

Place lock in the locked position - knob on front of lock should be vertical, Cam should be 90 degrees to lock body:

STEP 1

Key in the supervisor code:
(Press 12345 > Enter > Turn the knob clockwise to unlock)

STEP 2

Press and hold Enter for three seconds:
(Yellow light will glow to indicate programming is ready)

STEP 3

Key in code to enter "Single Use Mode" Hoteling:
(Press 51>Enter. Yellow programming light will continue to glow approximately 10 seconds after input)

Lock is now in "Single Use" or "Hoteling" mode. As such it will await input in thee unlocked position, once a code is entered, the lock will release and the user can swing the knob into the locked position.

The lock now remembers that last input. When the correct code is entered, the lock will release and can be moved to the unlocked position. Once the lock returns to the unlocked position it "forgets" the last code and enters a "frozen" state awaiting the next input. Once another code is entered the cycle repeats itself.

CARE AND CLEANING

Lock is intended for indoor use only. To clean lock surface apply a non-acid based cleaner to cotton cloth. Do not spray cleaner directly onto lock face. Wipe down keypad and housing of excess cleaner.

