

Electronic In-room / ofe User Instruction For DP series

You could enter into the programing mode to re-set the function code. To use and program the hotel safe, please kindly read and follow the instructions carefully:

## **Important Tips:**

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The digital in every position indicate the different function. If you wouldn't like to change the current setup, you only need to input the same digital in corresponding position or press "#" to enter into the next screen till quit.

Once you changed their setup please press the key "#" to save the latest setup when quit the rogramming mode and as long as you enter into the next screen, any changes on previous screen will be saved automatically (because you also can enter into the next screen by inputing digitals)

Door position: OPEN (initial code is <u>1234</u>; initial master code is )

key in "\*" "#", the hotel safe LED will show "-setup ", then input the programming code "751019" before "-setup" disappeared. Now the operation screen starts to enter into programming mode (input key "#" again, you will enter into the second screen)



## The Options:

#### (1) CODE APPEARANCE ON THE SCREEN

- Press 0 The presonal code number will not appear on the screen each time when you input the code (namely is the screen just shows "------" instead of digit code when you input the code to open or the door ) and the safe memory does not save the opening and closing events .
- Press 1 -The personal code number will appeared each time.The safe memory does not save the opening and closing events .
- Press 2 The personal code number will not appear on the screen each time and the safe memory only save the opening events.
- Press 3 -The personal code number will appear on the screen each time and the safe memory will only save the opening events. Default Parameter



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- Press 4- The personal code number will not appear on the screen each time and the safe memory will note the time of opening and closing door.
- Press 5- The personal code number will appear on the screen each time and the safe memory will note the time of opening and closing door.

# HOTKEY FUNCTION:

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In addition, when you press 1 or 3 or 5, the new code will also be shown each time after safe's door is colsed. When you select 0 or 2 or 4, it will not be shown (namely is the display just show "-----" instead of digit code when you input the code to open or the door ).

To prevent other person from seeing the code you input ,you may use "**HOTKEY function**" to active the function of "**hide the code** "temporarily. The operation is as follow:

#### Door position : close or open

First please press "**0#**" ",then input the code ,you will find the display just show "-----" instead of digit code. Please note here the first digit on the first screen of program mode still is "**3**",that means your "**HOTKEY function** "only take effects to the current operation.If you do not press "**0#**" before you input the code in the next time ,the code will display on the screen.

If you would not like to display the code all along when you input them each time ,you need to enter into the program mode and change the first digit "3" to "2" or "4". This kind of modification is permanent. Under this situation, you can use "9#" to active the function of "display the code ".

#### (2)NUMBER OF COMBINATION CODE DIGITS

Press 3 -To program safe for 3 digit code.
Press 4 -To program safe for 4 digit code.
Press 5 -To program safe for 5 digit code.
Press 6 -To program safe for 6 digit code.

#### (3)KEYPAD AUTO LOCKED AFTER CONSECUTIVE 4 WRONG CODE

Press 0 -forauto lockof0 minutes.Press 1 -forauto lockof15 minutes.Default ParameterPress 2 -forauto lockof30 minutes.

(4)THE PARAMETER FOR FUNCTION EXTENDING IN THE FUTURE Default Parameter "1" Please press "1" to overleap the setup to the fouth parameter on the first screen.

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#### (5) MASTER CODE

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Press 2 - Master code is not in use

Press 3 - Master code is in use Default Parameter

#### HOW TO RESET THE MASTER CODE

#### Import Tips :

- 1. You only can set up the master only when you select function number "3",namely is that master is in use.
- The back-up master code for the product on delivery from manufacturer is "\_\_\_\_\_". The master code must to be programmed by 6 digits! Please don't set master code as "751019"

#### Door position: OPEN

- Press " \* "and "#", the screen will show "-setup ", then enter the back-up master code and the LED display will show "NEW".
- 2.Please Key in the any combination of 6 digits that your desire before "NEW" disappeared.
- The LED display will show "AGAIN", then enter again the new master code before "Again " disappeared.
- 4. The LED display show "DONE", the new master code is set up successfully.

### (6)OPERATION MODE SETUP

#### **Personal Mode :** Be suitable for private use.

Press 0 - the user input his/her code and then press LOCK(#) to close the door , the safe's memory will remember the last code.

