



MANUAL

FOR

WEB BASED

GYM MANAGEMENT

SOFTWARE

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Gym Master:

Home page shows the list of gym/club enrolled with attributes like:

- Action
- ID
- Gym/Club Name
- Short Name
- Address
- Active

GYM Master List

GYM Name : GYM Id : [Search](#) [All](#)

Action	Id	Company Name	Short Name	Address	Active
 	13	1234		fdf	Y
 	8	CD1		gdegdf	Y
 	7	FairPortal	FP	Gungao	Y
 	14	fourteen		14	Y
 	1	INDIA YAMAHA MOTOR PVT LTD - CHENNAI	Star link	Okhla Phase-1	Y
 	9	MCA		Bhopal	Y
 	15	Ram	gfh	gfng	Y
 	10	Starlink	Star	Okhala	Y
 	16	test		okhala	Y
 	11	Test Company	Test	Test	Y

1 2

[Add New](#)

New entry can be made with gym master by clicking on add new, basic information of institution should be filled.

Fields are:

- Gym code
- Gym/Club name

- Short name
- Address
- Description
- Remarks
- Email-id

This data saved with a unique ID. Please mark check on “Auto Download New Register Finger”. Also ensure mark at least 1 check at BY GYM/CLUB, BY LOCATION or BY CATEGORY.

GYM Master

GYM Code : Is Active

GYM Name :

Short Name :

Address : *

Description :

Remarks :

Email-Id : *

(All below points are used only for client Mode Machine)

Auto Download New Register Finger

Auto Update New Register finger in Correspondence Machine:

By GYM By Location By Category

Category Master:

To categorize the gym members into different category. For instance:

- Male
- Female
- Senior Citizen

It contains options like:

- Category Name
- Category Id

Category Name : Category Id :

Action	Category Id.	Category Name
<input type="checkbox"/> <input type="checkbox"/>	1	BD Prod-Assembly
<input type="checkbox"/> <input type="checkbox"/>	2	BD Prod-Painting
<input type="checkbox"/> <input type="checkbox"/>	3	BD Prod-Welding
<input type="checkbox"/> <input type="checkbox"/>	9	BD Prodn
<input type="checkbox"/> <input type="checkbox"/>	4	EG Prod-Casting
<input type="checkbox"/> <input type="checkbox"/>	5	EG Prod-Machining
<input type="checkbox"/> <input type="checkbox"/>	10	EG Prodn
<input type="checkbox"/> <input type="checkbox"/>	16	Factory-ADMIN
<input type="checkbox"/> <input type="checkbox"/>	23	female
<input type="checkbox"/> <input type="checkbox"/>	18	FINANCE

Category Master

Category Master

Category Id :

Category Name : *

To add a New Id and name

Location Master:

It is used to enter the different location details. Fields are:

- Location Id
- Location name
- Description

Please search the Location either by Location id or by Name:

Location Name : Location Id :

Action	Location Id	Location Name	Description
 	10	10	ten
 	7	Bhagwanpur	Sweet Home
 	2	FARIDABAD, HARYANA	Test
 	1	IYM-CHENNAI PLANT, CHENNAI	
 	8	Kanpur	Kanpur
 	5	LCD1	mp
 	3	MRC NAGAR, Sales HO, CHENNAI	sdfsd
 	6	muz	Home 1
 	4	SURAJPUR, GRATER NOIDA, U.P.	loocoo
 	9	WLtest	hellc

Location Master

Location Master

Location Id :

Location Name : *

Description :

To add new location with description

Machine Master:

You can search the machine by:

- Gym/Club Name
- Department
- Location
- Machine no.
- Machine name
- Check box for Registered, Unregistered, Registered, Server mode

Company : Department : Location:

Machine No: Machine Name :

Registered UnRegistered Server Mode

Action	Machine No	Machine Id	Machine Name	Machine Type	Ip Address	Company Name	Department	Location Name
<input type="checkbox"/> <input type="checkbox"/>	Finger	67	Finger	Attendance	192.168.0.46	Sterlink	BD Prod-Painting	Kanpur
<input type="checkbox"/> <input type="checkbox"/>	Card	63	Card	Attendance	192.168.0.73	Yamaha Motor Service Center	BD Prod-Painting	10

While creating machine master, a user has to fill the following information like:

- Machine Id
- Machine no.
- Machine Client/Server mode
- Retention Days (data in machine): to delete old punch data from machine.
Keep greater than 30 days
- Department
- Machine name
- Machine type
- Machine IP address
- Model code
- Subnet mask
- Gateway
- Company
- Location
- Last download flag
- Port
- Is enable
- Is bio-metric
- Validity
- Check box for Emp. type, Name, Card No., Pin, Finger & SNR to send masking as per machine settings.
- Masking, purging check box as per settings required for service.

