

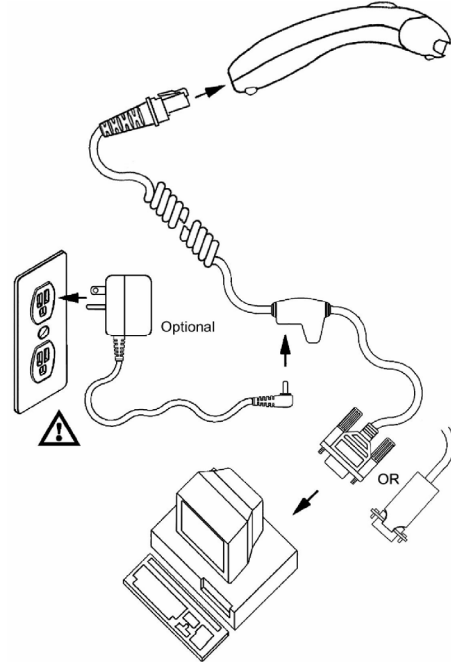
Serial Barcode Reader and GateKeeper Software Installation Instructions July 2005

Connect the MetroLogic Laser Reader

- Connect the L-shaped plug of the power supply into the power jack on the scanner cable.
- Connect the power supply into an AC outlet. The outlet should be near the equipment and easily accessible.
- The reader should emit a short beep to indicate a successful power-up, and the green LED on top of the reader should illuminate for 1-2 seconds.
- When you pass any object in front of the reader the laser and the green light should both turn on.
- When you scan a barcode the reader should emit a short beep and the red LED on top of the reader should flash.



MetroLogic laser barcode reader



Connect power supply to cable

Connecting the IDTech Slot Reader

- Connect the plug of the power supply into the power jack on the barcode read cable (right).
- Connect the power supply into an AC outlet. The outlet should be near the equipment and easily accessible.
- The barcode reader should emit a long beep to indicate a successful power-up. The green LED on top of the reader and the red light inside of the reader slot should remain ON.
- Quickly swipe a barcode through the reader. The barcode reader should emit a short high-pitched beep to indicate a successful scan.
- If you do not get a beep, then check that:
 1. the barcode is facing the correct direction in the slot.
 2. the barcode is about $\frac{1}{4}$ - $\frac{1}{2}$ inch above the bottom of the card.
 3. the barcode is level with the bottom of the card or keytag.



IDTech slot barcode reader



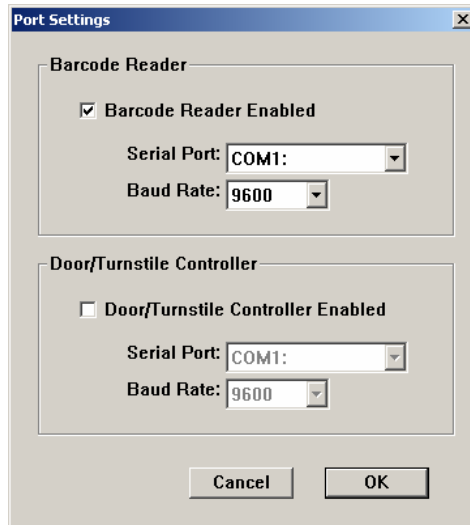
Connect power supply to cable

Plug the Barcode Reader into your computer

- Connect the reader cable to the proper port on the computer.
- If your computer does not have an available serial port, then you can easily add another port with a **USB-Serial Adapter**.
 - You can purchase a USB-Serial Adapter at most computer stores.
 - The adapter plugs into a USB port on your computer, and then the barcode reader plugs into the adapter.
 - You must install the drivers that come with the USB-Serial Adapter before using the adapter.

Check GateKeeper Settings

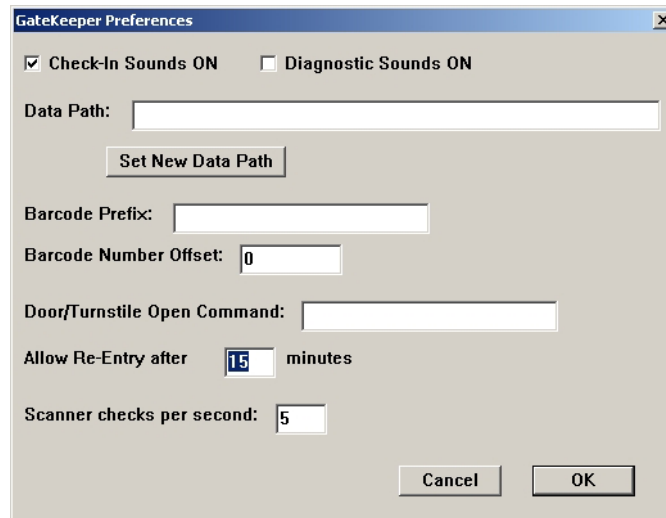
Select **Ports** from the **Settings** menu.



