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## **Certification Exhibit**

**FCC ID: U4A-YRHCPZB0  
IC: 6982A-YRHCPZB0**

**FCC Rule Part: 15.247  
IC Radio Standards Specification: RSS-210**

**ACS Project Number: 12-0001**

Manufacturer: Assa Abloy Inc.  
Models: YRDZB, YRD210-ZB, YRD220-ZB, YRT210-ZB, YRT220-ZB

## **Manual – YRT220-ZB**

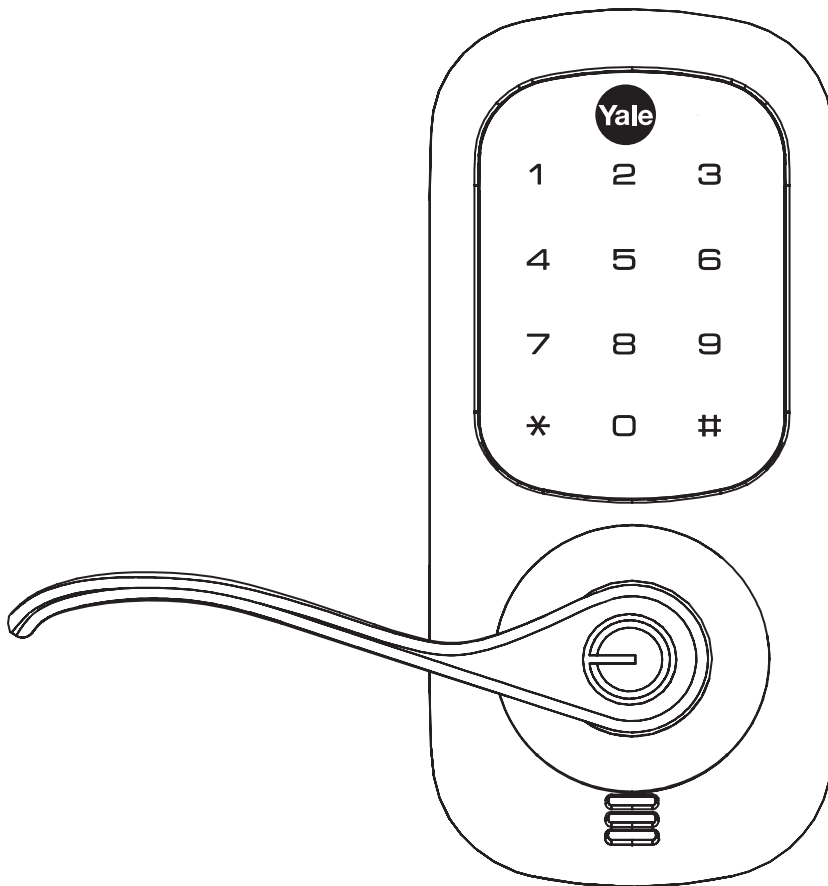


# Yale Real Living™ Touchscreen Lever Installation and Programming Instructions



## NOTE TO INSTALLER

FAILURE TO FOLLOW THESE INSTRUCTIONS  
COULD RESULT IN DAMAGE TO THE PRODUCT  
AND VOID THE FACTORY WARRANTY



For Technical Assistance call Yale at 1-800-810-WIRE (9473)

This document is available on our website in printed Spanish and French. Go to [www.yalerealliving.com](http://www.yalerealliving.com).  
Click "Product Information & Documentation" and then "Installation Instructions".

Este documento está disponible en español en nuestra página de internet. Vaya a [www.yalerealliving.com](http://www.yalerealliving.com).  
Presione "Información del Producto y Documentación" y luego "Instrucciones de Instalación".

Ce document est disponible sur notre site Web dans le français imprimé. Allez à [www.yalerealliving.com](http://www.yalerealliving.com).  
Cliquez sur le "Information sur le produit et Documentation" et puis "Installation Instructions".

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## WARNINGS

*Warning: Changes or modifications to this device not expressly approved by Yale Security, Inc. could void the user's authority to operate the equipment.*

**IMPORTANT:** The accuracy of the door preparation is critical for the proper functioning and security of this product. Misalignment can cause performance degradation and a lessening of security.

**Finish Care:** This lockset is designed to provide the highest standard of product quality and performance. Care should be taken to ensure a long-lasting finish. When cleaning is required use a soft, damp cloth. **Using lacquer thinner, caustic soaps, abrasive cleaners or polishes could damage the coating and result in tarnishing.**

### **FCC:**

FCC ID: U4A-YRHCPZW0 (Z-Wave); U4A-YRHCPZB0 (Zigbee)

Model(s): YRT220-ZW, YRT220-ZB

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

## To reset the lock to factory default, see the following:

### Reset Lock to Factory Default

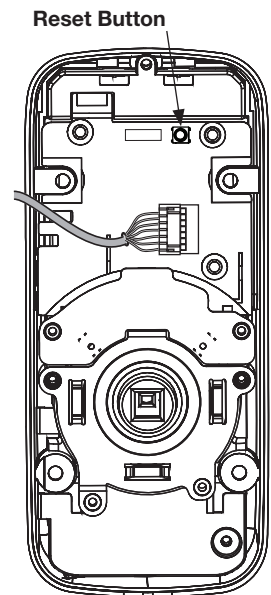
The following procedure returns the lock to its factory defaults by deleting all user codes (**including the Master PIN code\***) and returning all programming features to their original default settings (see below).

1. Remove the batteries and then remove the inside escutcheon to access the reset button.
2. The reset button (see image at right) is located above the PCB cable connector.
3. Hold down the reset button for a minimum of 3 seconds and then reinstall the batteries; once the batteries are properly installed, release the reset button.

All features (including adjustable settings\*\* (see below) should now be returned to factory default.

Upon reset, Master Code Registration is the only option available and **must be performed** prior to any other programming of the lock.

See "**Operation**" later in this manual for programming instructions.



Inside Escutcheon

### Factory Default Settings

Settings	Factory Default
Master Code	Registration <i>required</i>
Auto Re-lock	Enabled
One Touch Re-Lock	Enabled
Audio	Enabled
Auto Re-lock Time	**30 Seconds
Wrong Code Entry Limit	**5 Times
Shutdown Time	**60 Seconds

\*\*Adjustable only when using Network Module

### Industry Canada:

Canadian ID: 6982A-YRHCPZW0 (Z-Wave); 6982A-YRHCPZB0 (Zigbee)  
Model(s): YRT220-ZW, YRT220-ZB

This Class B digital apparatus meets all requirements of the Canadian Interference Causing Equipment Regulations. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Cet appareillage numérique de la classe B répond à toutes les exigences de l'interférence canadienne causant des règlements d'équipement. L'opération est sujette aux deux conditions suivantes: (1) ce dispositif peut ne pas causer l'interférence nocive, et (2) ce dispositif doit accepter n'importe quelle interférence reçue, y compris l'interférence qui peut causer l'opération peu désirée.

#### **For the U4A-YRHCPZB0 and 6982A-YRHCPZB0, the following statement applies:**

"This equipment complies with FCC/IC radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with minimum distance 20cm between the radiator and your body. This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter."

**Section 7.1.2 of RSS-GEN** Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (e.i.r.p.) is not more than that necessary for successful communication.

En vertu des règlements d'Industrie Canada, cet émetteur radio ne peut fonctionner avec une antenne d'un type et un maximum (ou moins) approuvés pour gagner de l'émetteur par Industrie Canada. Pour réduire le risque d'interférence aux autres utilisateurs, le type d'antenne et son gain doivent être choisis de façon que la puissance isotrope rayonnée équivalente (PIRE) ne dépasse pas ce qui est nécessaire pour une communication réussie.

**Section 7.1.3 of RSS-GEN** This Device complies with Industry Canada License-exempt RSS standard(s). Operation is subject to the following two conditions: 1) this device may not cause interference, and 2) this device must accept any interference, including interference that may cause undesired operation of the device.

Cet appareil est conforme avec Industrie Canada RSS standard exemptes de licence(s). Son fonctionnement est soumis aux deux conditions suivantes: 1) ce dispositif ne peut causer des interférences, et 2) cet appareil doit accepter toute interférence, y compris les interférences qui peuvent causer un mauvais fonctionnement du dispositif.

## INTRODUCTION

The Yale Real Living™ Stand-alone Touchscreen Deadbolt Lock combines a robust lockset with a contemporary electronic aesthetic.

Users benefit from an interactive touchscreen that makes day-to-day access effortless, as well as offering voice-guided programming for simple updates to user information in the event of staffing changes or security breaches. Yale Real Living™ is engineered for quick and easy installation and fits in place of a standard deadbolt lock door prep (ANSI/BHMA A156.115).

If this is an RF-enabled network lock, it needs to be located within 50 - 100 feet of another network controller. That distance is influenced by objects between the lock and the controller and may be expanded depending on proximity to other RF network devices. Also, if the lock is connected to a network controller, it is recommended that it is programmed through the centralized user interface (PC or hand-held device) to ensure communication between the lock and the controller unit.