Machine Master

Machine Id :	<input type="text" value="68"/>	Machine No. :	<input type="text"/>
Machine Client/Server mode :	<input type="text" value="Server"/>		
Retention_Days(Data In Machine) :	<input type="text"/>		
Department:	<input type="text" value="BD Prod-Assembly"/>		
Machine Name : *	<input type="text"/>	Machine Type :	<input type="text" value="Attendance"/>
Machine IP Address :	<input type="text"/>	Model Code :	<input type="text" value="Classic"/>
Subnet Mask :	<input type="text"/>	Gateway :	<input type="text"/>

Company:	<input type="text" value="1234"/>	Locaton :	<input type="text" value="10"/>
Last download flag :	<input type="text"/>	Port :	<input type="text" value="1085"/>

Is Enable

Is Biometric

Validity

EmpType

Name

CardNo

Pin

Finger

SNR

Member Master:

Member's information & details can be fetched by entering the fields like:

- Gym/Club Name
- Category
- Location
- SNR No. (For Card type users only)
- Card No.
- Member Name
- Check box for Registered & Unregistered.
- Member ID.
- Check box for Active & Inactive.

Please search the Member by cardNo,by Name,By GYM,By Category,By Location :

GYM :	<input type="text"/>	Category :	<input type="text"/>	Location :	<input type="text"/>
SNR NO :	<input type="text"/>	CardNo :	<input type="text"/>	Name :	<input type="text"/>
	<input type="radio"/>	Registered	<input type="radio"/>	UnRegistered	
	<input type="radio"/>	Active	<input type="radio"/>	InActive	

To add a new member in member master, fields are filled like:

- Member Id
- Member name
- Father's name
- Event type
- Fee
- Card no. /Member no.
- Snr no
- Date of joining
- Date of birth
- Lid upto
- Address
- Contact no.
- Active with check box for True, False & Unregistered
- Member type
- Gym
- Category
- Location

Member Id :	<input type="text" value="1892"/>	<input type="button" value="Reset Member Id"/>
Member Name :	<input type="text"/>	
	<small>Only 18 characters of Member Name will be shown in Machine.</small>	
Father's Name :	<input type="text"/>	
Event Type :*	<input type="text" value="Select"/>	
Fee :*	<input type="text"/>	
Card No./Member No.	<input type="text"/>	<input type="button" value="Check"/>
Snr No. : *	<input type="text" value="000000000"/>	
Date of Joining :	<input type="text"/>	<input type="button" value="📅"/>
Date of Birth :	<input type="text"/>	<input type="button" value="📅"/> (DDMM-YYYY)
Valid UpTo :	<input type="text"/>	<input type="button" value="📅"/>

Address :

Contact No. :

Active : True False

UnRegistered

Member Type :

GYM :

Category :

Location :

Event Master:

Events can be searched with the attributes like:

- Event name
- Event id

Please search the Event either by Event id or by Name:

Event Name : Event Id :

To add a new event, entries to be filled are:

- Event Id
- Event Type
- Event Name
- Fee

Event Master

Event Id :

Event Type : *

Event Name : *

Fee : *

Measurement History:

Measurement details can be searched with:

- Name
- Id

Please search the Name either by Member id or by Name:

Name : Id :

To add a new measurement master, following details are required:

- Measurement id
- Member name
- Height
- Weight
- Biceps
- Triceps
- Shoulders
- Date

Measurement History Master

Measurement Id : Member Name : *

Height: ft.in.(cms) Weight: Kg

Biceps: Triceps:

Shoulder: Inch Date: 

Fee Submission:

To search for fee details, following details are needed:

- Member name
- Member id

Please search the Name either by Member id or by Name:

Member Name : Member id :

To add a new fee history master, details required are:

- Check box to select the option from Gym & Club
- Card no.
- Member id
- Member name
- Fee id
- Fee
- GST tax
- Date, Month & year

Fee History Master

Select Event: * Gym Club

Card No.: * Member Id: Member Name: *

Fee Id:

Fee: * GST Tax: (%)

Date: Month: Year:

Register Card/Finger:

With this option, user can register card and finger of an employee. Select concern employee and machine and click on connect. Then click on **Finger register** for registration of finger, option **Get SNR** to capture the SNR of card, **card write** to write the smart card etc. After executing the exercise don't forget to disconnect the device.

