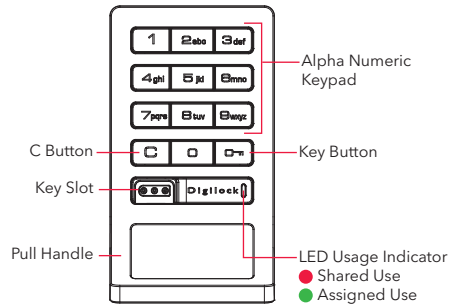


ASSIGNED USE FUNCTIONALITY

Aspire locks with a keypad interface are operated by a 4-7 digit User Code or by an ADA compliant User Key. Manager Keys provide management access and external power. Programming is accomplished via a Programming Key unique to the lock system. An optional mobile application tool simplifies lock system management and provides an audit trail for locks with advanced functionality.

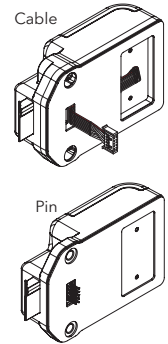
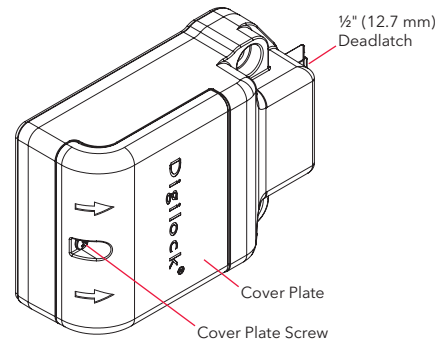
LOCK PARTS

Front Unit



Standard

Deadlatch Rear Unit



Connection Options

KEYS

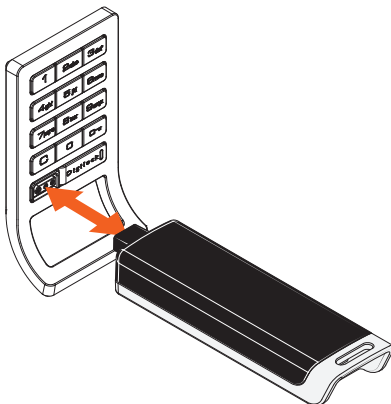
	User Key	Manager Key ¹	Programming Key ²
Operates the lock	•	•	•
Overrides user access		•	•
Allows management inspection		•	•
Provides external power		•	•
Programs Manager Keys to the lock			•
Assigns user credentials ³		•	

¹ Up to 6 Manager Keys may be programmed to each lock. If managed with the optional Mobile App, up to 250 Manager Keys may be programmed to each lock.

² One (1) Programming Key allowed per lock system.

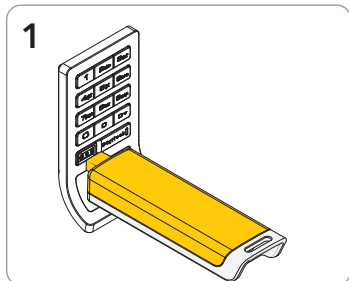
³ Up to 20 user credentials may be assigned to each lock. If managed with the optional Mobile App, up to 250 user credentials may be assigned to each lock.

Key Insertion

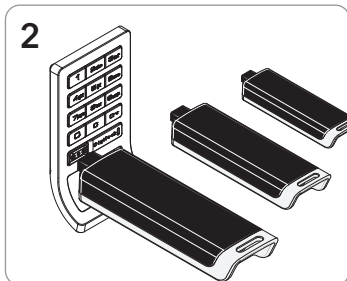


SETUP

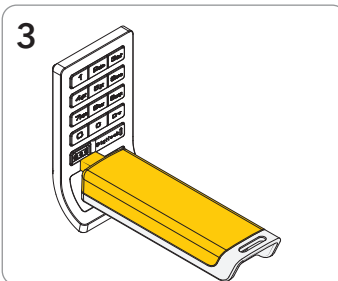
Locks are shipped with factory default settings (operates by pressing **C** **0π**). Each lock must be setup to operate with a Programming Key and Manager Key(s).



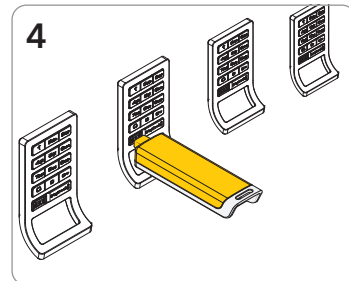
1
Insert the Programming Key.
A two-tone beep will be heard and the LED will turn on.



