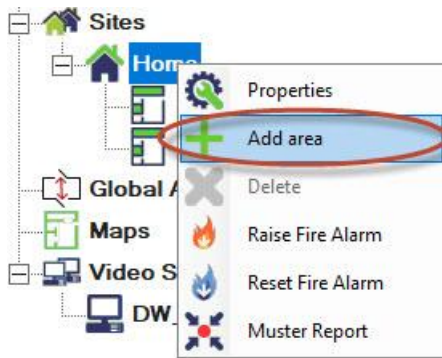
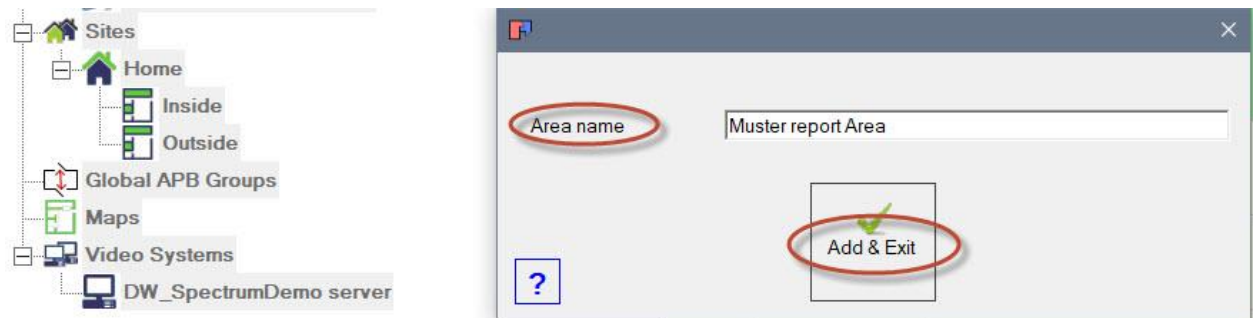


A067-Creating Muster report on Site if accident occur

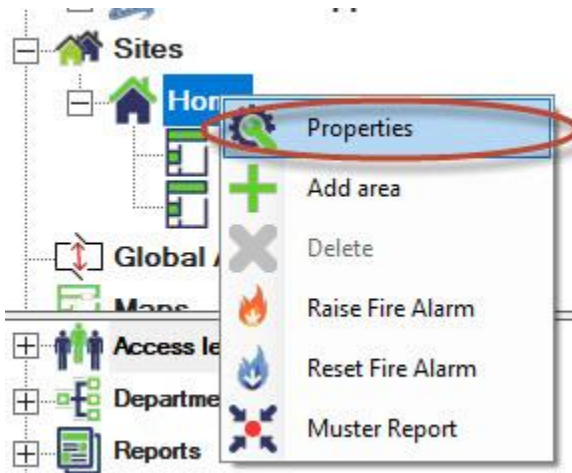
1. Open PROS Client.
2. Right click on Site name and select “Add area” to add the area you need for muster report.



