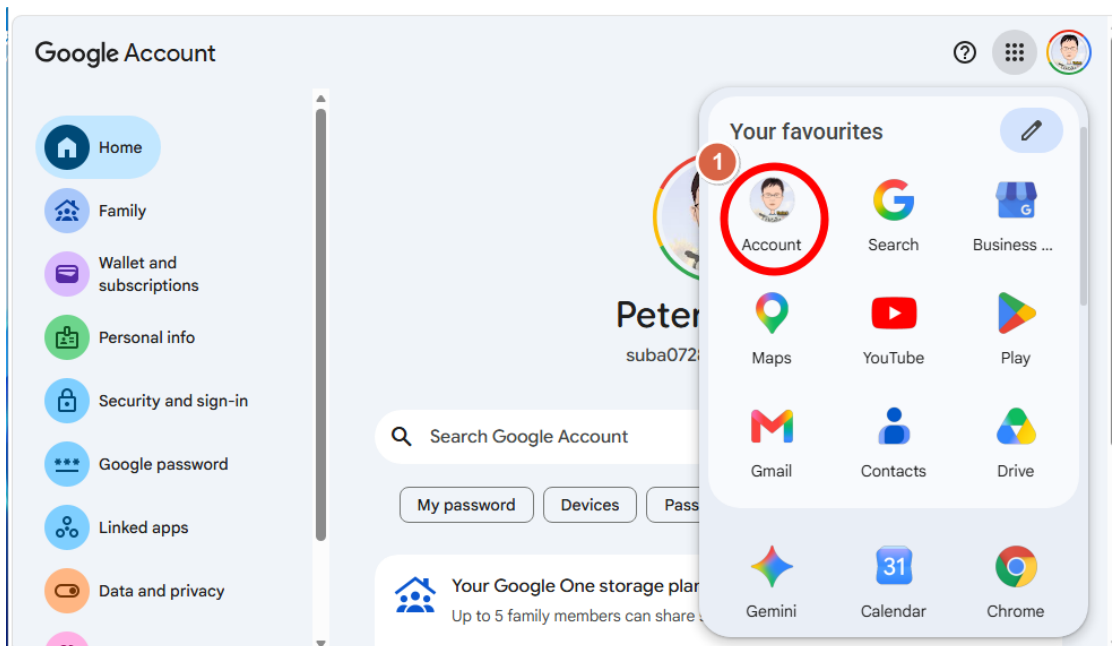


Quick Guide: AMS Email Alerts and Message Settings with Gmail

Part 1: Generating a Google App Password for Gmail SMTP

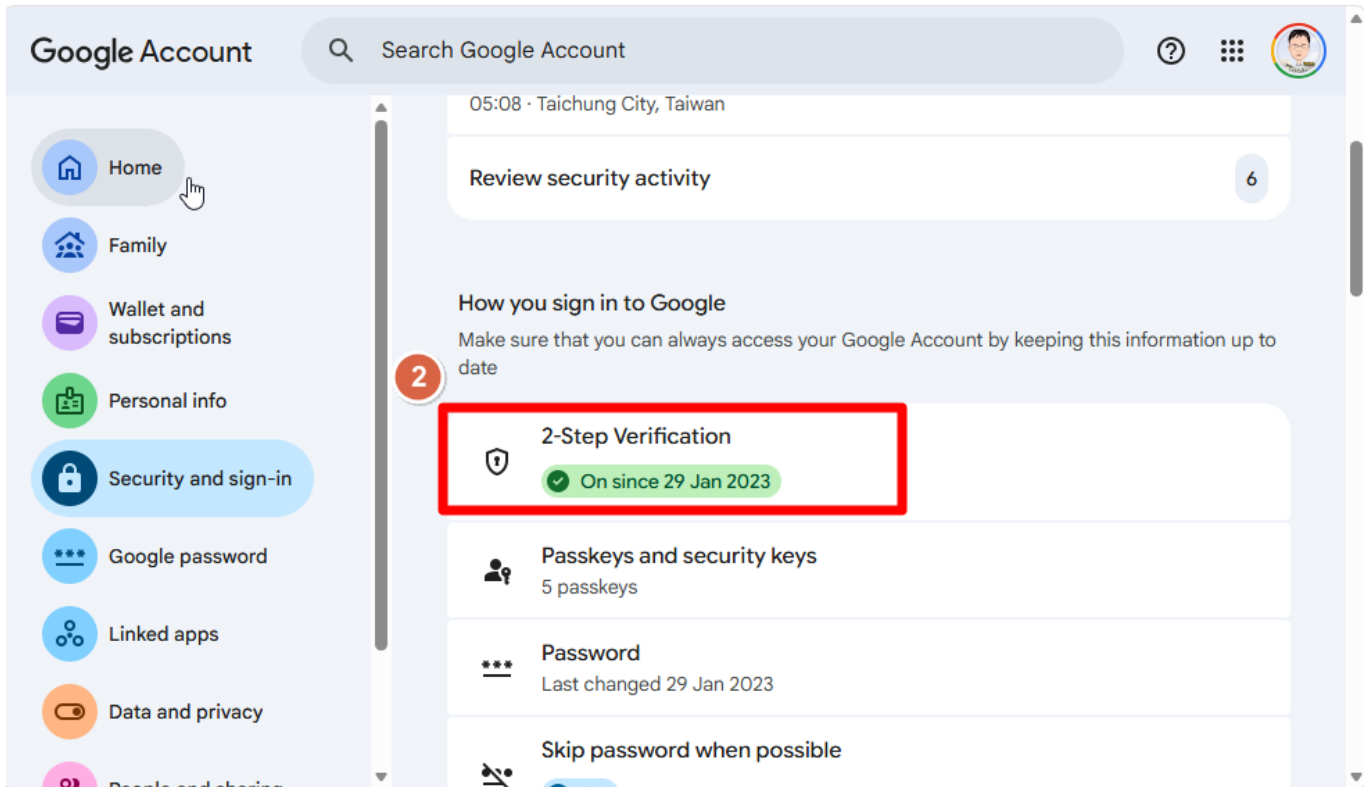
Step 1: Access Google Account Settings