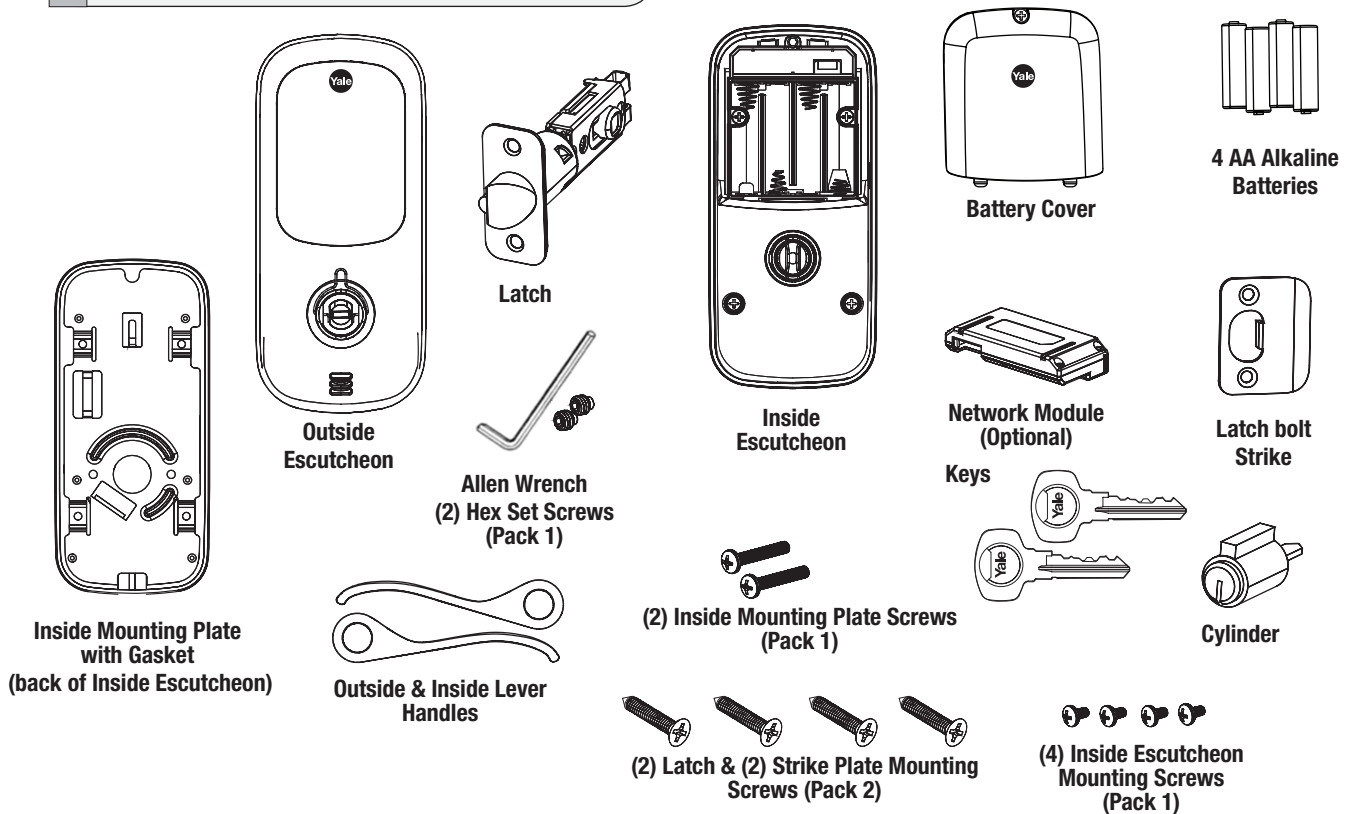
# INSTALLATION

## COMPONENTS AND TOOLS

### Included in the box...

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Installation Instructions | <input type="checkbox"/> Inside Mounting Plate (with gasket) | <input type="checkbox"/> Keys                    |
| <input type="checkbox"/> Template                  | <input type="checkbox"/> Inside Escutcheon                   | <input type="checkbox"/> Cylinder                |
| <input type="checkbox"/> Latch Bolt                | <input type="checkbox"/> Outside Escutcheon                  | <input type="checkbox"/> Battery Cover           |
| <input type="checkbox"/> Strike Plate              | <input type="checkbox"/> (2) Screw Packs (see below)         | <input type="checkbox"/> Allen Wrench            |
|  |  | <input type="checkbox"/> 4 AA Alkaline Batteries |

### Parts Illustrations



### Tools Needed

#### Door Prep

- 2-1/8" (54mm) hole saw
- 1" (26mm) boring bit
- 7/64" (2.5mm) drill bit
- Chisel & hammer

#### Lock Installation

- #2 Phillips screw driver
- Allen wrench (3mm) - provided

## INSTALL LOCK

### Install Latch

The lock is packed representative of how it will install on the door.

Before installing the lock on the door:

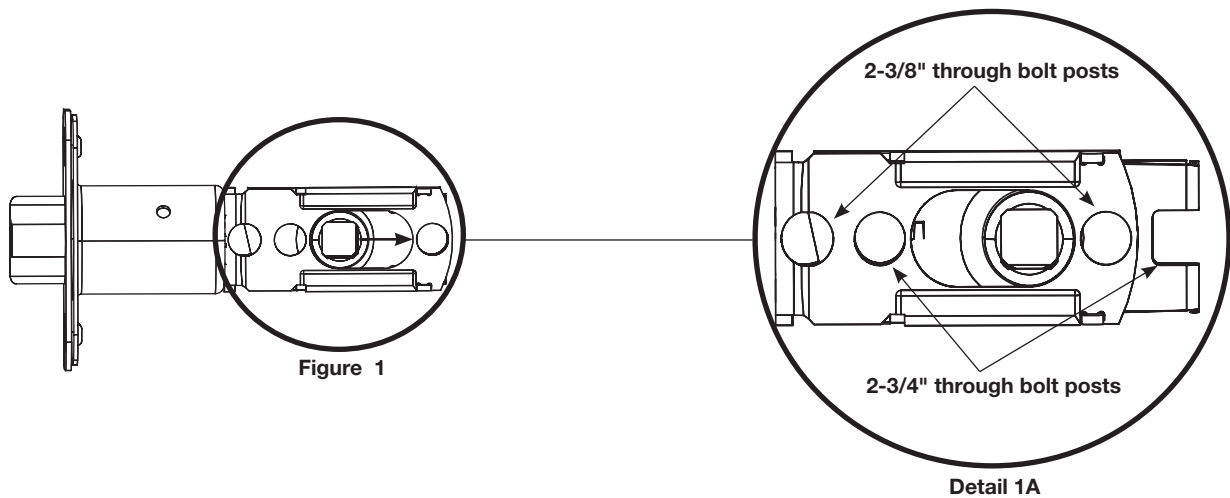
A. Remove the latch (Fig. 1) and strike plate from the packaging.

**NOTE:** Latch ships with backset in 2-3/8" position (Fig. 1).

**Backset** is the measurement from door edge to center of 2-1/8" diameter hole (see template supplied with lock).

If required, pull to extend to 2-3/4" backset position (Detail 1A).

**NOTE:** Different holes are used for (2) through bolts depending on backset (see Detail 1A).



**NOTE:** Make sure door has been prepped according to specifications in template included with lock.

**NOTE:** The latch bolt (and strike) can be installed in only one of two ways - with the bevel (slope) of latch facing out or facing in **while standing outside of the door.**

If the door opens **in**, the bevel will face the outside; if the doors opens **out**, the bevel will face in.

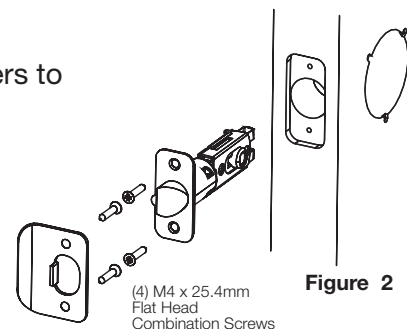
The strike plate is installed according to the orientation of the latch bolt. See Figures 1 & 2 for an example of a RH door that opens in.

**NOTE:** Both latch face and strike plate have adhesive-backed covers to prevent marring and should be removed upon installation.

