

HID® iCLASS® SE™ CP1000

Desktop Encoder

Quick Start Guide



Supplied parts

- CP1000 Desktop Encoder (Part No. OMNIKEY® 5427UE).
- Install Guide (OMNIKEY Smart Card Readers).
- HID USB drive.
- Asure ID™ CP1000 Edition desktop application.
- Supporting technical documents.
- Encoder configuration package (*.ise file) which includes the H10301 format, and media key sets.
- A variety of sample cards and credential credits (see below).

Included sample cards

Quantity	Part Number	Description
2	2000CGGNN	iCLASS 2K
2	2003CGGNN	iCLASS 32K
2	3000VGGNN	iCLASS SE 2K
2	3003VGGNN	iCLASS SE 32K
3	5005VGGNN	iCLASS Seos 16K
2	1430NGGNN	MIFARE Classic 1K
2	1440NGGNN	MIFARE Classic 4K
2	1450CNGGNN	MIFARE DESFire EV1 8K
2	1386NGGNB	HID Prox

Included credential credits

Quantity	Part Number	Description
100,000	CRDT-K0	HID Prox Credential - Access Control
100,000	CRDT-A0	iCLASS Credential - Access Control
100,000	CRDT-A3	iCLASS SE Credential - Access Control
500,000	CRDT-A5	iCLASS (SE) Credential - Custom Data
30	CRDT-D3	Seos Credential - Access Control
30	CRDT-D5	Seos Credential - Custom Data
100,000	CRDT-B0	HID MIFARE Classic Credential - Access Control
100,000	CRDT-B3	HID MIFARE Classic Credential - Access Control (SIO)
500,000	CRDT-B5	HID MIFARE Classic Credential - Custom Data
100,000	CRDT-F5	Third Party MIFARE Classic Credential - Custom Data
100,000	CRDT-C3	HID MIFARE DESFire Credential - Access Control (SIO)
500,000	CRDT-C5	HID MIFARE DESFire Credential - Custom Data
100,000	CRDT-G5	Third Party MIFARE DESFire Credential - Custom Data
30	CRDT-J0	Configuration Card Generation

System requirements

Type	Windows 10 (32- and 64-bit) Windows 11 (64-bit)
Computer/Processor	1GHz or higher Pentium-compatible CPU USB ports
Memory	64-bit systems: 2 GB of RAM 32-bit systems: 1 GB of RAM or higher
Hard Disk	1 GB free space
Display	VGA or higher resolution monitor
Software Environment	Latest Operating System service pack
User Permissions	Local machine administrative rights for installation and secure database administration Internet access for license activation

1. Getting started

Administrative privileges

You must have Administrator privileges to complete the Installation and Startup procedures. To verify you are an Administrator on the system:

1. Go to **Control Panel > User Accounts > Manage User Accounts**.
2. Under **Users for this computer**, locate your **User Name** and verify the associated Group column displays Administrators.

Initial setup

1. Connect the CP1000 Desktop Encoder to a USB port on your PC.
2. Connect the HID USB drive to a second USB port on your PC.
3. From the USB drive, install the **Asure_ID_Setup application** file located in the **Install** folder. Follow the Installation Wizard to install the application. If prompted, allow the application to make changes to the computer.
4. Launch the Asure ID application and perform the configuration tasks.

Note:

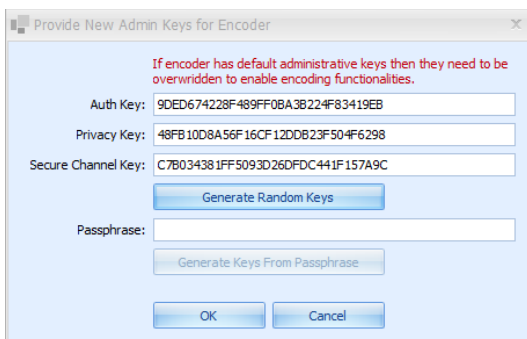
- Log on credentials: Username: **admin** Password: **admin**.
- A Windows error may appear indicating that not all of the all drivers were installed correctly. This is expected as the encoder has a chip that appears as a smart card and if **Smart Card PnP** is enabled, Windows will try to locate a driver for this chip which cannot be located.

2. Initial configuration

Change default Administrative Keys

It is important to change the default Administrative Keys during initial setup for security reasons.

1. During the initial installation, the encoder with default Administrative Keys will be recognized by the application and will ask about new keys. An Administrative Key Roll is required to enable smart card encoding features.
2. The **Provide New Admin Keys for Encoder** window is displayed. This window has three different options for changing the default Admin Keys:



- **Manual Entry** – this option allows you to move information from a previous encoder, or enter customer created keys. Manually enter your Admin Keys in the **Auth Key**, **Privacy Key**, and **Secure Channel Key** fields and click **OK** to confirm.

