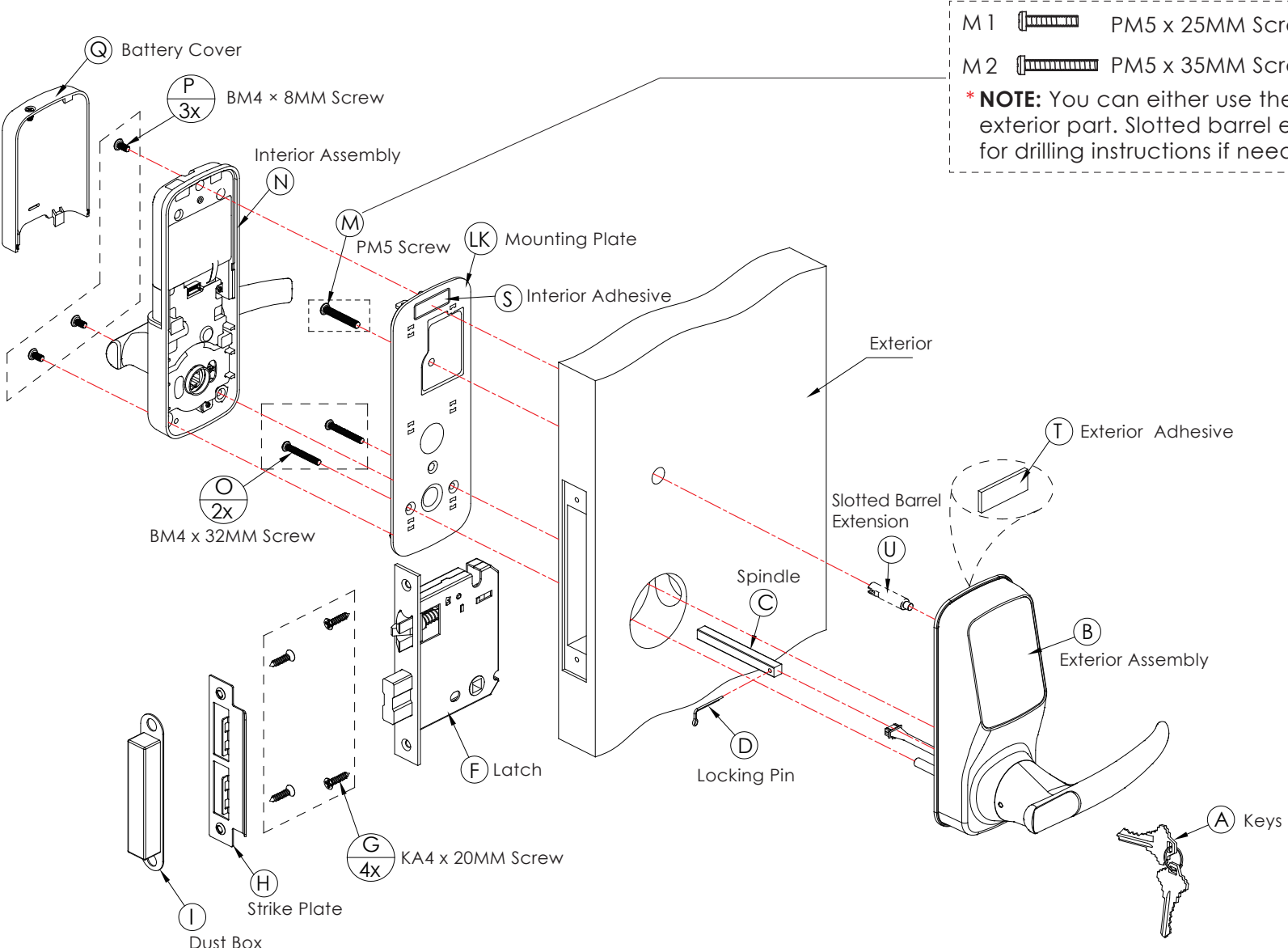# LOCKLY SECURE

MORTISE EDITION

INSTALLATION MANUAL

INSTALLATION OVERVIEW & PARTS LIST

This lock can be installed for both right swing and left swing doors. The lock ships ready for a right swing door installation. If you wish to change the orientation of the lock for a Left Swing door, go to **Step 4** for instructions.

M1 — PM5 x 25MM Screw, Door thickness 1-19/50"~1-69/100"(35~43mm)

M2 — PM5 x 35MM Screw, Door thickness1-69/100"~1-97/100"(43~50mm)

*** NOTE:** You can either use the exterior adhesive **(T)** or slotted barrel extension **(U)** to stabilize the exterior part. Slotted barrel extension **(U)** requires drilling an extra hole. Use provided Template for drilling instructions if needed.


Q — Battery Cover

P / 3x — BM4 × 8MM Screw

N — Interior Assembly

M — PM5 Screw

LK — Mounting Plate

S — Interior Adhesive

O / 2x — BM4 x 32MM Screw

Exterior

T — Exterior Adhesive

Slotted Barrel Extension

U

Spindle
C

B — Exterior Assembly

D — Locking Pin

F — Latch

G / 4x — KA4 x 20MM Screw

H — Strike Plate

I — Dust Box

A — Keys

Spare parts package

P
G
M1
M2
O
D

R — Clamping Tool
For changing
handle orientation

V / 2x — Positioning Rod
For installing mounting
plate **(LK)**

GETTING STARTED - YOU WILL NEED

All the parts you need to install the Lockly Secure Latch Edition is included in your package. However, we do need a few tools.
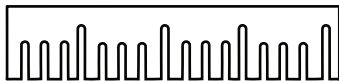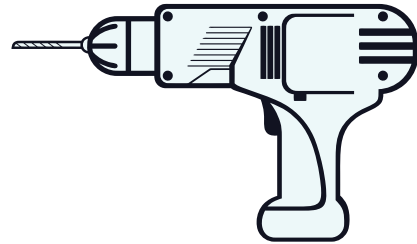
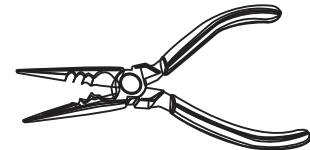**Required Tools**
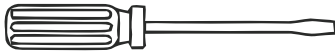
Flathead Screwdriver

Phillips Screwdriver

Ruler

Optional

Screwdriver with drill bits

Pliers

Drilling is not required to install the lock, and is optional. However if you are installing your lock on a brand new door, a drill is required if there are no holes prepared for lock installation.

# STEP 1: ADJUSTING LOCKSET TO YOUR DOOR ORIENTATION

There are 4 common door-opening directions, the lockset ships default for is for RIGHT IN-SWING Doors. You may skip this step if you are sure your door is a Right In-Swing Door. Otherwise, see the illustrations below to confirm your door opening direction and change your latch throw orientation if needed.
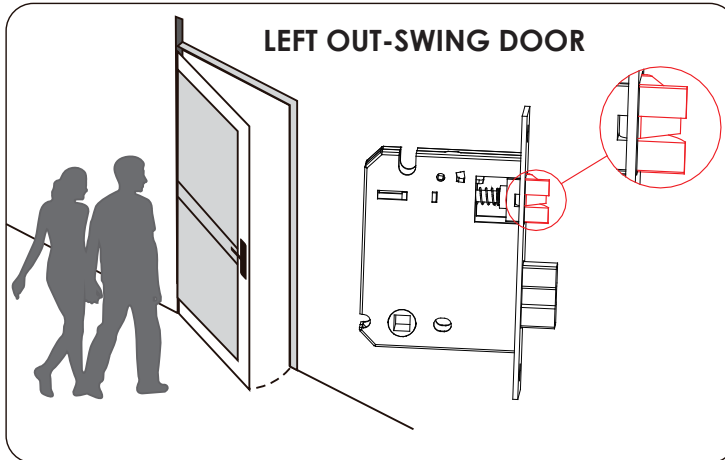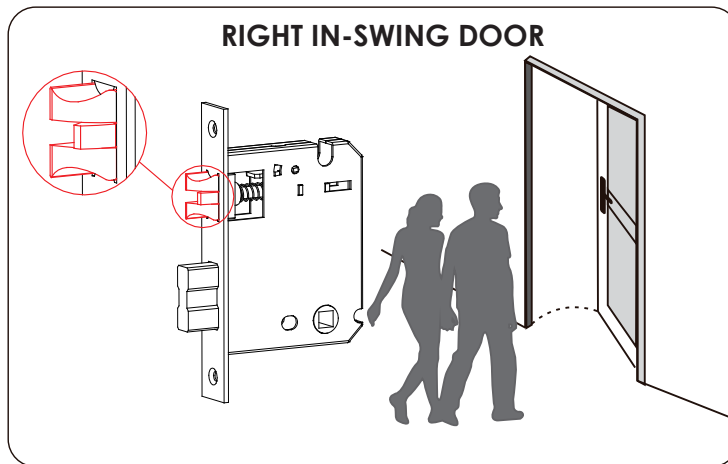
LEFT OUT-SWING DOOR

