

Daylight Savings IT2100 Update Date Effective: 10/22/2018

Time Management Systems DST IT2100 Update

Notification

This document includes directions on updating the IT2100 Clock for the Daylight Savings Change for customer with Attendance Enterprise.

Important Note: The following steps must be completed as soon as possible to ensure the clock is set to appropriately adjust for the Daylight Savings Time change occurring on November 4, 2018.

Steps:

Changing DST for the System Date

- 1. Login to Attendance Enterprise.
- 2. Click 👮 to launch the Operational Settings window.



3. Click the Daylight Savings tab.

4. Click "Clear List" button to remove all previously defined DST dates. These dates are defined using either old rules or Build North American Defaults button.

Year	Time Advance Date	Time Retard Date	
2016	03/13/16	11/06/16	
2017 2018	03/12/17	11/05/17	
2018	03/11/18 03/10/19	11/04/18 11/03/19	
2010	03/08/20	11/01/20	
2021	03/14/21	11/07/21	
2022	03/13/22	11/06/22	-
2023	02/12/22	11/05/22	
Clear L	rate does not observe Dayli _ist	ght Savings Build North American D	efaults
			efaul Ca

5. Click on the Build North American Defaults button



Changing DST on Station Properties

- 6. From the folder list, double-click on Tasks then click on Communication. Poll the clock(s).
 - 7. From the folder list, double-click on System Setup then double-click on Data Collection then click on Stations.
 - a. The clock(s) will be displayed on the right.
- 8. Right mouse click a clock and then left mouse click Properties.
 - a. Select the button Terminal Properties and the following screen should appear.

Function Keys	Common WG's	Auxiliary Prompts		Bells Rem. Rdrs	
General	System	Basic	Prompts	Validation	1
Images	Sup F	PINs	Fingerprint	Comms	
Perform non-d	estructive Poll		Retrieve Stati	on Configuration	
Perform	Update		Transmit New St	ation Configuration	
Reprogram Terminal			Retrieve Enrollees		
Clear all Tr	ansactions				
Set Date	and Time				
Clear En	nployees		Rel	flash Terminal	
View Update File			Clear al	IFPrint Templates	
View only Er	ror Messages	Log Con	nms		



- 9. Select the Retrieve Station Configuration button to initiate communication with the clock and pull in the current clock settings to the properties panel.
- 10. Select the System Tab and change the DS ON value to 10. Change the DS OFF value to 44.
- 11. Also verify there is <u>NO check mark</u> in front of 'calculate and transmit DS ON and OFF values upon each UPDATE task'.

Function Keys Images	Common WG's	Auxiliary Prompts Supvsr. Badges	WG Actions Bells Fingerprint	Rem. Ro
General	System	Basic	Prompts	Validation
Master Time Display		0	Com2 Port	Usage ce Indicator
Keyboard DS On Wee	k [0		
DS Off Wee	к Г	44	1	
Update D		aster switch not appl d values are read on	icable for IT900's. Ti ly for IT900's.	ime Display ar
			upon each UPDATE available only for I.T	
		re; also available for		
☐ WiFiEqu	ipped	Fla	ash File Name	

12. After making the above corrections, click the Comms tab and click the Transmit New Station Configuration button. Once done transmitting the information to the clock, select the OK button. Click OK again to close the station properties.

Repeat the above steps for any additional IT2100 clocks.

For Customers with Employees working across 2 AM on Daylight Saving Time, Please contact TMS Support Desk for Further Assistance.

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