



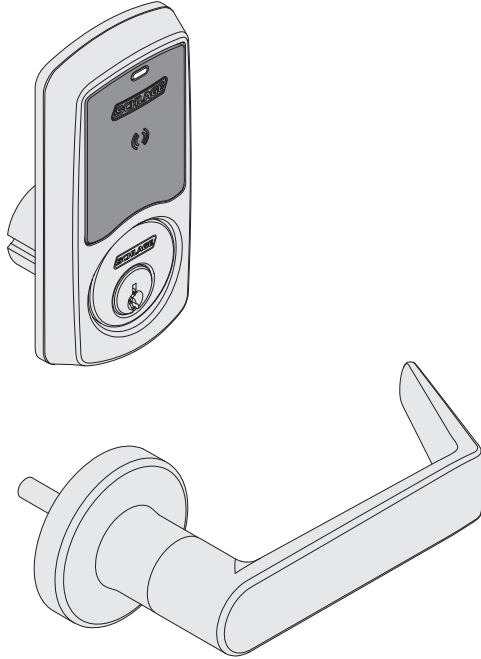
P518-027

LE-Lock - PILOT ONLY

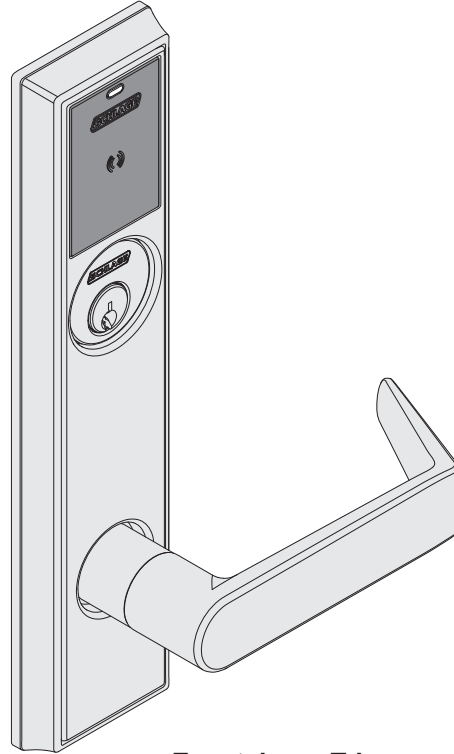


Model LE

Installation Instructions and User Guide



Sectional Trim
Greenwich (GRW)



Escutcheon Trim
Addison (ADD)

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Installation Preparation

Tools Needed

- Phillips screwdriver
- Lever installation tool
- Pliers

Optional

- Needle-nose pliers
- Drill with 3/8" drill bit
- T10 and T25 Torx drivers

Door preparation:

Contact Product Support at
1-877-671-7011.

IMPORTANT NOTES

Install and test lock with door open to avoid being locked out.

ENGAGE™ WEB & MOBILE APPLICATIONS

Search for "Allegion ENGAGE" in the Apple App Store or Google Play store to download the app.

Navigate to portal.allegionengage.com to access your account online

Customer Service

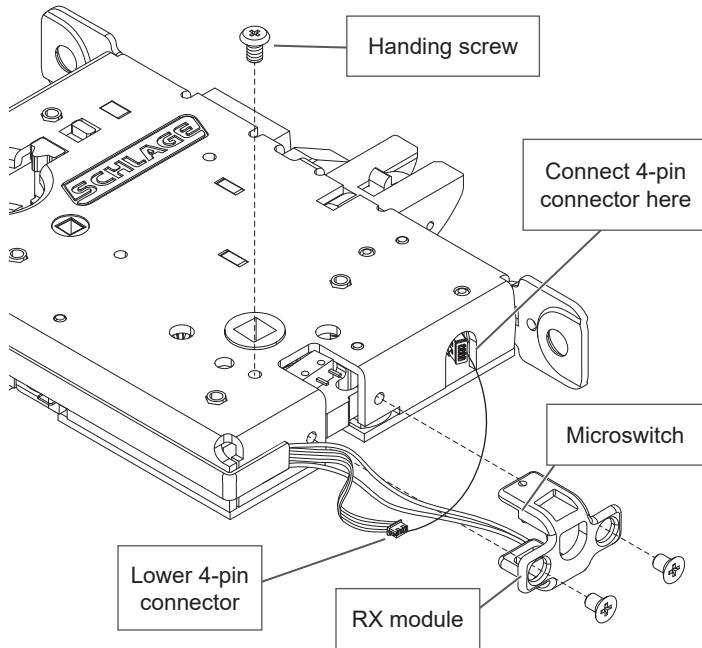
1-877-671-7011

www.allegion.com/us

A Adjust door handing.

RX (request to exit) utilizes a microswitch inside the lock case to detect rotation of the inside knob/lever. The switch then signals the use of the opening to the security system.

The RX is a removable module located on the bottom edge of the lock chassis. The module must be properly positioned to detect inside knob/lever rotation. If not properly positioned, the lock and/or microswitch may be damaged.

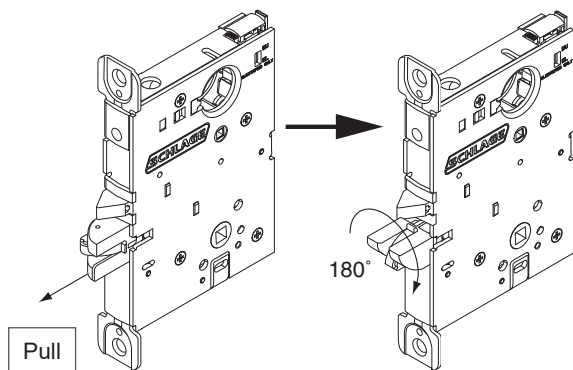


Change lock handing with RX

Disconnect lower 4-pin connector and rotate it out of the way of the RX module.

❶ **IMPORTANT:** Move handing screw to inside of door.

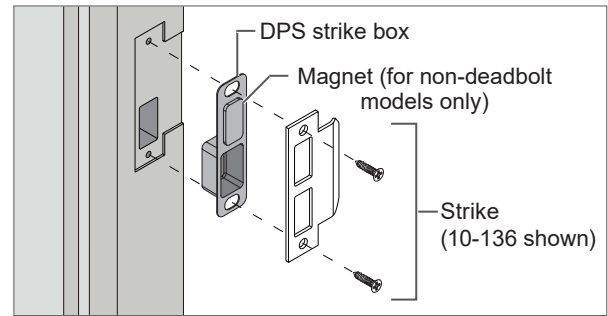
1. Remove the RX module.
2. Remove the handing screw.
3. Rotate the latch 180° (if necessary).



4. Reinstall the handing screw onto the inside of door.
5. Reinstall the RX module with the microswitch on the inside of the door (the same as the handing screw).
6. Reconnect the lower 4-pin connector after the RX module is reinstalled.

B Install strike.

FOR DEADBOLT ONLY: Strike box will not have a DPS magnet.

