2000 Series

Program Guide

XCE2010/2020/2030/2040
XME2010/2020/2030/2040/2050/2060/2070/2080
XCE2110/2120/2130/2140
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TS TownSteel®
Architectural Hardware MFG

Definition:

- **Code Length:** The length of Master Code defines the length of all other codes. Length of codes can be 4, 5 or 6 digits.
- **Emergency Open Mode:** Emergency Open Mode can be triggered by the alarm system if the lock is wired to alarm system. In Emergency Open Mode, Lock remains in unlocked position for 30 minutes. During that time, the red LED indicator flashes once every two seconds and the audible alarm sounds to indicate that the lock is in unlocked position. Lock will automatically revert to the original mode after 30 minutes. Program 90 may cancel Emergency Open Mode and returns lock to the original mode.
- **Group Function:** 90 User Codes can be grouped into Group 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9. Each group may be assigned with a Group Manager. Each Group Manager has a code called Manager Code. Manager Code programs User Code under the same or higher groups until next Manager Code appears. Group Function may be enabled or disabled by Master Code. Manager Code may program all User Codes if Group Function is disabled.
- **LED Indicator:** LED Indicator locates at the top of outside of the lock. It flashes in red, blue or both colors.
- **Locked Mode:** In Locked Mode, lock is in locked position. Entering Master Coder, Manager Code, User code or Service code unlocks the lock.
- **Manager Code:** A code programmed by Master Code. A lock can have maximum 10 Manager Codes. Manager Code programs User Code under the same or higher Group(s) until the next Manger Code appears. Manager Code(s) can program all User Codes if Group Function is disabled. Manager Code unlocks the lock. Each Manager Code is assigned with a two-digit identification number (Manager ID).   Manager ID's are 00, 10, 20, 30, 40, 50, 60, 70, 80, and 90.
- **Master Code:** Factory Default Master Code must be changed to your own personal Master Code before programming lock. Master Code programs all other codes. Each lock has only one Master Code. Multiple locks can have same Master Code.
- **Pass Time:** The period of time of that a lock stays in unlocked position after a valid code is entered. Program 42 adjusts Pass Time from 2 to 20 seconds.
- **Passage Mode:** In Passage Mode, lock stays in unlocked position. Turning inside or outside lever opens the door.

- **Penalty Time (Anti-T amper Lockout):** To prevent unauthorized entry. Lockout is activated and stays for certain period of time once the number of incorrect code entry has reached preset level. During lockout, no code will be accepted. Penalty time is programmable from 10 seconds to 90 seconds. The number of invalid code input can be programmed from 0 (disable) to 9 times.
- **REM1:** Remote release terminal 1. For remote control button connection. Labeled on Printed Circuit Board (PCB) as R1. If connected, pushing remote button unlocks the lock.
- **REM2:** Remote release terminal 2. For alarm system connection. Labeled on PCB as R2. Lock mode changes to Emergency Open Mode when REM2 is activated by alarm system.
- **Service Code (One-time User Code):** Service code is to unlock the lock once. Master Code or Manager Code programs Service Code. A lock can have maximum 5 Service Codes.
- **User Code:** Master Code or Manager Code programs User Code. User Code unlocks the lock. A lock can have maximum 90 User Codes. Each User Code has a two-digit identification number (User ID). User ID's are 01 through 99 except for Manager ID's 00, 10, 20, 30, 40, 50, 60, 70, 80, and 90.

Factory Default Setting

- **Master Code:** 12345.
- **Pass Time:** 5 seconds.
- **Penalty Time:** 60 seconds after 3 times of invalid code input.
- **Sound Indicator Level:** High.

