



Metrasens Ultra System Settings

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1. Settings Functions

The Metrasens Ultra system configuration and management functions are split between:

- Settings functions.
- Advanced settings, which may be more relevant to management/supervisory staff.

Touch the settings control (gear icon) on the dashboard to display the settings screen - which provides the following functions:

- System Information.
- Audit Trail.
- Screening Mode
- Advanced Settings.

To access a function, simply touch the required control to display a further screen. To exit the screen, touch the Exit Settings control.

Note: The system does not screen while you are using the Settings functions.

1.1. SYSTEM INFORMATION

To display the system information, do the following:

1. Touch the System Information control to display the Current firmware information.
2. To exit the screen, touch the Return control.

1.2. AUDIT TRAIL

During operation, the Metrasens Ultra system keeps a time and date-stamped record of every user operation, and every alert event. Typically, the last 100,000 events (or greater than three months operation) are securely stored in the system.

Authorized staff can view an audit report of these events at any time, with the information presented on the touch screen, starting with the most recent event, and going back, page by page, through previous events. This data can also be collected through a secure network interface, allowing central analysis and reporting.

To view the events currently recorded on the system, do the following:

1. Touch the Audit Trail control on the advanced settings screen.

2. Respond (as appropriate) to the “Would you like to include detection events in the audit trail” message. Detection events are all the detection alerts triggered during screening operation.
3. Touch Yes if you want to include all the individual time-stamped detection alert events. However, including these detection events can make the report quite a lot longer.
4. Touch No if you are only interested in viewing system and user-initiated function changes. Note that it may take several seconds to display each page when you exclude detection alerts, as the system may have to check through thousands of events to find the items to display.

The type of operations captured, and information reported in a typical audit trail include:

- Detection alerts, with signal strength and zone location.
- L1 to L5 indicate the detection alert signal level strength. Z1 to Z5 indicate the detection alert.
- Power-up starts, with power source and battery level.
- Power-off instances, with battery charge state.
- Changes to detection sensitivity, with previous and new settings.
- Changes to volume level, with previous and new settings.
- All unlock attempts, with success or fail status.
- Any configuration changes made through the settings screens.
- PIN functions, including lock mode changes, PIN changes, failed PIN attempts.
- Date/Time changes.
- Battery warning level changes.
- Battery warning alarms reached during operation.
- Any unexpected system events.
- Any network connections made, and commands performed.

Using the report navigation controls

The following grey report navigation controls are provided (from left to right):

- Go to the start of report (page 1) 
- Go back to the previous page. 
- Go forward to the next page. 
- The blue control at the bottom of the screen allows you to exit the report and return to the advanced settings screen. 

1.3. SCREENING MODE

The Metrasens Ultra system can be configured to operate in one of the following three screening modes, depending on the screening requirement. More details can be found in the *'Operating The System'* guide.

- **Freeway** – designed for partially divested, higher throughput screening.
- **Standard** (normal operating mode).
- **Touch to Screen** – designed for focused screening sessions.

To select the screening mode, do the following:

1. Touch the Screening Mode control.
2. Swipe up or down on the touch screen until the required mode is highlighted in the center with a check mark.

If Touch to Screen mode is selected, you can also set the Screening Time duration.

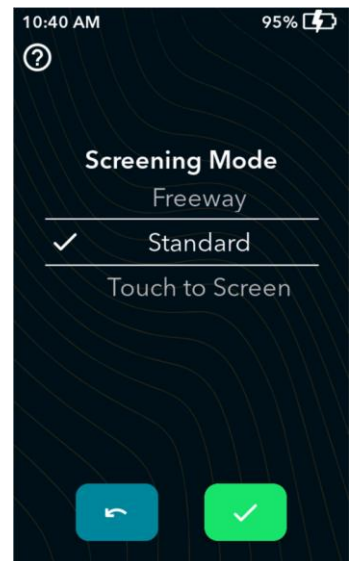
The default is 7 seconds, but this can be changed when selecting the feature to 8,9 or 10 seconds.

