

HOW TO CONFIGURE AXIS VISITOR ACCESS.

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Introduction

This document is to be used to help configure Axis Visitor Access using a door controller A1001 and a door station with the QR scanner ACAP installed.

Prerequisites

AXIS A1001 with Firmware 1.65.2.1 or later

AXIS A8207-VE with Firmware 1.85.1 or later

AXIS A8207-VE with Firmware 1.65.2 or later

AXIS A8004-VE with Firmware 1.65.2 or later

AXIS Visitor Access installed on a PC client

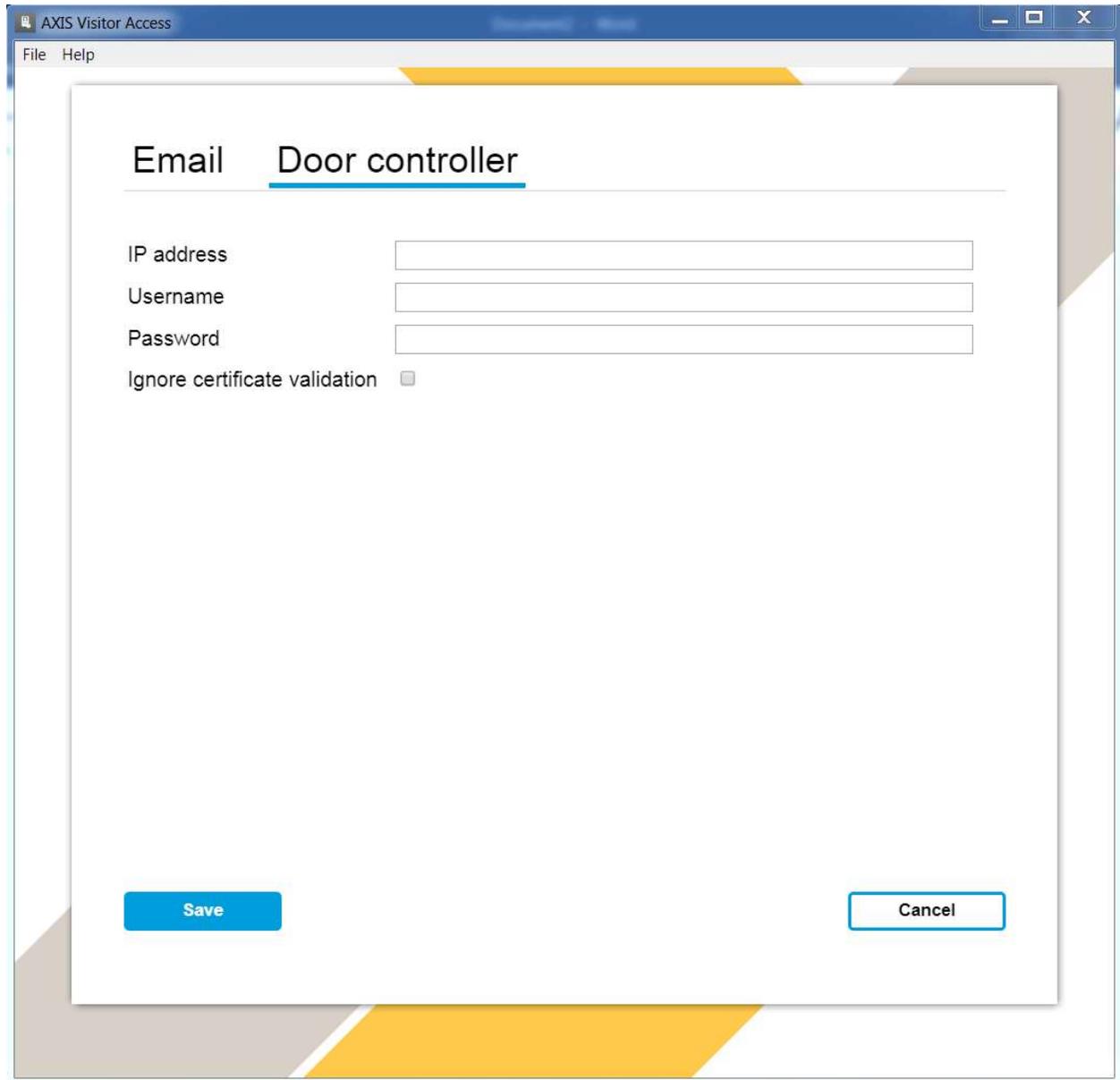
Axis QR scanner ACAP

Please note that Axis doesn't take any responsibility for how this configuration may affect your system. If the modification fails or if you get other unexpected results, you may have to restore the settings to default.

