

TruPortal™

Access control that  
easily integrates into  
the modern world



QUICK START GUIDE

# Introduction

TruPortal™ access control solutions have been engineered and designed to install quickly and easily right out of the box. These units are ideal for small- to mid-size applications, with a user-friendly Installation Wizard feature to assist with each step. We've made configuring TruPortal solutions simple and efficient for you, and intuitive and convenient for your customers.

This quick start guide provides easy-to-follow instructions to get your installation started, as well as purchase mobile credentials and set up mobile readers. For more detailed information, refer to the user guide included on the product disc.

## Base System Components

- TruPortal System Controller Board with integrated power supply and standby battery charger, installed in an enclosure
- TP-SYS-2D2R, TP-SYS-2D-M\* and TP-SYS-2D2R-M\* only: Readers (with installation sheet) and five credentials
- TP-SYS-2D-M\* and TP-SYS-2D2R-M\* are compatible with reader model 3MIL-R11030\* (3M Inline)
- TruPortal System Controller Quick Reference with detailed information about the hardware setup, mobile reader setup and mobile credential integration
- Quick Start Guide
- CD with Installation Wizard, Panel Upgrade Wizard, Import/Export Wizard, important release notes, and additional hardware and software documentation



### Software Prerequisites:

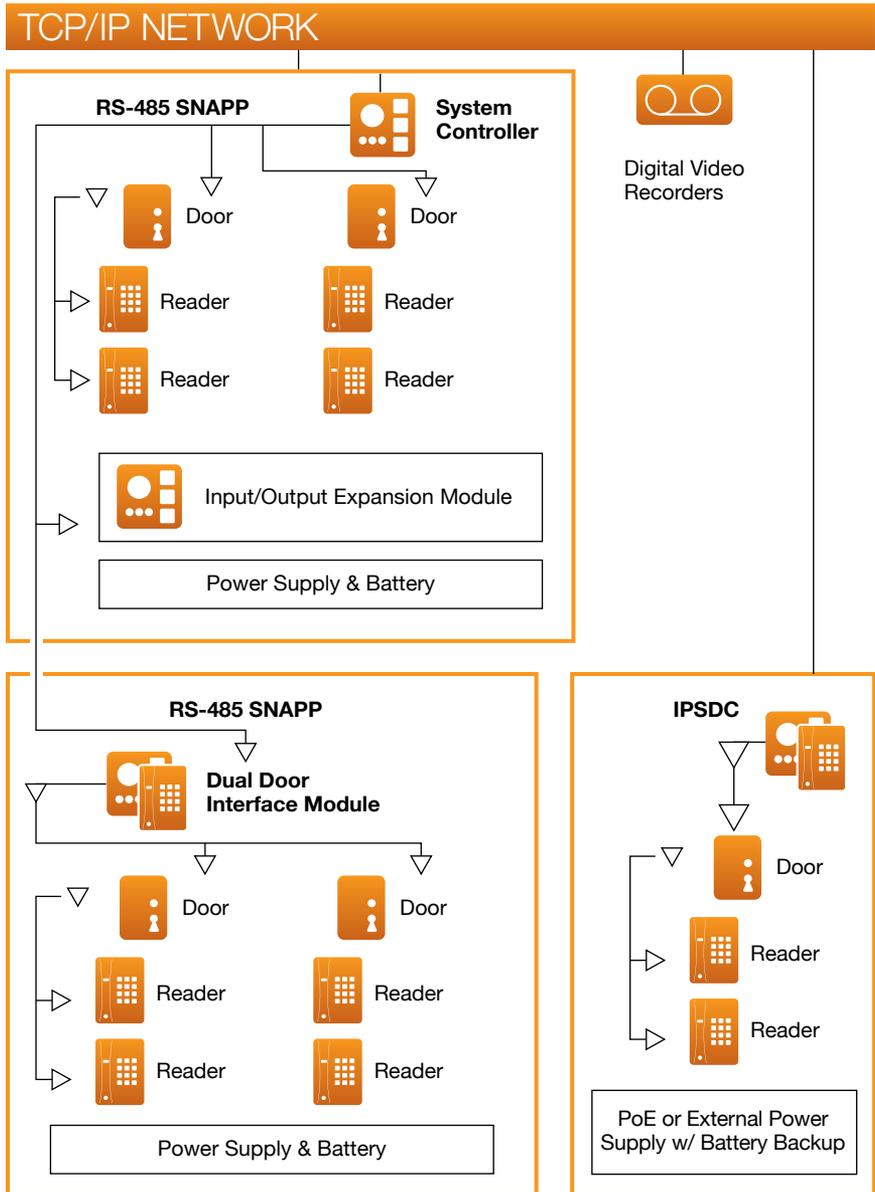
- Compatible Web Browser (Windows: Internet Explorer, Firefox, Chrome; Macintosh OS X: Safari, Firefox, Chrome)
- Adobe Flash Player 11.2 or higher
- Bonjour print services and Microsoft .NET 4.5 framework
- See release notes for full details

