

# Hardware Installation

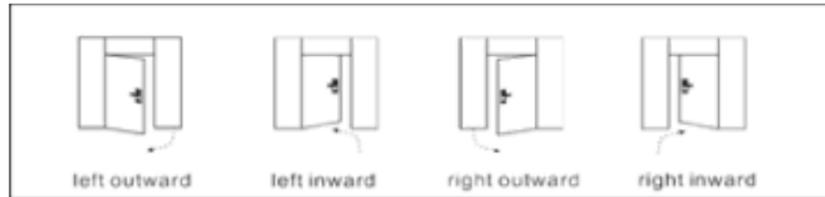
## PREFACE

- Electronic locks are sensitive and advanced products with fragile microchips and hardware. Please be aware that the position and type of environment the lock is installed in can affect its lifespan.
- To install the lock, we recommend professional carpenters or builders. Incorrect installation of the lock can lead to irreparable damage and void of warranty.
- After the lock is installed, please change the default management pin code immediately and keep a record of your new code.
- Keep the backup mechanical keys in a safe secure location which can be conveniently accessed if required.
- A low voltage alarm will sound when the 4 x AA batteries need replacing.
- Make sure the batteries are in the correct positive/negative terminals. Incorrect positioning of the batteries may short circuit and permanently damage the lock.
- Please read the manual carefully before use, and operate the lock in accordance with instructions.
- User data will be retain if batteries are temporarily removed.
- Low voltage warning will sound after each unlock if battery voltage is below 4.8V.
- Disclaimer: Figures and characters in this manual are for manual demonstration and may not reflect the exact type or style of each model. We reserve the right to display any product that best demonstrates the manual content.

## Installation and Setup

### Handle Direction

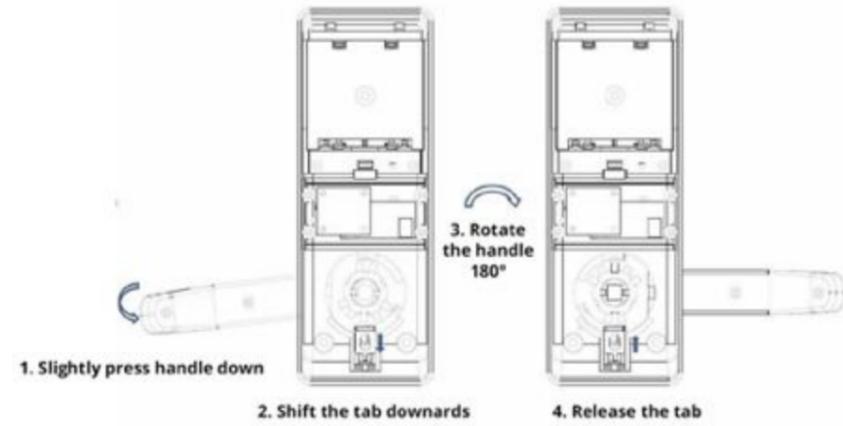
1. Determine your door opening direction from the image below.
2. Use this direction to set the handle direction on the lock.



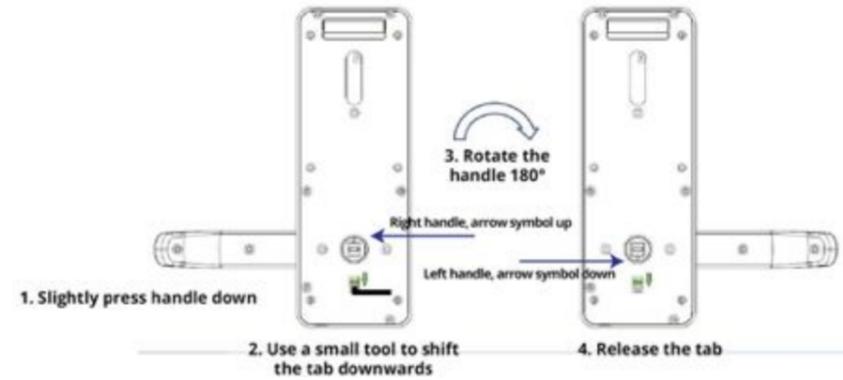
### Reverse Handle Direction

1. To reverse the handle direction, you DO NOT need to unscrew the lock.
2. You can reverse the handles by shifting the tab downwards by using a small key (screw driver).
3. Fully unscrewing the lock may void warranty.

