



DL2700-SERIES DIGITAL LOCKS

Programming Instructions

OI209

4/96

UL LISTED: ELECTRICALLY-CONTROLLED SINGLE-POINT LOCK

USER'S GUIDE TO DL2700-SERIES CODES AND FEATURES

CONGRATULATIONS! Your new Alarm Lock Trilogy electronic digital lock is a rugged entry lock of advanced design with several programmable features. Three security levels are provided: Master, Management, and User, the latter comprising 15 User Codes, including a 1-time entry Service Code. Take the time to read through this guide to familiarize yourself with the features and operation of the lock, and its quick and easy programming procedures.

PRELIMINARY INFORMATION

The DL2700 allows you to program

- 1 Master Code (all functions including entry)
- 1 Management Code (all functions including entry, but not Master Code, Management Code or Passage Function)
- 15 User Codes (3 banks of 5; entry only)
- 1 Service Code (1-time entry)

Important: Before attempting to program any codes or functions, note the following:

- While the lever or knob may be rotated at any time, the latch will not be engaged to unlock the door unless a valid code has been entered.
- When a valid code is entered, the lock will unlock immediately and remain unlocked for about 5 seconds (or longer, if reprogrammed). When attempting to change a code, the respective program address and replacement code must be entered while unlocked. Therefore, it is recommended that all codes be prepared in advance for reference while programming (see Program Sheet), then be secured when finished.

Audible Indications

- A beep will sound (a) when each key is pressed and (b) after a valid code is entered and (c) at the end of the unlock time (just before the unit relocks).
- If a wrong key is pressed during code entry, press the [AL] Button to clear the entry and start again.
- Two beeps will sound at the end of the antitamper lockout time.
- Five beeps will sound upon entry of an invalid code.
- Six beeps indicate acceptance of a programmed code.
- A 5-second tone (with red LED) when a key is pressed signifies a low-battery condition.

LED Indications

LED indications are especially useful when the lock is used in noisy environments.

Red LED

- The red LED will light momentarily whenever a key is pressed.
- If a wrong code is entered, the red LED will flash 5 times.
- If the batteries are weak, pressing any button will cause the red LED to come on, along with a steady sounder

indication.

Green LED

- The green LED will come on momentarily when a valid code has been entered.

PROGRAMMING YOUR CODES

Master Code

The Master Code can program any entry code or function. It may consist of 3 to 5 digits; the number of digits selected determines the number required for all other codes. The factory-programmed code is "1-2-3-4-5", but this code must be changed as follows to preserve security. For example, change the factory-programmed Master Code to "5-4-3-2-1". **Note:** Changing the Master Code will erase all other codes.

1. Enter existing Master Code:

[1] [2] [3] [4] [5].

A beep will sound and the lock will open.

2. Within 5 seconds, enter Master Program Address:

[AL] [1] [AL].

3. Within 5 seconds, enter new Master Code:

[5] [4] [3] [2] [1].

4. (For Master Code only):

Press [AL].

5. Enter Master Code again to validate (only the Master Code must be validated):

[5] [4] [3] [2] [1].

Six beeps will sound and lock will relock after about five seconds.

6. Test the new Master Code. Enter:

[5] [4] [3] [2] [1].

A beep will sound and the lock will open.

Note: If only one code is required, stop here and proceed to *PROGRAMMING SPECIAL FUNCTIONS*.

Management Code

The Management Code can program any user code (but not the Master or Management Code) or any programmable function except the Passage Function. It must contain the same number of digits as the Master Code. The following example will program a Management Code of "2-3-4-5-1" using the Master Code programmed in the example above. **Note:** Changing the Management Code will not affect any other code.

1. Enter the existing Master Code:

[5] [4] [3] [2] [1].

A beep will sound and the lock will open.

2. Within 5 seconds, enter the Management Program Address:

[AL] [2] [AL].

3. Enter the Management Code:

[2] [3] [4] [5] [1].

Six beeps will sound and lock will relock after about five seconds.

4. Test the Management Code. Enter:

[2] [3] [4] [5] [1].

A beep will sound and the lock will open.

Note: If only two codes are required, stop here and proceed to *PROGRAMMING SPECIAL FUNCTIONS*.

User Codes (Provide entry only)

Up to 15 User Codes are available in three banks, each containing five users. User Codes are programmed by either a Master Code or a Management Code and the respective User Program Address shown below. Users may be "locked out" either individually or by bank, therefore when assigning codes, consider which users or groups will

be denied access on a regular basis to simplify the lockout procedure.

