

HOW TO. ■

Configure AXIS A4612 Network Bluetooth Reader and Mobile Credentials in AXIS Camera Station Secure Entry.

Contents

Introduction	3
	4
Step 1 – Adding/updating & setting up devices	5
To add the Controllers	5
To update the controllers	6
To setup the controllers	7
To setup the A4612 reader	9
Step 2 – Connecting the A4612 Reader to your controller	11
To connect the devices	11
Step 3 – Configuring SMTP Server	13
To configure SMTP server	13
Step 4 – How to create/edit a schedule	14
Creating/editing a schedule to use in Secure Entry	14
Step 5 – Configuring Bluetooth identification profile	15
To create the Bluetooth identification profile	15
To apply the Bluetooth identification profile to door	16
Step 6 – Creating a door with a Bluetooth reader	17
To create a door/add a bluetooth reader to an existing door	17
Step 7 (optional) – Configuring the Bluetooth reader for Lock, REX and door position sensor (DPS) control.	19
To add Lock, REX and door position sensor to a bluetooth reader	19
Step 8 – Creating and sending the bluetooth credential	21
To create the Bluetooth credential	21
Step 9 – Using AXIS Mobile Credential	25
How to use the AXIS Mobile Credential	25
Considerations and limitations	28

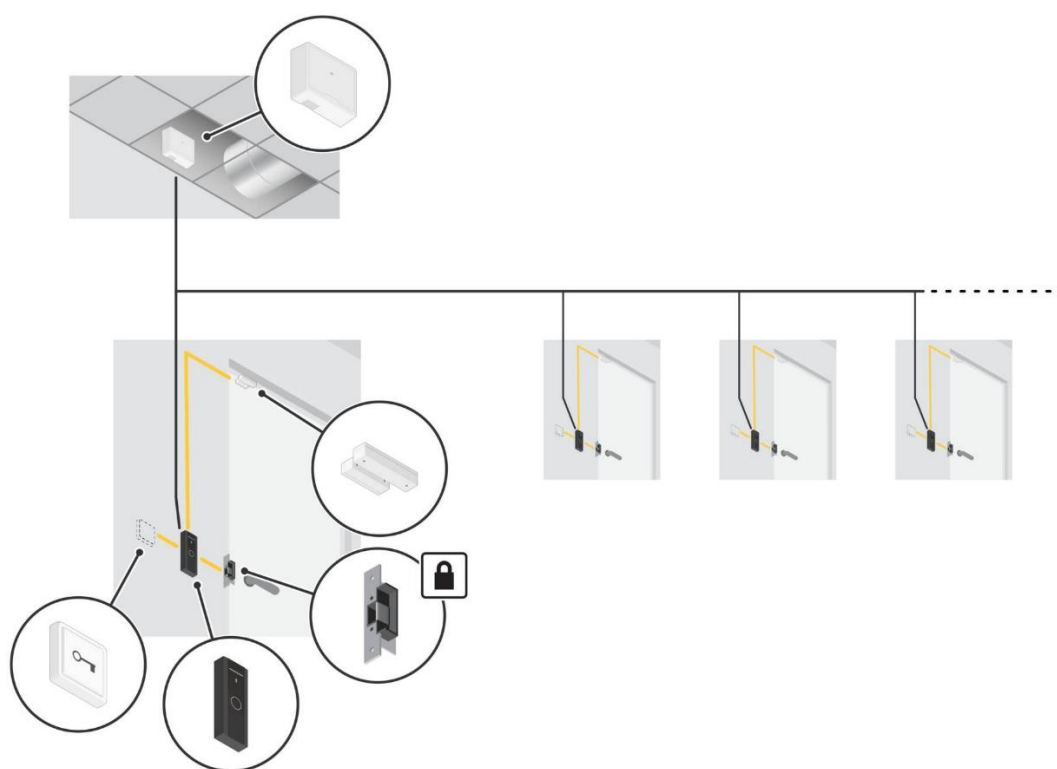
Introduction

This document will show you how to configure the AXIS A4612 Network Bluetooth Reader with a controller and how to configure mobile credentials via AXIS Camera Station Secure Entry.

The A4612 Bluetooth reader allows you to expand the wired door limits of our controllers. Our controllers allow up to 16 A4612 readers to be attached each on their own door if used to control the locks, REX and DPS. The controllers wired door options can still be used. Expanding and using these readers does not require any additional licensing.

The A4612 Bluetooth reader can also be used as a Bluetooth reader in a standard wired door configuration

These readers are added directly to the controller via the web interface and then can be used as a resource when creating a door within Secure Entry.



Prerequisites

AXIS Camera Station 6.9 or later

AXIS Door Controller 12.4.68.1 or later

A4612 Network Bluetooth Reader 2.47.0.71.2 or later

IP Utility

AXIS Camera Station device license

Configured SMTP Server in AXIS Camera Station

NOTE

**No additional Licence is required to use the A4612
bluetooth reader**



If you wish to use the door lock, REX and DPS function on the A4612 bluetooth reader, a factory default is required when upgrading to firmware 12.4.68.1 or later.

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.

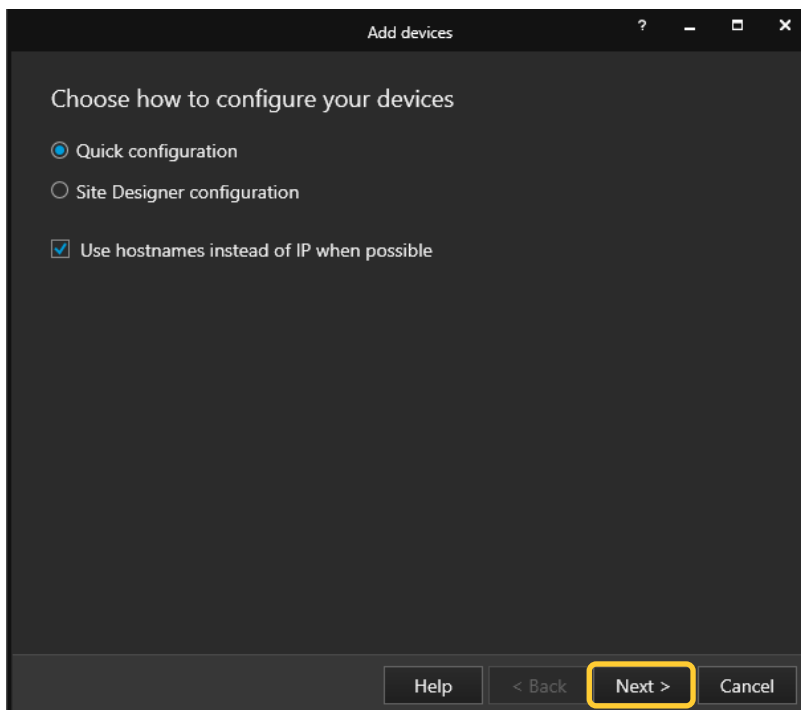
Step 1 – Adding/updating & setting up devices

Start by adding the controllers to Axis Camera Station and ensuring that they are running the latest firmware. For the controllers used we require the use of HTTPS for end-to-end security, these controllers should also use ACS as an NTP.