### Rear Handle



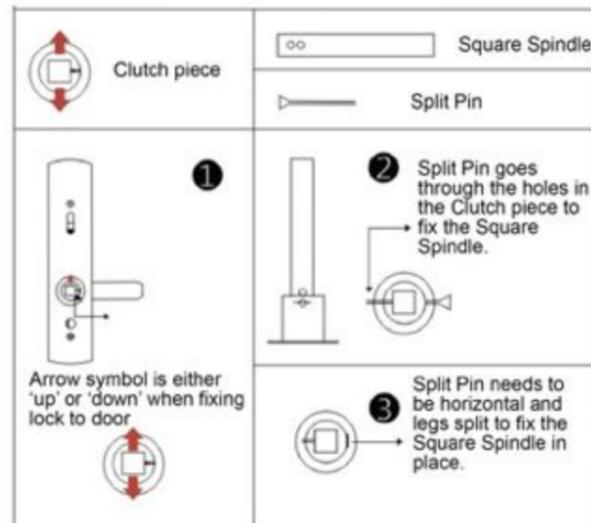
### Front Handle



**IMPORTANT:** Ensure the arrow symbol is facing Up and Down for Right or Left handle direction, respectively. If installed incorrectly, you might need to damage the lock for entry.

### Square Spindle Assembly

1. Assemble the square spindle in the front handle and ensure to fix it with the split pin provided.
2. Ensure the arrow symbol on the clutch piece is point UP or DOWN
3. Fully unscrewing the lock may void warranty.
4. If you do not assemble the spindle and install the lock on the door. You may need to damage the lock or door for entry. Incorrect installation is not covered by warranty.



### Lock Hardware Installation

1. Loosely install the tubular latch
2. Fit the front handle and install the square spindle with the provided split pin. Ensure the square spindle is aligned with the square clutch in the tubular latch
3. Pull the wire through the hole in the rear fixing plate
4. Screw the 3 screws into the rear fixing plate
5. Plug in the wire to the rear handle and bunch the cable into the rear handle keeping the wire away from moving parts
6. Fix the rear handle to the rear fixing plate
7. Insert batteries and test lock function with mechanical keys and card/code
8. Rotate front and rear handles to check the smoothness of the handle to ensure the entire system is not overtightened

### Mechanical Key Override

1. Flick the black cap covering the mechanical barrel on the front handle open  
NOTE: It is attached to the lock so do not snap the black cap off.
2. Insert the mechanical key. Turn it 90 degrees. This will retract the door latch.
3. If the mechanical key does not turn, it is the wrong key.
4. Try turning the key and handle at the same time to avoid breaking the mechanical key inside the cylinder.



### Important Warnings

**1. DO NOT USE AN ELECTRIC DRILL and DO NOT OVERTIGHTEN the fixing screws - this may void the warranty**

**2. KEEP THE MECHANICAL BACK UP KEYS in a safe and secure location in case of battery depletion or electronics malfunction**

### Use of External Backup Power Port (USB-B)

If the batteries are depleted, plug a battery pack/charger into the terminal on the base of the front handle. This will temporarily power the lock and will not recharge the batteries.