### Installer-Provided Items:

- Door hardware and card readers (only Wiegand readers supported)
- 12V Backup Battery for the System Controller enclosure and each Add-on enclosure
- Power for Base System Door Strikes
- Wiring Infrastructure (*RS-485: Belden 9842 recommended; Readers: 22 Gauge, 6 Conductor, Shielded recommended*)

\*Interlogix mobile readers available in the U.S. only.

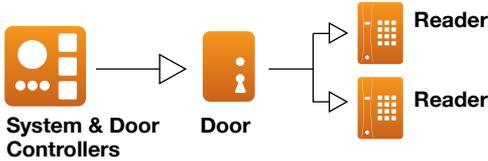
# TruPortal™ System Architecture



**Note:** Use of PoE configuration has not been evaluated by UL.

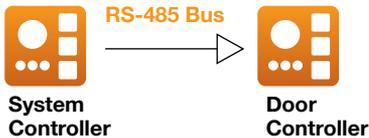
# STEP 1 Install Hardware

## 1.1 Mount all enclosures and connect all door hardware



- For more detailed installation instructions, refer to the Hardware Quick Reference Guide for each SKU
- Keep System Controller and add-ons powered off while connecting readers and door hardware
- Reader wiring will depend on reader type selected — refer to reader documentation for details
- Optional I/O boards should be wired at this time
- Refer to the circuit board overlays for wiring locations
- For IP-based 1-door add-ons (IPSDCs), set the DIP switches prior to making any wiring connections
- Make note of serial numbers and locations of readers and door controllers  
(See the *TruPortal™ Software User Guide for template*)

## 1.2 Connect RS-485 bus between System Controller and RS-485 based Add-ons

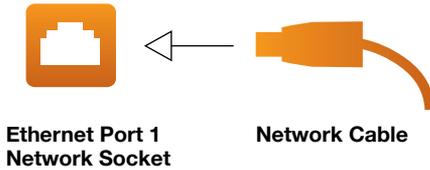


- There are four independent RS-485 buses. You can use any or all of the four buses. (31 2-door add-ons maximum; 8 I/O add-ons maximum; 24 modules per bus maximum)
- Using multiple buses limits the failure scope in cases of individual bus outages
- Maximum distance for each bus is 4000 feet (1200 meters)
- Refer to Quick Reference documents and to wiring diagram on panel door for additional details

**Caution: Do not power add-ons from the System Controller via the RS-485 bus. Only connect A+, B-, and 0V between the System Controller and the add-ons.**

# STEP 1 Install Hardware

## 1.3 Connect network cable to System Controller



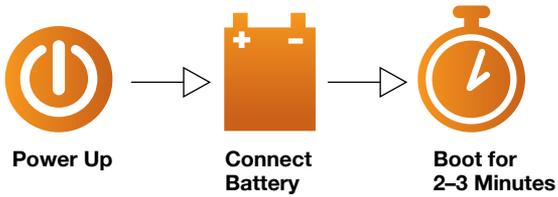
**Default method** (*requires DHCP during initial setup and requires use of “Discovery and Installation Wizard”*):

- Connect network cable to Ethernet Port 1 using standard network cable (no crossover cable required)
- Connect controller and PC to network switch
- Make sure PC is configured for DHCP or has a static IP address that is compatible with the infrastructure
- Controller will receive an initial Ethernet Port 1 IP address via DHCP

**Direct-connect method** (*does not rely on DHCP; “Discovery and Installation Wizard” use optional*):

- Directly connect PC to Ethernet Port 2 using a standard network cable (no crossover cable required)
- Ethernet Port 2 is factory-configured for a fixed address of 169.254.1.200
- Make sure PC is configured for DHCP or a static IP of 169.254.1.1 (in case of DHCP, PC will self-assign a 169.254.\* address)
- Use Ethernet Port 2 only until the final IP address has been assigned to Ethernet Port 1 via step 2.2