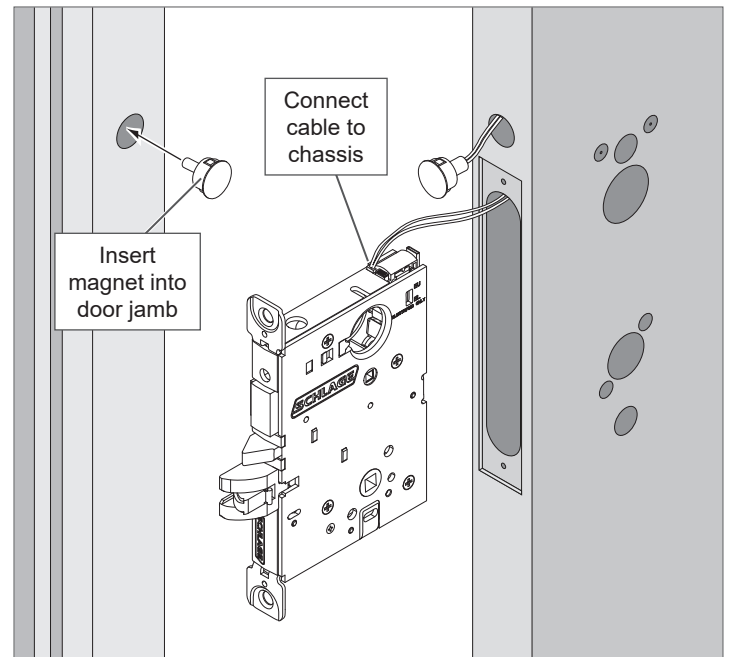


C Deadbolt Only: Install door position switch and magnet.

Feed the wires from the connector on the door position switch into the long angled hole in the door. Plug the connector into the chassis. Do not push in switch all the way, leave a little slack until the chassis is installed after step 1.

IMPORTANT:

Make sure the door position magnet in the door jamb is aligned with the door position switch in the door edge!

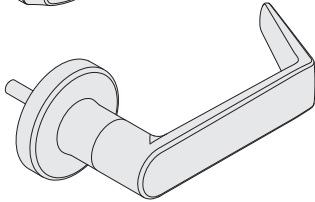


Installation Instructions for Sectional Trim



Continue for installation instructions for your lock with Greenwich (sectional) trim.

For Addison (escutcheon) trim instructions go to page 6.

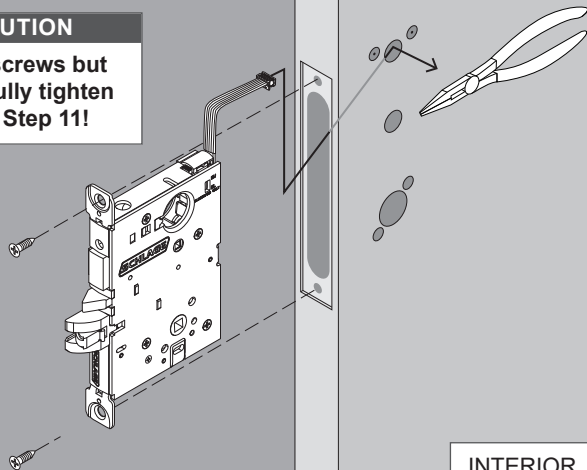


1 Install chassis.

Route chassis connector through the upper 5/8" hole on the **interior** side of the door, and pull through the slack as you slide chassis into mortise. You may use needle-nose pliers to gently pull the cable through the hole.

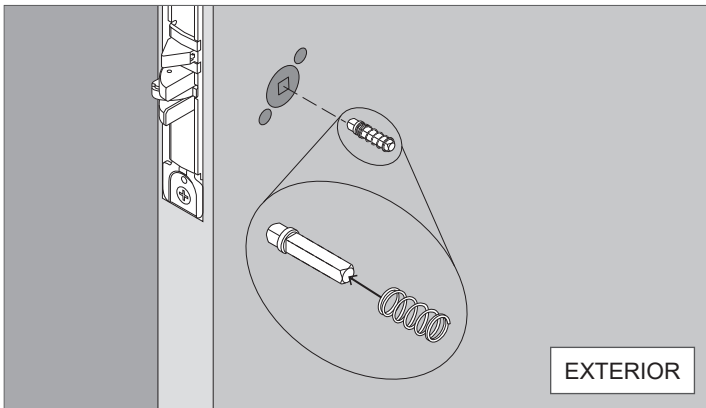
CAUTION

Start screws but don't fully tighten until Step 11!



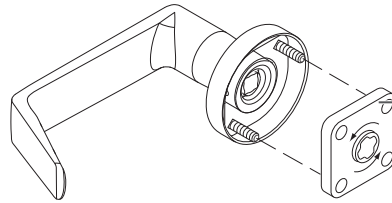
2 Install lever spindle on the exterior side of the door.

Install spring on lever spindle.



3 Install spring cage into lever.

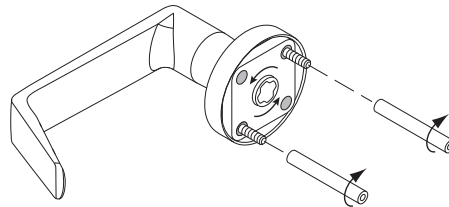
Use pliers carefully to install mounting posts to avoid damage.



Arrow in direction of lever down rotation

Flecha en dirección del giro descendente de la manija

Flèche dans le sens de la rotation vers le bas de la poignée

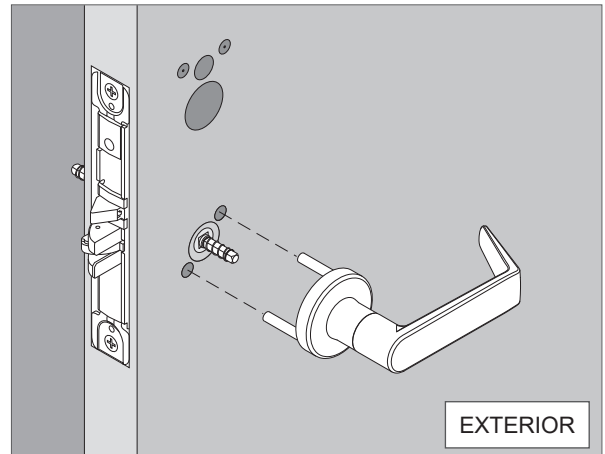


Fully tighten mounting posts on screws

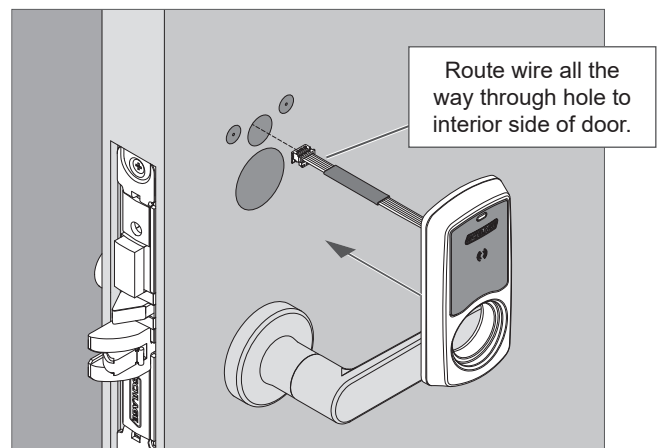
Apretarlos completamente los puntales de montaje en tornillos

Serrer à fond les tenons de montage sur les vis

4 Install outside lever.



5 Install the outside trim and route wire through.



6 Partly install the key cylinder.

Turn key cylinder six (6) full turns into the chassis. Insert key in cylinder to aid with turning, but pull key out one notch.



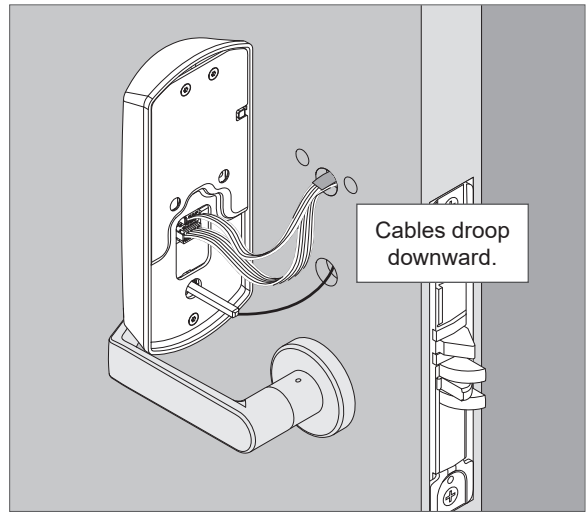
CAUTION

Do not tighten more than six full turns! Tighten fully at step 11!

