# How to use a Keypad and Pin

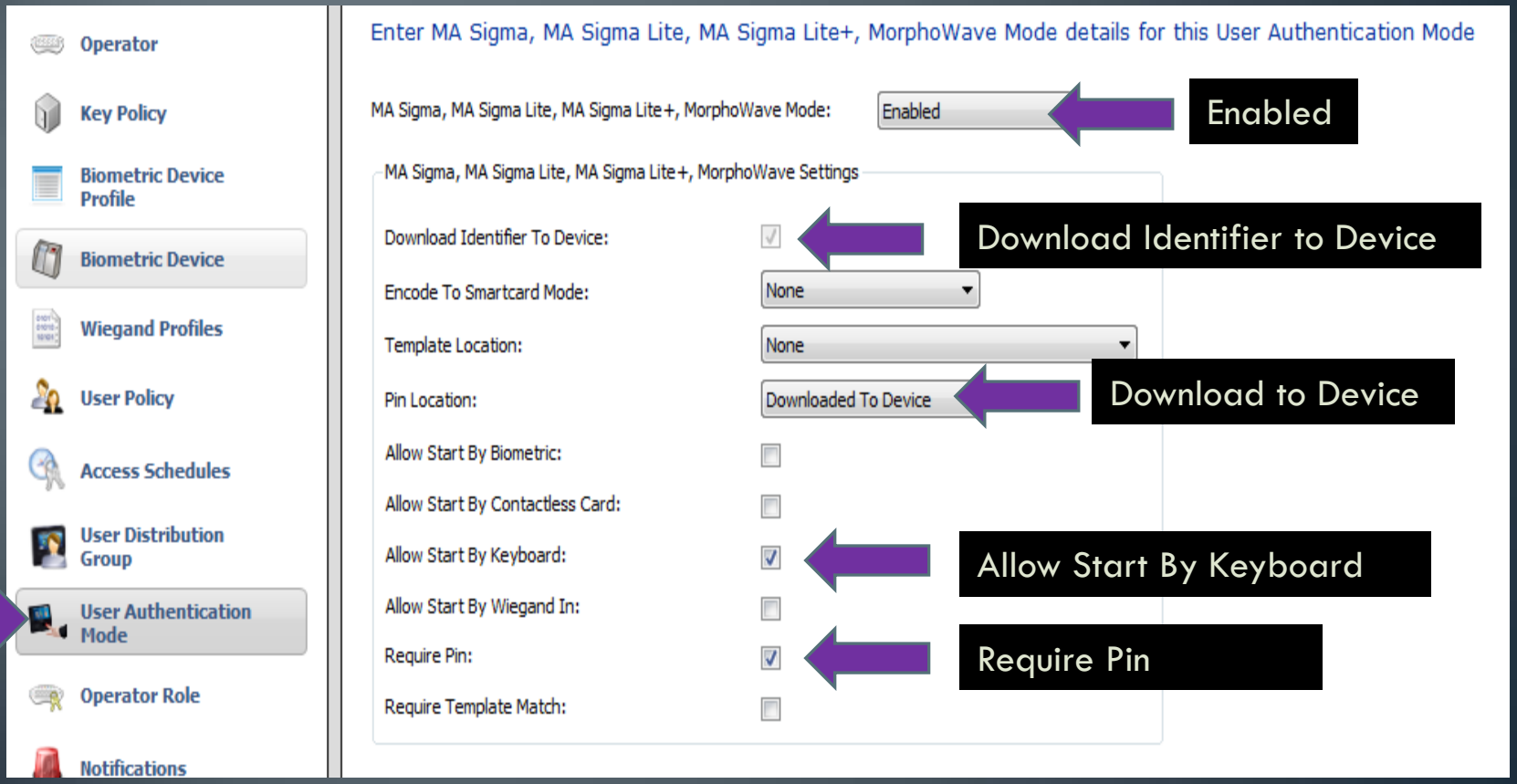
- Design for: Sigma and Sigma Lite +
- For Users to use a Keypad numerical ID and a Pin code for access


# 1. User Authentication Mode

- Create a User Authentication
- Path>Administration>User Authentication Mode
- Designate the authentication mode you wish to utilize for user placed into this User Policy.

