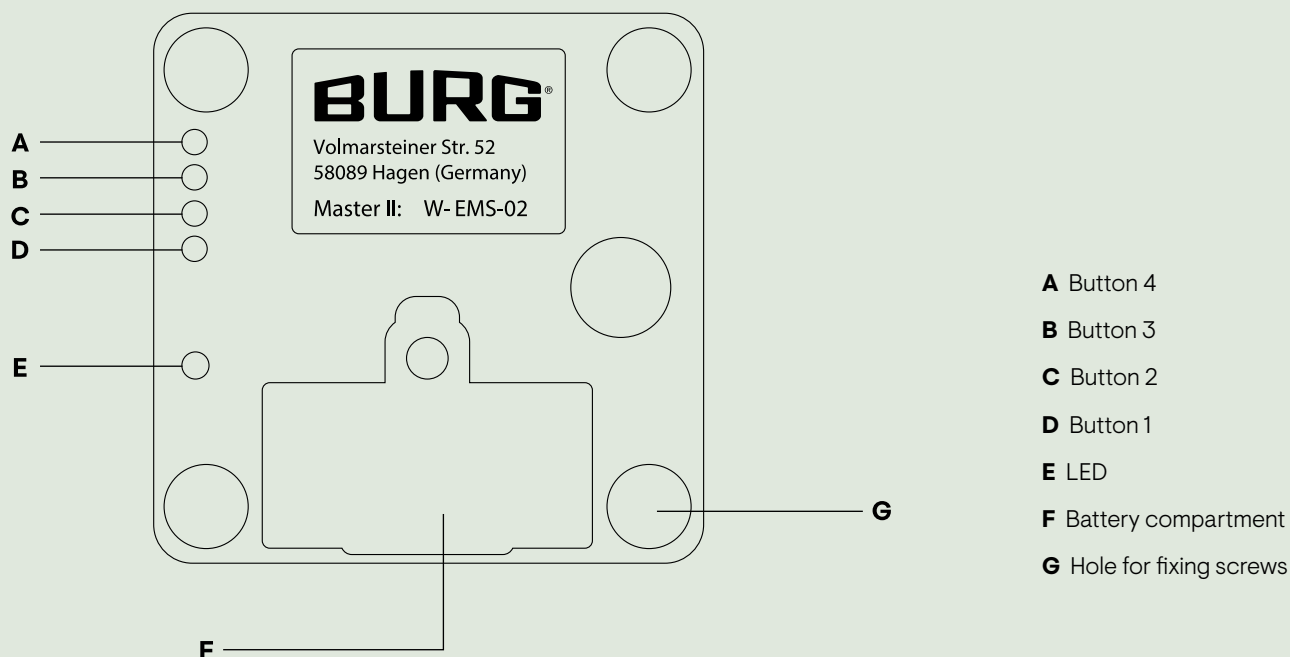


Electronic hidden RFID lock FS

User manual



Front view



Technical data

Dimension	61 x 61 x 22 mm
Battery	VARTA ¹ CR123A (1x)
Locking cycles	Approx 30,000
Working temperature	-20° C to 65° C
Mode	Multi User Mode Private Mode (automatic locking) Private Mode (manual locking)
Material	Housing: plastic Locking bolt: acrylic and steel
Locking direction	L, R
Lock attachment	Screws, Adhesive pad
Door thickness	Max. 25 – 30 mm
RFID type	MIFARE® Classic (13,56 MHz)
Manager cards	Max. 3
Master cards	Max. 3
User cards	Max. 30
Delete cards	Max. 7
Break-off point	30 N

Default Settings

Mode	Multi User Mode
Signal tones	On

Before ordering

Modes of Locks

Personal use mode (Suppliers term – Private mode):

- Personal to a single permanent user.
- Two types of locking are possible:
 1. **automatic locking** – once the door is closed the door locks automatically after 5 seconds, user card is not required for locking.
 2. **manual locking** – user cards must be presented in front of the door in order to lock the compartment.

