User Guide for CardLink (KABA-exos)

Overview
Since December 2011, offline components are also being implemented at ETH for access control. They are not connected to the ETH network.

CardLink feature
"CardLink" allows offline components to be integrated into the exos system. User access rights are managed according to the key request via exos. Personal access authorizations are stored on the ETH card by an update terminal (≠ validation terminal). The card carries the access authorization data to the doors. The door component verifies the card period of validity (generally 30 days) and access rights. If the card is valid the door unlocks and can be opened by turning the outer door handle. Access authorizations must be updated on an update terminal after 30 days at the latest.

Request for CardLink/offline access rights
Generally, in order to obtain access rights a key request via "Meldeportal" www.immobilien-services.ethz.ch must be made. Once the request is approved by the responsible key manager access rights are entered /activated by the ISC into the system. Subsequently, access authorizations are stored on the ETH card by an update terminal. This is done by holding the card near the white rectangle on the lower part of the terminal until the message "Update erfolgreich" (successful update) appears on the screen.

Update-Terminal

Update CardLink/offline access rights (update/extension)
Access rights on the card must be updated at a terminal no later than after 30 days. For security reasons, rights on the card are restricted to 30 days. However,
rights can always be extended at any update terminal for additional 30 days or until the expiration date recorded.

Door component/Reader

Access at doors with CardLink/offline components
The ETH card is held near an electronic reader unit:
- when access authorization is active/valid, the reader lights up green and the door can be opened manually by turning the outer door handle
- in the case of invalid access authorization, the reader lights up red (plus repeated beeping)

Possible problems ⇨ solution:
- No access ⇨ Update via an update terminal (especially following card replacement)
- Still no access ⇨ access authorization expired/withdrawn ⇨ check current status with ISC, where appropriate, new application for access authorization
- No response from reader ⇨ defective card ⇨ test card at a different access point or update terminal
- no response from update terminal ⇨ defective card
- slow response and/or repeated beeping at the door ⇨ door component battery at low level ⇨ report to ISC or via "Meldeportal" www.immobilien-services.ethz.ch

In the event of loss or theft, the issuing office must be notified immediately to allow the card to be blocked. More information can be found at https://www.ethz.ch/intranet/en/service/eth-card.html (card replacement). Access authorization for Cardlink/offline components remains active for the duration of the validity period (30 days) or until the card is updated via an update terminal.

Deutsche Version, siehe Rückseite