B. Install latch bolt in door.

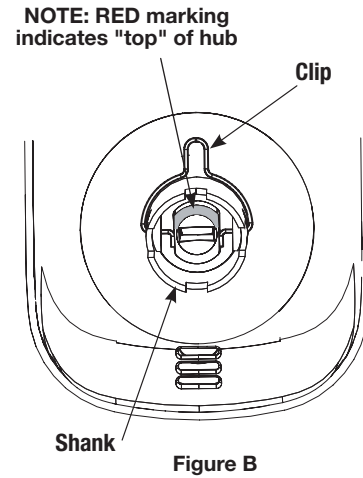
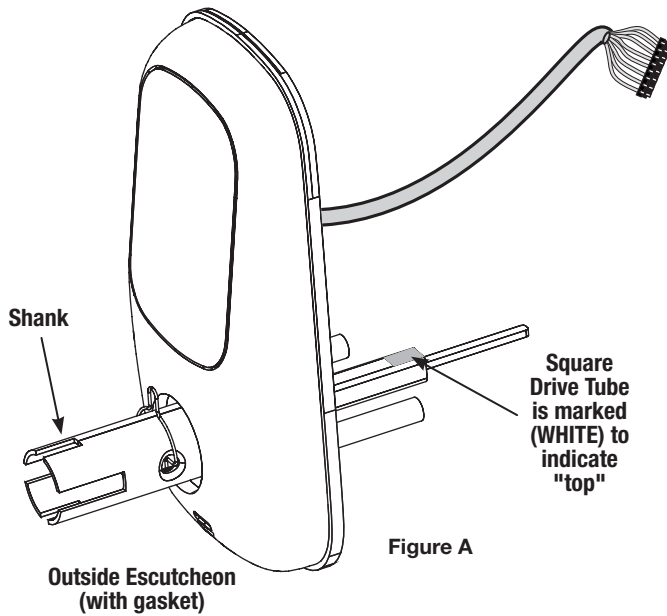
1. Attach with two (2) M4 x 25.4mm screws supplied.

C. Install strike on the door frame, using two (2) M4 x 25mm screws supplied, making sure to allow for the latch to be centered in the strike.



## Install Outside Escutcheon

**NOTE:** The "tops" of both the square drive tube and the hub (in the shank) are **marked** to indicate their orientation for proper installation (Figures A & B).



**Do not remove clip from Outside Escutcheon shank until correct handing has been determined and Outside Lever Handle is to be installed.**

(See page 9)

1. From outside of door, position the outside escutcheon by first routing the cable through 2-1/8" diameter hole and **under** the latch (Fig. 3A & B), then insert posts\* and tailpiece into the latch.

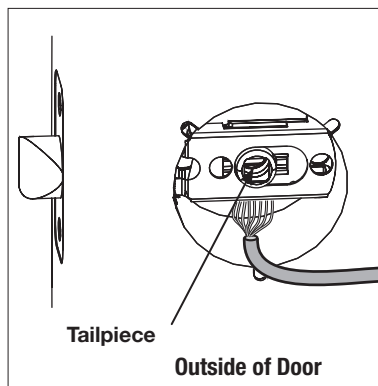


Figure 1A

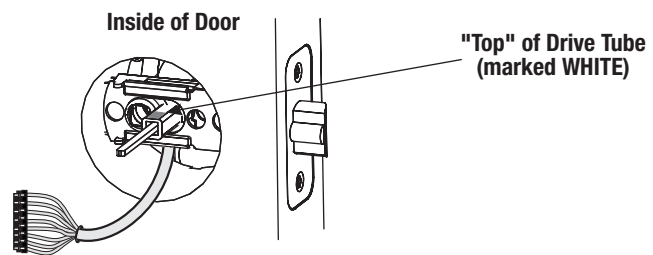


Figure 1B



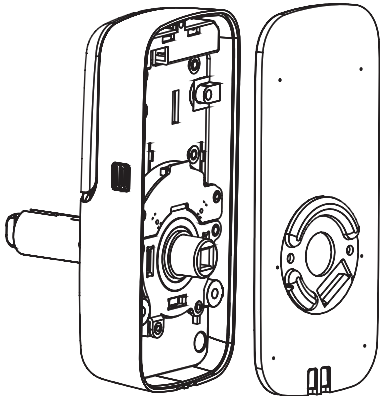
**NOTE:** Cable goes **under** latch (Fig. 1A & 1B).

\*Posts are inserted in holes according to backset adjustment. (Refer back to Detail 1A under "Install Lock")



## Install Outside Escutcheon

- Remove the inside mounting plate (with gasket) from the back (door side) of the inside escutcheon (Fig. 2A).



Inside Escutcheon & Mounting Plate  
(with gasket)

- Ensure that gasket on inside mounting plate is properly fitted (Fig. 2B).

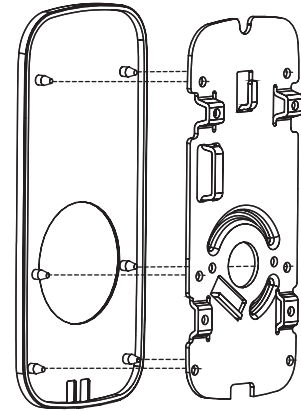


Figure 2B

- Remove the battery cover from the back of the inside escutcheon (Fig. 3) by loosening the captive Phillips head screw.

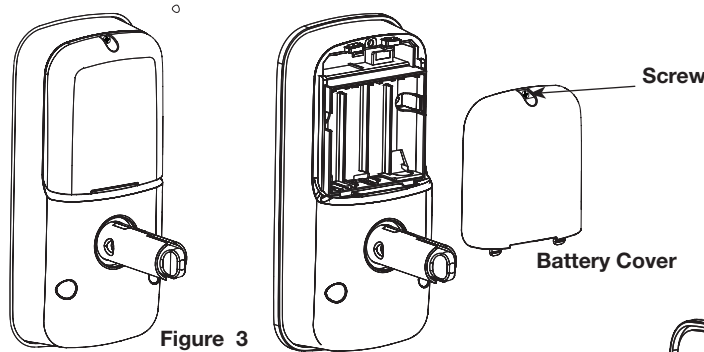


Figure 3

- Holding the outside escutcheon flush to the door, position the inside mounting plate by routing the cable/connector through the mounting plate's 1/2" rectangular hole below center hole (Fig. 4A).
- Secure both assemblies by inserting (2) M4 x 25mm pan head machine screws through the mounting plate and into the slightly extended through posts of the outside escutcheon (Fig. 4B).

Ensure that outside escutcheon is vertically aligned.  
Tighten securely with a #2 Phillips screwdriver.  
Do not over-tighten.

- Finish routing the cable and connector through the left upper slot, then behind center rib as shown in Fig. 4A.

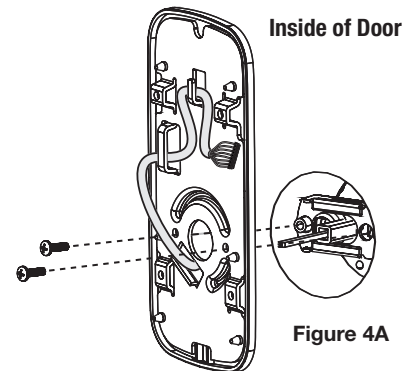


Figure 4A

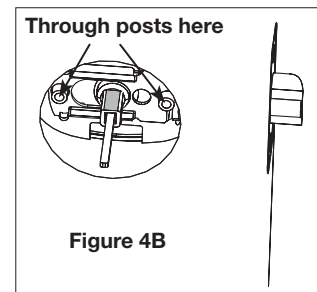
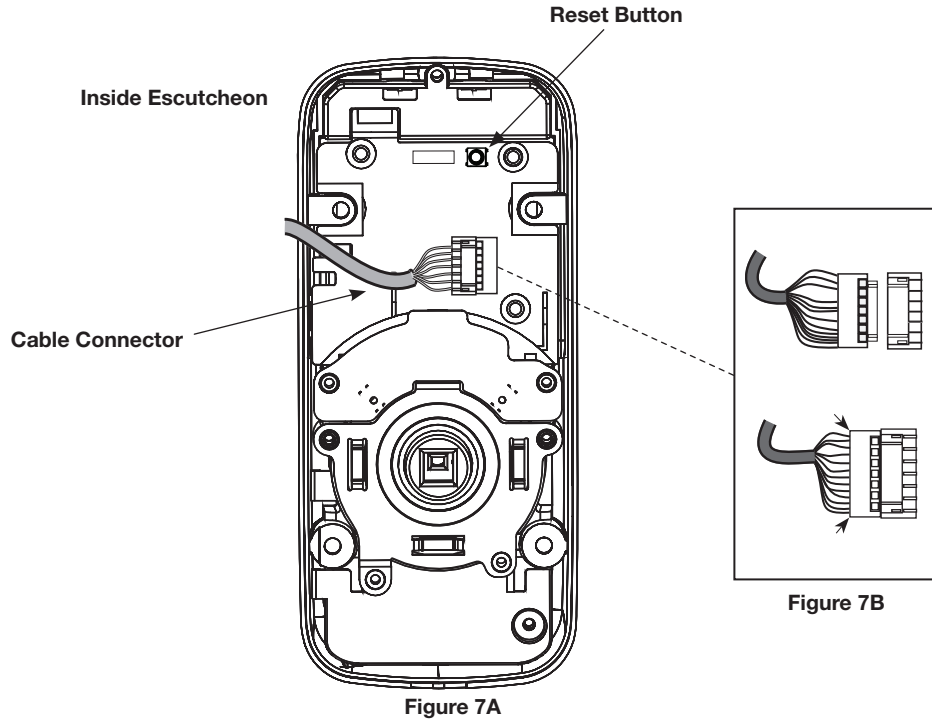