How To Configure Axis Visitor Access

Step 1 – Install Axis Visitor Access Files

Install the Axis Visitor Access PC client on your machine, this will run like a standard windows installation. Leave the settings empty for now and move on to the next step.



How To Configure Axis Visitor Access.

Step 2 – Setup Hardware configuration on the A1001

Run through the hardware configuration as this is required before the Axis Visitor Access can be configured. Make sure you have the latest firmware installed on your door controller device. You can find the latest firmware on axis.com. Follow the User Manual that is provided in this package.



Step 3 – Configure the QR scanner device (A8207-VE, A8105-VE, A8004-VE)

This is configured via the A1001 GUI. You will not need to set any configurations via the QR scanner device GUI. Ensure the QR scanner device is powered up and note the IP address of the unit. From the A1001, under setup – Configure Services, you will find “Setup AXIS Visitor Access” click settings on this option.

Services

Name	Vendor	
Setup HID Mobile Access	HID Mobile Access	Settings
Setup AXIS Visitor Access	Axis Communications	Settings

On the next page select “Start a new setup”

[← Go back](#)

Setup AXIS Visitor Access

 Start a new setup

Current setup

Door control device IP address

QR scanner device IP address

QR Code is a registered trademark of Denso Wave Incorporated.

In the new window, enter the IP address and the Admin user credentials of the QR scanner device you will be using for the QR scanning ACAP, once entered click connect.

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Connect to QR scanner device

IP address
172.25.15.102

Username
admin
Password
.....

 Connect

Next step is to upload the QR scanner ACAP to the door station; In this case it's the A8207-VE. On the page using the "browse" button, select the QR scanner ACAP file, once selected, click upload.

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Upload QR scanner application



Välj fil QR_scanner_1_...A8207-VE.eap

Use the upload field above to select a file.



Upload

Once you have uploaded the ACAP to the QR scanning device you will now need to provide it access back to the A1001. Enter the credentials of the A1001 you are currently on, in the username and password field, select the door controller from the list and the selected door to be used. Once finished, click Apply.

Connect to door control device

Door control device credentials

IP address
172.25.15.102

Username
admin

Password

Door controller

Entrance Controller ▾

Door

Main Entrance ▾

HTTPS

Enforce HTTPS

Validate certificate

Apply

When using HTTPS make sure HTTPS is enabled on both the door controller A1001 and QR reading device. Follow the User Manual that is provided in this package.

Once this has finished, the final page will be presented showing you the current setup of the QR Code Reader ACAP, showing which A1001 is being used and which door station.

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Setup AXIS Visitor Access

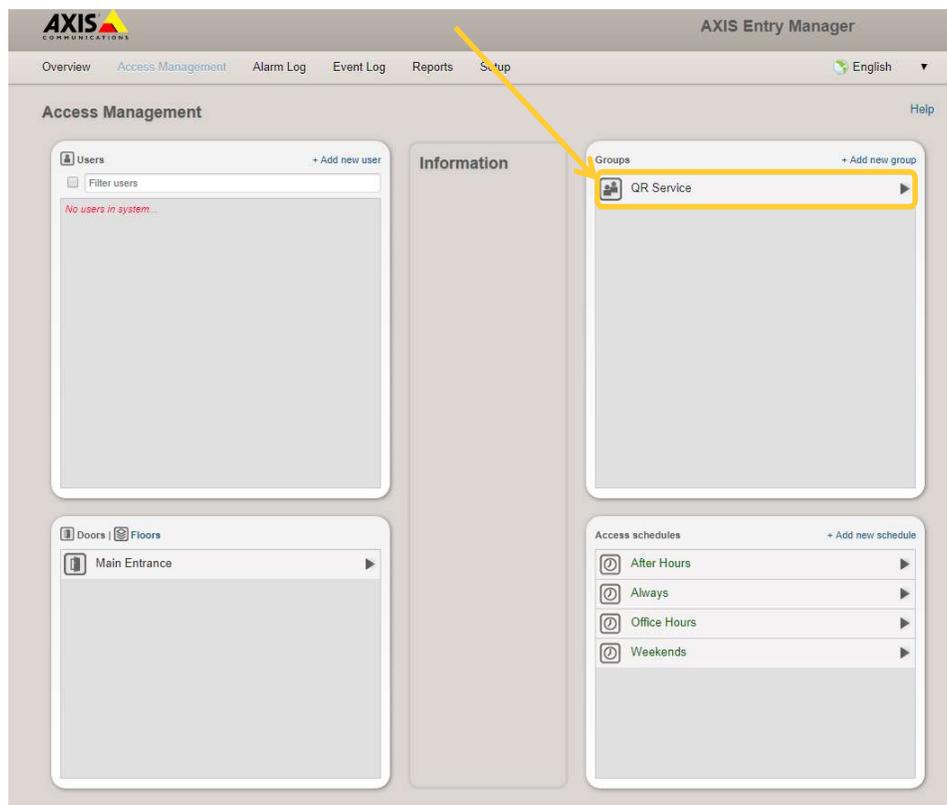
[Start a new setup](#)

