BASIC INFORMATION
ASSA ABLOY pin code lock "PIN" has 3 different code levels available. These are:

1. User Codes (Up to 10 codes) – Always 4 digits long

2. Janitor Codes (Only in public mode) – Always 6 digits long

3. Master Codes – Always 8 digits long

To understand how each of these code levels work, see section below.

USER CODE OPERATION

A. PRIVATE MODE
In private mode the lock is set to work with the same User Codes. These codes needs to be previously programmed into working with this specific lock. User Codes are always 4 digits long.

1: To open the lock, simply enter your 4-digit and open the door. If the handle isn't turned, the lock will automatically re-lock after 4 seconds.

2: To close, simply turn the handle into locked position and the lock will automatically lock.

B. PUBLIC MODE
In Public Mode the lock is set to work with any code entered into the lock. This will temporarily assign this as the User Code for the lock. Upon opening the lock with this code, the lock will remove this code, and any other code can now operate the lock. In Public Mode, a Janitor Code can be added to the lock, see Janitor Code operation below.

1: To close, turn the handle into locked position and enter a 4 digit code. This will lock the lock. A red light every 3rd second will indicate that the locker is occupied

2: To open, reenter the code. This code is now no longer active as a User Code. Any other code can now operate the lock.

● **Red LED on for 1 second if incorrect User Code is entered**)

MASTER CODE OPERATION
The Master Code can open the lock in both modes. In Public Mode, opening with the Master Code, will also erase the temporary User Code. The Master Code is always 8 digits long. When using the Master Code, start with ✳ and end with ✳.

● **Red LED on for 1 second if incorrect User Code is entered**)

JANITOR CODE OPERATION
The Janitor Code can open the lock in Public Mode. Different to the Master Code, the Janitor Code will not erase the temporary User Code. The Janitor Code is always 6 digits long. When using the Janitor Code, start with ✳ and end with ✳.

● **Red LED on for 1 seconds if incorrect Janitor Code is entered**)

FACTORY RESET
Insert a needle or clip through the hole on the back and press for 2 seconds. This will restore the lock into Factory Mode, see lock setup for different options on how to reprogram the lock into desired configuration.

LOW BATTERY
When the battery level drops below 10%, the battery symbol flashes red 5 times after opening the lock.

EXTERNAL POWER SUPPLY
Use external 5-pin USB power if the battery is dead and the lock does not respond at all
(Use with smartphone/laptop charger)

BASIC SETUP – START HERE
The symbols below is used to describe the programming of the lock. ALL PROGRAMMING SHOULD BE MADE WITH THE DOOR OPEN AND CODES SHOULD BE TESTED BEFORE CLOSING THE DOOR THE FIRST TIME.

Push the Hash button   ✳ Push the Star button   ● Green light indication   ● Red Light indication

When the lock is in Factory Mode and the battery is entered a quick set up can be used to set up the lock into 3 different modes. To use the standard programming menus instead, simply push # . The following options on how to deploy the lock is available.

NOTE: In quick set up it's very important to enter the correct numbers of digits in order to set the lock into the correct mode.

A: QUICK SETUP OF MASTER CODE AND USER CODE FOR USE IN PRIVATE MODE
✳ [Chosen Master Code] [Chosen User Code] ✳ ● ● (flashes red if incorrect number of digits is entered)
Ex: * 12345678 1111 * will add new Master Code 12345678 and User Code 1111 and set the lock into Private Mode and lock.

B: REGISTRERING AVB: QUICK SETUP OF MASTER CODE FOR USE IN PUBLIC MODE
✳ [Chosen Master Code] ✳ ● ● (flashes red if incorrect number of digits is entered)
Ex: * 12345678 * will add new Master Code 12345678 and set the lock into Public Mode and stay open.

C: QUICK SETUP OF MASTER CODE AND JANITOR CODE FOR USE IN PUBLIC MO
✳ [Chosen Master Code] [Chosen Janitor Code] ✳ ● ● (flashes red if incorrect number of digits is entered)
Ex: * 12345678 112233 * will add new Master Code 12345678 and Janitor Code 112233 and set the lock into Public Mode.

MOVE FROM FACTORY MODE TO PUBLIC MODE WITH PREDEFINED MASTER CODE 11111111
[Press and hold for 2 seconds] ● ● (Release after flashes)
Ex: # will set the lock to standard mode with predefined Master Code 1111 1111 and set the lock into Public Mode. For further programming, se menu points below

NOTE: If this option is chosen, it's very important to change the predefined master code to keep security.

