

This section discusses how to use the **Account Groups Module**. The Account Groups Module enables users to assign, update, change, or delete user codes, profiles, schedules, output schedules and holidays to multiple XR100/XR500 Series panels using a batch operation rather than accessing each panel individually to make changes. The Account Groups Module works with Remote Link™ and System Link™ software programs.



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Account Groups

Account Groups

The Account Groups module provides the ability to update, change, or delete profiles, schedules, output schedules, holidays and user codes on multiple panels at the same time. Using the Account Groups module, you can group panels together under one name and associate the groups by location, business, or other logical grouping. Once grouped, you can update all the panels within the group in one operation. There is no limit on the number of groups you can create.

Basic Requirements

To complete Account Group module updates use the following guidelines:

- The same user number has the same profile number in all accounts.
- The panels need to have account numbers established before they are listed for selection.
- Remote Link and System Link are not available to perform other operations while batch updates are in process.

Compatible DMP Command Processor™ Panels

The Account Groups module can be used with the following panels version 108 or higher:

- XR100
- XR500
- XR500E
- XR100N
- XR500N
- XR2500F

Computer Requirements

Before installing the Account Groups module, make sure that your computer hardware meets these minimum specifications listed in the center column of the table below. For optimum performance, it is recommended that your computer meets or exceeds the recommended requirements in the right-hand column.

Computer Configurations

Operating System	Remote Link/System Link Minimum Requirements	Remote Link/System Link Recommended Requirements
Windows 95/98	Pentium 24 MB RAM	Pentium 500MHz 64 MB RAM
Windows NT4	Pentium 32 MB RAM	Pentium 500MHz 64 MB RAM
Windows 2000*	Pentium 150MHz 64 MB RAM	Pentium 500MHz 64 MB RAM
Windows ME	Pentium 133MHz 64 MB RAM	Pentium 500MHz 64 MB RAM
Windows XP*	Pentium 233MHz 64 MB RAM	Pentium II 500MHz 128 MB RAM
* You need to have Administrator Authority to install Remote Link or System Link software on a Windows 2000 or Windows XP system.		

You also need the following items:

- CD-ROM drive
- 800 x 600 or higher resolution monitor

Installing the Account Groups Module

To obtain optimum results from the Account Groups Module, it is highly recommended that you install the software on a computer dedicated solely to the Account Groups Module and Remote Link™ or System Link™.

The Account Groups Module software package includes the CD-ROM, this User's Guide, and a Certificate of Authentication. The Certificate bears the Serial Number that is needed to register and activate this program.

To use the Account Groups Module, you must enter the serial number and enter an Activation Code within 7 days of installation or it will cease to function. You may still use Remote Link or System Link.

1. Install Remote Link or System Link if it is not already installed on your computer.
2. Close, or Exit, Remote Link or System Link.
3. Place the Account Groups Module CD-ROM in your computer's CD-ROM drive. The installation process should start automatically. If the installation process does not start within 30 seconds, click **Start > Run**, and enter D:\update.exe (presuming that D:\ is your CD-ROM drive). Follow the directions on your screen to install the Account Groups Module.

Note: One Account Groups Module may be installed on up to three (3) workstations within One (1) end user organization. To install Account Groups on additional workstations, purchase multiple copies of Account Groups or Account Groups ADD.

Registering the Account Groups Module

1. After installing the Account Groups Module, start Remote Link or System Link.
2. Click on **Help > Registration** to open the **Registration** window and click the **Add** button to open the **Add Module** window.
3. Enter the Serial Number found on the Certificate of Authentication. Click **OK**.
4. Close and then reopen Remote Link or System Link to activate the Account Groups Module.

Activating the Account Groups Module

You must activate Account Groups Module within 7 days of installation. When convenient for you, call Customer Service at 1-800-641-4282 to activate the Module.

1. Click **Help > Registration** to open the **Registration** window.
2. Select Account Groups Module from the list in the **Registration** window. Click the **Activate** button to open the **Information** window. This automatically generates the Public Key number needed for proper activation.
3. Call Customer Service department at 1-800-641-4282 and give them the Serial Number and the Public Key number. They will give you an Activation Code. Click **OK** to close the **Information** window and open the **Module Activation** window.

