

# Getting Started

Getting started with TR4020-4030 Downloader is easy. This document provides a procedural checklist, along with instructions on the set up and installation of the TR4020-4030 Downloader program on the PC.

The following check list of activities will insure you have everything set up correctly.

## 1. Install TR4020/TR4030 Time Recorder Terminal

- Install Terminal (refer to TR4020/TR4030 User Guide.)
- Setup IP (only for TR4030), TR4020/TR4030 prompts, time and other options.
- Connect the cable from TR4020/TR4030 to PC. Or run the connection from the network hub.
- Attach power connector

## 2. Install Program

- Optimize PC if required and make sure your system is sufficient<sup>1</sup>.
- Install the TR4020-4030 Downloader program on your PC.
- Set up TR4020/TR4030 information<sup>2</sup>.
- Set up the file name & path that the downloaded time data is to be saved to<sup>3</sup>.



## 3. Test

Test the system by:

- Enter several in and out punches in the TR4020/TR4030 Terminal.
- Poll or manually download the data clock in TR4020-4030 Downloader Communications<sup>4</sup>.
- Check the downloaded time data by the Notepad program<sup>5</sup>. Data should appear for all badge IDs that have been punched. Be sure

correct date is set up in TR4020/TR4030.

## Notes:

1. System Required:
  - Microsoft Windows version Windows 95/98/ME/NT/2000/XP
  - 30MB free hard drive space
    - ※ Windows 95 is OSR2 version, and is installed IE4.01 or later version. The Windows NT should be installed the SP3 and IE4.01 or later version.
    - ※ The Auto E-mail function must be associated with the Email Account of the Outlook Express v5.5 or later version.
2. On the [Connections] Inspection, click  to add a terminal with the specified IP or Comport.
3. On the [Tools] menu, click [Option]. Select the [Download] tab, type the file name and path
4. On the [Download] Inspection, select the TR4020/TR4030 that you just added. Click  on the toolbar to download data.
5. From [Start] menu, click [Programs]/[Accessories] and launch the Notepad program.