#### Door position: **OPEN**

Please input " **\* # 68 #** ",the screen will subsequently display "NEW ",you may set up the new code and then press "**#**" to close the door under personal mode .

Hotel Mode : Be suitable especially for hotels use.

 Press 1 – The user input his/her code and then press LOCK(#) to close the door ,a new code can be set up in each time the door is opened.
 Default Parameter

Please note " **\* # 68 #**" cann't work under HOTEL MODE.

### PRESS LOCK(#) AND YOU WILL SEE NEXT SCREEN READY FOR PROGRAMMING.

#### The second and thrid screen display the current system time

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### For example:

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The second screen DATE: YY/MM/DD

The third screen TIME: H H / M M / SS





It means the current date is July 15, 2003 and time is 14:25:36.

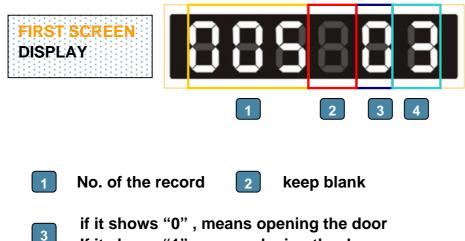
#### TO RESET DATE & TIME :

Input "**\***" and "**#**", the LED will show "-setup ", then enter into the programming code "123456" before "-setup" disappeared. Subsequently ,please press "**#**" to reach the second screen and third screen to reset system date and time .Press the LOCK (**#**) key to save setting before quit the program mode.

## Check the latest 100 times audit trail information from the keypad

The safe's door in position : **open.**( the locking bolt should be retracted ) Press code : "**\***#", the screen will show "**-setup**", then input the code "**770626**" before "**-setup**" disappeared. you will see the 100 Latest safe's opening records.

The beginning the user will see the first screen with 6 numbers, then press the "LOCK"(#) key, the second screen will appear also with 6 numbers. Then you press "LOCK(#) key, and you will see the third screen.



If it shows "1", means closing the door

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If show "0",means closing the door under "**Personal mode**" If show "1" means closing the door under "**hotel mode**"



YEAR MONTH DATE

Means: May 23, 2001



HOUR MINUTES SECOND

Means: 10:58 AM

#### For Example:

1 <sup>st</sup> screen display:	005 03	means the 5 <sup>th</sup> record, door opened with CEU
2 <sup>nd</sup> screen display:	010523	means 2001, May 23
3 <sup>rd</sup> screen display:	100538	means opening time is 10:05:38

#### Important Tips:

you could press the "LOCK"(#) key to turn to the next screen and see the next records. If you want to directly check last 58<sup>th</sup> opening record, just enter 58 and press "LOCK"(#) and it will show the 58<sup>th</sup> record..

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# DATA DISPLAY OF HOTEL SAFE

### NORMAL DATA DISPLAY

Again indicates that you need to key in the previously entered digits a second time.

- **BA-HI**: indicates that the batteries are normal.
- BA-LO: indicates that the batteries are low.

#### Test battery energy

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When the door is closed, press the locking key "#", and the battery energy test procedure will start. If the display

reads "BA-HI", it means the batteries are normal; if the display reads "BA-LO", it means the batteries are low and

must be replaced as soon as possible.

- **CLOSE**: indicates that the locking bolts are extending automatically.
- CLOSED: indicates that the locking bolts have extended.
- DONE indicates that you have successfully completed the operation.
- NEW indicates that you need to key in new digits right now.
- OPEN. indicates the locking bolts are retracing.

OPENED: indicates the locking bolts have been retracted and you may open the door.

## ERROR DATA DISPLAY

when the following data appear on the display, it means an opeation error has occurred and you will need to operate per the following instructions:

- HOLD15: This data appear on the display after you have enter the incorrect code for four times in a succession. It means the electronic code system is now locked out and that you will not be able to operate the keys until the system unlocks itself in 15 minutes.
- ERROR This data means you have swiped the credit card or entered the code incorrectly and you need to swipe the card or enter the code correctly.
- ERROR1: This data means the door fails to open as the bolts get stuck in this case give a push to the door to set free the bolts before you perform the opening operation.
- ERROR2: This data indicates the bolts stud is being held (the door may be left unlatched) and locking bolts fail to extend. In this case, give a push to the door until it firmly fit into place before you proceed with closing operation.