# *User Authentication Mode*

- Create a New User Authentication
- Name it



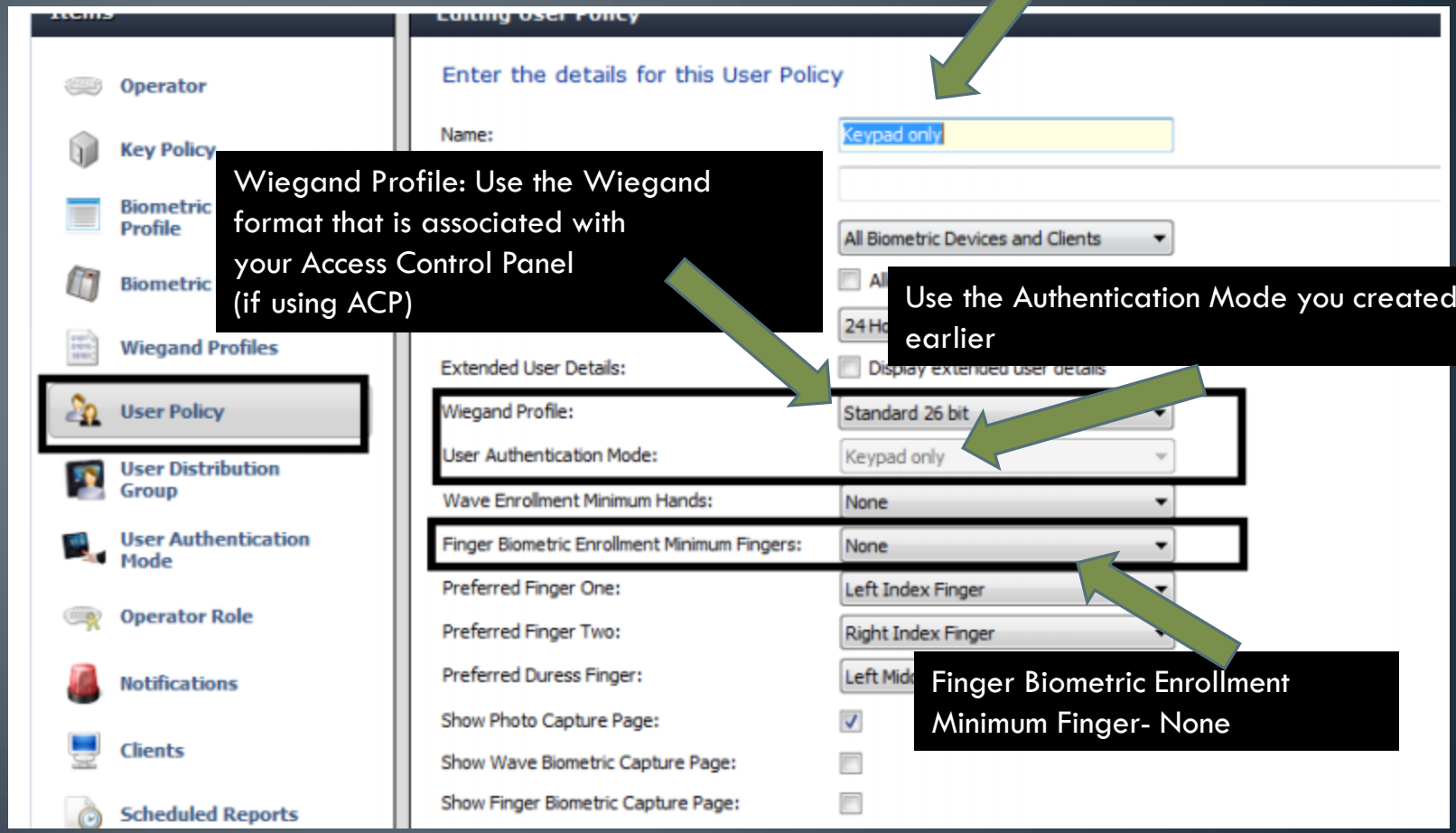

Click Finish

# 2. User Policy

- Create new User Policy

  - Select the User Policy that this user will belong to. This is an important selection, as the policy will determine Biometric Device access and other access control and time & attendance settings.