Note: Admin Keys must contain 32 characters.

- **Randomly Generated Keys** – this option generates random keys. Click **Generate Random Keys** and click **OK** to confirm.
- **Passphrase Generated Keys** – this option allows you to enter a memorable passphrase (minimum of five characters). Keys are generated based on the passphrase. Enter your passphrase in the **Passphrase** field and click **Generate Keys From Passphrase**. Click **OK** to confirm.

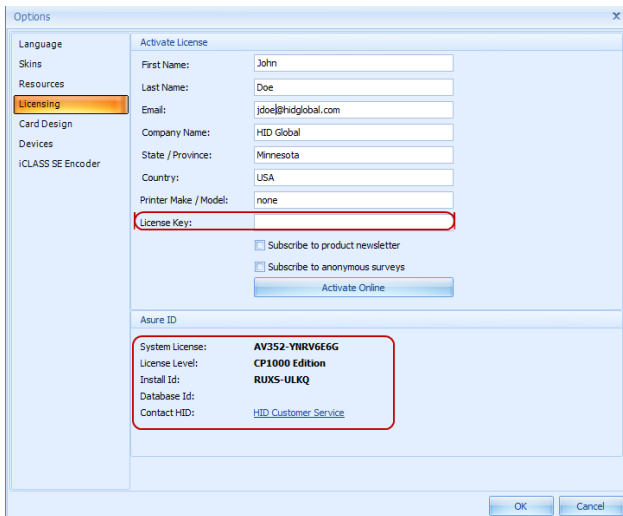
3. A message is displayed prompting you to make a backup copy of your new Admin Keys. Click **Yes** to copy the new Admin Keys to the clipboard.

Important: Safely store the admin keys for future reference. HID is unable to recover these keys if lost. If the admin keys are lost, the encoder will need to be sent to HID to be factory reset.

Enter the Asure ID CP1000 Edition License Key

The Asure ID CP1000 Edition License Key is **AV352-YNRV6E6G**. The Admin password should be modified from the default values for security reasons.

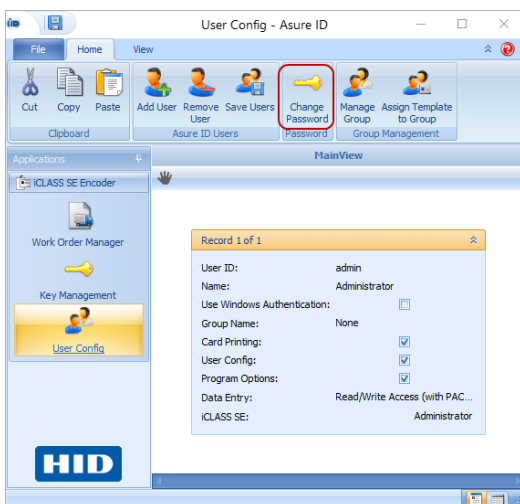
1. Select **Work Order Manager > File tab > Options**.
2. Select the **Licensing** option.
3. Enter the License Key **AV352-YNRV6E6G** and select your activation option.
4. When the License Key is activated, the CP1000 Edition will display as shown below.



Change default Admin password

The Admin password should be modified from the default values for security reasons.

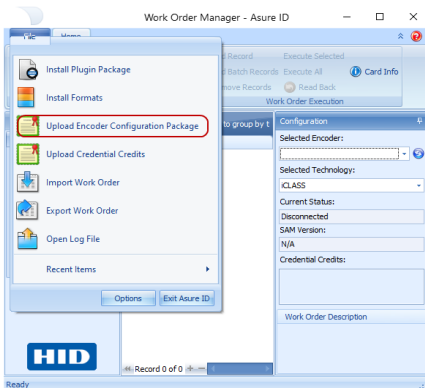
1. Select **User Config > Home tab > Change Password**.
2. Enter and confirm the new password. Click **OK**.



Upload Encoder Configuration Package

The following steps will load the required files (supplied on the USB drive) to the CP1000 Desktop Encoder.

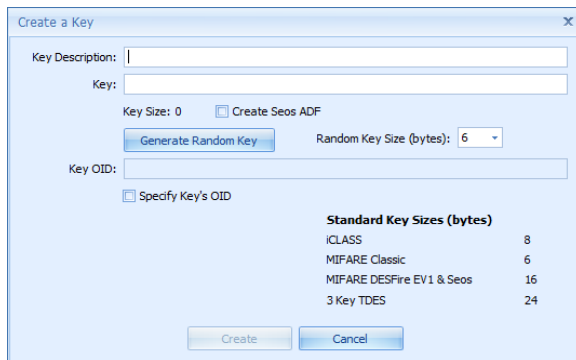
1. Go to **Work Order Manager > File tab > Upload Encoder Configuration Package**.
2. Locate and select the **Credits and Keys** folder > **.ise** file on the USB drive.



