Jarrison Time®

Installation Manual

Version 5.9

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Jarrison Time Requirements

Operating System:
Windows 10
Windows 8
Windows 7 (32 or 64 Bit)
Windows XP (Service Pack 3)

Software:
Windows Installer 3.1
Dot Net Frame Work 2 or higher
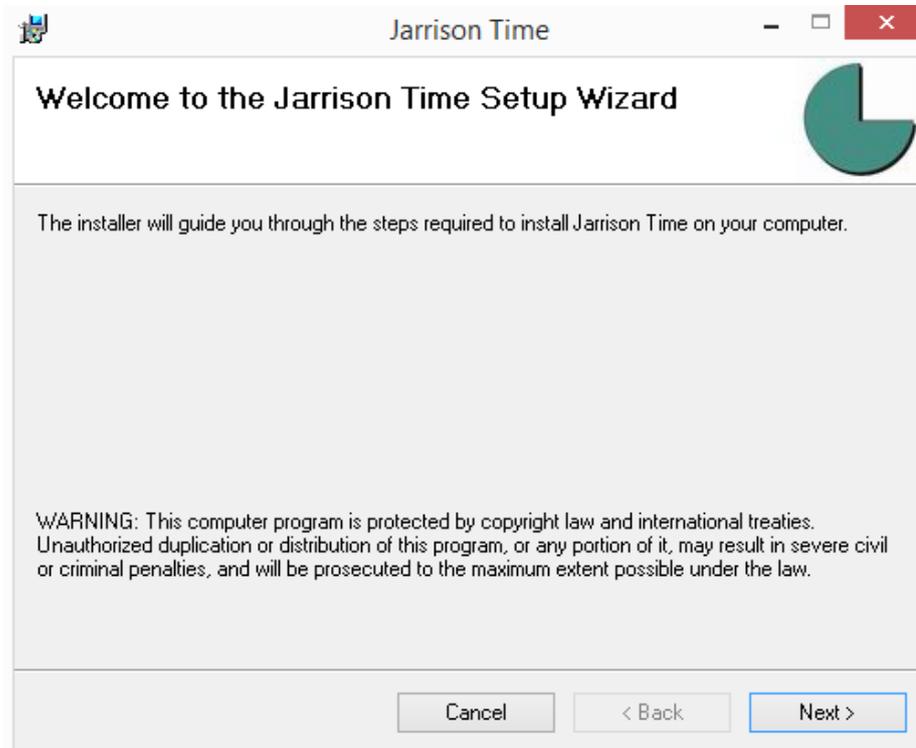SQL 2008/2012/2014/2016 or Express

