

DNA Intermediate Training Course Outline

Day One: Tuesday

Introduction to Course

Hardware

- Elevators
 - Feedback
 - Non Feedback
- Cameras (IP Based)
 - Add Cameras
 - Assign to Doors/Elevators

DVR Integration

- Install Milestone Integration
- Add DVR
- Add DVR Camera to DNA

Host Settings

- Station Settings
 - Custom Personnel
 - 1 to 1 Linkage (Legacy)
 - 1 to Many Linkage
- DNA Properties
 - Home Page Path
 - Operator SSP List
- E-Mail Enable
- Watchbar Settings
- Personnel Properties (Tenants)
 - Custom Database Fields
 - Tenants

DNA Operators

- Operator Profiles
 - Dispatch Text (Priority 1-5)
- Profile SSP List
 - Assign SSP to Operators Profiles
- Tenants (Overview/Differences - Advanced)

Time & Holiday Schedules

- Time Schedules
 - Time Sets
- Holiday Schedule
 - Holiday Sets

Access Levels

- Access Level with Escort Requirements
- Expiring Access Level
- Floor Groups
 - Access Level with Floor Group
- Precision Access Levels

Personnel

- Custom Fields
 - Custom Fields
 - 1 to 1 Linkage (Legacy)
 - 1 to Many Linkage
- Access Levels
 - Access Level with Escort Requirements
 - Expiring Access Level
 - Access Level w/Floor Group
 - Precision AL

Hardware Features

- Controlling Hardware
 - Controlling Doors
- Direct Commands
 - Creating a Direct Command
 - Adding the Command to a Toolbar

Day Two: Wednesday

Triggers & Macros

- Macros Overview
 - Creating Macros
 - Adding Commands
 - Command Types
 - Copy Macros
 - Macro Conversion
 - Deleting
- Triggers Overview
 - Adding Triggers
 - Trigger Events
 - Linking Macro
 - Commands
 - Trigger Codes
 - Add Trigger Code to Cardholder
- Downloading / Resetting
- Host Based Macro Overview (Advanced Topic)

Access Areas & APB

- Access Areas Overview
 - Adding Access Areas
 - Require 2 or More
 - Occupancy Counts
 - Deleting
 - Associate to Doors / Elevators
- Anti-Pass Back Overview
 - Types of Anti-Pass Back
 - Reader Based
 - Area Based
 - Configuring DNA
 - General vs. Timed Anti-Pass Back
 - Anti-Pass Back Options
 - General
 - Timed
 - Issuing Free Pass

Events & Alarms

- Events Grid
 - Index Filter
- Camera Recall
- Dispatch Text
 - Free Hand Entry
 - Predefined Entry

- Configuring Logging / Priorities
 - Standard Logging
 - Alternate Priority Setting (Door/Elevator)
 - Alternate Priority Setting (Inputs/Outputs)
- Grid Sounds (Priority)
- Emailing Alarms
 - Configuring Email (Event Grid / Auto)
 - MAPI Patch

Watch Window

- Using
- Adding Objects
- Watch Object Options
- Configuring

Reports

- Install OO SMTP Email Program
- Custom
- Export/Email
- Scheduling

Day Three: Thursday

Graphic Maps

- Overview
- Creating a New Graphics Map
 - jpg & bmp formats
 - dng format
 - Graphic Objects
 - Linking Hardware Objects
- Using the Graphics Map
 - Controlling Hardware
 - Responding to Alarms

Scheduling

- Downloads
- Reports

ID Badging

- BadgeDesigner
 - Opening BadgeDesigner
 - BadgeDesigner Environment
 - Standard Toolbar
 - Insert Toolbar
 - Object Inspector
 - Designing a Badge Template
 - Creating a new template
 - Adding a Background
 - Inserting Objects
 - Text
 - Static Text
 - Database Image
 - Static Image
 - Shapes
 - Configuring the Badge Type
 - Saving
- Badge Manager
 - Camera Installation
 - Badge Manager Environment
 - Setup
 - Printer Setup
 - Camera Type
 - Advanced Setup
 - Take Photo
 - Settings
 - Cropping
 - Preview Badge

- Print Badge
- Capture Signature

Tools

- Archive
- Auto Expire

Q&A Review

Test

Test Review

- Review Missed Concepts