To add the Controllers

Follow these steps if you need to add the controllers:

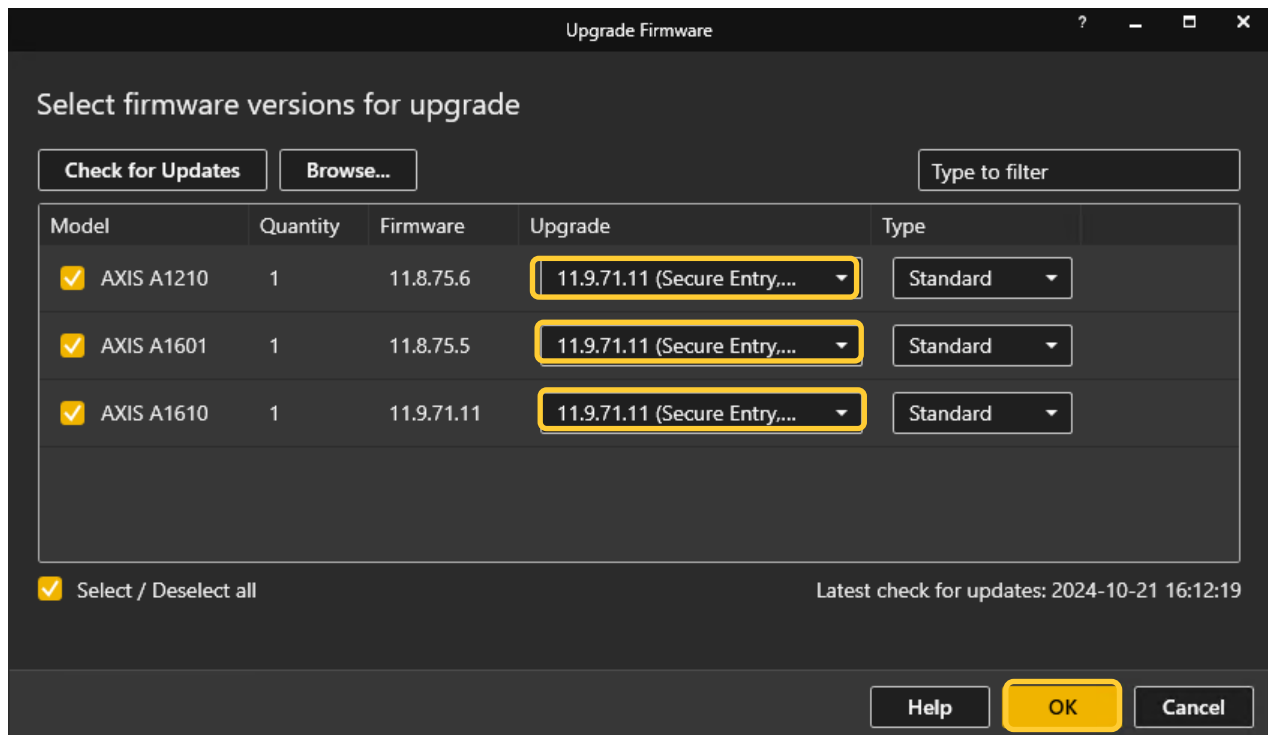
1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
2. From the left menu select “Devices” and under this drop-down select “Add Devices”
3. On this page if the units are in your network, you should see the controllers, if they are missing then you can try do a manual search via the button “Manual Search”. If they still cannot be found, please check the controllers are powered and are on the same network.
4. If the controllers are greyed out, this means they require the password for the unit, this is entered by clicking on the “Enter password” under status for the unit.
5. Once you see the controllers you wish to add, you can hold down the “ctrl” key and select the controllers, then click add found on the bottom left.
6. Follow the pop-up wizard to add these controllers



To update the controllers

Follow these steps to update your devices:

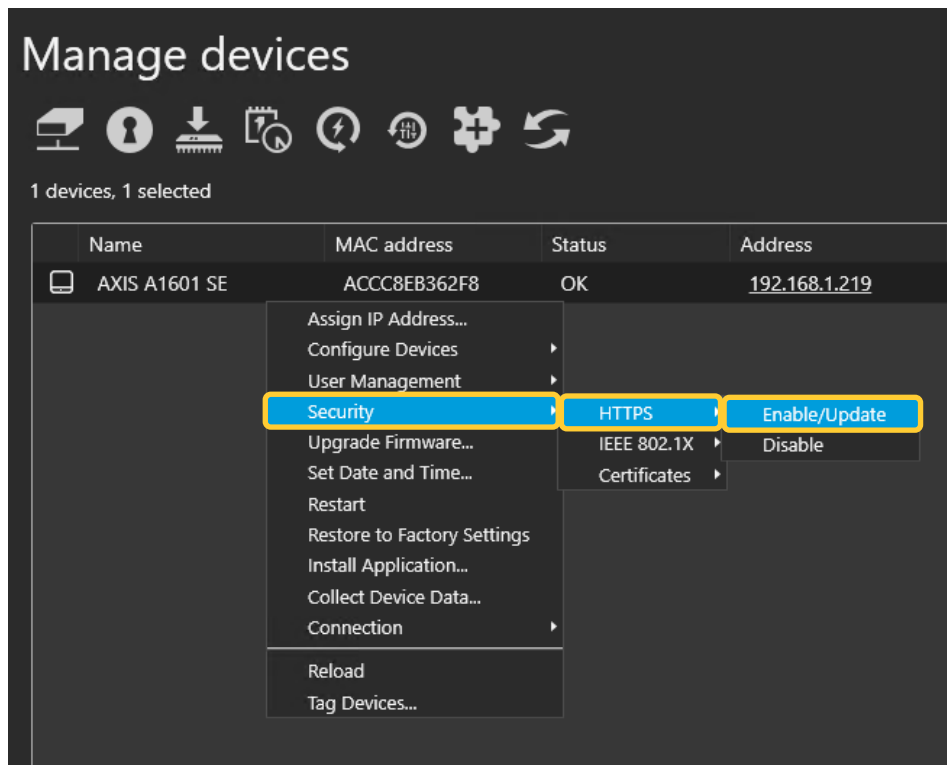
1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
2. From the left menu select “Devices” and under this drop-down select “Management”
3. From this page hold “ctrl” and select the controllers, once selected press the update firmware button.
4. In the popup select the latest firmware, ensure to select the latest Secure Entry track and press “OK”
5. The update can be monitored via the “tasks”



To setup the controllers

Follow these steps to setup your controllers:

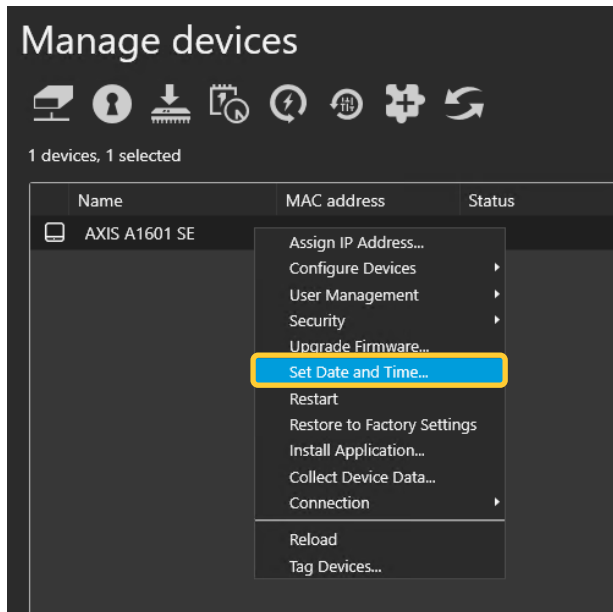
1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
2. From the left menu select “Devices” and under this drop-down select “Management”
3. Right click on the controller and select “Security – HTTPS – Enable/Update”



