Lenel Access Control
System Setup

1. Open Settings

2. Select your Visitor Group and select Edit
3. Select Tasks

4. Select the Sign In task
5. Select ‘Activate badge in access control system’ and select Lenel from the drop-down list.

6. Select the blue link to edit access control settings.
7. Configure the software by referencing the settings retrieved from your Lenel system

8. Open the Settings Tab
9. Map the database fields between the Jolly Technologies software and the Lenel access control system

![Access Manager](image)

10. Edit advanced options if needed

![Access Manager](image)
11. Click the Save button

12. Click the OK button and return to the main screen of Lobby Track