

Enroll Fingerprint (for Users)

To start Fingerprint enrollment, press the **F4** key on the F4 Vista
Scroll with the **▲ / ▼** keys and place the cursor () alongside
Menu ▼

▶ User Manage

Press the OK key.

Scroll with the **▲ / ▼** keys and place the cursor () alongside Enroll User.

User Manage ▼

▶ Enroll User

Press the OK key.

Scroll with the **▲ / ▼** keys and place the cursor () alongside Enroll FP.

Enroll User ▼

▶ Enroll FP

Press the OK key.

The F4 Vista will prompt you;

Enroll FP

New Enroll?

Press OK

Add the employee # then press OK and have them enroll their finger.

If this is a NEW User, then press

If you are enrolling an additional fingerprint to an existing user on the F4 Vista, then press the **ESC** key, instead.

Note:

If you press **ESC**, the F4 Vista will prompt you for the existing User's ID number;

Backup Enroll

Note:

The F4 Vista allows you to add up to 9 "backup" fingers for any of the users.