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Safety Cautions

1. The default setting of the device allows ANY fingerprint to unlock.
2. Please register at least one administrator for the newly installed lock. Without administrator, no registration for any normal user is allowed.
3. The lock is equipped with mechanical keys for manually unlocking. Please keep the mechanical keys in a safe place.
4. To power on the lock, four alkaline AA batteries (not included) are required. Non-alkaline and rechargeable batteries ARE NOT RECOMMENDED.
5. Do not remove batteries when the lock is in working state.
6. Please replace the battery soon when the lock prompts the voice of low battery.
7. There are 7 seconds stand-by time limits for all setting operations, without any activity within the time limits, the lock will automatically shut off.
8. Keep your fingers clean when using this lock.
Structure

1. Keypad Area
2. Card Detection Area
3. Fingerprint Sensor
4. Handle
5. Mechanical Key Hole
6. 9V battery Interface
7. Battery Area
8. USB Port
9. Reset Button
## Basic Function

### User Introduction

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**Note:** 1) The maximum capacity of fingerprint or password or ID card is **100**.  
2) The length of password is **6 digits**.
Operation and Voice Prompt

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Initialization

Initializing the lock means all data will be deleted and restored to factory default setting.

Operation Instruction: Press the reset button, then touch the keypad to power on the
lock, and holding the reset button for 5 seconds until the lock prompts the voice of “Restore to default settings, wait a moment”. After around 30 seconds, the lock prompts the voice of “completed”, and then the initialization is finished completely.

**Random Password**

Random password = random digits + correct password + random digits. Users may enter any random digits in front of and behind the correct password to create random password to open the door. The maximum length of the random password is 32 digits.

For example: If the correct password is 123456, the random password can be 89123456807, 1234562363, 389123456, etc.

**Voice Guide**

After access into the menu, the lock will prompt voice before and after each operation. It is quite easy for user to know how to operate each step.
Normal Open

Normal open mode is to keep lock always unlocked, which is fit for meeting room and some places free to in or out.

User Data Synchronization

The user data can be downloaded/uploaded via U-disk from one lock to other locks, it will help users to save time in some repeated registrations.

Low Battery Alarm

When the lock is in low battery status, it will trigger the alarm with the sound of short beep and the voice of “Battery is low, please replace”. After triggering low battery alarm, the lock will be out of battery in approx. 200 operations.

Note: Access to operation steps is not allowed in low battery status.
Volume

Users can set volume level in accordance with individual preference and requirement. The default volume level is 3 and the adjustable range is 0-7.

9V External Battery

9V external battery is used to open door when the lock is out of battery.

Note: The above battery must be 9V alkaline battery (6LR61).
Emergency Mechanical Key

The mechanical key is used to open door when the lock has electronic malfunction.

**Note:** Keep the mechanical key in a safe place.

Insert the key into key hole and rotate 90°, then press down the handle to open the door.

**Note:** AB key system is available for this model, if you need this function, please contact the sales.
How To Use

Register First Administrator

**Operating Steps**

1. Touch the keypad to power on the lock
2. Press 0 and # to access into menu
3. Enter 3 digits user number
4. Enter fingerprint or card or password
5. Press * to complete registration and go back into previous step
6. Continue to register other identifications on the same user number

**Indication of The Lock**

1. Keypad backlight & fingerprint sensor is power on
2. Voice prompt "Register administrator, enter three digits user number"
3. Voice prompt "Enter fingerprint or card or password"
4. Voice prompt "Completed, please continue to enter"

**Note:**
1) Place one finger 3 times on fingerprint sensor to register fingerprint.
2) The length of password is 6 digits.
3) The regular length of user number is 3 digits. However, it is also correct to enter 1 digit or 2 digits with the end of # as the user number. For example, 001 is equal to 1# or 01#.
4) Press * to cancel registration before the registration is complete.
Register Other Administrators