2
Insert one Manager Key at a time.
A two-tone beep will be heard for each Manager Key programmed.



3
Insert the Programming Key.
A two-tone beep will be heard and the LED will turn off.

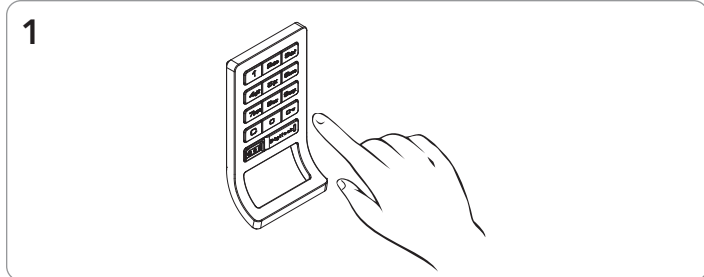


4
Repeat above steps for each lock or follow instructions to Express Register Manager Keys to setup all locks.

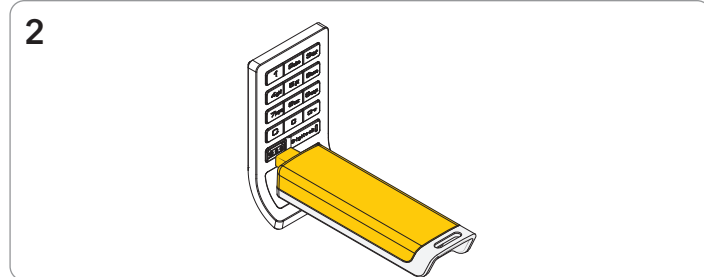
PROGRAMMING INSTRUCTIONS

Express Register Manager Keys

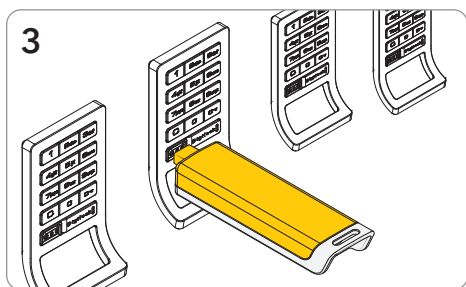
The Programming Key can quickly program multiple locks to operate with the same Manager Keys.



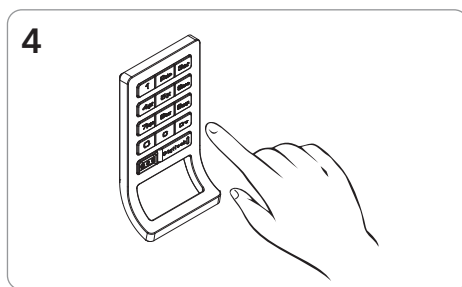
1
Go to a lock already programmed to operate with the Manager Keys.
Press **C** **0π** **6** **1** **0π**.
The LED will turn on.



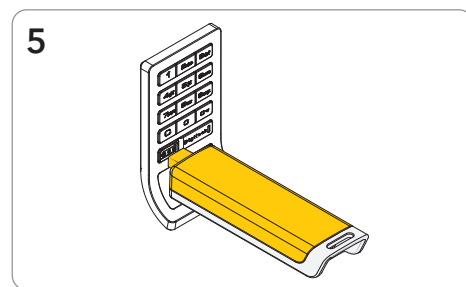
2
Insert the Programming Key.
A two-tone beep will be heard and the LED will turn off.



3
Insert the Programming Key to program each lock to operate with the same Manager Keys.
Two sets of two-tone beeps will be heard and the LED will flash twice to indicate successful programming.



4
End express registration mode.*
Go to any programmed lock press **C** **0π**.



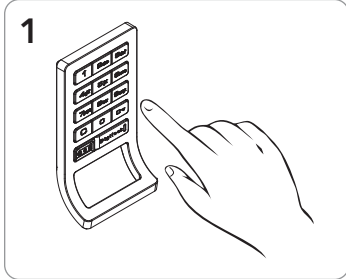
5
Then insert the Programming Key.
The latch will retract and extend automatically.

*The Programming Key will continue to function in express registration mode until it is used to operate the lock.

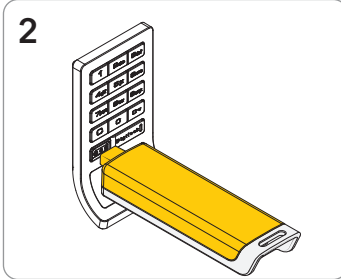
PROGRAMMING INSTRUCTIONS - ADDING KEYS

Add Manager Keys

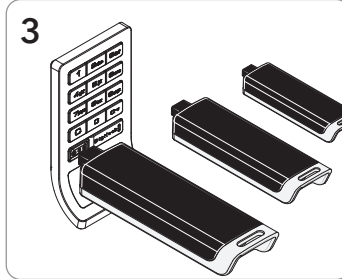
Manager Keys can be programmed to the locks at any time.



