LA GARD 702 Display

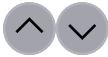High Security Lock for Safes & Vaults

Advanced User Instructions

Introduction

These instructions outline advanced procedures for operating locks using the Master code and should be used in conjunction with the document *Standard User Instructions*, which is available to download from our website.

When supplied by Safelock Systems Limited, the Master operates on the code (0-0)-8-7-6-5-4-3-2-1

Buttons

Key	Use
	Arrow Up or **Arrow Down:** To scroll through menus
#	**#:** To go back a step in a menu, or cancel a code entry
	Enter: To select a menu item or confirm an entry

Commands

These instructions cover the commands listed below:

Category	Function
Codes	Change code length
	Forced code change
	Enable or disable dual mode
General operation	Enable or disable the Duress feature
	Specify alarm input setting
Audit	View audit event codes, activate PC Link
Manager Management	Add a Manager
	Disable or re-enable a Manager
	Change Manager privilege
	Delete a Manager
	Reset a Manager code
Time delay	Enable time delay override feature
	Adjust time delay count mode

Basic commands as listed below are shown in the *Standard User Instructions*.

	Category	Function
Basic Commands	Codes	Change code
	User management	Add a User
		Disable or re-enable a User
		Change user privilege
		Delete a User
		Reset a User code
	Time delay	Amend time delay values
		Cancel time delay counting
	General operation	Disable or enable backlit buttons
		Turn keypad beeps off or on
		Set time and date

Engineer commands

Additional commands are available to the Master, which should only be used by engineers who are servicing the lock: Install lock | Uninstall lock | Reset lock | Install new keypad | Update firmware

Command menu

To access the command menu:

- Press either **Arrow Up, Arrow Down** or **Enter**

- Enter a valid ID and when prompted, the code

Command menu navigation

Use the **Arrow Up** and **Arrow Down** keys to scroll through menus. When a menu item or option is selected, it is highlighted in white. Press **Enter** to either confirm the selection or access a sub-menu. Press **#** to return to the previous menu or to exit.

Change code length   *Master*

By default, the Manager and Users have a code comprised of a 2-digit ID + 6-digits. The code length can be changed to have a 2-digit ID + 7, 8 or 9 digits. **If changed, existing Manager and User codes will no longer be valid and will need their codes to be reset**.

Command Menu >System >Combination >Combo Length >Specify the number of digits

- The display shows **Are you sure?,** press **Enter** to confirm

Forced code change   *Master*

When a new Manager or User code is added to the lock, or a code is reset, the system can require that on first use, the code holder must change their code. By default, force change is set to **No**.

Command Menu >System >Combination >Force Change> Select **Yes** or **No**, press **Enter** to confirm

Enable or disable dual mode   *Master*

Dual mode is a feature that requires 2 codes to be Entered before the lock can be opened. Dual mode can be set up so that: Dual mode applies to Users only, or Dual mode applies to Users and the Manager.

Command Menu >System >User Mode >Select the required option, press **Enter** to confirm

Enable or disable Duress   *Master*

The Duress feature allows a coerced user to Enter a special variant of their code which opens the lock, and also generates a silent signal to notify others that safe is being opened under duress. Connection to an alarm system and peripheral equipment sold separately is required. Duress is disabled by default.

Command Menu >System >Duress Mode >Select **Yes** or **No**, press **Enter** to confirm

A duress code is the user's normal code with the last digit increased or decreased by 1. For example, 01-123456 would become 01-123455 or 01-123457. If the normal code ends with a 0, it can be changed to 9 or 1. If the normal code ends with a 9, it can be changed to 8 or 0.

Specify alarm input setting   *Master*

With connection to an alarm system and peripheral equipment sold separately, an alarm input signal can alter the lock's operation with one of the settings below:

Operation
Ignore input signal **(Default)**
Input signal remote blocks (Prevents the lock from being opened)
Input signal overrides time delay
Input signal overrides dual mode

Command Menu >System >Input Signal > Select the required option, press **Enter** to confirm

Audit   *Master, Manager, User*

With licensed software and peripheral equipment sold separately, an audit of the last 500 lock events can be downloaded. The audit is stamped with time and date information based on the clock time of the keypad, as such it is **vital to ensure correct clock time, with annual updates**.

Full instructions to take audit are available on our website. PC link must be activated using the keypad to start communication with the software.

To scroll through a list of audit event codes on the display:

Command Menu >Select **Audits,** press **Enter** to confirm

The display shows the following information

Date		
Time	Event Code	User

- Press **Arrow Down** to scroll through audit events

Event codes are available to view in the On-Screen audit instructions available to download from our website.

Activate PC Link   *Authorised Users*

To start communication with LA GARD 700 Series software, PC Link must be activated.

Command Menu >Select **PC Link**, press **Enter** to confirm

Manage the Manager   *Master*

In 702 Display locks supplied by Safelock Systems Ltd, a Manager is installed with ID 01. To manage the Manager, the process is the same as for users but only the Master code is valid to perform the command.

Reset the Manager code   *Master*

If the Manager code has been lost, it is possible to reset the code.