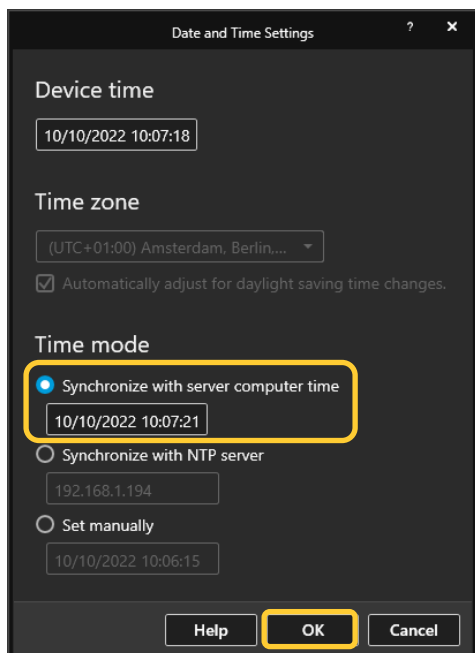
4. This will create a task in the task and alarms, once this has completed, HTTPS is enabled on this device.

Alarms Tasks				
Name	Start	Message	Owner	Progress
➡ Enable HTTPS	10/10/2022 09:58:31	Enabling HTTPS...	AXISNVR-ZORNKR...	

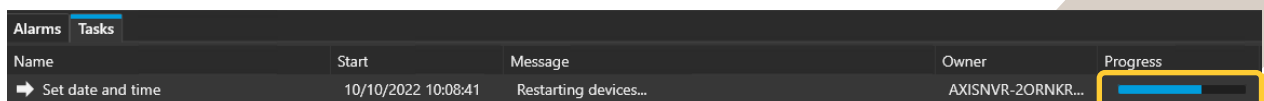
5. Next to setup is the time & date on the controller, we do this but right clicking on the device in Devices – Management and selecting “Set Date and Time...”



6. In the pop-up select yes, In the next pop-up under “Time Mode” choose the first option, “Synchronize with server computer time”



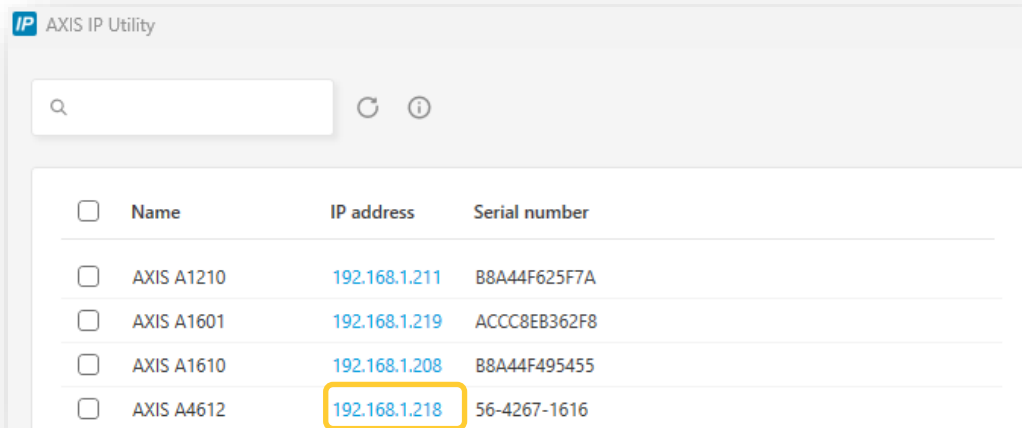
7. This will then add a task in the task and alarms, once completed the time will now be synched with the computer server time.



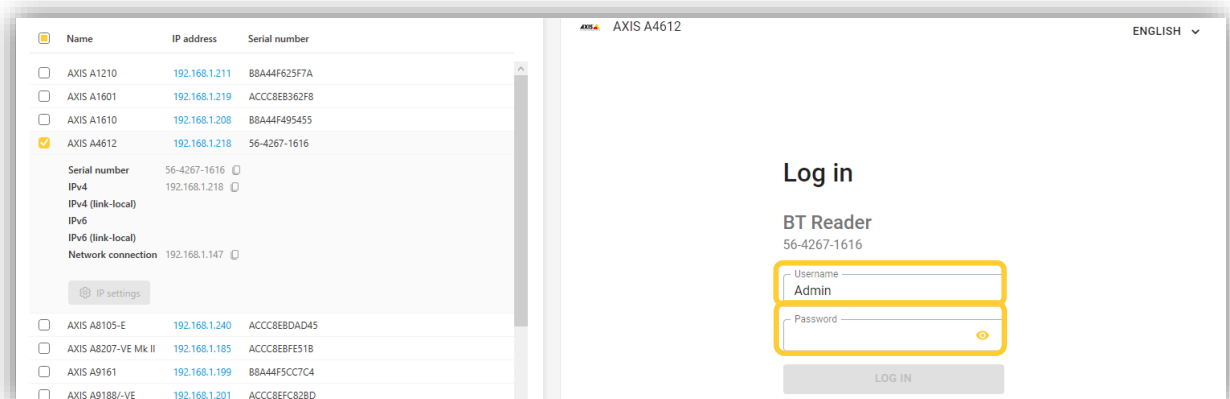
To setup the A4612 reader

Follow these steps to setup your readers:

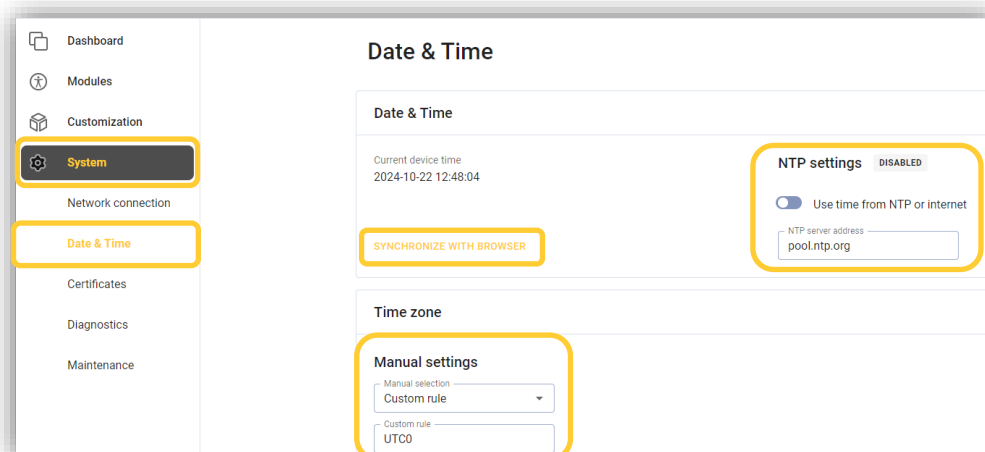
1. Using IP Utility, find the A4612 reader on your network and select the IP address hyperlink.