Note: If you cannot call Customer Service immediately, click **Cancel** in the **Module Activation** window. When you are ready to call Customer Service, repeat the steps outlined above and continue with step 4 below.

4. Enter the Activation Code in the **Module Activation** window and click **OK**.
5. You should see a window that says, "Module Successfully Activated." Click **OK**.

Account Groups Module Licensing Levels

Account Groups Module is licensed for use according to how many accounts you wish to manage with the software. Refer below for licensing levels:

- 1 - 10 account version
- 11 - 50 account version
- 51 - 100 account version
- 101 - 500 account version
- 501 - 1000 account version
- 1001 - 2500 account version
- 2501 - 5000 account version

Please call your vendor representative for pricing information.

Note: Account Groups licensing levels are independent of Remote Link™, System Link™ or any other module licensing. Should more than 1000 accounts be currently installed, contact your vendor representative to expand your Account Groups licensing.

Upgrading Your Account Groups Module License

Contact your vendor representative to purchase a license upgrade for your Account Groups Module to allow you to monitor additional panel accounts. You will receive a new Certificate of Authentication with a Serial Number for your new version of the software. To install the Account Groups Module License Upgrade, observe the following instructions:

1. Click **Help > Registration** to open the **Registration** window.
2. Select **Account Groups Module** from the list in the **Registration** window and click the **Change** button.
3. Enter the Serial Number found on the new Certificate of Authentication you received and click **OK**.

Note: Keep your previous Serial Number. You will need it when you call Customer Service to have the Account Groups Module License Upgrade activated.

Activating the License Upgrade

To activate your Account Groups Module License Upgrade, follow the activation instructions on page 2. Be sure to have your previous Serial Number available to give to Customer Service when you activate the License Upgrade.

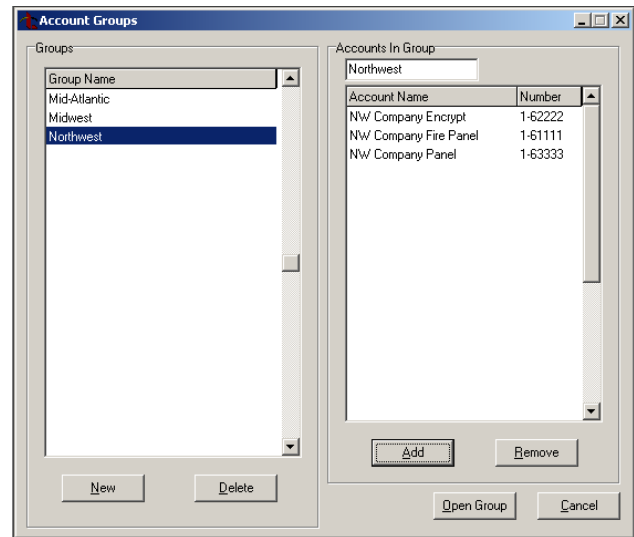
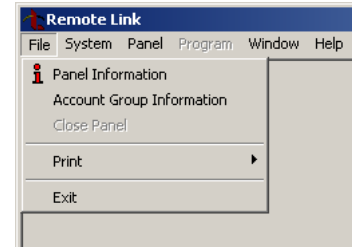
Using Account Groups

To update, change, or delete an account group, open the **Account Groups** window by clicking **File > Account Group Information**.

The window is divided into two sections. The left section, **Groups**, lists the group names currently stored in the database and the New and Delete buttons. The right section, **Accounts in Group**, lists the panel account names and numbers and the Add, Remove, Open Group, and Cancel buttons.

The **Accounts in Group** window displays valid existing accounts that the operator has authority to access. Select the accounts to be included in the group account.

Note: Access authority is assigned in Remote Link or System Link. Refer to **System > Operator Configuration > Operator Information Tab**.



To modify the information contained in an account group, refer to the details below.