- **Sign in to Google:** Log in to your primary Google Account associated with email notifications.
- **Navigate to Account Management:** Click on your profile icon in the top-right corner and click 'Account'.



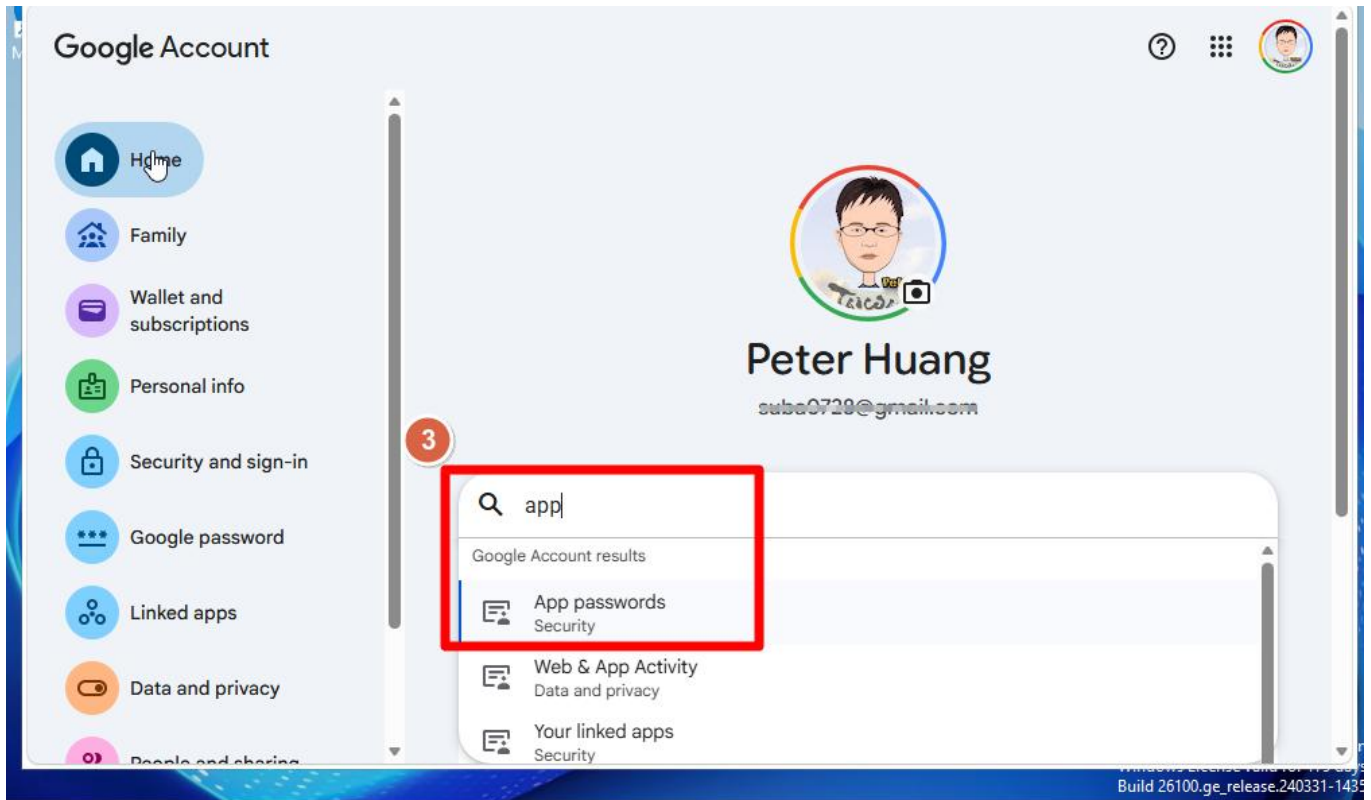
Step 2: Verify 2-Step Verification Status