Hardware:
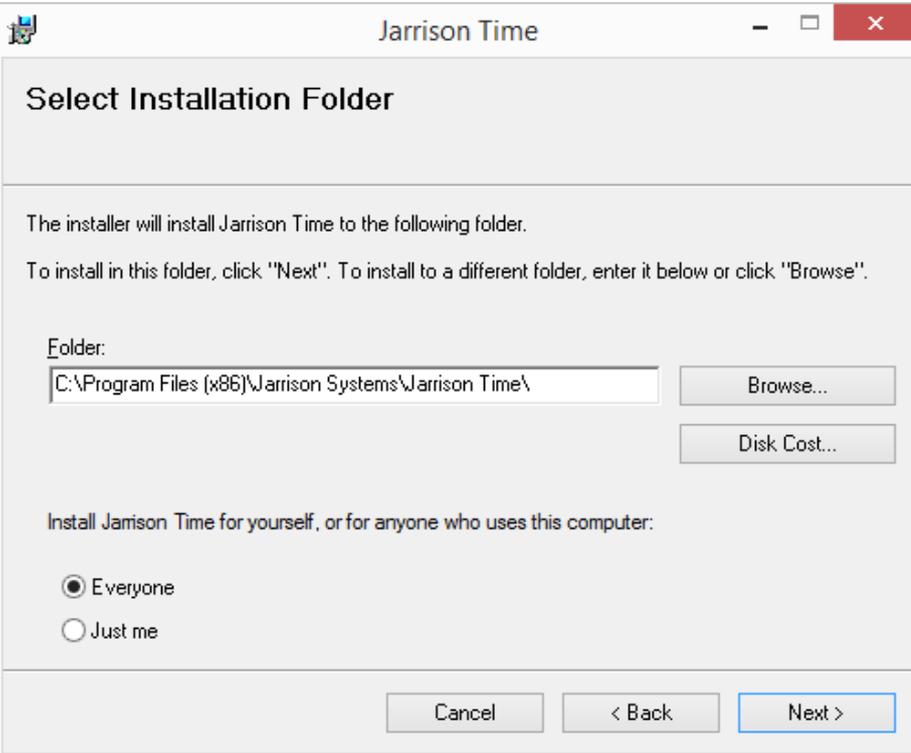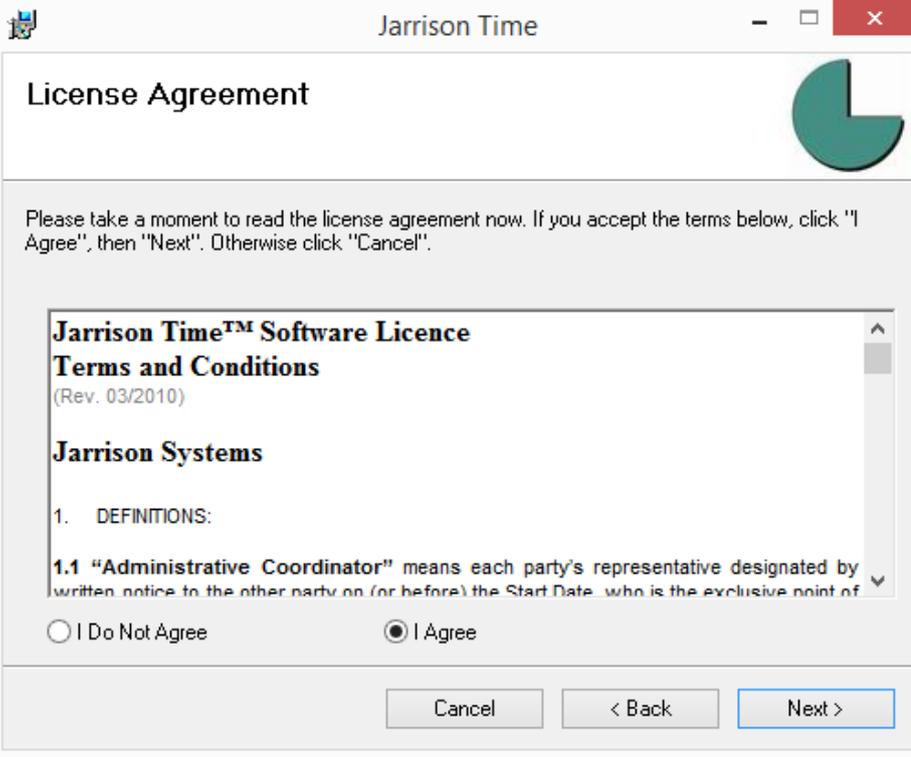Celeron compatible or higher (1 GHz)
4 GB RAM or higher

Installation Process

Download the latest version of Jarrison Time from www.jarrison.co.za.
You can download the Connection Manager at the same time. The Connection Manager is a utility that can assist with the set up of Jarrison and SQL, though more experienced users can complete installation without the use of this program.

Run the installation files of both downloads. Below is the sequence of installation screens for Jarrison Time. Click '**Next**' and then again on each successive screen.

License Agreement

Please take a moment to read the license agreement now. If you accept the terms below, click "I Agree", then "Next". Otherwise click "Cancel".

