

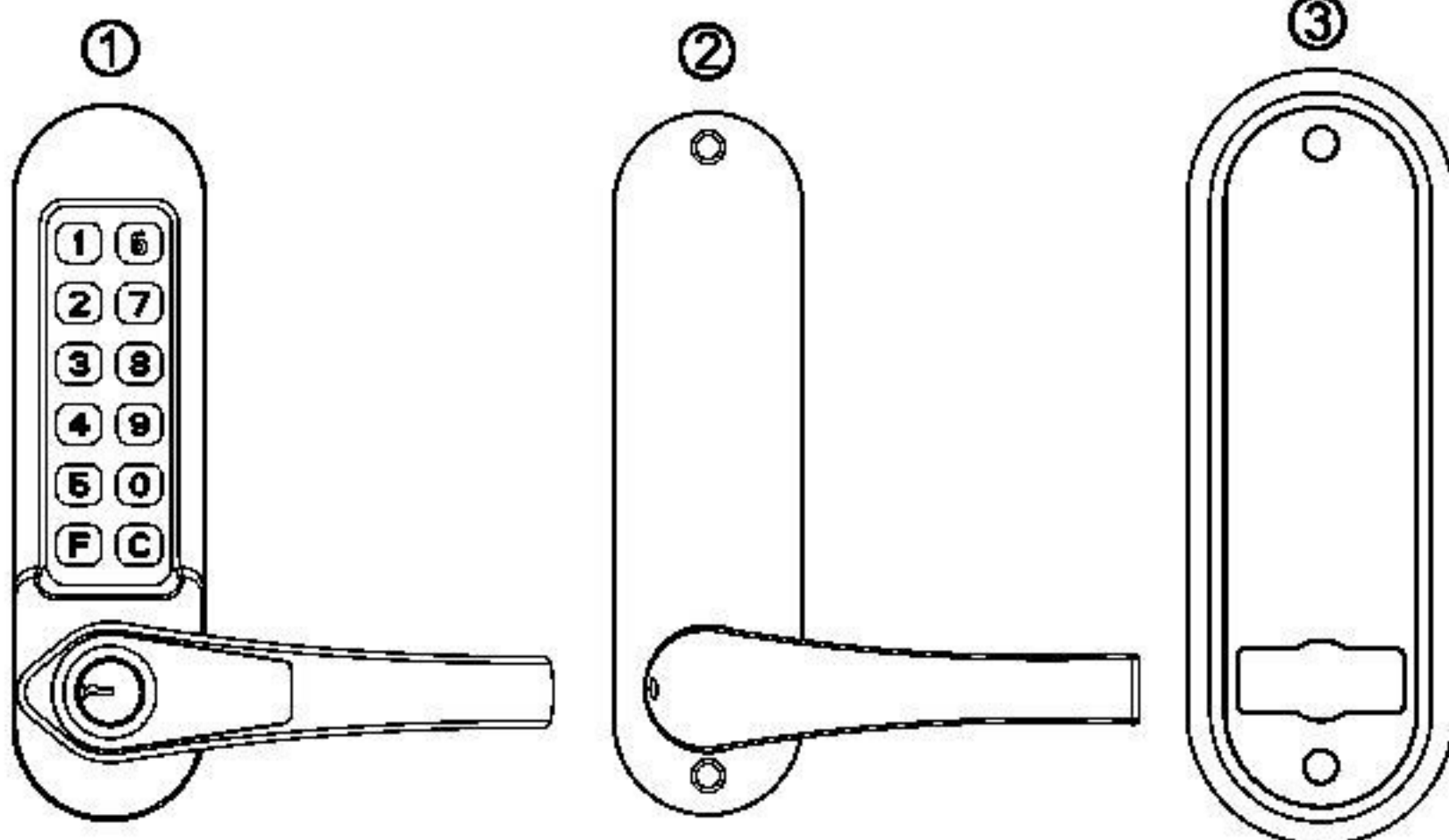
# **C** **ODE-A-KEY**<sup>®</sup> **Keyless Entry System**