Current setup

Door control device IP address	172.25.15.102
QR scanner device IP address	172.25.15.146

QR Code is a registered trademark of Denso Wave Incorporated.

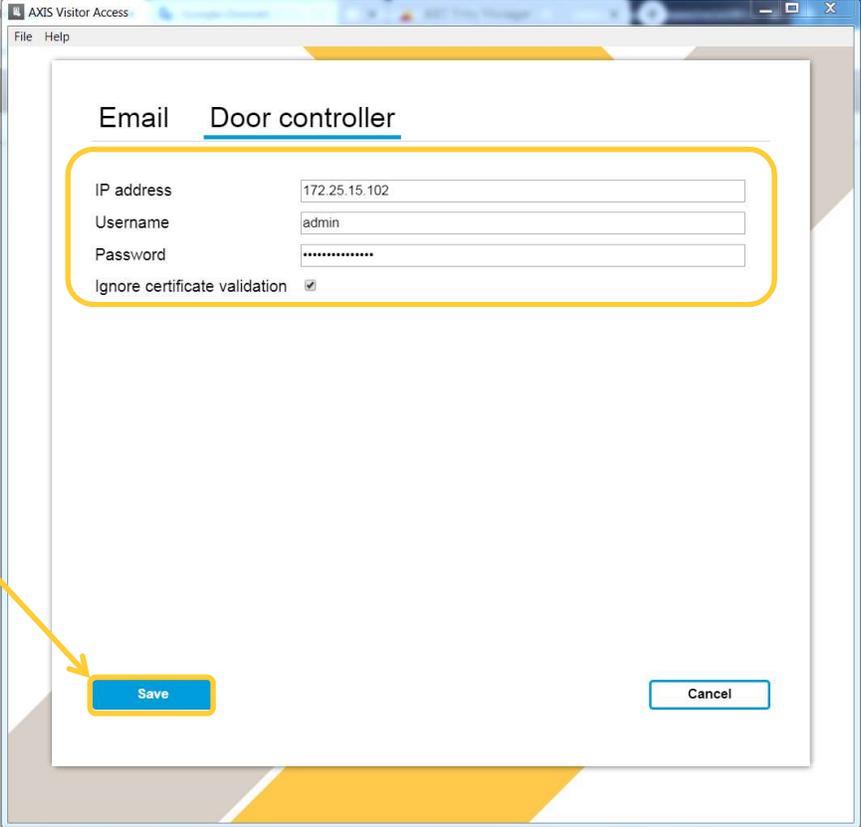
If this has been configured correctly, go to the Access Management page on the A1001 and you will now have a new group called "QR Service" this is needed for the ACAP to create the invites.



How To Configure Axis Visitor Access

Step 4 – Configure the PC Client

Start this by entering the IP address, username, and password for your A1001 into the required fields. And click save bottom left.