Group Name: This field lists the account groups currently defined in the database.

New: Enter the name of the new group to add to the database.

Delete: Deletes the currently selected account group.

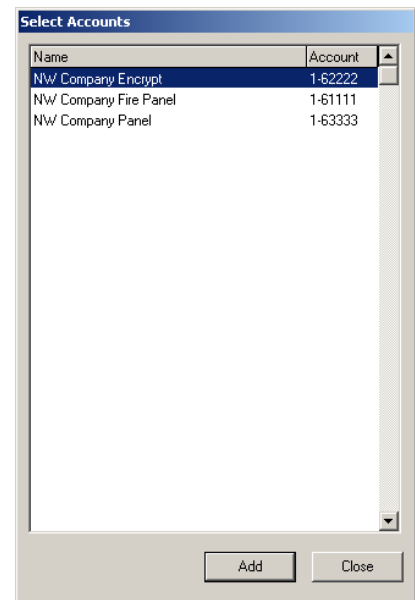
Accounts in Group: Displays a list of the current account names and numbers assigned to the group selected in the **Group Name** list.

Add: Pressing Add displays the **Select Accounts** window. Click on the account to add to the group and press the Add button.

Remove: Allows you to delete an account from the group.

Open Group: Opens the group currently highlighted in the Groups window. Open the group to program holiday dates, schedules, output schedules, profiles, and user codes and to send that information to a group. The group name displays next to Remote Link or System Link in the display above the menu bar.

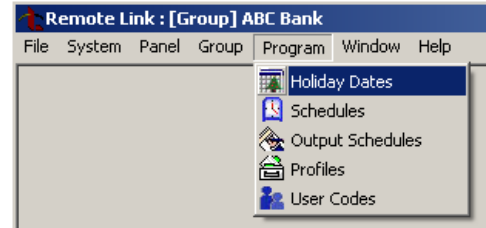
Cancel: Exits the **Account Groups** window.



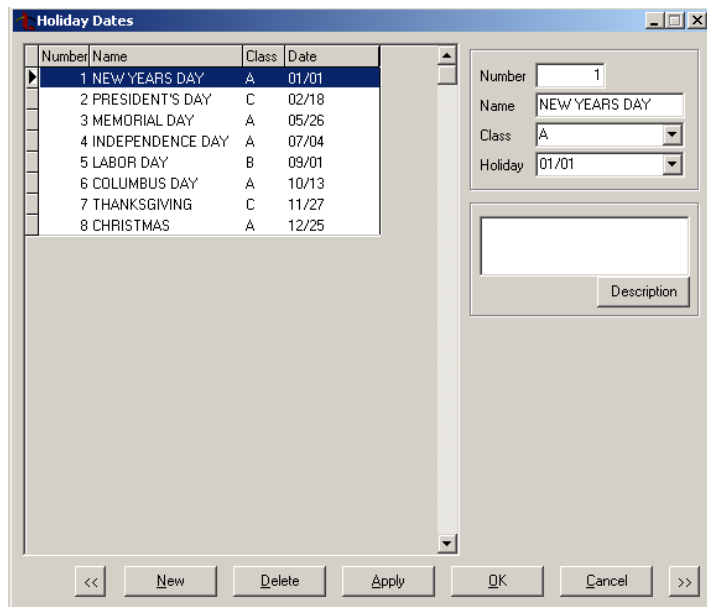
Programming Holiday Dates

The Holiday Dates window allows you to enter dates that are used by the Holiday Schedules to override daily schedules.

To program Holiday Dates for a group, the group must first be opened or created. The currently opened group displays next to Remote Link or System Link in the display above the menu bar. The **Program>Holiday Dates** window allows you to enter or make changes to the Holiday Dates information in the group database file.



- To add a new Holiday Date, click on the **New** button and enter information in each field. To accept the added information, click on the Apply button at the bottom of the window.
- To delete a Holiday Date, select the event from the list on the left side of the window and click on the **Delete** button at the bottom of the window.



