enters the correct DTMF code on their handset.

**B** DTMF Code is the number (minimum 1, maximum 4 digits) that Resident(s) must enter on their handset(s) in order to remotely open the door.

**C** See Section 2.5.

**D** See Section 2.6.

**E** See Section 2.6.

**F** Input 2 (terminals 9 + 10 of CN2) can be set to activate Relay 1, Relay 2 or the LCD screen backlighting. The default setting is obviously Relay 2.

**G** Period Type feature allows the selection of any 1 of 5 comprehensive time-zone profiles. Input 2 is disabled when the time is outside of the Period Type selected.

**H** Call to Door Panel is a feature allowing a Resident to telephone the panel (provided the Telephone Number and Passcode are known) from their standard DTMF telephone to (a) Listen in on the panel environment only or, (b) Listen and communicate with the panel. For security reasons, a Passcode must be set.

**I** Panel rings for is the length of time the panel is to ring before it answers the incoming call.

**J** Tick the box only if you want the visitor to actually hear the panel getting a line and dialling the number.

**K** Set the length of time in seconds that the telephone called is to ring before TELACCES 2 abandons the call or, calls the 2<sup>nd</sup> telephone number.

**L** Enter the date the Clocks Change. The TELACCES 2 panel will automatically correct its time display on the programmed dates.

**M** Adjust Microphone Volume ie audio level, from the panel to the handset. This is not a real-time adjustment.

**N** Adjust Loudspeaker Volume at the panel from the handset called. This is not a real-time adjustment.

**O** See Section 2.5.

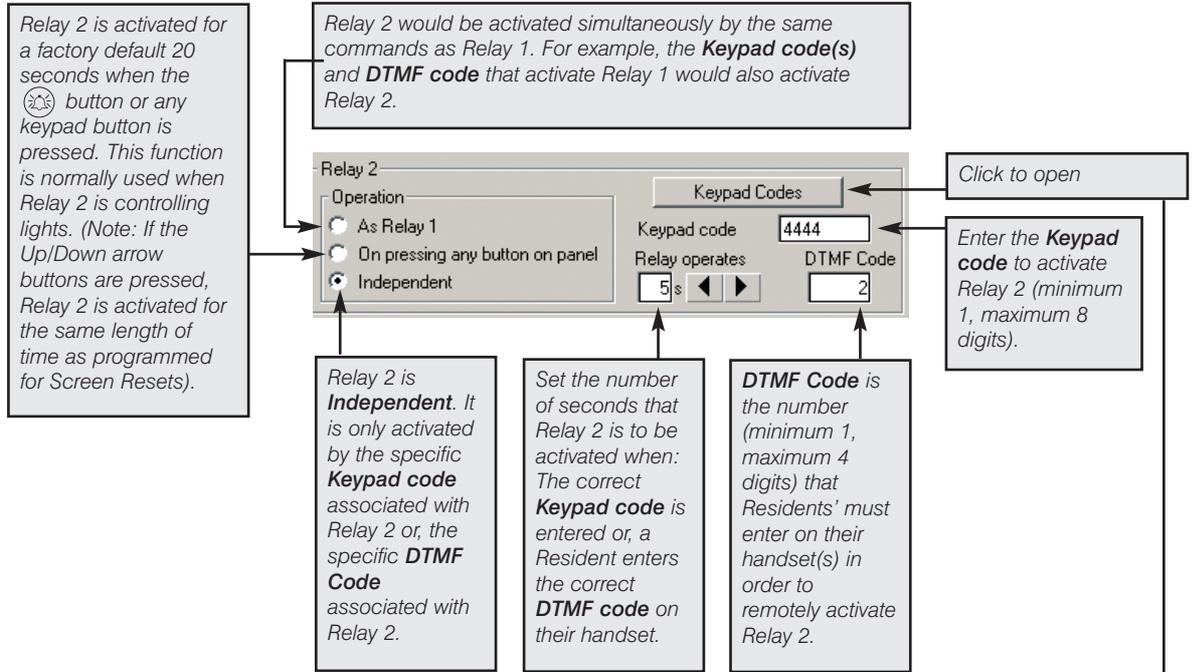
**P** Default is ON. When the Resident opens the door, the line will be cut after 5 seconds. If OFF, the Resident retains full communication rights until the comms time-out setting is reached.

**Q** If using a specific telecoms provider, enter their unique prefix here.

## Relay 2

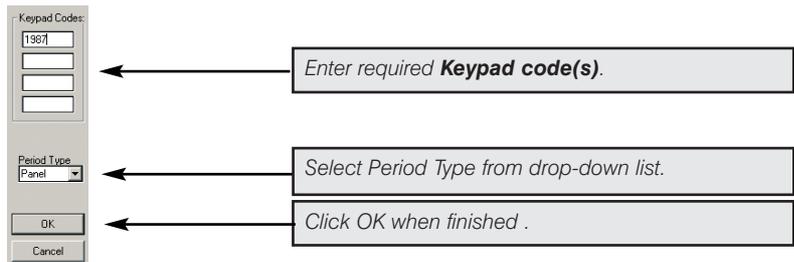
There are 3no Operation modes for Relay 2.

Note: If either the **As Relay 1** or **On pressing any button on panel** are selected, the **Keypad Code**, **DTMF Code** and **Relay operates (secs)** parameters become totally redundant.



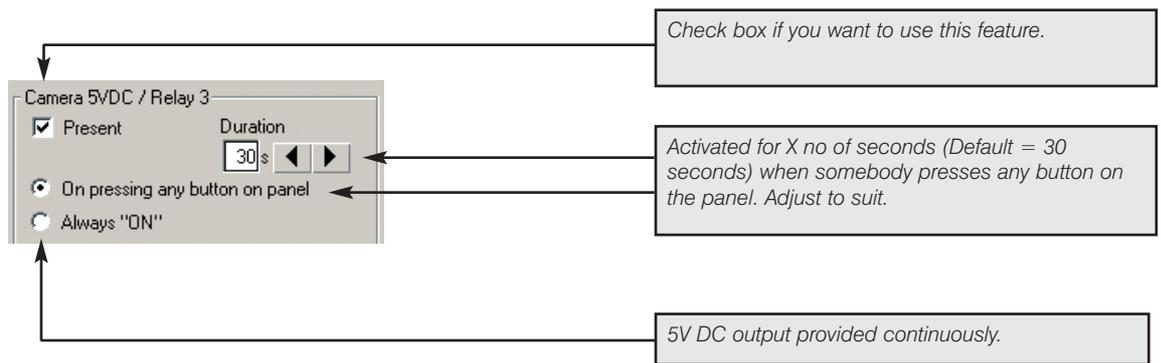
## Codes of relay 2

Up to 4no additional **Keypad codes** with Period Types can be programmed.



## Camera or Relay 3

TELACCES 2 has an RJ45 connector terminal reference CN5 used for triggering an additional relay which either activates the MIVID3 camera module for a preprogrammed number of seconds (1-300) or, is used to trigger another 3rd party device.



## Communication Time

Communication time can be set from 10 to 300 seconds and applies to both: **Calls to the Door Panel** and **Calls from the Door Panel**. The line will be automatically cut if the preset maximum communication time is reached.



Also, for those, thankfully, very rare occasions where a Resident is still using an outdated **Pulse Telephone** : the first 2 digits of the particular Resident's keypad code can be used to open the door.

### Pulse Telephone

**Example:** Resident with keypad code 49801 is called from Door Panel. Resident does not have a DTMF telephone and cannot, therefore, open the door remotely from handset. **Pulse phone (delay)** has been set to 10 seconds. Resident knows visitor and advises visitor to enter the number 49 (First 2 digits of keypad code) on the panel. Visitor can open the door by entering the number 49 after the initial 10 second **Pulse phone (delay)** but before the 60 second (in this example) communication time runs-out.

Set the maximum length of time (secs) for the Visitor to talk to the Resident. 60 seconds is the default setting.

## Keypad Errors

Residents and other authorised persons ie. Services, Managing Agent, Installation Company, can be issued with keypad codes. Enter a correct keypad code and the door unlocks for the preset number of seconds.

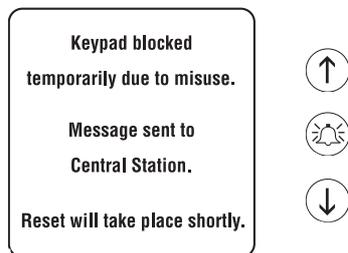


Enter length of time in seconds keypad is to shutdown (lock-out).

Enter the maximum number of incorrect keypad entries before keypad shutdown activated.

However, consecutive incorrect keypad code entries - **Keypad Errors** - suggest that the person is not authorised to enter the building or simply abusing the keypad. To help control this type of situation, this feature will shutdown the keypad - **Keypad lock-out for** - for a maximum of 300 seconds after X no of **Keypad Errors**.

To further deter, TELACCES 2 then visually displays on its screen:



This feature can, of course, be used in other ways: By changing the **Keypad Errors** to 9 (maximum) and the **Keypad lock-out for** to the 10 second minimum, persons entering an incorrect keypad code will be advised of their error. It would be highly unlikely that an authorised person would make 9 consecutive errors and, even if this were to happen, the keypad would only shutdown for 10 seconds.

## Period Types

The example shows that a **Period Type** is whatever you want it to be.

Copy Monday	PERIOD 1		PERIOD 2	
	Open	Close	Open	Close
MONDAY	08:00	12:00		
TUESDAY	00:00	23:59		
WEDNESDAY	08:00	12:00	14:00	18:00
THURSDAY	08:00	12:00	14:00	20:00
FRIDAY	06:00	12:00	18:00	23:59
SATURDAY	08:00	12:00		
SUNDAY	06:00	08:00		

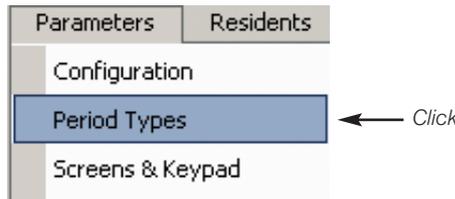
**Period Types** are used to further refine and customise the TELACCES 2 system.

TELACCES 2 has 5 **Period Types** – Group A, Group B, Group C, Group D and Door Panel.

A **Period Type** is simply the standard 7 day week but made up of either:

- (a) 2 time zones per day
- (b) 1 time zone per day
- (c) 1 or 2 time zones per day
- (d) Any mix of a – c.

Click on **Period Types**.



The main **Period Types** screen opens.

Select the **Door Panel** tab by clicking it.

If you want to copy the **Open** or **Close** (or both) times entered for the **Monday** to the other days of the week, simply click on **Copy Monday**.

Operational Mode:  Active Periods

Free Access:  Relay 1 Latched (Door "Hold Open")

Scroll Display of Residents:  Off

Information and Activation of Resident's relay:  Fully Functional, Information + Call

**Active Periods** are those times within the **Open** and **Close** of **Period 1** and **Period 2**. In this example, 1500 hrs is an **Active Period** time but, 1810 hrs is not an **Active Period** time.

During an **Active Period** the panel displays **FREE ACCESS** with an arrow pointing to the button on the panel. Pressing the button opens the door (activates Relay 1). This feature is usually used to provide **TRADES** access in the morning between certain hours.

If the arrows are used to scroll the display during an **Active Period** to find a particular Resident, pressing the button will launch the call not open the door.

Holidays: Start: [ ] End: [ ]

Bank Holidays: Start: 01/01 End: 25/12

For security reasons: **Bank** or other **National Holiday** dates should be entered here.

For security reasons: If a specific **Holiday** period applies, for example; Christmas or August shutdown, enter the dates here.

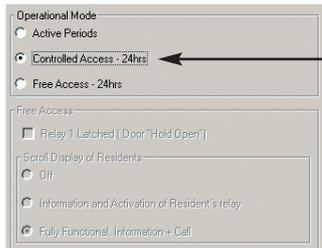
  

Device is in Controlled Access mode during (1) Holidays (2) Bank Holidays (3) Times outside Periods 1 + 2.