If Freeway mode is selected, the system prompts you that the sensor sensitivity setting will be changed to Freeway Medium.

Touch **No** to cancel, or **Yes**, to proceed, as appropriate. See the Freeway operating mode section for details of the differences in sensitivity settings between the Standard and Freeway modes.

Caution: When changing from Standard to Freeway mode or back to Standard mode, you should always then set the specific sensitivity setting you need for that require for that screening mode.

3. To save your selection, touch the green confirm button
4. To exit without saving, touch the blue return button



2. Advanced settings

From the settings screen, touch the Advanced Settings control to display the advanced settings screen. However, depending on the current system configuration, you may need to enter a PIN code before this screen can be accessed.

The following four topics cover the functions available:

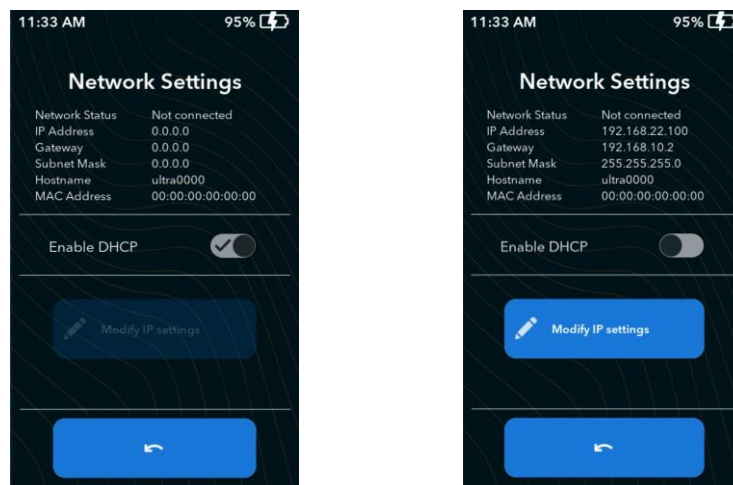
- Network Settings
- PIN Code Options
- Touch Screen Brightness
- Battery Information
- Localization
- Suppression Profiles
- Calibration

To access a function, simply touch the required control to display a further screen. To exit the screen, touch the Back to Settings control.

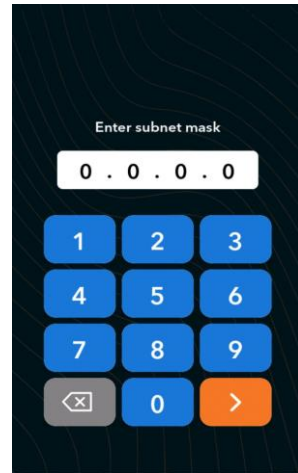
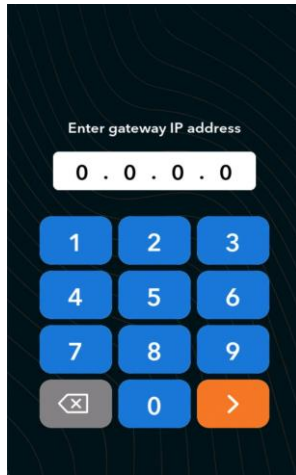
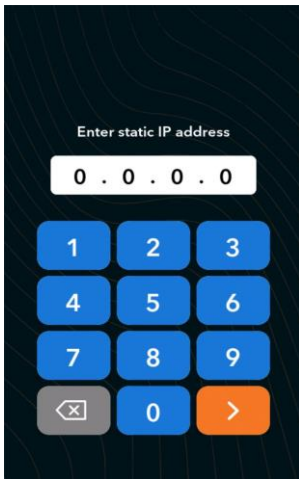
2.1. NETWORK SETTINGS

The Network Settings tab allows the user to control the method of establishing an IP address for the Metrasens Ultra and where the MAC Address and Hostname of your system can be found.

