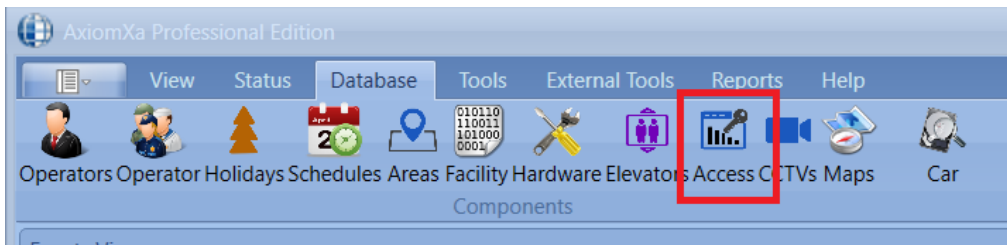


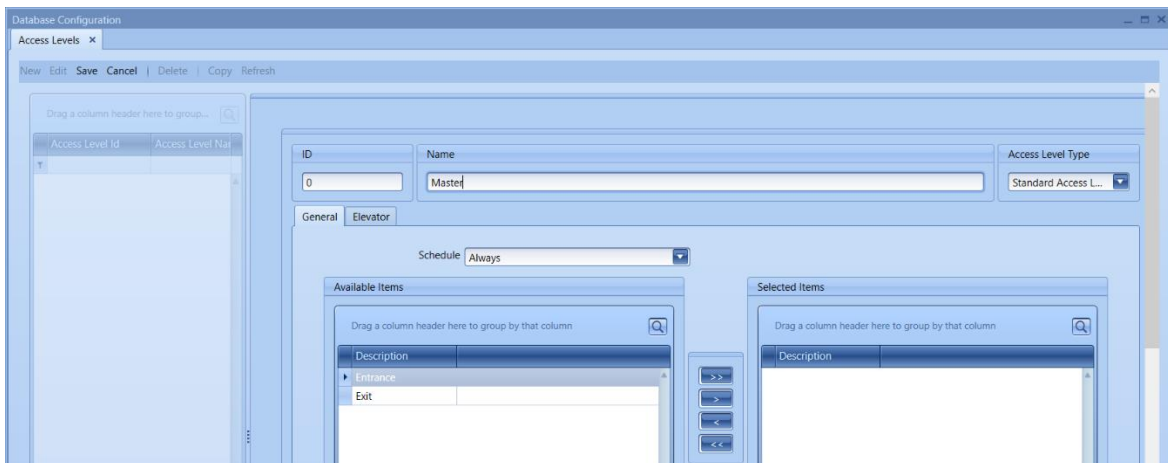
Technical Guide

Creating an Access Level– Axiom X

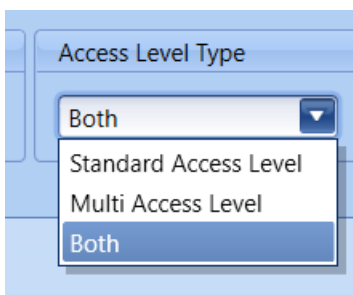
- At the top of the Axiom X software, select **Database** and then Access Level.



- select **New** at the top left of the window.

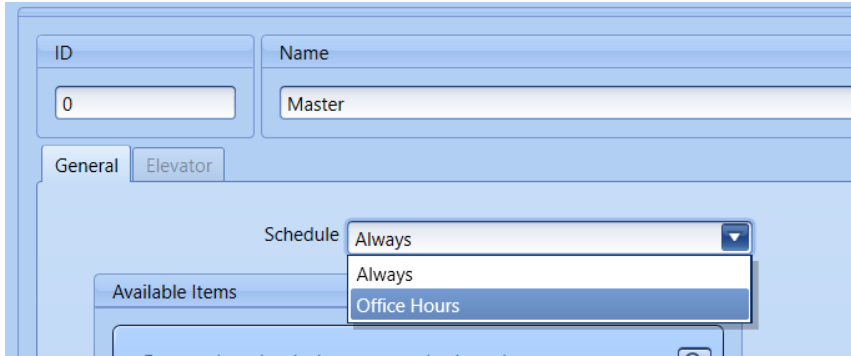


- Enter the name of your access level, we have used Master in this example as you may well want to set it up like this to test all the doors when commissioning.
- Under Access Level Type if you are unsure select 'Both' this will mean it is available for multiple configurations.



