

SAVANCE EIOBOARD

---

# PDK Integration & Badge Printing

A Guide to Badge Printing with PDK Sync

Phone: 248-478-2555

Fax: 248-478-3270

Email: [support@eioboard.com](mailto:support@eioboard.com)

<https://www.eioboard.com>

© 2019 | Savance



## Table of Contents

- Introduction
- Initial EIOBoard-PDK Integration
- Creating a Person (or People) in PDK
- Uploading User Photos to PDK (preferred method)
- Syncing Users from PDK to EIOBoard
- Ongoing User Syncs
- Customize User Data & Photos in EIOBoard
- Printing Badges
- Assign the Badge to the User
- Set Up a Zebra Badge Printer and Camera for use with EIOBoard
- Setting up the Camera Tripod
- Setting the Default Camera
- Capturing User Photos
- Locating Captured Photos
- Installing a Zebra Printer

## Introduction

Savance EIOBoard is a simple, easy-to-use, and fully customizable electronic in out board software solution. Among its many features, it has the ability to print labels directly onto security badges.

EIOBoard has multiple interfaces, or apps, for accessing your data. For the purposes of integrating with PDK and printing badges, we will use EIOBoard's website to sync people out of PDK and into EIOBoard, and then we'll use EIOBoard's desktop app to print badges.

**Note:** In PDK, people have profiles which assign physical access rights. They become EIOBoard users with no additional privileges until privileges are granted through EIOBoard Security Group options. To reduce any confusion, understand that not all EIOBoard users will be able to log into EIOBoard until provided with a username and password. For badge printing purposes, only administrators who print badges have an EIOBoard account or the ability to log in.



## Initial EIOBoard – PDK Integration

### EIOBoard Web Application

1. Our first step is the Administrative Panel to start assembling the components.
2. Cloud customers can access the Administrative Panel from <https://www.eioboard.com/eioboard/>. On-premise customers will have a separate web address for their EIOBoard.
3. Log into EIOBoard with an Administrative account
  - a. Navigate to the Administration tab
  - b. Under the 'Users, Groups, & Security' section, click on 'Groups & Locations'
  - c. On the right-hand side, click "Add" to create a new Location name. This Location could represent your Main Entrance, a Satellite Location, or some other naming convention specific to your organization.
4. The Administrative Menu sits on the left-hand column, expand the Integration option to see Integrations and Doors.

#### Manage Groups & Locations

*Use Add Group/Add Location buttons to add a group or location, or click a table below to add, edit, delete, or manage group/location members.*

| Group Name | Description | Location |
|------------|-------------|----------|
| 1st        |             |          |
| 2nd        |             |          |
| 3rd        |             |          |
| Corp       |             |          |

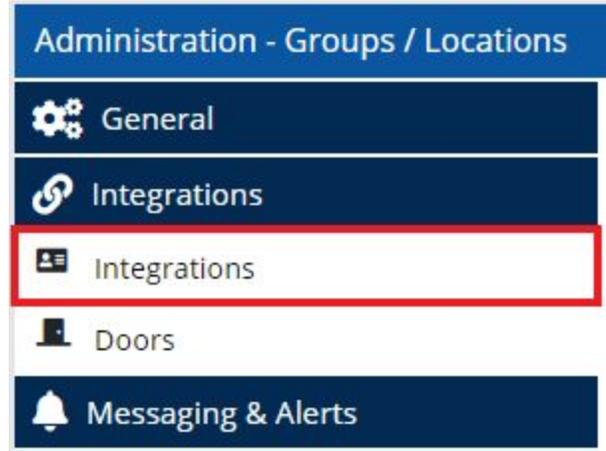
Add Edit Delete Members

| Location Name     |
|-------------------|
| Bay               |
| Elk Grove Village |
| Industrial Dr     |
| Main St           |
| Monroe            |
| Pine              |

Add Edit Delete Members



- a. Click on the Integration option
- b. From this page 'Manage Third-Party Security Integrations,' click "Create New Integration"
5. Select "Prodata Key" as your Provider
  - a. Name the Integration something unique now or edit this name later.
  - b. Make sure all required fields are met before Saving your Settings.
  - c. For your "OAuth Redirect URI"



- i. Cloud Customers Solutions:

<https://eioboard.com/EIOBoard/Administration/AccessIntegration.aspx&prompt=consent>

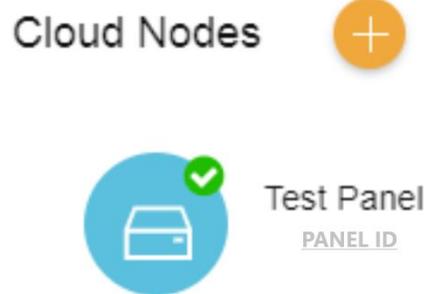
- ii. For Customer-Hosted Solutions:

*<YourEIOBoardWebsite>/Administration/AccessIntegration.aspx&prompt=consent*

- d. The "Event Subscription URI" will auto-populate
      - e. For "API Client ID" enter this value, which is specific to EIOBoard Integrations:
        - i. 59a07082d7b56c000166a1cb
      - f. For "API Client Key" enter this value specific to EIOBoard:
        - i. Mel7hbtzQQDIRC6dM9Z6vHXkAUj6oC6
      - g. Make sure you are logged into PDK at this point to allow us to generate your Authorization Code



- h. From your PDK Administrative account, the PDK "Panel ID" is located under the Panel Name in gray text. <https://accounts.pdk.io>



- i. Under "Default Door Status," select a purposeful status based on how you are using the door
- j. Select the "Default Door Location" we created earlier but it is not required
- k. Verify the "Time Zone" of PDK Panel
- l. Click "Save Settings"
- m. Click "Generate Authorization Code"
- n. The page should reload automatically and populate the 'Authorization Code'
- o. Click "Save Settings"
- p. Click "Test API Call"
- q. If your People exist in PDK and you are ready to Sync Users, skip to page 6 where you will "Sync Users" from PDK into EIOBoard.