As standard, DHCP is enabled on the system therefore when the system is connected to an active Ethernet port, or a laptop, the blank IP address and associated information on this page will populate within 30 seconds.



Touching the button in the Enable DHCP field will uncheck this option and activate static IP selection, where you will be prompted to populate your chosen IP address, gateway, and subnet mask.

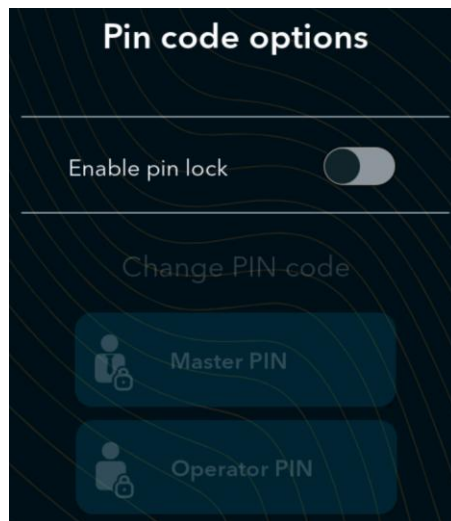


Once these are confirmed and the Ultra is connected to an Ethernet source, the Network Status will change to connected, and the Ethernet symbol will appear in the top-right corner of the home screen.



2.2. PIN CODE OPTIONS

To safeguard the Metrasens Ultra system, and provide secure operation, the system can be configured to require a four-digit PIN code to unlock the dashboard screen and access the available functions.



There are two levels of PIN code access available:

Master PIN - this provides full access to all system functions and configuration settings. Therefore, to ensure a high degree of security, this PIN code should only be made known to managers/supervisors, or others in authority. The factory default Master PIN code is 0000.

Operator PIN - this provides access to all the necessary screening functionality, but does not allow the operator access to the following system configuration functions:

- Sensor Sensitivity
- Alert Indication Brightness
- Localization
- Calibration
- Pin Code Options
- Screening Mode

The factory default Operator PIN code is 1111.

Note: Changing both factory default PIN codes as soon as possible is important to avoid unauthorized access.

To configure the PIN code options, do the following:

1. Settings>Advanced Settings > Pin Code Options
2. Enter the current Master PIN code when prompted.
3. If required:
 - To clear an incorrect entry, touch the grey Backspace control, and re-enter the code.
 - To exit the screen, touch the grey Back control.
4. Once you have entered the PIN code, touch the orange Unlock control.

If you enter an incorrect PIN code, the invalid numbers are cleared, and you can re-enter the code. However, details of all incorrect PIN code entries are logged in the system's audit trail.

When a correct PIN code has been entered, the PIN code options screen is displayed with the functions described in the following sections.

Enable pin lock

This slide control allows you to set whether a PIN code entry is required to unlock the dashboard screen when the grey padlock icon is displayed.

Touch the left side of the control to disable PIN entry, or the right side of the control to enable PIN entry. If enabled, a check icon is shown on the control.

CHANGE PIN CODE

To change the PIN code, do the following:

1. Touch the required Change PIN code control.
 - Master PIN
 - Operator PIN
2. Enter the new four-digit PIN code when prompted.
3. If required:

- To clear an incorrect entry, touch the grey Backspace control, and re-enter the code.
 - To exit the screen, touch the grey Back control.
4. Once you have entered the new PIN code, touch the orange Next control to Confirm new pin code screen.
 5. Enter the confirmation PIN code when prompted (this entry **must match** the new code).
 6. If required:
 - To clear an incorrect entry, touch the grey Backspace control, and re-enter the code.
 - To exit the screen, touch the grey Back control.
 7. Once you have entered the new PIN code, touch the orange Next control.
 - If the confirmation PIN code matches, the new PIN code is accepted, and the system returns to the advanced settings screen.
 - If the confirmation PIN code does not match, the entry is cleared, and you can re-enter the code.