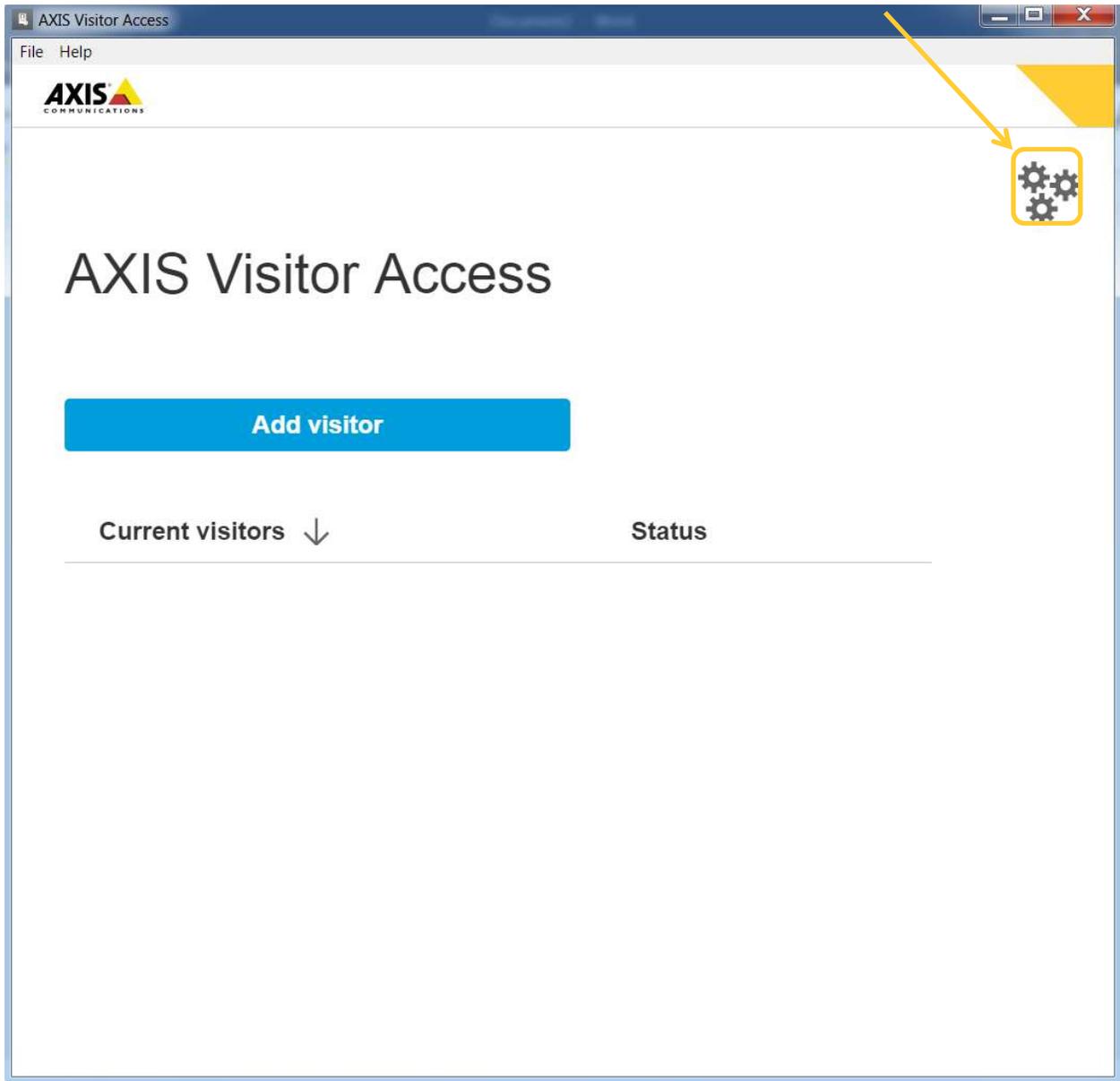
The screenshot shows a window titled "AXIS Visitor Access" with a menu bar containing "File" and "Help". The main content area has a tab labeled "Door controller" under the heading "Email". A yellow rounded rectangle highlights the following fields:

IP address	172.25.15.102
Username	admin
Password	*****
Ignore certificate validation	<input checked="" type="checkbox"/>

At the bottom left, a yellow arrow points to a blue "Save" button. A "Cancel" button is located at the bottom right.

How To Configure Axis Visitor Access.

Once saved you will see the main page of the client, click the settings cog image in the top right corner of the screen.



How To Configure Axis Visitor Access

Now fill in the fields for the chosen email server with the required information. The message section determines what the user will receive when an email is sent out, and who the email is sent from.