This completes the integration, next you will see how we use the EIOBoard Desktop application to create, manage, and print Badges. If PDK does not have any pictures, or you would prefer to upload pictures as you go, check out our 'Capturing Pictures' guide.

## EIOBoard Application

The EIOBoard Desktop App will need to be installed on the PC from which labels will be printed. The most recent version can be downloaded from this location: [EIOBoard Application Download](#)



## Creating a Person (or People) in PDK

Once logged into your PDK.io account, specify the panel where you intend to add people.

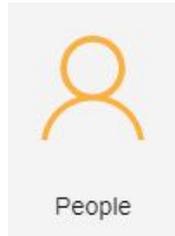
For example:

Cloud Nodes



Test Panel  
PANEL.ID

Then go into People:



And click the + in the lower right corner:



PDK provides two ways to add people: One-at-a-Time, or Bulk Import:

Add Person

SINGLE IMPORT

First Name

Last Name

CANCEL ADD

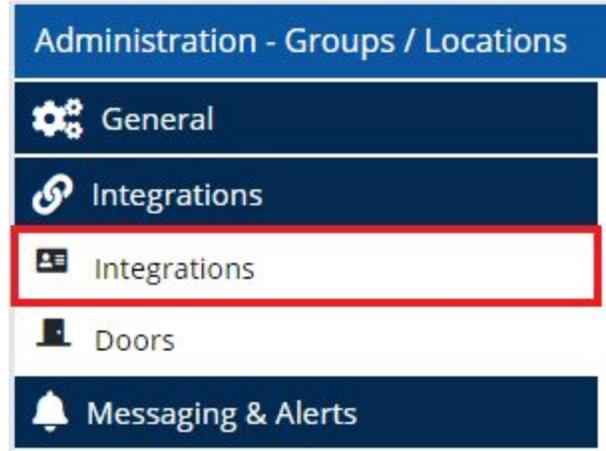
If you wish to import people in bulk, follow the instructions provided by PDK. Once people have been added to PDK, we are ready to sync them into EIOBoard.

**NOTE: Do not assign badges to people yet. This will be done at a later step.**

## Syncing Users From PDK to EIOBoard

Now that you created your people in PDK, the next step is to transfer them into [EIOBoard](#).

1. Log into EIOBoard with an Administrative account
2. Navigate to the Administration tab
3. At the top left, of the board, click on the Integration option
4. From the 'Manage Third-Party Security Integrations' page, click "Manage"
5. On this page you will see the PDK integration that was previously created:



[Create New Integration](#)

| Active                              | Integration Name              | Provider         | Doors | Users | Date Created |                        |
|-------------------------------------|-------------------------------|------------------|-------|-------|--------------|------------------------|
| <input checked="" type="checkbox"/> | Alarmingly Affordable 1070H9U | ProdataKey (PDK) | 0     | 0     | 4/5/18       | <a href="#">Manage</a> |

Clicking on the "Manage" button will bring you into the details of the integration.

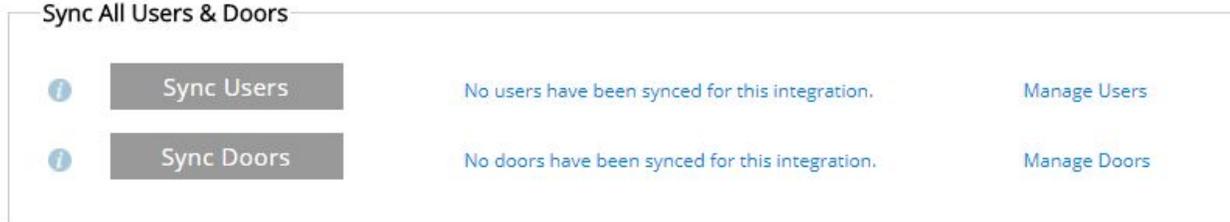
If you wish to import user photos, make sure that the "Sync User Photos" option is set to "Yes". If it isn't, change it now and click the "Save Settings" button

**API & Integration Settings**

- Integration Enabled:  Yes  No
- Sync Users on Event Activity:  Yes  No
- Sync Door on Event Activity:  Yes  No
- Sync User Photos:  Yes  No
- Polling Only:  Yes  No



To sync users, scroll down to “Sync All Users & Doors” section:



For the purposes of printing badges, we can ignore Sync Doors.

