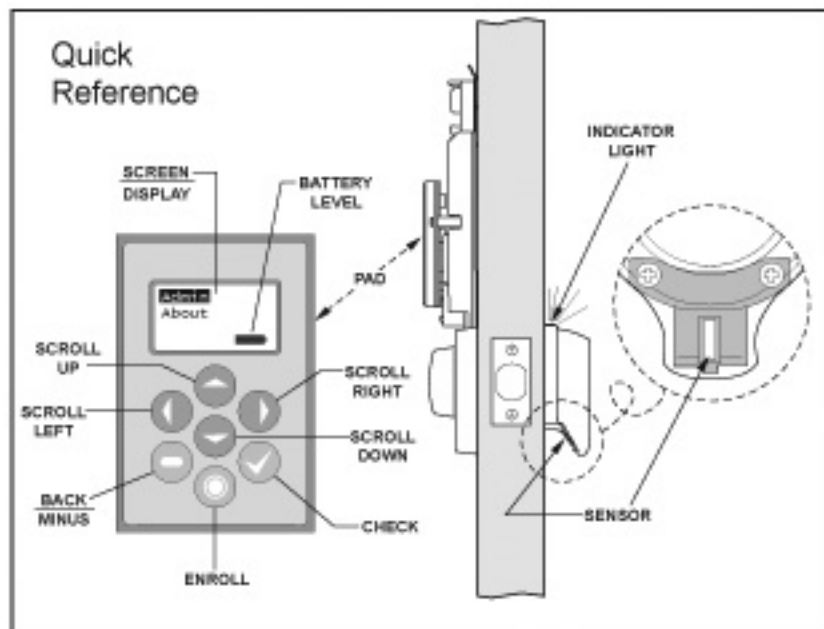


Biolock User/Programming Manual



Glossary

Admin: Administrator. A user that is authorized to manage system functions. These functions include: Enroll, Delete, Rename users, Enable/Disable access and assign/revoke admin privileges.

Enrollment: The process in which fingerprint data is collected, converted to templates and stored in memory.

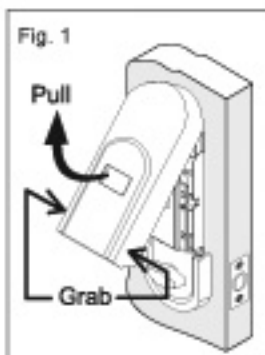
Authentication: The process in which fingerprint data is compared to templates in memory.

User: An individual authorized to operate the lock.

Biometric: Method of authenticating the identity of a person, based on physiological and behavioral characteristics.

1. Getting Started.

- Lift the plastic cover off the interior side of the Biolock (grab the sides just under the display and pull out and up) (See figure 1.)
- Install 4 new AA Alkaline batteries** (not included in package). Battery positions shown on battery case. (See figure 2.)
- Press any key to activate screen.
- Refer to figure 3 for opening menu.

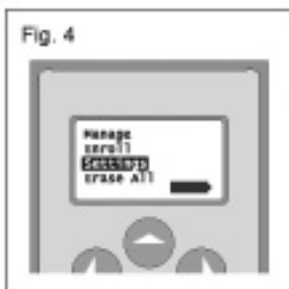
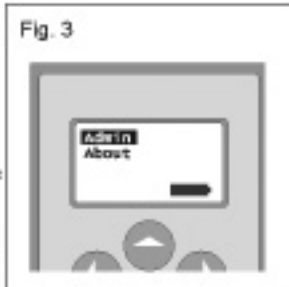


Alkaline Battery **WARNING**

Do not dispose of in fire, recharge, put in backwards, disassemble, mix with used or other battery types. May explode or leak and cause personal injury

2. Set Deadbolt Direction

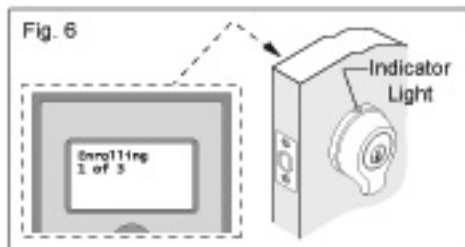
- From the opening menu (figure 3), highlight Administrator (**Admin**) and press check (✓), see figure 4.
- Select **Settings** and press check (✓).
- Select **Deadbolt** and press check (✓).
- Scroll to arrow pointing in the direction of your deadbolt (← or →), then press check (✓); your deadbolt direction is now set. (See Figure 5.)
- Press the back/minus (-) button twice to return to the opening menu.