> **Jarrison Time™ Software Licence**
> **Terms and Conditions**
> (Rev. 03/2010)
>
> **Jarrison Systems**
>
> 1. DEFINITIONS:
>
> 1.1 "Administrative Coordinator" means each party's representative designated by written notice to the other party on (or before) the Start Date, who is the exclusive point of

○ I Do Not Agree   ◉ I Agree

Cancel   < Back   Next >

Select Installation Folder

The installer will install Jarrison Time to the following folder.

To install in this folder, click "Next". To install to a different folder, enter it below or click "Browse".

Folder:

`C:\Program Files (x86)\Jarrison Systems\Jarrison Time\`   Browse...

Disk Cost...

Install Jarrison Time for yourself, or for anyone who uses this computer:

◉ Everyone
○ Just me

Cancel   < Back   Next >

Starting JT (Jarrison Time) for the first time

JT first looks for the '**C:\JT-Data\Config\Jarrison.ini**' file, if it is not found JT will create one containing default values. This includes the SQL Server name, which is usually the computer name with the instance name '**\SQLEXPRESS**' appended to it and possibly the database name, which is usually '**JTime**'. If the file is present and cannot connect to the database, JT will look for the '**JT Connection Manager.exe**' program in the same folder as JarrisonTime.exe. If present it will run this program, which searches for all instances of SQL Server databases. If this is not present you will need to edit the jarrison.ini file manually to connect to the database.

After installation has completed, launch Jarrison Time by double clicking the application icon on the desktop, or locate the shortcut icon from the Start menu.

If prompted, opt to use the Connection Manager to connect with the SQL server. If the database connects automatically (i.e. you do not receive the below prompt to use the Connection Manager), verify that you have connected to the correct server. The bottom line displayed on the login screen shows the connected SQL server.
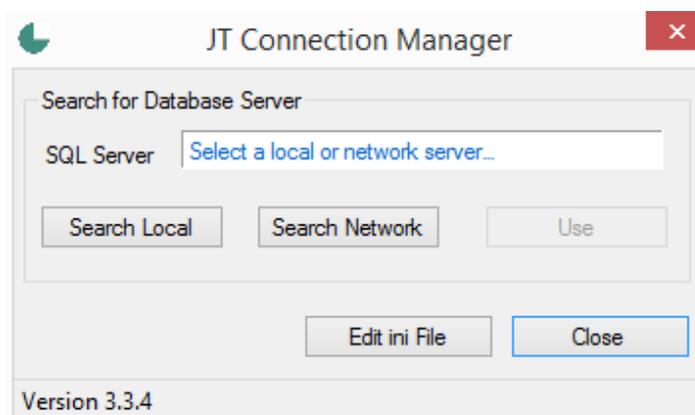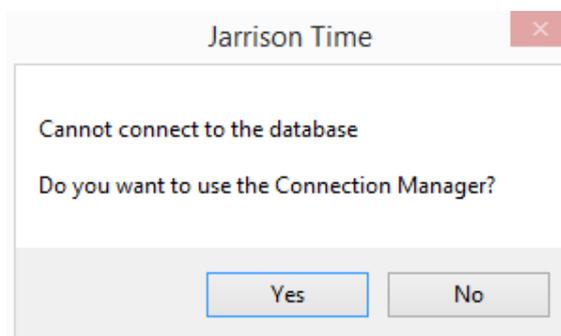
If your SQL instance is running on the local machine, use '**Search Local**'. If you're unsure simply use '**Search Network**', this will find all available SQL servers you can connect with.
Select the correct Jarrison Time SQL server instance from the results of the search. You can click '**Use**' once the correct instance is selected.

Logging In

Upon successful connection with the SQL server a login window will be presented, as shown below. Enter your user name and password and click on '**OK**' or press Enter. Contact your supplier if you are not sure of the login details.

Jarrison.ini Contents

The contents of this file do not follow any specific order, JT searches for certain keywords and applies each action accordingly. Not all of the entries are required and if omitted JT will use the default settings. The .ini file can be different for each user allowing a few customizable options for each separate user. A sample of the .ini file is located on your installation CD. Note that for most settings it is most important that the .ini file on the DE machine has all required entries. User machines may or may not require the same settings, depending on the settings involved.