1. Click on “Sync Users”
2. Follow Steps 1 through 4 to syncing your People from PDK
3. Click on “Get User Information”
4. At Step 3, “Select your Users to Sync to EIOBoard”  
The options available on this page allow you to:
  - a. “Show New” PDK Users not synced into EIOBoard
  - b. “Show Existing” PDK Users already synced into EIOBoard. Select this option if you intend to sync newly added photos stored in PDK.
  - c. Or, “Show All”
5. Depending on how many people are in PDK, this may require multiple batches to complete. Each batch requires your input before starting the next batch.

Once it is complete, a message will appear with details of how many users were synced. If there is an error occurs during this process, make another attempt following the same steps. There could be a timeout issue during high-demand or peak network hours. When your sync completes, you can return to the ‘Manage Integration’ page. The “Sync All Users & Doors” section, toward the bottom, records the timestamp of your last successful sync for example:

[Last sync performed: 5/5/2019 1:07:07 PM.](#)

Clicking on that link will provide more details and allow you to edit each imported user.

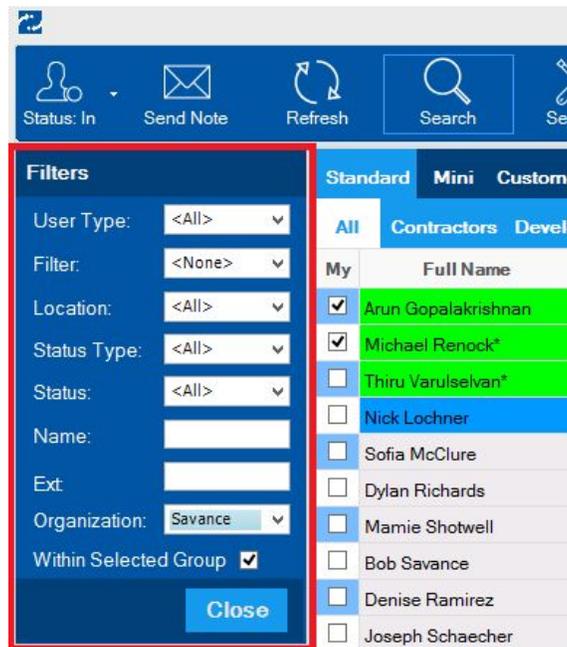
## Ongoing User Syncs

At any time, people from within PDK can be manually imported into EIOBoard via the EIOBoard website using this same process. On subsequent syncs, people who already exist in EIOBoard, or who have not changed, will be ignored. People who have been added since the previous sync will be added to EIOBoard, and people who have changed in PDK will be updated in EIOBoard.

## Customize User Data & Photos

Once your users exist in EIOBoard, you can define custom data fields relative to those users, any of which can dynamically populate from a badge template onto their printed badge.

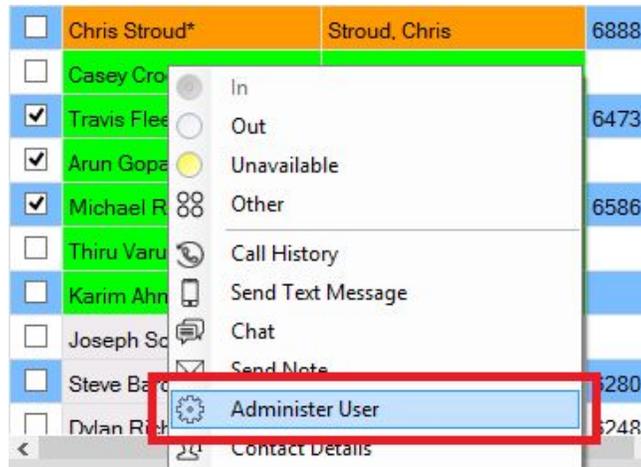
If you want to find a single user, you may use the Search tool on the right-hand side. (If the Search option is not available, click on the magnifying glass in the top menu.)



The screenshot shows the EIOBOARD user management interface. At the top, there is a navigation bar with icons for Status (In), Send Note, Refresh, Search, and Settings. Below this is a 'Filters' panel on the left, which is highlighted with a red border. The filters include dropdown menus for User Type, Filter, Location, Status Type, and Status, as well as text input fields for Name and Ext, and a dropdown for Organization (set to Savance). A 'Within Selected Group' checkbox is checked. A 'Close' button is at the bottom of the filters panel. To the right of the filters is a table of users with columns for 'My' (checkbox) and 'Full Name'. The table lists several users, with the first three (Arun Gopalakrishnan, Michael Renock\*, and Thiru Varulselvan\*) highlighted in green.

| My                                  | Full Name           |
|-------------------------------------|---------------------|
| <input checked="" type="checkbox"/> | Arun Gopalakrishnan |
| <input checked="" type="checkbox"/> | Michael Renock*     |
| <input type="checkbox"/>            | Thiru Varulselvan*  |
| <input type="checkbox"/>            | Nick Lochner        |
| <input type="checkbox"/>            | Sofia McClure       |
| <input type="checkbox"/>            | Dylan Richards      |
| <input type="checkbox"/>            | Mamie Shotwell      |
| <input type="checkbox"/>            | Bob Savance         |
| <input type="checkbox"/>            | Denise Ramirez      |
| <input type="checkbox"/>            | Joseph Schaecher    |