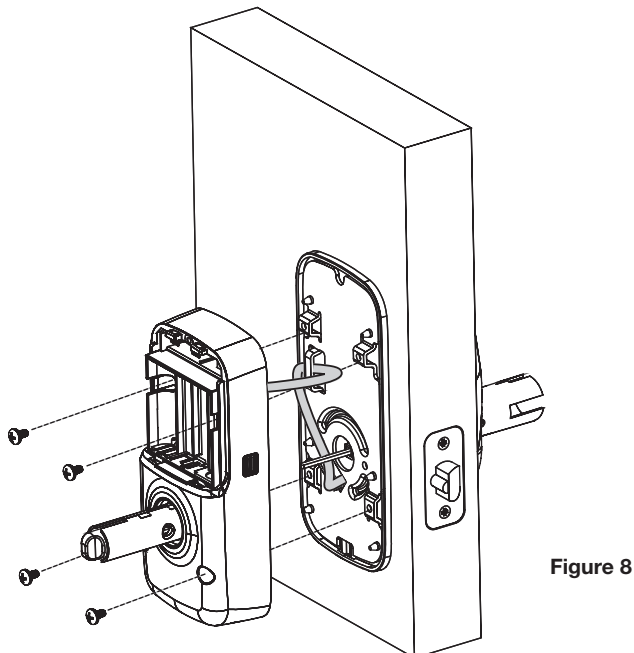
Figure 4B

7. Attach cable assembly to the inside escutcheon printed circuit board (PCB) by lining up notches on top of cable connector to slots on PCB connector (Fig. 7A & 7B).  
Press connector in firmly using thumbs until completely seated (properly seated position indicated by arrows on PCB as in Fig. 7B).









8. Install and secure inside escutcheon to inside mounting plate using (4) M4 x 8mm [8-32 x 5/16"] pan head machine screws through the inside escutcheon into the mounting plate (Fig. 8).

**NOTE:** Make sure cable does not obstruct path of the mounting screws.

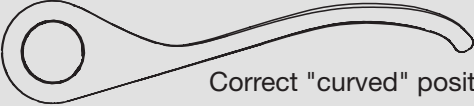
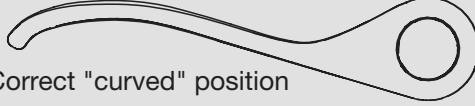




## Determine Lever Handing

 <p>Right Hand: Hinges on right, opens inward. For handed locks, specify <u>RH</u>.</p>	 <p>Right Hand Reverse: Hinges on right, opens outward. For handed locks, specify <u>RHR</u>.</p>	 <p>Left Hand: Hinges on left, open inward. For handed locks, specify <u>LH</u>.</p>	 <p>Left Hand Reverse: Hinges on left, opens outward. For handed locks, specify <u>LHR</u>.</p>
 <p><b>Hinges on Right</b> → Right handed lever position</p>		 <p>← <b>Hinges on Left</b> Left handed lever position</p>	
<div style="border: 1px solid black; border-radius: 15px; padding: 5px; display: inline-block;"> <p><b>RH</b> <b>RHR</b> <b>Lever</b></p> </div>		<div style="border: 1px solid black; border-radius: 15px; padding: 5px; display: inline-block;"> <p><b>LH</b> <b>LHR</b> <b>Lever</b></p> </div>	

- Both outside and inside lever handles should always point toward the door hinges.

## Determine Lever Position

 <p>Correct "curved" position</p>	 <p>Correct "curved" position</p>
 <p>Incorrect</p>	 <p>Incorrect</p>

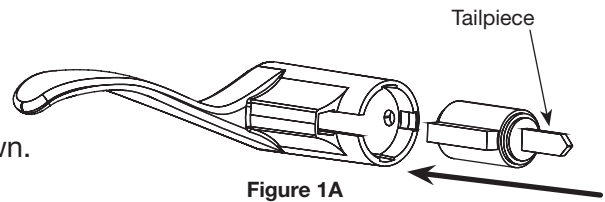
**Before proceeding with the next step,** ensure correct lever handing for proper installation.

## Install the Exterior Lever (Right Hand shown)

### 1. Install cylinder in exterior lever.

(If necessary, remove key from cylinder)

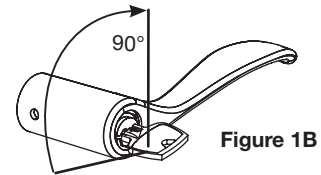
#### A. Drop cylinder in exterior lever handle as shown.



#### B. Insert key in cylinder.

While supporting cylinder tailpiece (with finger); rotate key 90° **clockwise (CW)** to vertical position (Figure 1B).

**NOTE:** RH shown; with LH lever, rotate key 90° **counter-clockwise (CCW)**

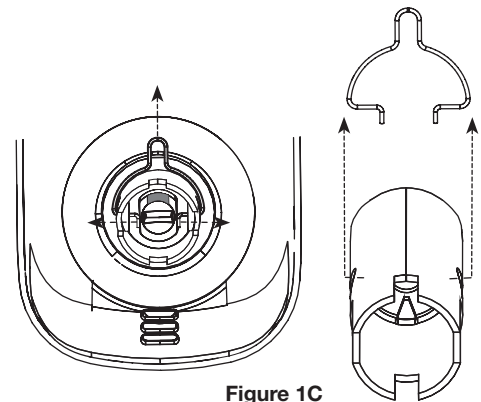


### 2. Remove clip from shank.

A. **Once correct handing is determined**, remove the clip that has held the hub in its correct position by spreading clip ends to extract clip from shank as shown in Figure 1C with detail.



**Do not rotate cam from its original position.**  
(“top” is marked RED)



### 3. Install hex set screw.

**NOTE:** For correct lever handing, the hex set screw for the outside lever shank must be installed as shown (Fig. 8B).

A. Place set screw in hole on side of shank **toward edge of door** (opposite lever handle); turn **CW** to allow placement of lever handle over shank.

Do not overtighten.

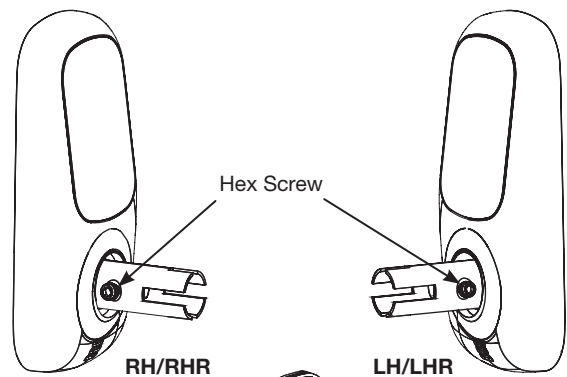
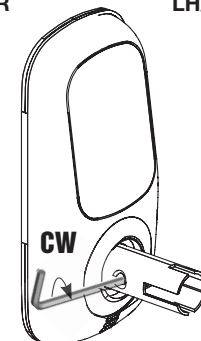


Figure 8B



- E. Push lever handle (with key & cylinder) over shank until hole on handle aligns with set screw in shank (Figure 1E).

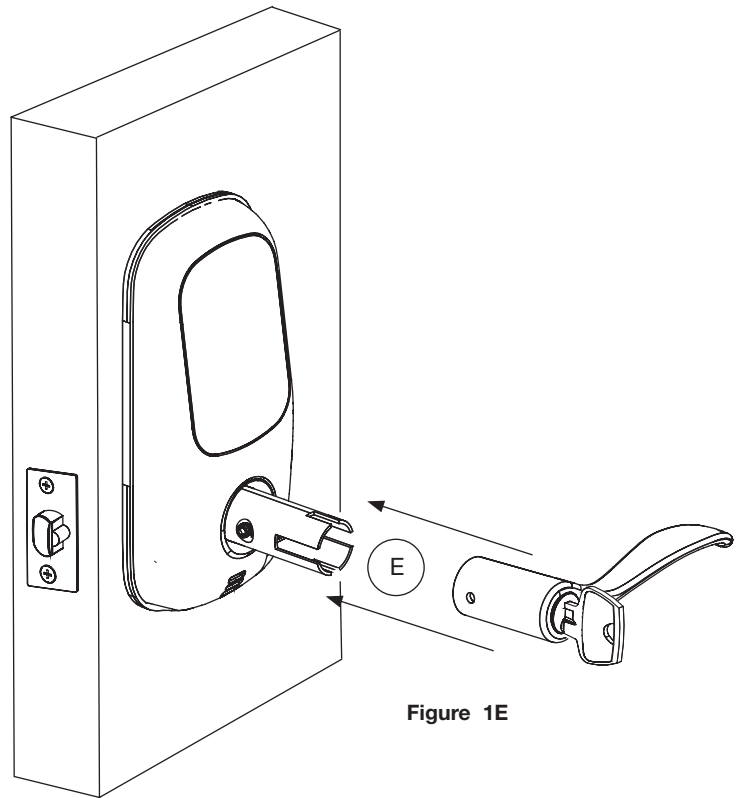


Figure 1E

- F. Secure lever handle by inserting allen wrench and rotating set screw **CCW** (Fig. 1F).  
Do not overtighten.
- G. Turn key 90° **CCW**; pull to remove key and test operation of lever handle, ensuring that the latch moves smoothly.