Make sure the latch throw is correctly oriented as shown to fit your left out-swing door.
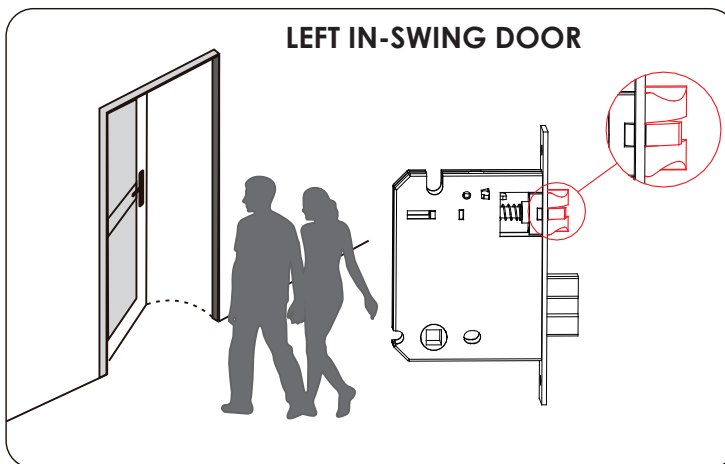
LEFT IN-SWING DOOR

Make sure the latch throw is correctly oriented as shown to fit your left in-swing door.

RIGHT OUT-SWING DOOR
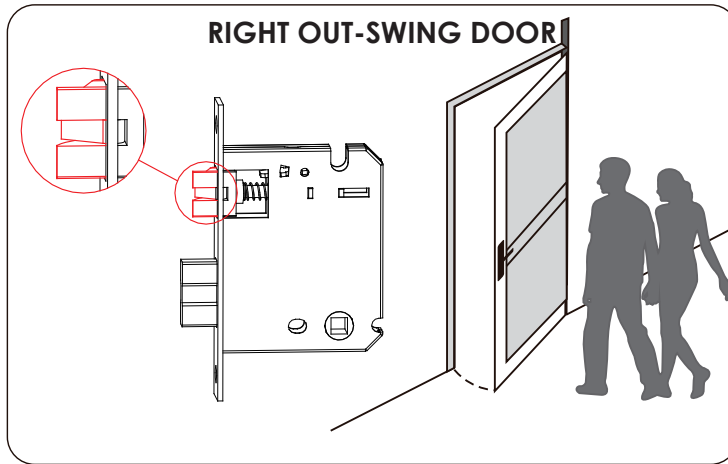
Make sure the latch throw is correctly oriented as shown to fit your right out-swing door.
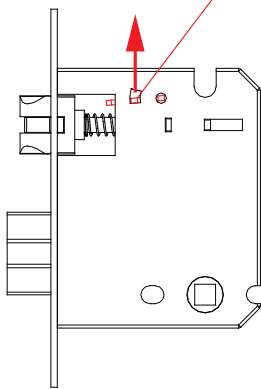

RIGHT IN-SWING DOOR

Make sure the latch throw is correctly oriented as shown to fit your right in-swing door.
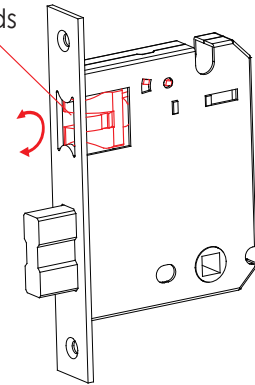
HOW TO ADJUST THE LATCH THROW

The Factory setting or the throw is for right in-swing door. You do not need to change direction if you have a right in-swing door. Here is here is how to change the latch throw direction.
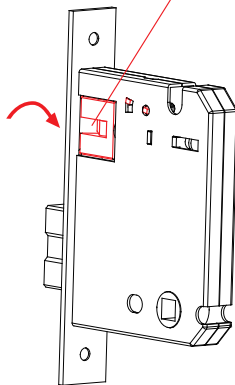
1、Move the metal barrier upwards.

2、Push the latch throw inwards and position the moving lip aligned with the latch inside the case.

3、Hold the moving lip aligned to latch and twist downwards to 180°.

4、Release the metal barrier to fully extend the latch.
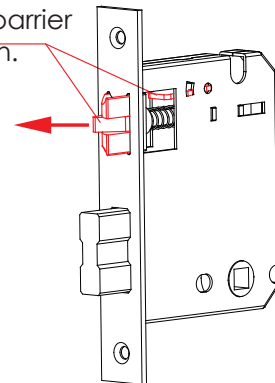
STEP 2: PREPARING THE DOOR

Use provided drilling templates to prepare door for installation.
You would need professional door drilling tools.

Exterior Panel for Part B

1/2"
12mm

4-7/50"
105mm

2-1/8"
54mm

2-3/8"(60mm)

Interior Panel for Part N
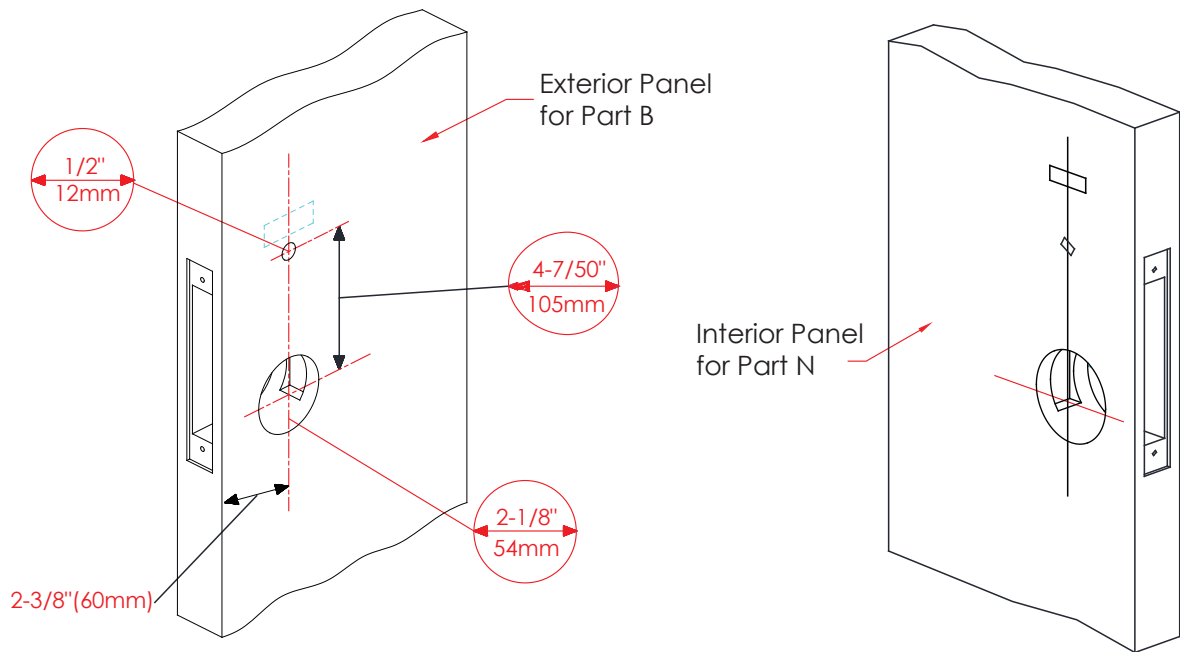
3. INSTALLING THE LOCKSET (PART F)