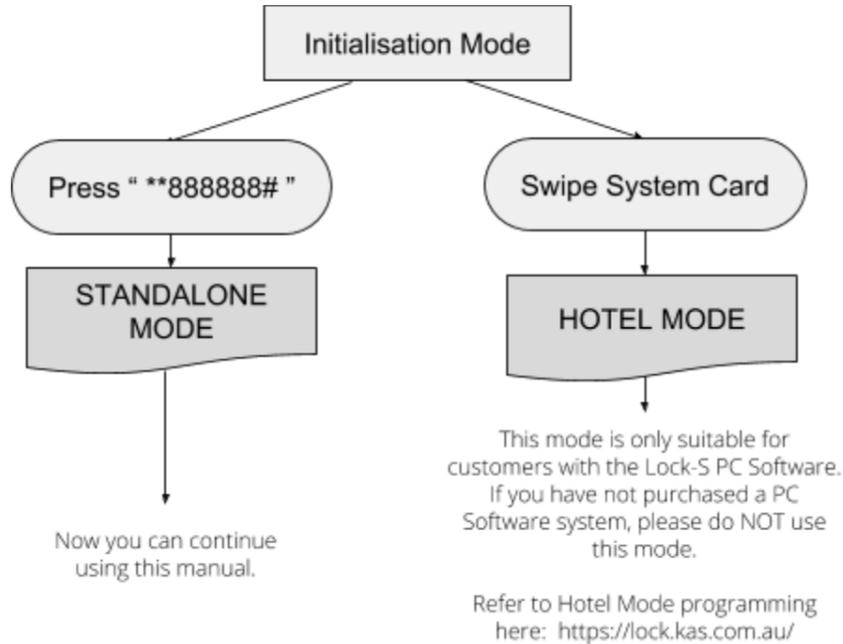
### Troubleshooting

Alarm sounding before entry	Low battery alert - change batteries.
Forgot Master Code	Conduct Master Code Reset and then create a new Master Code.
Electronic/System Malfunction	Try Power Cycle by removing and replacing the batteries. Try a new set of batteries. Electronic components work best with a new set of batteries and a power cycle.
Latch not retracting	Listen for a motor sound. If no, the motor has failed and will need a replacement. If yes, use mechanical key for access.

# Setup Mode

## Initialisation Mode

By default, the lock will be in Initialisation Mode. This means the lock can enter either Standalone Mode or Hotel Mode. Please see below to select the mode of your choice. If you conduct a factory reset, the lock will return to Initialisation Mode.



# Standalone Mode Keypad Programming Instructions

## Standard Operation of the Lock

To lock your door, simply pull your door closed, the lock is always in a "locked" state from the outside. To unlock the door, enter a pin code, swipe RFID tag or Bluetooth app. The internal handle is always free passage. For exit, simply rotate the internal handle downwards.

## Set Management Code

- Capacity: 1
- Ensure to keep the management code in a secure location.
- Management code: 6 digits only and cannot unlock the door. Program a User Code for door access. **Default: 888888**  
Format: `" * * <Management code> # 5 <New Management Code> # "`  
Example: `" * * 888888 # 5 999999 # "`  
Result: This has modified from Management Code to "999999".  
Successful - 1 long beep. Unsuccessful - 2 short beeps.  
Exit programming mode by pressing `" * * "`

## Program Pin Codes

## Unlock the door by pin code

Touch lock to wake up keypad, Enter pin code [4-6] digits, Press '#', Door will unlock.

Example: `" 1 2 3 4 5 6 # "`  
Example: `" 2 3 4 5 # "`

## Add User Pin Code

- Capacity: 100
- Each User Pin Code has an assigned ID number. ID range: 00 - 99 [2 digits]
- User code length: 4-6 digits  
Format: `" * * <Management Code> # 6 <User ID> <User Pin Code> # "`  
Example 1: `" * * 888888 # 6 00 223344 # "`  
Example 2: `" * * 888888 # 6 01 2580 # "`  
Result: This has added a User Pin Code ID:00 "223344" and ID:01 "2580".  
Successful - 1 long beep. Unsuccessful - 2 short beeps.  
Exit programming mode by pressing `" * * "`

## Delete Individual User Pin Code

To delete an individual user pin code you need to know its User ID.  
Format: `" * * <Management Code> # 7 <User ID> # "`  
Example: `" * * 888888 # 7 01 # "`  
Result: This has deleted User Pin Code "2580" from the lock. All other pin codes remain in memory.  
Successful - 1 long beep. Unsuccessful - 2 short beeps.  
Exit programming mode by pressing `" * * "`

## Delete ALL User Pin Codes

This deletes ALL User Pin Codes except the Management Code.  
Format: `" * * <Management Code> # 666 # "`  
Example: `" * * 888888 # 666 # "`  
Result: This has deleted ALL pin codes from the lock. All other pin codes remain in memory.  
Successful - 1 long beep. Unsuccessful - 2 short beeps.