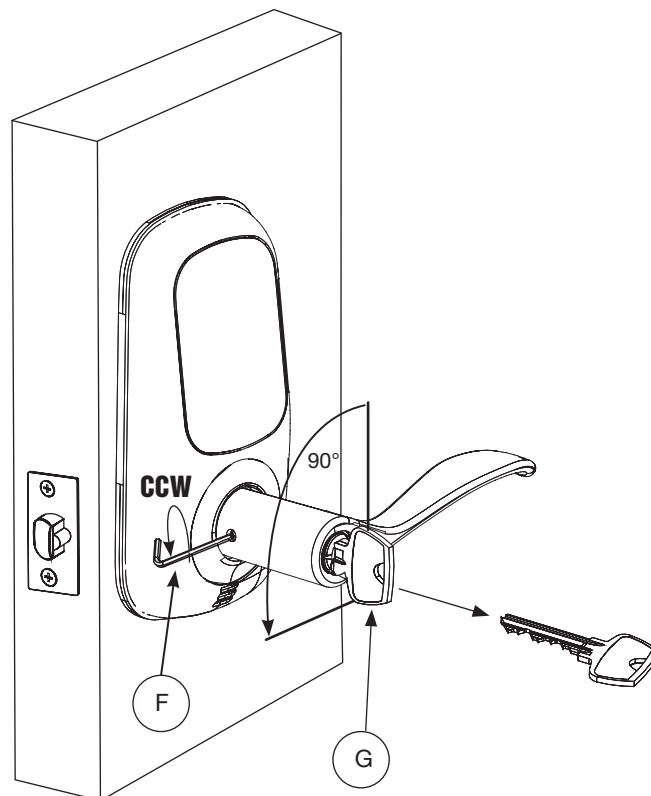
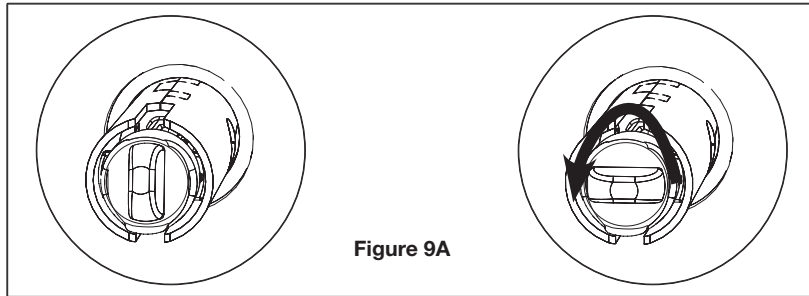


Figure 1F

## Install the Exterior Lever (Right Hand shown)

1. Rotate thumbturn counter-clockwise to horizontal position (Fig. 9A).



2. Insert set screw on side of shank (toward edge of door); turn **CW** to allow placement of inside lever handle over shank.
3. Turn set screw **CCW** to tighten and secure lever handle to shank.

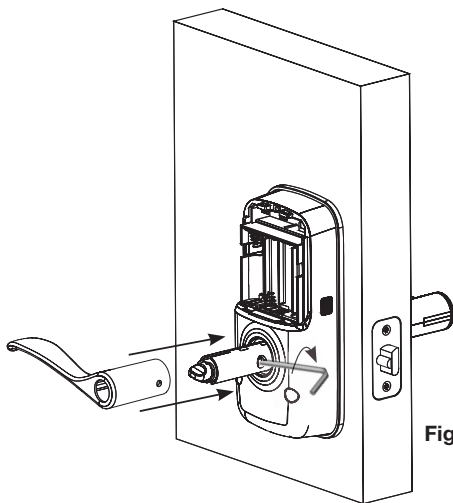


Figure 9B

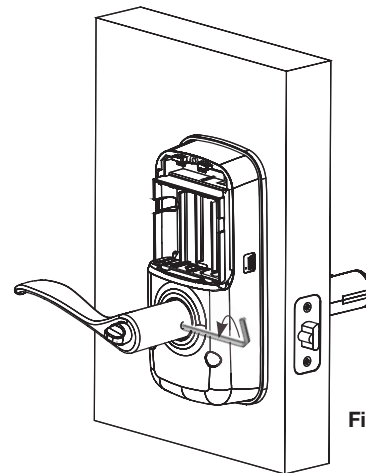


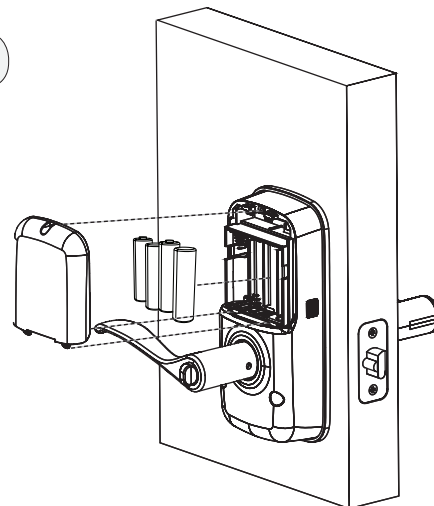
Figure 9C

**IMPORTANT: Before installing the batteries, test the mechanical operation of lock by rotating both the outside and inside lever handles. Also try using both the thumbturn and key. The movement of the latch should be smooth and unobstructed.**

If operation is not smooth, review the previous steps to ensure proper installation, while maintaining proper alignment of escutcheons.

## Install Batteries

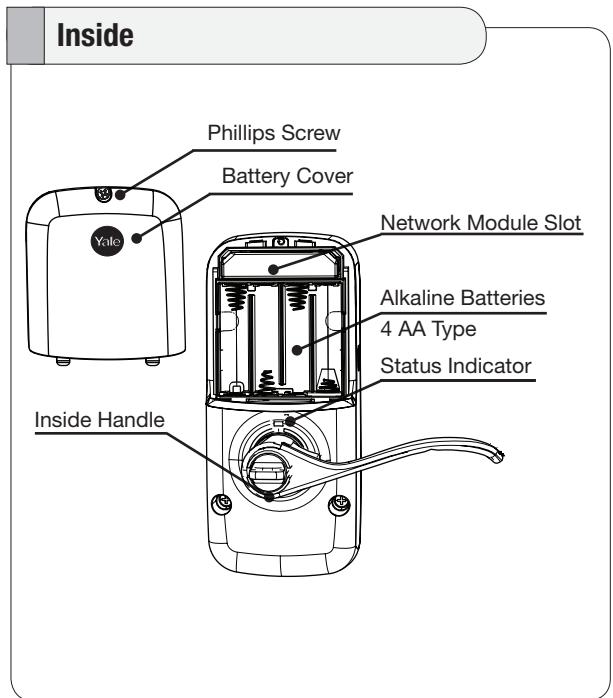
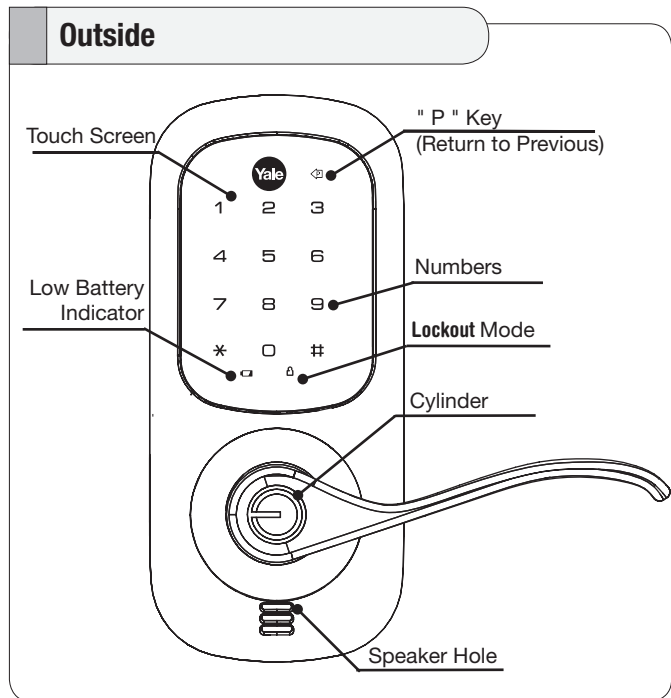
1. Insert four (4) AA alkaline batteries; the lock will flash and beep several times.
2. Install battery cover and tighten Phillips head screw.