Register Card/Finger:

Select Employee & machine :

Company : Depart : Location :

----- Common for Both Searching -----

Emp Cardno : Name : Machine No.:

Machine Name:

Server Mode

(Employee Type D & E will not shown)

Action	Emp Id	Card No	Name	Type	Snr No	Employee Finger	FinByPass
Select	2	1002	Card with finger	F	0016722280	1	Y
Select	3	1003	Card With Password	B	0019396564	0	N
Select	42	9999	rtret	A	2222222222	1	N
Select	43	0102	gfdsf	A	9999999999	1	N

Action	Machine Id	Machine No	Machine Name
Select	67	Finger	Finger
Select	63	Card	Card

Empld : Card No : Machine:

Connect

Name: Mac IP: 8088

Disconnect

Delete Finger

Finger Register

Get SNR No

Finger By Pass

Card Write

Finger In Card

SNR No/Proximity No

* Must Disconnect Machine before switch to new machine or close page

Access Permission:

In this menu, user will see Employee details on left side and Machine details on right side where he can assign multiple machines to an employee according to his wish.

***Assign:** To send masking of checked employee to checked Machines.

***Reset:** To reset any machine.

***All To All:** To send masking of all employee display in grid to assign to all machines which is displayed in machine grid.

***Del Masking:** Delete masking of checked employee from checked Machines.

Select Employee & Machines

Company : Dept : Location :

Card No.: Machine No :

Server Mode

Del Masking Uncheck Machines

Employee Details

<input type="checkbox"/>	Emp Id	Card No	Name	Dept	Type	Finger Count	
<input type="checkbox"/>	1891	RICHA1	Santosh	BD Prod-Assembly	A	1	Report
<input type="checkbox"/>	1890	A001	Teal-Amit	BD Prod-Assembly	F	0	Report
<input type="checkbox"/>	1889	00000101	AMan	BD Prod-Assembly	F	0	Report
<input type="checkbox"/>	1888	Z122	zevi	BD Prod-Assembly	F	0	Report
<input type="checkbox"/>	1887	00000230	Suraj	BD Prod-Assembly	F	0	Report
<input type="checkbox"/>	1886	00090024	K Shanmugapriyan	BD Prodn	F	0	Report
<input type="checkbox"/>	1885	00090023	P Govindaraju	EG Prodn	F	0	Report
<input type="checkbox"/>	1884	00090020	S S Shanmugasunder	Purchase	F	0	Report
<input type="checkbox"/>	1883	00000289	Deepak	EG Prod-Machining	F	0	Report
<input type="checkbox"/>	1882	00090022	B Ananda Narasimhan	Factory-ADMIN	B	0	Report

-
-
-
-

Machine Details

<input type="checkbox"/>	Machine No	Machine Id	Machine Name	
<input type="checkbox"/>	Finger	07	Finger	Report
<input type="checkbox"/>	Card	83	Card	Report

Machine Status:

Connection /disconnection status of machines can be easily seen. Machine-wise date, up to which data has been sync with database, can be seen. Attributes can be searched like:

- Machine name
- Machine no.
- Location
- Company
- Department

Select Machine Status

Machine Name: Machine No: Location :

Company : Department :

Machine No	Machine Name	IS HOLD	IS ENABLE	LastDownload Flag	Connect Time	Disconnect Time
Card	Card	N	Y	181016	2017-02-10 12:15:51	2016-09-28 11:14:17
Finger	Finger	N	Y	141016	2017-02-10 12:15:35	2016-09-28 14:45:19

User Permissions:

A user can create new user to access this software as per rights assigned. A user can be of three types such as:

- Employee/User
- Human resource(HR)
- Admin

In user permissions page, while creating new user he will be assigned permissions accordingly. A user will be created by filling some details such as:

- User Type
- User id
- Login id
- User name
- Password
- Confirm password

After that please mark check on privileges for which he/she is authorized to.