## Program RFID Card or FOB

### Unlock the door by RFID Card or FOB

a. Swipe the card to the lock.

### Add User RFID Card

- Capacity: 100
- Each User RFID Card has an assigned ID number. ID range: 00 - 99 [2 digits]  
Format: `" * * <Management Code> # 2 <User ID> # <Swipe RFID Card> "`  
Example 1: `" * * 888888 # 2 00 # <Swipe Card 1> "`  
Example 2: `" * * 888888 # 2 01 # <Swipe Card 2> "`  
Result: This has added a User RFID Card ID:00  
Successful - 1 long beep. Unsuccessful - 2 short beeps.  
Exit programming mode by pressing `" * * "`

### Delete User RFID by ID

To delete an individual user RFID you need to know its User ID.  
Format: `" * * <Management Code> # 3 <User ID> # "`  
Example: `" * * 888888 # 3 01 # "`  
Result: This has deleted User RFID Card 01. All other User RFID Cards remain in memory.  
Successful - 1 long beep. Unsuccessful - 2 short beeps

### Delete ALL User RFID

This deletes ALL user RFID.  
Format: `" * * <Management Code> # 444 # "`  
Example: `" * * 888888 # 444 # "`

Result: This has deleted ALL User RFID Card from the lock  
Successful - 1 long beep. Unsuccessful - 2 short beeps

## Delete User RFID by Reading Card

To delete an individual user RFID and you don't know the ID, you conduct this method.

Format: `" * * <Management Code> # 8 # <Swipe RFID Card To Delete> "`  
Example: `" * * 888888 # 8 # <Swipe RFID Card> "`  
Result: This has deleted User RFID Card which was swiped. All other User RFID Cards remain in memory.  
Successful - 1 long beep. Unsuccessful - 2 short beeps

## Delete User RFID by Continuously Reading Cards

To delete an a series of RFID in one step.  
Format: `" * * <Management Code> # 888 # <Swipe Card 1> <Swipe Card 2> ... "`  
Example: `" * * 888888 # 888 # <Swipe Card 1><Swipe Card 2>... "`  
Result: This has deleted the User RFID Cards which were wiped. All other User RFID Cards remain in memory.  
Successful - 1 long beep. Unsuccessful - 2 short beeps  
Exit programming mode by pressing `" * * "`

## Free Passage Mode

Free Passage Mode will leave the door in an "unlocked" state until deactivated.  
**Enable:** Press and hold '#' for 3 seconds **after** the door was opened.  
Note you may have to wake up the keypad again **after** the unlocking action.  
**Disable:** Wake up the keypad and press and hold '\*' button for 3 seconds.  
Note: if you swipe any valid RFID card while Free Passage is enabled, it will disable it. Entering pin codes while Free Passage is enabled, will NOT disable it.

## Function Settings

### Single Opening Mode

Single Opening Mode: Either 1 card or 1 pin code will open the door.  
`" * * <Management Code> # 141 # "`

### Dual Opening Mode

Dual Opening Mode: Requires both RFID Card and pincode to be presented for the same User IDs. I.e RFID ID:02 and Pincode ID:02 need to be presented.  
`" * * <Management Code> # 142 # "`

### Keypad Lockout

The keypad will lockout for 1 minute if a pin code was entered incorrectly 3 times. This feature cannot be disabled.

## Factory Reset

This removes ALL programmed data and resets Management Code to default. After factory reset, the door lock be under Initialisation Mode.  
Note: this will also reset the lock which was activated on the app. Please re-activate the lock from the app to continue using the app. This will NOT reset the clock. The clock will only reset when you remove the batteries.

### Factory Reset By Keypad

`" * * <Management Code> # 199 # "`

### Factory Reset by Reset Switch

Factory reset can be conducted by the Reset Switch. See attached image.