# **OPERATION INSTRUCTION**



#### Double mode: Hotel mode and Residential mode

#### Default Setting:

- 1. Factory default mode is Residential version
- 2. User Code (4-6 digits), factory setting: 1234 (this code is invalid once it is changed)
- 3. Master Code (6 digits), factory setting: 888888 (this code is invalid once it is changed)

## To open the door

First opening: install 4 AA batteries into the external battery holder, plug in the outlet on the faceplate. Put your whole hand onto the keypad panel to activate the Touch Keypad. Input factory default setting user code. The LED displayer will show OPEN if the entry code is valid, then OPENED. The door will open automatically. E-CODE means the code is wrong.

Remove the batteries from the external battery holder to the internal battery holder on the back of the door.

### To close the door

#### 1. Hotel mode:

Put your whole hand onto the keypad panel to activate the Touch Keypad. Input any 4-6 digits and press #. The LED shows "CLOSE" -> "CLOSED".

Fast Close function: within 10 minutes after opening the door, if you shut the door and press #, the door can be locked with the last code showed on LED displayer after that.

#### 2. Residential mode:

Put your whole hand onto the keypad panel to activate the Touch Keypad. Shut the door to close position and press #, the door will be closed.

## Change code settings

#### 1. Hotel mode:

The code that you input to close the door is THAT CODE to open the door.

#### 2. Residential mode:

Remarks: under this mode, User Code and Master Code cannot be the same. When switching to Residential mode, User Code will be overwritten to 1234

When the door is OPEN, input correct User Code and press \*. The LED shows "USEr". Input New User Code and press #. When "AGAIN", please input New User Code again and press #. "dONE" means the code-changing process is finished.

If 2 times of input with different code, it will show E-Code and you need to repeat the above process again.

Under Residential mode, if User Code and Master Code is the SAME, it will also show E-Code. Please change Master Code to another one, which is different from User Code.

## **Management Setting**

It is the same in both Hotel mode and Residential mode: when the door is open, put your whole hand onto the keypad panel to activate the Touch Keypad. Input correct Master code and press \*. When you see "NEU", press number 0 and you can choose between menu of "NEU" and "TyPE". Choose any one of them and press # to go into that menu.

### 1. Change Master Code

Press number 0 to choose "NEU" and press # to go into code changing menu. When you see "BEGIN", please input NEW Master Code (6 digits) and press #. "AGAIN"-please input your NEW Master Code again. "dONE"-means the process is finished.

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### 2. Mode Setting

Input correct Master code and press \*. When you see "NEU", Press number 0 to choose "TyPE" and press # to go into type changing menu.

H-TyPE: Hotel mode

F-TyPE: Residential mode

At this point, you can number 0 to switch between "H-TyPE" and "F-TyPE". Press # to finish the mode changing process. And press \* to go back to upper menu.

- (A) Switch to "H-TyPE" and press #: dONE and then User Code overwrite to 1234 and no change for Master Code.
- **(B)** Switch to "F-TyPE" and press #: dONE and then User Code overwrite to 1234 and no change for Master Code.

## Manually Turn ON/OFF the inside LED light

It is the same in both Hotel mode and Residential mode.

- 1. Turn ON inside LED light: when the door is open but the inside LED light is OFF, put your whole hand onto the keypad panel to activate the Touch Keypad. Then press \* and hold on for around 2 seconds, the inside LED light will be ON for 15 seconds (if you close the door, the LED light will turn OFF immediately)
- 2. Turn OFF inside LED light. Turn OFF automatically when the door is closed.

### "CODE HIDDEN"/PRIVACY function:

It is the same in both Hotel mode and Residential mode.

- 1. Enable the Code Hidden/Privacy function: put your whole hand onto the keypad panel to activate the Touch Keypad. Make sure there is nothing shows in the LED display but number pad is light on. Press \* two times and press #. "□-ON" means function is activated. Now when you input any number, the LED displayer will only show □□□□□
- 2. Disable the Code Hidden/Privacy function: operate the same process like above.

## Lock the keypad

It is the same in both Hotel mode and Residential mode: 3 times of continuous wrong input, it will show "E-Code" and lock the Keypad. "HOLD XX" (XX means time). After XX, the keypad will return to normal input status.

## **Emergency opening**

If you have forgotten your code or for other reasons the safe cannot be opened, you can use the Emergency Key to open the door.

#### Note

- 1."LO-bAT": means the batteries power is going to use up. Please replace the batteries in time.
- 2."E-rUN": means something wrong in the Locking Mechanism, please try to do the following step:A. dismantle the door's back cover and test again to see if the locking mechanism is stuck by something and cannot finish the "open/lock" process
- B. change the travel Switch and check if the LED still shows "E-rUN"
- C. change the Motor and check if the LED still shows "E-rUN"
- 3. "B-LOC":

A.Bolts are stuck by the door's frame, please use code to "open" the door again and make sure the shut the door to close position and close the door again.

- B.Change the Motor in the Locking mechanism.
- 4.\* is also a deletion key, press one time will delete one digit.