Important Notes:

- **Factory Default Master Code must be changed to your own personal Master Code before programming any other codes.**

- **Pressing Star ("＊") key cancels on-going programming.**
- **Pressing Pound ("#") key starts programming.**
- **Replacing batteries does not change existing settings.**
- **During programming, Blue LED indicator indicates either success of programming or programming in progress, and red LED indicator indicates failure of programming.**
- **Two blue LED flashes and 2 beeps (one short beep and one long beep) at the end of each successful program sequence.**
- **One blue LED flashes and 2 short beeps during program sequence.**
- **Programming can be done only if the lock is in Locked Mode.**
- **The red LED will flash 0.5 second (with one long beep) after an invalid code is entered. (To quickly clear an invalid User Access Code, press ＊ and immediately re-enter the correct Code).**

Change Master Code – Program 01

Key Sequence:

[Master Code] ● 0 1 ● [1-digit Code length] ● [New Master Code] ● [New Master Code] ●●

For example, if you want your own personal Master Code to be "5555", press: # 12345 ● 01 ● 4 ● 5555 ● 5555 ●●

Notes:

- Factory Default Master Code is 12345. It's universal and known to the public. It must be replaced with your own Master Code immediately. Manufacture assumes no liability, direct or indirect, due to failure to do so.
- No other programming commands will be accepted until Factory Default Master Code has been changed.
- Length of Master Code defines length of all other codes. It cannot be changed to other lengths unless Factory Default Setting is restored.
- Master Code cannot be deleted.
- A lock has only one Master Code. Multiple locks can have the same Master Code.

Add Code

Add a Manager Code – Program 02

Key Sequence

[Master Code] ● **0** **2** ● [2-digit Manager ID] ● [New Manager Code] ●●

For example, if you want to add Manager Code of "2000" with Manger ID 90, Press: **#** 5555 ● 02 ● 90 ● 2000 ●●

Add Multiple Manager Codes – Program 02

Key Sequence

1ˢᵗ Manager Code Key Sequence: **#** [Master Code] ● **0** **2** ● [2-digit Manager ID] ● [New Manager Code] ●●

Additional Manager Codes Key Sequence: ● [2-digit Manager ID] ● [New Manager Code] ●●

For example, if you want to add Manager Codes "3000", "4000" and "5000" with Manager ID 30, 40, and 50 respectively,

Press: **#** 5555 ● **0** **2** ● 30 ● 3000 ●●
    ● 40 ● 4000 ●●
    ● 50 ● 5000 ●●

Notes:

Input of additional Manager Code must start before blue LED indicator stops flashing.

Otherwise need to start from entering **#** .

Add a User Code – Program 02

Key Sequence

[Master Code] ● **0** **2** ● [2-digit User ID] ● [New User Code] ●●

For example, if you want to add User Code of "2010" with User ID 01, Press: # 5555 ● 02 ● 01 ● 2010 ●●

Add Multiple User Codes – Program 02

Key Sequence

1st User Code Key Sequence:

[Master Code] ● 0 2 ● [2-digit User ID] ● [New User Code] ●●

Additional User Codes Key Sequence:

● [2-digit User ID] ● [New User Code] ●●

For example, if you want to add User Codes "2020", "2030" and "2040" with User ID 02, 03, and 04 respectively,
Press: # 5555 ● 0 2 ● 02 ● 2020 ●●
● 03 ● 2030 ●●
● 04 ● 2040 ●●

Notes:

Input of additional User Code must start before blue LED indicator stops flashing. Otherwise need to start from entering # .

Add Service Code 1 – Program 21

Key Sequence

[Master or Manager Code] ● 2 1 ● [Enter new Service Code] ●●

For example, if you want to add Service Code 1 "9999", Press # 5555 ● 2 1 ● 9999 ●●

Notes:

- Service code is used to open the door once.
- To add Service Code 2, 3, 4, or 5, replace "21" in Key Sequence with "22", "23", "24" and "25" respectively.

Delete Code

Delete Manager Code – Program 03

Key Sequence

`#` [Master Code] ● `0``3` ● [2-digit Manager ID] ●●

For example, if you want to delete Manager Code "5000" with Manager ID "50", Press: `#` 5555 ● 03 ● 50 ●●

Delete User Code – Program 03

Key Sequence

`#` [Master or Master Code] ● `0``3` ● [2-digit User ID] ●●

For example, if you want to delete User Code "2040" with User ID "04", Press: `#` 5555 ● 03 ● 04 ●●

Delete Service Code

- ### Delete Service Code 1 – Program 31
  ### Key Sequence
  `#` [Master or Manager Code] ● `3``1` ●●

  For example, if you want to delete Service Code 1, Press `#` **5555** ● `3``1` ●●

  ### Notes:
  To delete Service Code 2, 3, 4, or 5, replace "31" in Key Sequence with "32", "33", "34", or "35".

- ### Delete All Service Codes – Program 30
  ### Key Sequence
  `#` [Master or Manager Code] ● `3``0` ● `3``0` ●●