- **Security Settings:** Navigate to the 'Security and sign-in' section from the left navigation menu.
- **Enable 2-Step Verification:** Ensure that '2-Step Verification' is turned ON (required by Google to create App Passwords).



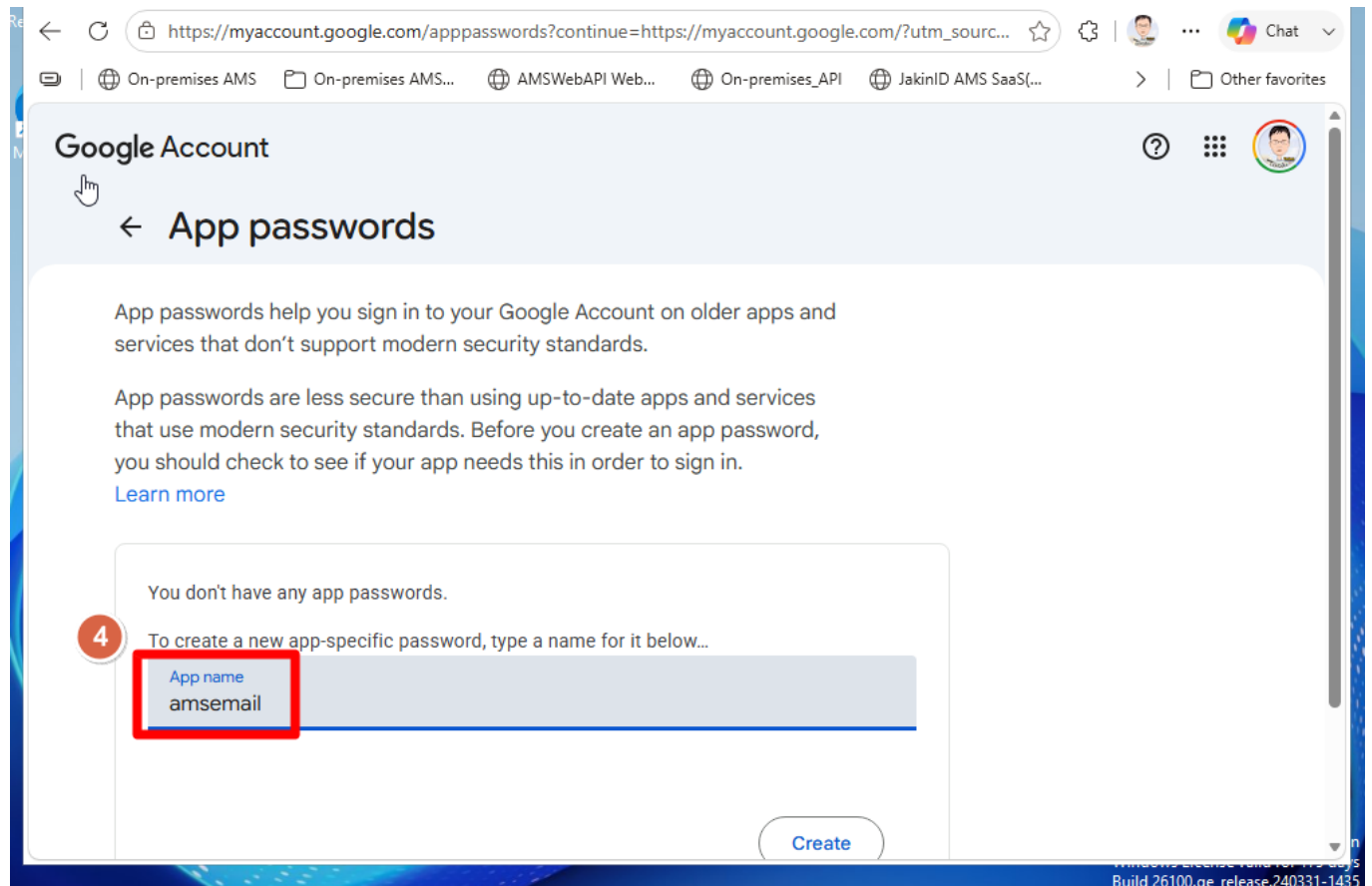
Step 3: Search for App Passwords

- **Search Feature:** In the Google Account search bar at the top, type 'app'.
- **Select Option:** Click on 'App passwords' from the search suggestion dropdown list.