3.1 When installing the lockset, ensure the latch is at the top position and deadbolt is at the bottom.

3.2 Use provide screws (G) to secure the lockset position.
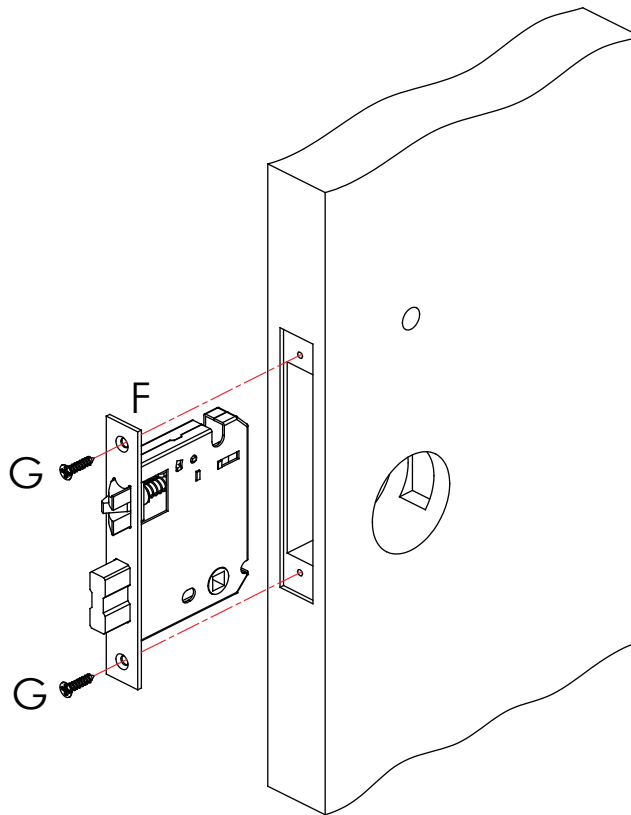
STEP 4: CHANGING HANDLE ORIENTATION FOR RIGHT OR LEFT SWING DOORS

The lock ships default for Right Swing Doors. You may skip STEP 4 if your door is a Right Swing Door. To change your door handle orientation for a left swing door,please continue reading.

Changing the Exterior Handle Orientation
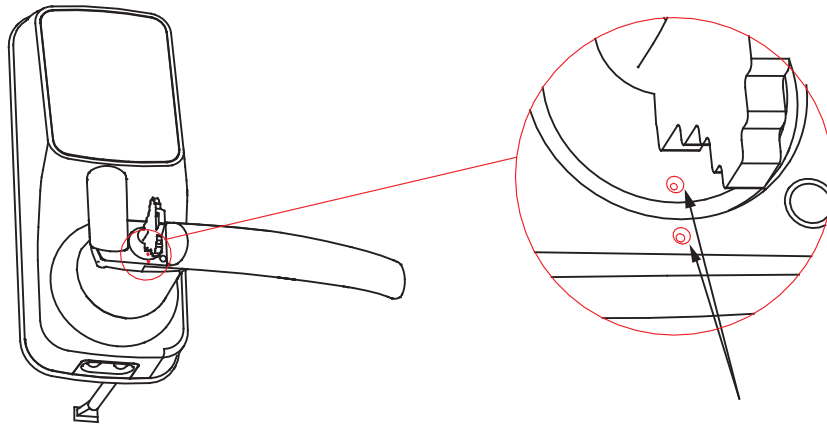
4.1

Insert the key and rotate to align the two white dots as shown in the picture.

IMPORTANT:

The following steps are only possible when these two white dots are aligned!
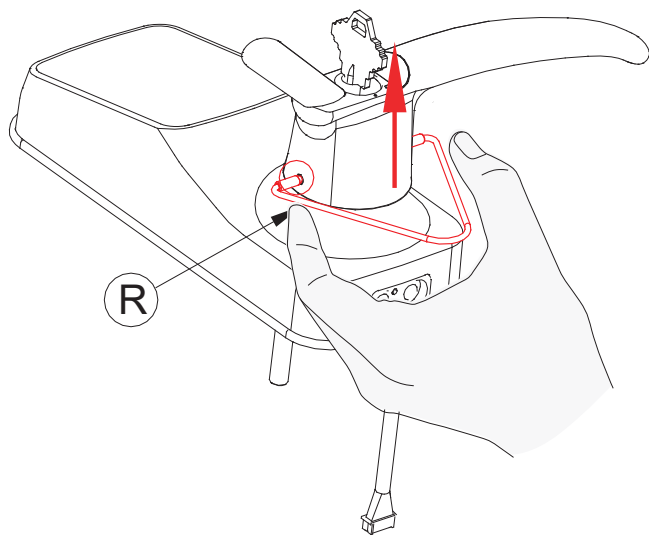
4.2

Use the provided Clamping tool **(R)** to push in the two metal pins at the base of the lock handle, located at the 3 o'clock and 9 o'clock positions, and remove the handle once the pins are compressed.
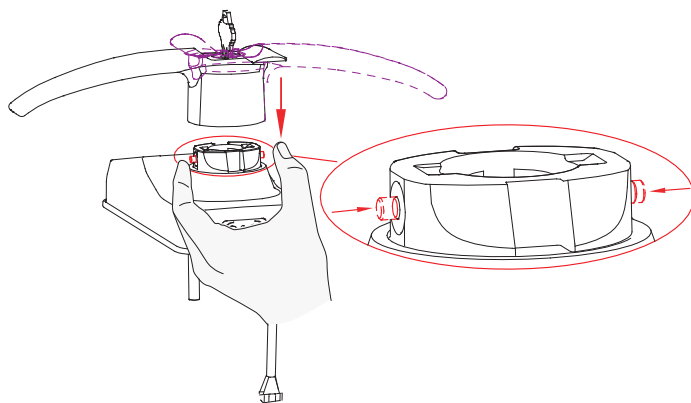
4.3

Rotate the handle 180 degrees to the other side of the lock.

Using your fingers, press the two pins located on the left and right side of the the lock to insert the handle back onto the lock.
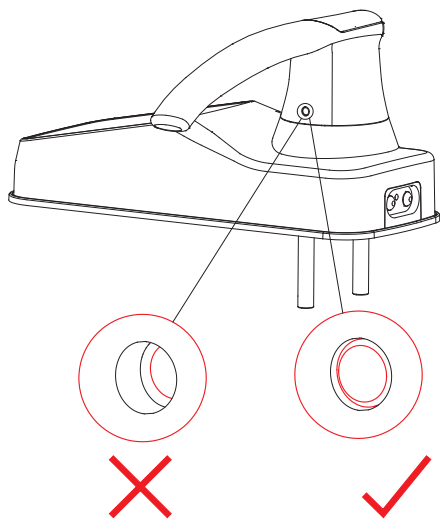
4.4

Confirm that your installation was complete by checking if the pins are flush against the handle, and has popped out. Adjust the handle accordingly to make sure the pins are fully decompressed and sits flush gainst the surface.

4.5

Check that yor handle works smoothly by giving it a turn up and down.
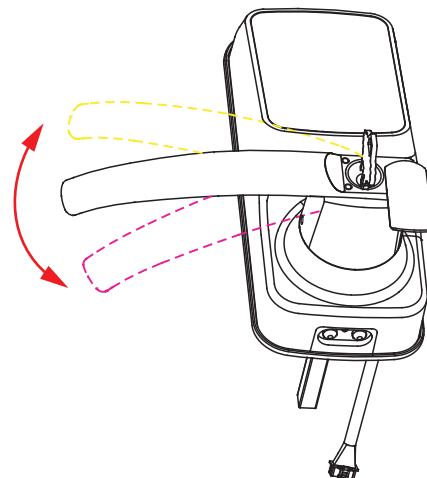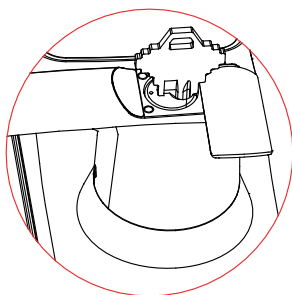
4.6

Twist key back to horizontal position. The key can be taken out once it goes back to the horizontal position.
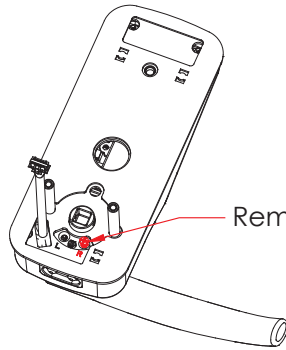
4.7

Remove the screw position on point "R"
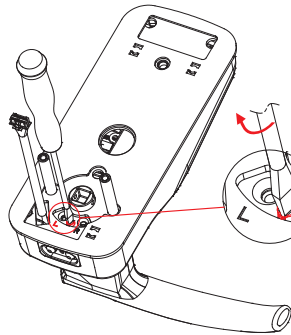
4.8

Use a flathead screwdriver to press the middle marker and move to point "L".