**Operating Steps**

1. Touch the keypad to power on the lock
2. Press 0 and # to access into menu
3. Verify administrator by fingerprint or card or password
4. Press 1 to register user
5. Press 1 to register administrator
6. Enter 3 digits user number
7. Enter fingerprint or card or password
8. Continue to register other identifications on the same user number
9. Press * to complete registration and go back into previous step

**Indication of The Lock**

1. Keypad backlight & fingerprint sensor is power on
2. Voice prompt "Verify administrator"
3. Start voice guide for the key of 1 to 6
4. Start voice guide for the key of 1 and 2
5. Voice prompt “Enter three digits user number”
6. Voice prompt “Enter fingerprint or card or password”
7. Voice prompt "Completed, please continue to enter"
Note: 1) Place one finger 3 times on fingerprint sensor to register fingerprint.
2) The length of password is 6 digits. When verify administrator by password, press # to end.
3) The regular length of user number is 3 digits. However, it is also correct to enter 1 digit or 2 digits with the end of # as the user number. For example, 001 is equal to 1# or 01#.
4) Press * to cancel registration before the registration is complete.
Register Normal User

Operating Steps

1. Touch the keypad to power on the lock
2. Press 0 and # to access into menu
3. Verify administrator by fingerprint or card or password
4. Press 1 to register user
5. Press 2 to register normal user
6. Enter 3 digits user number
7. Enter fingerprint or card or password
8. Continue to register other identifications on the same user number
9. Press * to complete registration and go back into previous step

Indication of The Lock

1. Keypad backlight & fingerprint sensor is power on
2. Voice prompt "Verify administrator"
3. Start voice guide for the key of 1 to 6
4. Start voice guide for the key of 1 and 2
5. Voice prompt “Enter three digits user number”
6. Voice prompt “Enter fingerprint or card or password”
7. Voice prompt "Completed, please continue to enter"
Note: 1) Place one finger 3 times on fingerprint sensor to register fingerprint.
2) The length of password is 6 digits. When verify administrator by password, press # to end.
3) The regular length of user number is 3 digits. However, it is also correct to enter 1 digit or 2 digits with the end of # as the user number. For example, 001 is equal to 1# or 01#.
4) Press * to cancel registration before the registration is complete.
Delete by User Number

Operating Steps

1. Touch the keypad to power on the lock
2. Press 0 and # to access into menu
3. Verify administrator by fingerprint or card or password
4. Press 2 to delete user
5. Press 1 to delete by user number
6. Enter 3 digits user number
7. Enter 3 digits user number again

Indication of The Lock

1. Keypad backlight & fingerprint sensor is power on
2. Voice prompt “Verify administrator”
3. Start voice guide for the key of 1 to 6
4. Start voice guide for the key of 1 and 2
5. Voice prompt “Enter three digits user number”
6. Voice prompt “Enter user number again”
7. Voice prompt “Deleted”

Note: 1) The regular length of user number is 3 digits. However, it is also correct to enter 1 digit or 2 digits with the end of # as the user number. For example, 001 is equal to 1# or 01#.
2) When verify administrator by password, press # to end.
3) Press * to cancel registration before the registration is complete.
Delete Administrator Group

Operating Steps

1. Touch the keypad to power on the lock
2. Press 0 and # to access into menu
3. Verify administrator by fingerprint or card or password
   - Press 2 to delete user
   - Press 2 to delete by group
   - Press 1 to delete administrator group
4. Press # to confirm

Indication of The Lock

1. Keypad backlight & fingerprint sensor is power on
2. Voice prompt "Verify administrator"
3. Start voice guide for the key of 1 to 6
4. Start voice guide for the key of 1 and 2
5. Start voice guide for the key of 1 and 2
6. Voice prompt “Delete administrator group, press the pound key to confirm”
7. Voice prompt "Wait a moment, completed"

Note: 1) When verify administrator by password, press # to end.
2) Press * to cancel registration before the registration is complete.
Delete Normal User Group

Operating Steps

Indication of The Lock

1. Touch the keypad to power on the lock
2. Press 0 and # to access into menu
3. Verify administrator by fingerprint or card or password
4. Press 2 to delete by group
5. Press 2 to delete user
6. Press 2 to delete normal user group
7. Press # to confirm