**Holiday and Bank Holidays** dates are, obviously, **OUT OF HOURS** ie *not* within the **Active Period**.

To save, remember to click **OK** when all of the information for this screen has been entered.

## Default Setting = Controlled Access - 24 hrs



**Controlled Access – 24hrs** is the most common mode of operation used because it offers the highest level of security. **It is the default factory setting.**

Relay 1 is activated ie the door is opened by: (a) Correct DTMF code entered on the telephone called from the Door Panel (b) Resident entering their keypad code at the Door Panel (c) Visitor entering first 2 digits of keypad code of Resident called at the Door Panel (see **Pulse phone (delay)** section in Configuration).



With **Free Access – 24hrs** selected, the panel displays **FREE ACCESS** with an → arrow pointing to the ☎ button on the panel. Pressing the ☎ button activates Relay 1 ie opens the door 24 hours a day. If the ⬆⬆ arrows are used to scroll the display to find a particular Resident, pressing the ☎ button will launch the call not open the door. (Scroll Display of Residents = Fully Functional).

## Hold Open Feature



With **Free Access – 24hrs** and **Door “Hold Open”** selected, the panel also displays **FREE ACCESS** with an → arrow pointing to the ☎ button on the panel. The door is, however, in an UNLOCKED state 24 hours a day, so there is no need to press the ☎ button. This feature is mainly used on Visitor Days, Refurbishments, Furniture Removals / Deliveries etc.

If the ⬆⬆ arrows are used to scroll the display to find a particular Resident, pressing the ☎ button will launch the call. (Scroll Display of Residents = Fully Functional).

Note: With **Active Periods** and **Door “Hold Open”** selected, operation is exactly the same when time is within the Active Period.

## Turn Off Scroll Display During Active Period

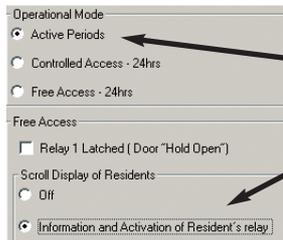


During an **Active Period** ie whilst the panel is displaying **FREE ACCESS** with an → arrow pointing to the ☎ button on the panel, the ⬆⬆ arrows used to scroll the display to find a particular Resident are totally disabled. The Scroll Display is not available. Pressing the ☎ button opens the door.

The Scroll Display feature is automatically and fully re-enabled when the **Active Period** ends.

Note: With **Free Access - 24hrs** and **Off** selected, operation exactly the same as when time is within the Active Period.

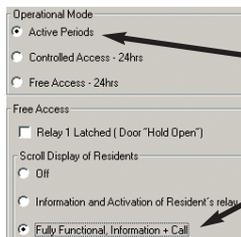
## Scroll Displays Information Only During Active Period



During an **Active Period** ie whilst the panel is displaying **FREE ACCESS** with an → arrow pointing to the ☎ button on the panel, the ⬆⬆ arrows can be used to scroll the display to find a particular Resident. However, pressing the ☎ button on locating a particular Resident does not launch the call but, rather, activates the relay(s) according to the settings preprogrammed for this Resident.

The Scroll Display feature is automatically and fully re-enabled when the **Active Period** ends.

Note: With **Free Access - 24hrs** and **Information and Activation of Resident's relay** selected, operation exactly the same as when time is within the Active Period.



During an **Active Period** ie whilst the panel is displaying **FREE ACCESS** with an → arrow pointing to the ☎ button on the panel, pressing the ☎ button activates Relay 1 ie opens the door.

The ⬆⬆ arrows ie **Scroll Display of Residents** function is fully enabled, so pressing the ☎ button on locating a particular Resident will launch the call.

When the **Active Period** ends, the fundamental and only operational difference is that pressing the ☎ button does not activate Relay 1 ie does not open the door.

Note: With **Free Access - 24hrs** and **Fully Functional** selected, operation exactly the same as when time is within the Active Period.

**Free Access – 24hrs** is effectively the same as a 24 hour **Active Period**.

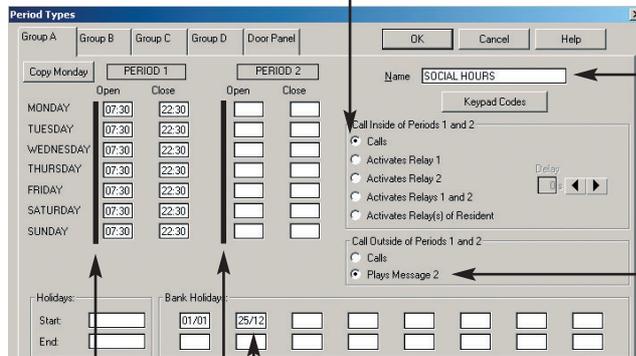
If you select **Controlled Access – 24hrs** as the operational mode, the following parameters are, for obvious reasons, automatically set by the system and cannot be changed:

- Scroll Display of Residents = Fully Functional
- Door “Hold Open” = Not available

## GROUPS



Residents and Services can each be associated with any 1 no. Group. The visitor at the panel is not shown the group status of the Resident or Service.



Pressing the button on the panel, after having located the particular Resident via the will, within the **Active Period**, launch the call to the Resident.

You can name this Period Type

Pressing the button on the panel, after having located the particular Resident via the will, outside the **Active Period** (ie 2231 hrs to 0729 hrs Monday to Sunday), not launch the call to the Resident. Instead, the panel will play audio message no. 2 “Your Correspondent cannot be reached at this time, please try again later” and simultaneously display a similar message. This feature is usually used to protect certain residents, for example, the elderly, from nuisance calls at night.

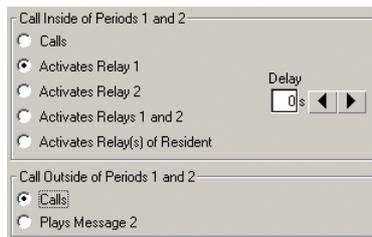
In this typical example, only 1 no time-period profile was required to create **Group A. PERIOD 1**, therefore, shows 0730 hrs to 2230 hrs Monday to Sunday. **PERIOD 2** is not required and, therefore, shows no times. The **Active Period** for **Group A** is, therefore, 0730 hrs to 2230 hrs Monday to Sunday.

If not using **PERIOD 2**. Click on **Open** time to highlight, then press **Delete** button. Repeat process for **Close** time. Click on **Copy Monday** tab.

**Holidays** and **Bank Holidays** are treated as outside the **Active Period** ie **OUT OF HOURS**.

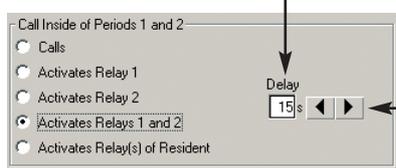
## SPECIAL SECURITY FEATURE

Visitors are granted automatic access but impression given that access was monitored by Resident or Security desk.



Pressing the button on the panel, after having located the particular Resident via the will, within the **Active Period**, activate Relay 1 ie open the door not launch the call.

Pressing the button on the panel, after having located the particular Resident via the will, outside the **Active Period** (ie 2231 hrs to 0729 hrs Monday to Sunday), launch the call to the Resident.



Pressing the button on the panel, after having located the particular Resident via the will, within the **Active Period** activate Relays 1 and 2 but only after 15 seconds. The panel will simulate a call to make the visitor believe that access was not automatic but controlled!

You can also provide Trades Access via Keypad Codes that only open the door at certain times.

Click on Keypad Codes.

Up to 4no. **Keypad Codes** can also be associated with a **Group**. They only operate ie activate Relay 1 to open the door within the **Active Period**.

Select Period Type from drop-down list.

Click on OK to save.

## Screens & Keypad

The screen is the display on the door panel.

Click on Screens & Keypad

**Backlight Activation** brightens the display screen and is, normally, set as shown. Some installations, however, will require the backlighting feature to be off during the day ie especially bright locations.

**Screen Resets** is the number of seconds a screen will be displayed before the display switches back to the default screen.

**Scroll Display Speed** sets the speed at which the names displayed pass through the display when using the **↕** buttons on the panel.

Check this box to enable the **Speed Dial** feature. Visitors can now also call Residents by entering either their flat number or their personal number on the panel.

Check this box to enable dialling of (Res/Cor) pre-programmed telephone numbers by pressing the **\*** followed by their telephone number.

If you check this box pressing button 5 on the Keypad will open the scroll display of names from the J's onwards, 8 from the T's onwards etc. Note: Enter # before all Keypad entry codes from now on.

Click on OK when finished.

## Messages

The display on the Door Panel is default set to provide the visitor with the appropriate visual information message at the appropriate time. For example: "Please Enter" would be displayed on the screen. For every visual information display message, however, there is also a corresponding audio information message.

This screen allows you to select whether or not to use audio information messages in conjunction with the visual information messages. The norm is, of course, to use both types of messages together.

Parameters Residents

- Configuration
- Period Types
- Screens & Keypad
- Messages**
- Tones

← Click on **Messages**

**Messages 1 - 9** are audio messages at the Door Panel. Click to insert or remove ✓.

**Message 10** is the audio message "Call from Door Panel". The options are: **Off**, **On**, **Response Off**. **On** = Message "Call from Door Panel" is heard by the person on their handset when they answer an incoming call from the Door Panel. This message is also heard by the person dialling from a remote handset into the Door Panel. **Response Off** = Message "Call from Door Panel" is heard by the person on their handset when they answer an incoming call but is not heard by the person dialling into the Door Panel from a remote handset.

**Message 4** can be either: Voice "Please Enter" or, a 1 second beep or, a continuous beep of same duration as operating time previously set for Relay 1.

Message Volume on Speaker: Low [Slider] High

Beep Volume: Low [Slider] High

Message Volume on Line: Low [Slider] High

Keypad Button Beeps:

Message 4 can be either voice, a 1sec beep or a beep of same duration as activation of relay 1.

Volume Control for system messages from panel to Resident ie "Call from Door Panel".

**Message 10** is the audio message "Call from Door Panel". The options are: **Off**, **On**, **Response Off**. **On** = Message "Call from Door Panel" is heard by the person on their handset when they answer an incoming call from the Door Panel. This message is also heard by the person dialling from a remote handset into the Door Panel. **Response Off** = Message "Call from Door Panel" is heard by the person on their handset when they answer an incoming call but is not heard by the person dialling into the Door Panel from a remote handset.

**Message 4** can be either: Voice "Please Enter" or, a 1 second beep or, a continuous beep of same duration as operating time previously set for Relay 1.

These are the volume controls for the audio information messages and beeps only. This feature is very useful where the Door Panel is located, for example, next to a busy and noisy main road. Note: It does not affect the comms level between the visitor and the resident – see Configuration Screen.

For audio reassurance (ie acknowledgement) each time a button on the panel is pressed, insert a ✓.

Input 1

- Off
- Off
- Voice
- Beep 1s
- Beep 5s

Inputs 1 and 2 ie the R.T.E. (Volt Free) inputs can also be programmed so that when triggered, the panel either

- A** Activates the message "Please Enter".
- B** Activates a 1 second beep.
- C** Activates a continuous beep of same duration as operating time previously set for Relay 1.

**Note:**  
If message 10 is OFF, there is no audio message "Call from Door Panel" to inform the person answering the call from TELACCES 2. Go to Parameters, Configuration and set Pulse Phone Delay to 1 second. There will now be a short beep 1 second after the call has been answered and simultaneous activation of the comms.