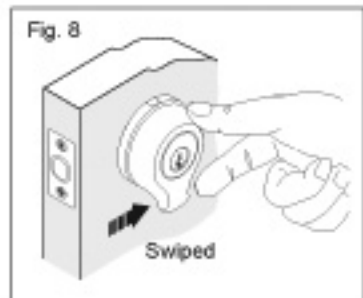
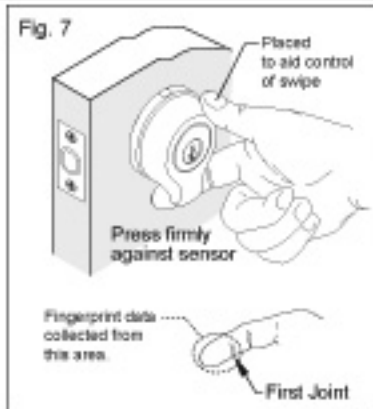
3. To Enroll the First User

- The enrollment process requires 3 clearly captured finger scans. If during the process, the unit was unable to capture 3 clear scans, you must start the process over again.
- Direction of finger swipe will depend on your installation. Even though the illustrations shown demonstrate a finger swipe from left to right, the Biolock is designed to accept a finger swipe from either direction (left to right or right to left).
- With the exception of the thumb, the system is designed to accommodate any finger for lock access.

- a. Press the Enroll button (●) twice then press the (√) button. The indicator light on the exterior will turn green and the screen will display "Enrolling 1 of 3" (see figures 6).



- b. Place the first joint of your index finger **against** the sensor, (refer to "Quick Reference" illustration on page 1 for sensor location). (See figure 7 for finger placement.)
- c. When light turns orange begin swiping across the sensor - until you have cleared the sensor, (see figure 8).
- d. The light turns green and the screen displays "Enrolling 2 of 3" this prompts you to begin the second swipe by repeating steps b & c.
- e. Light turns green and the screen displays "Enrolling 3 of 3". Proceed to the third swipe, again repeating steps b & c.
- f. After 3 successful swipes the light will remain green and the screen will display "Enrolled user 1". **Once enrolled, user 1 is automatically set to Admin privileges.**



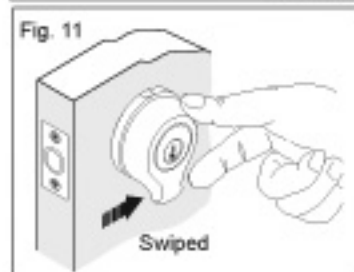
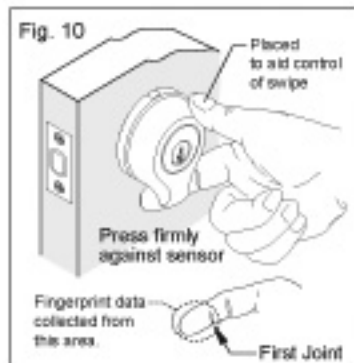
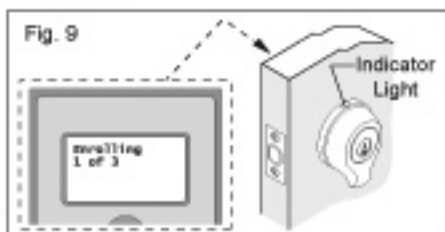
In the event that the LIGHT TURNS RED and the screen indicates "Sensor Error enroll again", repeat steps a through e.

- g. Once enrollment is successful, we recommend you enroll a different finger so lock access is not lost as a result of an injury. If possible enroll a finger from the other hand. See section 3 for how to "enroll subsequent users".
- h. It is recommended at this time, to test lock operation, see section 5.
- i. Now is also the appropriate time to "RENAME" a user; see section 6.

4. To enroll subsequent users

- *The enrollment process requires 3 clearly captured finger scans. If during the process, the unit was unable to capture 3 clear scans, you must start the process over again.*
- *Direction of finger swipe will depend on your installation. Even though the illustrations shown demonstrate a finger swipe from left to right, the Biolock is designed to accept a finger swipe from either direction (left to right or right to left).*
- *With the exception of the thumb, the system is designed to accommodate any finger for lock access.*

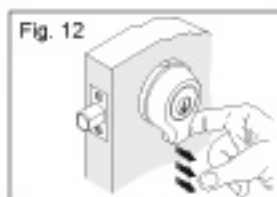
- a. Press any key, to activate display.
- b. Press the Enroll button (⊛). The screen will display "Admin Required, Swipe Finger"
- c. The administrator (first user to enroll or user assigned with Admin privileges) swipes his/her finger to verify.
- d. Once authenticated, the indicator light on the exterior will turn green and the screen will display "Enrolling 1 of 3" (see figures 9).
- e. Place the first joint of your index finger **against** the sensor, (refer to "Quick Reference" illustration on page 1 for sensor location). (See figure 10 for finger placement.)
- f. When light turns orange begin swiping across the sensor - until you have cleared the sensor, see figure 11.
- g. The light turns green and the screen displays "Enrolling 2 of 3" this prompts you to begin the second swipe by repeating steps e & f.
- h. Light turns green and the screen displays "Enrolling 3 of 3". Proceed to the third swipe, again repeating steps e & f.



