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# Supports Batch Registration of Visual Face Using CSV Import

In the case of a site with many users, you may want to register Visual Face credentials at once by uploading user pictures based on the users' face pictures already possessed by the administrator using FaceStation F2. Suprema reflected these requirements of customers and supports the method of registering user Visual Face credentials in batch through CSV Import from BioStar 2.8.8.

- Can upload up to a maximum of two Visual Face image files via CSV import.
- Recommended to use the same path for the CSV file and visual face image files to be loaded.
- Recommended to use image files minimum 250\*250, and the max size of the image is up to 10MB.
- Supported image file formats are JPG, JPEG, and PNG.

## 1. Move all the photos to be registered as user Visual Face images to one folder

In batch registration through CSV Import, images cannot be registered by referring to multiple folders.

Name	Date	Type	Size	Tags
 Ana1	10/20/2020 4:14 PM	PNG File	95 KB	
 Jessi1	10/20/2020 4:14 PM	PNG File	99 KB	
 Pat1	10/20/2020 4:14 PM	PNG File	79 KB	
 Sam1	10/20/2020 4:13 PM	PNG File	87 KB	
 Sam2	10/20/2020 4:13 PM	PNG File	95 KB	
 Untitled	10/20/2020 4:47 PM	PNG File	51 KB	
 User_20201020T161524	10/20/2020 4:35 PM	Microsoft Excel C...	1 KB	
 User_20201020T162031	10/20/2020 4:44 PM	Microsoft Excel C...	1 KB	

## 2. Open a CSV editor or text editor to create a CSV file to be imported to BioStar 2

Note that you can import up to 2 Visual Face images.

user_id	name	phone	email	user_group	start_datetime	expiry_datetime	csn	access_on_card	csn_mobile	face_image_file1	face_image_file2
1	Administrator			All Users	1/1/2001 0:00	12/31/2030 23:59					
2	Test User A		jhlee2@	All Users	1/1/2001 0:00	12/31/2030 23:59		2-Feb	1.60275E+14		
3	Jessica			All Users	1/1/2001 0:00	12/31/2030 23:59	2153867595			Jessi1.png	
4	Ana			All Users	1/1/2001 0:00	12/31/2030 23:59				Ana1.png	
5	Patrick			All Users	1/1/2001 0:00	12/31/2030 23:59				Pat1.png	

### 3. Select CSV Import from BioStar 2> Users

All Users

50 rows

Print

Column Setting

CSV Export

CSV Import

Data File Export

Data File Import

Send Visual Face Mobile Enrollment Link

ID	Name	Email	Group	Access Group	0	0
1	Administrator	-	All Users	-	0	0
2	Test User A	jhlee2@suprema.co.kr	All Users	-	1	0
3	Jessica	-	All Users	-	0	0

### 4. Please check that the column names in the CSV file you created match well. The Visual Face template is located at the bottom

CSV Import

user_group	user_group	▼
start_datetime	start_datetime	▼
expiry_datetime	expiry_datetime	▼
csn	csn	▼
csn_mobile	csn_mobile	▼
26 bit SIA Standard...	None	▼
HID 37 bit-H10302	None	▼
HID 37 bit-H10304	None	▼
HID Corporate 1000	None	▼
HID Corporate 100...	None	▼
face_image_file1	face_image_file1	▼
face_image_file2	face_image_file2	▼

• When the same User ID exists in BioStar 2

☐ Preserve data ☒ Overwrite

Back

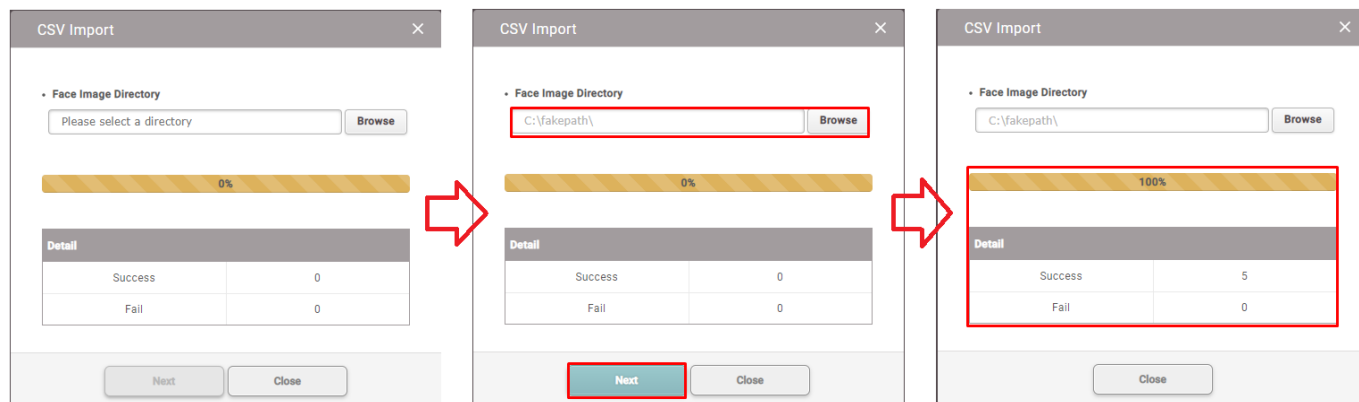
Next

Close

**5. If you proceed with CSV Import, you will see the Directory setting window for uploading Visual Face images**

**6. When Directory setup is complete, the Next button becomes active**

**7. Click the Next button to check the CSV Import result**



**8. When Visual Face image registration is complete, you can see that the credential information has been changed under the picture as shown below**

All Users										
	ID	Name	Email	Group	Access Group					Status
<input type="checkbox"/>	1	Administrator	-	All Users	-	0	0	0	0	-
<input type="checkbox"/>	2	Test User A	jhlee2@suprema.co.kr	All Users	-	1	0	0	1	-
<input type="checkbox"/>	3	Jessica	-	All Users	-	0	0	1	1	-
<input type="checkbox"/>	4	Ana	-	All Users	-	0	0	1	0	-
<input type="checkbox"/>	5	Patrick	-	All Users	-	0	0	1	0	-

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