Audio  
Message No

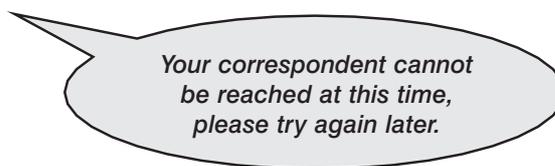
Event Type

1



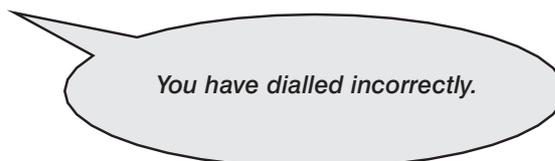
Each time a call is made.

2



Visitor presses the button to call a *Resident* at a time which is outside of *Periods 1 & 2* ie OUT OF HOURS as set for the *Group/Period Type* associated with this *Resident*. *This Resident does not want to be disturbed after hours.*

3



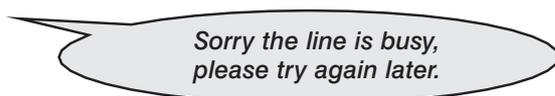
Visitor has entered an incorrect telephone number on the panel.

4



A correct keypad code has been entered on the panel or *Resident* has activated the door from handset.

5



*Resident* is engaged on the telephone ie the line is occupied.

6



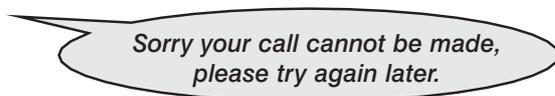
There is no answer from the 1st telephone number called and, if applicable, no answer from the 2nd telephone number.

7



An incorrect keypad code has been entered on the panel.

8



Spare

9



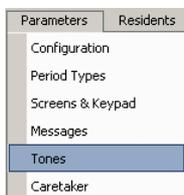
*Resident's* status is *Protected*, therefore, when visitors press the to call, the panel asks them to enter the *Resident's* telephone number.

10



Message heard by *Resident* on the telephone handset when answering call from door panel.

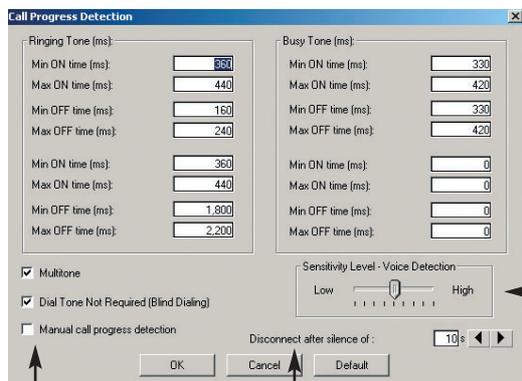
## Tones



← Click on **Tones**

Default operator settings ie Ringing Tones and Busy Tones already set.

If the Door Panel is connected directly into a PABX system, check the relevant technical information for the PABX model and amend settings, if applicable.



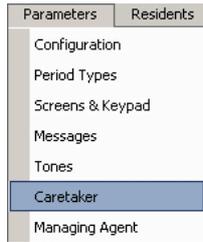
The higher the sensitivity setting, the quicker the system detects that the Resident has answered the phone. In situations where there is lots of "noise on the line" it is advisable to reduce the sensitivity level setting.

Ignore, used for test purposes only.

Audio conversation is detected by the system. Set the number of silence seconds allowed before disconnection - if nobody talks, the telephone line will be automatically disconnected.

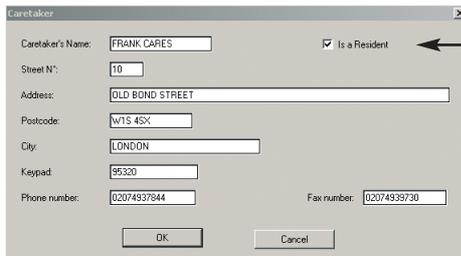
Click on **OK** when finished.

## Caretaker



Click on **Caretaker**

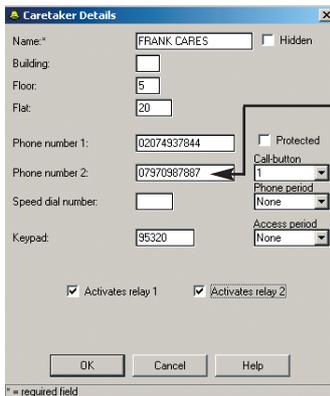
Enter the relevant information for the Caretaker.



If the **Caretaker** lives in the building or is, anyway, to be contactable from the Door Panel, insert a ✓.

Click on **OK** when finished.

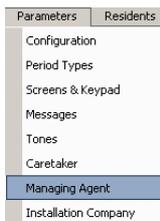
Enter the relevant information for the Caretaker.



Enter a 2nd contact telephone number for the Caretaker, for example, a mobile or pager number. The system will automatically dial the 2nd telephone number, immediately after it has dialled the 1st telephone number and received no response. The Caretaker is, therefore, also contactable when not in his flat.

Click on **OK** when finished.

## Managing Agent



Click on **Managing Agent**



Click on **Add Managing Agt.**

Enter the relevant information for the Managing Agent.

Click on **Persons**

Click on **New**

Enter the details for all the relevant contact persons at this Managing Agent.

Click on **OK** when finished.

The new contact person(s) will be added to the list of existing (if any) contact persons.

The Contacts listing is specific to the Managing Agent selected.

Click on the ▼ to display the list of Managing Agents (if any) already entered and select accordingly.

Click on the ▼ to display the list of Contacts (if any) already entered and select accordingly.

Click on **OK** when finished.

## Installation Company

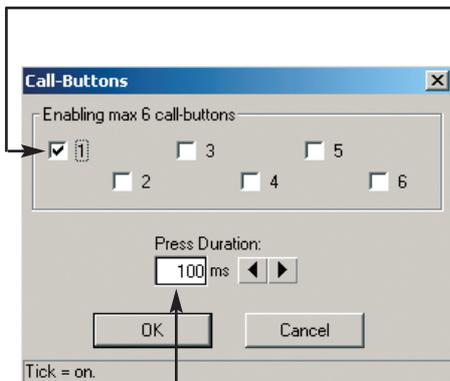
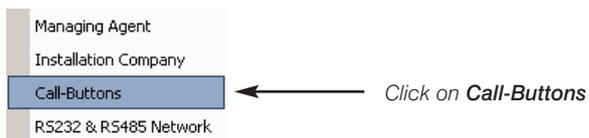
The Installation Company tab functions in exactly the same way and with the exact same sub-screens as the Managing Agent tab. Repeat the exact same processes as described earlier.

## Call Buttons

Up to 6no.

**Call-Buttons** can be included on the Door Panel.

The scroll display function, of course, remains available. The **Call-Button** feature is simply an additional convenience to make TELACCES 2 even more user friendly.

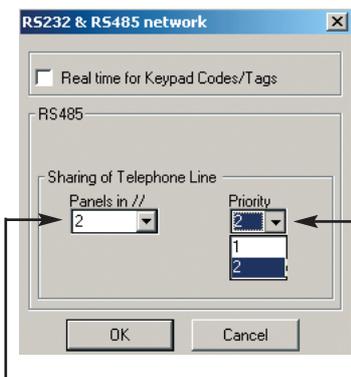


Check box if relevant dedicated Call-Button exists on the panel.

**Press Duration** time required before panel launches call. This feature can be useful when there are "false calls" made accidentally by elderly persons.

Click on **OK** when finished.

## Sharing Telephone Lines



Enter the number of panels sharing the same telephone line and then set each with a Priority "Level" ie. which answers an incoming call 1st, 2nd etc.

**Note:** All panels must be interlinked via an RS485 bus.

Up to a maximum of 5no TELACCES 2 panels can be connected together via an RS485 bus, connector on PCB reference CN5.

## Residents

Adding Residents, Names, Flats etc to the system.

Click on **Residents**

Click on **Tel+Access**

new resident  
open resident  
delete resident  
import resident  
universal keypad code  
n° of residents

Residents with telephone and access control

Name of Resident	Bldg	Floor	Flat	Phone N° 1	Phone N° 2	Speed N°	Grp.	Btn	Prot.	Hide	Keypad	Grp.	Rel.
BIRNS SUSAN	3	8		02074934732	07754093486	08					7380		1 2
BLOOM FAMILY	1	3		02074935846	07771299878	03	C				7544		1 2
BLOOM SARAH	1	3		07887676345		45					7833		1 2
BRUND FRANK	2	4		02074939044	07970345232	04					8555		1 2
CLINTON BILL	4	12		02074934017	07955672199	12					14986		1 2
DENTON THEO	3	7		02074935592	07970987354	07					8484		1 2
DUVALIER JOHN	4	10		02074934599	02074934056	10					29854		1 2
KING ALAN	2	6		02074935679	07334009085	06					36548		1 2
LLOYD ADAM	4	11		02074930673	07999896756	11					5672		1 2
NICHOLLS HARVEY	2	5		02074932200	07890202065	05	A				4093		1 2
STONE SHARON	3	9		02074930007	02074935011	09	D				0106		1 2
STONE TOM	3	9		07970934586		690					2045	A	1 2
WHITE MARTY	1	1		02074938445	07803896453	01	B				9584		1 2
WINDSOR CHARLES	1	2		02074938222		02					3543		1 2

Name of Caretaker	Bldg	Floor	Flat	Phone N° 1	Phone N° 2	Speed N°	Grp.	Btn	Prot.	Hide	Keypad	Grp.	Rel.
FRANK CARES	5	20		02074937844	07970987887			1			95320		2

All the **Residents** and all their details are displayed on this screen. Use the scroll bar to move through the listing.

The **Caretaker** information entered earlier is also displayed on this screen as **Is a Resident** was previously ✓.

Universal Keypad Code

Keypad Code:

OK Cancel



Only if appropriate for this site, click on **Universal Code** and then enter a **Keypad Code** that is going to be used by all the **Residents**. This **Keypad Code** will be valid at all times until changed or deleted. When finished, click on **OK**.

We want to program people into the system and refer to them as **Residents** although, in a work environment, they would actually be **Employees**.

**Group**, see **Period Types** section.

Each **Resident** can have a personal **Keypad Code** which is either valid at all times or **Group/Period Type** controlled.

Residents with telephone and access control

Name of Resident	Bldg	Floor	Flat	Phone N° 1	Phone N° 2	Speed N°	Grp.	Btn	Prot.	Hide	Keypad	Grp.	Rel.
BIRNS SUSAN	3	8		02074934732	07754093486	08					7380		1 2
BLOOM FAMILY	1	3		02074935846	07771299878	03	C				7544		1 2
BLOOM SARAH	1	3		07887676345		45					7833		1 2
BRUND FRANK	2	4		02074939044	07970345232	04					8555		1 2
CLINTON BILL	4	12		02074934017	07955672199	12					14986		1 2
DENTON THEO	3	7		02074935592	07970987354	07					8484		1 2

**Hidden:** If **YES** selected, no details whatsoever regarding this **Resident** will be displayed on the screen of the Door Panel.

**Protected:** If **YES** selected then the visitor cannot call the **Resident** by pressing the ☎. Instead, the panel displays and, simultaneously, plays a message advising the visitor to "Please dial your correspondent's telephone number". In this way, **Residents** can be protected from: (a) Being unnecessarily disturbed by strangers during unsocial hours (b) Receiving nuisance calls ie children playing with the panel.

Click on **NEW** to add a **Resident**.



Click

The following **Resident's Details** screen is displayed.

Enter the relevant information. When finished, click on **OK**.

**Hidden:** If **YES** selected, no details whatsoever regarding this **Resident** will be displayed on the screen of the Door Panel. Visitors will need to know that Resident lives here and will need to enter either ① \* followed by telephone number ② A special speed dial number 2-4 digits in length.