Shared use mode (Suppliers term – Multi User mode)

- Not assigned to a single user.
- **Manual locking** is used – user cards must be presented in front of the door in order to lock and unlock the compartment.

Types of cards and codes:

All RFID cards arrive “empty”. Regardless of the cards colour each card can be programmed to be used as the following:

User card

- Used to operate the lock.
- One card per each lock is always included in the package. Extra card can be ordered optionally.
- To use your own card the RFID type should be MIFARE® Classic.

Master card

- Works as a master key and can unlock any lock in any mode.
- Can also terminate the block mode.
- Once the master key is used, lock remains in open state until a previous (assigned) or new user card is presented.
- 2 pcs are recommended per office. If the lockers are located on separate floors, buildings, offices, etc., it is recommended to assign a separate set of Master cards (1-2 cards) to each of location.

Manager card

- Required to assign user cards for each lock in the Personal Use mode.
- 2 pcs are recommended per office. If the lockers are located on separate floors, buildings, offices, etc., it is recommended to assign a separate set of Manager cards (1-2 cards) to each of them.

Delete card

- Used in Personal Use mode.
- When Delete card is used, all assigned cards (up to 30) are deleted from the lock’s memory, while Master and Manager cards remain assigned.

Lock setup

Step 1.

- Assemble the lock and the battery. Use assembly instructions ([link](#)).

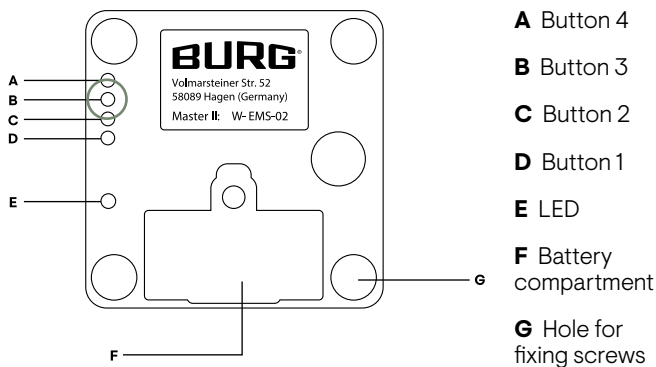
Step 2.

- Choose the mode for the lock: **Shared use or Personal use.**
- All locks arrive in pre-set as Shared use mode. No additional programming is required. Skip to Step 3.

Switching from Shared to Personal Use ([video](#)).

In order to use the locks in Personal mode you have to choose out of 2 locking types: automatic locking or manual locking:

- To program the locking type, press the programming button 3 for two seconds.
- Confirmation of the successful process is flashing of the green LED and subsequent signal tones:
- When you hear two signal tones – this is a change from Shared use to Personal use with Automatic locking – the door locks automatically after 5 seconds, user card is not required for locking.
- If you hold further and hear three signal tones – this is a change from Personal automatic locking to Personal with Manual locking – user cards must be presented in front of the door in order to lock the compartment.



- A** Button 4
- B** Button 3
- C** Button 2
- D** Button 1
- E** LED
- F** Battery compartment
- G** Hole for fixing screws

Note: assigned user cards are deleted when the locking type is changed.

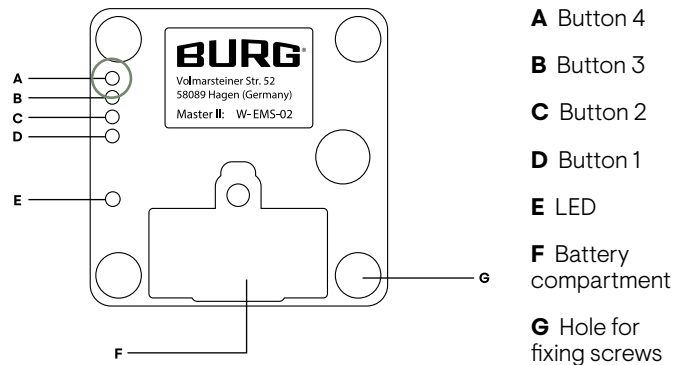
Step 3

Assigning the cards

- For **Shared use mode** Master cards need to be assigned to each lock. User Cards can be used with any lock that is in shared mode without assignment ([video](#)).
- For **Personal Use mode** both Manager cards and User cards need to be also assigned to each lock ([video](#)).