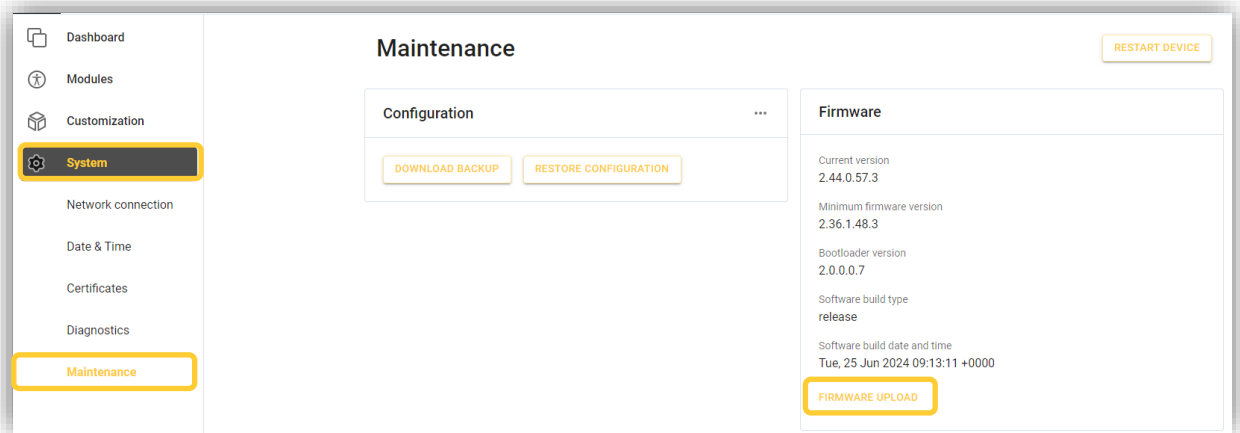
2. In the popup login to the reader for the first time and configure your chosen password.



3. Once logged into the reader, select the menu on the left and go to “system” – “Date & Time” here you can configure the date and time either by syncing with your browser or using an NTP, and set the time zone for the device.



- To upgrade the firmware on the reader, using the left menu select “System” – “Maintenance”, from this page you can see the current firmware installed on the reader, to upgrade select “firmware upload”



- In the pop-up either select or drag the firmware file and select “Upload”



- The reader will automatically restart after completing the firmware upgrade.

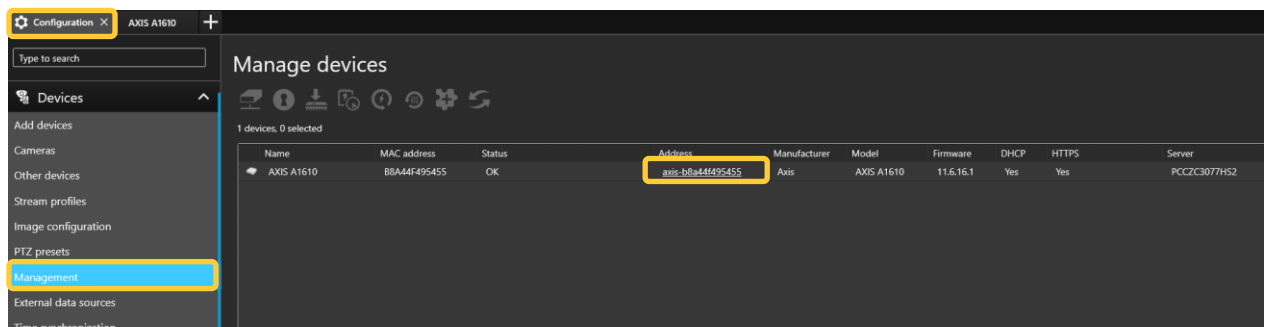
Step 2 – Connecting the A4612 Reader to your controller

These steps will show you how to connect the A4612 reader to your controller.

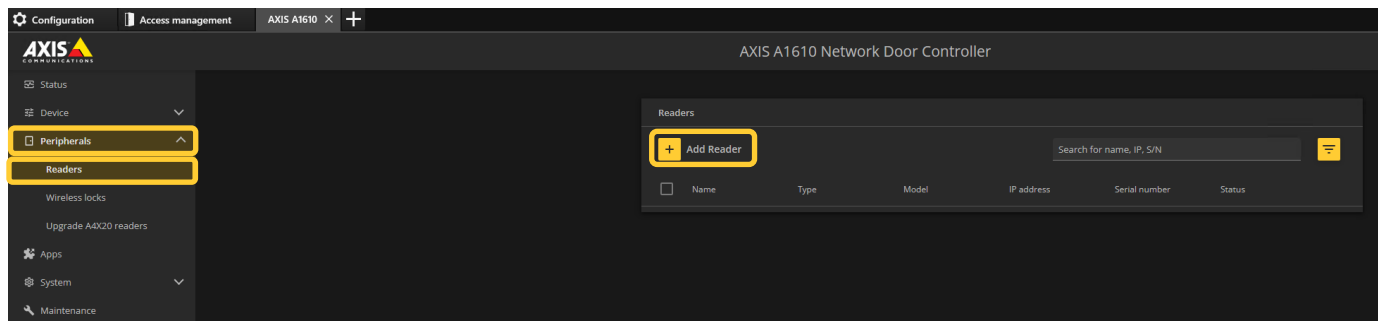
To connect the devices

Follow these steps to connect the controller and reader:

1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
2. Select Devices – Management and in the list click on the IP/address link on the controller you will connect the reader to.



3. In the new webpage tab for the controller select “Peripherals” then in the drop down menu select “Readers” then press the “Add Reader” button



4. In the pop-up menu fill in the details such as name, using the dropdown for select reader you can choose the reader you are pairing. If your reader does not show in this list you can manually enter in the IP address of the reader. And then provide the username and password for the reader and click “Add”

Add Bluetooth® reader

Name
BT Reader

Select reader
192.168.1.218 - 56-4267-1616 - AXIS A4612

Or enter IP address
192.168.1.218

Username
admin

Password
.....

☒ Ignore server certificate verification

Cancel Add

5. You should now see the reader in the dashboard with the status online.

Readers						
+ Add Reader		Search for name, IP, S/N				
☐	Name	Type	Model	IP address	Serial number	Status
☐	BT Reader	Bluetooth® reader	AXIS A4612	192.168.1.218	56-4267-1616	Online

Step 3 – Configuring SMTP Server

To configure SMTP server

To be able to send out the Bluetooth credentials we need an SMTP (Simple Mail Transfer Protocol) to be configured as this allows AXIS Camera Station to have a chosen mail address to distribute the credentials from, please note that this is not something Axis Communications provides.

Follow these steps to configure SMTP server:

1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
2. From the left menu select “Server” and under this drop-down select “Settings”
3. On this page press “Add..” under “SMTP servers” and in this pop-up fill in your SMTP server details and press “OK”

Add SMTP Server

Server

Address:

Port:

☒ Use TLS

☐ Use authentication

Username:

Password:

Sender

E-mail address:

Name:

Help OK Cancel

Step 4 – How to create/edit a schedule

Creating/editing a schedule to use in Secure Entry

These schedules would be used for setting specified time periods for identification profiles and access times for cardholders or door unlock schedules.

Follow these steps to create a schedule:

1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
2. From the left menu select “Recording and events” and under this drop-down select “Schedules”
3. To edit a schedule, highlight the schedule you wish to edit, if you wish to create a new schedule, press new.
4. To edit this schedule hold and drag the cursor along the time for each day that you want the schedule to be running. Blue highlighted will be the active times on each day.
5. Once you are happy with your schedule you can provide it with a new name in the name field and click apply.

