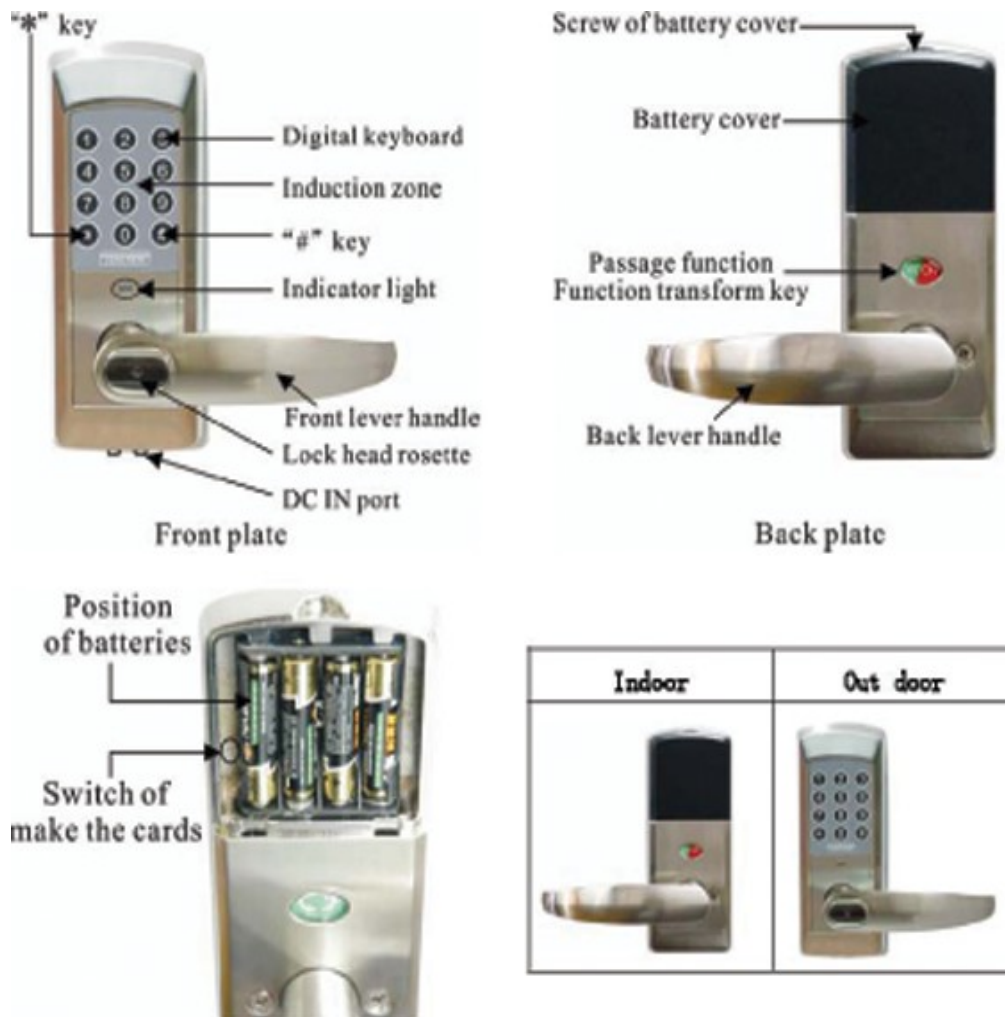


## BS-11 Card & Code Combined Electronic lock User Menu



### 一、 Operating instructions

#### 1、 Issue management card

- 1) Open the battery cover,(See picture 2 for reference), use tool to press the switch.
- 2) After one "beep" , the indication have red light flash. 3) Use one piece ID card close to the induction area . 4) When light is flashing, it is done when hearing a short beep. Then release the switch and the management card made successful.

Note:

The management card only use to delete and make the user card and pass code. Each lock only can make one management card. One piece management card can be match with countless locks.

#### 2、 Delete management card

Repeat 1.1-1.4 operations . The original Management card and all the user cards and Pass code will be deleted.

### 3. Issue User card:

Please make card number record in order to delete the lost card in the future.

#### A. Issue key cards

Swipe the management card first then put a blank card near the lock when the green light is flashing, it is done when hearing a short beep. This is first user card. Repeat this action to make more cards before the green light turns off; it can make 200 pieces totally. If you swipe any one of these issued card, this issuing operation is over. If you want to make more cards, please re-swipe the management card and repeat the above operation. And the card NO . is after the last issued card. Please note that it can only issue 200 pieces cards.

**The simple operation process: swipe the management card (the green light flashing)**

————> **swipe a blank card** ———> **done.** (Repeat this action)

### 4. Delete the key cards

#### A. Delete a particular card

If you want to delete a particular cards, this card No. should be known and the next card is needed to operation. if you want to delete the number N card , the number N+1 card is needed.

First, swipe the management card, the green light is flashing, then swipe the management card again, the green light turns red, then swipe the number N+1 card, it is done when the green light flash and turn off. The number N card is deleted and the card number N+1 become the card number N. ( Remark: please use the first card to delete the last card.)

If you lost N and N+1 card , need to delete these two cards, can use the card of

N+2 to delete them,

For example: if delete No.2 and No.3 cards, please ready No.4 card , touch management card two times,(red light flash) touch the No.4 card within 5

seconds,

after the red light turn off , No.3 card was already delete, and repeat this

operation

once again, To touch the management card two times (red light flash) then

touch

the No.4 card within 5 seconds, No.2 was already delete, with this delete

times, the

original No.4 card is changed to be the No.2. and other card No.

automatically

move forward. If delete two cards or more, just repeat the operation above.