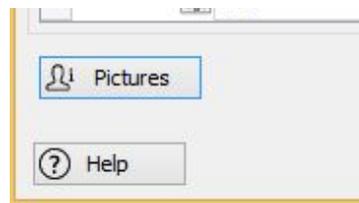
To customize user data such as their photo or a custom-field, right click on the user and select "Administer User" (non-administrator users in EIOBoard who have user manager privileges can click on "Contact Details" then click the Edit Info button)



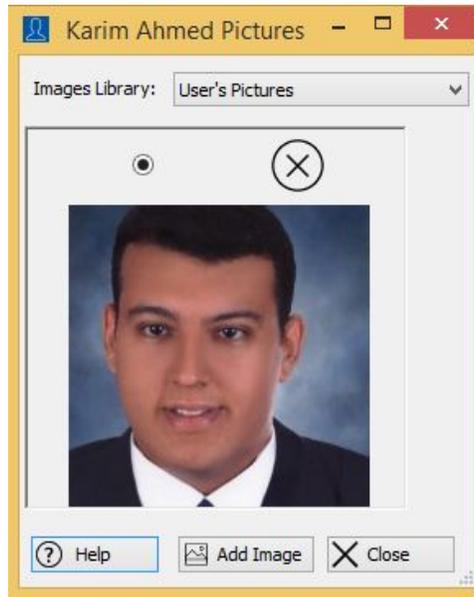
In this "Edit Contact" window, all of the data pertaining to a user may be edited and customized:



If you would like to change a user's image inside EIOBoard, click "Picture" in the lower left corner of the "Edit Contact" window.



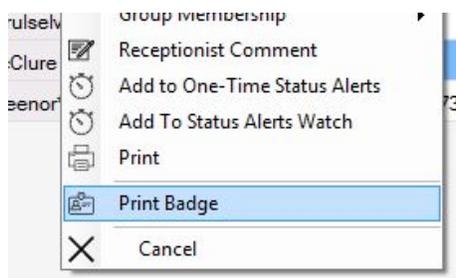
Then follow the on-screen instructions:



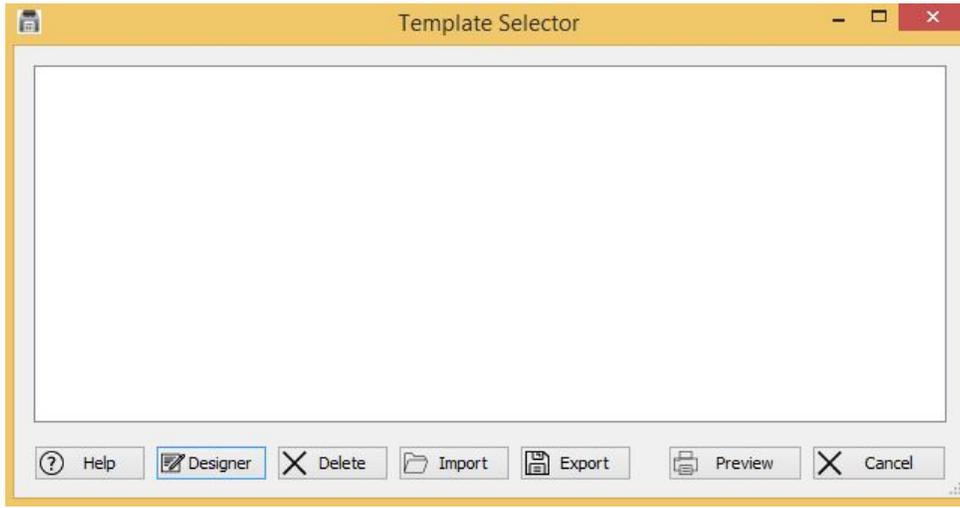
After making all of your changes, click "Update."

## Printing Badges

To print a user's badge, right click on the user and select "Print Badge":