3. Create Custom Keys

1. Navigate to **Key Management > Custom Keys** group.
2. Select **Create Custom Key** and follow the instructions to create custom keys.

Note: For more information on managing keys, see the iCLASS SE CP1000 Desktop Encoder User Guide (PLT-01067).



4. Work Order configuration

Manage Work Orders from **Work Order Manager** Application. Create and execute Work Orders to create, manage and encode user credentials for building access. See the iCLASS SE CP1000 Desktop Encoder User Guide (PLT-01067) or visit the HID Academy (<https://www.hidglobal.com/training>) for details and examples of this process.

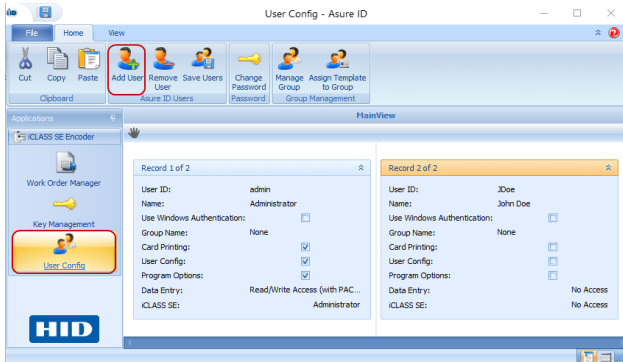
5. Manage users

Manage Users from **User Config > Home tab > Azure ID Users** group. Add new users, remove users, and save user profiles. See the iCLASS SE CP1000 Desktop Encoder User Guide (PLT-01067) for additional details.

To Add a User

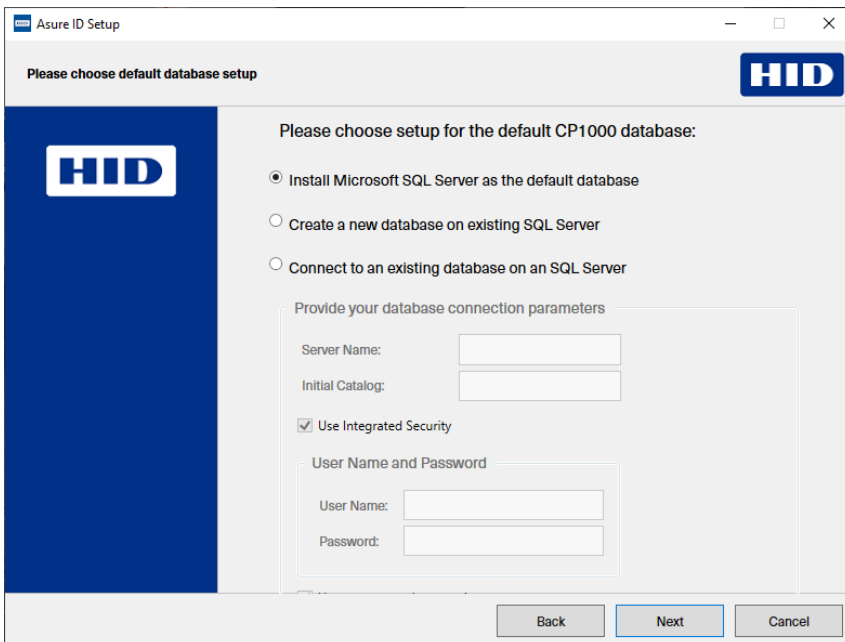
1. Click **Add User**.
2. In the **Create New User** window, enter and confirm the **User ID**, and a 12-character **Password**. Click **OK**.
3. In the **Record** window, enter the information for the fields and set the access level required for the new user.

Note: The **Data Entry** and **iCLASS SE** fields are drop-down lists.



6. Data backup

The Azure ID Work Order data is stored in the SQL Server database. Database configuration (name and connection) are set during the installation of Azure ID. Back up the Azure ID database regularly to protect data. To make a back up of the database, see your SQL Server documentation.



7. Ordering information

Configuration cards

Use a Key Roll Card to change the OEM Admin keys on a reader in your system.

Use the other configuration cards to transfer media keys for all technology types, as well as reader configuration settings.

Part number	Model	Description
CP1000D	CP1000	iCLASS SE CP1000 Desktop Encoder

8. References

Reference	Description
PLT-01067	iCLASS SE CP1000 Desktop Encoder User Guide
www.hidglobal.com/drivers/14993	OMNIKEY Workbench X86 (Windows 8, 7, x86)
www.hidglobal.com/training	HID Academy training module: SE Encoder Self Paced Training Modules (available free of charge)