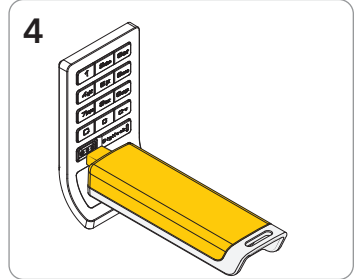
Go to a lock requiring additional Manager Keys.
Press **C** **0** **5** **5** **0**.
The LED will turn on.



Insert the Programming Key.
A two-tone beep will be heard.



Insert each additional Manager Key one at a time.
A two-beep will be heard for each Manager Key programmed.

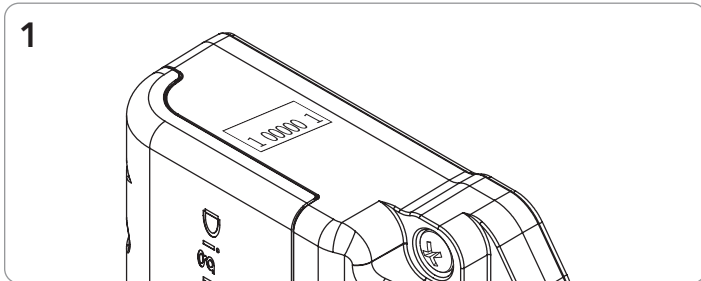


Insert the Programming Key.
A two-tone beep will be heard and the LED will turn off.
Repeat above steps for each lock or follow instructions to [Express Register Manager Keys](#) to quickly program multiple locks to operate with the same Manager Keys.

PROGRAMMING INSTRUCTIONS - REPLACING KEYS

The locks must be reprogrammed to prevent lost/stolen keys from operating a lock.

Replace the Programming Key

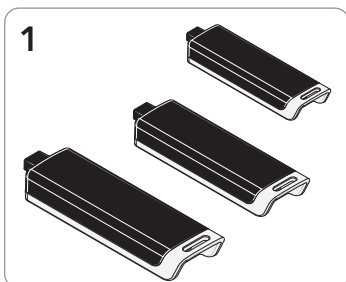


Note the order or serial number (found on the lock's rear unit).

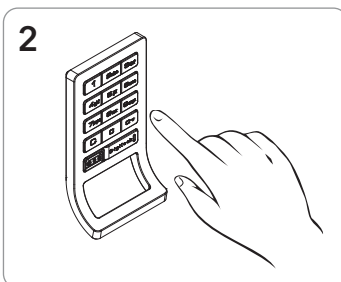


Contact Digilock Support to purchase a replacement Programming Key.

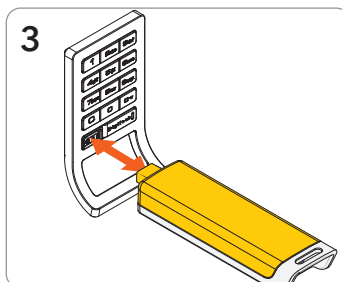
Replace the Manager Keys



Collect all remaining and any new Manager Keys.
Go to any lock operated by the lost/stolen Manager Keys.



Press **C** **0** **5** **5** **0**.
The LED will turn on.



Insert the Programming Key.
A two-tone beep will be heard.
Reinsert the Programming Key again. Three sets of two-tone beeps will be heard and the LED will turn off.

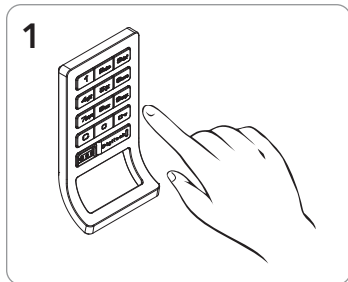


All previously programmed Manager Keys will be erased.
Follow instructions to [Add Manager Keys](#) to program the remaining and replacement Manager Keys to the locks.

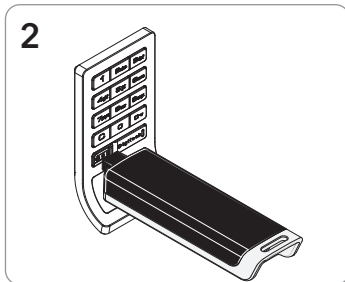
PROGRAMMING INSTRUCTIONS - ASSIGN USER CREDENTIALS

Up to 20 user credentials (User Codes and/or User Keys) may be assigned to each lock.