3. Create new area and click on “Add & Exit” tab.

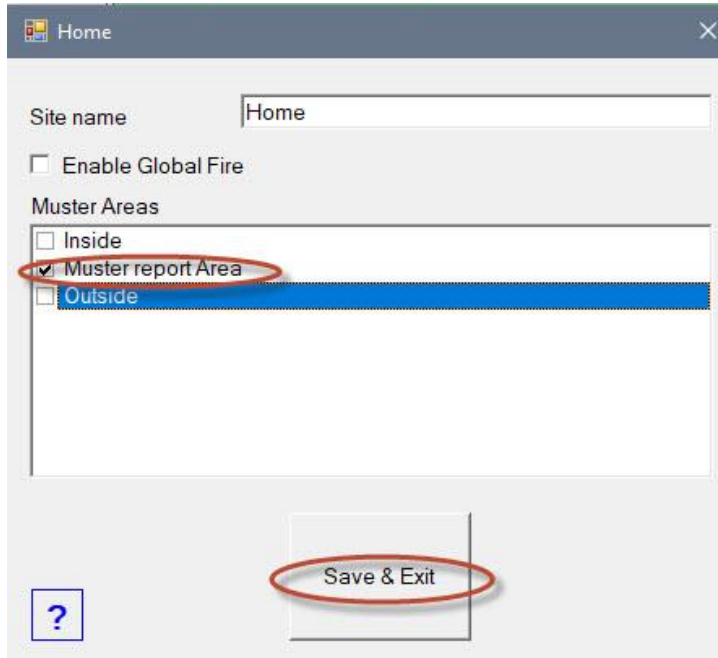


4. Right-click on Site name properties and select “Properties”.

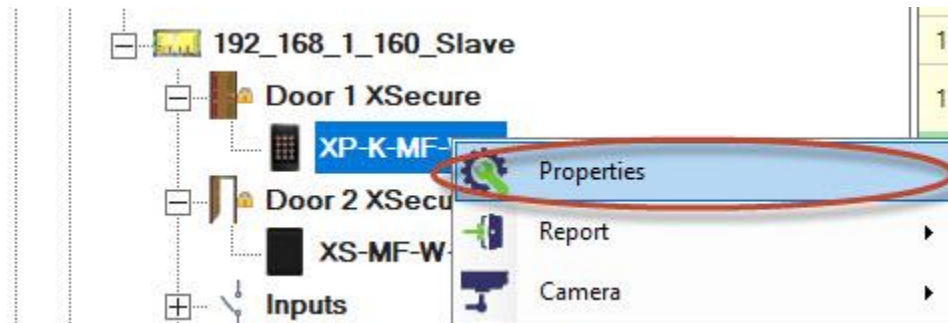


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5. Assigned the Muster area when accident occurs.