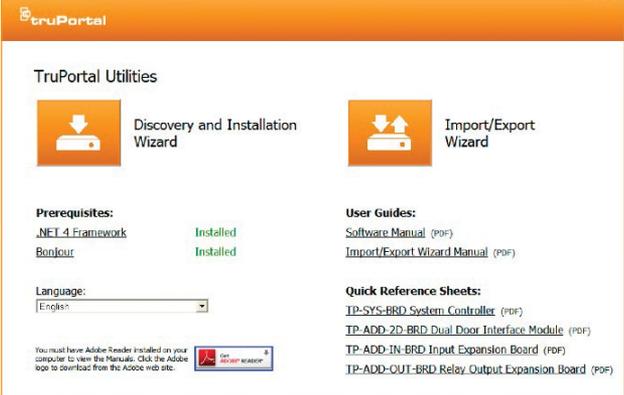
## 1.4 Power up System Controller, connect battery and let boot completely



- Connect AC power cable to AC input terminals
- Connect to available non-switched AC power source

# STEP 2 Configure Networking

## 2.1 Run “Discovery and Installation Wizard”



**truPortal Utilities**

**Discovery and Installation Wizard**

**Import/Export Wizard**

**Prerequisites:**  
[.NET 4 Framework](#) **Installed**  
[Bonjour](#) **Installed**

**Language:**  
English

**User Guides:**  
[Software Manual](#) (PDF)  
[Import/Export Wizard Manual](#) (PDF)

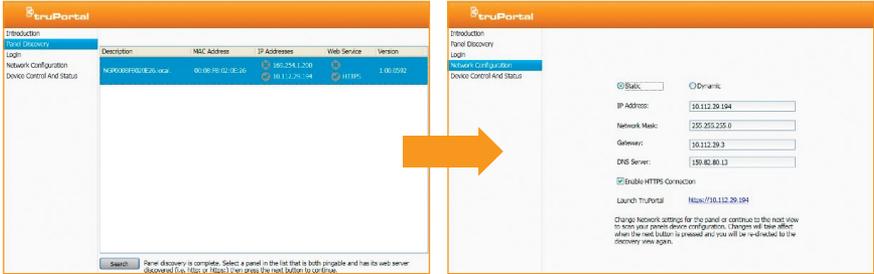
**Quick Reference Sheets:**  
[TP-SYS-BRD System Controller](#) (PDF)  
[TP-ADD-2D-BRD Dual Door Interface Module](#) (PDF)  
[TP-ADD-IN-BRD Input Expansion Board](#) (PDF)  
[TP-ADD-OUT-BRD Relay Output Expansion Board](#) (PDF)

You must have Adobe Reader installed on your computer to view the Manuals. Click the Adobe logo to download from the Adobe web site.



- You can also use the “Direct-connect method” from step 1.3 and then login via your Web browser to <http://169.254.1.200> to complete step 2.2
- Default username and password for either method is “admin” and “demo”
- Insert CD into PC and double-click on “Start.hta” if CD does not Autorun
- If necessary, install .NET 4.5 Framework and Bonjour prerequisites (a reboot may be required), then click on the “Discovery and Installation Wizard” icon

## 2.2 Change IP address settings (DHCP to Fixed)



- The “Discovery and Installation Wizard” will identify the System Controller connected to the local network or directly to the PC. IP door controllers and other add-ons are not discoverable with this tool. See step 2.3
- (Recommended) Change the default password for the Administrator account
- Synchronize the date and time on the System Controller with the PC and finalize IP Networking settings. (Note: static IP is recommended in most cases)
- If the “Direct-connect method” was used: After network settings have been applied, remove the connection to Ethernet Port 2. Your panel is now accessible by any PC on your network via Ethernet Port 1
- Reboot the System Controller after IP settings have changed

**To avoid IP address conflicts and other issues, consult with the site network administrator to decide how network settings should be configured.**

## STEP 2 Configure Networking

### 2.3 Configure Networking on IP-based 1-Door Add-ons

#### **Before you start:**

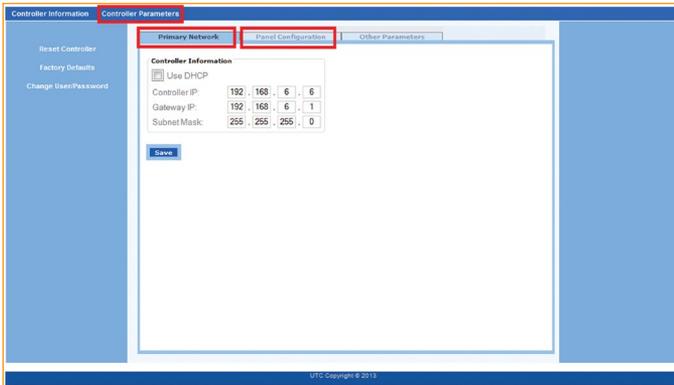
- All IPSDCs have the same default IP address of 192.168.6.6. During initial setup, only connect one IPSDC at a time to the network to avoid addressing conflicts
- Make sure your PC/laptop will be able to connect to 192.168.6.6
- Refer to the TruPortal™ IPSDC Quick Reference for additional details

