

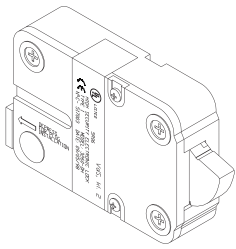


# MANAGER INSTRUCTIONS

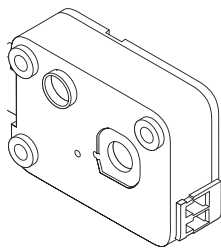
Factory Default -123456

## LOCKS

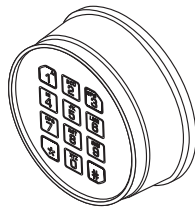
## ENTRY DEVICE OPTIONS



Dual-handed  
Swing Bolt



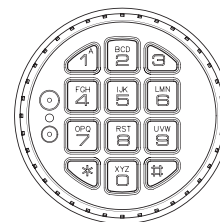
Dead Bolt



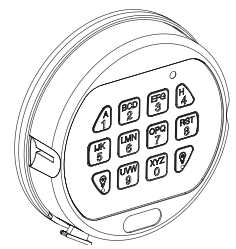
3000  
Entry



5715  
Entry



3035  
Entry



5750  
Entry

### FEATURES

#### MANAGER COMBINATION

- + Add/Remove User
- + Enable/Disable User

#### LOW BATTERY WARNING

- + Repeated LED flashing and beeping after opening indicates battery is low and needs immediate replacement.
- + When battery level becomes too low to safely operate the lock, any key press will give a low battery warning, and the battery must be changed before the lock will operate.

#### WRONG TRY PENALTY

- + Four (4) consecutive invalid combination initiates five (5) minute delay period.

#### USER COMBINATION

- + Open Lock
- + Change Combination

#### AUDIO AND VISUAL SIGNAL

- + Double signal - two (2) LED flashes and two (2) beeps - indicates entry is valid or accepted.
- + Triple signal - three (3) LED flashes and three (3) beeps - indicates invalid or not accepted.

### OPENING THE LOCK

1. Enter valid six (6) digit combination (the default manager code is 1,2,3,4,5,6). The lock will signal a valid combination entry with a double signal.
2. Within four (4) seconds, turn the keypad to the open position (clockwise) if using a dead bolt style lock, or turn the handle to the open position if using a swing bolt style lock.
3. Pull door open.
4. Close the door, and check the locked status of the container with the handle of the boltworks.

- + **Invalid Combination Entry** - Lock will signal three (3) times.
- + **Security Considerations** - On safes using more than one lock the swing bolt must lock first.

### CHANGING MANAGER AND USER COMBINATION

#### ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN

1. Enter "zero" six times.
2. Enter your existing six (6) digit combination one time.
3. Enter your NEW six (6) digit combination two times.
4. If a mistake is made wait thirty (30) seconds and repeat steps 1 - 3.
5. Test lock operation several times before closing the door.

**CAUTION:** When selecting a combination do not use birthday or other predictable data that could give correlation between the user and combination. Keep the combination secret.

- + **Valid Combination Entry** - Double signal after valid six (6) digit combination is entered.
- + **Invalid Combination Entry** - Triple signal indicates the old combination is still valid.



### ADD USER (MANAGER ONLY)

#### *ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN*

1. Enter the Manager combination and hold down last digit of combination until the lock signals with two sets of double beeps.
  2. **Press 1.** Lock signals twice.
  3. Enter user combination twice. The lock signals twice after each valid entry.
  4. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3.**
- + **Valid Combination Entry** - Double signal after valid six (6) digit combination is entered.
  - + **Invalid Combination Entry** - Triple signal indicates the old combination is still valid.

### REINSTATE USER (MANAGER ONLY)

#### *ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN*

1. Enter the Manager combination and hold down last digit of combination until the lock signals with two sets of double beeps.
2. **Press 1.** Lock signals once.
3. User is reinstated.
4. If a mistake is made wait thirty (30) seconds and repeat steps 1 - 3.

### DISABLE USER (MANAGER ONLY)

#### *ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN*

1. 1. Enter the Manager combination and hold down last digit of combination until the lock signals with two sets of double beeps.
2. **Press 2.** Lock signals once.
3. User is temporarily disabled. (User combination is saved and will be valid if reinstated.)
4. If a mistake is made wait thirty (30) seconds and repeat steps 1 - 3.

### DELETE USER (MANAGER ONLY)

#### *ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN*

1. Enter Manager combination and hold down last digit of combination until the lock signals with two sets of double beeps.
2. **Press 3.** Lock signals once.
3. User and combination are removed from lock. (Add User feature is still available.)
4. If a mistake is made wait thirty (30) seconds and repeat steps 1 - 3.

### WRONG TRY PENALTY

- + Entry of four (4) consecutive invalid combinations starts a five (5) minute delay period.
  - LED flashes red at ten (10) second intervals.
- + At the end of the delay period, two (2) more consecutive invalid combinations will restart the five (5) minute delay period.

### BATTERY LOW WARNING

- + Repeated LED flashing and beeping during an opening indicates that the battery is low and needs immediate replacement.
- + Uses one (1) 9-Volt alkaline battery only. (Example: Duracell™ or Eveready™ alkaline batteries.) The replacement of batteries at least once annually is recommended.

Lock contains a non-volatile memory; even with the batteries removed the lock will retain all programming.

For battery replacement instructions, see input unit's "User Operation" Guide.

**Mounting Instructions available at : [www.smartlock.com.au](http://www.smartlock.com.au) | [www.smartlock.co.nz](http://www.smartlock.co.nz)**