9 Connect the cables to the inside assembly

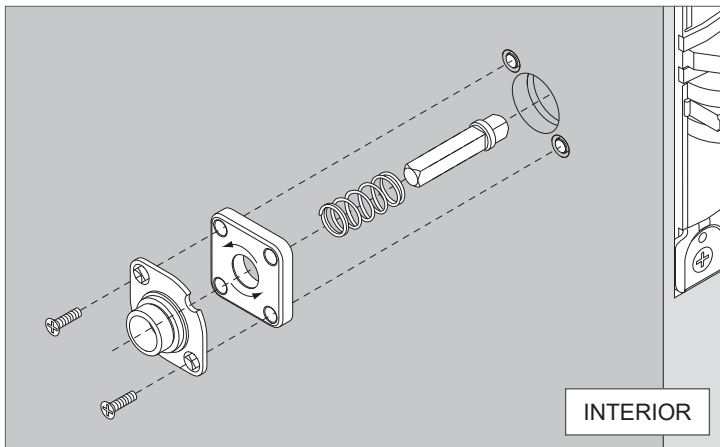
There are two cables that need to be connected.

FOR DEADBOLT ONLY: Align driver bar into the chassis. Thumbturn should be vertical.

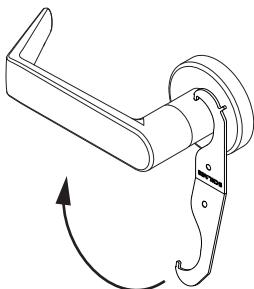
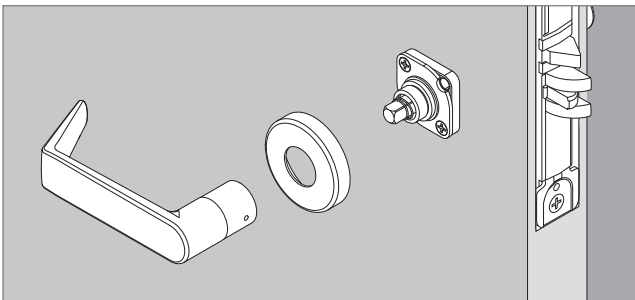


7 Install spindle, spring cage, and mounting plate

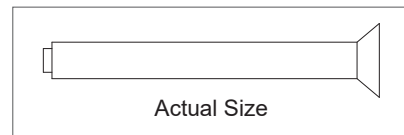
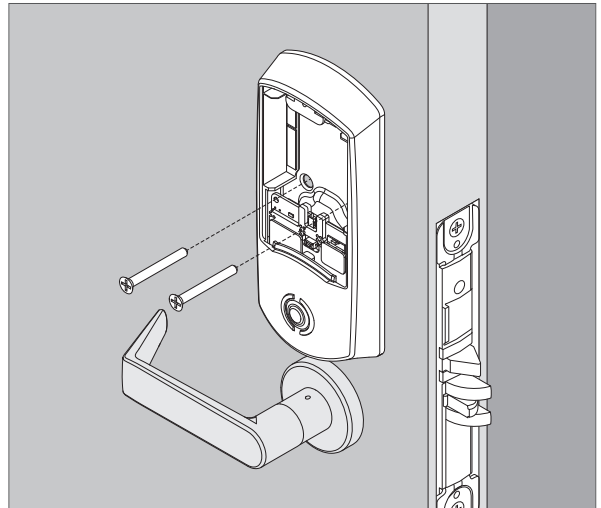
Arrow on the mounting plate faces in direction of lever down rotation.



8 Install the rose and inside lever

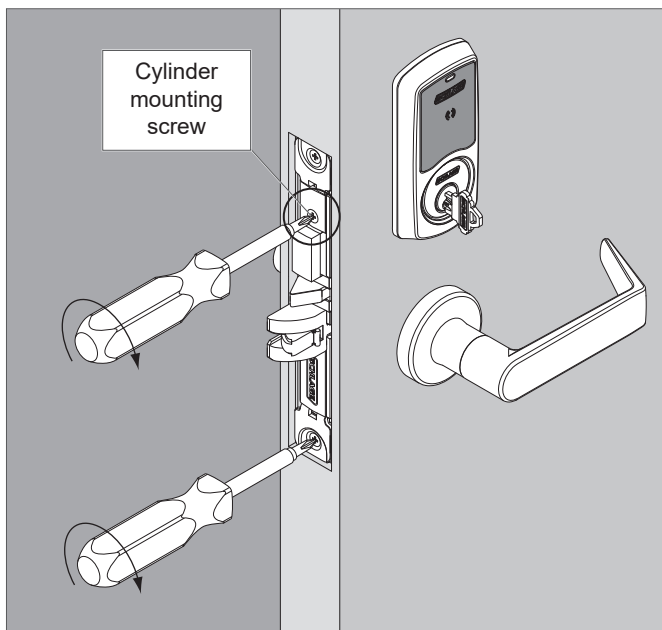


10 Install the inside assembly.

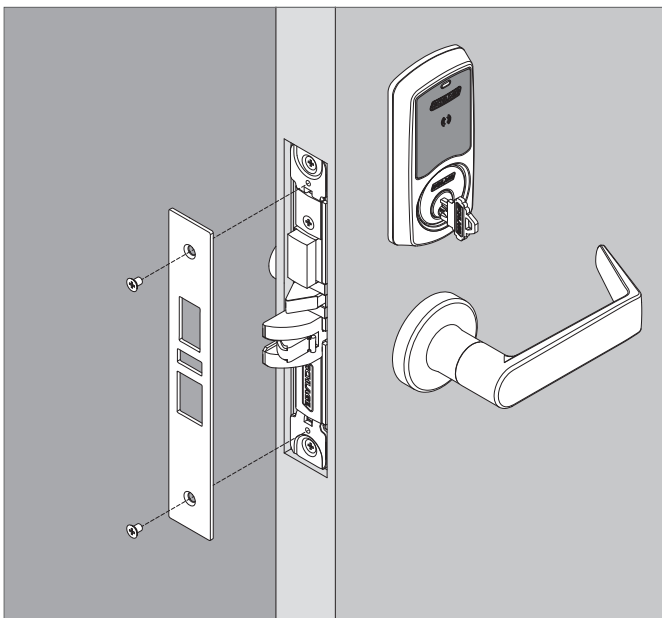


11 Fully tighten the key cylinder and chassis screws.

The cylinder face needs to be flush to the outside escutcheon. Tighten the cylinder mounting screw.

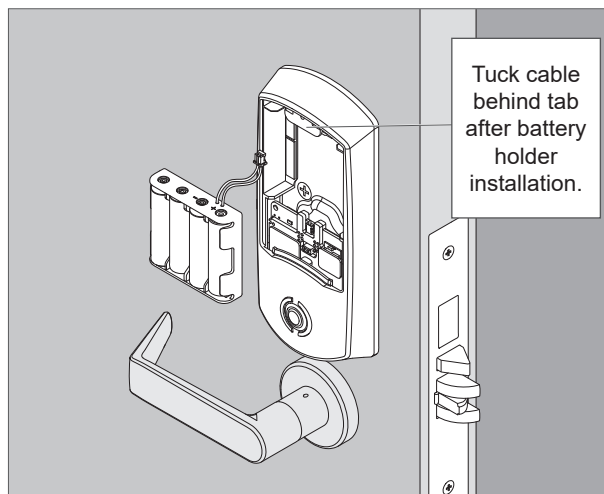


12 Install the armor plate.

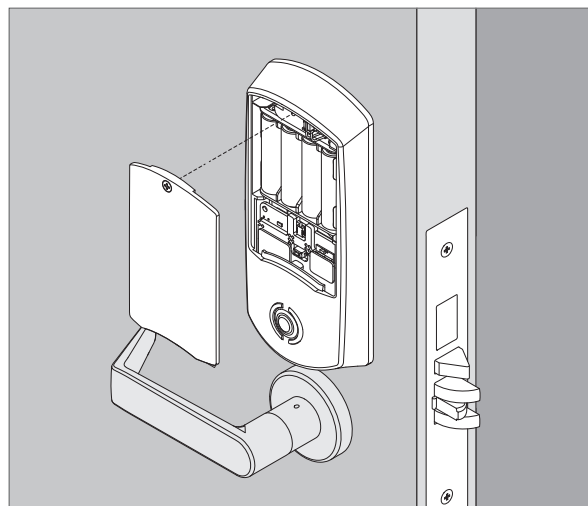


13 Connect the battery cable.

Install four (4) AA batteries into the battery holder. Tuck the cable behind the tab in the escutcheon.