#### **If you are using PoE (Power over Ethernet):**

- Connect network cable between IPSDC connector J10 and your PoE-enabled network switch
- Connect your PC/Laptop to the same local network

#### **If you are not using PoE:**

- Connect IPSDC and PC/laptop to the same local network (e.g. same switch)
- Alternatively, connect network cable directly between IPSDC connector J10 and your PC/laptop (crossover cable not required)
- Provide 24VDC to the IPSDC via connector J8

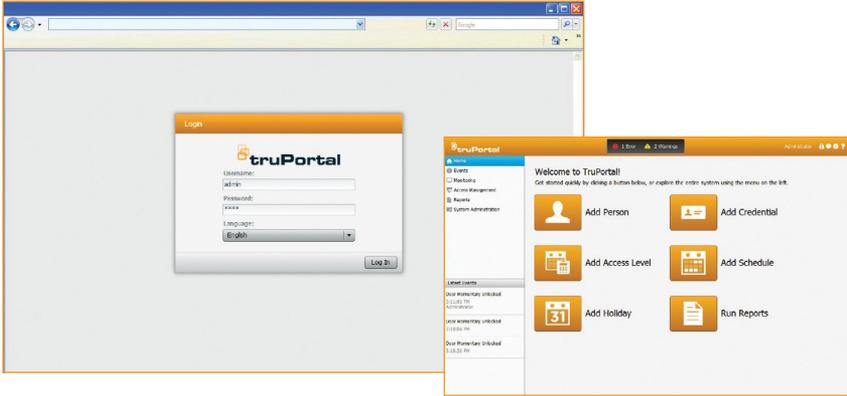


### Use the Integrated Configuration Tool (ICT):

- Point your Web browser at <http://192.168.6.6>. (Note: default user name for logging in is “install” and the password is “install”)
- Configure the correct IP address for this IPSDC. Static IP recommended (Controller Parameters => Primary Network)
- Enter the IP address of your TruPortal™ System Controller (the one chosen during Step 2.2). (Controller Parameters => Panel Configuration)
- A few minutes after restarting the device, your IPSDC is ready to be “discovered” by the System Controller. See Step 3.2
- Repeat for other IPSDCs

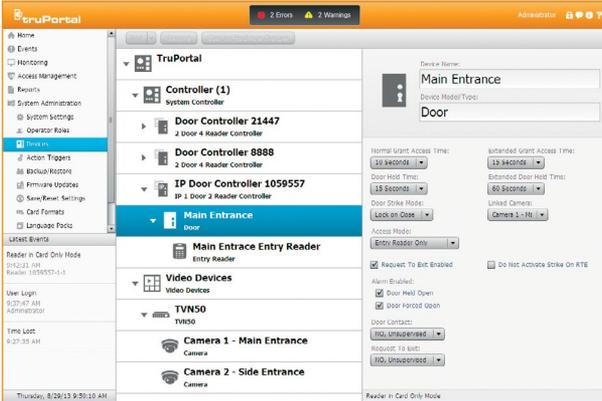
# STEP 3 Configure Software

## 3.1 Log-in via Web browser



- Use your Web browser to navigate to the IP address configured in Step 2.2
- Log-in using admin password (Note: default user for logging in is “admin” and the password is “demo”)
- Accept any certificate/security warnings presented by the Web browser
- Read and accept the End User License Agreement

## 3.2 Finalize hardware configuration



### On the System Administration => Devices page

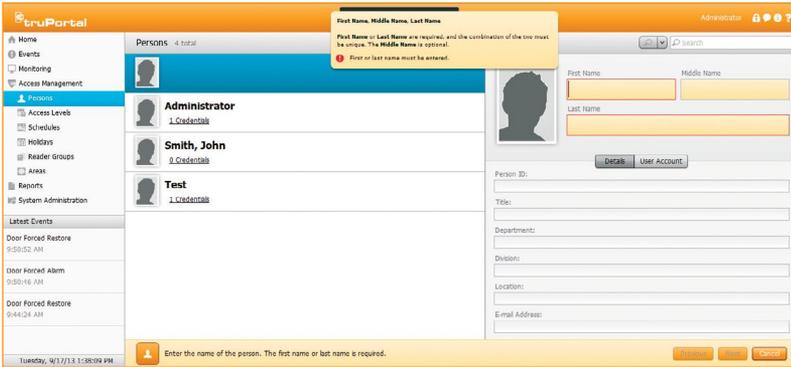
- Discover any installed and connected add-ons by clicking the “Scan for Hardware Changes” button
- Provide meaningful/logical device names (recommended)
- Add video devices to system (Recorders and Cameras); access control hardware may also be added manually without using the discovery feature