**Protected:** If **YES** selected the visitor cannot call the **Resident** by pressing the ☎. Instead, the panel displays and, simultaneously, plays a message advising the visitor to "Please dial your correspondent's telephone number". In this way, **Residents** can be protected from: (a) Being unnecessarily disturbed by strangers (b) Receiving nuisance calls ie children playing with the panel. Visitors will need to enter either ① The telephone number after TELACCES 2 prompts them ② A special speed dial number 2-4 digits in length. Note: Protected status – If the telephone number physically dialled is busy or there is no answer, the system will not automatically dial the 2nd telephone number.

Use to assign dedicated button on panel, if applicable.

Resident can be associated with a Period Type, for example, to be protected from nuisance calls during anti-social hours.

The Resident can be given a Keypad entry code. This code can be Time Period controlled.

Enable/Disable Lock Release rights for either/both Relay 1 or 2.

In this completed example, the **Resident** George Bush has:

**2no telephone numbers programmed.** If the 1st telephone number dialled is busy or there is no answer, the system will automatically and immediately dial the 2nd telephone number. Managing Agents often, in the larger buildings, standardise the usage of this feature ie Residents are allowed only 1no telephone number with the 2nd telephone number being that of the Concierge or Security Desk.

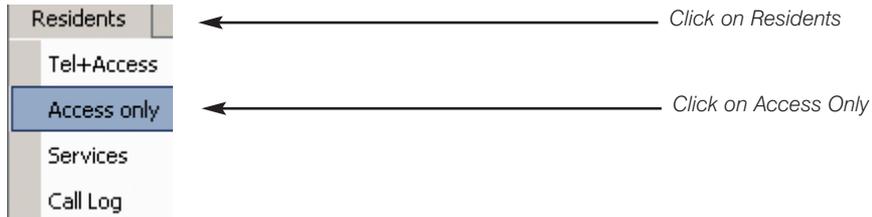
**Phone Period Type A**  
See Period Types, Groups.

**Speed Dial number of 14.**  
Resident chose to have Speed Dial number correspond with flat number.

**Keypad entry code 0477.**

**Authorisation to activate both relay 1 and relay 2.**

Access Via Keypad Codes Only

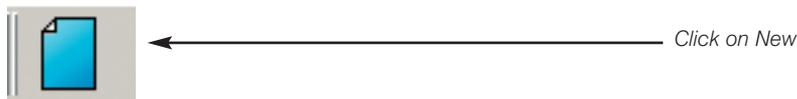


List of Persons issued with Keypad codes. These people do not require telephone numbers.

Residents with access control

Name of Resident	Bldg	Floor	Flat	Keypad	Grp.	Rel.
CLEANER 1				9640	C	1
CLEANER 2				8457	B	1
DUSTMAN				5677	D	1
GARDENER				8333	D	1

Provide access into the building via a Keypad Code to certain persons and then restrict usage of the Keypad Code to a particular Period Type if required.



Enter the relevant information. When finished Click OK.

Resident's Details

Name:\*   Hidden

Building:

Floor:

Flat:

Keypad:  Access period:

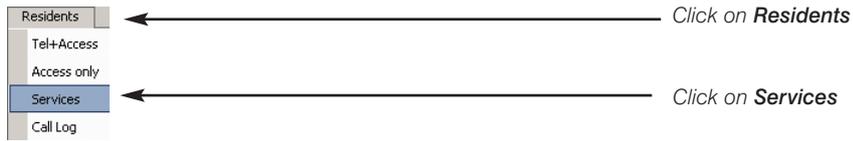
Activates relay 1  Activates relay 2

OK Cancel Help

\* = required field

Dustman has Keypad Code 5677 restricted to Access Period D and can only operate Relay 1.

## Services



Click on *New*

The **Details of Services** screen is displayed.



Up to 10no. **Services** can be entered.

**Important Services - Contact Details**

Name:\* REX FACILITIES  Hidden

Phone number 1: 02074377666  Protected

Phone number 2: 07970943892 Phone period: None

Speed dial number: 902

Keypad: 3400 Access period: None

Activates relay 1  Activates relay 2

OK Cancel Help

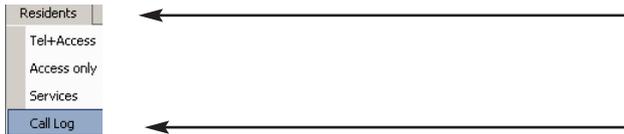
\* = required field

Name	Phone N° 1	Phone N° 2	Speed N°	Grp.	Prot.	Hide	Keypad	Grp.	Rel.
JOE PLUMBER	02075654455	07975672343	900			<input checked="" type="checkbox"/>	98220		1.2
REX FACILITIES	02074377666	07970943892	902		<input type="checkbox"/>	<input checked="" type="checkbox"/>	3400		1.2
SPARKY ELECTRICS	02078876621	07984990044	901		<input type="checkbox"/>	<input checked="" type="checkbox"/>	82341		1.2

All programming and functionalities of the **Services** section and sub-screens are as per the **Residents** section.

Residents can be advised that, in the event of an emergency, they can contact, for example, “Joe Plumber” by entering 900 on the panel.

## Call Log



Click on **Residents** and select **Call Log** from the drop-down box.

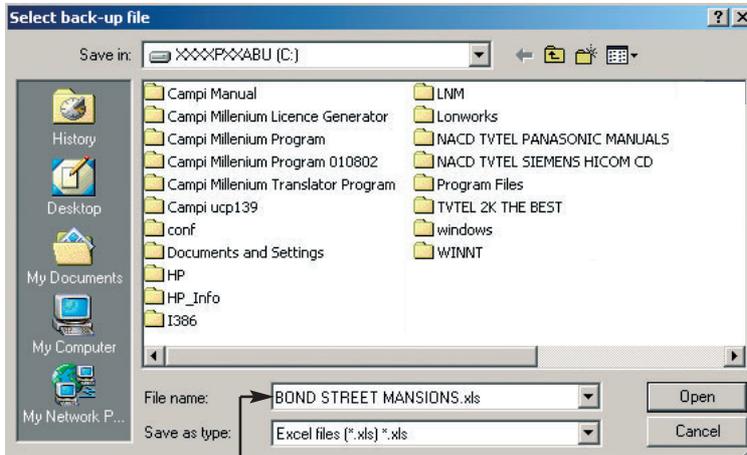
The **Call Log** screen displays the quantity and duration of calls made to each individual in the building.

A screenshot of a window titled 'Call Log from 03/01/2003 to 30/01/2003'. It contains a table with three columns: 'Name', 'Number of Calls', and 'Total Call Duration (secs)'. The table lists several names and their corresponding call statistics. To the right of the table are buttons for 'Help', 'Close', '> Excel', and '> Word'.

Name	Number of Calls	Total Call Duration (secs)
FLAT 160	1	17
HODGE PAUL	2	33
KIM, MR & MRS	90	449
PORTER	78	1,034
SMITH S	1	6
TABER M	3	91
TAYLOR/FLOOD	5	66

If you want to save the **Call Log** information, you have a choice between saving in Excel or Word formats.

You can select where and how to save the data.



You can choose your own name for the file.

## Programming Panel

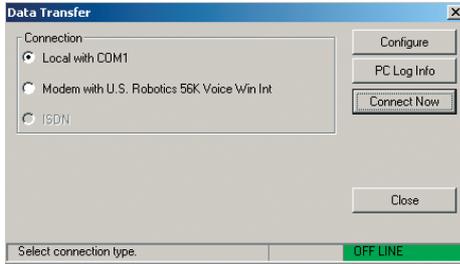
All programming changes effected at the PC, for example:

**Parameter** modifications, additions or deletions of **Residents** etc must be uploaded from the PC to the panel to take effect.



Click on **Loading**.

The **Data Transfer** screen opens.



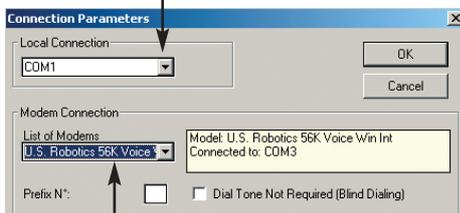
Click on **Configure**.

**Status**

The **Connection Parameters** screen opens.

Connection to the TELACCES 2 panel can be made in 2 ways:

- (1) From a COM (Serial) Port of a Laptop or PC to Connector CN6 on the printed circuit board of the Panel using the cable with DB9 connectors supplied (RS232 bus).
- (2) Remotely from a PC via an analogue modem (maximum speed 33600 bps) via the PSTN (British Telecom network) or internal PABX.



Select a free COM port if connecting locally.

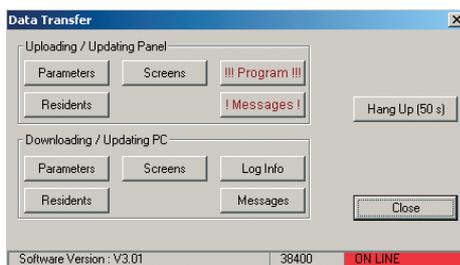
Select which modem to use.

Click on **OK** when finished.



Click on **Connect Now**.

The **Data Transfer** screen opens. Status = ON LINE.



**Status**

## Import / Download

Every setting and configuration programmed relating to **Parameters** will be downloaded onto your PC or Laptop.



Click on **Parameters** to import the parameters currently stored in the panel onto your PC or Laptop.



To make sure that your PC or Laptop has the latest data simply download the relevant files from the panel i.e. update your PC with the data that is in the panel. Then make your changes, for example, adding a Resident. Finish by uploading the new updated file(s) to the panel.

During the download, the Windows file transfer indicates progress.



Downloads are always acknowledged by the Panel whether successful or not.



## Export / Upload

All programming is effected at a PC or Laptop. This programming has to be sent (uploaded) to the Panel for it to take effect.



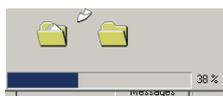
Exactly the same procedure would be followed for **Residents**, **Screens**, **Messages** and **Program**.

Remember, always download data first, make your changes and then upload those changes.

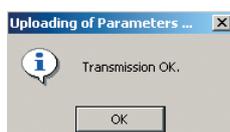
Every setting and configuration programmed in all of the **Parameter** submenus and sections will be uploaded to the panel.



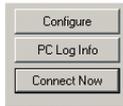
During the upload, the Windows file transfer indicates progress.



Uploads are always acknowledged by the Panel whether successful or not.

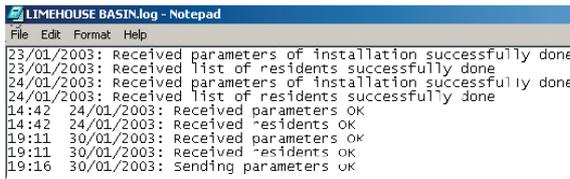


TELACCES 2 is more than just an entry system. It is a management tool and, therefore, information on updates, whether uploads or downloads, is made available to the relevant authorised persons. This feature is especially useful when managing many different installations.

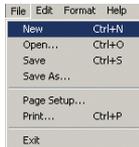


Click on *PC Log Info*.

A listing appears of all update actions.



Simply use the features available under Microsoft® Notepad to manipulate the information to your requirements ie Save, Print etc.



## Screens

The *Selection of Screens File* opens.



Click on **Screens**.



The standard **Default.ecr** screen is the default and should be used.

Click if you want information on how to create customised screen files.



Select customised screenfile

All the information you need to create a customised screen file is available in the Help Section.

If you have customised some of the screens for your particular installation and saved under a different file name, click on the ▼ to see a list of screen files and select accordingly. Click on **OK** when finished. You will need to upload the customised screen file to the Panel for it to take effect.

## Audio Messages



Click on **Messages**.



English V3.son is the default audio message file.



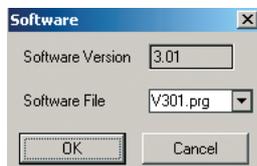
All the information you need to create a customised audio message file is available in the Help Section.

## Software

The *Software* box details the version and file.



Click on **Software**.



**IMPORTANT**  
A version 2 panel cannot have version 3 software loaded onto it and vice-versa.

This function is mainly used to update *Installations* with the latest software releases.