# User Policy



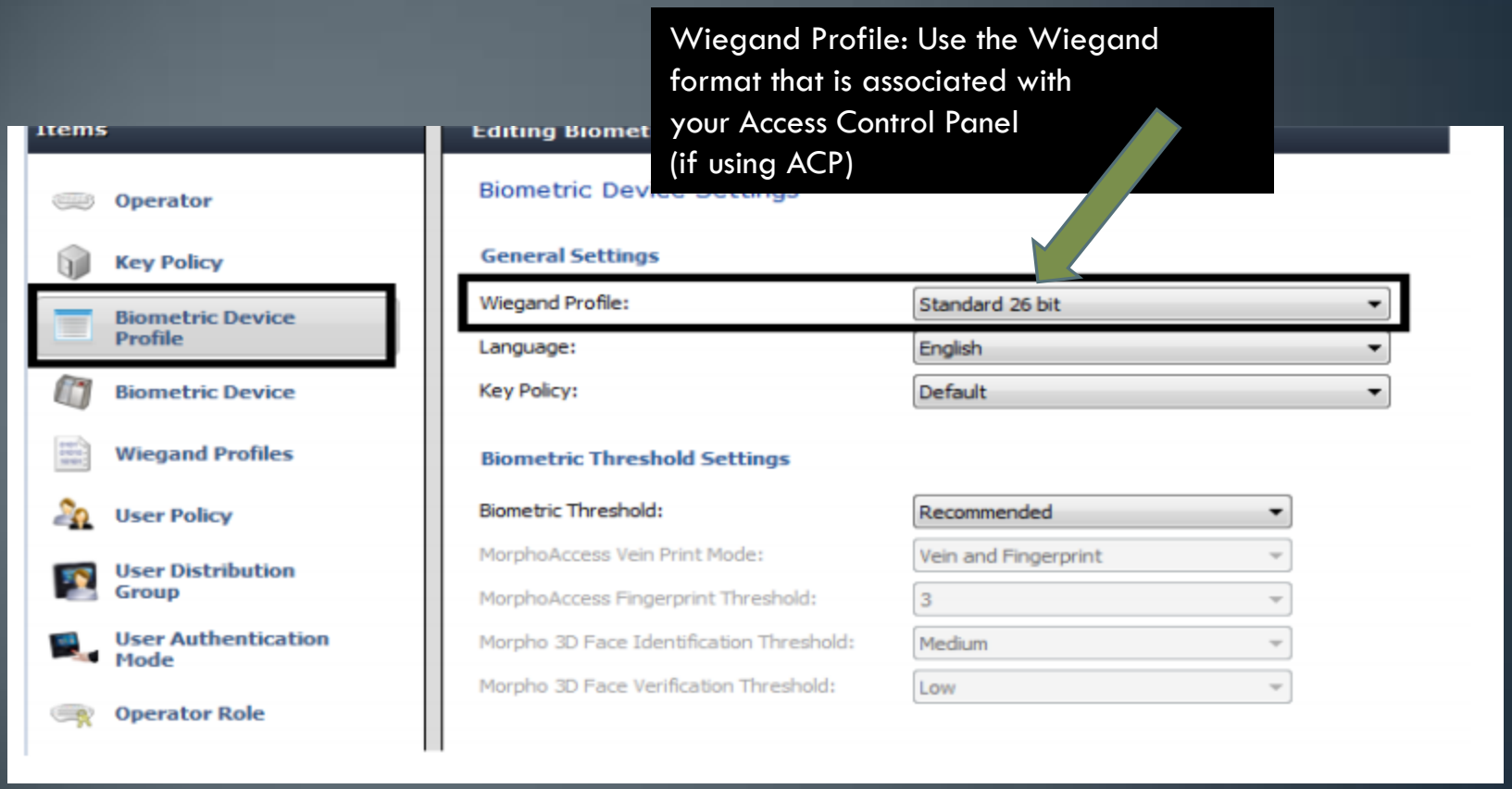

Click Finish

# 3. *Biometric Device Profile*

- Path Administration>Biometric Device Profile

- The Biometric Device Profile will define common settings and parameters for one or more biometric devices. This profile can be applied when adding units into the system from the Biometric Device section of Administration.