L
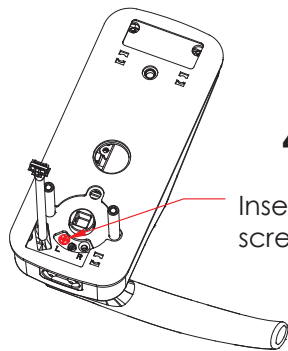
4.9

Insert the removed screw from point "R" screw tightly to point "L".

Changing the Interior Handle Orientation
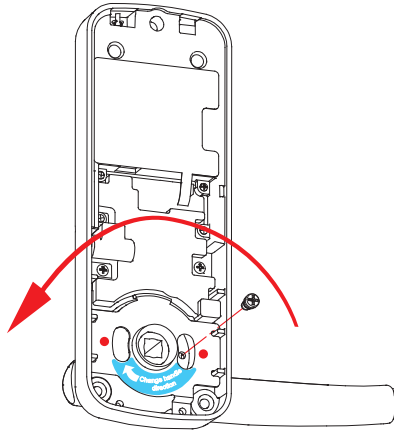
4.10

Remove the screw by turning counter clockwise. Then rotate the handle 180° in the direction of the arrow until the screw hole aligns with marker as shown.
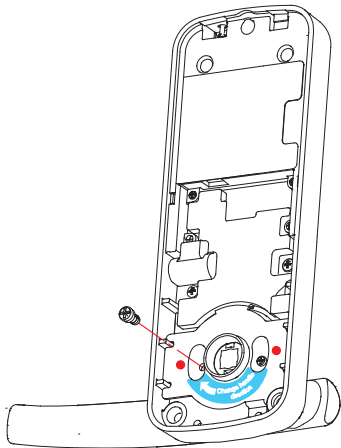
4.11

Securely screw clockwise as shown to complete your handle orientation change.

STEP 5: INSTALLING PART C

5.1
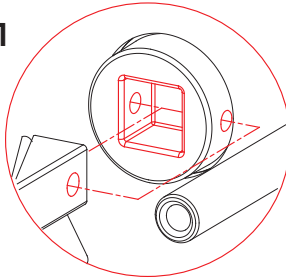
Install Spindle **(C)** with the holes side into the base of the lock and align the holes locate in the 3 o'clock and 9 o'clock position.

5.2
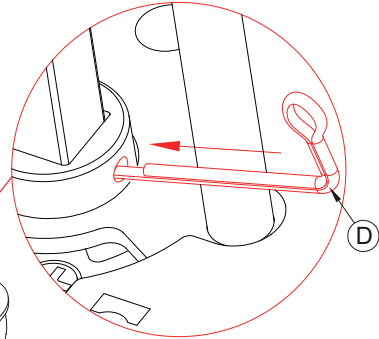
Insert locking pin **(D)** in to the hole as shown above.

5.3

5.4 Peel paper layer OFF the 3M tape and prepare for installation.
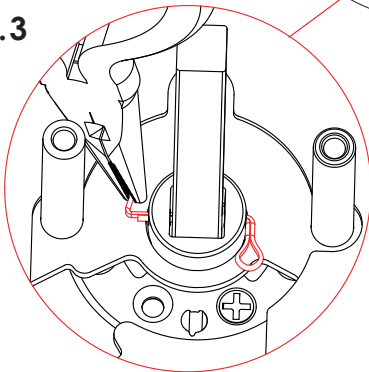
Lightly bend Locking Pin **(D)** so it's locked into place from moving as shown. We recommend using pliers.

After you finshed bending the locking pin, turn the handle to make sure it turns freely and nothing is obstructed.

STEP 6: INSTALLATING THE LOCK (EXTERIOR)
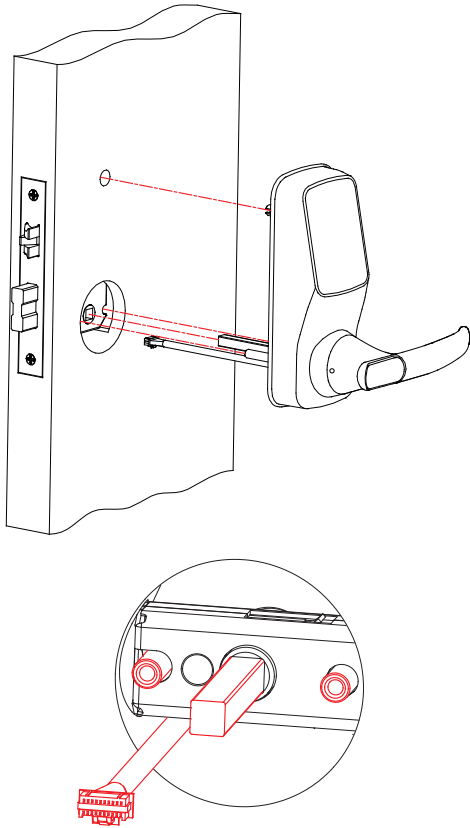
6.1 Install the exterior lock as shown to the left by aligning the lock straight and passing the cable and attached rods through the lockset.

Exterior
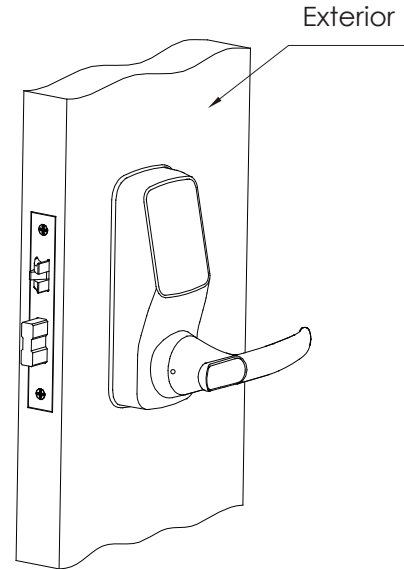
6.2 Pass the Spindle **(C)** through the center of the lockset, and the round rods through the sides in their respective holes. The cable should run undeneath the lockset.

6.3 Align the lock straight and press hard (if you use the 3M tape in step 5.4) to secure the top of the lock.

STEP 7: INSTALLING THE LOCK (INTERIOR)

Interior

V

Mounting Plate **(LK)**

Positioning rods slide through these holes.
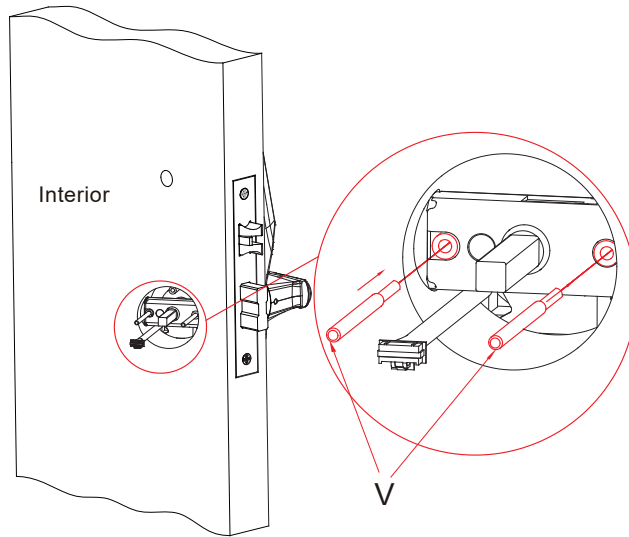
7.1

Insert Positioning Rods **(V)** into the the holes to the left and right of the Spindle **(C)**.
The holes are located at the 3 o'clock and 9 o'clock positions.