STANDARD PROGRAMMING MENUES (REQUIRES BASIC SETUP)

1: MODIFY USER CODES WITH MASTER CODE (ONLY PRIVATE MODE)

10: Add new User Code

\# (MASTER CODE) \# 10 \# (NEW USER CODE) \# ●●

Ex: \# 12345678 \# 10 \# 9999 \# will add new User Code 9999

11: Delete User Code

\# (MASTER CODE) \# 11 \# (USER CODE TO DELETE) ●●

Ex: \# 12345678 \# 11 \# 9999 \# will delete User Code 9999 (if it was previously added)

12: Add multiple User Codes

\# (MASTER CODE) \# 12 \# (FIRST CODE TO ADD) ✶ (NEXT CODE TO ADD) ✶ ● (LAST CODE TO ADD) \# ●●

Ex: \# 12345678 \# 12 \# 9999 * 8888 * 7777 * 6666 \# will add four new user codes 9999,8888,7777,6666

13: Delete multiple User Codes

\# (MASTER CODE) \# 13 \# (FIRST CODE TO DELETE) ✶ ● ((NEXT CODE TO DELETE) ●
(LAST CODE TO DELETE) \# ●●

Ex: \# 12345678 \# 13 \# 9999 * 8888 \# will delete User Codes 9999 and 8888

14: Delete all User Codes

\# (MASTERCODE) \# 14 \# ●●●●●

Ex: \# 12345678 \# 14 \# deletes all user codes. The lock will stay in open position until a new user code is added.

15: Check number of registered User Codes

\# (MASTER CODE) \# 15 \# ● (number of registered codes)

Ex: \# 12345678 \# 15 \# gives you 4 flashes indicating the 4 different user codes is registered to the lock.

2: CHANGE USER CODE WITH USER CODE

20: Change User Code

\# (USER CODE) \# 20 \# ((ENTER NEW USER CODE) \# ●●

Ex: \# 9999 \# 20 \# 8888 \# will change existing user code to 8888 (9999 will be removed)

3: MODIFY JANITOR CODES WITH MASTER CODE (IN PUBLIC MODE ONLY)

30: Add/change new Janitor/Cleaner Code

\# (MASTER CODE) \# 30 \# (NEW JANITOR CODE) \# ●●●

Ex: \# 12345678 \# 30 \# 999999 \# will add (if no janitor code is set) or change to (if janitor code is already set) janitor code to 999999.

31: Delete Janitor Code

\# (MASTER CODE) \# 31 \# ●●

Ex: \# 12345678 \# 31 \# will delete the janitor/cleaner code (if it was previously added)..

NOTE: Switching from Public to Private Mode will also delete the cleaner/Janitor Code

4: CHANGE MASTER CODE

40: Change Master Code
(MASTER CODE) # 40 # (ENTER NEW MASTER CODE) # (CONFIRM NEW MASTER CODE) # ●●●●
Ex: # 12345678 # 40 # 87654321 # 87654321 # will change the master code to 87654321.

5: SWITCH BETWEEN PUBLIC AND PRIVATE MODE

50: Switch into Public Mode
(MASTER CODE) # 50 # ●●●
Ex: # 12345678 # 50 # will set the lock to work in public mode. Registered user codes are deleted.

51: Switch into Private Mode
(MASTER CODE) # 51 # ●●●
Ex: # 12345678 # 51 # will set the lock to work in Private Mode. The lock will stay in open position until a new User Code is added.

6: TURN SOUND ON AND OFF

60: Turn sound on
(MASTER CODE) # 60 # ●●●
Ex: # 12345678 # 60 # will turn sound on.

61: Turn sound off
(MASTER CODE) # 61 ●●●
Ex: # 12345678 # 61 # will turn sound off.

NOTE: As default, the sound is turned off.

7: ENABLE/ DISABLE TIME OPENING (ONLY IN PUBLIC MODE)
Time opening is that the lock automatically opens after a defined numbers of hours after last being locked.

70: Turn time opening on with Notice LED and set opening time (1-24 hours)
(MASTER CODE) # 70 # (ENTER OPENING TIME, 2 DIGITS) # ●●●
Ex: # 12345678 # 70 # 08 # will enable time opening on with automatic opening after 8 hours. 15 minutes before unlocking the green led will flash twice every 3 seconds until opening.

70: Turn time opening off
(MASTER CODE) # 70 # (00) # ●●●
Ex: # 12345678 # 70 # 0 # will disable time opening.

NOTE: As default, time opening is disabled.

71: Turn time opening on without Notice LED and set opening time (1-24 hours)
(MASTER CODE) # 71 # (ENTER OPENING TIME, 2 DIGITS) # ●●●
Ex: # 12345678 # 71 # 12 # will enable time opening on with automatic opening after 12 hours.

71: Turn time opening off
(MASTER CODE) # 71 # (00) # ●●●
Ex: # 12345678 # 71 # 00 # will disable time opening.

NOTE: As default, time opening is disabled.

We reserve the right to correct any printing errors and update the information after printing.

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