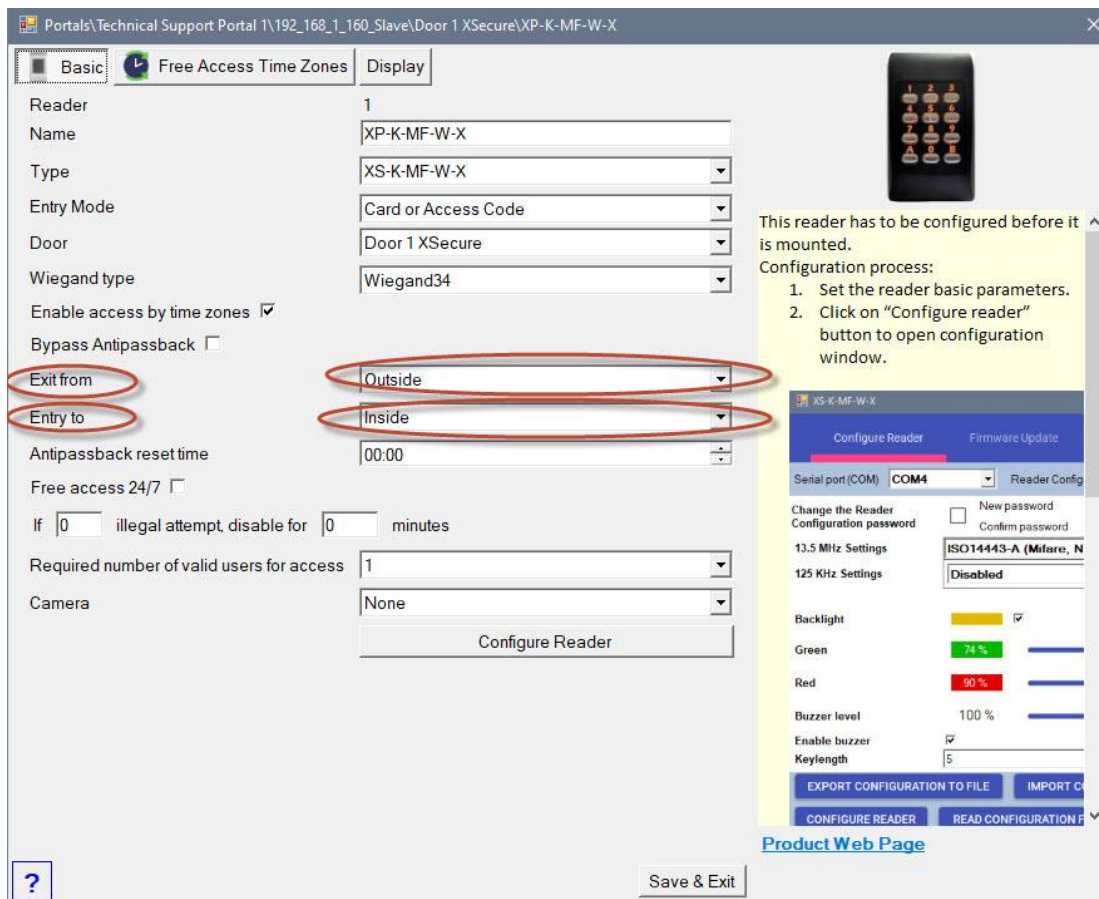


6. Open properties on all readers that are controlling the entry or exit of muster area.

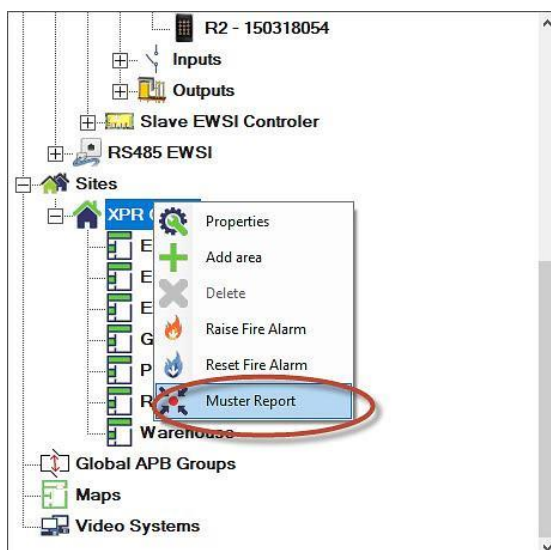


A067-Creating Muster report on Site if accident occur

- At section “Basic” select the reader areas “Exit from” and “Entry to” and click on “Save & Exit” tab.



- If accident occur right click on the desired Site icon and select "Muster report"



A067-Creating Muster report on Site if accident occur

9. Dialog will appear to select time of the incident. Select time and date of the incident.
10. Select users to be listed in the report:
11. Click the "Create" button.

Create Muster Report for XPR Group

Select time and date of incident

10:08:20 24 April, 2023

Select users to be listed in the report

☒ All users
☐ Users registered at Muster points
☐ Users not registered at Muster points

☐ Treat the User as registered at Muster point if the User last event is before

00:00:00 24 April, 2023

? Create Cancel

12. Muster report window will be created as in image bellow.

Muster Report for XPR Group

Incident time : 24.Apr.2023 - 10:12:57, XPR Group

All users are listed

Print

Count 26

Secure	Name	Time	Area	Department	Remark
<input type="checkbox"/>	Bluetooth user 1 at EWSI	2023.04.07 - 10.3...	Entry from outside		
<input checked="" type="checkbox"/>	Bluetooth user at EWSI	2023.04.04 - 14.1...	Entry from outside		
<input type="checkbox"/>	custom				
<input type="checkbox"/>	Demo user 1 EM4100	2023.03.28 - 12.5...	Entry from outside		
<input type="checkbox"/>	Demo user Mifare Classic ...	2023.04.04 - 15.3...	Exit from inside	Général	
<input type="checkbox"/>	Desfire User 1				
<input type="checkbox"/>	Desfire User 2				
<input type="checkbox"/>	Desfire User 4				
<input type="checkbox"/>	fingerprint 3	2023.02.23 - 15.3...	Entry from outside		
<input type="checkbox"/>	fingerprint 5	2023.02.23 - 15.4...	Entry from outside		
<input type="checkbox"/>	fingerprint 1	2023.03.29 - 09.3...	Exit from inside		
<input type="checkbox"/>	fingerprint 2	2023.02.27 - 08.3...	Entry from outside		
<input type="checkbox"/>	fingerprint 4	2023.02.23 - 15.3...	Entry from outside		
<input type="checkbox"/>	kkk	2023.04.04 - 15.4...	Entry from outside	Général	
<input type="checkbox"/>	prox-usb-2 user 1	2023.04.11 - 12.5...	Employee parki...		
<input type="checkbox"/>	prox-usb-2 user 2	2023.04.18 - 12.1...	Employee parki...		
<input type="checkbox"/>	prox-usb-2 user 3	2023.04.18 - 13.4...	Employee parki...		
<input type="checkbox"/>	remote				
<input type="checkbox"/>	test	2023.04.04 - 15.3...	Exit from inside		
<input type="checkbox"/>	test settings prox-usb-2 de...	2023.04.04 - 15.3...	Exit from inside		
<input type="checkbox"/>	test settings prox-usb-2 HI...	2023.03.15 - 13.2...	Exit from inside	Général	
<input type="checkbox"/>	test settings prox-usb-2 HI...	2023.03.13 - 10.2...	Exit from inside	Général	

A067-Creating Muster report on Site if accident occur

13. You may check the “**Secure**” box or enter in the column "**Remark**" any notes that will help to follow the user state.
14. Click "**Print**" button to print the report. Reported will be printed with the same sort as table in the time of printing.

Muster report window is updated with arrival of new events so you may leave the window on screen to follow the changes.