7.2

Interior Mounting Plate **(LK)** will go against the interior side of your door. Remove the paper layer off of the Adhesive Tape and align the positioning rods on the bottom of the plate to the corresponding left and right holes.
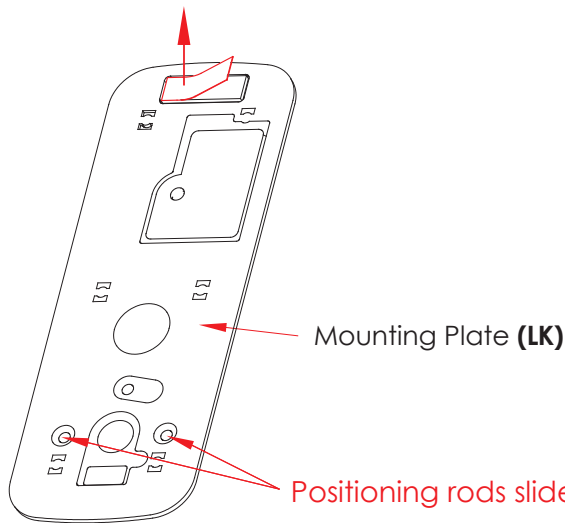
Install the side with the black plastic seal against the door

LK
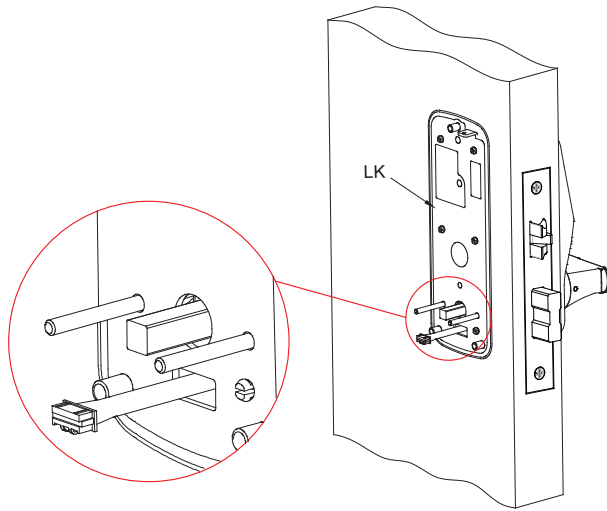
7.3

Pull the cable from the exterior lock through the rectangular hole underneath the positioning rods and spindle.

7.4

Remove the position rods **(V)** and replace them with screws **(O)** Tighten clockwise until the mounting plate is secure.
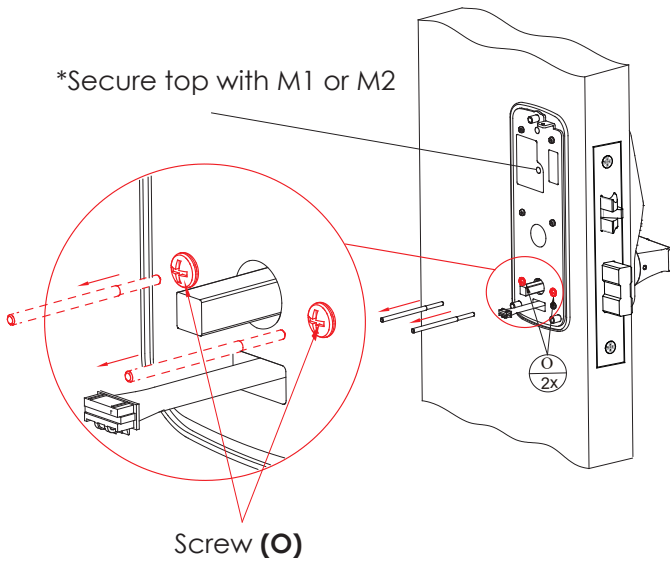
* If you have drilled a hole on the top in Step 1, please secure the hole with screw M1 or M2 depending on your door thickness. Skip this if no hole was drilled in Step 1.

*Secure top with M1 or M2

Screw **(O)**

O
2x

M1 PM5X25mm

M2 PM5X35mm
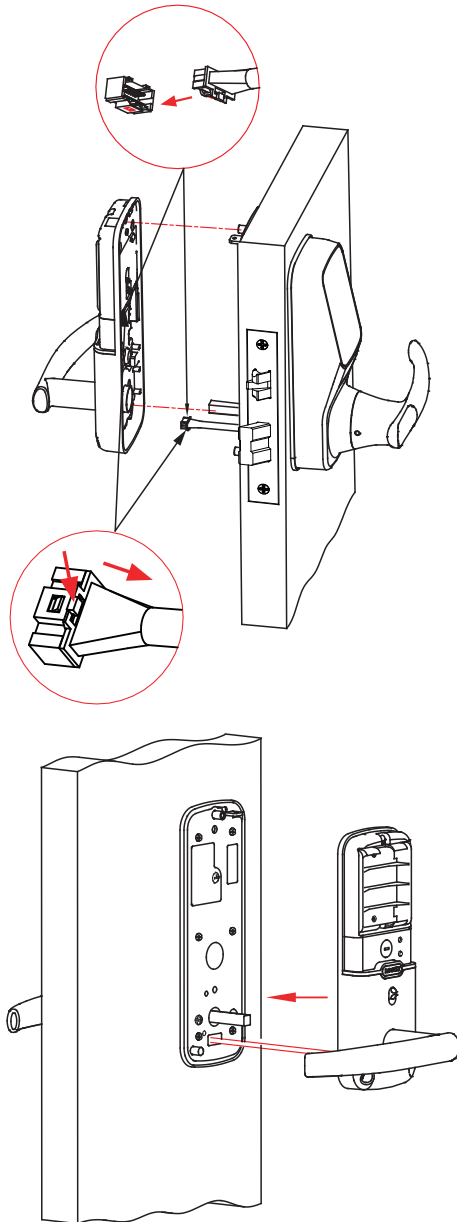
7.5

Plug the cable that is coming through the door into the lock interior. Make sure you match the direction of the plug correctly and matching the **red side of the plug with the red side on the lock.** Secure the connection by ensuring the snap is inserted tightly.

In case you need to reinstall the lock and disconnect the cable, make sure to press the snap to release the plug before carefully pulling it out. Do not force to pull the plug as this may result to lose connection and damage the lock.

7.6

Align the square rod to the lock interior and attach the Interior lock to the Interior mounting plate.

While you are doing so, gently push some of the excess cable through the rectangular hole into the door.

Place the remaining cable against the interior side of the lock interior so the lock interior sits securely onto the mounting plate.
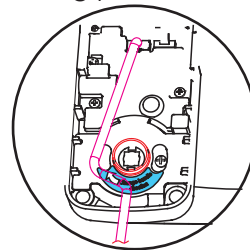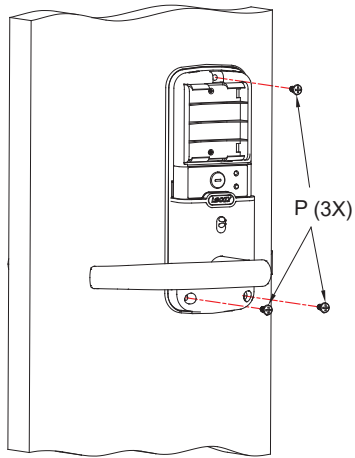
7.7

Once the Interior lock is flush against the mounting plate, secure the lock to the plate by screwing clockwise by using supplied screws **(P).**

P (3X)
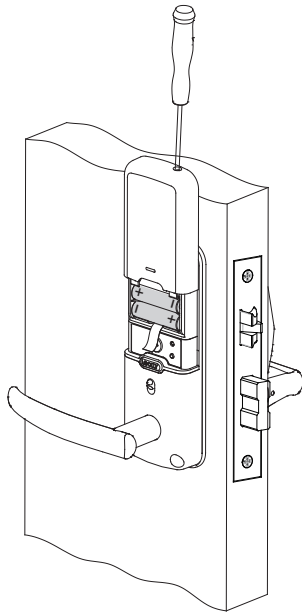
7.8

Insert 4 AA batteries into the lock by matching the postive **(+)** and negative **(-)** orientation markings on the batteries to the battery chamber.

Secure the battery cover by sliding the cover over the lock and turning the screw clockwise on top until tight.

STEP 8: INSTALLING THE DOOR STRIKE

Install the strike box as shown below. Open the door frame, install box, then the strike plate and fix it with screws.