Security - Type of connection to the DB is listed below:
- **Security=NT** - Windows Authentication, no password required to gain access to the SQL instance.
- **Security=SQL** - SQL Server Authentication, which requires a username and password to the SQL instance (the default user name is '**jt**' and password is '**jtime**', all lowercase) this is necessary for multiple users to connect to the database.
- **Security=SQLA** - SQL Server Authentication with a configurable password for the '**jt**' user. Please see the **Setting up Additional Users** section at the end of this manual for more information.

SQLUsername=jt - The SQL authentication username used by Jarrison can be customized with this line.
Server=xxx - Name of the SQL server where the database resides. If a specific port is being used for the Jarrison database, it can be specified by appending it with a comma e.g. Server=MyMachine\SQLExpress,2020
Database=xxx - Name of the database, normally '**JTime**'.
Supplementary Database=SUP (The default is JT_Supp)
Registration=xxx - Code created for registration portion of the licence.
Activation=xxx - Code created for activation portion of the licence.

Below are optional non-standard defaults to assign during an auto-add import process:
Default Company=1
Default Department=1
Default Occupation=1
Default PayGroup=1
Default Class=1
Default Shift=1
Default Site=1
Default ClockingGroup=1
Default AccessGroup=1
Default Grade=1
Default Calendar=1

Log Files - The following log files will be made in the C:\JT-Data\Temp folder and are used for fault finding.
- **Tracelog**=Yes - This file will be created each time JT Trace Engine is started.
- **Connectlog**= Yes - This file will be created each time JT is started and login credentials entered.
- **Device Log**= Yes - This file will be created each time the Device Engine is started.

Default Department=xxx - The '**Code**' for the Department you want to be the default when adding employees. To see this code click on '**Configuration**', '**System**', **General-1** tab and then '**Show Database codes**'. The same applies for Default Company=, Default Occupation=, Default Class=, Default Site=, Default PayGroup=, Default ClockingGroup=, Default AccessGroup= and Default Shift=.
VisitorEnroller=True (or Omitted). This will make the '**Logon**' and '**Visitors**' screens maximized, not allowing the operator to perform other PC actions.
IO Register=True - This will open Jarrison straight into the In-Out register if this line is present. This is useful for front desk (reception) operators.
Virdi Import=Employee ID - this will rather use the 'Employee ID' as the JT Employee number when importing from a Virdi database. To map the import of data from a Virdi database to the JT database differently, insert the following lines as needed:
Virdi link cPost=Site
Virdi link cStaff=Occupation
Virdi link cOffice=Department
Download Timeout=40 - Used for the timeout when downloading templates to ZK devices
Max Threads=50 - Used to specify the maximum number of threads to run simultaneously, default is 30 without this entry
BioStar Link Custom=1 - Used to link the custom field specified in BioStar to the Employee Number in JT
ZK Import=Log - If the import is from a ZK Access 5.3 database.
JTSQLDataPath= xxx - This is the path to the SQL data files, which are used for JT Support and JT Tools. Example: C:\Program Files\Microsoft SQL Server\MSSQL11.SQL2012\MSSQL\DATA
Upgrade Bypass Backup =True - Used in cases where it is not possible to create a C:\JT-Backup folder. Ensure other means of successful backup before applying this option.
Paxton Import=Employee ID - If the import from the Paxton database must use the employee number field rather than user ID, then add this line.
ZK Import=LogId - If badge number is linked to PINs in the transaction table.
ZK Import=LogDoor – Used if the ZK SQL database does not have a table called Machines.
Sigma Batch=20 - Use entry to reduce the batch size if the Sigma Quick Download (all at once) fails.
Portal Import=TagCode - If the import from the Impro Access Portal database must use Employee Number rather than Employee ID, then use this entry.
Portal Import=EmpNo – Add this line if the import from the Impro Access Portal database must use Employee Number (MD_VALSTRING = 1 in Master_Detail Table) rather than Employee ID.
Impro Import=TagNo – Use if the import from the Impro Access Portal database must use Employee Number rather than ID.
Time Manager=Yes – Use this entry if the import file is a Time Manager export file that was made in SoftCon. Then set the import location in Jarrison to **Import File** and choose the file as normal.
**Delete Device Clockings=False** - If you do not want to delete the clockings on the device after the clockings have been imported use this entry.