For example, if you want to delete all Service Codes, Press ⬚# **5555** ● ⬚3⬚0 ● ⬚3⬚0 ●●

Disable or Enable Code

Disable or Enable a Manager Code

- **Disable a Manager Code – Program 04**
  Key Sequence
  ⬚# [Master Code] ● ⬚0⬚4 ● [2-digit Manager ID] ●●
  For example, if you want to disable Manager Code "3000" with Manager ID "30", Press: ⬚# [5555] ● ⬚0⬚4 ● [30] ●●

- **Enable a Manager Code – Program 05**
  Key Sequence
  ⬚# [Master] ● ⬚0⬚5 ● [2-digit Manager ID] ●●
  For example, if you want to enable Manager Code "3000" with Manager ID "30", Press ⬚# [5555] ● ⬚0⬚5 ● [30] ●●

Disable or Enable a User Code

- **Disable a User Code – Program 04**
  Key Sequence
  ⬚# [Master Code or Manager Code] ● ⬚0⬚4 ● [2-digit User ID] ●●
  For example, if you want to disable User Code "2030" with User ID "03", Press ⬚# [5555] ● ⬚0⬚4 ● [03] ●●
  Notes:
  Manager Code can only disable User Code under the same Manager Group.

- **Enable a User Code – Program 05**

Key Sequence

`#` [Master or Manager Code] ● `0` `5` ● [2-digit User ID] ●●

For example, if you want to enable User Code "2030" with User ID "03", Press `#` [5555] ● `0` `5` ● [03] ●●

Notes:

Manager Code can only enable User Code under the same Manager Group.

Disable or Enable all User Codes under Same Manager Code

- **Disable all User Codes under Same Manager Group – Program 06**

  ### Key Sequence

  `#` [Manager Code] ● `0` `6` ●●

  For example, if you want to disable all User Codes under Manager Group "90", Press `#` [2000] ● `0` `6` ●●

- **Enable all User Codes under the same Manager Code – Program 08**

  ### Key Sequence

  `#` [Manager Code] ● `0` `8` ●●

  For example, if you want to enable all user codes under Manager Group "90" Press `#` [2000] ● `0` `8` ●●

Disable or Enable all User Codes under the same Manager Group

- **Disable all User Codes under the same Manager Group – Program 5X**

  ### Key Sequence

  `#` [Master or Manager Code] ● `5` `x` ●●

  Result: All User Codes in group X are disabled

  Note: "X" is the group number from 0 to 9.

- **Enable all User Codes under Same Manager Group – Program 6X**

  Key Sequence

  `#` [Master or Manager Code] ● `6` `x` ●●

  Result: All User Codes in Group X are disabled.

  Note:

  X is the group number from 0 to 9.

  Entering a disabled code results in five beeps (Indicating the User Code is valid but disabled).

Disable or Enable all User Codes within the System

- **Disable all User Codes – Program 07**

  Key Sequence

  `#` [Master Code] ● `0` `7` ●●

  For example, if you want to disable all User Codes, while remain Manager Codes active, Press `#` [5555] ● `0` `7` ●●

- **Enable all User Codes within the System – Program 08**

  Key Sequence

  `#` [Master Code] ● `0` `8` ●●

  For example, if you want to enable all User Codes within the system, Press `#` [5555] ● `0` `8` ●●

  Notes:

  All User Codes and Manager Codes are enabled.

  Service Codes must be re-programmed.

Disable or Enable all User Codes and Manager Codes within the System

- **Disable all User Codes and Manager Codes within the system**

Key Sequence

[Master Code] ● 0 6 ●●

For example, if you want to disable all User Codes and Manager Codes, Press # [5555] ● 0 6 ●●

Notes:

All User Codes and Manager Codes are disabled. And all Service Codes are cleared out.

- **Enable all User Codes and Manager Codes within the system**

Key Sequence

[Master Code] ● 0 8 ●●

For example, if you want to enable all User Codes and Manager Codes within the system, Press # [5555] ● 0 8 ●●

Notes:

All User Codes are enabled.
Service Codes must be re-programmed.
If Codes are disabled using Program 06 or 07, and a new User Code is subsequently added (or an existing Code changed), the new (or changed) User Code will automatically become enabled.