After the installation is completed, check if the lock is working smoothly. From the INDOOR, while the door is open, lift the handle to check if the lock opened and closed smoothly and whether the deadbolt and latch are fully extended to the strike.
Re-adjust the installation location accordingly if the deadbolt and latch are not aligned to the strike.

Screw **(G)**

Screw **(G)**

Dust Box **(I)**

Strike Plate **(H)**
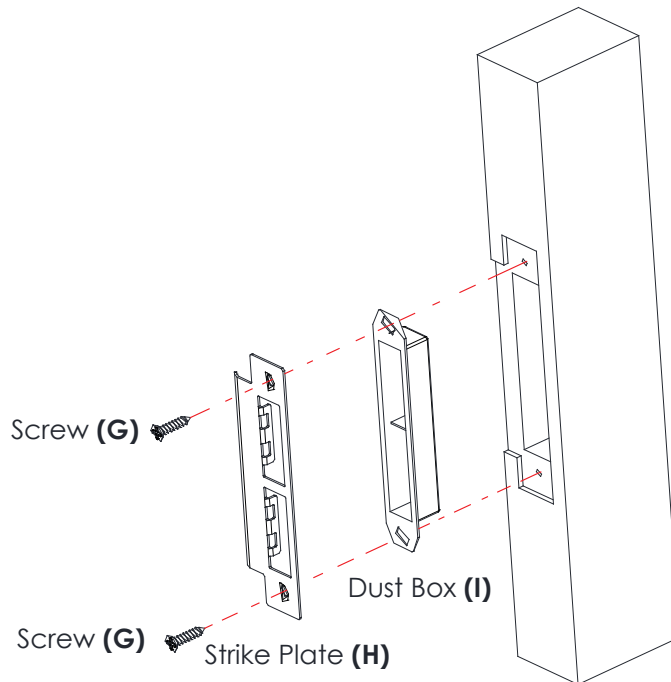
STEP 9: FINISHING INSTALLATION (DOOR LATCH)

You have completed the Lockly Secure physical lock installation. You can add Live Monitoring and Voice Assistant Control with the Google Assistant or Amazon Alexa via installing the Secure Link Wi-Fi Hub and Door Sensor (included with Lockly Secure Pro and also sold separately). Please proceed to next page for Secure Link Installation.

If you do not have the LINK yet, proceed to download the Lockly app from the iOS or Google Play app Store. Follow on-screen instructions to complete your setup and installation.

Download on the **App Store**　　GET IT ON **Google Play**

Scan or visit Lockly.com/app

STEP 10: INSTALLING THE SECURE LINK WI-FI HUB

The Lockly Secure Link Wi-Fi Hub comes in two parts. Each part of the Secure Link is crucial to enabling voice assistant features, live monitoring and and control of your Lockly device.

The Wireless Door Sensor is optional but highly recommended as it provides the means to verify that your door is securely closed and not ajar.

PART A

Secure Link Wi-Fi Hub

USB 5V 1A AC Adaptor*

PART B

LED Indicator

Door Sensor

Door Frame Sensor

Wireless Door Sensor
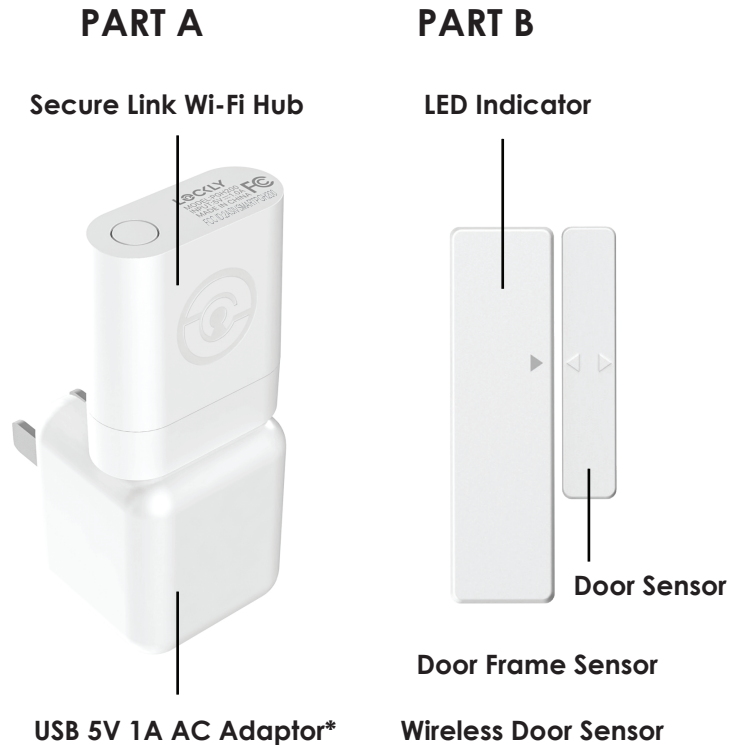
* You may plug the USB Secure Link Wi-Fi Hub into any UL Certified 5V 1A USB outlet, however we recommend using ours for best performance. Power adaptor supplied in this box is based on standard power plug and socket used by country.

STEP 11: SETTING UP THE SECURE LINK WI-FI HUB

You should install the Secure Link Wi-Fi Hub after you have successfully finished installation and set up of your Lockly Smart Lock. Refer to your appropriate Lockly Smart Lock Installation Guide and User Manual that came with the lock for reference.

The Secure Link Wi-Fi Hub (Part A) can be plugged into any standard 5V 1A USB port or use the UL certified USB AC adapter included in this box (recommended).

For best connectivity, the Secure Link Wi-Fi Hub must be installed within 10 feet of your Lockly Smart Lock. You may experience delayed or intermittent connectivity if the Secure Link Wi-Fi Hub is installed further than 10 feet away from the Lockly Smart Lock.

10 Feet
Distance Between

Lockly Smart Lock

Secure Link Wi-Fi Hub
(Reference Image Only)
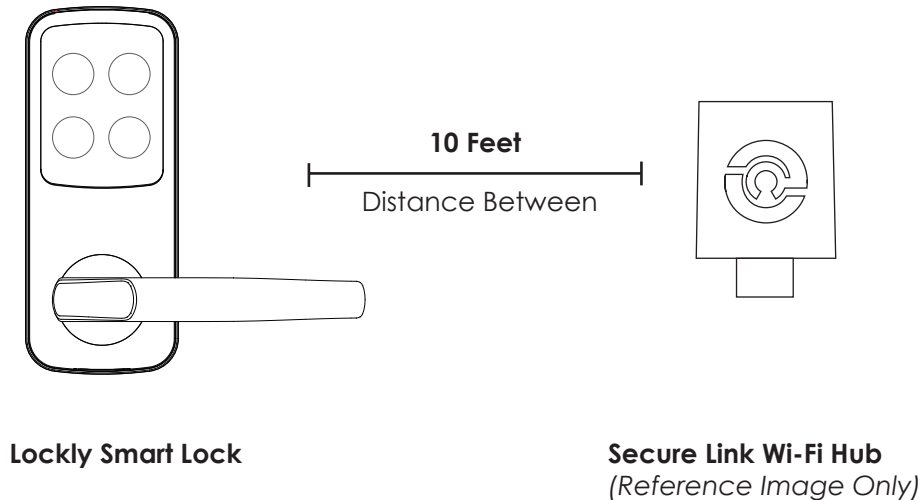
Make sure the Secure Link is installed in a location with a strong 2.4Ghz wireless signal. All modern Wi-Fi devices support 2.4 GHz connections while some equipment supports both 2.4 GHz and 5 GHz. Please check with your network administrator or internet provider if you're unsure what kind of network you have.

Plug the Secure Link Wi-Fi Hub into the 5V 1A USB AC adapter and plug the AC adapter to your wall socket.

USA Outlet Shown

A red RED indicator light will flash slowly to indicate that the Wi-Fi Hub is ready to connect.

LED Indicator is located next to the Setup Button

Once you have confirmed that your Secure Link Wi-Fi Hub is ready to connect to your lock, open the Lockly app to get started.

In case you have not downloaded our app, you can scan the QR code to the left or visit **https://lockly.com/app**

Make sure you have already created an account and setup your Lockly device to the Lockly app to continue.