CWBioTable=TAInfo - When connecting to a CWBio database use the following ini entry to say which table to look at in the CWBio database to get clockings.

Set Exported in IXP400 = No - If you do not want to mark clocking as exported in Impro IXP400 database use the following ini entry

SearchPath=C:\JT-Data\output.txt - Sets the file path and name the output file used by fingerprint search window.

CWBioTable=TAInfo - Use this entry when connecting to a CWBio database to tell JT which table to look at in the CWBio database to get clockings from.

Set Exported in IXP400 = No - If you do not want to mark clockings as exported in Impro IXP400 database.

Customx=Hide - If you have created custom data fields which need to be hidden from users, this line must be added for each hidden custom field on each user's machine. e.g. **Custom5=Hide**

Jarrison Time Registration

The installer usually assists with the registration process. If you have just installed Jarrison Time, you will need to complete the registration details in order to receive an activation code from your supplier. To do this, click on '**Continue**' from the initial screen, and then click on '**Configuration**', then '**Registration**' from the menu bar. You will need to send the details via email, or phone through the details to your supplier. Once the activation codes have been received you can enter them by clicking '**Enter New Codes**' from the initial screen or '**Activate**' from the registration screen. Any further changes made to these registration details will render the licence inactive. However if you upgrade the licence by increasing the devices, employees or users, only the user who will actually add the extra employees , users or devices will need to be relicenced with new activation codes.

If the system is not licenced or is going to expire at the end of the current month the below window will be displayed automatically. You must '**Send Information**' which will generate an email (if the PC has email setup) and attach all the necessary information ready to be sent to your supplier. If the PC has no email setup you can '**Save File**' from the registration window in the software and email that file from a PC with email, to your supplier. Once the activation codes are sent you can '**Enter New Codes**' or '**Continue**' into Jarrison Time if the licence has not yet expired.
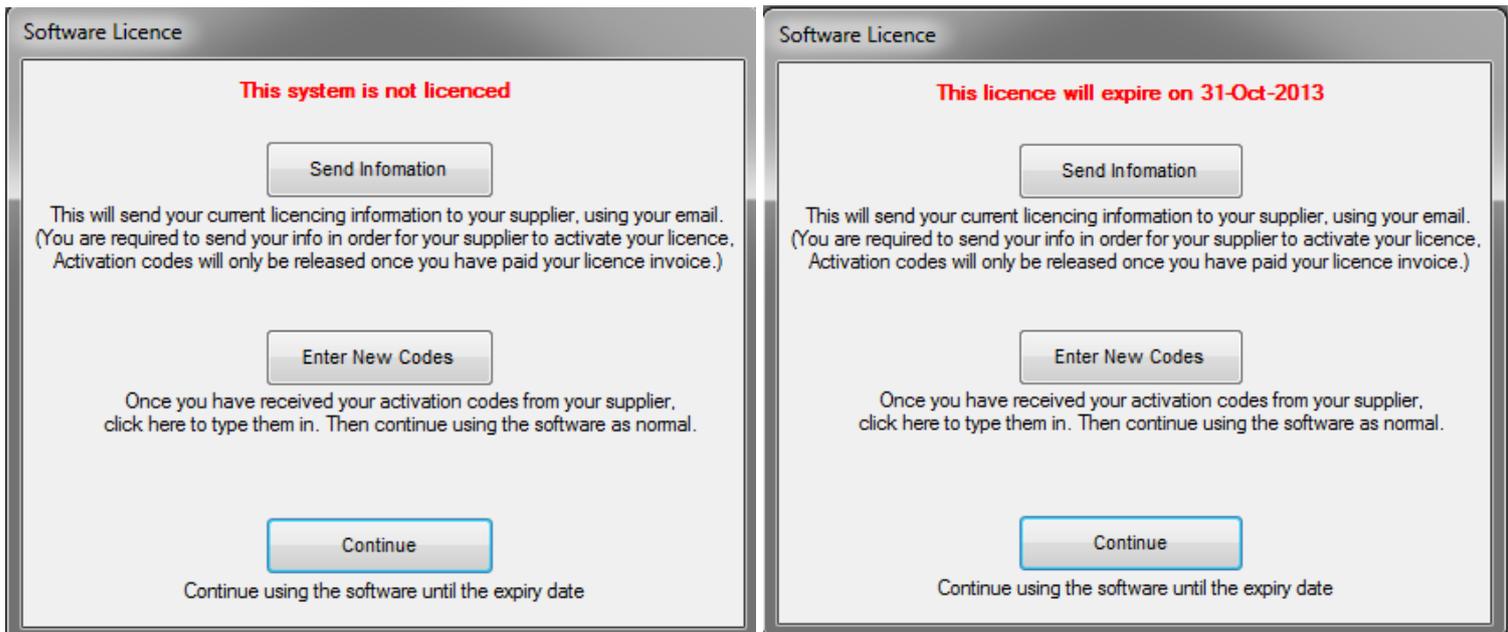
Setting License Information

