TL11G Electronic Safelock Instructions

Note: Use only Duracell Alkaline batteries

TO OPEN LOCK:

1. If keypad screen is blank (sleep mode), press enter once to power up. A random digit appears.

2. Use the up/down arrows to change the display to the first digit of the combination. When the desired digit is reached, press ENTER. Another random digit appears.

3. Use up/down arrows to select second digit of the combination, then press ENTER. Continue in the same way to enter the rest of the 8 digit combination.

4. The lock will signal 2 beeps at the end if the combination has been entered correctly and is valid, or 3 beeps if a wrong combination is entered. If a Mistake is made at any stage, wait 15 seconds for the lock to reset before starting again. **If the wrong combination is entered 3 times in a row the lock will go into penalty time, and wont be able to be accessed for 5 minutes. After each penalty time you are allowed 2 tries to get the combination correct before penalty time starts again.**

TO CHANGE COMBINATION

BEFORE COMMENCING MAKE SURE THE DOOR IS <u>OPEN</u> IN CASE SOMETHING GOES WRONG!

1. Make sure the keypad is in "sleep" mode (i.e. The display of the pad is completely blank).

2. Press and hold the enter button. A random number will appear and then change to a '0'. Once the zero has come up you can take your finger off the enter button.

3. While the zero is remaining on the screen press the enter button **8** times (you are now entering 8 zero's). If you have done this correctly the keypad will give 2 beeps (if you have done anything wrong it will give 3 beeps and you should wait for the screen to go to "sleep" before starting again at the beginning).

4. Enter the 8 digit current combination as you normally would to open the lock (i.e. scrolling through the random numbers and pressing enter after each number). If you have entered the combination correctly you will get 2 beeps (if you get 3 beeps the combination has been entered wrong; wait for the screen to go to "sleep" and start the process again from step 1).

5. Enter the new 8 digit combination that has been chosen. You will get 2 beeps, 3 beeps will mean you have an unacceptable code.

6. Enter the same new 8 digit combination to confirm, if this is entered correctly you will get 2 beeps. This is now the new combination.

7. Test the new combination by entering it into the keypad **before** closing the door to make sure it works.

NOTE: When changing the combination the lock will not accept simple combinations (i.e. 11111234)

If you hear 3 beeps at any stage during the process something has been entered incorrectly and you should wait for the screen to go to "sleep" and start the process again from step 1. The combination of the lock will still be the same as long as you have not completed step number 6.
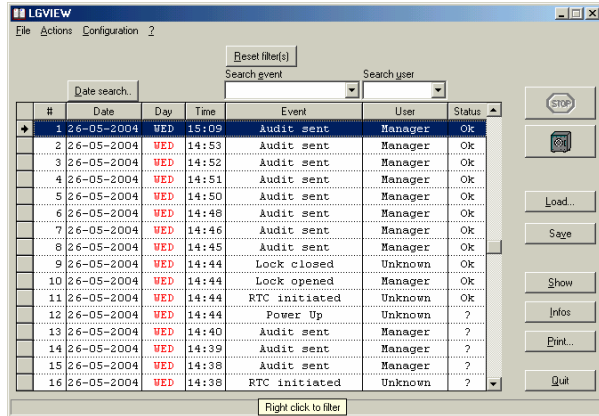
If you take to long to complete any of the steps the keypad will go to sleep and you will have to start again.

TO READ AUDIT TRAIL

On PC:
1. Open LG View software on the PC.

2. Ensure correct COM port is selected in Configuration Menu -> Port

3. If required, set daylight savings correction in Configuration menu> Daylight Savings time. Set DST active, and set correct dates for your location.

4. On the main page, <u>click</u> on the <u>safe</u> icon.

5. Connect Cable from PC serial port to Lock Audit port on the keypad.
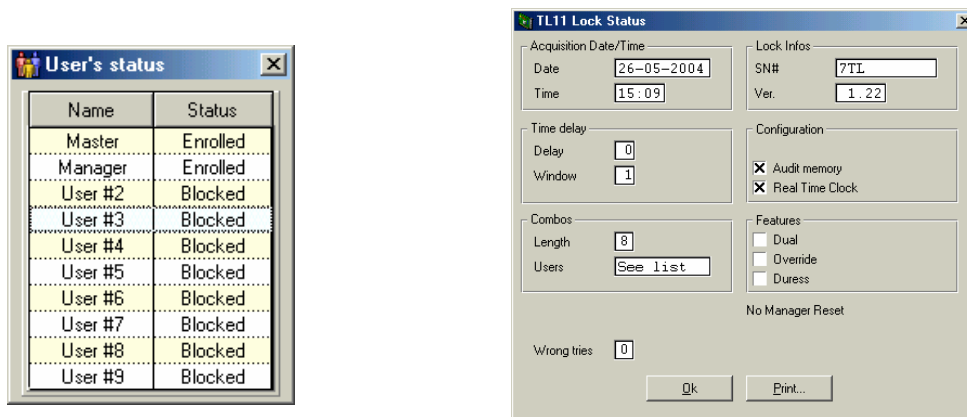
Lg View software screen

1. Wake the keypad. Use up/down arrows to select the first digit of either the user or the master code, and press ENTER.

3. Continue in the same way to enter the rest of the combination, and hold down ENTER on the last digit for approx. 4 seconds. (Double beep, double beep, LED stays on)

4. Use the up/down arrows to select the number 7 and press ENTER to begin transmission.

5. Once transmission is completed, click on **infos** to view lock configuration information.

Configuration should appear as follows:

Screen displays for lock configuration information

Glossary of Audit Terms:

Access	Combination correctly entered
Combo Change	Opening or service combination changed
Solenoid On	Opening Combination entered correctly, but lock not opened
Lock Opening	Opening combination entered correctly, and lock opened
Audit Sent	Audit trail extracted
RTC Initiated	Battery reconnected after extended period, clock restarted
Lock Closed	Keypad returned to the locked position
Factory Reset	Not available on TL11G
Audit Initiated	Battery connected to new lock for the first time

<u>**Status Column:**</u> Events marked **Status: ?** are of uncertain time and date. This is caused when the battery is removed for an extended period, and the clock stops.

BATTERIES:
When the battery goes flat, the lock will signal with 20 beeps when opening. The battery should be replaced with a new **alkaline** battery, preferably Duracell. **Do not** use Lithium or Carbon batteries, as they will damage the lock.

The battery is accessed from the outside, simply by removing the battery cover located on the bottom of the lock body, which can be easily pulled out while in the closed position.

ONLY EVER USE DURACELL ALKALINE BATTERIES