Number: Assign a number to the holiday date. You may assign up to 20 holiday dates.

Name: Enter up to 16 characters for the name of the holiday. The name does not show up on the panel, but does appear on reports.

Class: Allows you to assign one of three different schedules to a holiday. Each holiday class assigns a different schedule to a holiday. Choose A, B, or C from the drop-down menu.

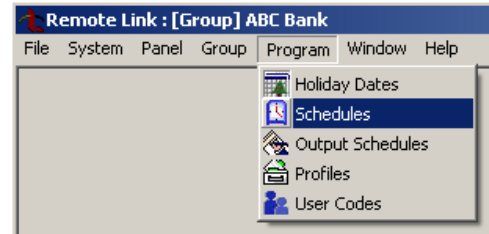
Holiday: Select the date of the holiday from the drop-down calendar.

Description: To enter a note or description regarding the holiday entry you are programming, type the information in the **Description** field or press the **Description** button to open the **Edit Rich Text** window. After you type your note, go to **File > Save and Exit** to save your work and close the **Edit Rich Text** window. Your note appears in the field above the **Description** button. This information does not show up on the panel, but does appear on reports.

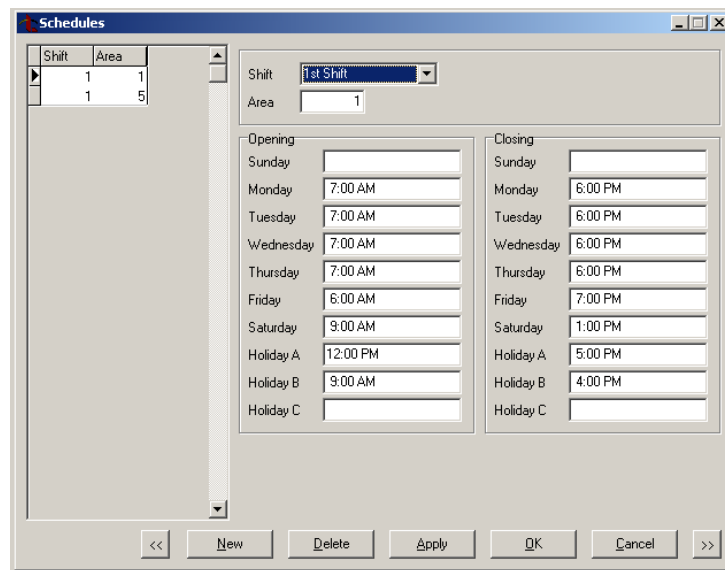
Programming Schedules

The Schedules window allows you to schedule auto arming and disarming of individual areas.

To program Schedules for a group, the group must first be opened or created. The currently opened group displays next to Remote Link or System Link in the display above the menu bar. The **Program>Schedules** window allows you to enter or make changes to the Schedule information in the group database file.



- To add a new Schedule, click on the **New** button and enter information in each field. To accept the added information, click on the Apply button at the bottom of the window.
- To delete a Schedule, select the schedule from the list on the left side of the window and click on the **Delete** button at the bottom of the window.



Shift: The Shift drop-down menu allows you to program access and arm/disarm schedules. Select which shift you want to schedule from the drop-down Shift menu.

Area: Enter the area number that you are assigning to the schedule. In order for this feature to be available, Area Schedules must be selected in System Area Information.

Opening: Enter the opening (disarm) time. Repeat for each day of the week to program.

Closing: Enter the closing (arm) time. Repeat for each day of the week to program. The opening time must be before the closing time.

Note: When programming area schedules, enter both an opening and a closing time for each day that you are programming. A message displays if the time entered is invalid. For example, if there is only an opening time, but no closing time, and vice versa.