Click on '**Configuration**' then '**Registration**' from the menu bar.
Company Name - This is the name of the end user company, this name will appear on all reports.
Site Description - This is the description of the site. It is optional and can also be the same as the '**Company Name**'.
Supplier - This is the name of the company who is installing and maintaining the software for the site.
Installer Name - This is the name of the installer.
Current Version - This is the version of the current software, upgrading the software **after** registration will not affect the licence.
Supplier Phone - This is the phone number of the supplier and will appear on the **Login** window if this field is completed.
Supplier Email - This is the email address of the supplier and will appear on the **Login** window if this field is completed.
The supplier phone number and email address do not affect the licence and can be changed without relicensing the software.
Employees - This is the maximum number of **Active** employees allowed in the software. Upgrading can be done at any stage.
No of Users - This is the maximum number of users (Operators) allowed in the software. Upgrading can be done at any stage.
No of Devices - This is the maximum number of Devices allowed in the software. Upgrading can be done at any stage.
eSkan Devices - This is the maximum number of eSkan Devices allowed in the software. Upgrading can be done at any stage.

Licence Type
- **JT** - Jarrison Time (T & A with Access Control)
- **JT Lite** - Access Control only with no T&A functionality
- **JT Trace Only** - Tracing the Issue and Return of items only
- **JT & JT Trace** - Jarrison Time (T & A with Access Control) with JT Trace
- **Demo** - This is used for sales purposes only! It works well with the JT Demo Database

Complete the details as necessary and either '**Email File**', which should prepare an email using your default email client to your supplier, or you can '**Save File**' which will allow you to save the file to any location for emailing later or from another computer.

An activation key will be emailed back to you shortly. To apply the new code click on '**Activate**' from the **Registration** window (shown above), or '**Enter New Codes**' from the **Software License** window that appears after logging in (shown on the previous page), or click '**Activate Licence**' under '**Configuration**' on the menu bar.

Setting up Additional Users on the Network

In order for multiple users to connect to the database via the network, the following changes need to be made to the server (PC) where the JT databases reside, to make communication possible. It is recommended to temporarily disable the firewall and antivirus, and then follow the steps below. Only when all communications are successful should you re-enable the firewall. If communication is still possible through the firewall, re-enable the antivirus software. This procedure will help eliminate any possible causes of connection failure to the database. The 'Configure DB for network' found on the installation CD or http://www.jarrison.co.za/jtinstalls/Optional/JT_SQL_Config.zip will attempt to perform steps 1-4 automatically, depending on the security levels of the PC. Please follow steps 5-7 if the firewall is switched on.