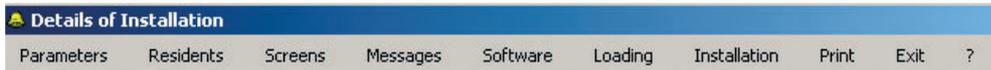
The last Version 2 software program was V209.prg and should be uploaded onto all TELACCES 2 panels running earlier editions of Version 2.

Click on **OK** when finished.

## Printing

Saving all the system information ie backing-up all the data of the *Installation* should be a standard procedure.

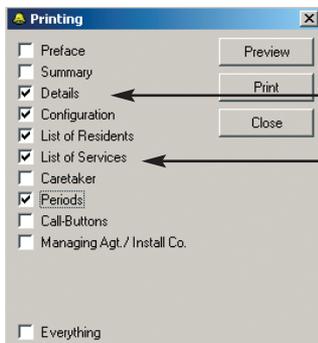
An up to date printed copy of all the data is also essential for the efficient and easy day to day administration of any *Installation*. Create your own "System Folder" full of all the relevant printouts.



↑  
Click on *Print*.

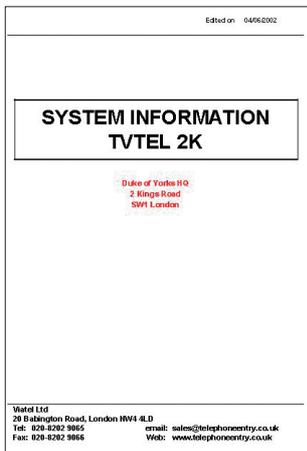
The *Printing* screen appears.

To move from one page to the next, press the *Esc* (Escape) button.



Select the report printouts by clicking with your mouse to insert a ✓ where relevant.

## A few sample screens:



Edited on 04/06/2002

List of residents											
Resident	Bldg	Floor	Flat	Phone 1	Phone 2	Group	Protection	Hidden	Keypad	Group	Relay
Andrew Windsor	FT	3	38	02078753420	07897665520	C	NO	NO	7864		1
Barry Manilow	TD	9	96	02078976540	02079899760		YES	NO	5630		1-2
Bill Clinton	AD	1	19	02074523409	07894223301		NO	NO	195677		1
Charles Windsor	MC	4	43	02078786546	02075664321		NO	NO	8975		1-2
Cleaners AD	AD						NO	YES	4999	C	1
Cleaners FT	FT						NO	YES	5654	D	1
David Beckham	TD	4	47	02079875888	07897665643		NO	YES	673		1
George Bush	AD	6	67	02074527843	02074528565	A	NO	NO	8362		1-2
Paul Gascoigne	MC	5	54	02078786540	07802987876		NO	NO	56526	B	1
Ronald Reagan	FT	7	78	02078987652	02078563421	D	NO	NO	9346		1
SECURITY	AD	GR		02074453434	07970938876		NO	NO	3300		1-2
Staff, C.Windsor	MC						NO	YES	86234	B	1
Staff, G.Bush	AD						NO	YES	8786	B	1
Staff, T.Blair	CF						NO	YES	7340	A	1
Tony Blair	CF	5	57	02074538700	02074532299	B	NO	NO	767789		1

Edited on 04/06/2002

### List of services

Service	Phone n°1	Phone n°2	Group	Protection	Hidden	Keypad	Group	Relay
Joe Plumber	02087653421	07802986740		NO	YES	5420		1
Managing Agent	07896889872	02078654320		NO	NO	5654		1-2
Sparky Electrics	07890565632	02078930002		NO	YES	5846		1

Edited on 04/06/2002

### Details of Call-Buttons

<b>Button n°1:</b> On	<b>Button n°2:</b> Off
Assigned to Call N°1 SECURITY Call N°2 02074463434 07970938876	Assigned to Call N°1 Call N°2
<b>Button n°3:</b> Off	<b>Button n°4:</b> Off
Assigned to Call N°1 Call N°2	Assigned to Call N°1 Call N°2
<b>Button n°5:</b> Off	<b>Button n°6:</b> Off
Assigned to Call N°1 Call N°2	Assigned to Call N°1 Call N°2

Edited on 04/06/2002

### Caretaker Details

**Caretaker's Name:** Frank Cares

Flat n°: 29  
Building n°: E  
Floor n°: 2

Street n°: 2  
Address: Kings Road  
Postcode: SW1  
City: London

Telephone N° 1: 02074629859  
Telephone N° 2: 07802985678  
Fax N°: 02074629422

**Miscellaneous:**  
Caretaker considered as resident: YES  
Phone Group:  
Protection: NO  
Hidden: NO

**Access control:**  
Keypad: 007007  
Group:  
Activates relay(s): 12

Edited on 04/06/2002

### Group Details

**Group: A**  
Name:

**Extra Keypad Codes:**  
Code 1: 8965 Code 3  
Code 2 Code 4

**Holidays:**  
Start End

**Bank Holidays:**  
Bank Holiday 1 01/01 Bank Holiday 9  
Bank Holiday 2 25/12 Bank Holiday 10  
Bank Holiday 3 Bank Holiday 11  
Bank Holiday 4 Bank Holiday 12  
Bank Holiday 5 Bank Holiday 13  
Bank Holiday 6 Bank Holiday 14  
Bank Holiday 7 Bank Holiday 15  
Bank Holiday 8 Bank Holiday 16

Day	Period 1		Period 2	
	Open	Close	Open	Close
MONDAY	07:00	19:00		
TUESDAY	07:00	19:00		
WEDNESDAY	07:00	19:00		
THURSDAY	07:00	19:00		
FRIDAY	07:00	19:00		
SATURDAY	07:00	19:00		
SUNDAY	07:00	19:00		

Edited on 04/06/2002

### Details of Installation

**Duke of Yorks HQ**  
**2 Kings Road**  
**SW1 London**  
**Phone n°: 02074629087**

Installation Date: 03/06/2002  
Serial n°: UK002466  
Version: 2.06  
Type: TV/TEL 2K  
Max Capacity: 1,000

**Caretaker:**  
Name: Frank Cares Phone N°: 02074629859  
Caretaker considered as resident: YES  
Building n°: E Floor n°: 2 Flat n°: 29

**Installation Company:**  
Name: Contact Phone n°:  
Contact Phone n°:

**Machine Agent:**  
Name: Contact Phone n°:  
Contact Phone n°:

**Panel periods:**

Day	1st Period		2nd Period	
	Open/Close	Open/Close	Open/Close	Open/Close
MONDAY	07:00	09:30		
TUESDAY	07:00	09:30		
WEDNESDAY	07:00	09:30		
THURSDAY	07:00	09:30		
FRIDAY	07:00	09:30		
SATURDAY				
SUNDAY				

Mode: Controlled Access - 24hrs

**Free access:**  
Door Hold Open: NO  
Display of Residents: CALL

Edited on 04/06/2002

### Configuration or Installation

**Relay N°1:**  
Operates for: 5 s  
DTMF Code: 0

**Input N°2:**  
Activates Relay2  
Period Type: -

**Screens:**  
File: Defaut.ecr  
Screen resettime: 5  
Scroll displayspeed: 10  
Resident alphanumerical quick-find: NO  
Direct dialing via \*: NO  
Backlight Activation: 00:00 23:59

**Relay N°2:**  
Operating mode: Independent  
Operates for: 5 s  
DTMF code: 2  
Keypad: 4444  
Period Type: P  
Keypad 1  
Keypad 2  
Keypad 3  
Keypad 4

**Video:**  
Camera: YES  
Operating mode: On pressing anybutton on pa

**Free access:**  
Door Hold-Open: NO  
Display of Residents: CALL

**Miscellaneous:**  
Prefix of Telecoms Provider: YES  
No comma after door open signal: YES  
Realtime for Keypad Codes/Flags: NO  
Audible call progression: YES  
Keypad errors: 0  
Call passcode to panel: 8  
Loudspeaker Volume: 1  
Microphone Volume: 25/03  
Summer time: 28/10  
Winter time: 15/05/2002  
Last update of residents: 25/04/2002  
Last download of residents: RS485 network: Off

**Voice Messages & Beep:**  
File: English.son Vol Level: 3  
Keypad to beep: YES Message 5: On  
Message 1: On Message 6: On  
Message 2: On Message 7: On  
Message 3: On Message 8: On  
Message 4: Voice Message 9: On  
Message 10: Response Off

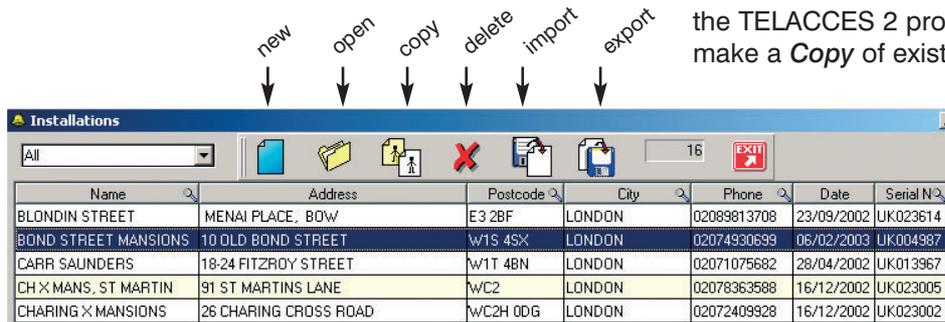
**Tones:**  
Ringing: ON OFF ON2 OFF2  
300 500 150 250 300 500 1,500 2,500  
Busy: 160 500 260 660 160 500 260 660  
Voice Detection Sensitivity: 4  
Disconnect after silence of: 10 s  
Manual call progress detection: NO

**Durations:**  
Communication Time: 60 s  
Handset rings for: 30 s  
Panel rings for: 6 s  
Keypad lock-out for: 0 s  
Delay "2 Digit Code": 0 s

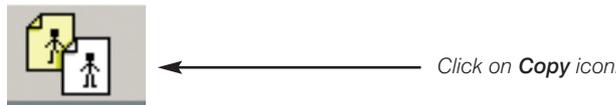
## Copying

TELACCES 2 allows you to manage any number of *Installations* whether they are all at 1no address “site”, spread throughout the country or, indeed, in different countries around the world. An *Installation* = 1no. TELACCES 2 Panel. A single “site” can very easily have numerous panels. Each panel is an *Installation* in its own right, nearly always with its own separate telephone line ie telephone number.

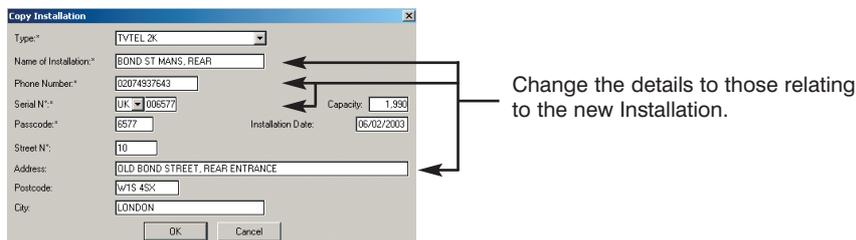
For reasons of convenience, therefore, the TELACCES 2 program allows you to make a *Copy* of existing *Installations*.



To copy a particular *Installation*, highlight it and click on the *Copy* icon. Use the scroll bar to move up and down the listing.

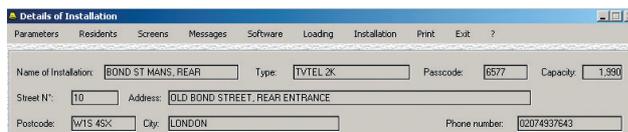


The *Copy Installation* screen opens with the details of the *Installation* that you have chosen to copy.



Click on *OK* when finished.