Resetting the PIN code if lost or forgotten.

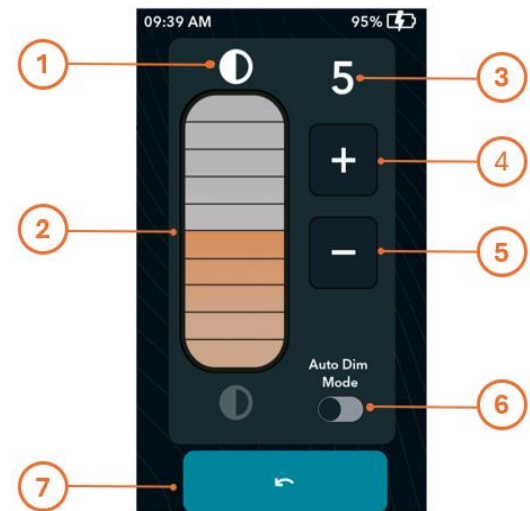
Due to security implications, Metrasens do not provide written instructions on how to factory reset/override PIN locked Metrasens Ultra unit. The PIN code of a Metrasens Ultra unit can be factory reset at any time.

Please contact your sales representative who can provide instructions on how to unlock the system.

2.3. ADJUSTING THE TOUCH SCREEN BRIGHTNESS

Touch the Touch Screen Brightness control to display the brightness setting screen - which provides the following functions and controls:

No.	Control	Function description
1		Touch screen brightness screen icon.
2	Level display	Touch anywhere on this display to move to that level setting or slide up or down to increase or decrease the level.
3	Current level	This shows the current level setting.
4	Increase	Touch to increase the level setting.
5	Decrease	Touch to decrease the level setting.
6	Auto Dim Mode	To maximize battery operating time, by default, the touch screen automatically dims 30 seconds after locking the screen.

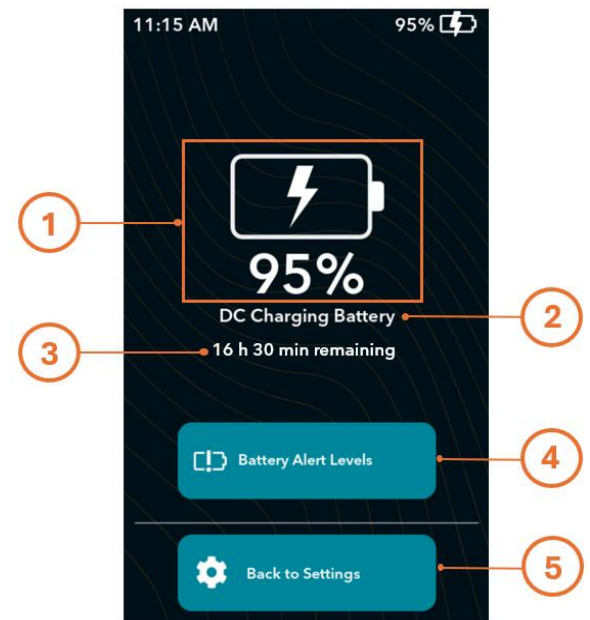


		To disable the default dimming and always keep the dashboard visible on screen, touch the Auto Dim Mode control on the left-hand side.
7	Return	Touch to save your setting and return to the settings screen.

2.4. BATTERY INFORMATION

Touch the Battery Information control to display the Battery Information screen - which provides the following functions and controls:

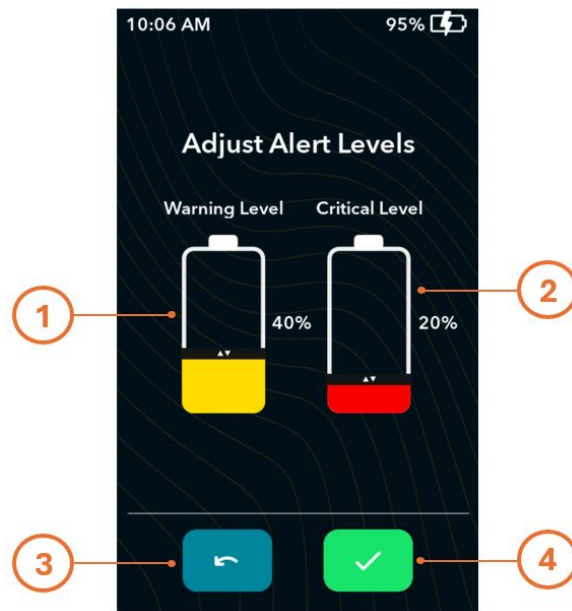
No.		Control/Function description
1	Battery Charge.	This shows the remaining battery charge as a graphic and percentage value (%). This information is also displayed in the top bar.
2	Power Source.	This shows the power source the system is currently using. This can be DC supply, Power over Ethernet (PoE), or Battery.
3	Estimated battery operating time.	This value is based on the current charge level, the system settings, and the usage rate. Therefore, this estimated time may not be the same as the system uses in the future.
4	Battery alert levels.	Touch to display the battery alert levels screen, where you can view or adjust the battery alert threshold levels.
5	Back to settings.	Touch to return to the Settings screen.



Battery Alert Levels

The alert level adjustment screen provides the following functions and controls:

No.		Control/Function description
1	Battery warning level.	<p>The system displays a warning message when the charge level decreases to this value.</p> <p>By default, this level is set to 25% but is adjustable.</p> <p>Touch and slide the control to change the warning level.</p> <p>Note: The warning level must be higher than the critical level. Setting this to less than the critical level will automatically change the critical level, so it is 5% lower than the warning level.</p>
2	Battery critical level.	<p>The system displays a warning message when the charge level decreases to this value.</p> <p>By default, this level is set to 10% but is adjustable.</p> <p>Touch and slide the control to change the warning level %.</p> <p>Note: The critical level must be lower than the warning level.</p>
3	Return.	Touch to return to the Battery Information screen without saving any changes.
4	Save and return.	Touch to save any changes and return to the Battery Information screen.



2.5. TIME & DATE

The Metrasens Ultra system has an integral real-time clock that is used for time and date stamping all events recorded in the system audit trail. Therefore, it is paramount that the date and time values are set accurately should information need to be retrieved for investigative purposes.

The current system-time also appears in the top bar of the dashboard screen.

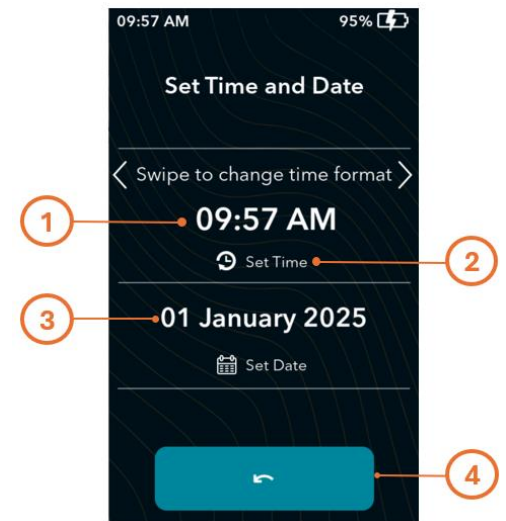
The clock's time and date values:

- are maintained by the system, provided that the battery does not run completely flat.
- may be automatically updated when the system is connected via Ethernet to certain networks. Otherwise, you will need to manually set the clock's time and date values.

Note: The real-time clock does not automatically account for daylight saving time changes.

To set the time and date values, touch the Set Time/Date control on the localization screen - which provides the following functions and controls:

No.	Control	Function description
1	Time display format.	Swipe the time field left or right to change between a 12-hour or 24-hour display format.
2	Set Time.	Touch to display the Set Time screen (see below).
3	Set Date.	Touch to display the Set Date screen (see below).
4	Return.	Touch to return to the localization screen.



