

setting up and updating wi-fi for your biometric device.

This is our second guide on setting up your biometric device and will focus on connecting it to the internet. Please read our first biometrics installation guide on how to install the device in your home. Once you connected your device to your wi-fi you are ready to enrol yourself and then others.

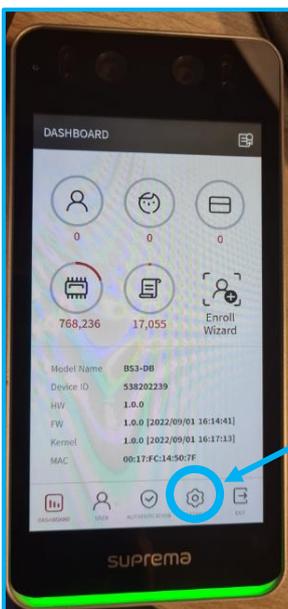
Please Note: These instructions would also apply if you have changed your Wi-Fi details (i.e. moving to a new provider or updating your Wi-Fi password).

wi-fi setup.

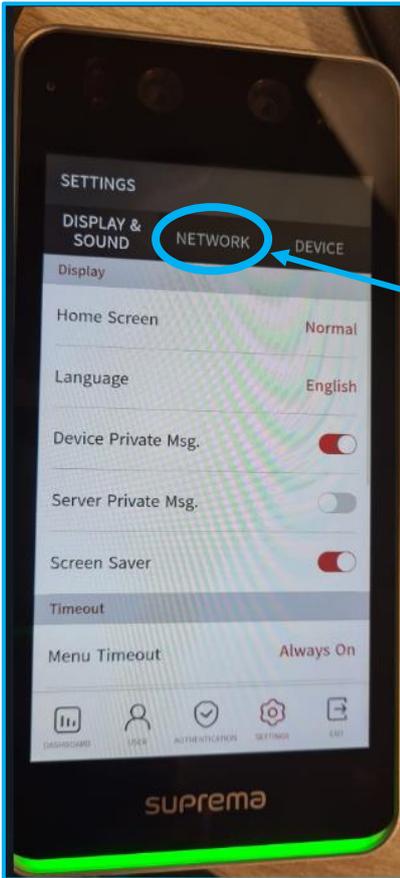


Click the 4 squares in the top left corner of the device screen and scan your MiFare admin card to access the admin menu.

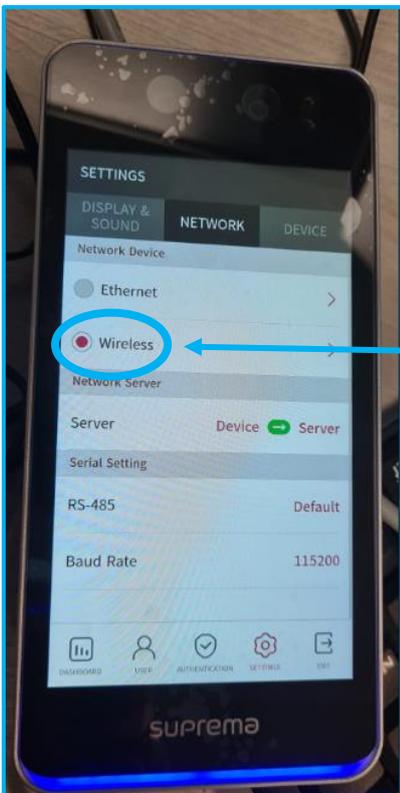
Please Note: The MiFare admin card is the only way to access the settings on the admin menu; if you ever lose this card, please contact our support team on 0113 385 3853 to arrange for a replacement.



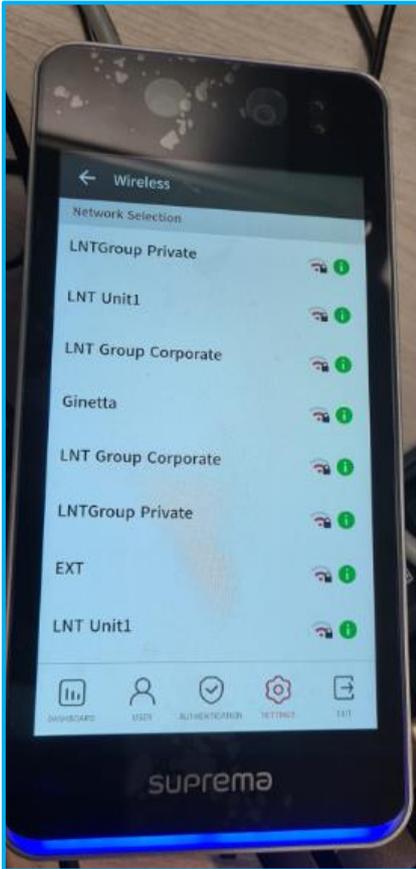
Tap the **Settings** (gear shape) icon on the bottom menu.



Select the **NETWORK** tab (shown at the top of the screen in the middle).

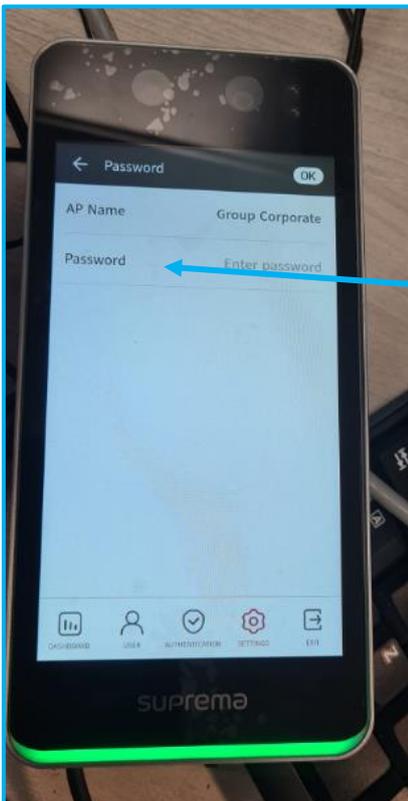


On the network page, select the **Wireless** option.



You should see a list of the available networks; select the network you want to connect to.

Please Note: The device will need a stable internet connection to properly function, please ensure the network's Wi-Fi signal is strong where the device is placed.



Select the **Password** tab and insert your password and select **OK** to confirm.

Once connected the system will take a few minutes to populate the **User** tab with your staff from CoolCare.

Please Note: If your Wi-Fi details change, make sure they are also updated on the device to ensure it keeps working.

Your device is now ready for you to start enrolling your staff to use the biometric device for clocking in and out. To do so please read our third guide: *Enrolling Staff on Biometrics*.