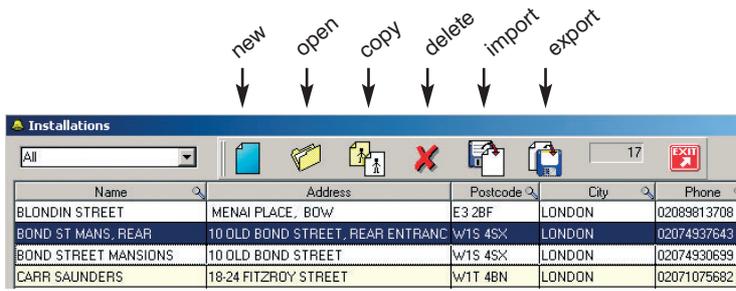
The *Details of Installation* screen opens and displays the details of *Bond Street Mansions, Rear Entrance* which is an exact copy of *Bond Street Mansions*.



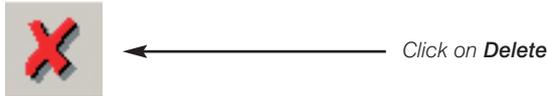
Usually most of the *Parameter* settings can be transferred from one *Installation* to another without further modification. This is not true, however, for the *Residents* who will have to be deleted and replaced with the new site specific information unless, of course, the *Installation* is an additional panel on the same site.

## Deleting

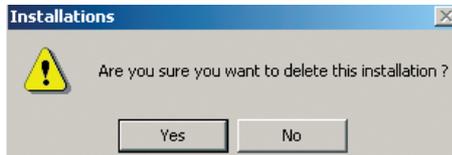
To delete an existing *Installation* go to the Installations screen



To delete a particular *Installation*, highlight it and click on the *Delete* icon. Use the scroll bar to move up and down the listing.



You will be prompted to make sure that you do not inadvertently delete an Installation.



## Update Menu - General Screen

Click on **Update** to display the following options.

Click

## Clocks Change

The **Clocks Change** screen opens. Enter the relevant dates.

This information will be the same for all the **Installations** throughout the country.

Click **Update Database** to update the program on the PC with the dates entered.

Click **Upload to Panel** to upload the dates entered to the Door Panel(s).

## Bank Holidays

### Bank Holidays

The **Bank Holidays** screen opens. Enter the dates of all the Bank or other National Holidays for the current year. This information will be the same for all the **Installations** throughout the country.

Click on **Bank Holidays**.

Click **Update Database** to update the program on the PC with the Bank Holiday dates entered.

Click **Upload to Panel** to upload the Bank Holiday dates entered to the Door Panel(s).

## Managing Agent Keypad Copy

The **Update Managing Agent Keypad Code** screen opens.

Click on **Update Managing Agent Keypad Code**.

Select the appropriate **Managing Agent** by clicking on the ▼.

Enter the new **Keypad Code**.

Click **Update Database** to update the program on the PC with the new **Keypad Code** for the **Managing Agent**.

Click **Upload to Panel** to upload the new **Keypad Code** for the **Managing Agent** to the Door Panel(s).

## Installation Company Keypad Code

Update Installation Company Keypad Code

Click on *Update Installation Company Keypad Code*.

The *Update Installation Company Keypad Code* screen opens.

Select the appropriate *Installation Company* by clicking on the ▼.

Enter the new *Keypad Code*.

Click *Update Database* to update the program on the PC with the new *Keypad Code* for the *Installation Company*.

Click *Upload to Panel* to upload the new *Keypad Code* for the *Installation Company* to the Door Panel(s).

## Updating Installations

Update Installations

Click on *Update Installations*.

The *Updating of Installations* screen opens.

Name of Installation	Address	Date	Serial N°	Passcode
BLONDIN STREET	MENAI PLACE, BOW, E3 2BF LONDON	23/03/2002	UK023614	3614
BOND STREET MANSIONS	10 OLD BOND STREET W15 4SX LONDON	06/02/2003	UK004987	4987
CARR SAUNDERS	18-24 FITZROY STREET W1T 4BN LONDON AG	28/04/2002	UK013367	3367

Choose how to sort (search) for your *Installation*.

For example, if you select *Postcode*, you will be asked to select from a list of postcodes.

E14 3UF  
E14 7JS  
E3 2BF  
HP2 7TA  
NW7  
DX2 7LG  
SW14  
SW15  
W15 4SX  
W1T 4BN  
WC2  
W1Z2H UD0G

You can select date and time of the update.

You can select what you update.

**Updating of Installations**

Type:   All Installations

Name of Installation	Address	Date	Serial N°	Passcode
BLONDIN STREET	MENAI PLACE, BOW E3 2BF LONDON	23/09/2002	UK023814	3614
BOND STREET MANSIONS	10 OLD BOND STREET W1S 4SX LONDON	06/02/2003	UK004987	4987
CARR SAUNDERS	18-24 FITZROY STREET W1T 4BN LONDON AG	28/04/2002	UK013967	3967
CH X MANS. ST MARTIN	91 ST MARTINS LANE W2C LONDON	16/12/2002	UK023005	3005
CHARING X MANSIONS	26 CHARING CROSS ROAD W2H 0DG LONDON	16/12/2002	UK023002	3002
CLOCKHOUSE HOUSE	LYTTON GROVE, PUTNEY SW15 LONDON	13/06/2001	UK010604	0604
CYCLOPS WHARF	PORTERS LODGE, HOMER DRIVE, DOCKLAND	22/11/2001	UK003202	3202
CYCLOPS WHARF MC	MERCURY COURT, HOMER DRIVE, DOCKLAND	22/11/2001	UK004502	4502
FRENDCASTLE	20 MORTLAKE HIGH STREET SW14 LONDON	21/02/2003	UK023001	3001

Alternatively, click to insert a ✓ in *All Installations* and highlight those you wish to update.

**Update Type**

Parameters  Software

Residents  Screens

Messages

In *Update Type* select what you want to upload to the panel by clicking to insert a ✓ in the appropriate boxes.

**Loading**

Click on *Loading* to upload the new data.

## Updating Passcodes



Click on *Change Passcodes*.

The *Update of Passcode* screen opens.



Select the appropriate *Installation* as explained earlier.

List of Installations for Updating						
Name of Installation	Address	Date	Serial N°	Passcode	New Passcode	
CARIN SAUNDERS	18-24 FITZROY STREET W/11 4BN LONDON AG	20/04/2002	UK013367	3967		

Passcode	New Passcode
3967	5673



Click in the relevant cell in the *New Passcode* column and enter the new 4 digit Passcode number.

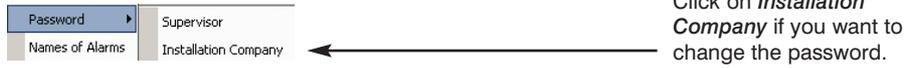


Click on *Loading* to upload the *New Passcode*.

## Options Menu - General Screen



## Installation Company Password



The *Change Installation Company Password* screen opens.

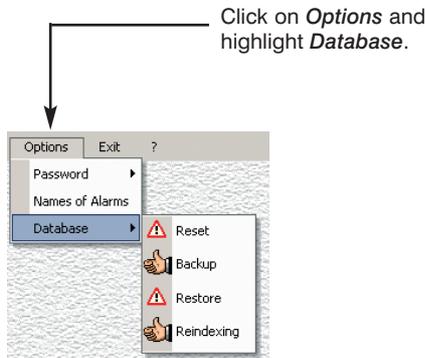


Enter the information as requested. Click on **OK** when finished.

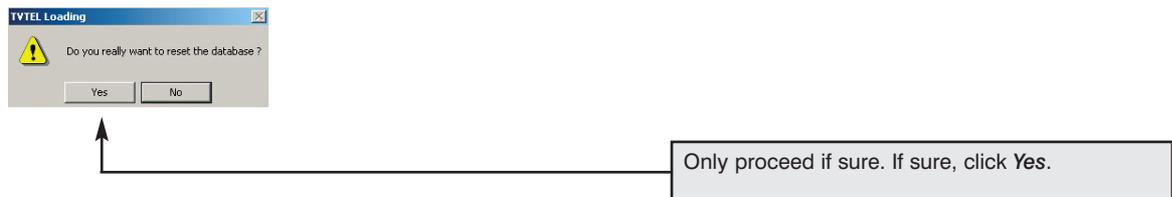
Exactly same process for changing the Managing Agent password.

Default program access levels and passwords:		
<i>Installation Company</i>	= Extensive	= <b>install</b>
<i>Managing Agent</i>	= Restricted to Residents functions.	= <b>manage</b>

## Reset Database



With *Reset Database* you will lose all programmed information and data. This function is really designed as a "fix" in the unlikely event that the program has become corrupted.



Only proceed if sure. If sure, click **Yes**.

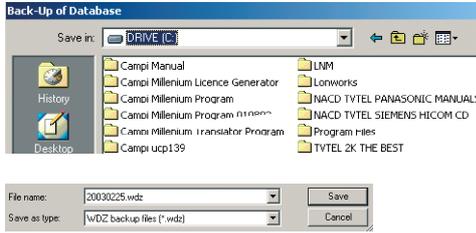
## Backup Database



Click on *Backup* to save the programmed information and data.

The *Back-Up of Database* screen opens.

**It is very important to regularly back-up all programmed information and data.**



Click on *OK*.

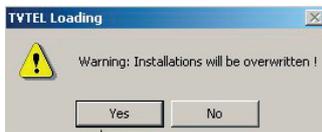
A successful *Database Back-Up* is acknowledged.

## Restore Database



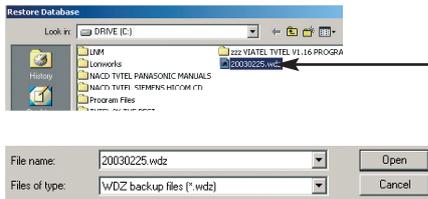
Click on *Restore* to restore from an earlier *Back-Up*.

The *Restore* function overwrites all the programmed information and data. Proceed with caution.



If you want to proceed, click on *Yes*.

The *Restore Database* screen opens.

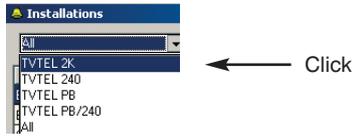


Locate the relevant *Backup* file and click on *Open*.

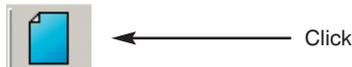
The Database will be automatically restored.

The TELACCES 1C software program is also designed to allow remote programming of TELACCES 1B range panels and TELACCES 1C Speed Dial panels. This is an abbreviated addendum and is to be read in conjunction with the main TELACCES 2 manual which goes into greater depth.

Select the appropriate panel type from the drop-down list.



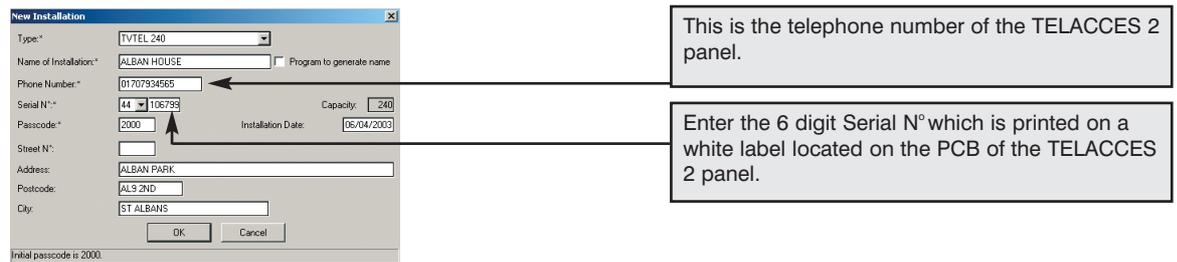
or click on New Installation.



The New Installation screen opens.