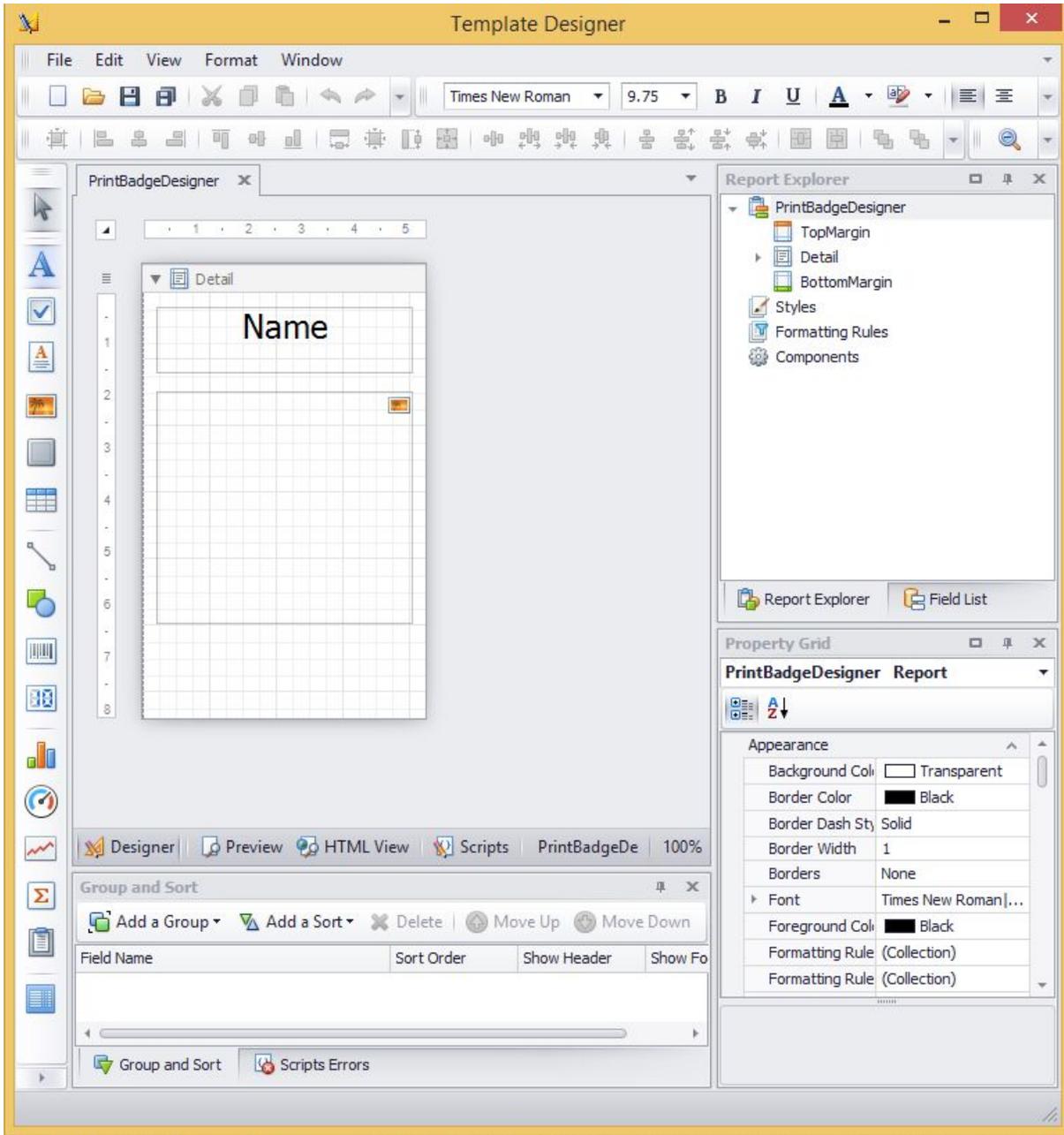
This will open the Template Selector Window, which will initially be blank:



Click the "Designer" option to open build your first template.

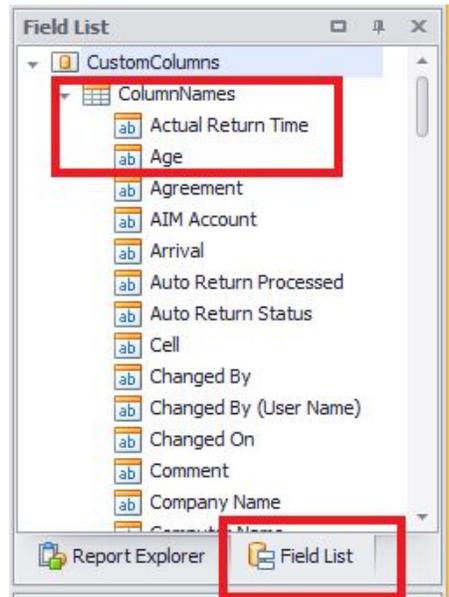


This is your blank canvas for designing a Badge Template.





By default, the size of the print area is the same size as the standard RF ID access card. You may edit the template as you wish. Custom fields may be added to the card by clicking on the “Field List” tab and expanding “Column Names.”

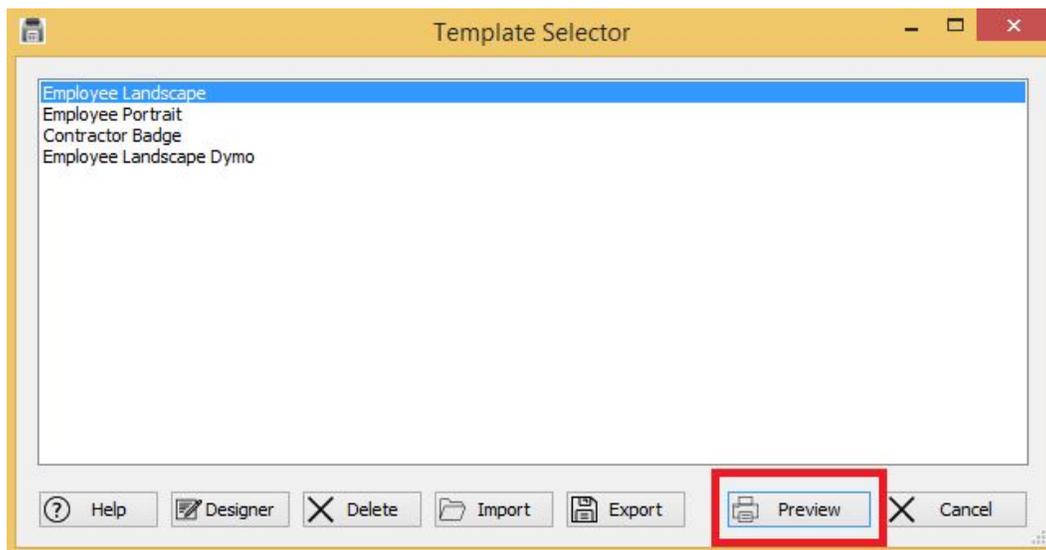


Any of these fields may be dragged onto the card template.