1. Including SQL Security
Open 'Microsoft SQL Server Management Studio Express' by clicking 'Start', 'Programs', and 'Microsoft SQL Server'.

Mixed mode:
Right click on the server (right at the top left of the object explorer) and select 'Properties'.
Select 'Security' from the top left of this new window.
Ensure 'Server Authentication' is set to 'SQL Server and Windows Authentication' and click 'OK'.

2. Update security in JT
Update information in the 'C:\JT-Data\Config\Jarrison.ini' file, ensure that 'Security= SQL' is set.

3. Create the JT User
In the object explorer, click the '+' next to 'Security'.
Right click on 'Logins' and select 'New login'.
In the new window enter 'jt' (lower case) as the 'Login name'
Now click on the 'SQL Server Authentication' radio button.
The password is 'jtime' (lowercase).
Confirm the password 'jtime'.
Deselect 'Enforce Password policy'.
NB: Leave default database as 'master'.
Click on 'Server Roles' from the list on the left and select 'sysadmin' only.
Click 'OK'.

NB: If the 'jt' user on the server cannot have the default password 'jtime', you can change it to whatever you need it to be and then update the information in the 'C:\JT-Data\Config\Jarrison.ini' file to 'Security= SQLA'. Now when you start JT for first time you will be prompted to enter your new SQL password for the server. If the password is incorrect it will warn you and you will have to retry. If the password is correct JT will encrypt this password into the .ini file and each time you log in, JT will decrypt this password for the server and use it to gain access to the server.

4. Enable TCP/IP
In 'SQL Server Configuration Manager' ('Start', 'All Programs', 'Microsoft SQL Server 2005', 'Configuration Tools')
Click the '+' next to 'SQL Server 2005 Network Configuration'.
Now click on 'Protocols for SQLEXPRESS', this will list the protocols on the right of the window.
Double click on the TCP/IP protocol and this will open the Properties window. Set Enabled to 'Yes'.
Now click on 'OK'. (A connection to the database should now be possible.)
If the firewall was temporarily disabled and needs to be re-enabled, enable it and attempt to logon to JT.
If the connection cannot now be made to the database, the ports on the firewall need to be opened by following these steps below.
You will need to restart the SQL Server Services for the changes to take effect. (You can also restart the PC.)

5. Configure JT to Access SQL Server through the Firewall
Open 'SQL Server Configuration Manager'.
Click the '+' next to 'SQL Server 2005 Network Configuration'.
Now click on 'Protocols for SQLEXPRESS', this will list the protocols on the right of the window.
Double click on the TCP/IP protocol and this will open the properties window, and then click onto the 'IP Addresses' tab.
In the 'IP All' section, next to the 'TCP Port' box, type 1550 and click 'OK'. (leave 'Dynamic' as is).
SQL Server now needs to restart which can be done from this SQL Server Configuration Manager window. Click on the 'SQL Server 2005 Services' near the top left of the window, then right click on 'SQL Server' on the right of the window and select 'Restart'.

6. Add a port for SQL Express to the Firewall
From Control Panel, click on Windows Firewall (the firewall should now be 'On') now click on 'Advanced Settings' then 'Inbound Rules', New Rule, Port. Do the same for 'Outbound Rules'.
Type in a description (SQL Express) and enter the port number 1550 (as configured for SQL above).
Select 'TCP' and click 'OK'.
Note that on large or corporate sites, specific ports may be set for SQL. Check with the IT administrator before changing defaults.

7. Add a port for SQL Browser to the Firewall
Click 'Add a port' and type in a description (SQL Browser). Enter the port number 1434 (default for SQL Browser). Select 'UDP' and click 'OK'. Do this for Inbound and Outbound rules.