User Codes must consist of the same number of digits as the Master Code. To program any User Code:

1. Enter the Master Code or Management Code. A beep will sound and the lock will unlock.
2. From Table 1, enter the Program Address for the selected user.

| BANK 1 | PROGRAM ADDRESS | BANK 2 | PROGRAM ADDRESS | BANK 3 | PROGRAM ADDRESS |
|--------|-----------------|--------|-----------------|---------|-----------------|
| User 1 | AL-1-1-AL | User 1 | AL-2-1-AL | User 1 | AL-3-1-AL |
| User 2 | AL-1-2-AL | User 2 | AL-2-2-AL | User 2 | AL-3-2-AL |
| User 3 | AL-1-3-AL | User 3 | AL-2-3-AL | User 3 | AL-3-3-AL |
| User 4 | AL-1-4-AL | User 4 | AL-2-4-AL | User 4 | AL-3-4-AL |
| User 5 | AL-1-5-AL | User 5 | AL-2-5-AL | User 5* | AL-3-5-AL |

*May be programmed as Service Code (AL-3-AL). See **Service Code**.

Table 1. User Program Addresses.

3. Enter the User Code; six beeps will sound.
4. Test the User Code.

Note: If several User Codes will be programmed at one time, it is not necessary to re-enter the Master or Management Code for each, so long as the lock is not allowed to relock. Therefore, after the six beeps sound (step 3, above) repeat steps 2 and 3 as necessary, then test all codes when done.

Service Code

The Service Code is a one-time User Code for cleaning crews, servicers, etc., that erases itself immediately after use. It is programmed as any User Code, with the Program Address *AL-3-AL*. If programmed, the Service Code replaces User Code 15 (Bank 3, User 5).

PROGRAMMING SPECIAL FUNCTIONS

Lockouts

Any single user, any bank of users, or all users may be prevented from entry.

User Lockout. To temporarily disable any single user's entry code,

1. Enter the Master Code or Management Code.
2. From Table 1, enter the user's Program Address.
3. Wait for the lock to relock.

To re-enable the code, repeat the procedure.

Group Lockout. To temporarily disable all user entry codes of one or more banks,

1. Enter the Master Code or Management Code.
2. From Table 2, enter the Bank Disable Address(es).

| BANK | DISABLE ADDRESS | ENABLE ADDRESS |
|------|-----------------|----------------|
| 1 | AL-5-1-AL | AL-4-1-AL |
| 2 | AL-5-2-AL | AL-4-2-AL |
| 3 | AL-5-3-AL | AL-4-3-AL |
| 1-3 | AL-5-5-AL | AL-4-4-AL |

Table 2. Bank Disable and Enable Addresses.

3. Wait for the lock to relock.

To re-enable the code(s), repeat the procedure, replacing the Disable Address in Step 2 with the Enable Address. **Note:** Re-enabling a group lockout does not re-enable a single-user lockout of that group (see *User Lockout*).

Unlock Time

This is the amount of time that the lock stays open after a valid code is entered. The factory-programmed time is 5 seconds, however this time may be increased to up to 20 seconds as follows.

1. Enter the Master Code or Management Code.
2. Enter Address [AL] [4] [5] [AL].
3. From Table 3, enter the desired unlock time.

| ENTRY | TIME |
|-------|---------|
| 1 | 5 SEC. |
| 2 | 10 SEC. |
| 3 | 15 SEC. |
| 4 | 20 SEC. |

Table 3. Unlock Times (times approximate).

Note: To conserve battery power, keep unlock time as short as possible.

Passage

Programming the Passage Function will maintain the DL2700 unlocked (no code required for entry) until reprogrammed. To set the Passage Function, enter the Master Code, then Address [AL] [4] [AL]. To relock, enter the Master Code, then Address [AL] [5] [AL].

OTHER IMPORTANT INFORMATION

Antitamper Protection

If three invalid codes are entered in succession, the unit will shut down for approximately 20 seconds to prevent code tampering. Two short beeps will sound when the lock has been reactivated.

Battery Replacement

A 5-second dual tone (4 seconds high; 1 second low) when any key is pressed indicates that the batteries are weak. The DL2700 uses 5 AA-size 1.5-volt alkaline batteries. The lock will function with weak batteries, however be sure to replace the batteries as soon as possible.

Remove the screw at the bottom of the interior lock housing and remove the cover. Replace all 5 batteries quickly — within about 2 minutes — to avoid losing the memorized codes. *Do not press any buttons while replacing the batteries!* Replace the battery cover, then test the lock. **Note:** To immediately erase all codes, remove the batteries and press any button.

Should battery power fail and all codes be erased, open the door using the key and replace the batteries. Reprogram all codes starting with the original factory Master Code (1-2-3-4-5).

Remote Release

Provisions for unlocking the DL2700 from a remote location, overriding all codes, using an external momentary-contact switch.

PROGRAM WORKSHEET: CODES

Instructions: The Factory Master Code (1-2-3-4-5) may not be used for programming; it must first be reprogrammed as a new Master Code to enable its programming capabilities. Fill in codes in spaces provided prior to programming. All other codes must have the same number of digits as the new Master Code (3 to 5 digits). To load desired code, first enter Master or Management Code (except where indicated) and Program Address before unit relocks, then enter the code.