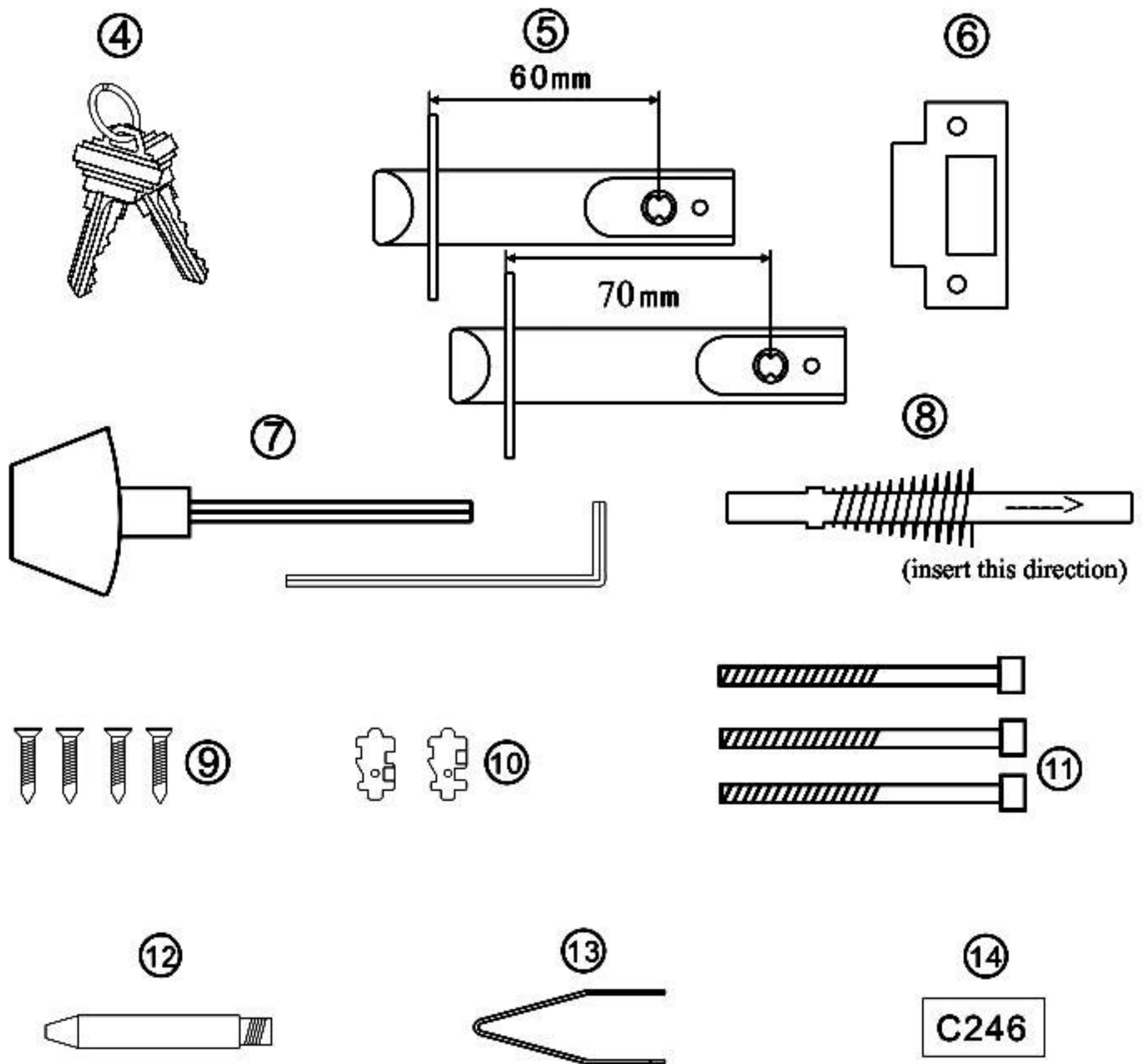


**Installation & Operation Instructions**  
**Model #11-1100/11-1101/11-1102/11-1103**

## Parts List:

No.	Name	Quantity
1	External Keypad Assembly	1
2	Internal Handle Assembly	1
3	Door seal	2
4	Key	2
5	Door latch (60mm & 70mm)	2
6	Strike Plate	1
7	Wrench Set (Hex + T10 Torx)	1
8	Spindle w/Spring	1
9	Wood screws	4
10	Spare code tumblers	2
11	Hex-head screws	3
12	Support post	1
13	Tweezers	1
14	Code card	1