Disable or Enable Group Function

- **Disable Group Function – Program 44**

Key Sequence

[Master Code] ● 4 4 ●●
Result: All Manager Codes can program all User Codes.

- **Enable Group Function – Program 43**

Key Sequence

`#` [Master Code] ● `4` `3` ●●

Result: Manager Codes are restricted to program User Codes within their own groups, and all following groups until another Manager Code appears.

Enable or Disable Passage Mode

- **Enable Passage Mode – Program 40**

  Key Sequence

  `#` [Master or Manager Code] ● `4` `0` ●●

  Result: Lock is reverted to Passage Mode and in unlocked position until Passage Mode is disabled.

  Note: Both Master and Manager Code can enable Passage Mode.

- **Disable Passage Mode – Program 41**

  Key Sequence

  `#` [Master or Manager Code] ● `4` `1` ●●

  Result: Lock is reverted to Locked Mode. Under Locked Mode, code entry is required to unlock the lock.

  Note: Both Master and Manager Code can disable Passage Mode.

Enable or Disable Lock Status Indicator

- **Enable Lock Status Indicator – Program 91**

  Key Sequence

  If lock is in Locked Mode, press：`#` [Master Code] ● `9` `1` ● `2` ●●

  If lock is in Passage Mode, press：`#` [Master Code] ● `9` `1` ● `3` ●●

Note: LED indicator flashes to indicate lock status. LED indicator flashes in red if lock is in Locked Mode; LED indicator flashes in blue if lock is in Passage Mode.

- **Disable Lock Status Indicator – Program 91**

  Key Sequence
  # [Master Code] ● 9 1 ● 1 ●●
  Result: LED indicator stops flashing.

Remote Release Terminals

The lock has **2** terminals for remote release connection, labeled as **R1** and **R2** on PCB cover.

R1: For remote push button connection. Pushing button unlocks the lock. Blue LED flashes and beep sounds twice.

R2: For alarm system connection. When activated by an alarm, lock reverts to Emergency Open Mode stays in unlocked position for 30 minutes. During this time the red LED indicator flashes once every two seconds and the audible alarm sounds at the same time. Lock automatically reverts to original mode (either Locked or Passage Mode) after 30 minutes. If required Program 90 can be used to revert the lock to the original mode before the 30-minutes period has expired.

Disable Emergency Open Mode

Key Sequence
[Master Code] ● 9 0 ●●
Result: Emergency Open Mode activated through terminal R2 is canceled. Lock returns to the original mode (either Locked or Passage Mode).

Revert to Factory Setting – Program 99

Key Sequence
`#` [Master Code] ● `9` `9` ● `9` `9` ● ●

Result: Lock is reverted to factory default setting. All codes are deleted and Master Code changes to 12345.

Note:
1. The Blue LED lights for 7 seconds and 2 beeps sounds.
2. Below is another way to revert lock to factory mode :
   - Remove one battery
   - Press and hold the "0" button, and replace the battery at the same time. Release the "0" button after blue LED flashes twice, and beep sounds twice.
   - Within 3 seconds, press star "✕" key 3 times. The blue LED will light for 7 seconds and 2 beeps will sound. The lock is reverted to the factory setting, and all customer settings are deleted.

Adjust Pass Time –Program 42

Key Sequence
`#` [Master Code] ● `4` `2` ● [2-digit XX seconds] ● ●

Result: Pass Time changes to XX seconds

Note:
1. Pass Time XX is programmable from 2 seconds to 20 seconds.
2. Factory default is 5 seconds.

Adjust Keypad Anti-Tamper Lockout Time (Penalty Time) – Program 92

Key Sequence

`#` [Master Code] ● `9` `2` ● [1-digit for invalid codes entry] ● [1-digit X0 seconds] ●●

Example 1: `#` 5555 ● 92 ● 0 ● 0 ●●   (Master Code = 5555)

Result: Disable Keypad Anti-Tamper Lockout

Example 2: `#` 5555 ● 92 ● 5 ● 7 ●●   (Master Code = 5555)

Result: If 5 invalid codes are entered in succession, the lock will turn off for 70 seconds.