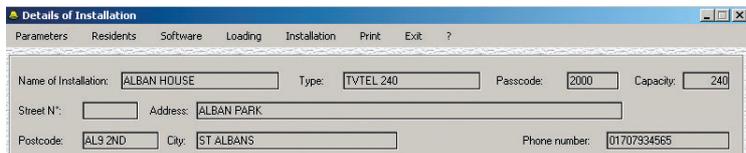


Enter the required information.

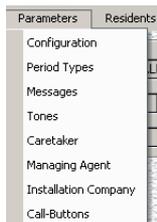


Click on **OK** when finished.

The Details of Installation screen opens.



Click on Parameters to display the list of sub-menus



Not all of the features of the top of the range TELACCES 2 are available on the TELACCES 1B and TELACCES 1C ranges.

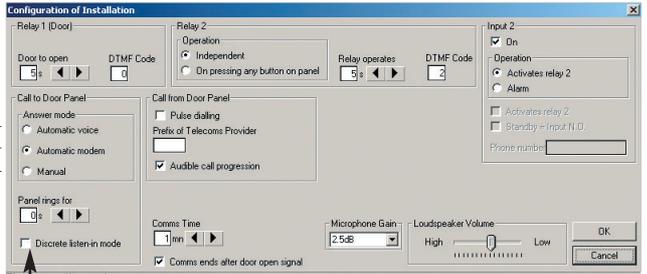
Click on Configuration to open the Configuration of Installation screen.

**Automatic Voice Answer mode:** There is no ring. Answers automatically "Call from Door Panel" (or, emits 3 short beeps). Communication link established immediately between Caller and Panel.

**Automatic Modem Answer mode:** This is the default setting and assumes remote accessing of TELACCES 2 panel from a PC for programming purposes is the norm. There is no ring. Integral modem answers searching for a corresponding modem. If no modem is detected within 15 seconds, voice communication facilities are established between the Caller and the Panel.

**Manual Answer mode:** TELACCES 1B / 1C can be programmed to ring to signal an incoming call. The call is answered by pressing the button on the panel – simultaneously activating "handsfree" communication with the caller.

For TELACCES 1B panels



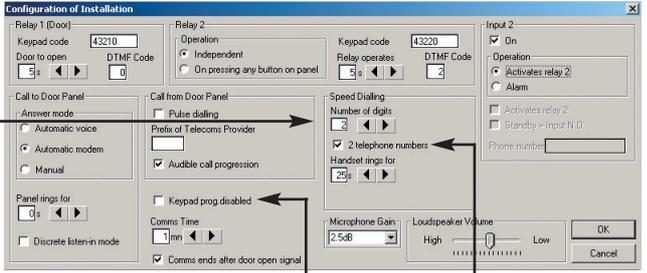
TELACCES 1B / 1C can be called from any DTMF (touch-tone) telephone provided, of course, the telephone or extension number of its telephone line is known. This security feature can be default set to either (a) Full Communication mode (b) Discrete listen-in mode. Full Communication mode allows the caller to immediately talk to the visitor and, if required, open the door. Discrete listen-in mode disables the loudspeaker enabling the caller to listen-in to the panel environment undetected. The caller ie. Caretaker/Security can switch once from Discrete listen-in mode to Full Communication mode during the call by pressing the # on their telephone without affecting the pre-programmed default mode.

TELACCES 2 240 Speed Dial offers a choice of operational modes:

- Panel can call a maximum of 120n° flats, homes or offices – 2n° telephone numbers available per flat, home or office (Default Setting 120 x2 mode).
- Panel can call a maximum of 240n° flats, homes or offices – 1n° telephone number per flat, home or office (240 mode).

The Speed Dial length is programmable from 1 – 3 digits (Default = 3 digits).  
 For 1 – 9 flats, recommended Speed Dial length is 1 digit.  
 For 10 – 99 flats, Speed Dial length should be 2 digits.  
 For 100 – 240 flats, Speed Dial length must be 3 digits.

For TELACCES 1C panels



TELACCES 2 240 Speed Dial can also be programmed via its keypad. This is a very useful feature that can be enabled or disabled to suit each installation. Check the box if you want to disable this feature.

If the TELACCES 2 240 Speed Dial is in the default 120 x2 mode ie it is servicing up to a max of 120 flats, homes or offices, it makes sense to enable the 2 telephone numbers feature. The Resident can now supply you with a 2nd telephone number so that when the call to the 1st telephone number is unanswered or the line is busy, TELACCES 2 will automatically dial the 2nd telephone number.

Examples of the instructions engraved on the panel. These can, of course, be customized to suit your application.

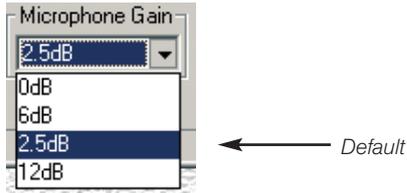
**ENGRAVING**

If 1 digit speed dial (max 9 flats):	Enter 1 for flat 1, 2 for flat 2 etc and await answer.
If 2 digit speed dial (max 99 flats):	Enter 01 for flat 1, 12 for flat 12 etc and await answer. If 3
digit speed dial (max 240 flats):	Enter 001 for flat 1, 012 for flat 12 etc and await answer.

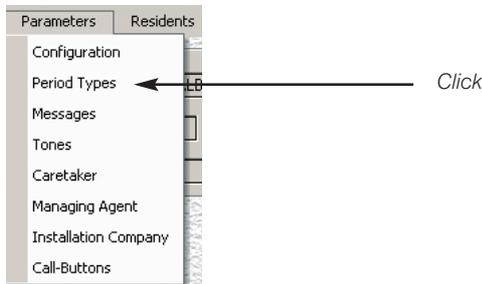
Note: If you leave this feature enabled, it is strongly advised that you change the "General Parameters" and "Call-Button" Programming Codes.

See main TELACCES 2 manual for information on those Configuration settings not explained here.

This is the Speech-Up level.

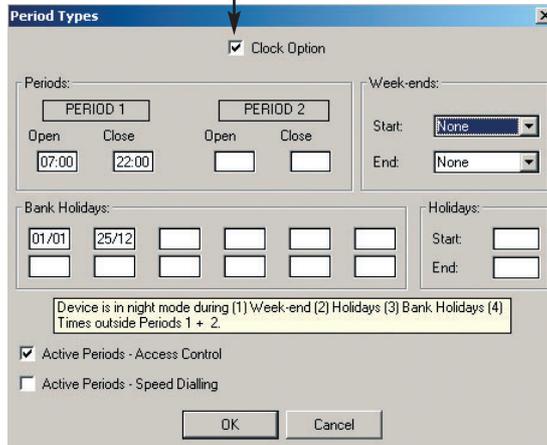


The Period Types function is only available if your TELACCES 1B / TELACCES 1C was ordered with integral timeclock feature.



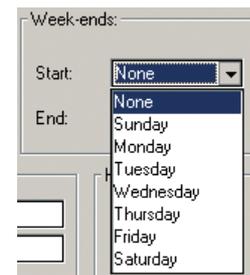
The Period Types screen opens.

If you specify times for Period 1 or Periods 1 and 2, the TELACCES 2 panel will be in **NIGHT MODE** outside of these times. The TELACCES 2 panel will also be in "NIGHT MODE" during Bank Holidays, Week-Ends, Holiday Dates etc.



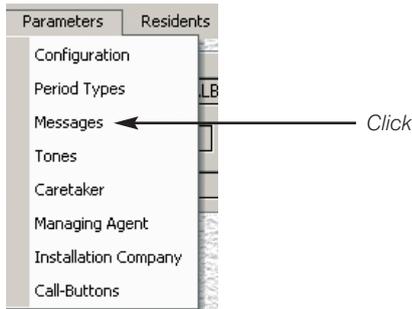
Check this box if your TELACCES 2 panel has timeclock feature.

Enter a tick if you want the following features to only operate during the Active Period.

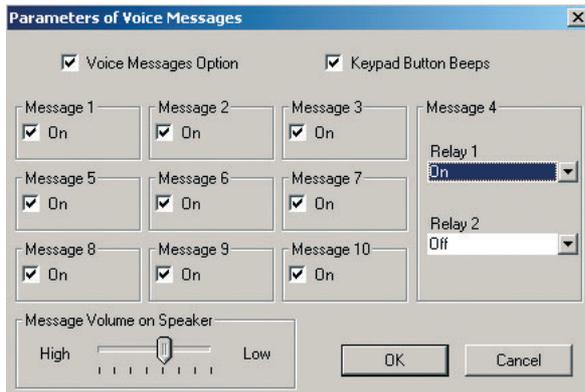


You can even create a customised Week-end profile.

Click on Messages.



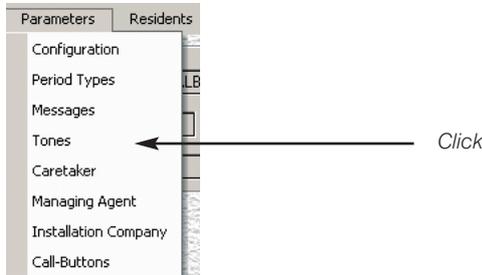
The Parameters of Voice Messages screen is displayed.



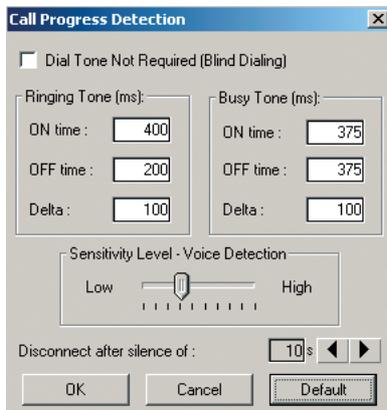
You can choose to have the Messages ON or OFF and, of course, set the volume level at the panel. Refer to the main TELACCES 2 manual for additional information.

Click OK when finished.

Click on Tones.

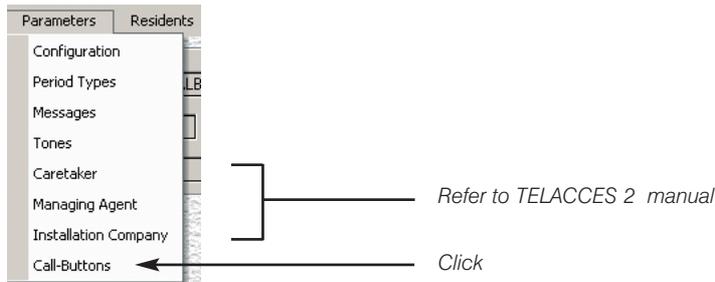


The Call Progress Detection screen is displayed.



Default British Telecom settings are already set. You should not need to alter anything on this screen. Refer to the main TELACCES 2 manual for additional information.

Click on Call-Buttons.



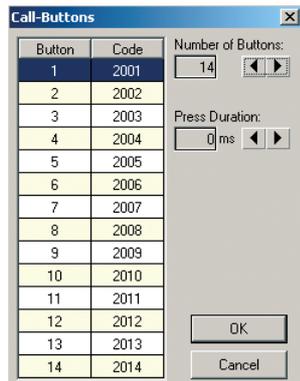
The Call-Buttons screen is displayed.

TELACCES 1C allows for up to 4n° call-buttons as part of the panel operating in conjunction with, or independently of, the Speed Dial feature.

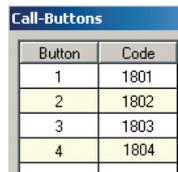


Click OK when finished.

TELACCES 2 PB is delivered preset for 1, 2, 3 up to 14n° call-buttons depending on what was ordered.



TELACCES 2 PB and TELACCES 1C panels still retain the telephone programming feature ie you can dial into the panel from any landline or mobile telephone to effect programming. For security reasons, the Call-Button Programming Codes (Function 91) can be changed.