Schedules

Type to search

Name Used

Office Hours

Weekends

New schedule

New Remove

Name: Office Hours

Schedule on Schedule off

Week schedule

00:00 03:00 06:00 09:00 12:00 15:00 18:00 21:00 00:00

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Override schedule Add...

Hold Ctrl to select 5 minute intervals. To copy and paste day schedules, use right click.

Apply

Step 5 – Configuring Bluetooth identification profile

To create the Bluetooth identification profile

If you are wanting a multi-factor authentication or multiple types of credentials (card or Bluetooth) you will need to create a new identification profile.

Follow these steps to create:

1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
1. From the left menu select “Access control” and under this drop-down select “Identification Profiles”
2. On this page “Tap in app” and “Touch Reader” as an identification exists, to create a new identification type select “+ Create identification profile” Alternatively if you wish to add the “tap in app” or “touch Reader” to an existing profile click the edit pencil.
3. Give the profile a name and for each side configure the required credentials using the “+ Add” then in the drop-down tick the identification types you wish to be presented to grant access, after select the schedule this applies too. Then select “Ok” in the bottom right.

New identification profile
Touch Reader Only

Side A
Configure identification profiles for accessing the door from side A.

Identification type	Schedule
Bluetooth Touch	Always

Side B
Configure identification profiles for accessing the door from side B.

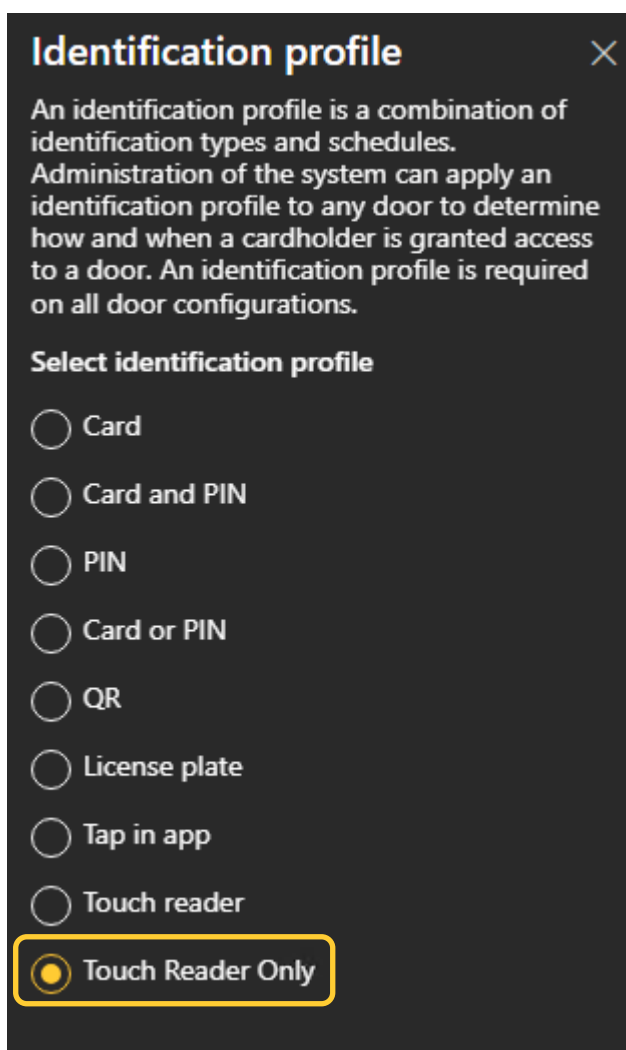
Bluetooth Touch

- ☐ Card
- ☐ PIN
- ☐ REX
- ☐ Static QR
- ☐ Dynamic QR
- ☐ License plate number
- ☐ Bluetooth Tap
- ☒ Bluetooth Touch

To apply the Bluetooth identification profile to door

Follow these steps to apply:

1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
2. From the left menu select “Access control” and under this drop-down select “Doors and zones
3. Highlight the specific door and click “Select identification profile”
4. In the pop-up window select the identification profile you wish to use, and click “Apply”



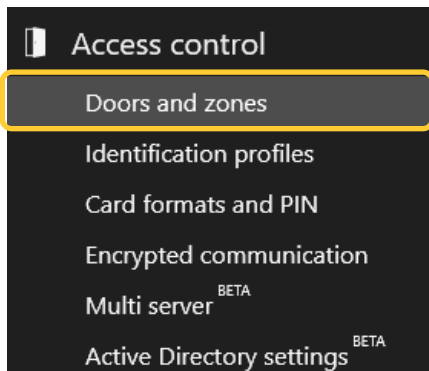
Step 6 – Creating a door with a Bluetooth reader

To create a door/add a bluetooth reader to an existing door

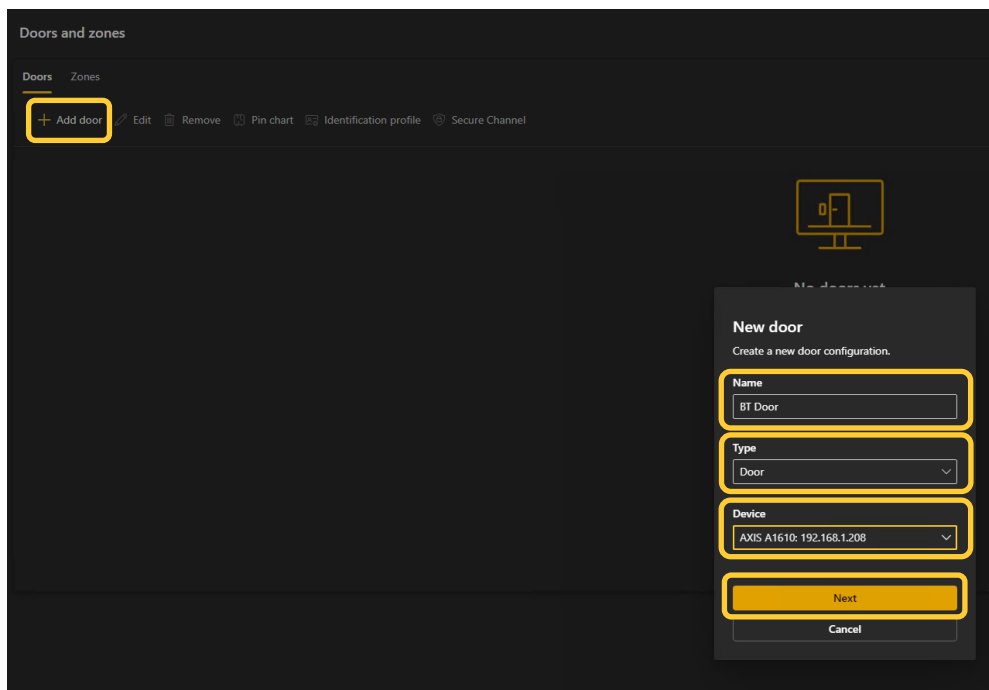
If you have a door already configured in your system and wish to add the bluetooth reader, click on the three dots and select “edit”, once on the configuration screen follow from step 5.