Before you continue the Secure Link Wi-Fi Hub set up on your app, proceed to the next page to learn more about using the Secure Link Wi-Fi Hub and best practices for connectivity.

STEP 12: USING THE SECURE LINK WI-FI HUB

Before you set up your Wi-Fi Hub, make sure you are standing in between your Lockly Smart Lock and Secure Link Wi-Fi Hub. For best connection, the distance between the Wi-Fi Hub and your smart lock should be 10 feet or less.

Lockly Smart Lock	**You**	**Secure Link Wi-Fi Hub**
Shown as reference only	*Using an iOS or Android Device with Bluetooth & Wi-Fi enabled*	*Part A Shown Above as reference only*
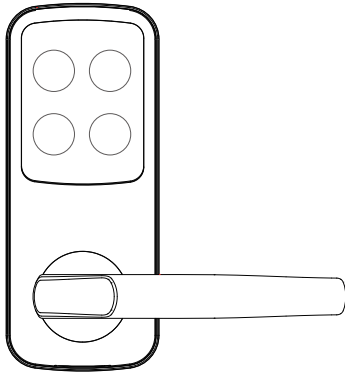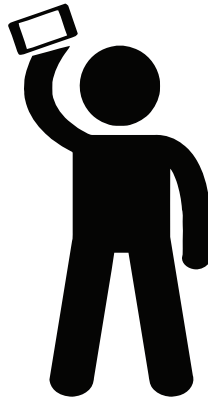
10 Feet

Distance Between

The Secure Link requires a strong wireless signal for optimal performance. Make sure the Secure Link will be installed in a location with a strong 2.4 Ghz wireless signal.

Proceed to the next page to read how to finish set up of your Wi-Fi Hub.

Secure Link Installation Checklist.

☑ I'm excited for my new Lockly smart lock, now compatible with Alexa and the Google Assistant.

☐ You have a Lockly Smart Lock already, and now adding the Wi-Fi Hub

☐ The Secure Link Wi-Fi Hub is installed within 10 feet of your Lockly Smart Lock

☐ You have the Lockly App installed on your iOS or Android device.

☐ Your smartphone Bluetooth connection is ON and connected to your Lockly device.

☐ You are standing between your smart lock and the Secure Link Wi-Fi Hub.

☐ Your Secure Link Wi-Fi Hub is located in a location with a strong Wi-Fi signal.

☐ You are currently connected to a 2.4 GHz Wi-Fi Network (802.11 B/G/N) on your iOS or Android device.

Be sure you check off the above 6 boxes before proceeding. If any of the boxes are not checked, you may experience intermittent or delayed response time in notifications.

*Requires successful installation of the Secure Link Wi-Fi Hub
and connected to a strong internet connection*

STEP 13: CONFIGURING THE SECURE LINK WI-FI HUB

First, make sure the smartphone you are using to add the Wi-Fi Hub is connected to your 2.4 GHz Wi-Fi Network. Next, open your Lockly App and select the main menu from the upper left corner. (Image shown with iOS demo). Once the menu opens go ahead select "Set up a New Device"
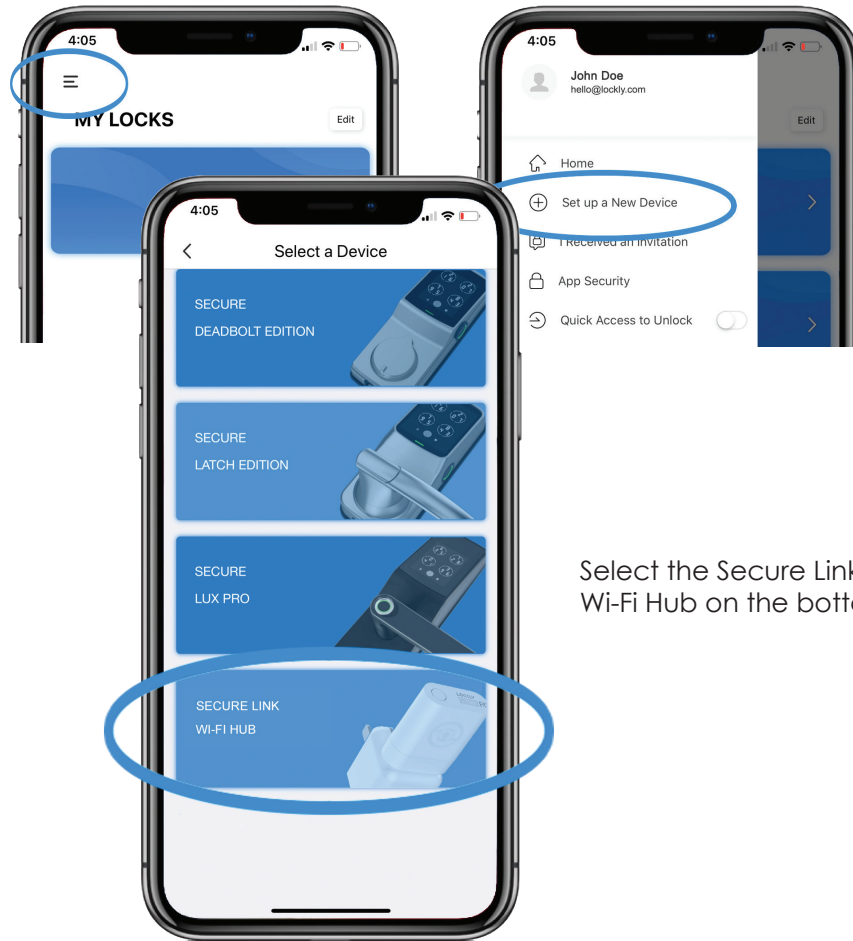
Select the Secure Link Wi-Fi Hub on the bottom

If you have never connected the Secure Link Wi-Fi Hub to your smart lock, the Secure Link should have a slow flashing RED LED Indicator. Press and hold the Setup Button located on the top of the Wi-Fi Hub for 3 seconds until you see the GREEN LED Indicator start to rapidly flash.

Press and Hold
3 Second

If you don't see anything appear with a Bluetooth icon and a name starting with PGH200... simply click the Refresh button on the upper right to rescan. Make sure your Wi-Fi Hub is showing a flashing GREEN LED indicator and the Wi-Fi Hub is within the optimal distance of 10 feet from your lock. Select the desired Wi-Fi Hub to continue.
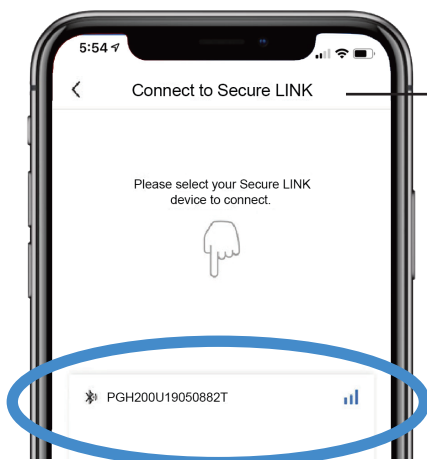
connect to secure LINK

**Minimum 2-3 Bars
Recommended**

If you are already connected to a 2.4 Ghz compatible Wi-Fi network, it should display the network name. (See example below)
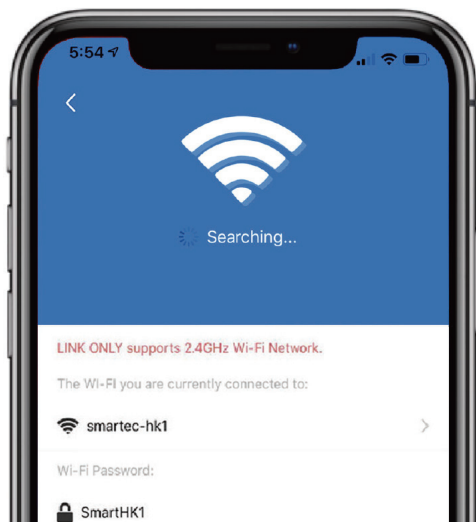
Enter your Wi-Fi password in the next line next to the 🔒 icon, then click "Next Step" to continue.

Select if your Wi-Fi Hub LED Indicator light is ON and SOLID GREEN.

Select if your Wi-Fi Hub LED is flashing GREEN.

NOTE: If the LED is flashing RED, please check if your WiFi network is properly working. Please check with your network administrator or internet provider if you're unsure.