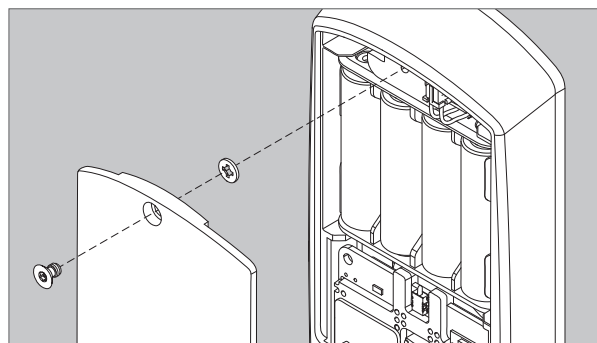


14 Install the battery cover and tighten the screw.



14a Optional: Install security screw and washer.

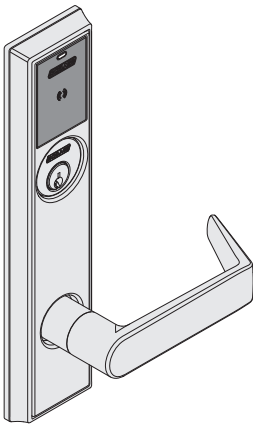
Remove standard screw and washer and replace with security screw and washer.



15 Continue to User Guide.

Go to page 9 for information for programming your lock.

Installation Instructions for Escutcheon Trim

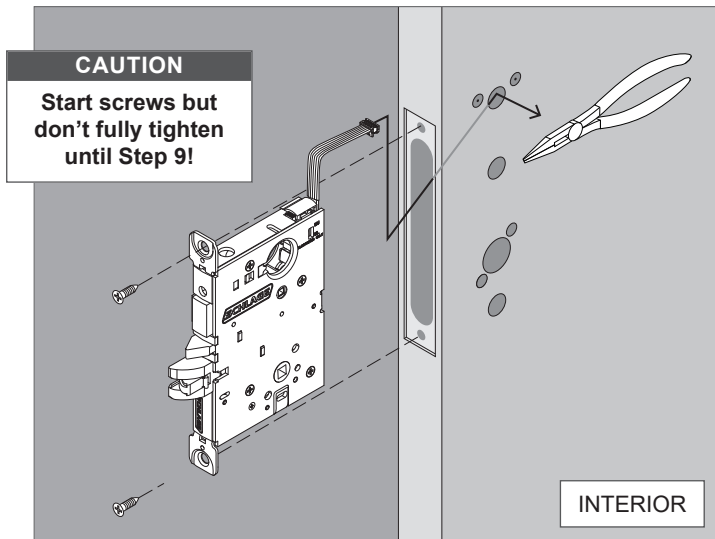


Continue for installation instructions for your lock with Addison (escutcheon) trim.

For Greenwich (sectional) trim instructions go to page 3.

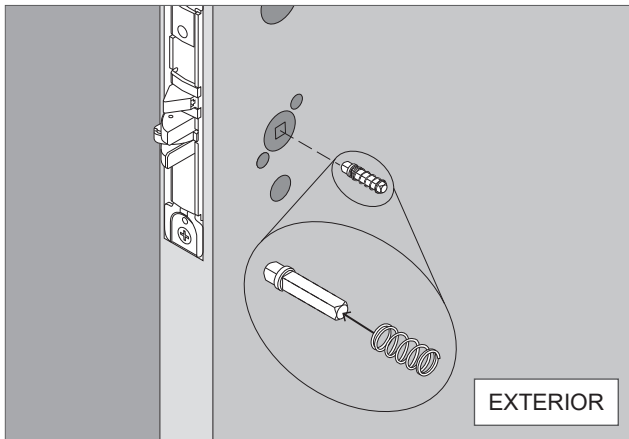
1 Install chassis.

Route chassis connector through the upper 5/8" hole on the **interior** side of the door, and pull through the slack as you slide chassis into mortise. You may use needle-nose pliers to gently pull the cable through the hole.



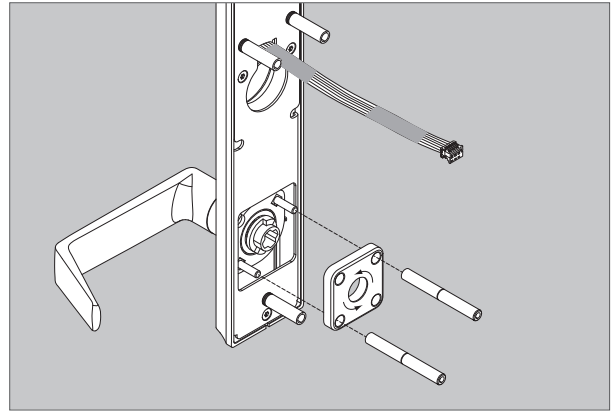
2 Install lever spindle on the exterior side of the door.

Install spring on lever spindle.

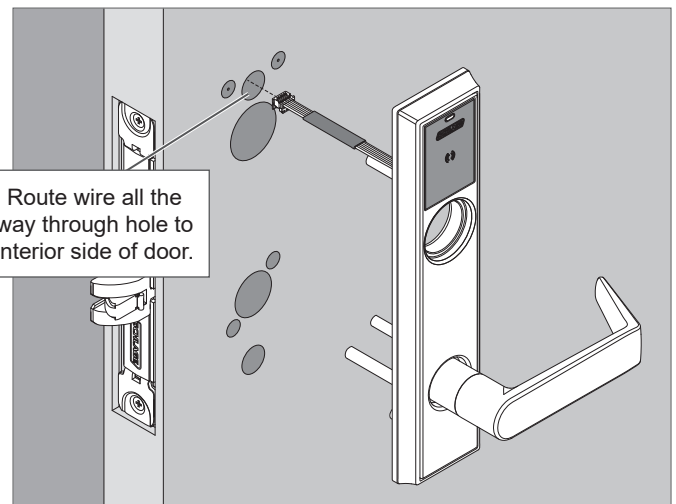


3 Install mounting posts and spring cage.

Arrow on the spring cage points in direction of lever down rotation. Use pliers to carefully install mounting posts to avoid damage.

