

# How to configure elevator Day Mode settings in OnGuard

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## Procedure Steps

Elevator Day Mode can be thought of as removing the need for badging in order to allow open access to certain floors of a facility during the time periods you specify. Day Mode is configured on a per-floor basis, so the floors that need to remain in a secure state, requiring badging, can do so.

**Important:** In OnGuard only one (1) Elevator Control Level (ECL) can be linked per elevator reader. It is recommended to plan ahead. Decide which floors you want in Day Mode during what time periods, and then create the corresponding timezones.

To configure elevator Day Mode settings, complete the following steps in System Administration:

1) From the **Access Control** menu, select **Access Panels**.

- Select the Options tab for the access panel.
- Confirm the **Elevator support** check box is selected.

2) From the **Access Control menu**, select **Readers**.

- Select the Reader tab for the reader.
- Confirm the **Elevator** check box is selected.

3) From the **Access Control** menu, select **Timezones**.

- Create the timezones needed.
- If you have more than one (1) floor that should be accessible without a badge, create that timezone only once because the timezone can be applied to as many floors as required.

4) From the **Access Control** menu, select **Access Levels**.

- Select the Elevator Control tab.
- Click [Add].
- Type a name for the elevator control level you are creating. You may want to indicate that this ECL is the day mode ECL).

5) Depending on how your elevator buttons are wired, ensure the floor number is consistent with the output number. Generally, these are wired on a one-to-one basis, meaning that floor 1 is also elevator output 1. This is not always the case, however, and you will need to make sure you know how they are set.

6) After you configure the elevator output and floor number to the first floor requiring open access, select the appropriate timezone, then click [Assign].

7) After you have linked each floor with the appropriate timezone, click [OK] to save the ECL.

8) From the **Access Control** menu, select **Readers**.

- Select the Reader tab for the elevator reader.

- Select the Controls tab.

- Click [Modify]

- Click on the **Custom Day Mode Settings** drop-down. You should see the ECL that you created earlier.

- Select the ECL entry, then click [OK] to save.

9) Download the database to the access panel.

The floors you added to your ECL will not require a badge or pin to be accessed during the specified timezones.

## Applies To

OnGuard (All versions)

## Additional Information

None