

REVO B OPERATING INSTRUCTIONS

TO OPEN AND CLOSE LOCK

To open lock

Ensure keypad is in vertical position

Press 'ON' and wait for screen to request "Code entry"

Enter either: The seven digit opening code (Factory default 1-2-3-4-5-6-7)
 The eight digit opening code (Factory default 1-2-3-4-5-6-7-8)

Rotate keypad clockwise through 180 degrees

To close lock

Rotate keypad back to the vertical position

Lock will automatically re-lock

Keypad may be rotated through 90 degrees but this will not withdraw the bolt

PROGRAMMING FUNCTIONS

The Revo B can be programmed by scrolling through the Main and Sub-menus.

To wake lock, press 'ON'

To access Programming functions press 'Function'

To scroll up, press '1', To scroll down, press '2'

To delete an incorrect digit or to revert to a previous menu, press 'Function'

The main menu is as follows:

1. Code change
2. Change language
3. Timer functions
4. User menu
5. Administrator menu
6. Audit
7. Information

ATTENTION!

TESTING

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ALWAYS TEST NEW CODES & PROGRAMMING WITH THE DOOR IN THE OPEN POSITION

1. CODE CHANGE

Select "Menu: Code change". Press 'Enter'

Screen shows "Administrator"

Scroll to the User required, or stay on Administrator. Press 'Enter'

Key in previous code. Press 'Enter'

Key in new code. Press 'Enter'

Repeat new code. Press 'Enter'

2. TO CHANGE LANGUAGE

Select "Language". Scroll to "English". Press 'Enter'

3. TIMER FUNCTIONS

To set time

Scroll to "Timer functions". Press 'Enter'

Screen flashes "Time entry". Press 'Enter'

Key in Administrator's code

Adjust time. Press 'Enter' to confirm. Screen will show new time at top right corner

To set date

Scroll to "Timer functions". Press 'Enter'

Scroll to "Date entry". Press 'Enter'

Key in Administrator's code

Adjust date. Press 'Enter' to confirm. Screen will show new time at top left corner

TO SET WEEKLY TIME LOCK PROGRAM

Scroll to "Timer functions". Press 'Enter'

Scroll to "Access times". Press 'Enter'

Key in Administrator's code

Screen will flash "**Timer A**". Each user is governed by either Timer A, B or neither.

This has to be selected when authorising the User. See "CLK" in User Menu.

Press 'Enter' to select Timer A

The screen will request a number of choices, all of which must be selected

Programs There are 8 programs that can be set.

Scroll to required program e.g. "Nr. 1" and press 'Enter'

Days This defines which days of the week are to be covered

- Individual days, e.g. MO, TU, WE etc. each with different opening windows
- MO-FR (all weekdays have the same opening windows)
- SA-SU (both weekend days have the same opening windows)
- MO-SU (the whole week has the same opening windows)

Select e.g. "MO-FR". Press 'Enter'

ON Key in the required 'ON' time, when the lock is can be opened,

OFF Key in the required 'OFF' time, when the lock cannot be opened, i.e. time locked.

Press 'Enter' to confirm.

Note 1. A second open window such as a lunch break can be programmed for the same days (e.g. Mon to Fri) by scrolling to a new program and repeating the process.

Note 2. If two programs overlap, the later program will over-ride the earlier.

Note 3. The process can be repeated for individual days of the week, in which case the program for an individual day will over-ride the weekly program, because it is the latest programmed in. However, if the weekly program is written after an individual day's program, then the weekly program will over-ride the individual days.

TO PROGRAM ONE-OFF HOLIDAYS

Note, these one-off holidays will be deleted after they have expired

Scroll to "Timer functions". Press 'Enter'

Scroll to "Holiday calendar" Press 'Enter'

Key in Administrator's code

Scroll to "One-off holidays". Press 'Enter'

Scroll to "Create". Press Enter

Enter the day and month and year for the start of time lock period ('OFF')

Enter the day and month and year for the end of time lock period ('ON')

Press Enter to confirm

Note 1. To view and/or delete a program, scroll to View/Delete and press 'Enter'

TO PROGRAM PERMANENT HOLIDAYS

Note these permanent holidays will repeat year after year.

Scroll to "Timer functions". Press 'Enter'

Scroll to "Holiday calendar". Press 'Enter'

Key in Administrator's code

Scroll to "Permanent Holidays"

Scroll to "Create". Press Enter

Enter the day and month for the start of time lock period ('OFF')

Enter the day and month for the end of time lock period ('ON')

Press Enter to confirm

Note 1: No year is required, as these programs will repeat year after year.

Note 2. To view and/or delete a program, scroll to "View/Delete" and press 'Enter'

TIME DELAY

Scroll to "Timer functions". Press 'Enter'

Scroll to "Opening Delay". Press 'Enter'

Key in Administrator's code

Key in time delay required in minutes (maximum 99 minutes)

Press 'Enter' to confirm

After the time delay period, the User code must be re-entered within 5 minutes.

TO SELECT AUTOMATIC SUMMER/WINTER TIME CHANGEOVER

Scroll to "Timer functions". Press 'Enter'
Scroll to "Summer time". Press 'Enter'
Key in Administrator's code
Select "CEST" for automatic Summer/Winter time changeover
Press 'Enter' to confirm

TO RESET TIMELOCK PROGRAMS

Scroll to "Menu Administrator"
Scroll to "Reset timer functions". Press 'Enter'
Key in Administrator's code
Press 'Enter' to delete all time lock programs, or 'Function' to exit

4. USER MENU

TO CREATE A NEW USER

Scroll to "Menu User". Press Enter
Scroll to "User: Create"
Key in Administrator's code
Screen will show:
- The User's number e.g. 00004. This can be changed by using the 'Function' key to delete digits, then key in a new number or the name of the User (as on a mobile phone).
- The Level. This sets the level of authorisation, which can be set as follows
 1 - User can open lock with just his own code
 0 - authorisation denied
 1/2 - dual mode
 1/3 - needs two other codes
 ADMI - access and programming authorisation
- "Clk". This is the Time Lock program selected, which can be set for Program A, B or 0 (no program), depending on when this User is authorised to open the lock (see Time lock function).
- The Users code

TO MODIFY A USER

As above but select "Modify"
Enter Administrator's code
Scroll to the User number/name required

TO DISPLAY OR DELETE A USER

As above but select "Display/Delete"
To Delete, press 'Enter'. If not, press 'Function'

5. ADMINISTRATORS MENU

The Administrator's menu is as follows:

Code length	Can be set to 7 or 8 digits
Edit User Code	Enables Users to change their own codes
Lite Mode	
Restructure	
Reset time lock programs	Resets all timelock programs to factory setting
Identification number	Identifies the lock

6. AUDIT MENU

Gives last 1000 transactions

7. INFORMATION MENU

Gives lock serial number

REPLACING THE BATTERIES

It is recommended to replace the batteries as soon as the 'Battery Low' signal shows. The lock will operate however for at least a further 50 operations. While the low battery signal is on, no programming is allowed.

To change the batteries, lift the cover of the battery compartment with the tip of a screwdriver. Install 3 off AA Alkaline type batteries paying attention to the polarity. Reinstall the battery cover.

REVO B KEYPAD