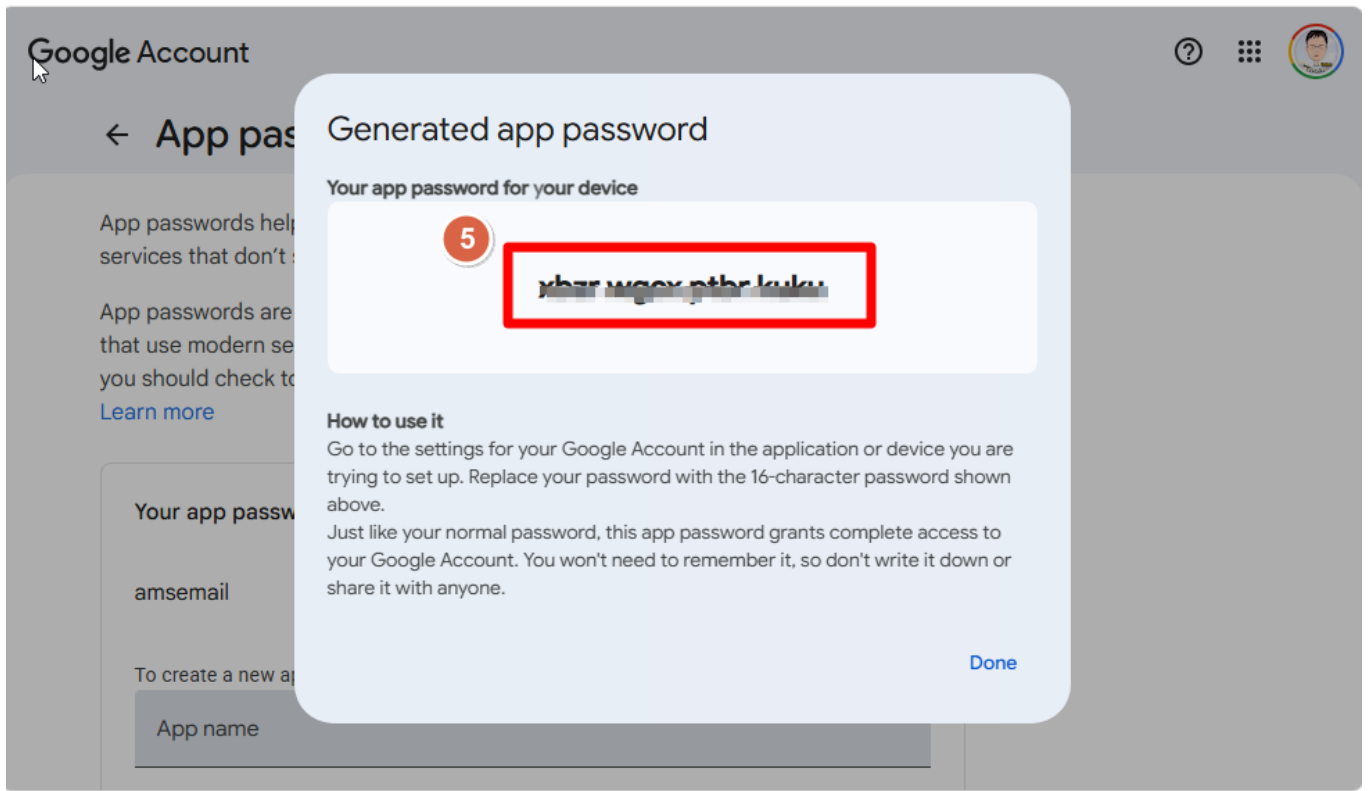
Step 4: Create App-Specific Password

- **Name Assignment:** In the 'App name' field, enter a descriptive label (e.g., amsemail or AccessManager).
- **Generate Key:** Click the 'Create' button to generate a secure application password.



Step 5: Copy Generated App Password

- **Record Credentials:** A 16-character passkey will be displayed (e.g., xxxx xxxx xxxx xxxx).
- **Secure Storage:** Copy or record this key without spaces for use in the AMS email configuration.



Part 2: Configuring Email Settings in AMS Platform

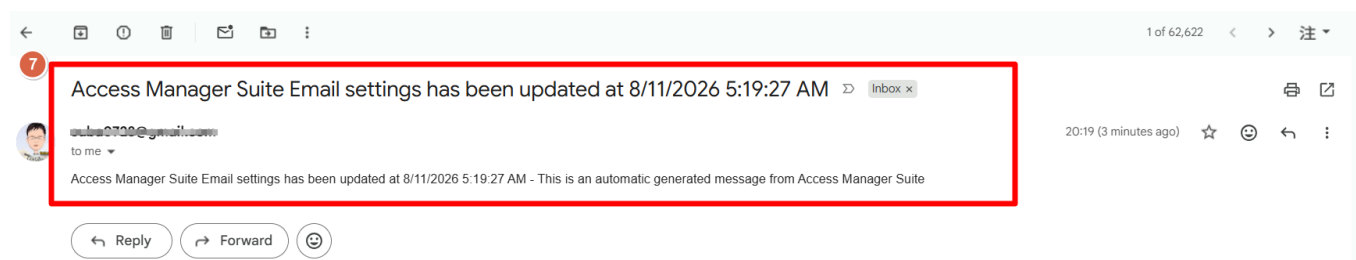
Step 6: Input Email Server Parameters in AMS

- **Access System Update:** Login to AMS web page, and then go to [System Setting]->[Configure System].
- **Scroll to Email Settings:** Locate the Email / SMTP Configuration section.
- **Configure SMTP Credentials:** Set SMTP Host to **smtp.gmail.com**, Port to **587**, enter your full Gmail address, and paste the 16-character App Password.
- **Save Parameters:** Click Set to store system-wide email settings.

The screenshot shows the 'System Update' page in the AMS platform. The browser address bar indicates the URL '127.0.0.1/AccessManager/Account/SystemUpdate.aspx'. The page has two main sections: 'SMS Setting' and 'Email Setting'. In the 'SMS Setting' section, the 'Enable SMS' checkbox is unchecked. The 'SMS server address' is set to 'http://www.sms.sg/'. The 'Email Setting' section has the 'Enable Email' checkbox checked. A blue notification message states 'Email setting has been verified and updated' with a red circle containing the number '6'. The 'Email server address' is 'smtp.gmail.com', the 'Email server port' is '587', the 'Username' is 'juba0720@gmail.com', and the 'Password' field contains the text 'Enter your app password'. A red rectangle highlights the email configuration fields. A black 'Set' button is visible at the bottom right of the 'Email Setting' section, also circled in red.

