



Code Name	ScanLogic	Functions
Change code	0 0 0 0 0 0	- Allows changing of any code 0,0,0,0,0,0 cannot be changed
Manager code	1 2 3 4 5 6	- Allows manager to open safe - Opens programming (multiple functions)
Reset code	9 9 9 9 9 9	Resets all codes to factory default Does not open safe

We have assigned a new reset code and kept that on file
See attached document retention policy if you would
like us to destroy those records for maximum privacy.

Programming

ScanLogic Basic

A. Open lock

- 1) Enter default Manager code 123456

B. Change Code

- 1) Enter 000000
- 2) Enter existing code, 1 beep
- 3) Enter new 6 digit code, 1 beep
- 4) Repeat new 6 digit code, 2 beeps

**Manager code of 123456 must be changed before any other Users can be added; Manager code cannot be changed back to 123456*

***Reset Code must be changed from default*

****1 long beep means code is not allowed*

C. Add Manager fingerprint(s)

- 1) Open with Manager code/fingerprint
- 2) Hold "+," and hold until 2 beeps
- 3) Place fingerprint 4X, 1 beep each
- 4) 2 beeps confirms fingerprint addition

**Manager can add up to 5 fingerprints*

D. Add User1 Code

- 1) Open with Manager code/fingerprint
- 2) Hold "1," 1 beep
- 3) Enter new 6 digit code, 1 beep
- 4) Repeat new 6 digit code, 2 beeps

E. Add User2 Code

- 1) Open with User1 code/fingerprint
- 2) Hold "1," 1 beep
- 3) Enter new 6 digit code, 1 beep
- 4) Repeat new 6 digit code, 2 beeps

F. Add fingerprints

- 5) Open with own code/fingerprint
- 6) Hold "+," 1 beep
- 7) Place fingerprint 4X, 1 beep each
- 8) 2 beeps confirms fingerprint addition

**User1 and User2 can add up to 5 fingerprints*

G. Delete own fingerprints (All)

- 1) Open with your own code/fingerprint
- 2) Hold "-", 2 beeps

H. Delete User2 (Code & fingerprints)

- 1) Open with User1 code/fingerprint
- 2) Hold "3", 2 beeps

**User2 code and fingerprints are deleted*

I. Delete All (Codes/fingerprints)

- 1) Open with manager code/fingerprint
- 2) Hold "3", 2 beeps

**Manager code remains unchanged, User1 and User2 are deleted*

J. Reset (resets codes to factory default)

- 1) Input reset code, default is 999999
- 2) Hold "6", 2 beeps

**Lock is in default mode, Manager code reverts to 123456, Reset code remains unchanged*

K. Turn beeper off

- 1) Open with Manager or User1 code/fingerprint
- 2) Hold "4," 1 beep

L. Turn beeper on

- 1) Open with Manager or User1 code/fingerprint
- 2) Hold "4," 2 beeps

Security Levels:

Security Level 1 = Fingerprint or code

Security Level 2 = Fingerprint **and** code

M. Change to Security Level 2 (fingerprint **and** code)

- 1) Open with Manager or User1 code/fingerprint
- 2) Hold "5," 1 beep, then 2 beeps

N. Change to Security Level 1 (fingerprint **or** code)

- 1) Open with Manager or User1 code **and** fingerprint

*All of your fingerprints have been deleted

2) Hold "5," 1 beep, then 1 beep

Penalty Time

- 1) The entry of 5 incorrect codes will cause the lock to enter Penalty Time where the lock is lock down for a period of 5 minutes. You cannot open the lock during the penalty time period.
- 2) During the Penalty Time, the keypad will beep every 5 seconds and the buttons on the keypad are not operable. Entering additional codes during penalty time does not extend penalty time.
- 3) Two beeps indicates penalty time has expired and the beeping will stop, enter a valid code to open the safe lock.
- 4) Note: If after penalty expires you enter an invalid code two more times, the lock will go back into penalty time.

Troubleshooting

- 1) Lock beeps 10 times after fingerprint/code entry: This is the low battery indicator. Replace the battery with a new Duracell or Energizer battery.
- 2) Green lights after input of fingerprint or code – this is an indication of a valid fingerprint or code entry
- 3) Red lights after input of fingerprint or code – this is an indication of an invalid fingerprint or code entry