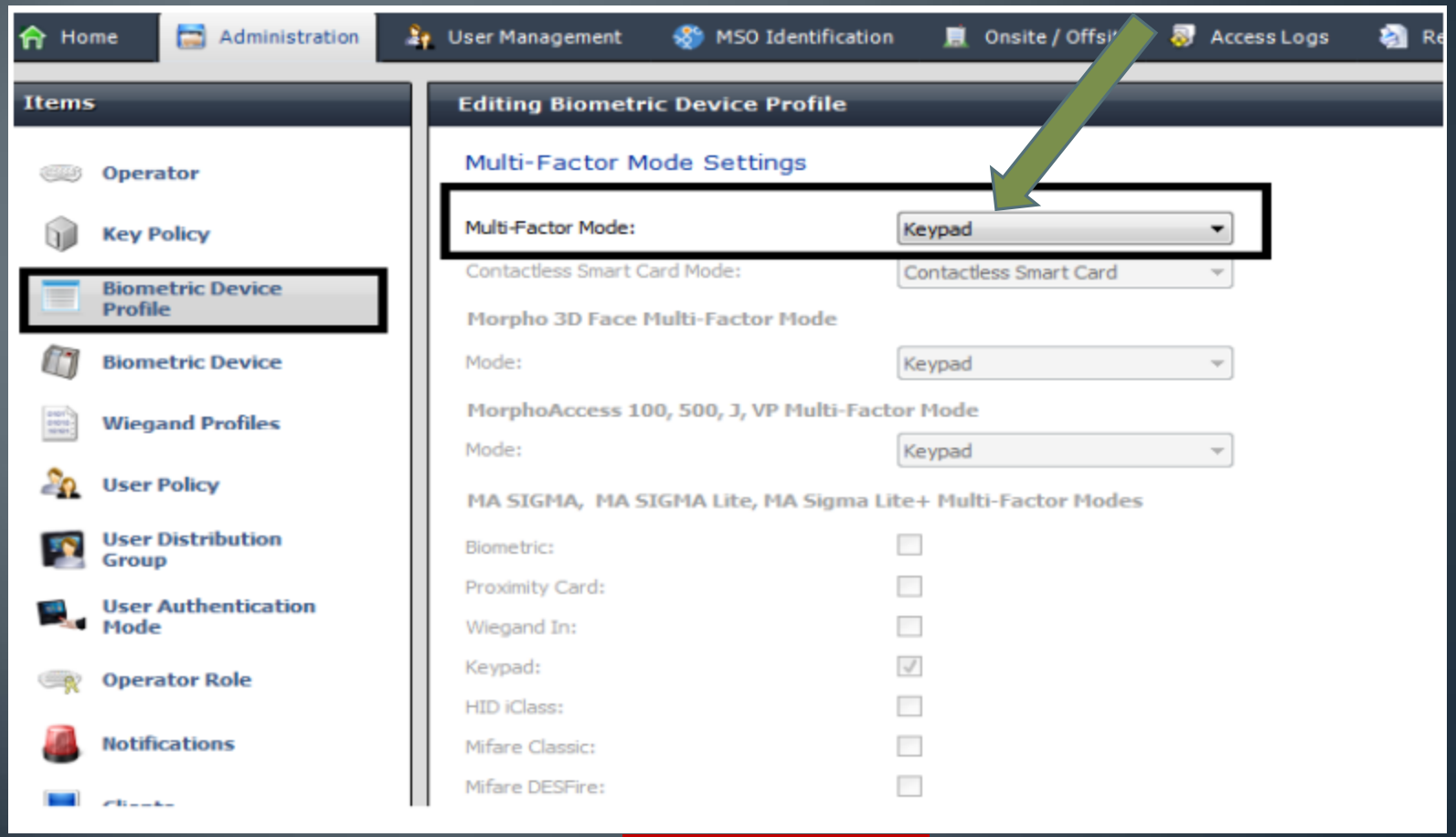
# Biometric Device Profile



# Biometric Device Profile

- Click Next to Multi-Factor Mode

Change Multi-Factor Mode: Keypad



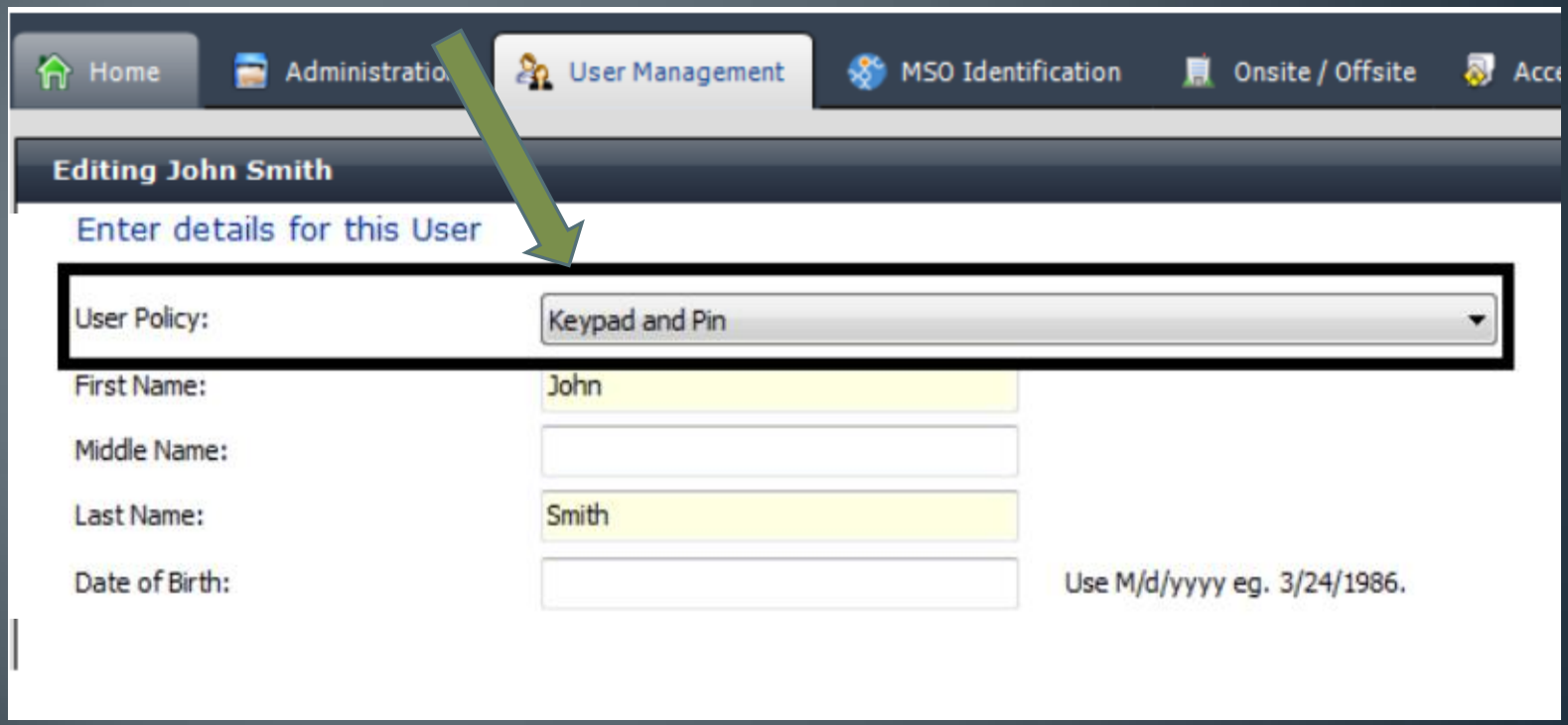

Click Finish

# 4. User Management

- Users are people who will have their biometric data sent to the selected Biometric Device for identification purposes for either access control or time and attendance.