Keypad backlight & fingerprint sensor is power on
Voice prompt "Verify administrator"
Start voice guide for the key of 1 to 6
Start voice guide for the key of 1 and 2
Start voice guide for the key of 1 and 2
Voice prompt “Delete normal user group, press the pound key to confirm”
Voice prompt "Wait a moment, deleted"

Note: 1) When verify administrator by password, press # to end.
2) Press * to cancel registration before the registration is complete.
Supplemental Register

**Operating Steps**

- Touch the keypad to power on the lock
- Press 0 and # to access into menu
- Verify administrator by fingerprint or card or password
- Press 3 to do supplemental register
- Enter 3 digits user number
- Enter fingerprint or card or password
- Continue to register other identifications on the same user number
- Press * to complete registration and go back into previous step

**Indication of The Lock**

- Keypad backlight & fingerprint sensor is power on
- Voice prompt "Verify administrator"
- Start voice guide for the key of 1 to 6
- Voice prompt “Enter three digits user number”
- Voice prompt “Enter fingerprint or card or password”
- Voice prompt "Completed, please continue to enter"

**Note:**
1) The regular length of user number is 3 digits. However, it is also correct to enter 1 digit or 2 digits with the end of # as the user number. For example, **001** is equal to **1#** or **01#**.
2) When verify administrator by password, press # to end.
Upload User Data

Operating Steps

- Touch the keypad to power on the lock
- Press **0** and **#** to access into menu
- Verify administrator by fingerprint or card or password
- Press **4** to upload user data

Indication of The Lock

- Keypad backlight & fingerprint sensor is power on
- Voice prompt "Verify administrator"
- Start voice guide for the key of 1 to 6
- Voice prompt “Uploading, Wait a moment…… Completed”

**Note:**
1) Please insert U-disk at first before above operations.
2) When verify administrator by password, press **#** to end.
Download User Data

**Operating Steps**

- Touch the keypad to power on the lock
- Press 0 and # to access into menu
- Verify administrator by fingerprint or card or password
- Press 5 to download user data

**Indication of The Lock**

- Keypad backlight & fingerprint sensor is power on
- Voice prompt "Verify administrator"
- Start voice guide for the key of 1 to 6
- Voice prompt “Downloading, Wait a moment⋯⋯ Completed”

**Note:**

1) Please insert U-disk at first before above operations.

2) When verify administrator by password, press # to end.
Enable Normal Open

**Operating Steps**

- Touch the keypad to power on the lock
- Press 0 and # to access into menu
- Verify administrator by fingerprint or card or password
- Press 6 to enable normal open

**Indication of The Lock**

- Keypad backlight & fingerprint sensor is power on
- Voice prompt “Verify administrator”
- Start voice guide for the key of 1 to 6
- Voice prompt “Normal Open is enabled”

**Note:**

1) To disable normal open, please use any registered fingerprint / card / password to unlock the door.

2) When verify administrator by password, press # to end.
Volume

Operating Steps

- Touch the keypad to power on the lock
- Press 0 and # to access into menu
- Verify administrator by fingerprint or card or password
- Press 01 to enable volume setting
- Press 1 once, decrease 1 volume; press 2 once, add 1 volume, press # to confirm.

Indication of The Lock

- Keypad backlight & fingerprint sensor is power on
- Voice prompt “Verify administrator”
- Start voice guide for the key of 1 to 6
- Voice prompt “Beep”
- Voice prompt “Beep”

Note: 1) The volume of the “Beep” is the current volume.

2) When verify administrator by password, press # to end.
Quick Start

Open the Door With Fingerprint

Place the registered finger on fingerprint sensor

Press down the handle to open the door

Open the Door With Password

Touch the keypad to power on the lock

Enter password, and press # to end

Press down the handle to open the door

Note: User may enter random password to prevent any person beside you from detecting your password. The maximum length of the random password is 32 digits.

Open the Door With Card

Touch the keypad to power on the lock

Swipe the registered card on the card area

Press down the handle to open the door