Step 7: Verify Confirmation Email Notification

- **System Notification:** Upon updating, AMS automatically sends a testing system notification email.
- **Inbox Verification:** Check the sender inbox to confirm receipt of the message confirming AMS Email settings have been updated.



Part 3: Installing & Configuring AMS SMS Service

Step 8: Download & Install SMSService Package

- **Unpack Installer:** Unzip the SetupSMSEmail_1.2.5.5.zip package.
- **Run Installation:** Execute setup.exe and complete the wizard to install the background service.

Download Link:

<https://drive.google.com/file/d/1unLFoc4PJUQeHMu6oReE2mYqUuUZRMVU/view?usp=sharing>



Download and unzip 'SetupSMSEmail_1.2.5.5.zip', and click 'setup.exe' to install AMS 'SMSService'.

setup.exe	2020-03-05 4:17 PM
SetupSMSEmail.msi	2020-03-05 4:17 PM

Step 9: Configure interval.txt Parameters

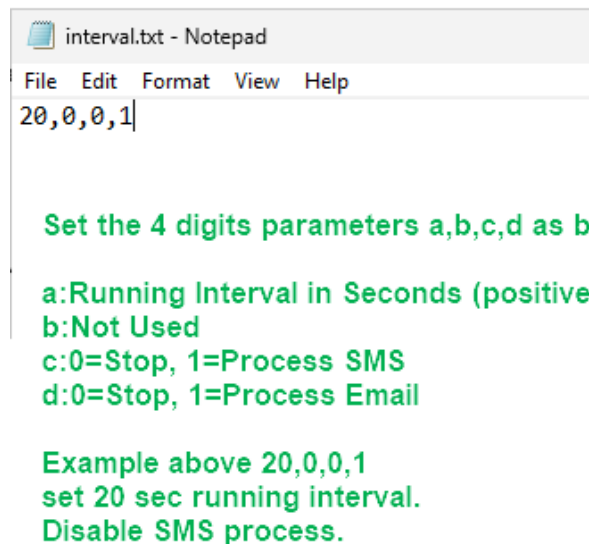
- Locate the hidden Configuration File: Go to
C:\ProgramData\Actatek\AccessManager\SMStexts\
- Update Polling Intervals: Open **interval.txt** and set appropriate execution timer intervals for email/SMS event polling. See below as an example.
- Save Changes: Save and close the text file.

9

Edit the SMSservice's interval.txt file located at the below hidden folder:

C:\ProgramData\Actatek\AccessManager\SMStexts\interval.txt

Click 'File' to save the file.



```
interval.txt - Notepad
File Edit Format View Help
20,0,0,1

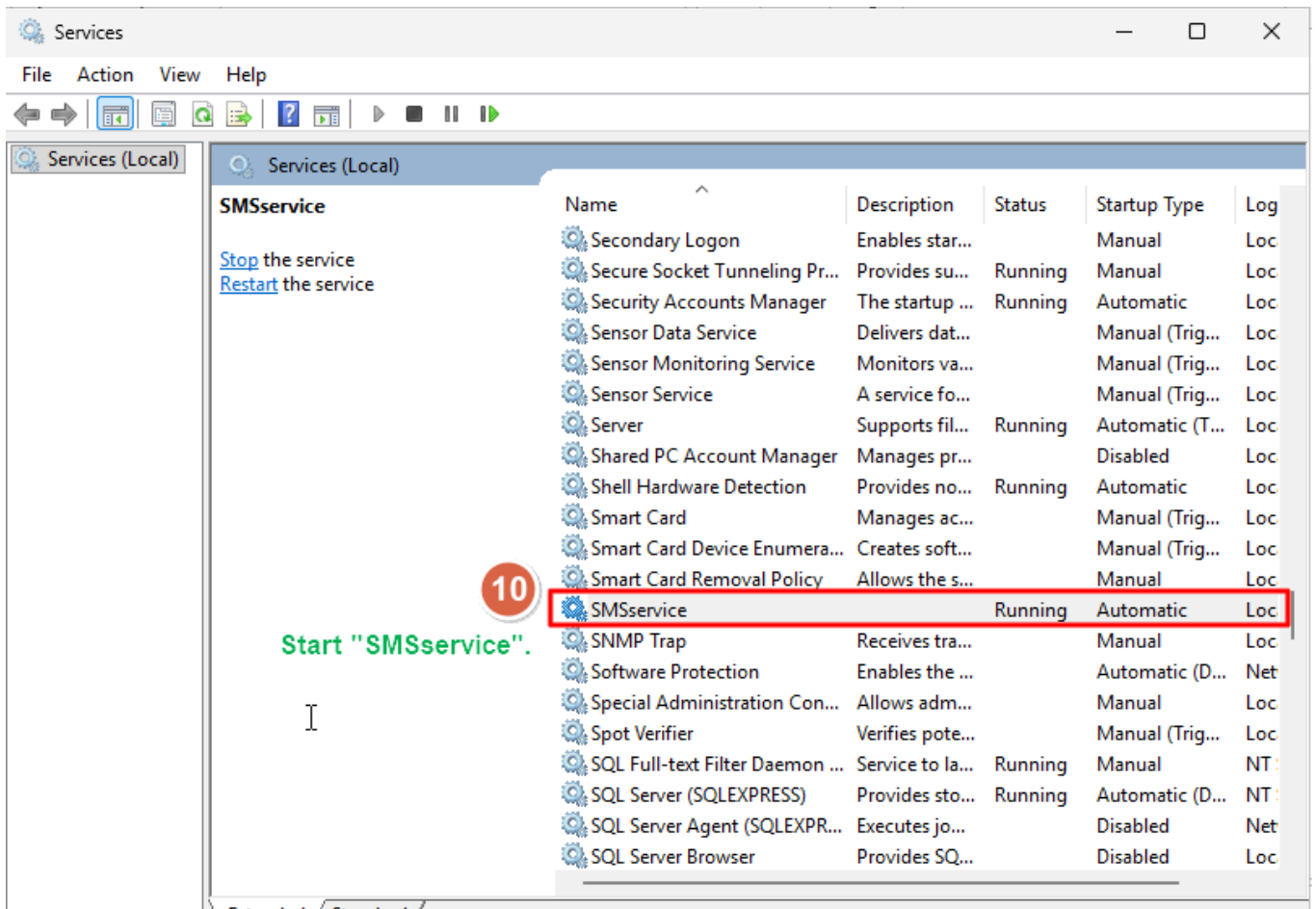
Set the 4 digits parameters a,b,c,d as below.

a:Running Interval in Seconds (positive number, 0 is invalid)
b:Not Used
c:0=Stop, 1=Process SMS
d:0=Stop, 1=Process Email

Example above 20,0,0,1
set 20 sec running interval.
Disable SMS process.
```


Step 10: Start SMSService in Windows Services Manager

- Open Windows Services: Press Win+R, type services.msc, and press Enter.
- Locate & Start Service: Find SMSService in the list, right-click, and select Start (or Restart).



Part 4: User Notification Mapping & ACTatek Access Testing

Step 11: Locate and Edit User Account

- **Navigate to User Management:** In the Access Manager Suite top navigation bar, click on User Management and select View/Edit User from the left side menu.
- **Search User Profile:** Find the target user profile from the list (e.g., User ID: C053 / Will Ng).
- **Action Selection:** Click Edit under the Action column corresponding to the target user account.

ACCESS MANAGER SUITE Welcome admin ! | [Log Out](#)

User Management | Access Control | Visitor Management | Guard Tour | Healthcare | Workforce Management | System Setting | About

USER MANAGER

- User
- Add User
- View/Edit User**
- Bulk Edit User
- Shift Management
- User Shift Assignment
- Time Off
- Payroll
- Visitor
- Department
- Utility

VIEW / EDIT USER

User Status

Number of users in system: 1061 [Editable: 1061]

Export

File Format:

Search Option

Last Name: First Name: User ID: ☐ Partial

Department: Department | Access Group:

ID	User ID	Last Name	First Name	Administrator Level	Active	Finger Print	Automatch	Facial	Facial Automatch	Password	Smart Card	Finger Print Group	Action	
☐	205	C053	Ng	Will	General User	☒	☒	☒	☐	☐	☒	☒	0	Edit Delete

Step 12: Configure User Notification Settings

- **Access Notification Settings:** In the VIEW / EDIT USER page, scroll down to the Notification section.
- **Enter Email Address:** Input the destination email address in the Email Address field (e.g., speter@gmail.com).
- **Enable Email Alert:** Check the Enable Email checkbox to activate email delivery for this user.
- **Custom Message Tagging:** Enter a recognizable label or message in the Message field (e.g., Main Entrance). This tag will be included in email alerts.
- **Save Configuration:** Click the Update button at the bottom right corner to submit and apply all changes.