# PROGRAMMING

Programming Features-Menus-Keys-Definitions ..... 12-13  
 Operation ..... 14-17

## PROGRAMMING FEATURES - MENUS - KEYS - DEFINITIONS



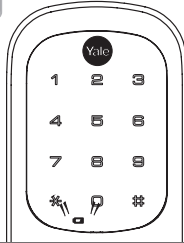
### Menu and Icons

	Touch the screen with palm of hand or fingers to begin and end actions.		Repeat operation using settings indicated. Enter Value 1 -10 (times or seconds).
	Click the indicated number.		Enter Master PIN code* (4-8 digits in length). Advanced Mode only.
	Press the <b>Star</b> key on the touchscreen to <b>Enter</b> or <b>Accept</b> entry.		Enter User PIN. Can be 4-8 digits in length.
	Press the <b>Pound</b> key on the touchscreen to enter <b>Menu</b> mode.		User Serial Number (01 - 25); RF Controlled (01-250).
	Press this key to return to the previous step or menu setting.		

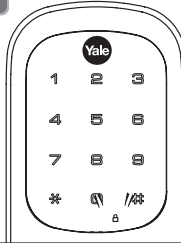
\*The Master Pin Code must be registered prior to any further programming of the lock.

## Status Indicators

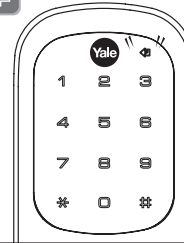
1 Low Battery Warning



2 Lockout Mode



3 Return to previous step



## Definitions

**Lockout Mode:** This feature is enabled by the Master code. When enabled, it restricts all user PIN code access. When attempting to enter a code while the unit is in Lockout, the Status Indicator flashes RED and BLUE; the keypad flashes as well.

**Low Battery:** When battery power is low, the Status Indicator flashes RED. If battery power is completely lost, use the key override.

**Master PIN Code:** The Master code is used for programming and for feature settings. **NOTE: The Master Pin Code must be registered prior to programming the lock.** The Master code will also operate the lock.

**Auto Re-lock Time:** After successful code entry and the unit unlocks, it will automatically re-lock after a default of thirty (30) seconds. Re-lock time is adjustable from five (5) to thirty (30) seconds.

**One Touch Re-Lock:** When the bolt is retracted, activating the keypad will extend the bolt (during Auto Re-Lock duration or when Auto Re-Lock is disabled).

**Shutdown Time:** The unit will shutdown for a default of sixty (60) seconds and not allow operation after the wrong code entry limit has been met. When the unit is in Shutdown, the Status Indicator flashes RED and BLUE; the keypad flashes as well.

**Audio Mode:** Choosing **Disable (3)** in Audio mode shuts off the code confirmation tone playback for use in quiet areas. Audio mode is enabled or disabled through feature programming by the Master code.

**Status LED:** Located on inside escutcheon.

**User PIN Code:** The User code operates the lock. Maximum number of user codes is 250 with Network Module; without Network Module, maximum is 25 user codes.

**Wrong Code Entry Limit:** After a specified number of unsuccessful attempts at entering a valid PIN code the unit will shut down and not allow operation. Wrong code entry limit is adjustable from three (3) to ten (10) times through feature settings (up to 5 times with no RF network enabled - default is 5; 10 with RF network enabled).

## Factory Default Settings

Settings	Factory Default
Master Code	Registration <i>required</i>
Auto Re-lock	Enabled
One Touch Re-Lock	Enabled
Audio	Enabled
Auto Re-lock Time	**30 Seconds
Wrong Code Entry Limit	**5 Times
Shutdown Time	**60 Seconds

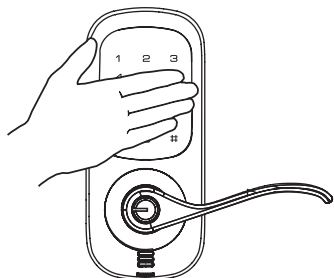


## OPERATION

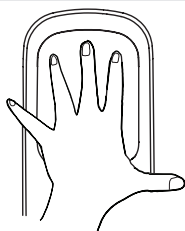
### Lock Activation

The touchscreen can be activated in several ways:

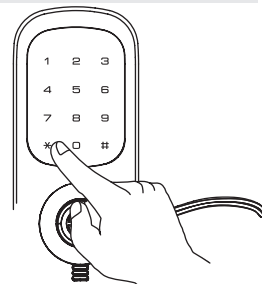
Touch lock with back of hand or fingers to activate.



Touch lock with fingers spread to activate.




Press the \* key to activate.



### Lock Operation

#### Master Code Set\*

1. Touch the screen with the back of your hand or fingers to activate .

2. Press the # key.

Lock Response: "Register Master Code; press the # key to continue."

3. Press the # key.

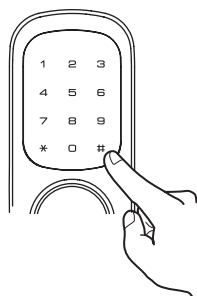
Lock Response: "Enter a 4 to 8 digit pin code followed by the pound key."

4. Enter new 4-8 digit Master PIN code followed by the # key.

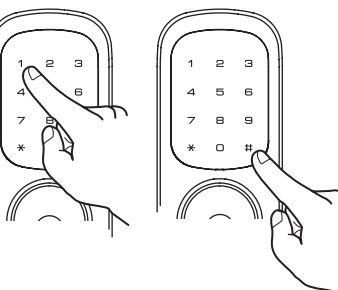
Lock visually confirms pin code selection, announces "Handing lock", the motor engages and the lock responds, "Completed".

\*This step is required prior to programming of the lock.

Press the # key.



Enter the new Master PIN code (4-8 digits), followed by the # key.












## PIN code structure

Maximum number of user codes is 250 with Network Module; without Network Module, maximum is 25 user codes.

## Set Up User PIN Codes

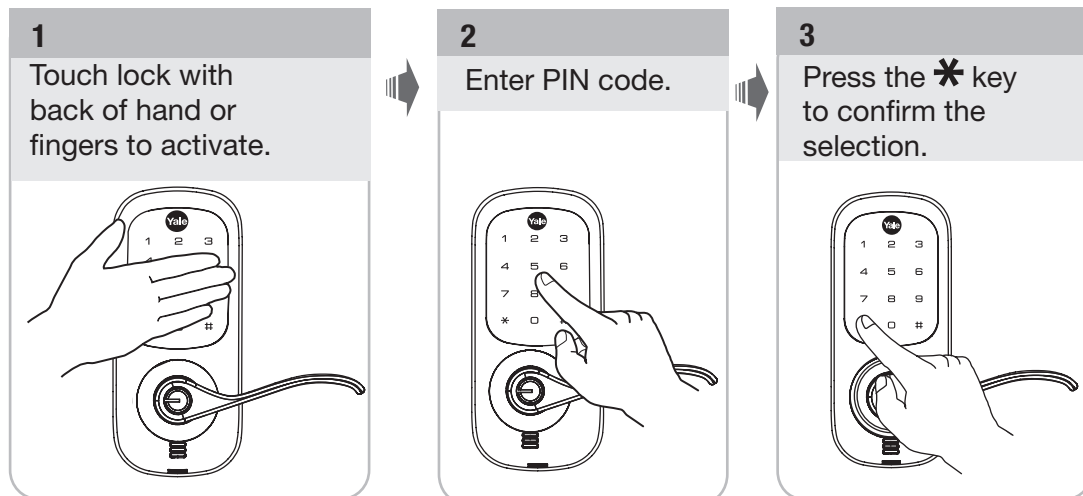
User PIN Codes can only be programmed through the Master PIN Code\*.

1. Touch the screen with the back of your hand or fingers to activate .
2. Enter the 4-8 digit Master PIN code followed by the  key.  
Lock Response: "Menu mode, enter number, press the  key to continue."
3. Enter "2" followed by the  key.
4. Enter "1" followed by the  key.
5. Enter the User Number to be registered (1-25) followed by the  key.
6. Enter a 4-8 digit PIN code for the User number followed by the  key.
7. **To continue adding users** press the  key.
8. Press the  key to complete the process and conclude the programming session.





Note: When registering User codes, the code must be entered within 20 seconds or time expires, Lock Response: "Time expired", no codes are registered and the process must be re-started.

\*Master PIN code must be registered before User codes can be added.