- i. After 3 successful swipes the light will remain green and the screen will display "Enrolled user 2".
- j. Once enrollment is successful, we recommend you enroll a different finger so lock access is not lost as a result of an injury. If possible enroll a finger from the other hand.
- k. Continue with steps e through h for all subsequent users.
- l. It is recommended at this time, to test lock operation, see section 5.
- m. **Subsequent users are not assigned Admin privileges automatically. See section 7 on how to "Make Admin".**
- n. Now is also the appropriate time to "RENAME" a user; see section 6.

5. Operating the lock

- a. To unlock your door
 - i. Place the first joint of an enrolled finger under the deadbolt, wait for the green or orange light to come on and proceed to swipe your finger the same way you did during the enroll process.
- b. To lock your door
 - i. Simply tap the sensor three (3) times with no more than 1 second in-between taps (make sure to remove your finger at least 1/2 inches from the sensor in-between taps). See figure 12.



6. Rename a User

- a. The system assigns "user #" to store newly enrolled users. To rename "User 1" to "John": From the opening menu, proceed as follows - using (v) to select and following the systems prompts.

Admin → Manage → User 1 → Rename →

Name:
*User 1

- b. Use (◀) to highlight the letter "U".
- c. Scroll (▼) through to the letter "J".
- d. Press (▶).
- e. Screen reads: "J".
- f. Scroll (▲) to letter "o".
- g. Press (▶).
- h. Screen reads "Jo".
- i. Repeat for remaining letters.
- j. Press (v) when all required characters have been entered.
- k. The screen displays: →

Press ok for
rename:
User 1
John

- l. Press (v).

- m. The screen displays: → *John

- n. Press (-) to return to "Admin" menu.
- o. Repeat for other users.

7. To Make Admin or Revoke Admin

To give Administrative privileges to any user, perform the following:

- Select **Admin** and press check (✓).
- At system prompt one of the current Administrators swipe to authenticate.
- Select **Manage** and press check (✓).
- From the displayed list, select the user that you want to make an administrator.
- Press check (✓).
- Select "Make Admin" or "Revoke Admin" as appropriate.
- Press check (✓).
- Press (-) twice to return to Opening Menu.

Path in short:

Admin → Manage → User # → Make Admin
Admin → Manage → User # → Revoke Admin

8. Biolock settings

- To view current settings, Select **About** on the main menu press the check (✓). For sample screen shot, see Figure 13.



Note: This is for information only and no changes are available from this menu.

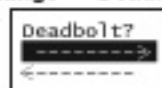
9. To change Settings - Deadbolt, Locktime or Biometrics

- Deadbolt:** Sets direction of deadbolt (no default, direction must be set).

From the opening menu: **Admin** → **Settings** → **Deadbolt** → the screen will display

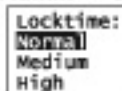
Use (▲) and (▼) to select.
Press (✓) to accept.

Press (-) to exit deadbolt menu.



- Locktime:** Sets motor activation time (Default = normal). "Medium" and "High" settings provide a temporary solution for binding or warped doors until door/jamb repair is made. *Medium and High settings impose extra strain on the system and will reduce battery life.*

From the opening menu: **Admin** → **Settings** → **Locktime** → the screen will display



- Biometrics:** Sets system sensitivity/selectivity. Default is "High" which provides optimum system sensitivity and security. "Normal" setting allows easier access for users (especially children) that have difficulty in obtaining a consistent swipe. Change back to "High" when users become familiar with the swiping process.

From the opening menu: **Admin** → **Settings** → **Biometrics** → the screen will display



Quick Path Guide

OPERATION	REQUIRED KEYSTROKES
ABOUT	OPENING MENU
ADMIN	OPENING MENU
BIOMETRICS	ADMIN → SETTINGS → BIOMETRICS
DEADBOLT	ADMIN → SETTINGS → DEADBOLT
DELETE	ADMIN → MANAGE → USER TO DELETE →
DISABLE	ADMIN → MANAGE → USER TO DISABLE →
ENABLE	ADMIN → MANAGE → "USER TO ENABLE" →
ENROLL	ADMIN → ENROLL OR PRESS ENROLL BUTTON
ERASE ALL	ADMIN → ERASE ALL → YES
LOCKTIME	ADMIN → SETTINGS → LOCKTIME
MAKE ADMIN	ADMIN → MANAGE → "USER TO MAKE ADMIN" → MAKE ADMIN
MANAGE	ADMIN → MANAGE
RENAME	ADMIN → MANAGE → "USER TO RENAME" → RENAME
REVOKE ADMIN	ADMIN → MANAGE → "USER TO REVOKE" → REVOKE ADMIN
SETTINGS	ADMIN → SETTINGS

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