The screenshot shows the 'Edit User' page in the Jakin ID User Management system. The browser address bar indicates the URL is 127.0.0.1/AccessManager/UserManagement/frmEditUser.aspx. The page contains several sections for user configuration:

- Authentication Section:** Includes fields for Password, Smart Card/QR Code (8BAABDE0), App Key [1] (OEJBQUJERTA=), API Key [3], G Authenticator Key [2], Finger Print Security Level (Normal), and Finger Print Type (FLI, FAM).
- Status Section:** Includes checkboxes for Active, Password, Finger Print Automatch, Finger Print, Facial Automatch, Facial, and Smart Card/QR Code. A dropdown for Finger Print Group is set to 0.
- Notification Section:** This section is highlighted with a red box. It includes:
 - Email Address:** A text field containing 'speter@gmail.com'.
 - Phone Number:** A text field with the placeholder 'Type Phone Number Here'.
 - Enable LCD:** An unchecked checkbox.
 - Enable SMS:** An unchecked checkbox.
 - Enable Email:** A checked checkbox, highlighted with a red box and a red circle containing the number 14.
 - Message:** A text field containing 'Main Entrance'.
- Expiry Date Section:** Includes radio buttons for Enable and Disable, a Date field, and a Time (HH:MM) field set to 00:00.

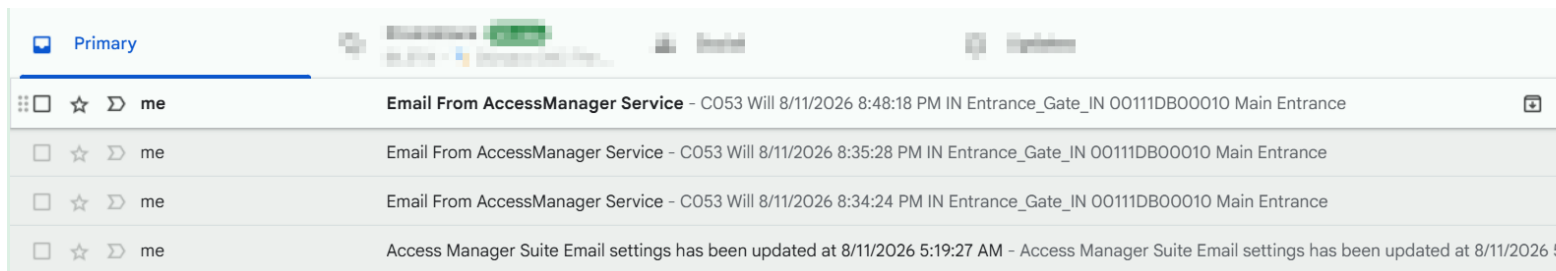
At the bottom right, there are two buttons: 'Update' and 'Cancel'. The 'Update' button is highlighted with a red box. The footer of the page reads: 'Copyright © 2010 - 2025 Jakin Technology Limited. All Rights Reserved.'

Step 13: Perform Access Event Test on ACTatek Device

- **Terminal Authentication:** Authenticate on the designated physical ACTatek terminal (e.g., Entrance_Gate_IN / Device ID: 00111DB00010) using a registered RFID Smart Card, Fingerprint, Facial Recognition, or PIN.
- **Access Verification:** Ensure the terminal verifies and grants access successfully (green LED / success beep).

Step 14: Verify Alert Email Arrival

- **Inbox Inspection:** Open the recipient email inbox (e.g., speter@gmail.com).
- **Email Subject Verification:** Confirm receipt of the notification email sent by AccessManager Service with a subject line following the standard format: Email From AccessManager Service - C053 Will [Timestamp] IN Entrance_Gate_IN 00111DB00010 Main Entrance.



- **Email Content Audit:** Open the message to verify that all access details—including User ID, Name, Event Time, Event ID, Terminal Description, and Custom User Message—are correctly presented.

