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Issuing Suprema Mobile Access Cards via BioStar 2 User CSV Import

Sometimes, you may face situations in which you must register multiple cards to a user at once. For such cases, you can investigate with CSV Import feature in BioStar 2 > User menu. In the same way you register normal RF cards, you can register Mobile Access cards via BioStar 2 CSV Import feature. The following steps are examples of how to issue multiple Suprema Mobile Access cards at once via CSV Import.

Step 1> Go to BioStar 2 > Settings > Mobile Access and connect with your Site which you created in Airfob Portal.

- Detailed steps are described in the linked article.
- [BioStar 2] How to Use Suprema Mobile Access

| BioStar | 2 | ତ Settings 문 Port () About (| ⊙ Help | | | | edmin E Logout |
|---------------|-----|------------------------------|---------------------------|-----------------------|-----------|---------|--------------------|
| DASH BOARD | + | Mobile Access | | | | | |
| ا user | Ger | neral | | | | | |
| | | Mobile Access Setting | Use Use | | Site Type | | |
| | | • Domain | https://api.mc.suprema.io | Site ID is required. | Port | 443 | Email is required. |
| DOOR | | Site ID | | Password is required. | • Email | | |
| | | Password | | | | Connect | |

Step 2> Create a CSV file which has user information.

- If you are using normal CSN card (RF card) and Mobile Access card at once, please make sure to separate two card types in two columns.
- We will add 'Test User 6' with Mobile Access cards as the image below.

| user_id | name | phone | email | user_group | start_datetime | expiry_datetime | csn | mobile_access_card |
|---------|---------------|-------|----------------------|------------|----------------|------------------|-----|--------------------|
| 1 | Administrator | | | All Users | 1/1/2001 0:00 | 12/31/2030 23:59 | | |
| 2 | Test User 2 | | test@bbbbbbbbb.com | All Users | 1/1/2001 0:00 | 12/31/2030 23:59 | 2 | |
| 3 | Test User 3 | | test@aaaaaaaaaa.com | All Users | 1/1/2001 0:00 | 12/31/2030 23:59 | 3 | 333 |
| 4 | Test User 4 | | jhlee2@suprema.co.kr | All Users | 1/1/2001 0:00 | 12/31/2030 23:59 | | 4 |
| 5 | Test User 5 | - | | All Users | 1/1/2001 0:00 | 12/31/2030 23:59 | 5 | |
| 6 | Test User 6 | | test@ccccccccc.com | All Users | 1/1/2001 0:00 | 12/31/2030 23:59 | | 6666 |
| | | | | | | | | |

Step 3> Import User CSV file in BioStar 2 > Users according to the following steps.

- You should map Mobile Access card column with 'csn_mobile' column.
- Although you import a CSV file containing user information that already exists, the previously issued Mobile Access cards will not be reissued.

| Print Column Setting CSV Export CSV Import Data File Export Data File Import | User_20200624T113547 | 6/24/2020 11:39 AM 6/24/2020 11:09 AM 6/2/2020 1:47 PM | Microsoft Excel C Microsoft Excel C Microsoft Excel C | 1 KB 1 KB 1 KB Microsoft Excel Comma Sep Open v Canc | ara ∽ tel | |
|---|---|--|---|--|--|----------------------------|
| | CSV Import • File Import • Start import at row 2 Next | tepath\User_202006 Browse | × | CSV Import phone email user_group start_datetime expiry_datetime csn csn_mobile 26 bit SIA Standard HID 37 bit-H10302 | phone email user_group start_datetime expiry_datetime csn user_id name phone | × • • • • • |
| | | | | HID 37 bit-H10304 HID Corporate 1000 HID Corporate 100 • When the same User II • Preserve data | user_group start_datetime expiry_datetime csn csn_mobile everymee | Close |

- Please be aware of mapping columns in 'BioStar 2 > User > CSV Import'.
- If you map csn_mobile column with wrong RF card column, then total number of credit will be automatically decreased and you CANNOT revert wrongly issued mobile access cards.

Step 4> Check your Airfob Portal, then you can find the

total number of credit has been decreased.

• Credit in Airfob Portal is deducted as much as the number of newly issued Mobile Access cards.

<Before import CSV file>

| All Users | К « 1 /1 » н 50 ток» • • • • • • • • • • • • • • • • • • • | | | | | | | | |
|--|--|-----|----------|---------------------------|--|--|--|--|--|
| ■ • ID Name Email | Group Access Group | @ O | - Status | | | | | | |
| I Administrator - All Users | | 0 0 | 0 - | Credit Status | | | | | |
| 2 Test User 2 test@bbbbbbbbb.com All Users | | 0 0 | 1 | | | | | | |
| 3 Test User 3 test@aaaaaaaaa.com All Users | | 0 0 | 2 - | Credit Maintenance Credit | | | | | |
| 4 Test User 4 Jhlee2@suprema.co.kr All Users | | 1 0 | 1 . | | | | | | |
| S Test User 5 - All Users | | 0 0 | 1 - | | | | | | |
| | | | | 40 0 | | | | | |

<After import CSV file>

| All Users | | ▼ Go | License | | | | | | | |
|-----------------|----------------------|-----------|--------------|---|---|---|--------|---------------|------------|--------------------|
| | | | | | | | | | | |
| 🔲 🕶 ID Name | Email | Group | Access Group | 0 | : | • | Status | | | |
| 1 Administrator | | All Users | - | 0 | 0 | 0 | | Cred | it Status | |
| 2 Test User 2 | test@bbbbbbbbb.com | All Users | | 0 | 0 | 1 | | | | |
| 3 Test User 3 | test@aaaaaaaaa.com | All Users | | 0 | 0 | 2 | | | Credit | Maintenance Credit |
| 4 Test User 4 | jhlee2@suprema.co.kr | All Users | | 1 | 0 | 1 | | | | - |
| 5 Test User 5 | | All Users | | 0 | 0 | 1 | | \rightarrow | A 7 | 0 |
| 6 Test User 6 | test@cccccccc.com | All Users | + | 0 | 0 | 1 | - | | T / | U |

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