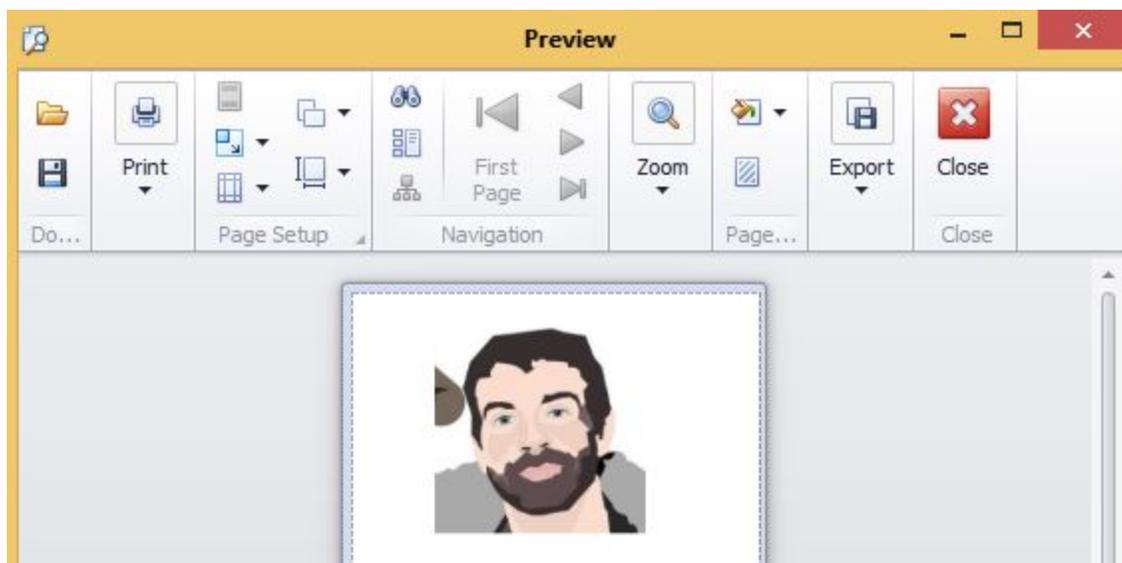
Once the card template is designed to your satisfaction, use the Save icon in the upper right to save the template for future use:



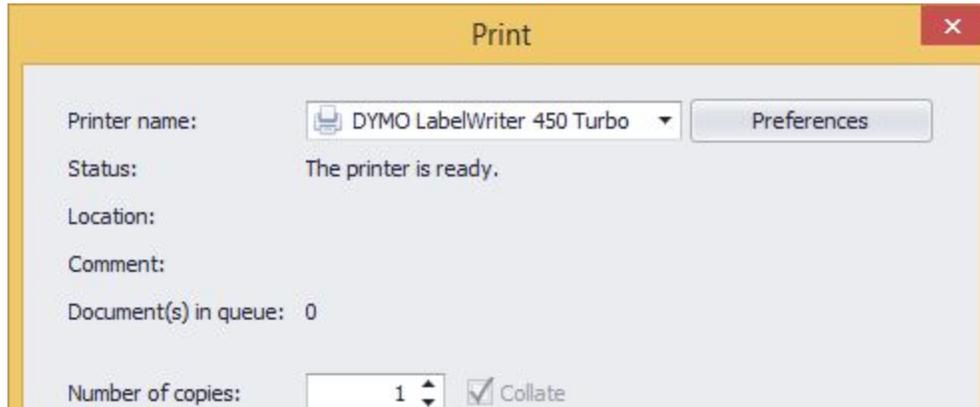
Once there is at least one template, select a template in the “Template Selector” window and click “Preview:



This will open the "Preview" window:



From here, click the "Print" button which will open the "Print" window where you can select a printer, etc:



When ready, click the Print button:





## Assign the Badge to the User

Once a badge has been printed and you know the badge number that will belong to the user, go back into PDK and assign the badge number to the person. You can do this by entering the printed number on the card or by using an RF IDEas enrollment reader.

Back in <https://pdk.io>, select a person and click the "+" next to Cards:

First Name: Fred  
Last Name: D'Nada

Active Date: [calendar icon] Expire Date: [calendar icon] Enabled Account:

PIN: [input] Duress PIN: [input]

**Cards** +  
NO CARDS

**Groups** +  
Employees: whitelist

**Rules** +  
NO RULES

Then enter the card number:

At this point, the card is ready to deliver to the user.

Card Number [input]

Description [input]

CANCEL ADD



## Set Up a Zebra Badge Printer and Camera for use with EIOBoard

### Summary

This section will help you capture pictures from the LifeCam. Savance utilizes as a standard model. Your organization may use a different camera. The process will be about the same, however. The image to the right shows how the Savance provided camera and tripod should look once assembled.

