

Daylight Savings IT900 Update Date Effective: 10/22/2018

Time Management Systems DST IT900 Update

Notification

This document includes directions on updating the IT900 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 2 to launch the Operational Settings window.
- 3. Click the Daylight Savings tab.



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

Ye	ar Time	e Advance Date	Time Retard Date	
201	16 03/	13/16	11/06/16	
201	17 03/1	12/17	11/05/17	
201	18 03/1	11/18	11/04/18	
201	19 03/1	10/19	11/03/19	
202	20 03/4	08/20	11/01/20	-
202	21 03/1	14/21	11/07/21	
202	22 03/	13/22	11/06/22	
1 203	23 037	12/22	11/05/23	
	Clear List	s not observe Dayligr	,Build North American D	efault

- 5. Click on the Build North American Defaults button.
- 6. Click OK to save operational settings.

Changing DST on Station Properties

- 7. From the folder list, double-click on Tasks then click on Communication. Poll the clock(s).
- 8. 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.
- 9. Right mouse click a clock and then left mouse click Properties.
 - a. Select the button Terminal Properties and the following screen should appear.



10. Select the Retrieve Station Configuration button to initiate communication with the clock and pull in the current clock settings to the properties panel.

nction Keys	Common WG's	Auxiliary Prompts	WG Actions	Bells Rem.	Rdrs.	
Images	Sup	PINs	Fingerprint	Comms		
Perform non-d	estructive Poll		Retrieve Static	on Configuration		
Perform Update			Transmit New Station Configuration			
Reprogram Terminal			Retrieve Enrollees			
Clear all Tra	ansactions					
Set Date	and Time					
Clear Em	ployees		Ref	lash Terminal		
View Up	date File		Clear all	FPrint Template	es	
View only Er	ror Messages	🔽 Log Com	ims			

11. Select the System Tab and change the DS ON value to 10. Change the DS OFF value to 44.



12. Also verify there is **<u>NO check mark</u>** in front of "**calculate and transmit DS**

ON and OFF values upon each	UPDATE task".
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Function Keys	Common WG's	Auxiliary Prompts	WG Actions Bells	Rem. Rdrs.
Images	Sup PINs	Supvsr. Badges	Fingerprint	Comms
General	System	Basic	Prompts	Validation
Master		0	Com2 Port I	Jsage ce Indicator
Time Display		0		
Keyboard	f	0		
DS On Week		10		
DS Off Week		44		
Update DS	Note: I Keybo	Master switch not appl ard values are read on	icable for IT900's. Ti Ily for IT900's.	me Display and
Calculate Note: Auto units with	and transmit DS 0 omatic calculatior 9.10 or later firmw	On and DS Off values n of daylight savings is vare; also available for	upon each UPDATE available only for I.T. I.T. 2100 devices.	task 900
🥅 Wi Fi Equi	pped	Fla	ash File Name	

13.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 IT900 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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