Follow these steps to create a door:

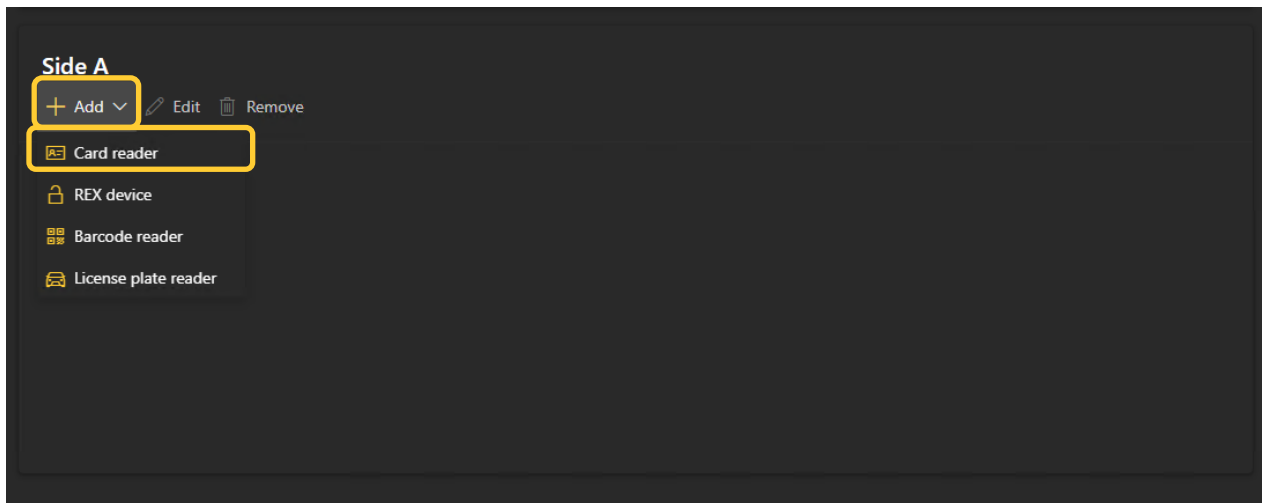
1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen.
2. From the left menu select “Access control” and under this drop-down select “Doors and zones”



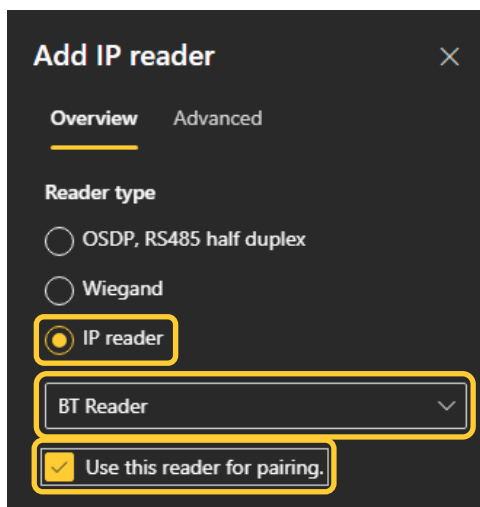
3. On this page press “+ Add door” and in the pop-up give the door a relative name and select the door controller in the second drop down, then press “Next”



4. Proceed to configure the locks with the correct relay and door monitors (if used)
5. On the side you wish to have the Bluetooth reader select “add” then “Card reader”



6. In the side menu select “IP reader”, using the dropdown box select the A4612 reader you paired. If this will be used for pairing your credentials also mark this reader for pairing. Then click “Add”



7. In the Overview card change the identification profile, two new profiles have been added for the supported modes for the A4612 reader, “Tap-in-app” and “Touch reader”. If you only have the A4612 attached to either side of the door and use a REX on the other. These default profiles can be used.

Overview Door settings ⓘ

Device	IP address	Type	Security levels
AXIS A1610	192.168.1.208	Door	-

Name
BT Door

Primary lock
Relay 1

Secondary lock
Not connected

Identification profile
Tap in app

Card

Card and PIN

PIN

Card or PIN

QR

License plate

Tap in app

Touch reader

Step 7 (optional) – Configuring the Bluetooth reader for Lock, REX and door position sensor (DPS) control.

To add Lock, REX and door position sensor to a bluetooth reader

If you need to create a door please go to step 6.

Follow these steps to configure the Bluetooth reader for Lock, REX and DPS support:

1. In your Door configuration, after adding the Bluetooth reader by following the step above, you can now select the Primary Lock to be connected to the Bluetooth reader via “Active Output” or “Relay” depending if you wish the reader to power the lock, or if you will use an external power supply.

Primary lock

BT Reader: Active output

Relay 1

Relay 2

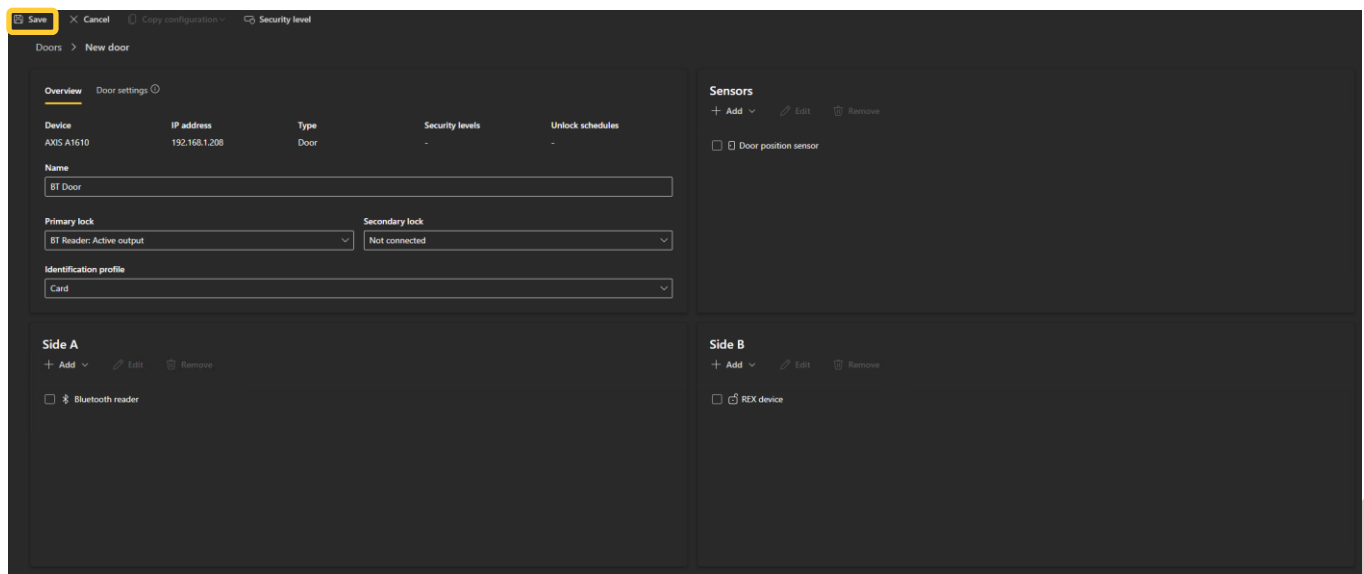
BT Reader: Active output

BT Reader: RELAY

2. Once selected you can add your REX onto your other door side, when the configuration panel appears you will only be shown the two available inputs from the Bluetooth reader, select the input you wish to use and finish off the configuration of the REX.



3. If you also wish to add a door position sensor, under sensors, when the configuration panel appears you will only be shown the same two available inputs from the Bluetooth reader. If you configured one as a REX, you can only select the remaining input. Once selected you can finish off the configuration of the DPS.
4. Now you can save the changes/configuration of your door.