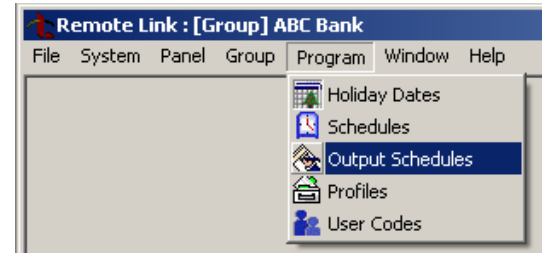
If you want a schedule to run over multiple days—that is, you want the system to disarm on one day and remain disarmed until later that week—you may schedule this when you enter the closing time. In the closing field, enter the time and day of the week that you want to schedule the closing.

Example: In the Monday Opening field enter 8:00 AM. In the Monday Closing field enter 5:00 PM FRI. With this schedule, the system will disarm at 8:00 AM Monday morning and arm Friday at 5:00 PM.

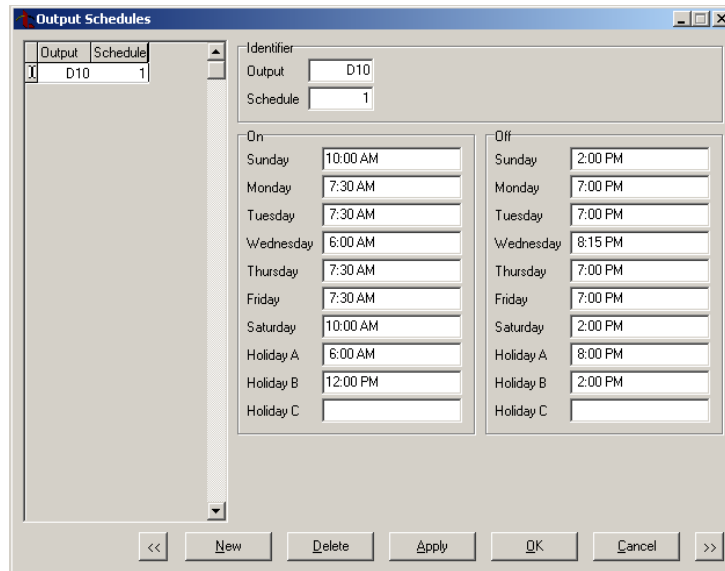
Programming Output Schedules

Output Schedules allow you to set the times when relay outputs connected to your system turn on and off automatically.

To program Output Schedules for a group, the group must first be opened or created. The currently opened group displays next to Remote Link or System Link in the display above the menu bar. The **Program>Output Schedules** window allows you to enter or make changes to the Output Schedule information in the group database file.



- To add a new Output Schedule, click on the **New** button and enter information in each field. To accept the added information, click on the Apply button at the bottom of the window.
- To delete an Output Schedule, select the schedule from the list on the left side of the window and click on the **Delete** button at the bottom of the window.



Output: Enter the output number that you wish to assign a schedule. To program door schedules, enter D and a device address number.

- XR500 Series or XR2500F — select D01 to D16
- XR100 Series — select D01 to D08

Schedule: Enter the schedule number to program. The Schedule field allows up to 100 different scheduled times for relay outputs and door access relays connected to your system to turn on and off automatically. The maximum number of schedules you may assign per door access relay or relay output is 8.

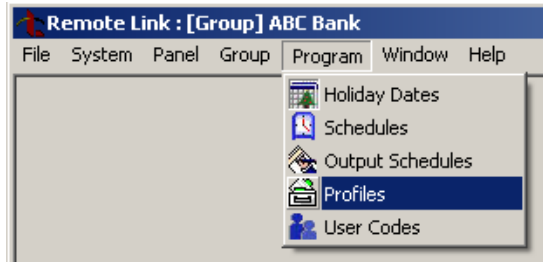
On: Enter the time to turn on the output. Repeat for each day of the week that you wish to program.

Off: Enter the time to turn off the output. Repeat for each day of the week that you wish to program.