To set the time, do the following:

1. Touch the Set Time icon.
2. The displayed format depends on whether 12 hours, or 24-hour format has been selected.
3. To change either the hour or the minute value, touch and hold the required value until the up and down arrows are displayed.

4. Once the arrows are displayed, swipe up or down to select a different number value from the list, or simply touch the required number.
5. Do one of the following:
 - To save your settings and exit the screen, touch the green save and return control.
 - To exit the screen without saving, touch the blue return control.In either case, the system returns you to the Set Date and Time screen.

To set the date, do the following:

1. Touch the Set Date icon.
2. To change the day, month, or year, swipe up or down to select a different number value from the list, or simply touch the required number.
3. Do one of the following:
 - To save your settings and exit the screen, touch the green save and return control.
 - To exit the screen without saving, touch the blue return control.

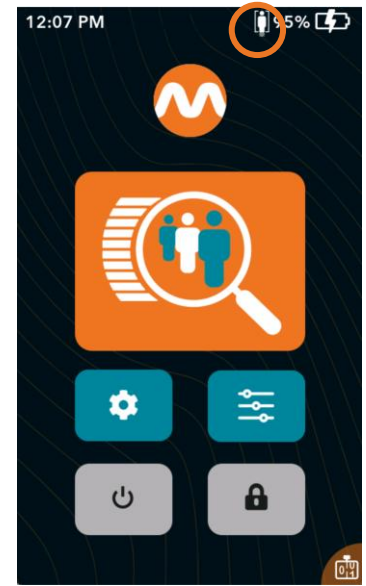
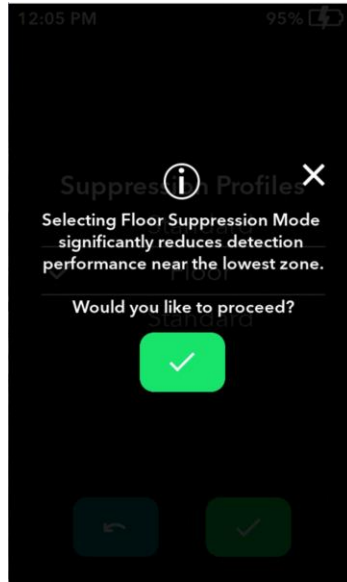
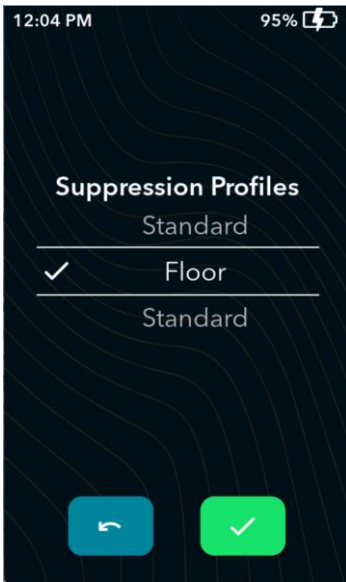
In either case, the screen returns to the Set Date and Time screen.

2.6. SUPPRESSION PROFILES

The Metrasens Ultra system can alter its detection profile to suit your operational requirements.

For example, if your environment has an interference source at floor level or a need to ignore ferrous footwear, turning on the Floor Suppression feature, reduces sensitivity at the foot level.

Once Floor Suppression is selected, an icon will appear on the home screen to remind users that the system is using this detection profile



2.7. CALIBRATION

The Metrasens Ultra system **DOES NOT** require routine calibration. System calibration is carried out during production and, in most cases, will never need recalibrating.

However, there are a few circumstances when recalibration is required, such as after the battery has been replaced, or if a service engineer has opened the system.

Important: A calibration should **ONLY EVER** be carried out under strict guidance and with instruction from Metrasens support or service staff.

