Discrete Keypad—Code Changing Procedures

Keypad Code Changing Procedures

There are 2 steps involved with changing keypad codes. The first step establishes the authority and position one access code. This step is recommended for initial set up and if new owner wants to reset codes. The second step involves using the authority code to change and/or add up to four access codes. The memory for authority and access codes is NON VOLATILE and will not be erased if power is removed. These different types of codes are defined as follows:

- **Authority code:** 5-digit code used to change or add access codes.
- **Access code(s):** 5-digit code(s) used to enable the keypad to unlock doors and do other secured functions

Change Authority and Primary Access Code

The following procedure assigns an authority and access code. The 5-digit access code is assigned to position one. The same 5-digit code is assigned to the authority and access codes. If the attempt to assign new codes fails, previous authority and access codes remain active.

- Ground the yellow wire. The buzzer will sound for 3 seconds and the keypad backlights will flash continuously (note: backlighting can only be seen when dark).
- Enter a 5-digit code. (Double chirps after each button press). The keypad chirps 3 times after the 5-digit entry.
- Re-enter new code for confirmation. The keypad will chirp four times after successful confirmation. A long beep indicates failure to change codes.
- Confirm the new access code works. Each button press provides 1 chirp, and then a double chirp indicates that the keypad is enabled (ready for secured operation depending on 6th button press).

The user is given 2 minutes to complete this procedure. If it isn't completed in time, or an error is made, the system will exit learn mode and a long chirp will sound to indicate the error.

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Change/Add Access Codes

The following procedure changes one access code at a time. The primary code can be changed or additional codes can be assigned by repeating this procedure.

1. Press and hold the (3) button for 5 seconds. The keypad backlight flashes and the buzzer chirps once.

2. Enter the authority code (see previous procedure or page 2). Confirmation chirps are provided, followed by a sustained beep. Sustained beep continues until step 3 is completed. A 2-second chirp indicates an invalid authority code and keypad will exit learn mode.

3. Press a button that represents which user code that you want to teach (sustained beep stops).
   - Press 1 button for access code #1
   - Press 2 button for access code #2
   - Press 3 button for access code #3
   - Press 4 button for access code #4

4. Enter a 5-digit access code. (Double chirps after each button press). The keypad will chirp 3 times after the 5-digit entry

5. Re-enter new code for confirmation. (Again double chirps after each button press). The keypad will chirp four times after the 5-digit code is confirmed. A long beep indicates failure to set access code.

6. Confirm the new access code works. Each button press provides 1 chirp, and then a double chirp indicates that the keypad is enabled (ready for secured operation depending on 6th button press).

The user will be given 2 minutes to complete this procedure. If it isn't completed in time, or an error is made along the way, learn mode will be exited and a long beep will sound to indicate the error.

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