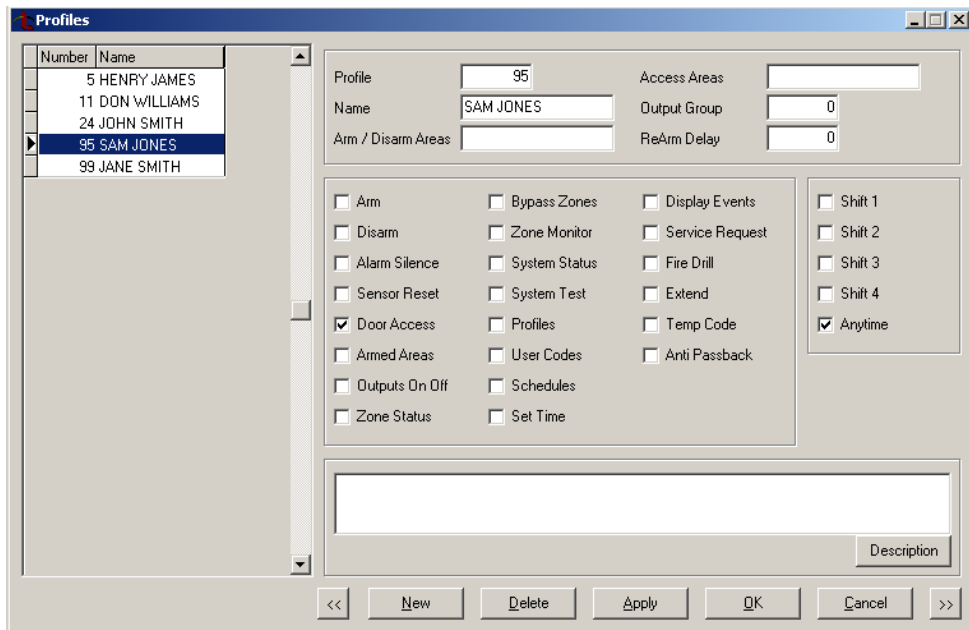
Programming Profiles

The Profiles window allows you to add, delete, or change User Profiles. A profile defines the authority of each user code in the system.

To program Profiles for a group, the group must first be opened or created. The currently opened group displays next to Remote Link or System Link in the display above the menu bar. The **Program>Profiles** window allows you to enter or make changes to the Profiles information in the group database file.



- To add a new Profile, click on the **New** button and enter information in each field. To accept the added information, click on the Apply button at the bottom of the window.
- To delete a Profile, select the schedule from the list on the left side of the window and click on the **Delete** button at the bottom of the window.



Profile: Profile: Enter a number to assign to the profile. Each profile may be assigned a number from 1 to 99.

Note: On XR500 and XR100 Series panels, Profiles cannot be changed via keypad for All/Perimeter or Home/Sleep/Away operation. Use the default Profiles 1 to 10.

Name: Enter a name to assign to the profile you are programming. Each profile may be assigned a 16-character name.

Arm/Disarm Areas: Enter the number for the areas that you want to authorize this profile to arm and disarm. Beginning with XR500 Series and XR2500F version 110 and XR100 Series, you can specify separate arm and disarm authority for a profile.

Each profile may be assigned specific areas of the burglary part of the system for arming and disarming. When profiles 1 to 98 are created, no areas are assigned by default. By default, profile 99 is assigned authority to all areas.

Access Areas: Enter the number for the areas you want to authorize access for this profile.

- Areas 1 to 32 for XR500 Series or XR2500F
- Areas 1 to 8 for XR100 Series

Each profile may be assigned door access to specific areas. When profiles 1 to 98 are created, no areas are assigned by default. By default, profile 99 is assigned authority to all areas.

Note: On XR500 or XR100 Series panels set to All/Perimeter or Home/Sleep/Away operation, Access Areas should be left at factory default settings.

Output Group: You may assign each profile to an output group number from 1 to 20. See Output Groups for more information.

Re-Arm Delay: Allows the entry of 0 to 250 minutes to be used to delay automatic rearming when the user disarms an area outside of schedule. If zero is selected, the rearming occurs based on Late/Arm Delay programming in the panel Area Information.

Re-Arm Delay is also used to delay a late to close message to the central station when the panel does not use automatic arming.

If the user has Extend Schedule authority, 2HR 4HR 6HR 8HR displays at disarming. If the user does not make a choice, the Re-Arm Delay is used to extend the schedule.