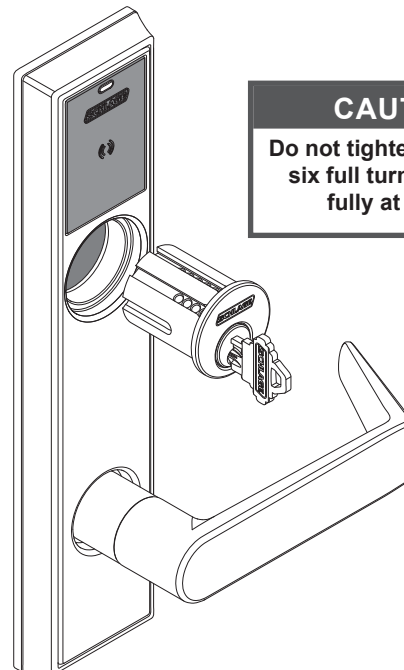


4 Install the outside trim.



5 Partly install the key cylinder.

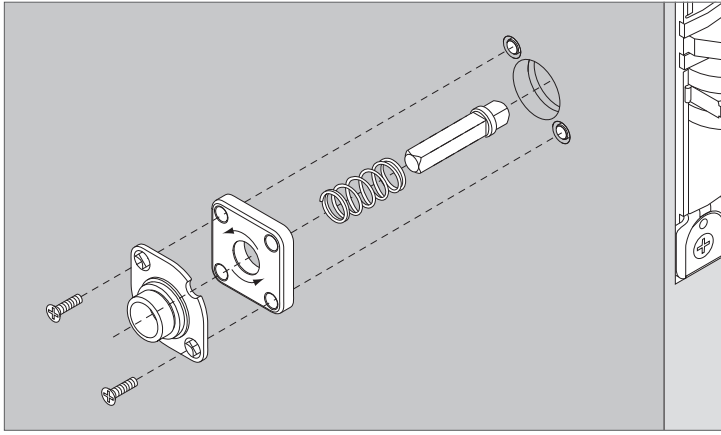
Turn key cylinder six (6) full turns into the chassis. Insert key in cylinder to aid with turning, but pull key out one notch.



CAUTION
Do not tighten more than six full turns! Tighten fully at step 9!

6 Install spindle, spring cage, and mounting plate.

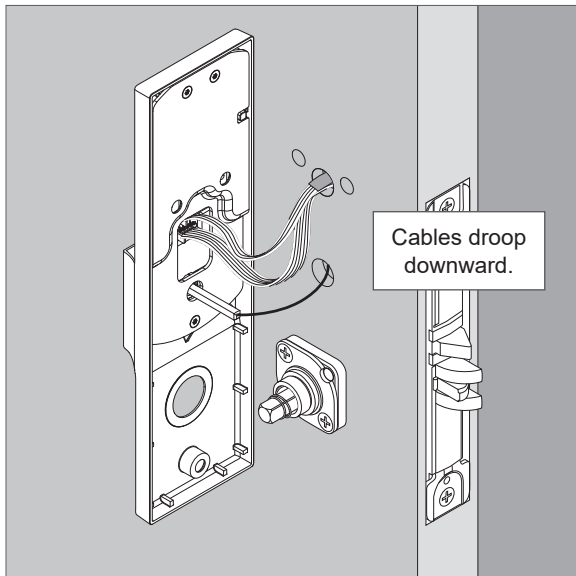
Arrow on the spring cage point in direction of lever down rotation.



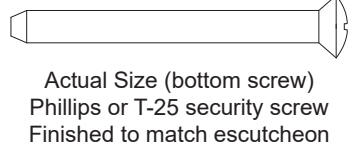
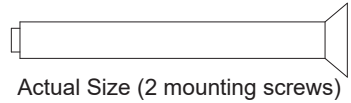
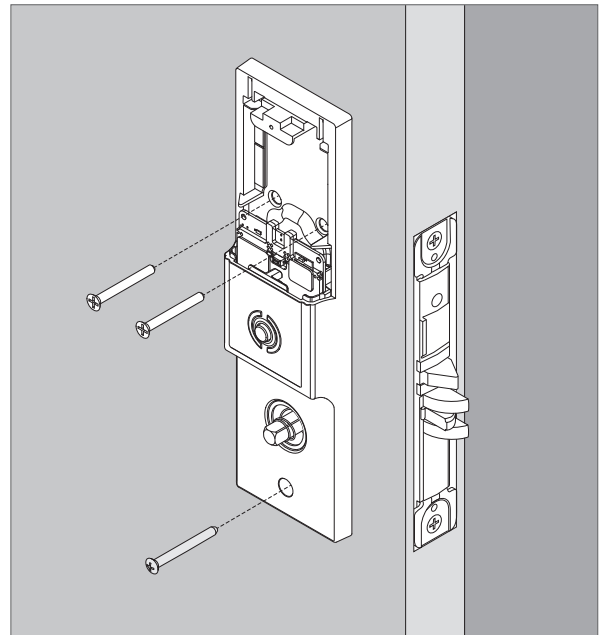
7 Connect the cables to the inside assembly

There are two cables that need to be connected.

For deadbolt only: align driver bar into the chassis. Thumbturn must be vertical.

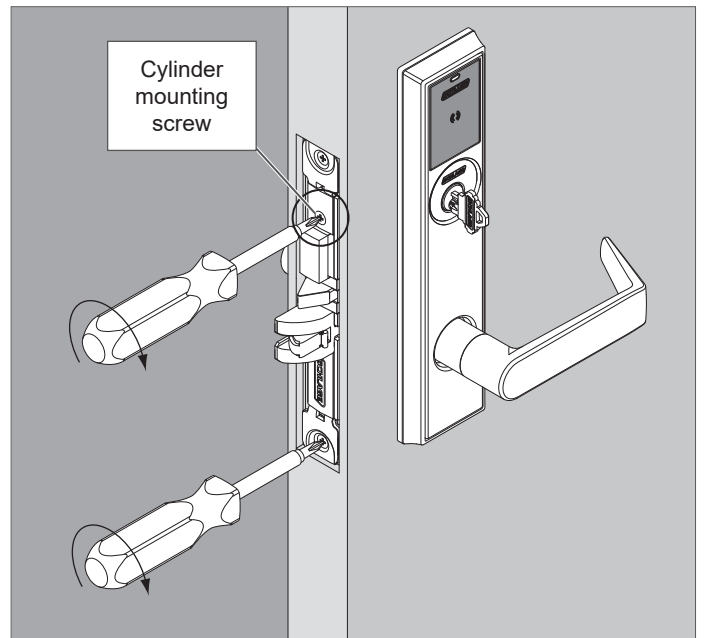


8 Install the inside assembly.

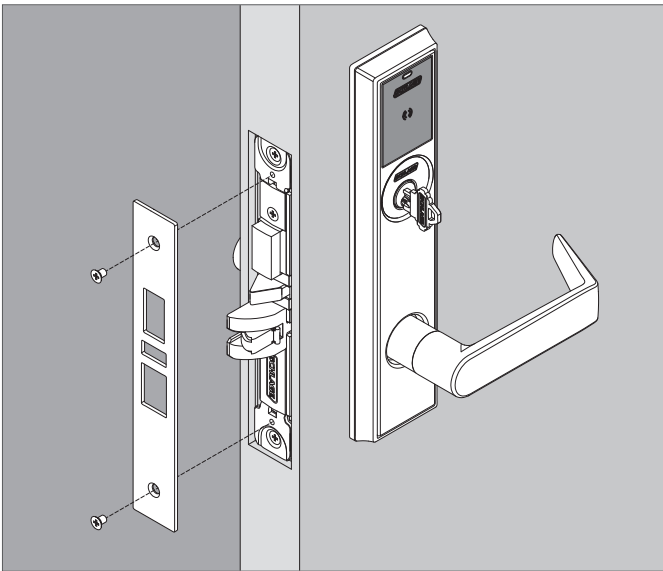


9 Fully tighten the key cylinder and chassis screws.

The cylinder face needs to be flush to the outside escutcheon. Tighten the cylinder mounting screw.