### On the System Administration => Systems Settings page

- Enable time synchronization with Network Time Protocol (NTP) server (recommended)
- Configure security parameters

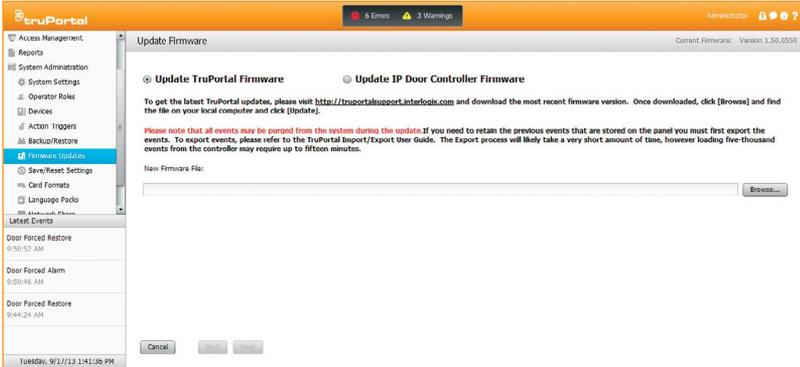
# STEP 3 Configure Software

## 3.3 Use Wizards to add persons, credentials, access levels, schedules, etc.



- From Home screen, click **Add Person** to launch the Add Person Wizard. Follow the prompts to add one or more persons
- Use the other wizards on the Home page to create access levels, schedules and holidays (*Suggested: create a master access level with sublevels*)
- Wizard use is optional — you may visit the various pages directly

### 3.4 Check for firmware updates (recommended)



- This step is optional but recommended to ensure that the latest firmware is loaded
- From the navigation menu, click **System Administration**, then **Firmware Updates**. Visit the link on that page to download the latest firmware

# STEP 4 Mobile Credentials and Readers\*

## 4.1 Configure TruPortal™ mobile readers and credentials

### Before you start:

- To utilize mobile credentials you must be a 3MillID™ Certified Mobile Reseller. To set up an account, please contact 3MillID by sending an email to [support@3MillID.com](mailto:support@3MillID.com)
- Mobile readers and credentials should be purchased from your local Interlogix distributor or by contacting your local Lenel sales person
- With your account setup at 3MillID, you have the ability to download the 3MillID Toolkit from your portal. The Toolkit is required to set up and commission mobile readers

### Getting started with the Mobile Credential Portal:

- Before mobile credentials can be issued to cardholders, the following should be complete:
  - ✓ A reseller account has been set up through [support@3MillID.com](mailto:support@3MillID.com), and you can log into your portal account
  - ✓ An end-user (customer) account has been set up through [support@3MillID.com](mailto:support@3MillID.com), and you and your customer can log into their portal account
  - ✓ Mobile readers have been purchased and exist under the **Manage Readers** section of the reseller portal
  - ✓ Mobile credentials have been purchased through [support@3MillID.com](mailto:support@3MillID.com) and exist under the **Manage Credentials** section of the end-user portal

\*Interlogix mobile readers available in the U.S. only.

## 4.2 Install mobile readers

- Mobile readers are installed the same as traditional readers
- Please refer to the reader installation guide contained with the mobile readers
- Please refer to the *TruPortal™ System Controller Quick Reference* guide for the reader wiring
- Mobile readers are configured in the TruPortal software

## STEP 4 Mobile Credentials and Readers\*

### 4.3 Getting started with the 3MillID™ Toolkit:

- When commissioning mobile readers, please refer to the *3MillID Toolkit User Manual*, which can be downloaded from your 3MillID portal account
- For 3MillID mobile reader and credential portal support, contact:
  - Email: support at 3Millid.com
  - Phone: 877-860-0056
- For TruPortal™ access control support, contact:
  - Interlogix Technical Support
  - 855-286-8889

\*Interlogix mobile readers available in the U.S. only.

# NOTES

Use this area to record important information, including username and password.

IP Address: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

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