## Product features

1. The lock features two unlocking methods, namely, unlocking by code, and unlocking by key.
2. The lock has the Normally Open function “F” key. To set up the Normally Open function, Enter unlock code then press “F” key. The lock is now in Normally Open mode and will open by turning the handle without entering the unlock code. Press “F” key to cancel this mode.
3. The lock parts include both a 60mm(2-3/4”) & 70mm(2-3/8”) sized door latch designed to match the standard door handle cutout position(backset distance) common to most doors.
4. This product is suitable for 35mm-60mm thick door.
5. The internal and external door handles can be used for opening the door on the left or on the right.
6. The external door handle is equipped with idling protective clutch device. This feature allows the handle to turn freely while in locked mode to prevent damage to the mechanism .
7. The code can be changed according to your needs. Please follow the instruction manual carefully when changing the code.
8. This product is safe and reliable, and has the features of excellent resistance to weather, resistance to breakage, resistance to decoding, resistance to corrosion, and a design styled to compliment your existing hardware.

## Installation instruction (Requires door with standard openings pre-drilled)

Please see Figure 1 for finished assembly diagram and example of backset for your reference.

- Using a tape measure or the included door template as a guide, determine the backset distance of your door. Fold the template along proper backset line and carefully tape to door (see Fig.2). Ensure latch centerline on template is aligned with center of latch opening in edge of door.
- Drill the two 12mm holes through door at the locations marked.  
Insert 60 or 70mm latch (according to backset) into latch opening, secure with 2 wood screws.
- Determine if your door is Left or Right hung by referring to Figure 4. Referring to Figure 5, screw in Part 12 (Support post) into Hole A if door is Right hung or Hole B if door is Left hung.
- Referring to Figure 6, stand facing the keypad side of the door, insert Part 8 (Spindle w/spring) with spring end first, into the latch opening and position the spindle in the opening as shown, depending on your door type. As you proceed with the installation ensure spindle remains in the proper position as shown for your door type. Step 5 is for Left-hung doors ONLY.
- For Left-hung door installations the handle positions will need to be reversed. To reverse the handle direction of the external keypad refer to Figure 1. Carefully remove the 2 screws on the back of the handle to remove the cover plate from the handle. Put these aside so they will not be lost. Carefully remove the 4 screws under the cover plate. Pull the handle off and reinstall in the opposite position. Replace the screws and cover plate. To reverse the internal handle, loosen the the set screw at the top of the handle using the included T10 torx driver until the handle can be removed. Reverse and reinstall the handle and retighten the set screw.

(Installation continues on page 6)