The screenshot shows the 'AXIS Visitor Access' configuration window. The 'Email' tab is selected, and the 'Door controller' section is visible. The 'Email server' section is highlighted with a yellow border and contains the following fields:

- SMTP server: smtp-x.example.com
- Port: 587
- Security: STARTTLS (dropdown)
- Authentication:
- Ignore certificate validation:
- Username: User
- Password:

The 'Message' section is also highlighted with a yellow border and contains the following fields:

- From: user@example.com
- Subject: Code to eneter
- Use HTML formatting:
- Content: Hello!
Please show the QR code at the door.

At the bottom of the window, there are two buttons: 'Save' (highlighted with a yellow border and an arrow pointing to it) and 'Cancel'.

Step 5 – Add a Visitor

After the configuration now, it's time to add a visitor. Adding a visitor will create a user in the A1001 under the "QR Service" group with a card number as a credential.

AXIS Visitor Access

[Add visitor](#)

Current visitors ↓	Status
--------------------	--------

Enter the e-mail address along with their full name and select the valid to and from date and time.

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Add visitor

Email	test@example.com
First name	Test
Last name	Test
Valid from	2019-03-29 07:00 
Valid to	2019-03-29 19:00 
Invite	

Send an e-mail with the QR-code and the message created in the Configuration of the PC-client (Step 4). There are also options of copying and printing the QR-code that the visitor will receive.

Invitation created for test@example.com

Hello!

Please show the QR code at the door.

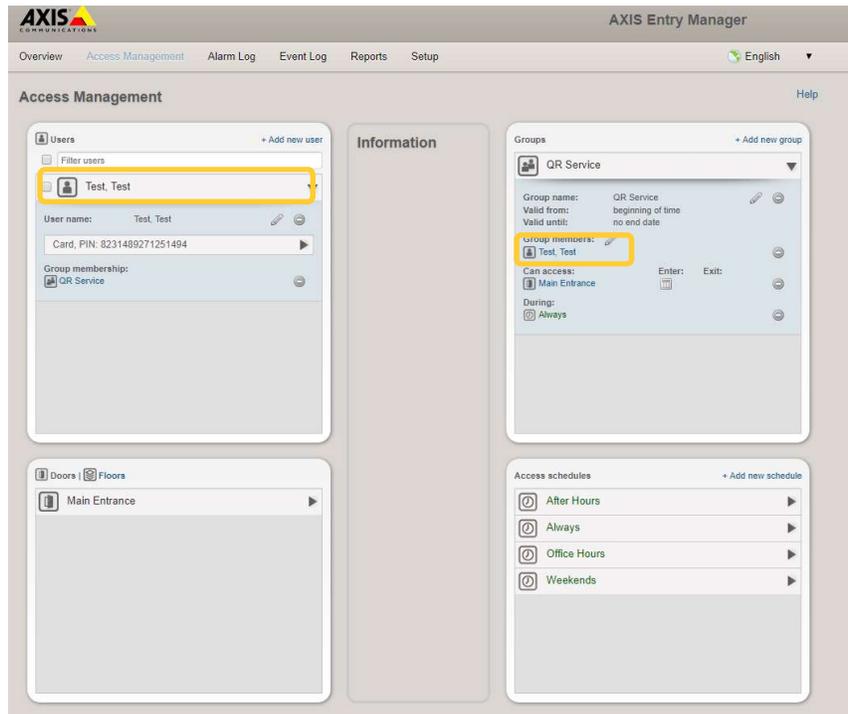


The code is valid from 2019-03-29 07:00 to 2019-03-29 19:00.



Once the QR-code is sent, a user will be created in Axis Entry Manager.

How To Configure Axis Visitor Access

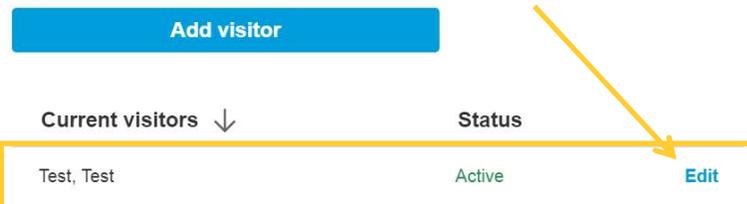


Step 6 – Edit Current Visitors

Once a visitor is created it will be listed in the Axis Visitor Access with either a status Active or Inactive depending on the date and time given. The option of deleting the visitor or to extend/change the time can be done in Edit.



AXIS Visitor Access



END OF DOCUMENT