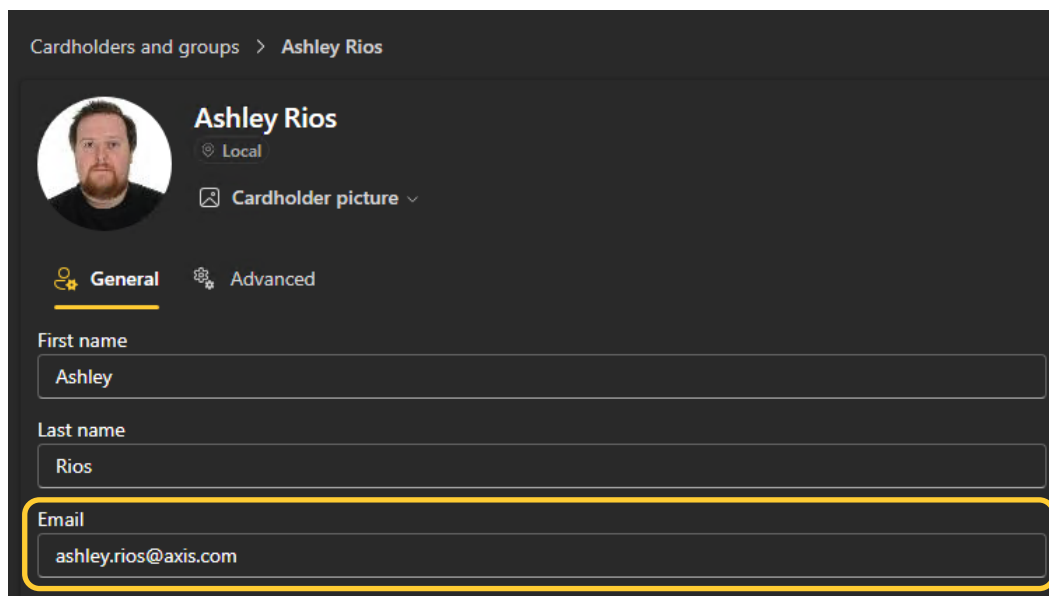
Step 8 – Creating and sending the bluetooth credential

To create the Bluetooth credential

Now we can provide the bluetooth credential to either new or existing cardholders.

Follow these steps to create:

1. In Axis Camera Station open the configuration tab via the “+” symbol found at the top of the screen. And select “Access management”
2. From this page you can either create a new cardholder via the “+Add” button. If you wish to add a Bluetooth credential to an existing cardholder, find them in the cardholder area highlight them and select “edit”.
3. In the cardholder, fill out the name and email address fields, (the email address is required to be able to send bluetooth credentials to cardholders) then under credentials click the “+Add” and select the mobile credential button.



Cardholders and groups > Ashley Rios

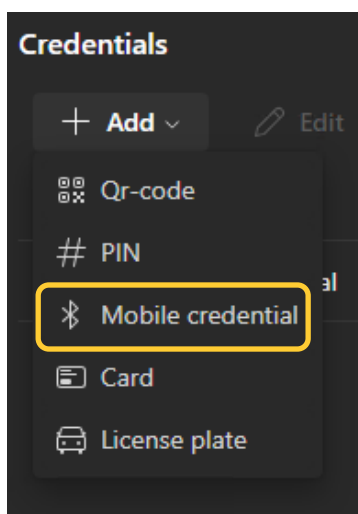
Ashley Rios
Local
Cardholder picture

General Advanced

First name
Ashley

Last name
Rios

Email
ashley.rios@axis.com



Credentials

+ Add Edit

Qr-code

PIN

Mobile credential

Card

License plate

- Here we give the Bluetooth credential a name and decide the expiration date. Under you can choose if you wish the Bluetooth credential to be emailed directly after adding the adding the user. then ready click “Add” then click “Add” top left.

New mobile credential ✕

Credential name
BT Credential

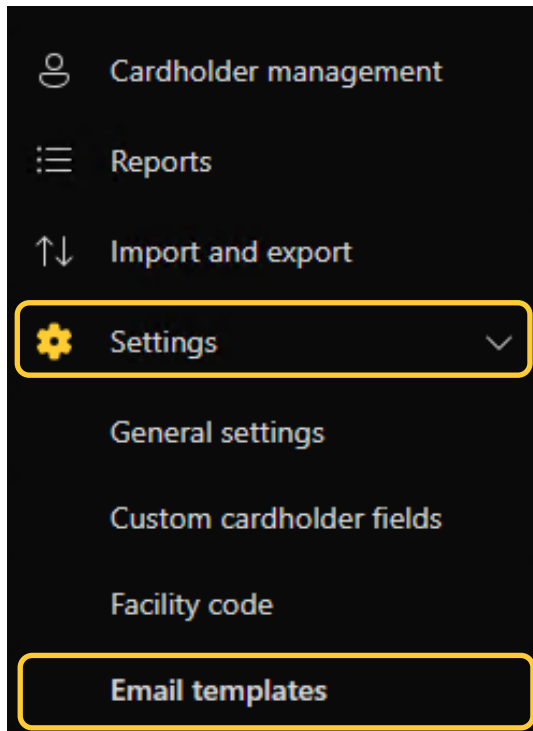
Valid from
2024/12/03
12:00 AM

Valid to
No end date

☒ Send the mobile credential to the cardholder after saving.

- If you chose not to directly send the email, highlight the cardholder, and click “edit” next highlight the mobile credential and select edit. And tick the “Send the mobile credential to the cardholder after saving”, Click “Apply” then Save”

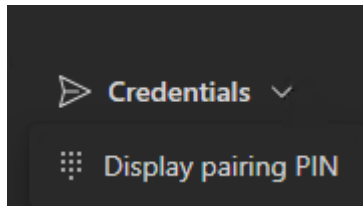
6. If you wish to change the email message template this can be edited by clicking the settings symbol from the left bar and selecting “Email Templates”.



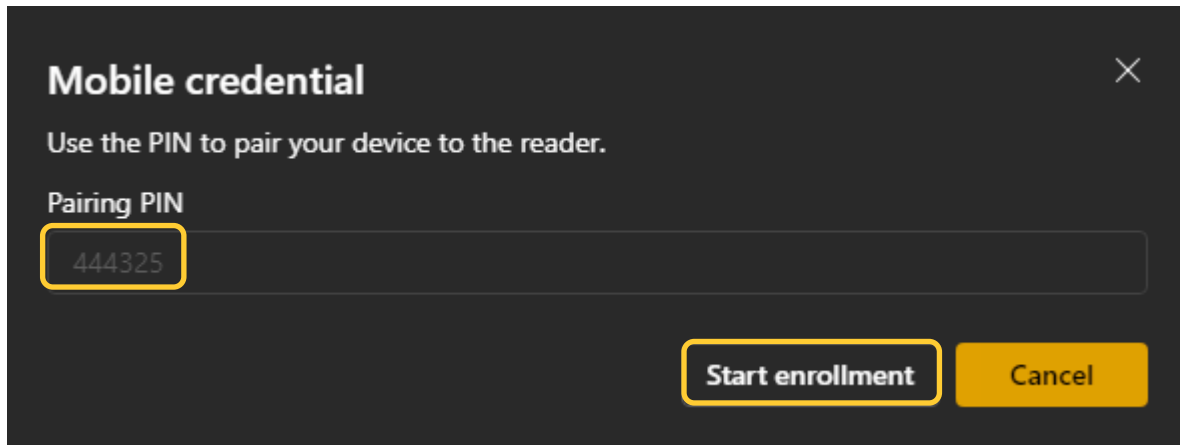
7. In the “Email templates” edit the “mobile credential” template, here you can adjust the default email sent. And click “Update”

A screenshot of the 'Mobile credential' email template editing screen. The 'Subject' field is highlighted with a yellow box and contains the text 'Welcome'. The 'Body' field contains the text 'Welcome to visit us!'. At the bottom, there is an 'Update' button highlighted with a yellow box. A small note at the bottom left states 'Visiting time is included in the email. *'.