#### B. Delete all the key cards

Operation: swipe the management card once, the green light is flashing, then re-swipe the management card, the green flashing light turns red, and swipe the management card again, and it is done when hearing a short beep. All the key

cards

are deleted.

The simple operation process: swipe the management card three times(a long beep).

#### 5、 Pass Code setting

- 1) Touch the management card, green light flash.
- 2) Enter 1-6 code by your will. press “\*” key.
- 3) When hear one short one long “beep” to indicate setting pass code successful.

Note: If the green lights continually flash, That means the lock still at the state of setting code. Can repeat 5. 2) step to setting the next pass code. (Maximum can set 10 user pass code). If no need to setting the code, after 10 minutes the green lights disappears, exit the state of setting code. If you want the green light stop at once. Just touch the key card to the lock.

#### 6、 Delete the pass code

Note: You can not delete the individual pass code ; You only can delete all the pass codes.

- 1) Touch two times management card, then the red light flash.
- 2) Press “#” key.
- 3) Touch management card one time.
- 4) Long “beep” one time,  
All the pass code deleted successful.

#### 7、 Lock and unlock the door.

##### 1) Card unlock

- ① Touch the key card one time.
- ② Green light flash. “Beep” sound with electric motor turning.
- ③ Push down the lever handle then unlock the door.

##### 2) Pass code unlock

- ① Enter the code and press “\*”  
(note: if the code is 6 numbers, there has the code protect function).
  - ② After one “beep” the electric motor turning.
  - ③ Push down the lever handle then unlock the door.
- 3) Automatic lock after close the door.

#### 9、 Setting Passage Mode. (two methods)

##### 1) Setting through the switch of the “passage function button ”.

###### ① Passage mode setting

- A. Press the button from the back plate ““ON/OFF” ” about 3 seconds.
- B. After the electric motor turn “beep” two times. The function sets success.

###### ② Cancel the passage function.

- A. Press the button from the back plate ““ON/OFF” ” about 3 seconds.
- B. After the electric motor turn “beep” two times. The function cancels.

##### 2) Use the key card to set the passage mode.

- ① Passage setting
  - A. Touch the key card three times (within 10 seconds).
  - B. Sound two times “beep” setting success.
- ② Cancel the passage function
  - A. Touch the key card five times (within 10 seconds).
  - B. Sound three times “beep” setting success.

#### 10. One Card to open 2 or more locks:

You can program one card to open 2 or more locks. Just like key alike.

For example:

You have lock 1 and lock 2:

Please issue one management card from Lock 1 and 2 and use this management card to create user key card from Lock 1 and 2. This user card can open both locks.

You have lock 1 and lock 2: ( you only want lock 1 user key card can open lock 1 and 2. But you do not want lock 2 user key card to open lock 1 )

Please issue the 2 management cards from lock 1 and 2 separately.

Use lock 1 management card to create user card from lock 1 and lock 2. This card can open lock 1 and 2.

Use lock 2 management card to create user key card from lock 2 only. This card can open Lock 2 only.

## 二、 User cautions

### 1、 Correct way reading card method

- 1) Take ID card in hand, the card face parallel to the lock. The center of card close to the induction area, the distance of induction  $\leq 3\text{cm}$ .
- 2) After read the card, if the indicating lamp getting red, it's indicate the card are Carte invalidated, please change to effective card and use the right way to read.
- 2)

### 2、 Error locking

- 1) Enter the wrong code three times, red light flash and alarm 30 seconds, and the number keyboard will be automatically lock for 5 minutes. Press any keypad it will be no reaction. if need unlock the door must use the right user card to touch the lock, after then the number of keyboard will be reverting to use. ( if the induction area had already dead lock, it must be unlock after 5 minutes
- 2) Swipe the wrong card more than three times. Red light flash and alarm 30 seconds, The lock body induction zone will be locked for 5 minutes, within 5 minutes any operate for cards are invalid; if need unlock the door at once, must enter correct code. The induction zone will be reverting to use. ( if the induction area had already dead lock, it must be unlock after 5 minutes.)

### 3、 Code protect function

If set the Pass code 6 numbers, when unlock the door with code, could press any code just guarantee the last six is effective, it can unlock the door. For example: set the code is: 123456. When enter the code can enter with 05647890123456, press “\*”for confirm.

#### 4、 Change the battery

- 1) Any operation after “beep” three times, the red light flash (alarm for low batteries) after green light flash unlock the door, this time can unlock the door about 100 times. Attention: to replace the battery in time.
- 2) Any operation after sound three long “beep” the red light flash, but cannot unlock the door, indicate the battery were run out
- 3) We suggest customer use the highly capacity battery. The more capacity battery is the longer of the lock life and unlocks times.
- 4) When installing the battery make sure the battery install correctly. If installing the battery opposite, The lock will be damaged . (Replace the battery, the key cards and code will remain the same).

#### 5、 DC IN

- 1) Under the lock outside plate, there is a DC IN, when the battery run out. You can use DC9V battery to connect it. After connecting it , put the card or enter the code to open the door.

#### 6、 Automatic lock function

Automatic lock Within 5 seconds after unlock the door,