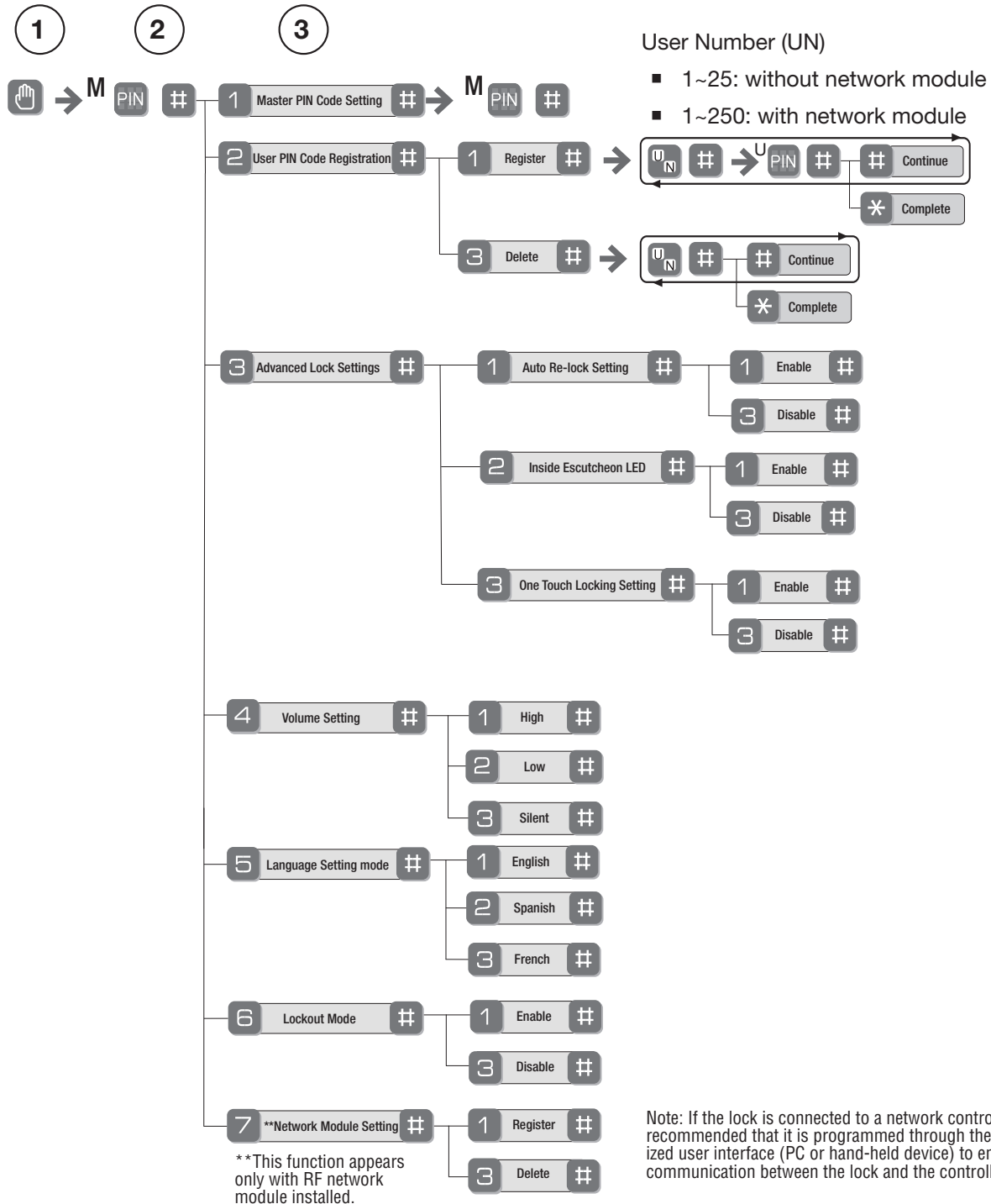
## Open Door with PIN Code



## Feature Programming Through Menu Mode Using Master PIN code\*

1. Touch the screen with the back of your hand or fingers to activate  .
2. Enter the 4-8 digit Master PIN code\* followed by the  key.  
Lock Response: “Menu mode, enter number, press the  key to continue.”
3. Enter digit corresponding to the function to be performed followed by the  key.  
Follow the voice commands.

\*The Master PIN code must be registered prior to any other programming of the lock.



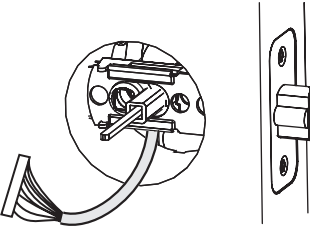
# MISCELLANEOUS

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## TROUBLESHOOTING

### Hardware Troubleshooting

Cycle the lock in both the locked and the unlocked positions. If problems are found:

Symptom	Suggested Action
Door is binding	<ul style="list-style-type: none"> <li>a. Check that door and frame are properly aligned and door is free swinging.</li> <li>b. Check hinges: They should not be loose or have excessive wear on knuckles.</li> </ul>
Latch will not deadlock	<ul style="list-style-type: none"> <li>a. Check for sufficient clearance of the latch within the strike-side jamb. Correct this by increasing the depth of the pocket for the latch.</li> <li>b. Check for misalignment of latch and/or strike which may be preventing latch from properly entering the strike. With the door open, extend and retract the latch; if it is smooth, check the strike alignment.</li> </ul>
Latch does not extend or retract smoothly	<ul style="list-style-type: none"> <li>a. Latch and strike are misaligned, see above.</li> <li>b. Check the backset of door relative to adjustments already made to latch.</li> <li>c. Verify proper door preparation and re-bore holes that are too small or misaligned.</li> <li>d. Verify keypad cable/connector is routed under the latch (see Fig. A).</li> <li>e. Verify latch is installed with correct side up (Fig. A).</li> </ul> <div style="text-align: center;"> <p><b>Inside of Door</b></p>  <p><b>Figure A</b></p> </div>

## Programming Troubleshooting

Symptom	Suggested Action
Lock does not respond – door is open and accessible.	<p>The touchscreen will become active when pressed with the back of hand or fingers in at least 3 areas simultaneously.</p> <p>Use a larger area of the hand or fingers and verify contact with at least 3 areas.</p> <p>If touchscreen numbers are visible, check to see if they respond when pressed.</p> <p>Check batteries are installed and oriented correctly in the battery case.</p> <p>Check batteries are in good condition; replace batteries* if discharged.</p> <p>Check to see if touchscreen cable is fully connected and not pinched.</p>
Lock does not respond – door is locked and inaccessible.	<p>Mechanical key will grant access.</p> <p>Batteries may be completely discharged.</p> <p>Use mechanical key to gain entry and replace batteries*.</p>
The unit is on for a while, and then shows no reaction. Lights dim.	<p>The batteries do not have enough power. Replace the batteries*.</p>
Unit chimes to indicate code acceptance, but the door will not open.	<p>Check to see if there is an existing lock device on the door.</p> <p>Check the door gaps for any foreign objects between door and frame.</p> <p>Check that the cable is firmly connected to the PCB.</p>
Unit operates to allow access, but will not automatically re-lock.	<p>Check to see if Passage Mode** is enabled (Network module units only).</p> <p>If the Passage Mode icon on the touchscreen and the status indicator on the interior escutcheon flicker for several seconds, it is set at Passage Mode.</p> <p>Disable Passage Mode to lock the door.</p> <p>If low battery indicator is lit, replace batteries*.</p>
PIN codes will not register.	<p>PIN codes must consist of 4 to 8 digits to register.</p> <p>The same PIN code cannot be used for multiple users.</p> <p>Registration/management of PIN codes is set by the authority of Master Code.</p> <p>The Master PIN code <b>must be registered</b> prior to adding any users.</p> <p>Contact the Master user.</p> <p>User codes must be entered within 20 seconds (while the touchscreen is active) or the process will have to be restarted.</p> <p>The star * (*) or pound # (#) can not be used as part of the PIN code.</p>
Upon entering a PIN code and pressing the star (*) key, the unit displays an “invalid code” error or the lock times out without responding.	<p>Lockout Mode is enabled.</p> <p>Only the Master Code can enable Lockout Mode.</p> <p>Contact the Master user.</p>
Upon entering a PIN code and pressing the (*) key, the red padlock icon appears and there are different tones.	<p>Check to see if lock is set** at Lockout Mode.</p> <p>Setting/managing Lockout Mode is done through Master Code only. Contact the Master user.</p>
The unit operates, but it makes no sound.	<p>Check to see if Silent Mode is enabled (pages 8, 11).</p>
The unit responds “Low Battery”	<p>This is the voice alarm alerting that it is time to replace the batteries. Replace all four (4) batteries with new AA Alkaline batteries*.</p>
Upon entering a PIN code and pressing the star (*) key, the unit responds “Wrong number of digits.”	<p>The digits entered were incorrect or incomplete. Re-enter the correct code.</p>

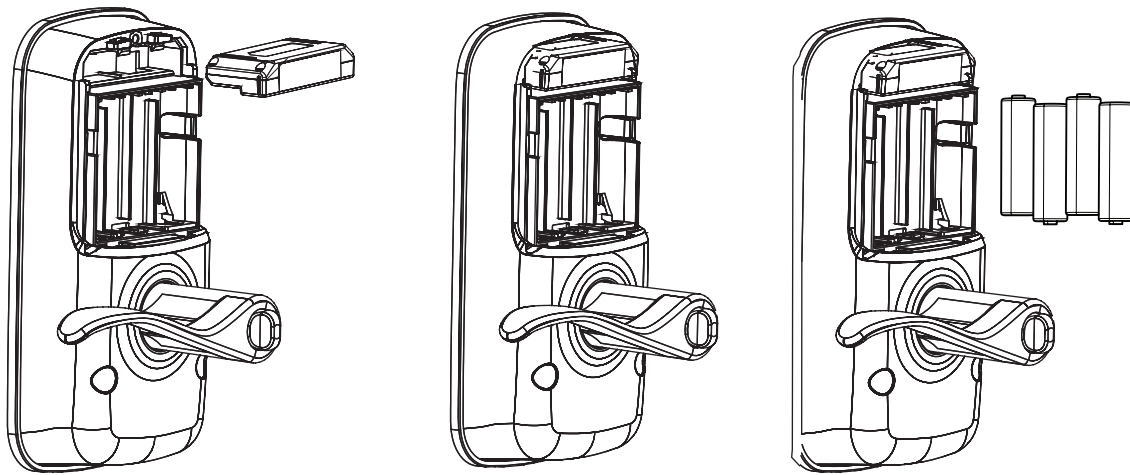
\* **When batteries are replaced, Network Module locks have a real time clock that will be set through the User Interface; it is recommended to verify correct date and time particularly those locks operating under Daylight Saving Time (DST).**