Assigning Master card

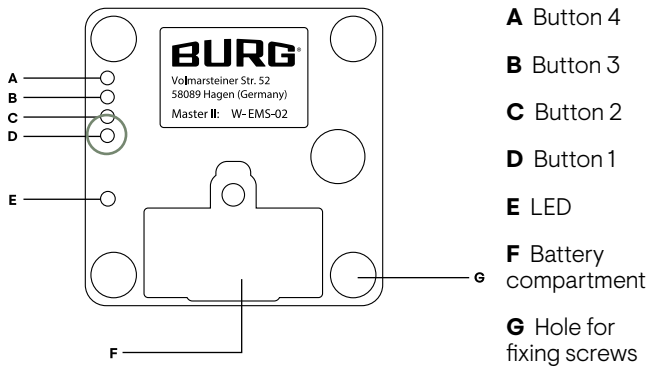
- Press the programming button 4 for two seconds. The green LED starts flashing.



- While the green LED is flashing, hold the Master Card to be assigned in front of the lock.
- A beep confirms the successful operation.
- If required, hold additional Master Cards to be assigned in front of the lock one after the other (max. 3).
- As the card will/may have the same colour mark this card to recognize later. (e.g. write "Master card" with permanent marker on the card and indicate the location – "1st floor").

Assigning manager cards (for Personal use only)

1. Press the programming button 1 for two seconds.
The green LED starts flashing.



2. While the green LED is flashing, hold the Manager Card to be assigned in front of the lock.
3. A beep confirms the successful operation.
4. If required, hold further Manager Cards to be assigned in front of the lock one after the other (max. 3).
5. As the card will/may have the same colour mark this card to recognize later. (e.g. write "Manager card" with permanent marker on the card and indicate the location – "1st floor").

Assigning User cards (for Personal mode only)

1. Hold manager card in front of the lock. The green LED starts flashing.
2. While the green LED is flashing, hold the card to be assigned centrally in front of the lock.
3. A beep confirms the successful operation.
4. If necessary, hold additional cards to be assigned one after the other in front of the lock (Multiple User cards can be assigned to the same lock, for a group of people to use the same locker. Card limit for 1 lock - 30).

Operating the locks

Shared use mode (all free lockers are unlocked, until user requires storage) ([video](#))

Lock: Hold your user card in front of the door, a long beep and locking sound confirms successful locking, close the door to finish.

Unlock: Hold the card in front of the lock and wait until a single beep is heard and door opens automatically.

Personal use mode (all assigned lockers are locked until user requires access)

Unlock: Hold the card in front of the lock and wait until a single beep is heard and door opens automatically.

Lock (automatic locking): lock activates automatically after 5 seconds even in open state. Door should be closed within 30 seconds.

Note: If the door is not closed during this time, an alarm sound for 10 seconds ([video](#)).

Lock (manual locking): Hold your user card in front of the door, a long beep confirms successful locking, close the door to finish.

Beeps/ Indications

1 Signal tone and red LED light

Cause: Unauthorized card presented. (Assigned /Shared Mode)

If an unauthorized transponder is held in front of the lock 5 times, the lock blocks for 60 seconds. During the locking period, the lock rejects all transponders by emitting a signal tone and lighting up the red LED. The locking mode can be cancelled by holding the manager card in front of the lock.