Profile Options: Each user profile may be assigned any of the profile options. Select each box for the options you wish to assign to the profile.

Shifts (1-4): Check the box for each shift where you want to authorize access for this profile.

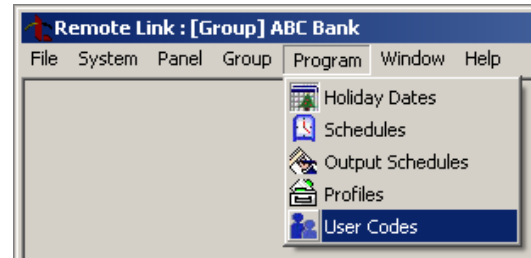
Anytime: Check this box if you would like this profile to operate without regard to schedules.

Note: You may select multiple shifts for each profile. For example, a profile may be allowed Shift 1 and Shift 2. You may not select individual shifts if you select Anytime.

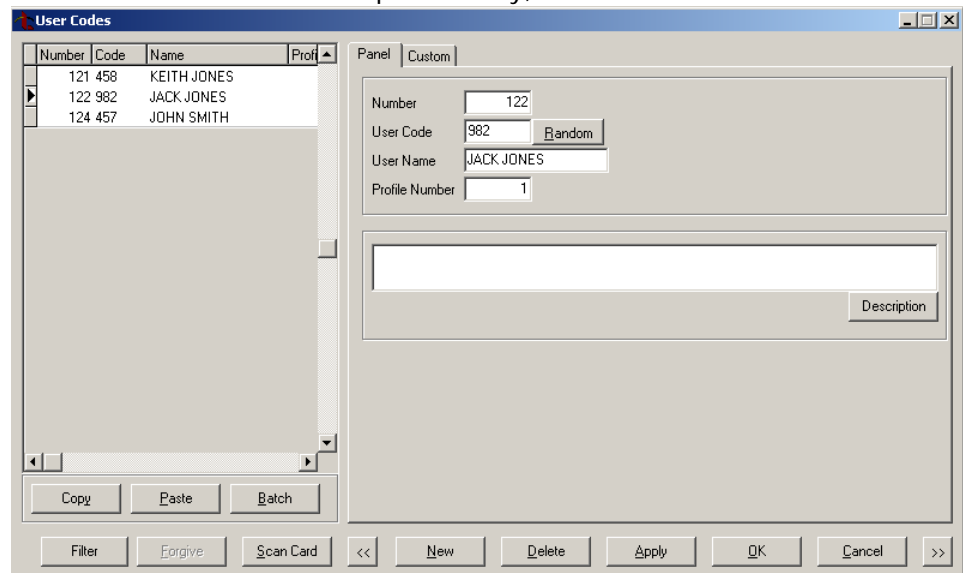
Description: To enter a note or description regarding the profile entry you are programming, type the information in the Description field or press the Description button to open the Edit Rich Text window. After you type your note, go to **File > Save and Exit** to save your work and close the Edit Rich Text window. Your note appears in the field above the Description button.

Programming User Codes

To program User Codes for a group, the group must first be opened or created. The currently opened group displays next to Remote Link or System Link in the display above the menu bar. The **Program>User Codes** window allows you to enter or make changes to the user code information in the group database file.



- To add a new user, click on the **New** button and enter information in each field. To accept the added information, click on the Apply button at the bottom of the window.
- To delete a user and their associated user code information, select the user from the list on the left side of the window and click on the **Delete** button at the bottom of the window.
- To sort user codes, click on the desired method in the title bar: For example, if you wish to sort the user codes alphabetically, click on **Name** in the title bar.



User Number: Enter the number to assign to identify the user to the system. The User Number can only be as high as the number of users allowed on the panel.

User Code: Enter the 3-digit to 6-digit passcode to assign to this user.

Note: When assigning user codes, keep the following in mind:

User codes cannot begin with a 0 (zero). Three-digit codes cannot begin with 98.

