

Innovate Touch Keypad Lock User Instructions

I. Keypad management:

1. **Change Master Code:** Input the 8-digit password (Default: 12345678), then press # key. The motor turns and blue light will flash -> Press number 1 key, lock will sound a long beep, blue light flashes -> input your new password and press # key, lock will sound a long beep, blue light blinks, input the same new password and press # key to confirm, blue light will turn on, lock will sound a long beep, confirming the changing of the master code. If the second input of the password is wrong, the lock sounds five short beeps, input the password again, to exit press * key.

2. **Add user codes:** Input the master code and press # key, motor will turn, -> press number 8 key, lock will sound a long beep, blue light will blink, -> input a 6 digit user code and press # key, lock will sound a long beep, blue light flashes -> input the same user code and press #, blue light turns on, lock sounds a double beep, confirming the user code is set. If the second input code is wrong, the lock sounds five short beeps, input the code again. Repeat this step to add other user codes. If the code already exists, the lock will sound four beeps. (Lock is capable of adding up to 50 user codes, press * to exit).

3. Delete or Change user codes:

1). Delete a single user code: Input the master code and press # key, press number 4 key -> lock sounds a long beep, blue light flashes -> input the group number of the user code you wish to remove -> the lock will sound a long confirmation beep.

2) Delete all user codes: Input the master code and press # key -> press the 0 key, lock will sound a long beep, blue light flashes, press # key to confirm -> lock will sound three long beeps, along with the blue light flash to confirm deletion of all user codes. Press * key to exit.

3) Change user code: Input the original user code and press # key, then press the number 1 key -> lock will sound a long beep blue light blinks -> input the new 6 digit user code and press # key, lock sounds two long beeps, blue light flashes -> re-input the same new user code and press #, lock sounds three long beeps with a blue light flash, confirming the change of the user code is complete. The old user code is now invalid. If the input of the new user code is wrong at the second time, the lock sounds five short beeps, then input the code again. Press * key to exit.

(Note: The new user code will be added to the first deleted code location)

4. Unlock by code:

1) Unlock by master code: Input the master code and press # key, lock sounds a beep, and motor will run, blue light blinks -> push the handle to unlock. Automatic locking occurs after five seconds.

2) Unlock by user code: Input the user code and press # key, sounds a beep, and motor will run, blue light blinks -> press the handle to unlock. Automatic locking occurs after 5 seconds.

(Note: Continuously inputting five wrong codes will the lock the keypad for five minutes)

II. Keycard Management:

1. Setup master card, delete guest cards:

1). Use the mechanical key to unlock five times, this will clear all paired cards and codes.

2). After using the mechanical key to clear the lock, the first read keycard is now registered as the master keycard.

2. Adding user keycards:

2.1) Add user keycard: read the master keycard, lock sounds a beep, motor runs, blue light flashes to the unlock status, before the blue light turns off, read the master keycard again, lock sounds a beep, blue light blinks, then read the user keycard to the "Card Here" section of the front bezel, lock will sound a short beep and a long beep, confirming the user keycard setup is complete.

Repeat this step can continuously to add other user keycards. If the user keycard already exists, the lock sounds two short beeps. Lock is capable of storing up to 200 keycards.

3. Delete keycards:

3.1) Delete a single user keycard: Read the master card 3 times -> blue light blinks, read the user keycard you wish to delete -> lock sounds a short beep and a long beep, confirming the keycard delete is done. Repeat this step to delete other keycards. If the keycard does not exist, lock sounds six short beeps.

3.2) Delete a lost keycard: Read the master keycard 4 times, blue light flashes -> read the former card to the lost card paired to the lock, lock sounds six beeps, meaning the lost keycard is deleted. If the first user keycard lost, read the last user keycard instead.

3.3) Delete all user keycards: Read the master keycard 5 times, lock sounds three long beeps, with blue light flash, confirming all keycards are deleted. All the user keycards are now invalid, and cannot unlock, you need to use the master key card to add another user card again.

4. Unlock by keycard:

All the programmed user keycards can be read by the lock to unlock. Bring the keycard close to the Card Here section of the bezel, lock sounds a long beep, the motor runs, blue light turns on, push the handle to unlock. Automatic locking after five seconds.

5. Unlock by mechanical key:

If the circuit board has a problem or the battery is out of voltage, the mechanical key can be used to unlock the latch.

III. Door alarm tips:

If the door does not close well (the latch does not release completely or only partially releases, the door lock will activate the alarm, and the blue light will flash until the door lock is closed properly.

IV. How to activate passage mode:

1. Set passage Mode: Press the back handle, latch will draw back, keep pressing the handle, and read the valid keycard or password, lock sounds a long beep, blue light flashes once. Motor runs, the door remains in passage mode.

2. Cancel Passage mode: Press the inside handle, the latch draws back, keep pressing the handle, read the valid keycard or password, lock sounds a long beep, blue light flashes once, Motor runs, passage mode is now deactivated.

2.1 Use the master keycard or master code to unlock the door once, and to cancel passage mode.

V. Notes:

1. For your security, we remind you to change the master code and delete all the user codes after installing the lock to your door.

2. The lock has an anti-peek function, e.g. the code is 123456, meaning you can add a number before or after the code. For example, 012123456798, with a max. of 12 digits.

3. Mechanical key is for setting up the master keycard, master code, and for emergency key use, we recommend keeping it in a safe location.

4. If the battery has low voltage, when unlocking you will hear three beeps, and background blue light will turn off immediately, please replace the battery as soon as possible.

5. Inputting the wrong password 5 times will lock the keypad for five minutes.