### Setting up the Tripod

1. Open the camera's tripod, adjust the telescoping features and position as desired. The wider stance will be more stable in high traffic areas
2. Lock all adjustable features on the legs and hand-tighten the adjustable mounting bracket for the camera
3. With the LifeCam Studio flexible mounting surface curled under the Camera match up the threads from the Camera with the mounting surface.

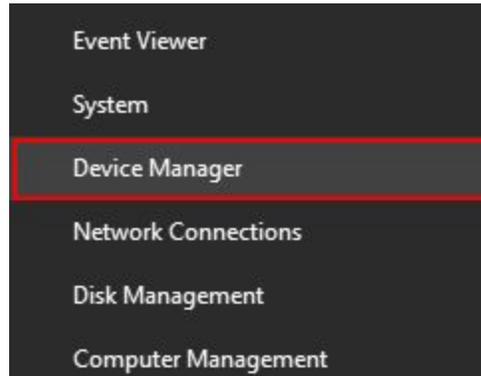


### Make LifeCam Studio your Default Camera

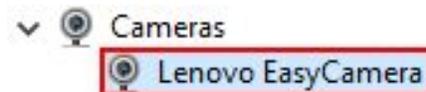
If you have a built-in webcam in the laptop or PC follow these steps to ensure that the LifeCam is the only image capture device (camera) available for use. Please do not connect the LifeCam Studio device until you have disabled any other cameras on your PC or Kiosk.



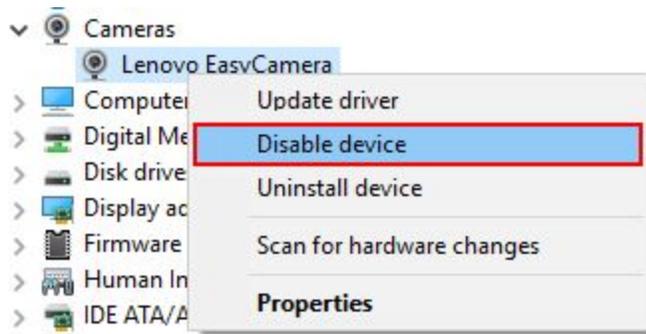
1. Right-click on the Windows icon in the lower left-hand corner of the screen
2. Select "Device Manager" near the top



- Expand the list of available Camera Devices. If no other cameras are connected, you only see built-in cameras. In this example, the built-in Camera for a Lenovo laptop is shown.



- Right-click on the camera then select disable device



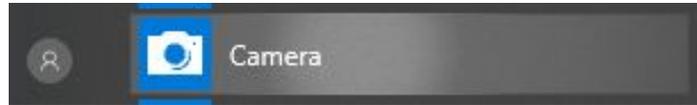
- Click ok to confirm. Now, once connected, the LifeCam Studio or other external image capture device will be the only camera available for use by any application on the system.

## Capturing Pictures From Windows Camera

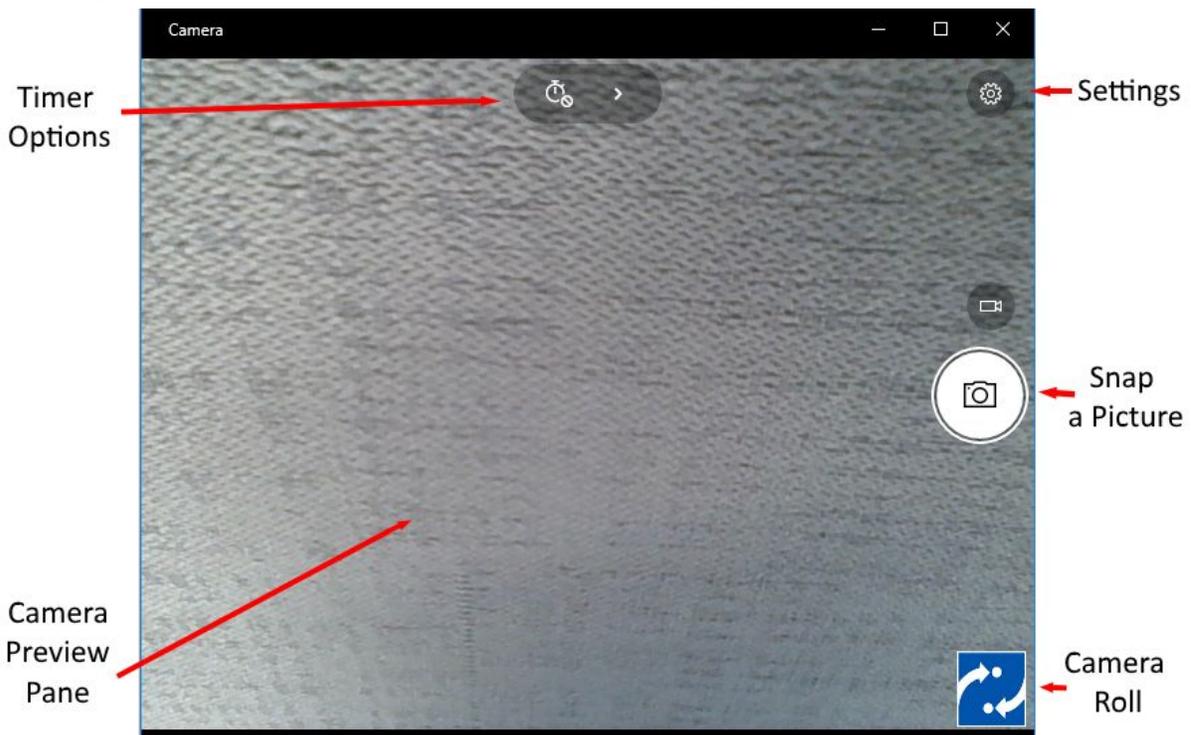
1. Left-click on the Windows Icon or the Start button