Notes:

1. Default setting is 3 invalid codes and 60 seconds.
2. The number of invalid User Codes can be programmed from 0 (disable) to 9.
3. To disable "Keypad Anti-Tamper Lockout", the Penalty Time should be 0 as example 1.
4. The Penalty Time can be programmed from 10 seconds to 90 seconds, incremental in 10.

Adjust Keypad Sound Level

- **Adjust Keypad Sound Level to Low**
  ### Key Sequence
  `#` [Master Code] ● `7` `2` ●●

- **Adjust Keypad Sound Level to High**
  ### Key Sequence
  `#` [Master Code] ● `7` `1` ●●

- **Turn off Keypad Sound**
  ### Key Sequence
  `#` [Master Code] ● `7` `3` ●●

Code Location Function - Program 09

[Master Code] ● 0 9 ● [Enter Code to be located] ● ●

Result:

If the code entered is recognized, the following sequence will occur:

1. At the start of the Code Location sequence, the lock will Flash both the Blue and RED LEDs and emit 2 beeps.
2. The lock will identify the first digit by flashing the Blue LED and beeping the sounder from 0 – 9 times.
3. To signify the end of the first digit sequence, the lock will flash both the Blue and RED LEDs and will emit 2 beeps.
4. The lock will identify the second digit by flashing the Blue LED and beeping the sounder from 0 – 9 times.
5. To signify the end of the Code Location function, the lock will flash both the Blue and RED LEDs and will emit 2 beeps.

Note: Should the Code not be recognized, the lock will sound one long beep (0.5 sec) with a RED LED.

Next Free Office Code ID Locator - Program 10

[Master Code] ● 1 0 ● ●

Report Sequence

1. At the start of the Next Free Office Code Location function, the lock will flash both the Blue and RED LEDs and will emit 2 beeps.
2. The lock will identify the first digit by flashing the Blue LED and beeping the sounder from 0 -9 times.
3. To signify the end of the first digit sequence, the lock will flash both the Blue and RED LEDs and will emit 2 beeps.
4. The lock will identify the second digit by flashing the Blue LED and beeping the sounder from 0 -9 times.
5. To signify the end of the Office Code Location function, the lock will flash both the Blue and RED LEDs and will emit 2 beeps. If no free address is found, then the lock will emit one long beep (0.5 sec) with a Red LED.

Low Battery Warning

- When the battery voltage is lower than 4.5VDC, LED indicator will flash in red for 5 times before the Blue LED flashes to signal acceptance of the code. Batteries should be changed as soon as this happens.
- Only 200 operations are allowed under low battery condition. Over 200 operations, User Codes will be disabled under low battery condition.
- Over 200 operations under low battery condition, only Master Code or Manager Code can be used to unlock the lock, and LED indicator will flash in red for 10 times before the lock gets unlocked.

Trouble Shooting

o **Master Code does not work**

▼ Check keypad cable connection to PCB
▼ Check Battery connection to PCB
▼ If no issue is found, then the PCB may be dead. Call Technical Support at (877) 858-0888

o **User Code does not work**

▼ Check your coding book; make sure the specific User Code is programmed into the lock.
▼ Check battery voltage.   Try Master Code or Manager Code. If only Master and Manager Code are working, but not User Code, then the battery voltage is low. Replace all 4 AA batteries right away.

o **Service Code does not work**

▼ Service code is for one time use only. It is deleted from the system once being used.

Q&A

1. **How to replace batteries?**

    A: 4 AA alkaline batteries locate on the inside of the door lock. Take off inside escutcheon and battery cover to replace batteries.

2. **Does the lock have audit trail?**

    A: No

3. **Does the lock have Alarm System Terminal?**

    A: Yes. It is terminal 2. Labeled as R2 on PCB cover. A PHR-2 connector with 1' long wire is included in the package.

4. **Does the lock have Remote Button Access Terminal?**

    A: Yes. It is terminal 1. Labeled as R1 on PCB cover. A PHR-2 connector with 1' long wire is included in the package.

5. **What is the product warranty?**

    A: one year limited.

6. **What's the Technical Support Contact?**

    A: From 7:00AM-3:30PM, Mon-Fri, Pacific Time

    Toll Free: (877) 858-0888   Email: sales@townsteel.com   Website: www.townsteel.com