- 1. MASTER CODE.** Must be programmed. Enter existing Master Code, then Program Address before unit relocks. Enter new Master Code, then press [AL]. Verify as shown.
Press: 1 2 3 4 5 (beep) [AL] [1] [AL] — — — — — Press [AL] (for Master Code only)
 (Factory Master Code) (Program Address) (Master Code) (6 beeps = OK)
Verify (enter Master Code again): — — — — —
- 2. MANAGEMENT CODE.** Enter Master Code, then Program Address before unit relocks. Enter Management Code.
Press: — — — — — (beep) [AL] [2] [AL] — — — — — (6 beeps = OK)
 (Master Code) (Program Address) (Management Code)
- 3. USER 1 CODE.** Enter Master or Management Code, then Program Address before unit relocks. Enter User 1 Code.
Press: — — — — — (beep) [AL] [1] [1] [AL] — — — — — (6 beeps = OK)
 (Master or Management Code) (Program Address) (User 1 Code)
- 4. USER 2 CODE.** [AL] [1] [2] [AL] — — — — — (6 beeps = OK)
- 5. USER 3 CODE.** [AL] [1] [3] [AL] — — — — — (6 beeps = OK)
- 6. USER 4 CODE.** [AL] [1] [4] [AL] — — — — — (6 beeps = OK)
- 7. USER 5 CODE.** [AL] [1] [5] [AL] — — — — — (6 beeps = OK)
- 8. USER 6 CODE.** [AL] [2] [1] [AL] — — — — — (6 beeps = OK)
- 9. USER 7 CODE.** [AL] [2] [2] [AL] — — — — — (6 beeps = OK)
- 10. USER 8 CODE.** [AL] [2] [3] [AL] — — — — — (6 beeps = OK)
- 11. USER 9 CODE.** [AL] [2] [4] [AL] — — — — — (6 beeps = OK)
- 12. USER 10 CODE.** [AL] [2] [5] [AL] — — — — — (6 beeps = OK)
- 13. USER 11 CODE.** [AL] [3] [1] [AL] — — — — — (6 beeps = OK)
- 14. USER 12 CODE.** [AL] [3] [2] [AL] — — — — — (6 beeps = OK)
- 15. USER 13 CODE.** [AL] [3] [3] [AL] — — — — — (6 beeps = OK)
- 16. USER 14 CODE.** [AL] [3] [4] [AL] — — — — — (6 beeps = OK)
- 17. USER 15 CODE*.** [AL] [3] [5] [AL] — — — — — (6 beeps = OK)
- 18. SERVICE CODE*.** [AL] [3] [AL] — — — — — (6 beeps = OK)

Note: User Code provides entry only. To disable any user, enter Master or Management Code, respective Program Address, but no User Code. Allow unit to relock.

*User 15's code may be used as a Service Code allowing one-time entry only.

PROGRAM WORKSHEET: FUNCTIONS

Instructions: To program desired function, (1) enter Master Code or Management Code (except where indicated); (2) enter respective Program Address before unit relocks; (3) see notes, if any.

- 1. RE-ENABLE BANK 1**
Press: — — — — — (beep) [AL] [4] [1] [AL]
 (Master or Management Code) (Program Address)
- 2. RE-ENABLE BANK 2** [AL] [4] [2] [AL]
- 3. RE-ENABLE BANK 3** [AL] [4] [3] [AL]
- 4. RE-ENABLE BANKS 1-3** [AL] [4] [4] [AL]
- 5. UNLOCK TIME** [AL] [4] [5] [AL] **Note:** Press "1" for 5 sec.; "2" for 10 sec.; "3" for 15 sec.; "4" for 20 sec.
- 6. ENABLE PASSAGE** [AL] [4] [AL] **Note:** Code not required for entry. (Program using Master Code only.)
- 7. DISABLE PASSAGE** [AL] [5] [AL] **Note:** Code required for entry. (Program using Master Code only.)
- 8. DISABLE BANK 1** [AL] [5] [1] [AL]
- 9. DISABLE BANK 2** [AL] [5] [2] [AL]
- 10. DISABLE BANK 3** [AL] [5] [3] [AL]
- 11. DISABLE BANKS 1-3** [AL] [5] [5] [AL] **Note:** Total user lockout

USER CODE RECORD LOG

| USER | DESCRIPTION | USER'S NAME | CODE |
|------|----------------|-------------|------|
| --- | MASTER | | |
| --- | MANAGEMENT | | |
| --- | SERVICE | | |
| 1 | BANK 1, USER 1 | | |
| 2 | BANK 1, USER 2 | | |
| 3 | BANK 1, USER 3 | | |
| 4 | BANK 1, USER 4 | | |
| 5 | BANK 1, USER 5 | | |
| 6 | BANK 2, USER 1 | | |
| 7 | BANK 2, USER 2 | | |
| 8 | BANK 2, USER 3 | | |
| 9 | BANK 2, USER 4 | | |
| 10 | BANK 2, USER 5 | | |
| 11 | BANK 3, USER 1 | | |
| 12 | BANK 3, USER 2 | | |
| 13 | BANK 3, USER 3 | | |
| 14 | BANK 3, USER 4 | | |
| 15 | BANK 3, USER 5 | | |

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