2. Locate the Windows Camera Application on the Programs list



3. Click on the Camera icon to launch the Windows default Camera application. In this example, the Camera app was installed with Windows. If you do not have this app installed you can download it free from the [Windows App Store](https://www.microsoft.com/windowsappstore)



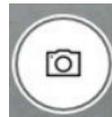
EIOBoard requires smaller user images than PDK. If you plan to upload images to EIOBoard, you need to limit the image file size to 1 MB. To do this follow these steps-

4. Click on the Settings (Gear) icon in the top-right corner:
5. Scroll down and left click on drop-down list under Aspect Ratio:





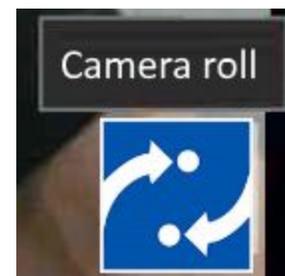
6. Select the option for 0.5MP 4:3 (800x600) to define a compatible image dimension.  
*EIOBoard imports any image with a file size smaller than 1 MB.*
7. Left click anywhere on the main preview window to close the Settings tab and save changes. The Camera application is now configured with the proper default settings. When you are ready to take pictures now or at any time in the future, simply left click on the Take Photo icon shown below:



## Locating Pictures on the Device

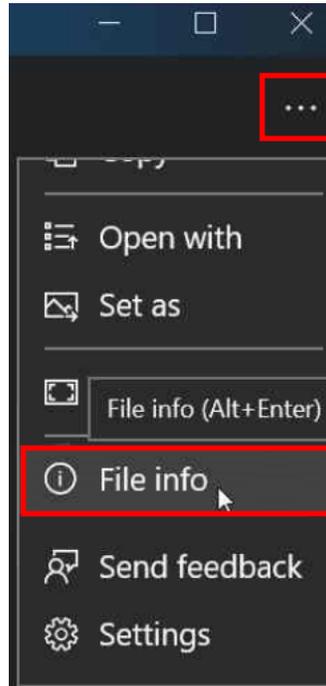
The Camera app makes it easy to take pictures, but finding them can be tricky. The simplest way to find those pictures using the Camera roll.

1. Find the "Camera roll" at the bottom corner. This shows a preview of the last picture taken:
2. Left click on the ellipsis in the Photo Viewer window to see more options:

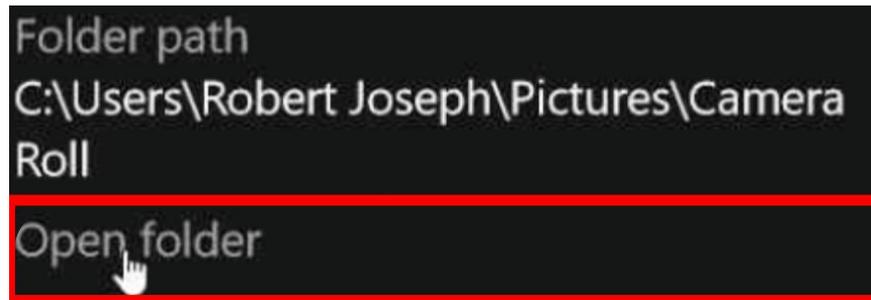




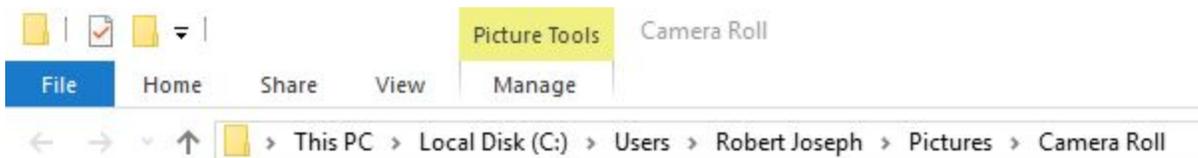
3. Look for "File info" toward the bottom of the list:



4. Scroll down to view the detailed folder path information:



5. Left click on the text to open the containing folder in a separate window:



This window shows exactly where the camera app stores images. Make a note of this folder location. You'll need to know it when adding users' images to PDK or EIOBoard.



## Installing a Zebra Printer

Before connecting your new Zebra Printer to the PC, insert the Zebra Software and Driver disc. Install the drivers from this disc. Do not install the Zebra Printing Software. It's unnecessary and requires premium licensing. The EIOBoard Desktop application includes all the functionality needed to print badges.

Additional Zebra drivers can be found here if the disc is damaged or misplaced. Be sure that the versions are relevant and up to date for your Zebra Printer.

[Zebra Windows Driver Official Download Page](#)