GateKeeper Port Settings

- Check the **Barcode Reader Enabled** item.
- Set **Serial Port** to the correct port, which is usually COM1.
- Set the **Baud Rate** to 9600.
- If you are controlling a Door Controller or Turnstile, then:
 - check the **Door/Turnstile Controller Enabled** item
 - Set **Serial Port** to the correct port, which must differ for the Barcode Reader port.
 - Set the **Baud Rate** to 9600.
- Click the OK button.

Select **Preferences** from the **Settings** menu.



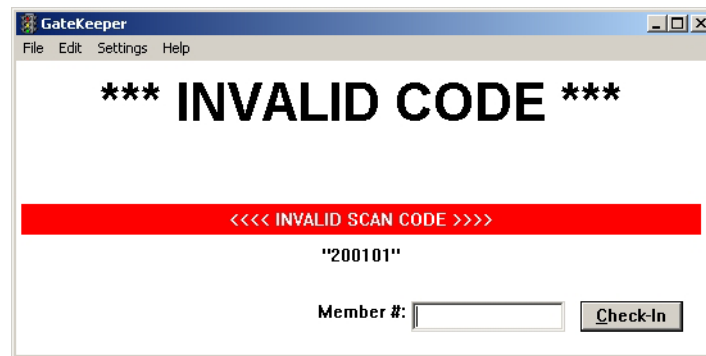
GateKeeper Preferences

- Check the Check-In Sounds ON item so that GateKeeper will emit the appropriate sound when a member swipes a card.

- Leave the **Diagnostic Sounds ON** unchecked, unless instructed otherwise by Bio-Logic technical support.
- Leave **Data Path** empty, unless you have installed GateKeeper in a folder other than your local Gym Assistant folder.
- Leave **Barcode Prefix** empty, unless your barcodes contain some letters or other text before the actual barcode number. For example, if your barcodes contain the letter “S” before the barcode number, then enter S into the Barcode Prefix field.
- Leave **Barcode Number Offset** as zero, unless instructed otherwise by Bio-Logic technical support.
- Leave **Door/Turnstile Open Command** empty, unless instructed otherwise by Bio-Logic technical support.
- Set **Allow Re-Entry After XXX minutes** to the number of minutes during which not to allow a repeat card swipe to record a second member visit. If you want to prevent members from swiping their card multiple times (e.g. to let friends through a turnstile), then specify the number of minutes for which you want to deny re-entry. To always allow re-entry, set this value to zero.
- Leave **Scanner Checks Per Second** at the default of 5, unless instructed otherwise by Bio-Logic technical support.
- Click OK.

Test GateKeeper

- Swipe a barcode through the reader. GateKeeper should display the “Invalid Code” message below along with the number from the barcode. *This indicates that GateKeeper is reading the barcodes successfully!* Don’t worry about the Invalid Code message, because this just means that you have not yet attached the barcode to a member.

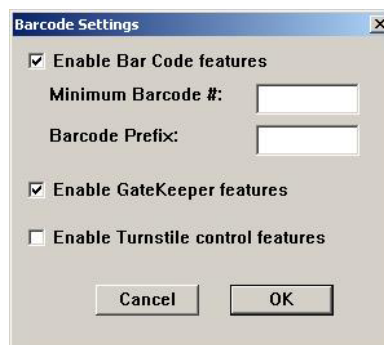


GateKeeper Invalid Code

- If the Invalid Code display does not appear, then go back to Settings/Ports and select another serial port. (See **Troubleshooting**, below)

Check Gym Assistant Settings

Select **Barcodes** from the **Settings** menu.



- Check the **Enable Barcode Features** item.
- Leave **Minimum Barcode #** empty, unless instructed otherwise by Bio-Logic technical support.
- Leave **Barcode Prefix** empty, unless your barcodes contain some letters or other text before the actual barcode number. For example, if your barcodes contain the letter “S” before the barcode number, then enter S into the Barcode Prefix field. *(This should be the same as the setting in GateKeeper.)*
- Check the **Enable GateKeeper Features** item.
- If your computer is connected to a turnstile, then check the **Enable Turnstile control features** item.

Test Gym Assistant

- Bring up a member record in Gym Assistant (with GateKeeper running).
- Click the Barcode Button. A dialog appears asking you to enter a barcode number or swipe a card.
- Swipe a barcode through the reader. The barcode should appear in the dialog. Click OK. (Note: GateKeeper will report an invalid scan code. This is OK because the barcode has not yet been entered.)
- Clear the member's record by entering zero into the Find field and clicking Check-In.
- Swipe the member's card. The member's record should now appear.

Troubleshooting

The slot barcode reader does not beep when a card is swiped.

- When the reader is powered on, the LED on the top of the barcode reader should blink yellow and then stay green and the reader should emit a long beep.
- Make sure that the barcode reader power supply is connected to the barcode reader cable. It plugs into the serial connector at the end of the cable. (See picture above.)
- Make sure that the power cable is plugged all the way in.
- Make sure that the barcode is facing the arrow on top of the slot reader.
- Make sure that the bottom of the barcode is about 1/4 inch from the bottom of the card.
- Try swiping with the card slightly higher or lower in the slot.