*Actual screen may differ depending on device and app version
Please follow on -screen instructructions.*

Congratulations! Your Secure Link Wi-Fi Hub is now set up.

Below are some quick information for troubleshooting.

No Indicator Light

Your Wi-Fi Hub has no power.
Check your the power supply.

Rapid GREEN Light Flashing

Your Wi-Fi Hub is in setup mode.
Setup mode can be entered by pressing the setup button for 2 seconds.

Setup mode will last approx 2 minutes.

Slow RED Light Flashing

Your Wi-Fi Hub has power.
It's not connected to any wireless network.

Solid GREEN Light

Your Wi-Fi Hub is on and connected to an active 2.4 Ghz wireless network.

CONTINUE TO NEXT PAGE TO INSTALL DOOR SENSOR >

STEP 14: ADDING THE DOOR SENSOR

Adding the door sensor (Part B) is optional, however we strongly recommend installing the Door Sensor as it provides the ability to verify that your door is securely closed and not ajar and also send push notifications to your phone on the status of your door when someone opens and closes the door.

Depending on your door orientation, your Door Sensor will be mounted different ways. The Door Sensor comes in two parts.

Door Sensor is required if you are intending to use Amazon Alexa or the Google Home Assistant.

Part 1 - Door Frame Sensor ————

Part 2 - Door Sensor ————
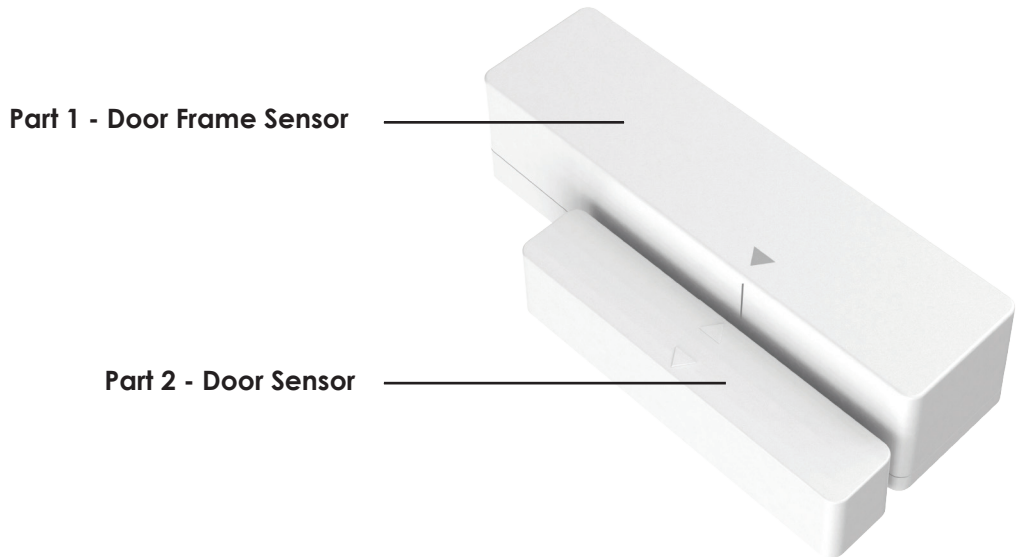
Make sure you install the Door Sensor indoors on a clean and dry surface. Gently wipe the surface of your door and door frame where you wish to install the Door Sensor and make sure it's dry before installing.

Keep the Door Sensor away from direct sunlight, high heat locations and large metal objects that may interfere with wireless signals.

KEEP AWAY
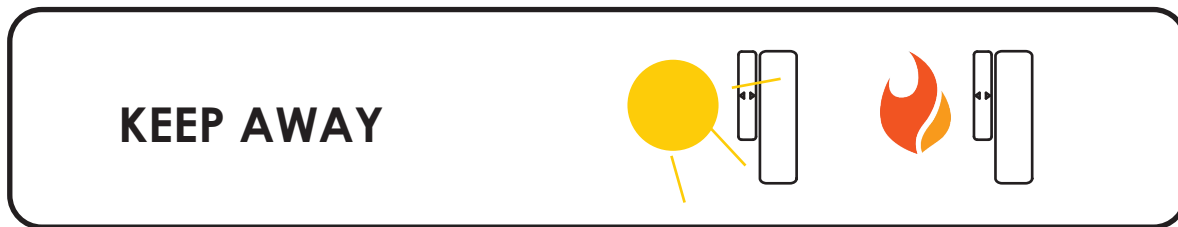
The optimal location to install the Door Sensor is on the upper corners of your door, away from the reach of children and pets.

WHEN FACING YOUR DOOR FROM THE INSIDE, DOOR HINGES ARE ON THE RIGHT SIDE

Door Frame Sensor   **Door Sensor**

Door Frame   **Door**

WHEN FACING YOUR DOOR FROM THE INSIDE, DOOR HINGES ARE ON THE LEFT SIDE

Door Sensor   **Door Frame Sensor**

Door   **Door Frame**

DON'T INSTALL SENSOR YET. NEXT >

When you are installing the Door Sensor, make sure the arrows on the Door Sensor is placed next to the arrow from the Door Frame Sensor.

OR
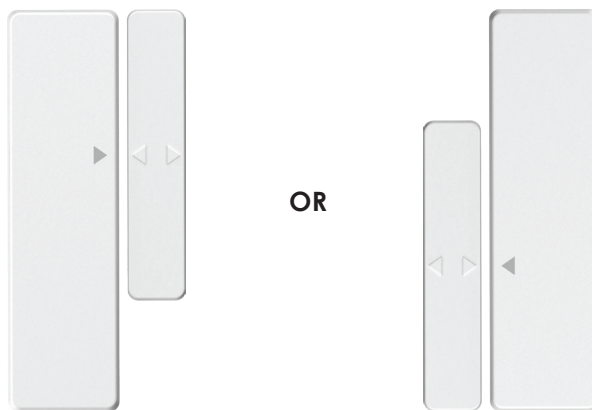
When installed on your door, the distance between the Door Sensor and the Door Frame Sensor must be less than 3/4" in order for the sensor to work.

Gap - less than 3/4" when installed.

When you are ready to install, pull the plastic tab at the back of the Door Frame Sensor to activate the sensor.

Peel off the protective paper on the double sided tape to expose the adhesive and apply securely to your door and door frame.

Follow the On-Screen instructions on the app to test your Door Sensor.

Congratulations! The Door Sensor is now set up.

The Secure Link Wi-Fi Hub works with other Smart Home devices. Check on the status or remote lock and unlock your door by your voice using Amazon Alexa or the Google Home Assistant.

WORKS WITH
alexa

works with the
Google Assistant

To setup your lock to work with either of those platforms, download the Amazon Alexa or the Google Home Assistant app and add a new skill with Amazon Alexa or an Action with the Google Home Assistant.

**Add the "Lockly" Skill (Alexa) and Action (Google)
then follow on screen instructions to finish set up.**

**For a full list of commands, help videos or to troubleshoot your
Secure Link Wi-Fi Hub visit us at https://lockly.com/help**

Certified

FCC Warning：
This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

NOTE 1: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:
- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

NOTE 2: Any changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

FCC Radiation Exposure Statement
The Secure Link Wi-Fi Hub complies with FCC radiation exposure limits set forth for an uncontrolled environment. It should be installed and operated with minimum distance 20cm between the radiator & your body.

IC WARNING
This device contains licence-exempt transmitter(s) that comply with Innovation,Science and Economic Development Canada's licence-exempt RSS(s).
Operation is subject to the following two conditions:

(1) This device may not cause interference.
(2) This device must accept any interference, including interference that may cause undesired operation of the device.

L'émetteur/récepteur exempt de licence contenu dans le présent appareil est conforme aux CNR d'Innovation, Sciences et Développement économique Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes:

1. L'appareil ne doit pas produire de brouillage;
2. L'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

⚠️ **WARNING:** This product contains DEHP and other chemicals known to the State of California to cause cancer and birth defects, or other reproductive harm. For more information go to www.P65Warnings.ca.gov

LOCKLY **SECURE**

We're here to help!
help@lockly.com
https://lockly.com/help

LOCKLY SECURE

For an online version of this installation guide and videos, visit:

http://lockly.com/help