\*\* Network module units only

## Installing the Network Module

**IMPORTANT:** The batteries must be removed prior to removing and/or inserting the network module:

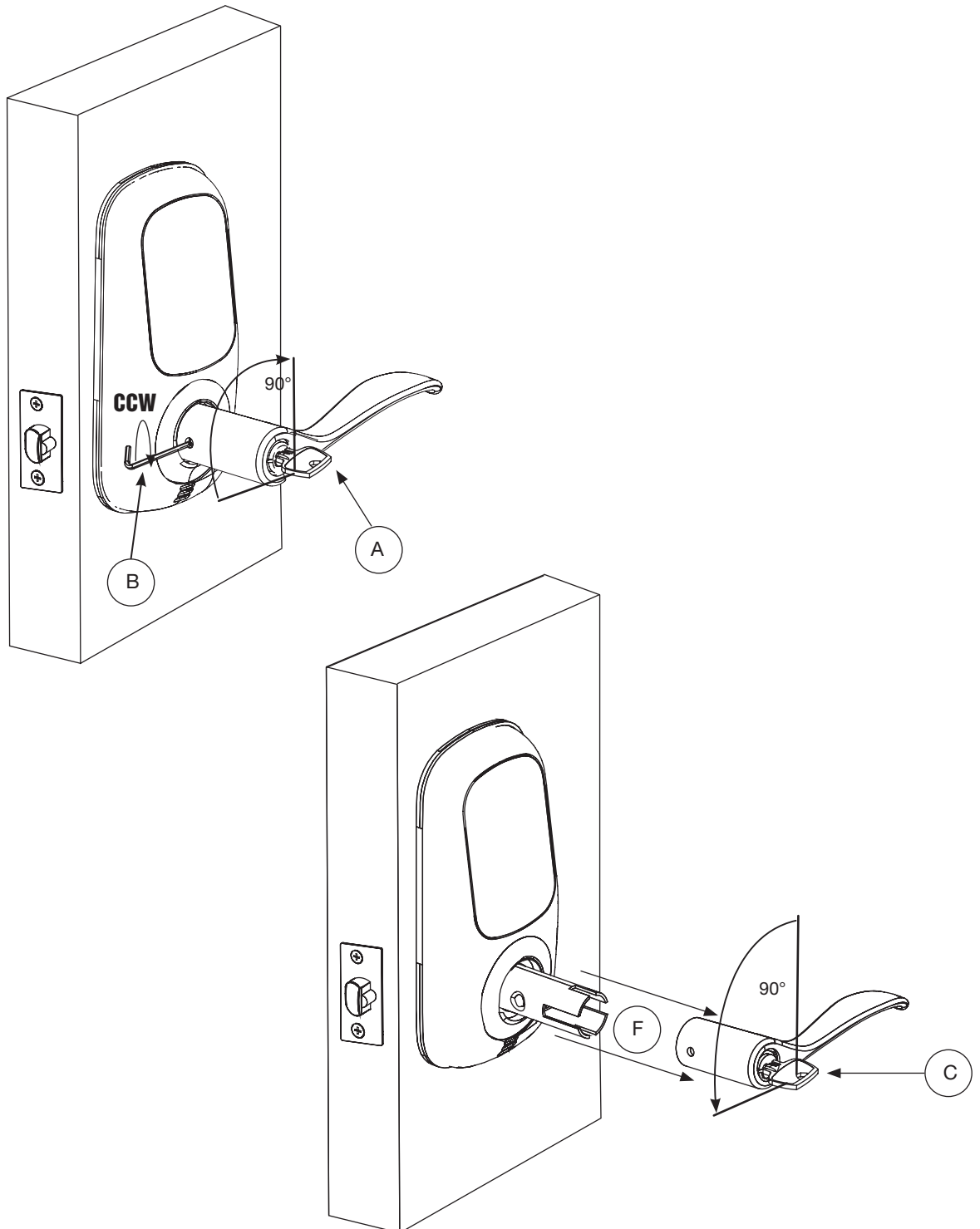
- Remove batteries
- Remove and/or insert network module
- Reinstall batteries



**Use Feature Programming step 7 (page 16) for enrollment of the Network Module.**

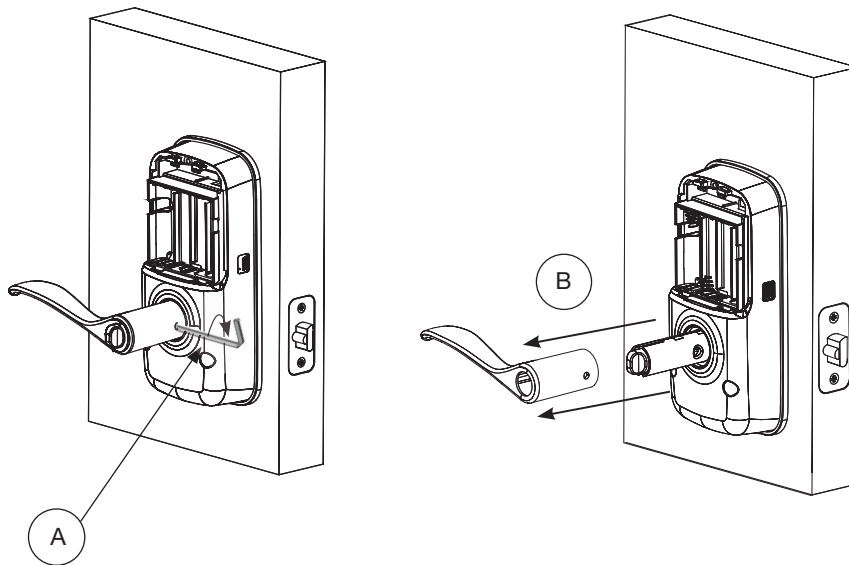
## How to Change Handing of Lever (Reverse Levers)

1. Remove the outside lever handle:
  - A. Insert key in cylinder (outside lever handle); rotate key 90° clockwise.
  - B. Insert allen wrench (included) in set screw on side of lever (toward edge of door); turn **clockwise to loosen**.
  - C. Pull to remove lever handle/key/cylinder.



2. Remove the inside lever handle:

- A. Insert allen wrench (included) in set screw on side of lever (towards edge of door); turn **clockwise** to loosen lever handle.
- B. Pull to remove lever handle.



3. Change the lever handing:

- A. Remove and switch handles (inside to outside, outside to inside).
- B. Remove cylinder from outside lever handle.
- C. Insert cylinder in "new" outside lever (Fig. 3A).
- D. Push handle in allowing holes for set screw to align.
- E. Insert set screw and **tighten by turning set screw counter-clockwise**.

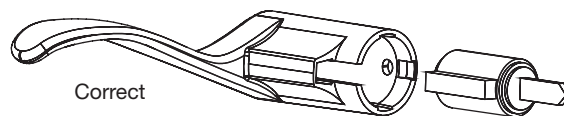


Figure 3A

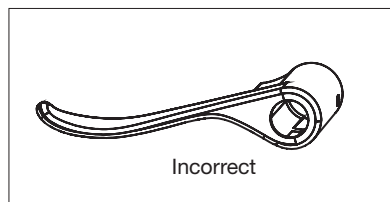


Figure 3B

**NOTE: "Swoop" of lever handle must be oriented in upward direction as shown in Fig. 3A**



## How to Replace or Install Cylinder

1. Remove cylinder:
  - A. Repeat previous steps for removing the outside lever handle.
  - B. Remove cylinder.
  
2. Install new cylinder:
  - A. Insert cylinder in "new" outside lever.
  - B. Push handle in allowing holes for set screw to align.
  - C. Insert set screw and **tighten by turning set screw counter-clockwise.**
  - D. Verify that new cylinder fits and rotates freely.
  - E. Test operation of the new cylinder/key.

## PIN CODE MANAGEMENT SAMPLE SHEETS

PIN Code Management (No Network Module - Up to 25 Users)

Location:		Door Number:		User	User Name	User #	PIN Code
User Type	User Name	User #	PIN Code				
Master				User 13			
User 01				User 14			
User 02				User 15			
User 03				User 16			
User 04				User 17			
User 05				User 18			
User 06				User 19			
User 07				User 20			
User 08				User 21			
User 09				User 22			
User 10				User 23			
User 11				User 24			
User 12				User 25			



## ONLINE LITERATURE AND TEMPLATES

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