10 second alarm

Cause: Door left open for too long. (Assigned Mode)

If the lock in Private Mode with automatic locking (mode 2) is not closed within 30 seconds after opening, a 10-second alarm will sound. This function can be switched on or off by pressing programming buttons 1 and 2 simultaneously.

8 signal tones and blue LED light

Cause: Battery low (Assigned / Shared Mode)

If the battery capacity falls below a certain limit, the blue LED lights up when a transponder is presented and a signal tone sounds 8 times. If the critical range is reached, the lock can no longer be locked or can only be opened with the Master Card.

Troubleshooting

Troubleshooting step by step scenarios:

Scenario 1 - Cannot lock a new free locker (in Shared use mode)

Possible causes:

• _____

Wrong user card, incorrect locking.

Solution:

- Make sure that card is of correct frequency if you're using your own RFID card. Check if the card is presented to the right area on the door. Firstly, lock the door while it is open, close the door after a beep confirm successful locking.

• _____

Card has been already used to lock another locker (Occupied Identification)

Solution:

- In shared mode, you are only able to activate one lock at a time. First unlock a previously locked locker, your card will now be able to lock a new one.

• _____

Check for battery limit.

If the battery capacity falls below a certain limit, the blue LED lights up when a card is presented and a signal tone sounds 8 times. If the critical range is reached, the lock can no longer be locked or can only be opened with the Master Card. ([Video battery replacement](#)).

Solution:

- check and change the batteries and try again.

Scenario 2 - Cannot unlock my locker (both Personal and Shared use mode)

Possible causes:

• _____

Wrong not assigned user card. Card is presented in an incorrect way.

Solution:

- Ensure that card is placed in the same area as the lock, hold it in place until the beep confirms unlocking. If issue persists open with master/manager key.

• _____

Battery low.

If the battery capacity falls below a certain limit, the blue LED lights up when a transponder is presented and a signal tone sounds 8 times. If the critical range is reached, the lock can no longer be locked or can only be opened with the Master Card.

Solution:

- Use master cards to unlock and change batteries immediately. Otherwise, door might need to be broken. ([Video battery replacement](#)).

Frequently asked questions

Master card does not operate. Lost Master card.

If you are in Personal use mode: Use Manager card to open the locker if needed. Otherwise, assign a new Master card to the lock. Always have empty unassigned cards on location, that can be programmed as a new Master card.

Manager card does not operate. Lost Manager card.

Use Master card to open the lock if needed. Take note, that user credentials will be deleted from the lock's memory. Assign a new Manager card to the lock (always have extra cards on location). Take the steps to assign user cards to the lock once more.

Lost or stolen user card.

Use Master card to open the lock if needed. For security purposes use the Delete card to remove user information from the lock's memory:

- In Shared use mode – get a new user card and use any locker that is free.
- In Personal use mode - a new user card will have to be assigned first to the locker you prefer. ([video](#))

Low battery limit.

If the battery capacity falls below a certain limit, the blue LED lights up when a card is presented and a signal tone sounds 8 times. If the critical range is reached, the lock can no longer be locked or can only be opened with the Master Card.

The battery compartment is located on the front side of the lock and is accessible even when mounted. The battery is changed as follows:

1. Loosen the screw of the battery cover and remove the battery cover.
2. Remove the empty battery and insert the new battery.
3. Close the battery compartment and fix it with the screw.

Important: The battery should be replaced immediately after the first battery warning (p. 4?). If the battery capacity reaches the critical range, the lock can no longer be locked and can only be opened by the Master Card. ([Link to video of battery replacement](#))

How to change back Shared use mode, from Personal use:

1. Press the programming button 3 for two seconds.
2. Wait till you hear one signal tone ([video](#)).

How to reset the lock to factory settings?

To reset the lock to the factory settings, press the reset button on the back of the lock. All stored settings and all assigned cards will be deleted from the lock.

Important: The reset button is located on the back of the lock and can only be operated when the lock is disassembled.