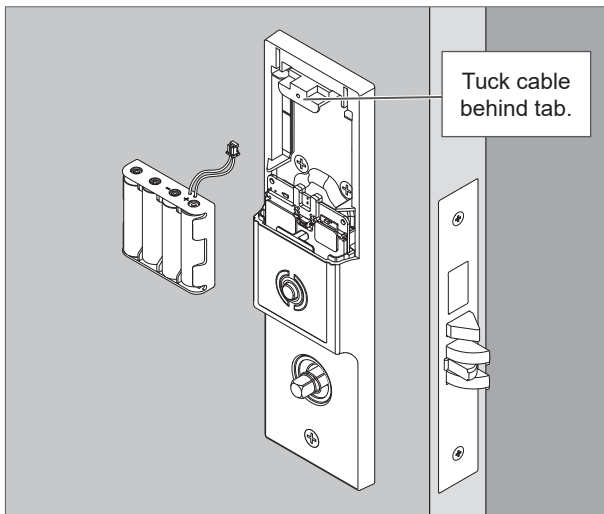


10 Install the armor plate.

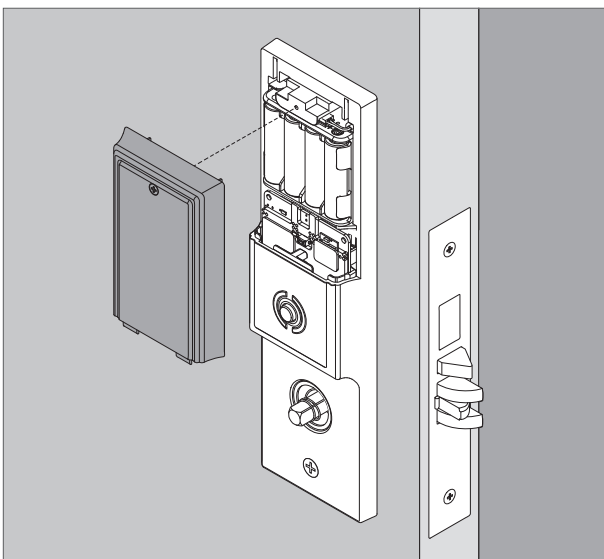


11 Connect the battery cable.

Install four (4) AA batteries into the battery holder. Tuck the cable behind the tab in the escutcheon

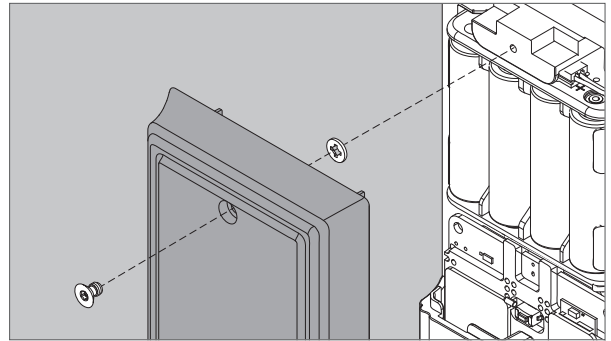


12 Install the battery cover and tighten the screw.

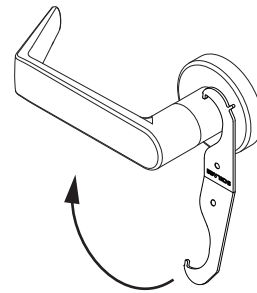
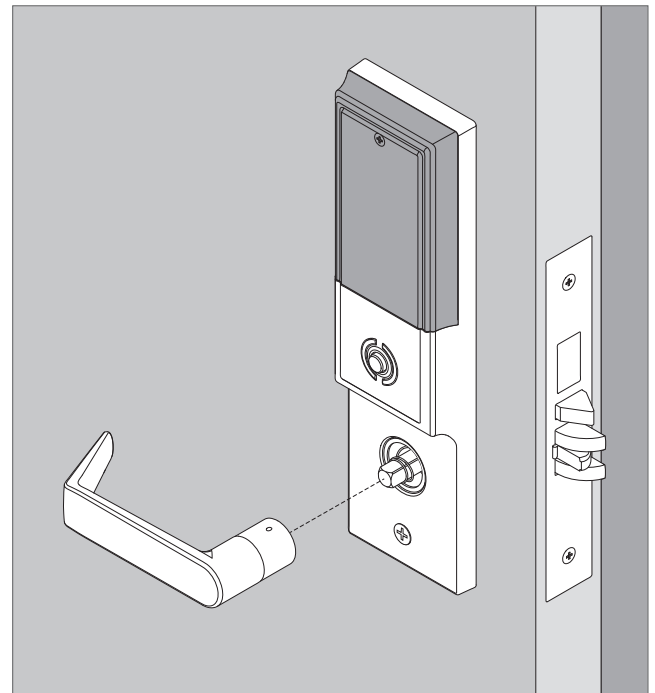


12a Optional: Install security screw and washer.

Remove standard screw and washer and replace with security screw and washer.



13 Install the inside lever.



14 Continue to User Guide.

Go to page 9 for information for programming your lock.

User Guide

Lock Testing

Power On Self Test

The Power On Self-Test (POST) is a self-diagnostic test that the lock runs to verify that the lock is installed correctly. The POST takes approximately 30 seconds. During the POST, a series of audible beeps and LED flashes will occur. If the POST detects an issue, the test will conclude with three red flashes of the outside LED. Once commissioned with the ENGAGE mobile application, any issues identified during POST can be viewed under the View Activity menu.

Standalone/Construction Access Mode

CAUTION

Standalone/Construction Access Mode is NOT required to operate the lock!

Skip this section and proceed to "Getting Started with the ENGAGE™ Mobile Application" to commission the lock and begin using the ENGAGE cloud-based web and mobile applications to configure lock settings, manage user access, and view audits and alerts.

Standalone/Construction Access Mode requires an electronic credential.

- Enabled by default and after a Factory Default Reset (FDR).
- The lock will remain in Standalone/Construction Access Mode until the mode is cancelled as described below.
- No audits are captured while the lock is in Standalone/Construction Access Mode.

① **Once enabled, Standalone/Construction Access Mode requires a factory default reset to exit this mode and allow commissioning with the ENGAGE mobile application.**

1 Create the Master Programming Credential.

The first card presented to a new lock while turning the inside lever automatically becomes the Master Programming Credential. The Master Programming Credential will not grant access. It is used only to add additional credentials.

① **Use the same Master Programming Credential for all the locks in the facility.**

1a Turn and hold down the inside lever and present to the LE reader the card you want to make the Master Programming Credential.

The LE LED will blink five times for successful enrollment of Master Programming Credential.

CAUTION

Do NOT lose the Master Programming Credential. If lost, reset the lock to factory settings.

WARNING

If the first card presented to a new lock to create the Master Programming Credential is not accepted, the lock has either been programmed or already has a Master Programming Credential.

2 Enroll user construction credentials.

2a Present the Master Programming Credential.

The LE LED will shine steady for twenty seconds. If no credentials are presented during this time, the lock will leave construction enrollment mode and return to Standalone/Construction Access Mode.

2b Present credential to enroll for access.

The LED will blink green five times and beep if successful.

2c To enroll more credentials, repeat steps 2a and 2b.

3 Remove user construction credentials.

The only way to remove credentials from Standalone/Construction Access Mode is to perform a Factory Default Reset (FDR) on the lock and re-enter Standalone/Construction Access Mode by creating a new Master Programming Credential and re-enrolling the other credentials.

Getting Started with the ENGAGE™ Mobile Application

ENGAGE cloud-based web and mobile applications make it easy to configure lock settings, manage user access and view audits and alerts from anywhere.

Your new LE wireless lock can be connected to your Wi-Fi network to receive updates automatically overnight or can be updated anytime from the ENGAGE mobile application when within Bluetooth range.

Download the ENGAGE mobile application

Search for "Allegion ENGAGE" on the App Store (iOS) or Google Play Store (Android) to download the free ENGAGE mobile application.