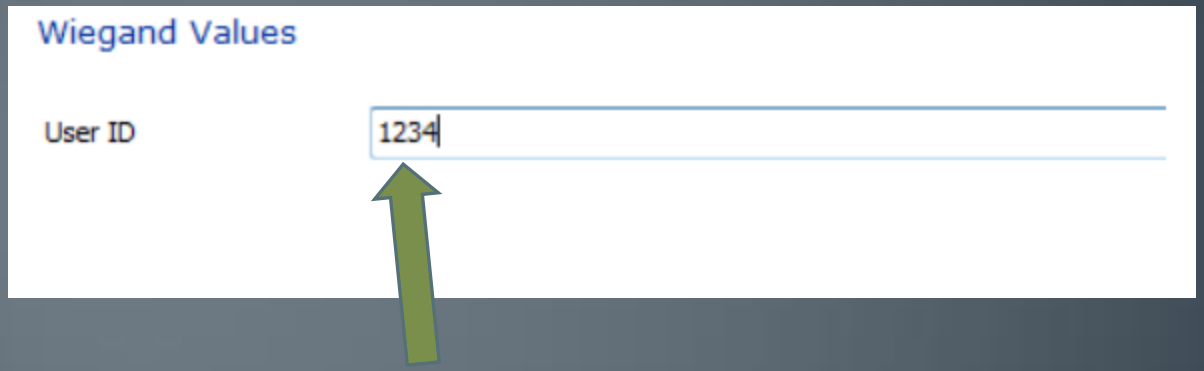
# User Management

- Assign your user Policy



# User Management

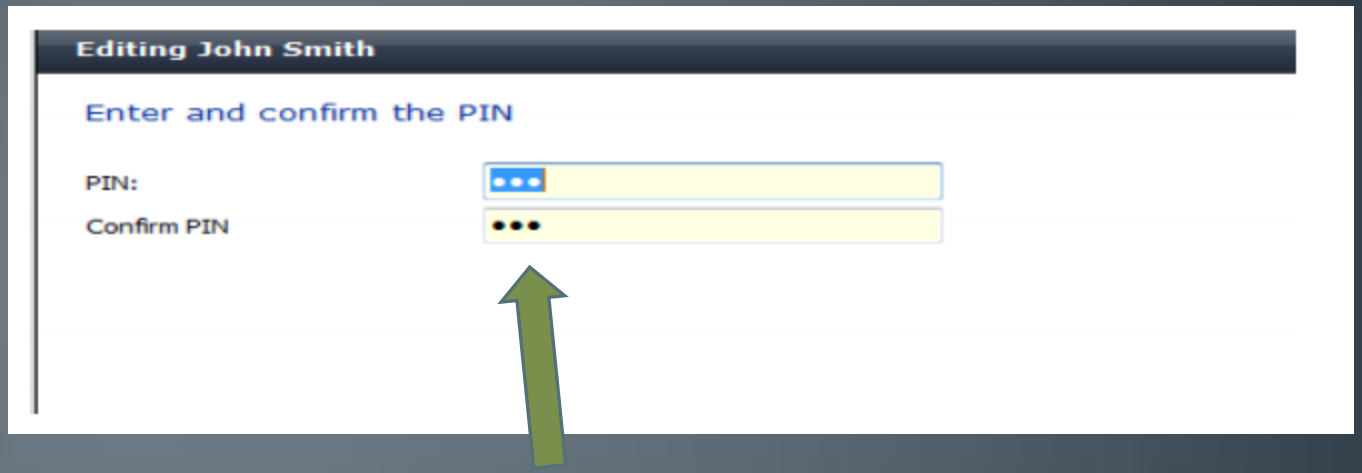
- User ID is your Keypad number




The User ID will be sent to your Access Control Panel
(if using ACP)

# User Management

- Add a Pin Code to that User ID




Click Finish

# Website

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