

How to Disable Gym Assistant Access Control

There are a few ways that you can temporarily disable access through Gym Assistant.

Option 1: Disable Access Completely

By disconnecting power to the controller itself the entire access system should be disabled.

Legacy Barcode Controller

Disconnect power for the barcode reader. The LED on the barcode reader should now be off.

Disconnect power for the controller. The green LED in the controller should now be off.

Legacy Proximity Controller

Disconnect power for the controller. The red LED on the controller board and the led on the reader should now both be off.

Standalone (721) Controller

Disconnect power for the controller. The power LED on the controller should now be off. If the reader gets its power from another source (old serial barcode reader) then the LED on the reader may still be lit. That is OK.

GateKeeper should report “No Response”.

Option 2: Disable Access for Only Some Members

You may want to disable access only for some (or most) members. For example, you may want to disable access for everyone except for staff.

You have two options:

- Allow access only for selected Membership Plans
- Allow access only for member with selected Monthly Add-Ons

Allow access only for selected Membership Plans

- In GateKeeper select **Settings / Access Points**.
- Click the **Validation** tab.
- For **Membership Plans** select **Selected**.
- For each plan that should be allowed entry, select the plan and click **Add >>**.
- Click **OK**.

If you have the Standalone (721) controller you should see “Updating xxxx cards...”. If not, select **Upload all cards to device** from the Utilities menu to refresh all card info in the controller.

Allow access only for selected Monthly Add-Ons

- In Gym Assistant select Monthly Add-Ons from the Settings menu.
- Create a New add-on (maybe call it “Special Access”) with zero cost.
- Turn on the new add-on for all members that should be allowed access:
 - While displaying the member’s info, click the Edit Member Record button.
 - Click the Admin button.
 - Click the Set Monthly Add-Ons button.
 - Check the new add-on box and click OK
 - Click OK.
- In GateKeeper select **Settings / Access Points**.
- Click the **Validation** tab.
- For **Monthly Add-Ons** select **Selected**.
- Uncheck any boxes that may be checked.
- Check the box for the new add-on, then click **OK**.
- Click **OK**.

If you have the Standalone (721) controller you should see “Updating xxxx cards...”. If not, select **Upload all cards to device** from the Utilities menu to refresh all card info in the controller.