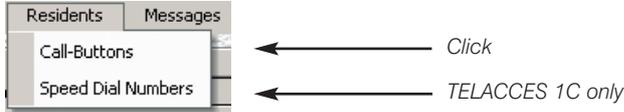


Simply click on the relevant cell and enter the new code. In the future, to program Call-Button 1 from a remote telephone handset, you will need to enter 1801 not 2001 as previously.

It is recommended that you also download a copy of the TELACCES 2 PB and TELACCES 1C manual "Programming via (DTMF) landline or mobile telephone" at [www.telephoneentry.co.uk](http://www.telephoneentry.co.uk) - see Installation Guides section.

Click on Residents to display the list of sub-menus.

Click on Call-Buttons to open the Call-Buttons screen.



## Programming Call-Buttons

If the Call-Button has been disabled there will be a ✓ in the box

Open  
Nº of Call-Buttons

To program a particular call-button double click it or, highlight it and click on the Open icon.

Button	Off	Phone N° 1	Rings for	Phone N° 2	Rings for	Name of Resident	Bldg	Floor	Flat
1	<input checked="" type="checkbox"/>	01707234987	25	01707299801	25	RECEPTION		GD	
2	<input type="checkbox"/>	07987696577	25	01707546674	25	CARETAKER		1	A
3	<input type="checkbox"/>		25		25				
4	<input type="checkbox"/>		25		25				

The Nº of Call-Buttons you have on your TELACCES 2 will be shown here.

The screen for Call-Button 1 opens. Call-Button nº 1 can have up to 4nº telephone numbers. Enter the information required. Click OK when finished.

Nº of seconds for handset to ring before TELACCES 2 ends the call and dials 2<sup>nd</sup> telephone

To disable this Call-Button, check this box..

TELACCES 1C only

Call-Button numbers 2 – 14 can each have a maximum of 2no telephone numbers.



TELACCES 1C can be used in any one of the following 4 ways:



**Off** = Only by directly entering a Speed Dial number on the keypad, for example: 68.

**Restricted** = Direct dialling but restricted to preprogrammed telephone numbers ie. Press the button to obtain a dial tone and then enter any telephone or extension number associated with a Speed Dial prefix.

**Free** = Direct dialling like a standard telephone albeit that TELACCES 2 is a "hands-free" stainless steel panel telephone with a keypad. The button on the panel is used to obtain a dialling tone prior to dialling the number and then must be pressed again to end the call.

**Semi-Free** = Exactly as for Free but when you choose this option you must also set a maximum number of digits allowed. For example: Any number can be dialled so long as it is a local number and not a national, international or mobile telephone number.

TELACCES 2 can cancel a Call in progress, for example, in the case of visitor error.

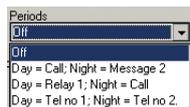


**No** = Feature OFF. Calls cannot be stopped once in progress. Usually used when TELACCES 2 is used as an emergency call-point.

**Yes** = Pressing the relevant button again cancels the Call in progress. This is the default setting.

**Cancel Button** = Button usage is restricted to only cancelling calls in progress. This feature is often used when a button is fitted in the panel and used solely for the purpose of cancelling an erroneous call. This button would normally be engraved "Cancel Call".

Call-buttons can also be individually associated with the Period Type previously set-up.



**OFF** = Button calls 24/7/365 ie whenever it is pressed.

**Day = Call; Night = Message 2.** During "Day mode" ie the Active Period, when the button is pressed the call will be made. However, outside of the Active Period ie "Night mode", when the button is pressed the call will not be made and the visitor will hear the message "Your correspondent cannot be reached at this time. Please try later".

**Day = Relay 1; Night = Call**  
 During "Day mode" ie the Active Period, when the button is pressed, TELACCES 2 will activate Relay no 1 ie open the door. However, outside of the Active Period ie "Night mode", when the button is pressed the call will be made.

**Day = Tel no 1; Night = Tel no 2.**  
 During "Day mode" ie the Active Period, when the button is pressed, TELACCES 2 will dial the 1st telephone number. However, outside of the Active Period ie "Night mode", when the button is pressed, TELACCES 2 will dial the 2nd telephone

The program also allows you to enter information which will facilitate administration of the system and which can be printed out as a hardcopy.

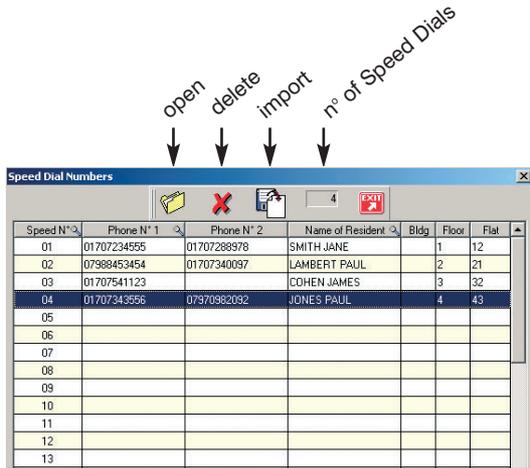


## Programming Speed Dial Numbers

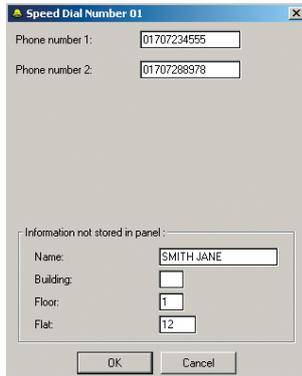
The Speed Dial Numbers screen opens.



To program a particular Speed Dial double click it or, highlight it and click on the Open icon.



The relevant Speed Dial Number screen opens. Enter the telephone numbers required.



Click on OK when finished.

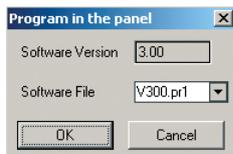
## Software Updating

The TELACCES 2 software program is constantly being upgraded and available for free download from [www.telephoneentry.co.uk](http://www.telephoneentry.co.uk). When you download it onto your PC, the latest version of the software is immediately available for you to upload onto any TELACCES 1B / 1C panel with software  $\geq$  V300.pr1. Earlier versions of TELACCES 1B / 1C panels can only be programmed via a DTMF (touch-tone) telephone, landline or mobile.

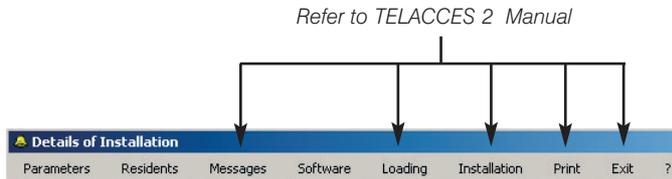
Click on Software.



The Program in the panel screen opens. Select the latest version of the software and click OK.



For information on the following, please refer to the main TELACCES 2 manual.



## Hold Open

Relays 1 and 2 can be latched ON as follows:

After receiving a call from the door panel, the Resident/Correspondent needs to press the \* button on the telephone handset **after** entering the pre-programmed relay activation code **and** hearing the message "The code entered is correct" (or, 3 short beeps) but **before** the end of the pre-programmed activation time of the relay in question.

↓ Hold Open Command

### Example:

DTMF release code for Relay 1 = 0

↓ Activate Relay 1

Normally, Resident/Correspondent simply presses the **0** button on the telephone handset to activate relay n° 1 for the X n° of (pre-programmed) seconds. To latch open relay n° 1, the **0** must be followed, after hearing the message " Please Enter " (or, 3 short beeps),

by the \* . ← Hold Open Command

DTMF release code for Relay 2 = 2

↓ Activate Relay 2

Normally, Resident/Correspondent simply presses the **2** button on the telephone handset to activate relay n° 2 for the X n° of (pre-programmed) seconds. To latch open relay n° 2, the **2** must be followed, after hearing the message " Please Enter " (or, 3 short beeps),

by the \* . ← Hold Open (Relay 2)

↑ Activate Relay 2

↓ Hold Open Command

Clearly, the \* button must be pressed before the end of the pre-programmed activation time for the relay in question. Therefore, if relay n° 1 is programmed to activate for 8 seconds, the \* button must be pressed before the end of the 8 seconds.

↑ Hold Open Command

It is also possible to latch open both relays simultaneously by pressing **0** " Please Enter " (or, 3 short beeps) **2** " Please Enter " (or, 3 short beeps) followed by \* before either relay activation has timed out.

To unlatch, simply enter into communication with the TELACCES 2 door panel by either dialling in from a telephone handset or receiving a call from it. Press **0** for relay n° 1 or **2** for relay n° 2 to return to standby status.

↑ Activate Relay 1

↑ Activate Relay 2

Activation of either relay 1 or 2 as a result of keypad usage will also cancel hold-open ie cause relevant relay to return to standby status.

<b>Connections:</b>	Operator Analog Line (a/b) or PABX extension of the internal telecommunications network of a Company. Socket to be analogue type.
<b>Telephones:</b>	(1) Standard analogue DTMF "Touch Tone" (2) Mobile telephone (3) Cordless telephone  Note: Pulse Telephone compatible.
<b>REN Loading:</b>	= 1 Maximum REN on any PSTN line = 4. If any 3rd party equipment connected in parallel, for example: burglar alarm, socket etc. REN loading limit must not be exceeded.
<b>Power Supply:</b>	12V DC REGULATED
<b>Power Consumption:</b>	300mA at 12VDC
<b>CE Norms:</b>	EN60950 EN55022 Edition 98 Class B EN55024 Edition 98 Class B
<b>Telecommunications Norms:</b>	CTR21
<b>Operating Temperature:</b>	-35°C to +50°C non-condensing
<b>Number of Relays:</b>	2 (+ 5VDC trigger output, adjustable 1-300 secs)
<b>Relay Timers:</b>	Relay 1 = 1 - 300 secs Relay 2 = 1 - 300 secs  Relay 1 with ON/OFF period controlled latch mode possibility.
<b>Relay Contact Ratings:</b>	Relay 1 = 2 Amps at 12V DC 1 Amp at 24V DC  Relay 2 = 2 Amps at 12V DC 1 Amp at 24V DC
<b>Request to Exit:</b>	2 (N.O. contacts)
<b>Programming:</b>	PC running Windows 98, ME, 2000 or XP. TELACCES 2 software is available on CD-ROM or via download.  (1) From a COM Port of a Laptop or PC to Connector CN6 on the PCB of the Panel using the cable with DB9 connectors supplied (RS232 bus, 38400 bps). or (2) Remotely from a PC via an analogue modem (maximum speed 33600 bps) via the PSTN (British Telecom network) or internal PABX.
<b>System Capacity</b>	2000 main telephone numbers or extensions + 2000 2nd telephone numbers.
<b>Keypad entry codes</b>	1 no. per resident = 2000
<b>Trades via keypad code</b>	4 codes - Group A (Time Profile A) 4 codes - Group B (Time Profile B) 4 codes - Group C (Time Profile C) 4 codes - Group D (Time Profile D)
<b>Keypad code length</b>	3 - 8 digits, any mix
<b>Trades - button</b>	Yes (Time Profile = Door Panel)
<b>Key override</b>	Option
<b>Non - Volatile memory</b>	Yes
<b>Time, Day, Date, Calendar</b>	Yes
<b>Material</b>	BS316 grade stainless steel with anti - vandal stainless steel security screws.

Default Parameters "Factory Settings"	
<b>Relay No. 1 activated by:</b> Telephone handset code Operational time (seconds)	0 5
<b>Relay No. 2 activated by:</b> Telephone handset code Keypad on panel code Operational time (seconds)	2 4444 5
<b>Operational mode</b>	Controlled Access - 24hrs
Managing Agent keypad code Installation Company keypad code Communication time (seconds) Handset rings for (seconds) Panel rings for (seconds) Incorrect keypad entries prior to lock-out Keypad lock-out for Door "Free Access" times Audio messages Ring tones Busy tones	Off Off 60 25 6 Unlimited Off Off On OP settings OP settings



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