The ENGAGE app is compatible with iPhone 4S and newer models running iOS 9 or newer. Android devices require Android Kitkat 4.4 or newer.

Register a new ENGAGE account

An account is required to use the ENGAGE cloud-based web and mobile tools.

Register for an ENGAGE account in the mobile app by selecting the "Create an Account" button from the sign in screen. You can also register for a new account on the web at <https://portal.allegionengage.com/signup>

New account registration requires a valid email address, secure password, First and Last Name, and Site Name (for example, the business name where the locks will reside).

Note that the password must be at least 10 characters in length and contain three of the following: lower case letters (a-z), uppercase letters (A-Z), numbers (0-9) and special characters (e.g., !@#%&^*). No more than two identical characters in a row can be used.

Select "Register" (in the mobile app) or "Sign-Up" (on the web) upon completing all of the required information. After registering for a new account, you will receive a verification email. **You must click on the link in the message to verify your account.** This is required to keep your account active.

Commission a lock

To manage your LE lock with the ENGAGE cloud-based web and mobile applications, it must be commissioned with the ENGAGE app.

① Before commissioning, the lock must be fully assembled with the batteries installed and the battery connector plugged in. **The battery cover MUST be installed.**

CAUTION

If the lock has been put into Standalone/Construction Access Mode, a Factory Default Reset (FDR) will need to be performed (see Factory Default Reset).

1. Sign in to the ENGAGE mobile app.
2. iOS: Select "Connect from the tab bar at the bottom of the screen." Android: Select "Connect to Locks" from the menu.

3. Select the “+” icon in the upper right corner.
4. Follow the lock commissioning wizard to complete initial setup of the lock.

Locks can be commissioned as new, from a previously created profile, or cloned from an existing lock in your site. Upon selecting from these options (described below), the LED on the outside of the lock will begin blinking red to indicate connectivity with the app.

- Select “Add New” to commission the lock with new configuration and access rights. This is the most common scenario when commissioning a lock.
- Select a lock from the clone list to give the lock the same configuration and access rights as another lock you’ve already commissioned on your site.

If you’re unsure which option to choose, select “Add New.”

Configure Wi-Fi

Your LE wireless lock can be connected to a Wi-Fi network to receive updates from the ENGAGE cloud automatically, overnight.

Prior to configuring the Wi-Fi connection settings for your lock, consider contacting your network administrator to obtain the SSID, security type, password, and in some higher security configurations, the user ID.

Wi-Fi configuration can be set in the lock during the commissioning process or any time while connected to the lock from the “Connect” (iOS) or “Connect to Locks” (Android) menu.

1. Connect to the lock.
The lock must be within approximately 50 feet of your mobile device.
2. Select “Wi-Fi.”
3. From the Wi-Fi menu, toggle Wi-Fi on.
 - a. Enter Wi-Fi SSID.
 - b. Choose the correct security protocol.
 - c. Enter the username (for WPA-Enterprise security only).
 - d. Enter the password.
 - e. Select “Finish” or “Save.”

- ① For applications using WPA-Enterprise (PEAP) security protocol, a unique user name and password (common across all LE locks) is recommended.

Upon completing Wi-Fi set-up, the lock will turn on its Wi-Fi and attempt to connect to the network, indicated by a flashing amber LED on the reader.

- ① **Do not attempt to guess Wi-Fi configuration details. Prior to configuring the Wi-Fi connection settings for your lock, confirm configuration details with your network administrator.**

Add a user (credential holder) to the cloud database and enroll a credential

The first step in granting access rights for a user to a lock is to create a profile and enroll a credential for them in the ENGAGE cloud database.

1. iOS: Select “Users” from the tab bar at the bottom of the screen.
Android: Select “Manage Users” from the menu.
2. Select the “+” icon in the upper right corner.
3. Enter the new user’s first name and last name.
4. Select “Credentials” from the menu.
5. Select the “+” icon in the upper right corner.
6. Select the device you want to use to enroll the credential (any commissioned LE lock can be used as an enrollment reader).

7. When the Credentials detail screen displays, present the credential to the reader. (You will have 10 seconds to present the credential). The mobile app will show that the credential was received, and it will be given a name based on the order it was added to the user record (for example: Credential 1, Credential 2, etc.).
8. Select the Credential Type (the default is “Normal”).
 - **Normal:** Unlocks the lock momentarily (with a specified relock delay period).
 - **Toggle:** Changes the state of the lock from locked to unlocked, or vice versa.
 - **Freeze:** Freezes the lock in the current state. Lock remains frozen until Freeze credential is presented again. Disables all other credentials except for Pass Through.
 - **Pass Through:** Unlocks a lock momentarily, regardless of state. Overrides a lock in Freeze and Lock Down states.
 - **Lock Down:** Changes the state of the lock to locked and disables all credentials except for Pass Through and Freeze. Present a Freeze to return lock to normal state.
 - **One Time Use:** Allows only one Normal access per assigned lock.
 - **Block:** Denies access to the lock and records the access attempt as an audit.
9. Select “Save”.

Upon successfully completing these steps, a new user will be created with a credential enrolled to them in the ENGAGE cloud database.

The new user does NOT yet have access to any locks.

Grant a user access rights to locks in the cloud database

The next step in granting access rights for a user to a lock is to assign access rights to locks in the ENGAGE cloud database.

1. iOS: Select “Users” from the tab bar at the bottom of the screen.
Android: Select: “Manage Users” from the menu.
2. Select the desired user.
3. Under “Manage Access,” select “Locks.”
4. Select the locks you wish to assign the user access to.
Selected locks will have a check mark.
5. Select “Save” or “Done.”

Upon successfully completing these steps, a user will be granted access rights to locks in the ENGAGE cloud database. **The lock must be updated for the change to take effect.**

Send updates to user access rights to the lock

If the lock has been configured to connect to a Wi-Fi network, it will automatically update overnight.

If the lock has not been configured to connect to a Wi-Fi network, or if the update is urgent, connect to the lock with the ENGAGE app to send the update.

Bluetooth must be enabled on your device and you must be within approximately 50 feet of the lock to connect.

1. iOS: Select “Connect” from the tab bar at the bottom of the screen.
Android: Select “Connect to Locks” from the menu.
2. Select the desired lock.
3. Select “Update Door File.”

Upon successfully completing these steps, the lock will be updated with the latest user access rights and the audit history will be uploaded to the ENGAGE cloud database.

View lock audit information

Audit information for each lock can be viewed from anywhere with the ENGAGE mobile app.

Audit information is stored and viewed from the ENGAGE cloud database. If the lock has been configured to connect to the Wi-Fi network, audit information will be uploaded to the ENGAGE cloud database daily. If the lock has not been configured to connect to a Wi-Fi network, you must first connect to the lock with the ENGAGE mobile app and select "Update Door File" or "Get Audits."

- iOS: Select "Devices" from the tab bar at the bottom of the screen.
Android: Select "Manage Devices" from the menu.
 - Select the desired lock.
 - Under "Device Audits," select "Display Activity."
- ① To see basic information related to access history, use the Activity view. To view the results of the built in diagnostic test or for troubleshooting related to Wi-Fi connectivity or other issues, use the Diagnostics view.