Please search the User either by Login id or by Name :

Login Id: user Name :

LoginId	Name	UserType
Admin	Admin	A

User Master

User Type: User Id:

Login Id: *

User Name:

Password: *

Confirm Password: *

Server Mode Console Multi List

Company List

Select All

Select	Id	Name
<input type="checkbox"/>	1	INDIA YAMAHA MOTOI PVT LT - CHENAI Yamah

Department list

Select All

Select	Id	Name
<input type="checkbox"/>	1	BD Pro Assem
<input type="checkbox"/>	2	BD Pro Paintin
<input type="checkbox"/>	3	BD Pro Weldin

Location List

Select All

Select	Id	Name
<input type="checkbox"/>	10	10
<input type="checkbox"/>	7	Bhagv
<input type="checkbox"/>	2	FARID HARY.
<input type="checkbox"/>	1	IYM- CHEN

USER PERMISSIONS

USER PERMISSIONS

Page	<input type="checkbox"/> NEW	<input checked="" type="checkbox"/> EDIT	<input type="checkbox"/> DELETE	
Company Master :	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Access Permission
Category Master :	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Change Password
Location Master :	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Query Analyzer
Employee Master :	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Report
Machine mater :	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Register Card/Finger
Measurement Master :	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> MachineStatus
Fee Submission :	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
User Permission :	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ViewAttendance Console Master Time Zone				

Save

Query Analyzer:

In Query Analyzer menu, user will check back-end record accordingly.

Query Analyzer:

Jobs	History	Transaction	Tables	Machines	Pending Upd Logs
------	---------	-------------	--------	----------	------------------

[Submit](#)

Result Window:

[ExportExcel](#)

View Attendance:

You can see the punches available for a card no. A no. of search criteria to filter the record has been added. You can also export this record in Excel.

View Punch

Company:	<input type="text"/>	Department :	<input type="text"/>	Location :	<input type="text"/>
Card No.:	<input type="text"/>	Name :	<input type="text"/>		
Punch From:	<input type="text"/>		Punch To :	<input type="text"/>	
Machine No:	<input type="text"/>	Machine Name :	<input type="text" value="All"/>		
Punch Type :	<input type="text" value="ALL"/>				

[View Punch](#) [Export Excel](#)

View Punch Report

Change/Forget Password:

In change/forget password menu there are basically two options i.e. Change Password & Forget Password. In **change password**, a user can change their old password and generate a new password. In **Forget Password**, if a user has forgotten his password then they can get his forgotten password by entering his login id.

For ex:-If the login id of an user is “Summit” and his password is “Data Capture” and he has forgot his password, then he will enter his login id in forgot password panel and after submitting his request his password will be reset according to his login id which means that “Summit” would be his default password and his login id is “Summit” as well. Now after getting his default password i.e. “Summit”, he can change his password through change password panel.

The image shows two panels for password management. The top panel is titled 'Change Password' and contains the following fields and buttons:

- Admin
- Login Id
- Old Password
- New Password
- Confirm New Password
- Change

The bottom panel is titled 'Forgot Password' and contains the following fields and buttons:

- Forgot Password
- Login Id
- Reset

Finger Setup:

Through this option fingers enrolled in device can be downloaded back to software. For this select the machine and connect. After this, click on Get List. Mark check on concern member and click on Download. Member id will be created in member master and fingers will be downloaded.

Finger Setup :

Company : Depart : Location :

* Must Disconnect Machine before switch to new machine or close page

Machine No.: Machine Name :

	M_ID	M_No	M_Name	M_IP
Select	07	Finger	Finger	192.158.0.48
Select	03	Card	Card	192.158.0.73

Machine ID : IP Address :

Reports:

Reports will be available under below heading:

Daily Presence Report: List of members that are preset on a particular date.

Monthly Presence Report: Members monthly report.

Expiry Information: List of Members with membership expiry detail.

Mail Setup: Configure the mail settings through this menu. Auto- mail will be sent to members prior some days of their validity expires.

SMS Alert: If institution has approved templates and URL then auto-SMS will be sent to members after validity expires.

Display Data :-

Company List	<input checked="" type="radio"/> All	<input type="radio"/> By Company	
Department List	<input type="radio"/> Employee List	<input type="radio"/> Machine List	Search
Location List	Employee Assign Machines(Enter CardNo):		<input type="text"/>
Attendance List			Get
Employee list in Machine :	<input type="text" value="REGIS001"/>		Get
Emp List Not In Any Machine			

****** The End ******