### Assembly diagram:

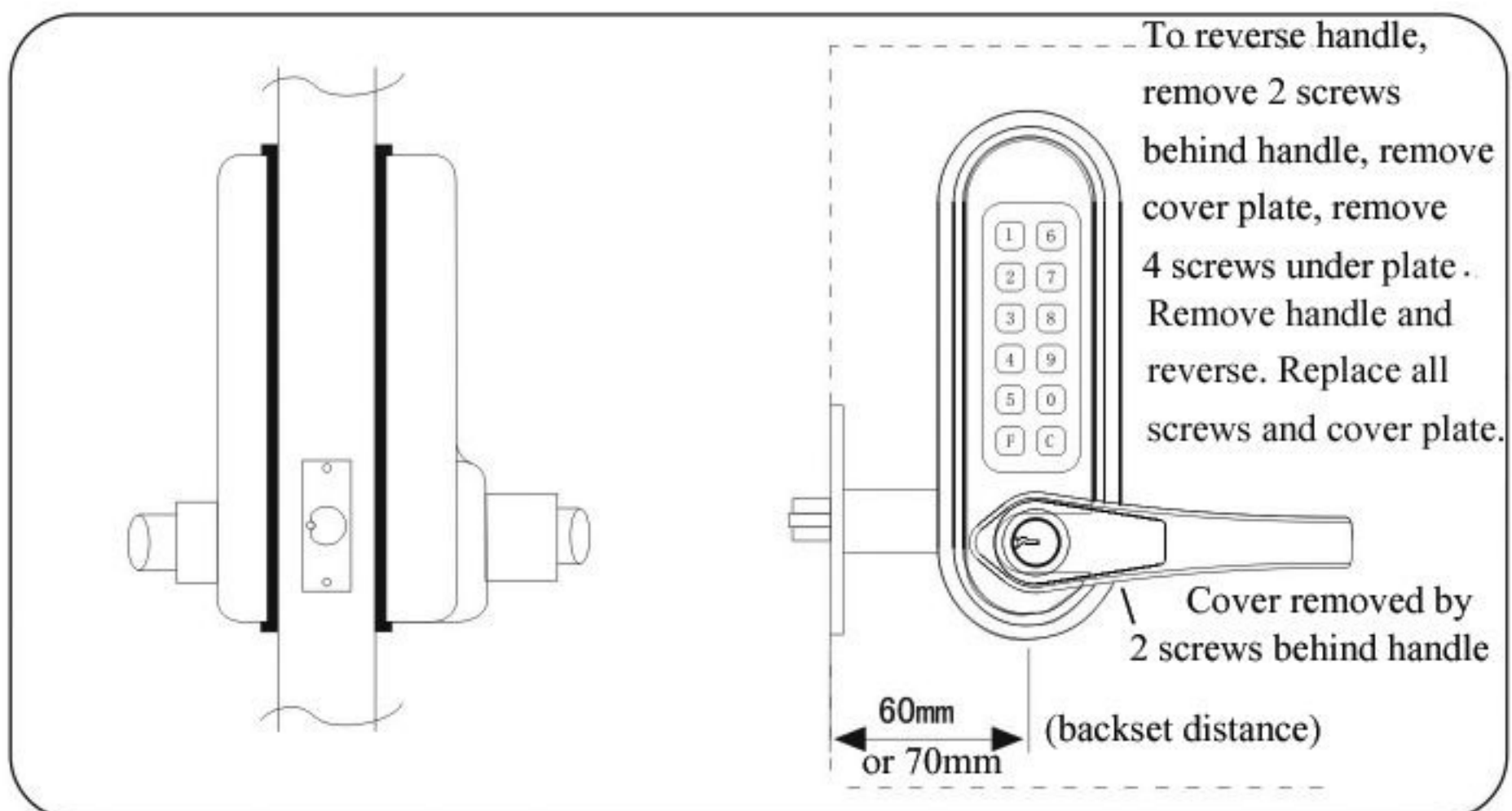


Figure 1

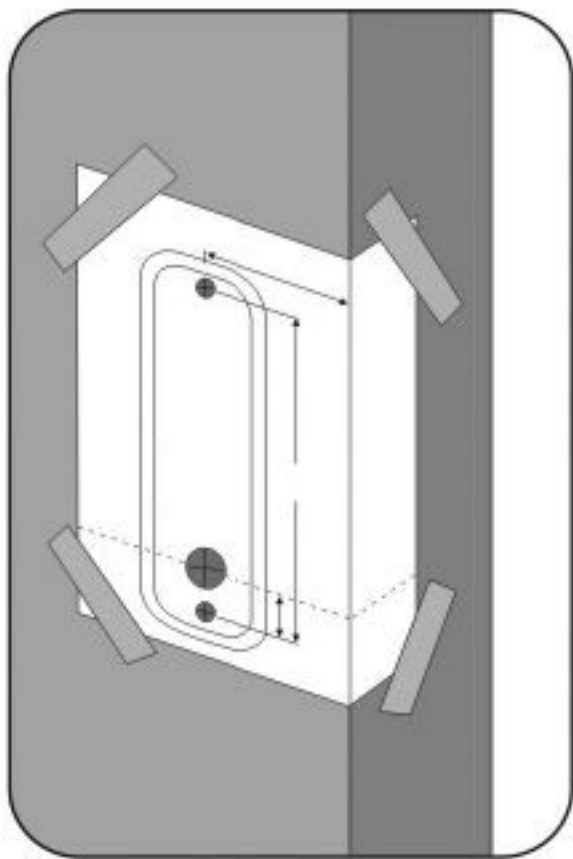


Figure 2

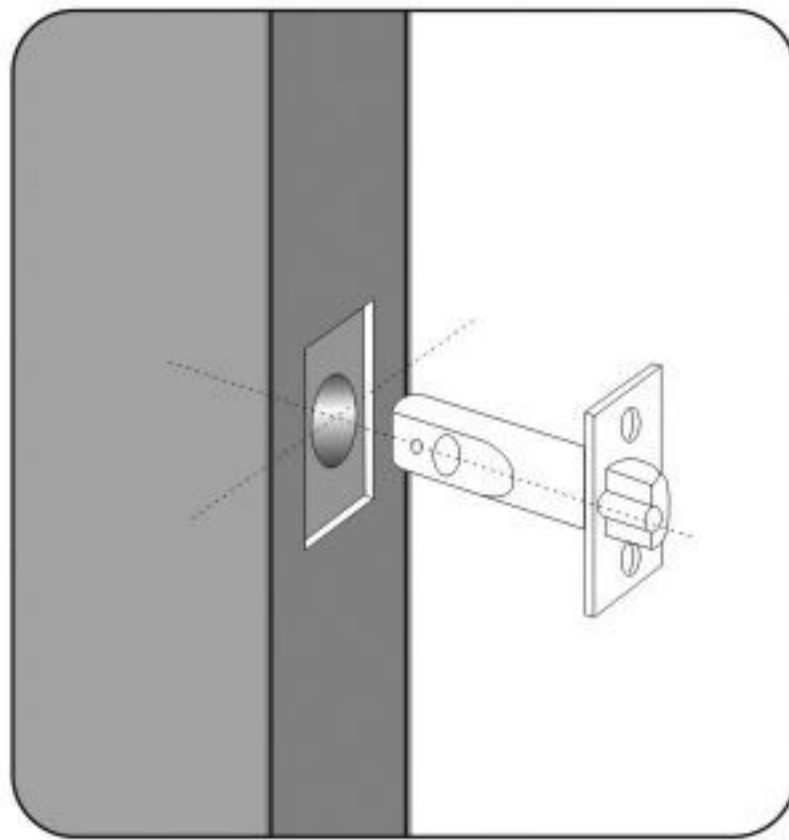


Figure 3

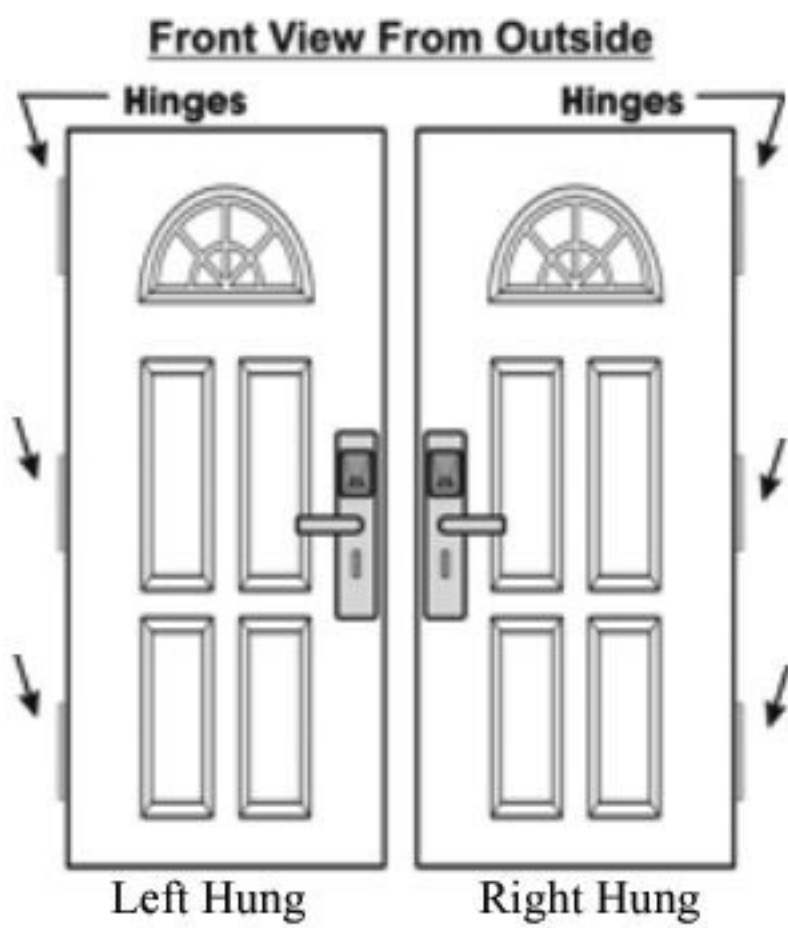


Figure 4

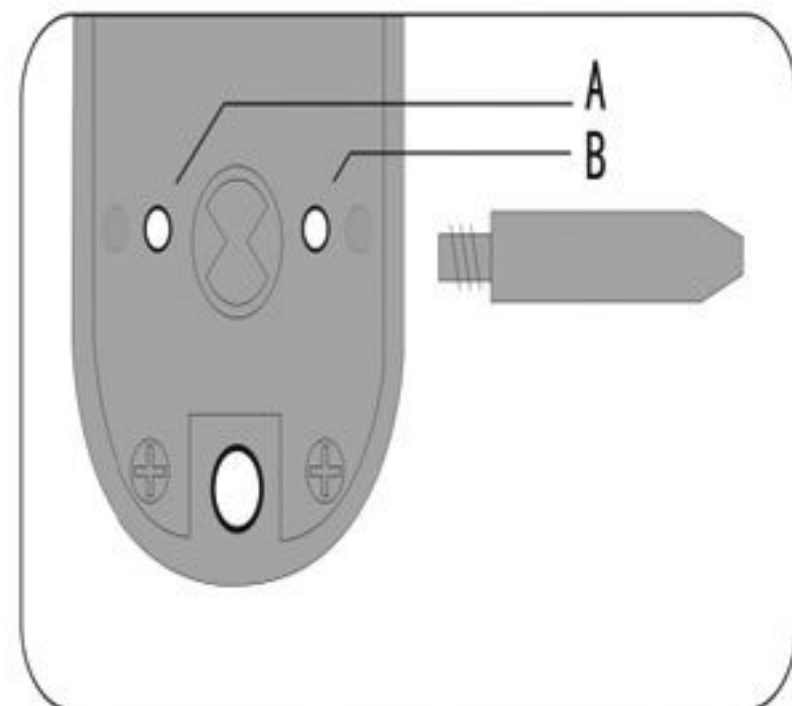


Figure 5

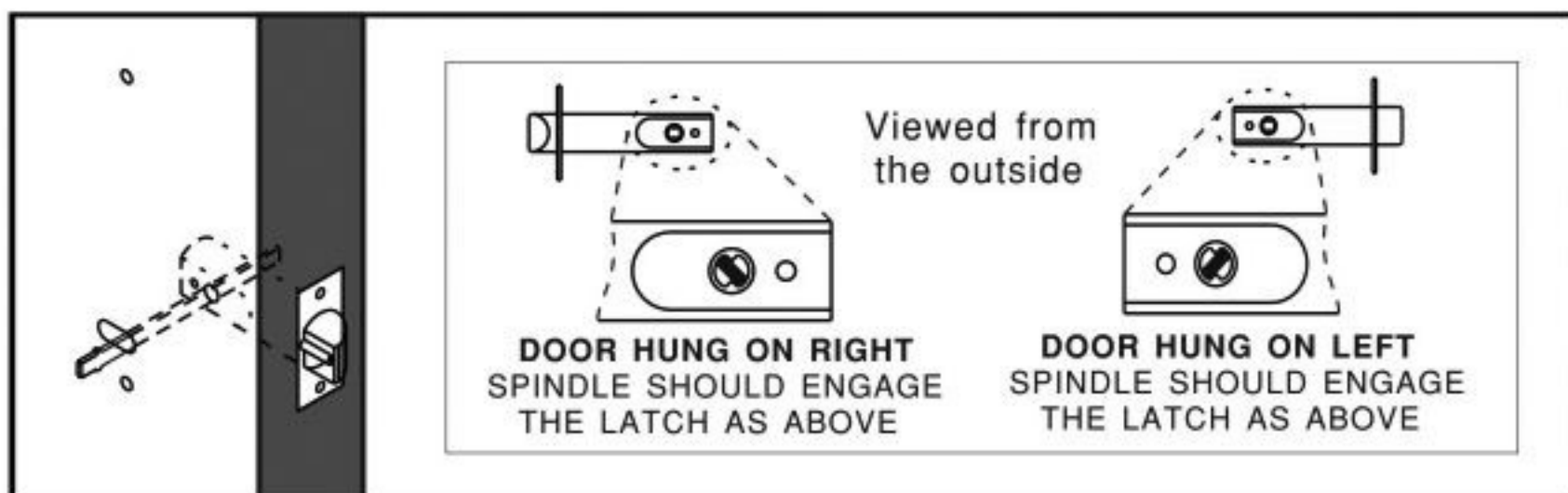


Figure 6

### Installation Continued

- Fit the keypad into the door seal and keep them together. Do the same with the internal handle assembly. Hold the spindle in position from the interior side while mounting the door seal and keypad onto the door exterior. With spindle inside the opening on the back of the keypad press keypad and door seal flat against door and hold in