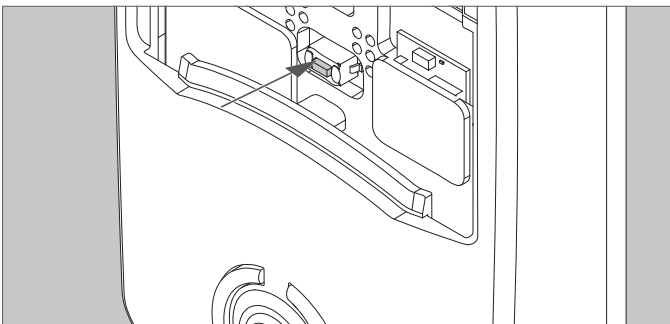
Invite others to assist with administrative duties for your site

- iOS: Select "My Team" from the tab bar.
Android: Select "My Team" from the menu.
- Select the "+" icon in the upper right corner.
- Enter the email address, first name, last name and role of the person you wish to invite.
 - Administrator:** The most trusted administrative access role. The Administrator can perform all duties within the ENGAGE web and mobile applications.
 - Manager:** Same administrative privileges as an Administrator but cannot invite or remove other Managers or Administrators.
 - Operator:** The most limited access. An operator can only connect to locks to send updates or perform diagnostics.
- Select "Save."

Factory Default Reset (FDR)

A Factory Default Reset (FDR) will return the LE lock settings to the original settings as shipped from the factory. Removes configurations, databases, and requires the lock to be re-captured. A FDR will not remove the lock from your ENGAGE account.

- A** Press and hold the FDR button for five seconds.



The LE will blink green two times and beep two times.

- B** Turn the inside lever three times within 20 seconds. LED will blink red and lock will beep with each turn.

- C** Reinstall battery cover, then use the app to capture your lock.

Turn the inside lever. The LE will communicate on BLE looking for your mobile device for two minutes after each lever turn in FDR mode. If you have used this LE in Construction Access Mode, you must complete a FDR before it will communicate on BLE.

Safe Mode

CAUTION

Enter Safe Mode only as a last resort! Entering Safe Mode causes the lock to load a special version of firmware intended to be immediately updated. Once in safe mode, commission the lock with the ENGAGE mobile application and perform a firmware update.

To put the lock in Safe Mode:

- Remove power from the lock.
- Turn the inside lever 2 times.
- Apply power to the lock.
- When the inside LED begins to blink, turn and hold the inside lever.
- Press the FDR button 3 times to begin Safe Mode process.

The lock will not perform the Safe Mode process if the above sequence is not completed within 10 seconds.

Lock Indicator Guide

Indicators	Meaning
Fast flash green x5	Construction Access Mode: Successful creation of master or user construction credential.
Steady green until timeout (20 seconds)	Construction Access Mode: Waiting for credential after presentation of master construction credential.
Long flash red x2	Manual/Construction Mode: Timed out to construction mode.
Flash red x9 followed by the respective credentials indication	Low battery.
Flash green x1 + beep, then flash red x1 upon relock	Access granted.
Flash green x2 + beep	Already unlocked.
Flash red x12 + beep	In secure privacy/lockdown mode.
Flash red x1 + beep	Access denied
Flash alternate green-red x5 + beep	Freeze/Lockdown mode.
Flash red x4 + beep	Access denied. Outside credential schedule.
Flash red x1 per second	BLE communicating.
Fast flash green x3 + fast beep x3	Power On self test - Pass.
Fast flash red x3	Power Off self test - Fail.

FCC Statement

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 communication. 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 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.

FCC Caution: Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment. This device complies with Part 15 of the FCC Rules. 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.

FCC Radiation Exposure Statement

To comply with FCC/IC RF exposure requirements for mobile transmitting devices, this transmitter should only be used or installed at locations where there is at least 20 cm separation distance between the antenna and all persons.

Industry Canada Statement

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 permitted for successful communication.

Industrie Canada Déclaration

Conformément à la réglementation d'Industrie Canada, le présent émetteur radio peut fonctionner avec une antenne d'un type et d'un gain maximal (ou inférieur) approuvé pour l'émetteur par Industrie Canada. Dans le but de réduire les risques de brouillage radioélectrique à l'intention des autres utilisateurs, il faut choisir le type d'antenne et son gain de sorte que la puissance isotrope rayonnée équivalente (p.i.r.e.) ne dépasse pas l'intensité nécessaire à l'établissement d'une communication satisfaisante.

Industry Canada Radiation Exposure Statement

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.

Industrie Canada l'exposition aux radiations

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

UL Statements

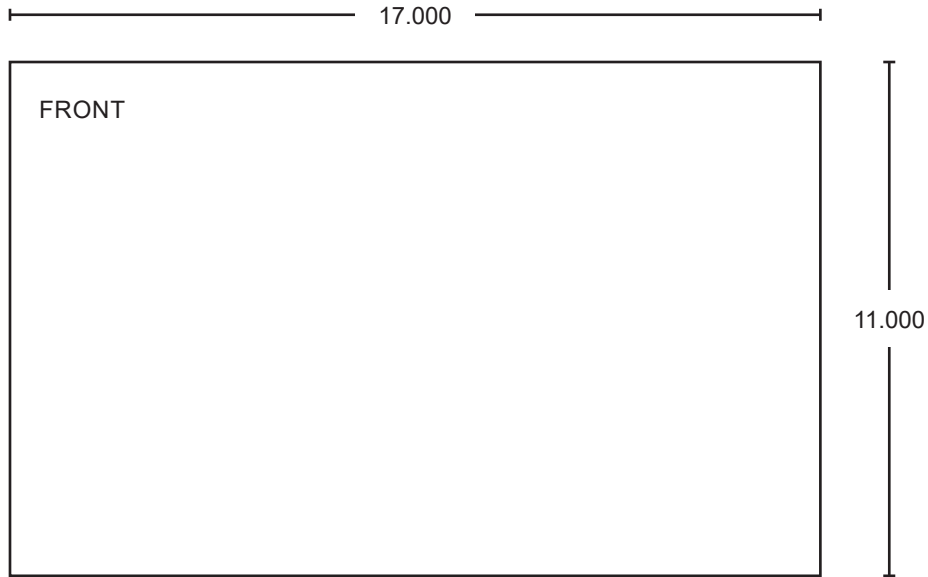
- Outside lever is normally locked. Inside lever always allows egress.
- Unit shall not interfere with the operation of Panic Hardware.
- Wireless communications, Wi-Fi, Bluetooth, Door Position, and Request to Exit switch features are not part of UL Listed product.
- Tested to compliance with UL 294 5th Edition Class I.

Customer Service

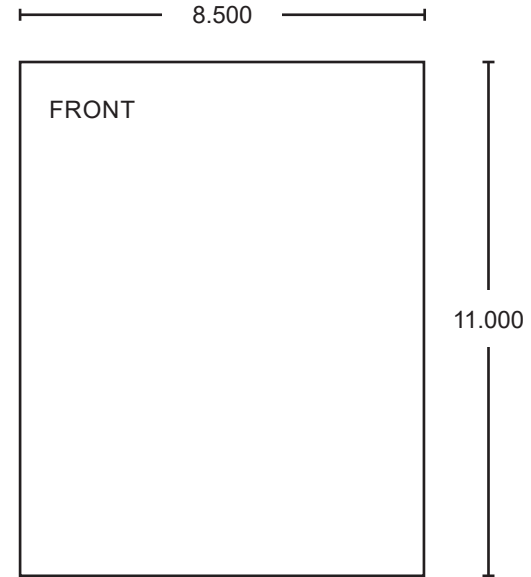
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FLAT SHEET



FINAL BOOKLET SIZE

Additional Notes:

Revision History						Revision Description: A > English-only Pilot Revision; DO NOT PRINT FOR RELEASE								
A	B	C	D	E	F									
070328														
Material White Paper						Edited By	Approved By	EC Number	Release Date					
						R. Byun	P. Bockelman	070328	10-19-2016					
Notes 1. printed two sides 2. printed black 3. tolerance ± .13 4. printed in country may vary 5. drawings not to scale 6. 12 page saddle-stitched booklet						Title LE-Lock IS/UG								
						Creation Date 08-24-2016		Number P518-027			Revision A			
						Created By R. Byun		Activity 3899 Hancock Expwy Security, CO 80911						
						Software: InDesign CS6							© Allegion 2016	