8. Alternatively if you wish to enroll the cardholder directly, this can be done via a PIN, highlight the cardholder and select “Credentials” then “Display pairing PIN”.



9. In the popup note the PIN provided and click “Start enrolment”



10. Once the cardholder has been created and enrolled, next we need to make sure they are added to the correct group (and) or access rule

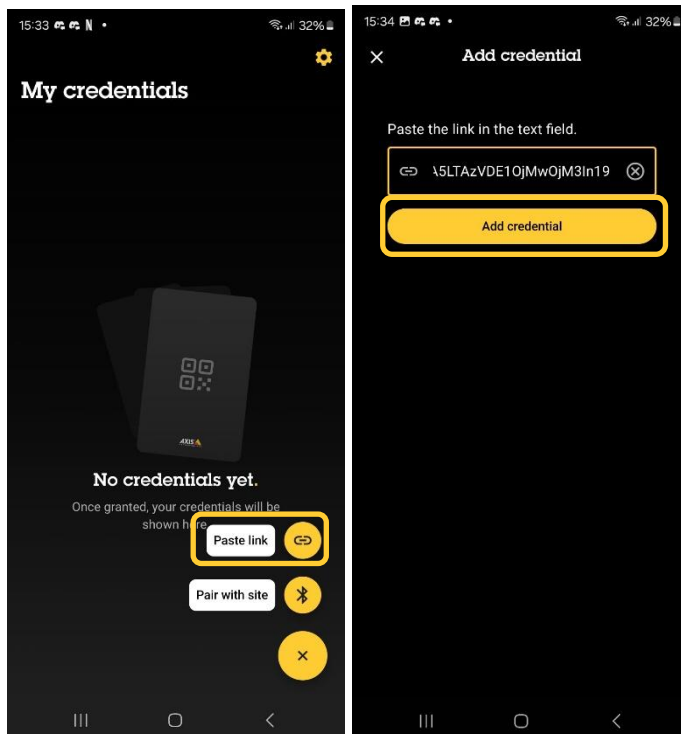
Step 9 – Using AXIS Mobile Credential

How to use the AXIS Mobile Credential

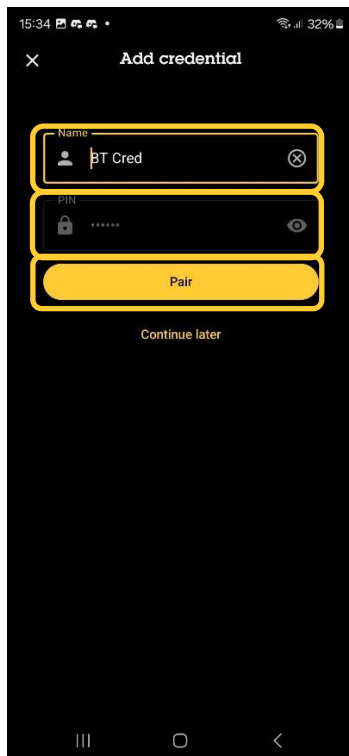
To use the Bluetooth credential, the AXIS Mobile Credential app is required.

Follow these steps to configure:

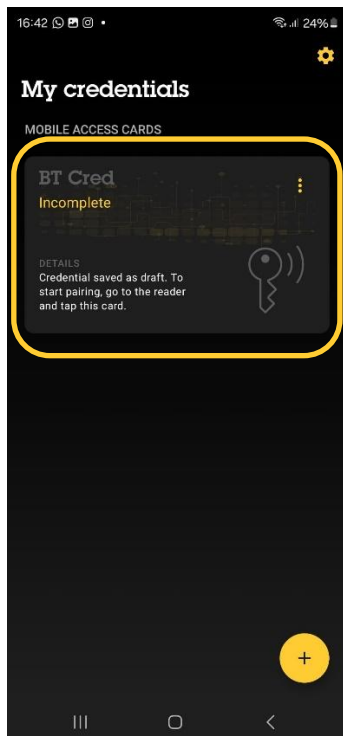
1. Open the email you received from the company and follow the steps in the email.
2. First you will be required to download the app from either play store (android) or app store (apple).
3. Once installed go back to the email and click on the credential link, this will automatically open to the installed app.
4. Alternatively, this can direct you to a page on “AXIS.com” to copy your code manually. Then open the app and pair it with Link.



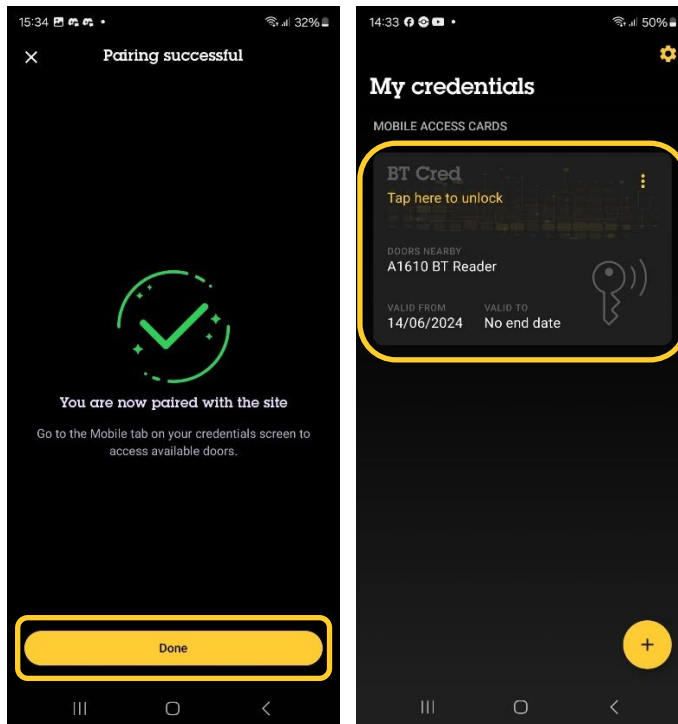
- Next provide a name to the credential, if you have chosen to pair with PIN, also provide the PIN given from the cardholder enrollment screen. And click “Pair”.



- If you are not at the enrollment reader or wish to enroll later, you can click “Continue later” this will save the credential and can be paired by tapping the card when at the enrollment reader.



7. You will then be presented with a “Pairing successful” screen, click “Done” this will show your credential as a card and ready to be used.

**NOTE**

If using “touch” the phone must be moving, or an error may occur

Considerations and limitations

1. The use of AXIS Door Controllers requires HTTPS to be enabled.
2. To be able to send the Bluetooth credential, SMTP must be configured in AXIS Camera Station.
3. To be able to use the Bluetooth credential, the receiver is required to download the AXIS Mobile Credential App.
4. To enroll Bluetooth credentials, at least one reader must be in pairing mode.
5. To use the Lock, REX and DPS functions, a factory default is required when upgrading the reader to the required firmware.