On XR500 Series and XR2500F panels beginning with version 107, you can enter 3-digit to 6-digit passcodes. Previous versions support 3-digit to 5-digit passcodes.

Random: Press the Random button to assign a random number to the user code being entered. The randomly assigned user code displays in the User Code field. The number of digits assigned to the random user code is based on the maximum number of digits allowed by the panel.

User Name: Enter the user name to assign to the user. The user name can have up to 16 characters.

Profile Number: Enter a number from 1 to 99 to designate the areas and functions that a user may access. Program profile numbers individually for each panel in the **Program > Profiles** window.

Note: To create a new profile for a user, exit the open group and open the panel account where the profile is needed. Create the profile, save the changes, and return to the group.

Description: To enter a note or description regarding the user code entry you are programming, type the information in the **Description** field or press the **Description** button to open the **Edit Rich Text** window. After you type your note, go to **File > Save and Exit** to save your work and close the **Edit Rich Text** window. Your note appears in the field above the **Description** button.

Copying User Code Information

To copy a user and user code information, open the panel or group from which you want to copy the user code information. Select **Program > User Codes**.

Note: The copy function works with one user at a time.

Pasting User Information into the Current Panel or Group

In the **User Codes** window, select one User to be copied from the list on the left-hand side. Click the **Copy** button.

Click the **Paste** button and edit the name and user information as required.

Pasting User Information into a Different Panel or Group

Note: Profiles must be the same in both panels to accurately copy and paste user code information.

In the **User Codes** window, select one User to be copied from the list on the left-hand side. Click the **Copy** button.

Select **File > Close Panel** to close that panel. Then select **File > Panel Information** and open the panel or group to which you want to copy the user code information.

Select **Program > User Codes** and click the **Paste** button. This pastes all of the user code information you copied from the first panel or group into the second panel or group.

Sending Program Information to a Group

Open the group from the **File > Account Groups** window before sending any program information to a group. The currently opened group displays next to Remote Link or System Link in the display above the menu bar.

After completing maintenance on holiday dates, schedules, output schedules, profiles, and user codes, select **Group > Send Now** to send the updated information to all the panels in the selected group. Remote Link or System Link attempts to connect to each panel in the group to send the program information.



Note: If changes were made to Holidays, Schedules, Output Schedules, or Profiles, the new information sent to the account group overwrites any existing panel programming.

All panel programming not previously sent to the panel, or that has been changed in the file since the last update is also sent.

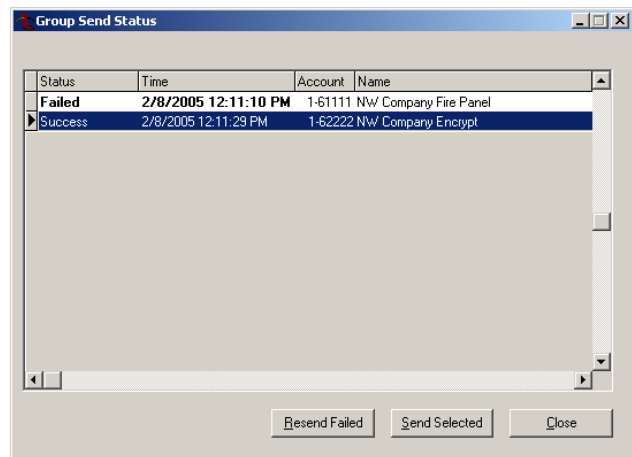
If Remote Link or System Link fails to contact any panel, it skips to the next panel in the list until all panels are contacted and updated. When the send process completes, the **Group Send Status** screen displays.

To view the send status of a selected group, select **Group > Send Status**.

Group Send Status

The **Group Send Status** window displays a list of the panels Remote Link or System Link attempted to connect to when the group send process was started. Any communications that fail are listed first.

In the example, the XR500N panel with account number 4321 failed to update. The XR500E panel with account number 3848 successfully updated.



To resend all accounts that failed to update, press **Resend Failed**. To send a single account, select that account and press **Send Selected**. After the resend process, the Status column in the **Group Send Status** window updates.

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