position. Mount the internal handle assembly and door seal in the same way and hold both in position. Secure lock to door using the 2 hex screws and hex wrench provided being careful not to overtighten the screws. Do not close the door until lock has been fully tested. Test the unlock code by entering the code printed on code card. Turn handle downward and verify movement of latch. Release and turn handle again and latch should not operate as door is now locked. Repeat this several times to ensure proper operation. Test manual keyed entry also to ensure proper operation of the keys before closing door.

### Changing the code

- Remove external keypad from the door. Press "C" key to reset. Remove the 4 red screws from the back of the keypad and carefully lift off the cover. Do not loose the attached springs. Set the cover aside and ensure all 12 springs are in place on the cover. Look at the back of the keypad. The numbered holes correspond to the buttons on the keypad. Red tumblers set digits as "ON". Blue tumblers set digits as "OFF". A total of 5 Red tumblers are included with the lock(4+1). Using the spare Red tumbler the preset 4-digit code can be increased to 5 digits if desired. The tumblers may be removed with the tweezers while "C" key is pressed and held.
- To set a new code, replace any blue tumbler that occupies a digit used in the new code(5 max) with a red tumbler. When inserting the tumblers continue to press and hold down the "C" key. DO NOT remove the "C" or "F" key tumblers. When inserting a tumbler make sure the colored end is facing up and the square notch is positioned outward as shown in the diagram below. When finished a red tumbler should occupy the digits used in the new code and a blue tumbler should occupy all the remaining digits.
- Carefully replace the cover and springs. The springs must be centered on each tumbler hole. Replace the red screws in the cover and tighten carefully. Do Not overtighten these screws as they can be accidentally damaged. Test the new code before mounting lock to door. After mounting lock, test for proper operation before closing the door.