Command Menu >Users >Edit >Reset combo> Enter the ID to be reset

- Enter the new code, then repeat the new code to confirm

Add the Manager   *Master*

Generally, the Manager code can be **Reset** rather than being deleted. If the Manager has been deleted, it can be added again or assigned to a different ID.

When a Manager is added, by default the Manager has the privilege to open and audit the lock. If the privilege to override time delay* is required, it must be specified.

*If a Manager is defined as being able to override time delay **(TDO Pin Priv),** the feature must be enabled.

Command Menu >Users >Add > Enter an ID to be added

- Select **Manager**, press **Enter** to confirm
- Enter a new code, then repeat the new code to confirm

A sub-menu is displayed with privilege options
> **Add >**
> **> Open Priv**
> **> Audit Priv**
> **> TDO Pin Priv**
> **> Add User**

- If open and audit privilege is all that is needed, select **Add User**, press **Enter** to confirm
- If privileges must be edited, select each **Priv** option as required, press **Enter** to access. The display shows either **1 2 3 4 5** or **_ _ _ _ _.** Each digit or _ represents a lock ID. **702 Display only uses one lock (ID 1)**. To remove privilege from a lock, press a digit so that it changes to _. To enable a privilege, press a digit so the _ changes to a digit. When complete, press **Enter** to confirm and return to the **Add user** menu.
- Select **Add User**, press **Enter** to confirm

Change Manager privilege   *Master*

It is possible to redefine the Manager's privilege to allow or disallow opening, audit or time delay override for each lock that may be connected to the keypad.

Command Menu >Users >Edit >Enter the ID to be changed

- Select **Privileges,** press **Enter**

A sub-menu is displayed **>Privileges**
> **>Open Priv**
> **>Audit Priv**
> **>TDO Pin Priv**
> **>Update User**

- Select **Open Priv, Audit Priv** and **TDO Pin Priv** and amend as required using the instruction in **Add a User**.
- Select **Update User**, press **Enter** to confirm

*Only the lock IDs that have been added to **Open Priv** are available under **TDO Pin Priv**.

Disable or re-enable the Manager — *Master*

A Manager code can be temporarily disabled and then re-enabled later.

Command Menu >Users >Edit >Enter the ID to be changed

- Select **Status >**Select **Enable** or **Disable**, press **Enter** to confirm

Delete the Manager — *Master*

Command Menu >Users >Delete >Enter the ID to be deleted

- When the display shows **Confirm delete: xx**, press **Enter**

Enable or disable time delay override — *Master*

Users profiled with time delay override privilege cannot use the privilege unless time delay override has been enabled. **Time delay override is disabled by default.**

Command Menu >System >Locks >Time Delay >Change Override >Select **Yes** or **No**, press **Enter** to confirm

Adjust time delay count mode — *Master*

When time delay is in use, the keypad display can be configured to show a counter when a key is pressed for both the time delay and open (Confirmation) window. The available options are:

Display options
Off
Count up **(Default)**
Count down

Time delay:
Command Menu >System >TD cnt Mode >Delay Period >Select the required option, press **Enter** to confirm

Open (Confirmation) Window:
Command Menu >System >TD cnt Mode >Confirm Window >Select the required option, press **Enter** to confirm

Troubleshooting

If a mistake is made during code or function entry
Press # to cancel

There is no response from the lock
The batteries may be depleted. Change the batteries then set the date and time to ensure accuracy of the audit data.

The safe or vault door does not open
If the lock system is otherwise operating normally, there may be a mechanical fault with the safe. Contact a safe engineer.

Command menu structure

	Master	Manager	User
Open Lock		✓	✓
Change combo	✓	✓	✓
Time / Date…	✓	✓	
>Time Format	✓		
>Date Format	✓		
>Set Time Date	✓	✓	
>Observe DST	✓	✓	
Audits…	✓	✓	✓
PC Link	✓	✓	✓
Users…	✓	✓	
>Add…	✓	✓	
>Open Priv	✓	✓	
>Audit Priv	✓	✓	
>TDO Pin Priv	✓	✓	
>Add user	✓	✓	
>Edit…	✓	✓	
>Status	✓	✓	
>Reset Combo	✓	✓	
>Privileges	✓	✓	
>User Type	✓		
>Delete…	✓	✓	
System…	✓	✓	✓
>Sys Info…	✓	✓	✓
>Keypad	✓	✓	✓
>Lock	✓	✓	✓
>Backlight	✓	✓	
>Buzzer	✓	✓	
>TD cnt Mode…	✓		
>Delay Period	✓		
>Confirm Window	✓		
>Combination	✓		
>Combo Length	✓		
>Force Change	✓		
>User mode	✓		
>Duress mode	✓		
>Input Signal	✓		
>Locks…	✓	✓	
>Uninstall	✓		
>Time Delay…	✓	✓	
>Configure Times…	✓		
>Delay Period	✓	✓	
>Confirm Window	✓	✓	
>Change Override	✓		
>Reset	✓		
>FW Update	✓	✓	

Document version

These instructions may be updated from time to time, visit safelocksystems.co.uk to check for updates or download additional instructions such as *Standard Operation*