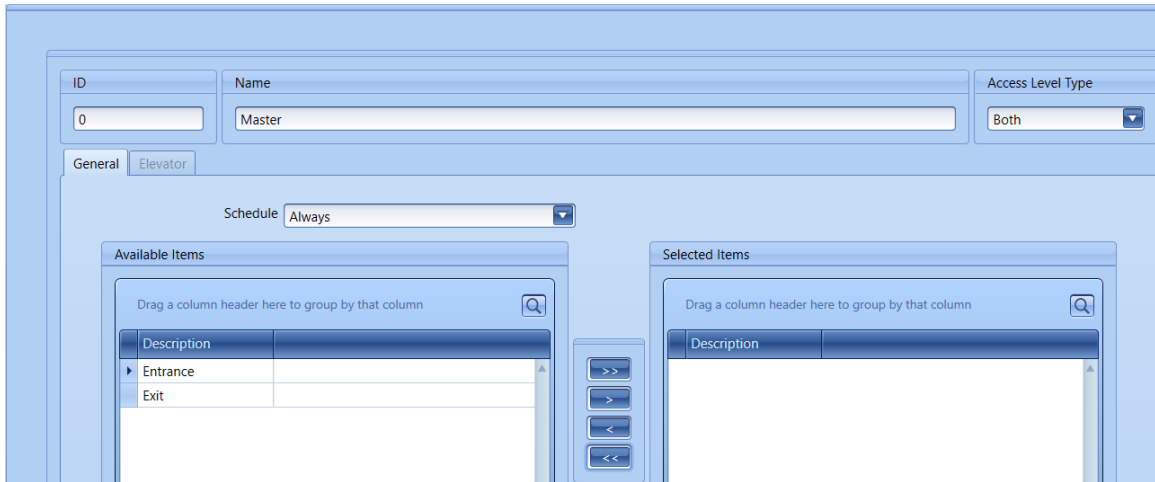
TGAX2 – Creating an Access Level

- Select the schedule you wish to use, refer to TGAX2 for adding schedules.



The screenshot shows the 'General' tab of the TGAX2 interface. The 'ID' field contains '0' and the 'Name' field contains 'Master'. The 'Schedule' dropdown menu is open, showing 'Always' as the selected option and 'Office Hours' as an alternative. The 'Available Items' section is partially visible below.

- Next, under **Available Items**, you will see a list of all the Access points in the system.

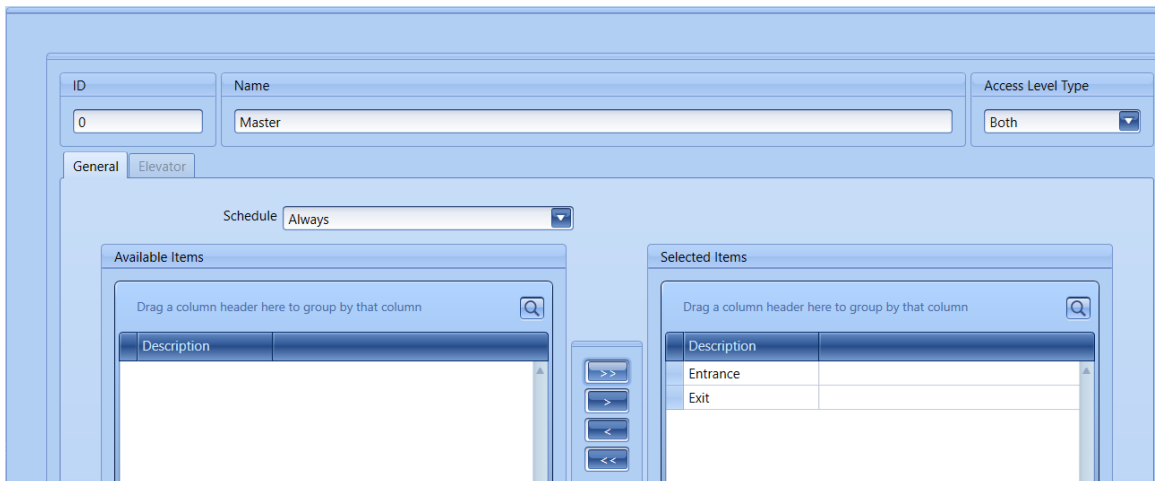


The screenshot shows the 'General' tab of the TGAX2 interface. The 'ID' field contains '0' and the 'Name' field contains 'Master'. The 'Access Level Type' dropdown menu is set to 'Both'. The 'Schedule' dropdown menu is set to 'Always'. The 'Available Items' section contains a table with the following data:

Description	
Entrance	
Exit	

The 'Selected Items' section is currently empty. Navigation buttons (right, left, double right, double left) are visible between the two sections.

- Transfer the ones required in the access level to the selected items.



The screenshot shows the 'General' tab of the TGAX2 interface. The 'ID' field contains '0' and the 'Name' field contains 'Master'. The 'Access Level Type' dropdown menu is set to 'Both'. The 'Schedule' dropdown menu is set to 'Always'. The 'Available Items' section contains a table with the following data:

Description	
Entrance	
Exit	

The 'Selected Items' section now contains a table with the following data:

Description	
Entrance	
Exit	

The 'Available Items' section is now empty. Navigation buttons (right, left, double right, double left) are visible between the two sections.

Click save to finish.