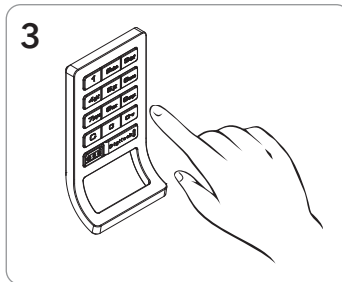
Assign User Codes



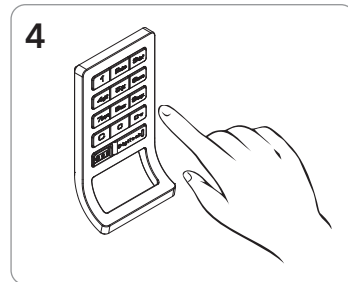
Press **C** **0π** **5** **5** **0π**.
The LED will turn on.



Insert a valid Manager Key.
A two-tone beep will be heard.

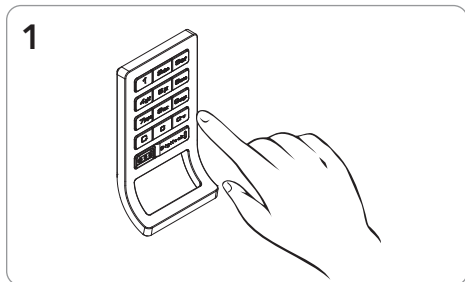


Press **C** [new 4-7 digit code] **0π**.
A two-tone beep will be heard.

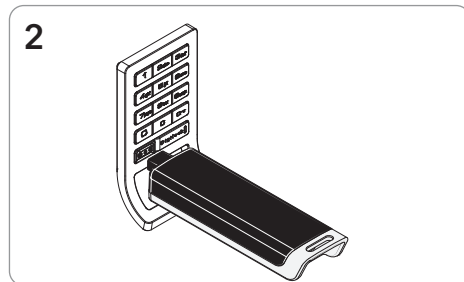


Press **C** [same 4-7 digit code] **0π**.
Two sets of two-tone beeps will be heard and the LED will turn off.

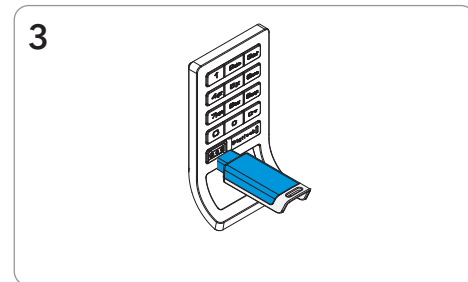
Assign User Keys



Press **C** **0π** **5** **5** **0π**.
The LED will turn on.



Insert a valid Manager Key.
A two-tone beep will be heard.

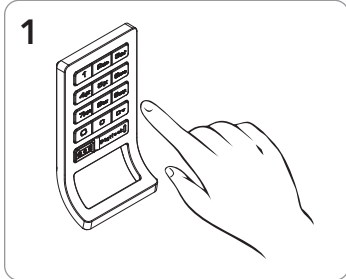


Insert a User Key.
Two sets of two-tone beeps will be heard and the LED will turn off.

PROGRAMMING INSTRUCTIONS

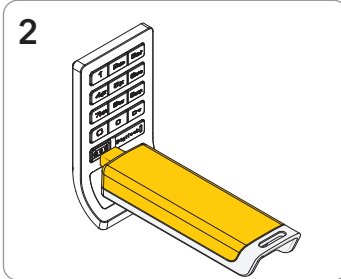
Express Register User Credentials and Manager Keys

The Programming Key can quickly program multiple locks to operate with the same user credentials and Manager Keys.

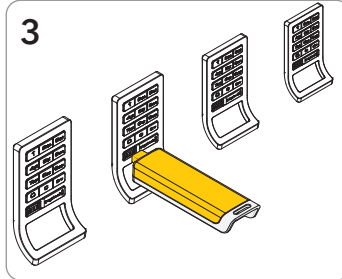


Go to a lock already programmed to operate with the user credentials and Manager Keys.

Press **[C]** **[0π]** **[6]** **[6]** **[0π]**. The LED will turn on.

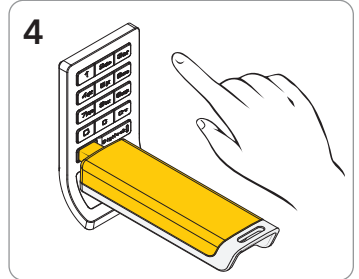


Insert the Programming Key. A two-tone beep will be heard and the LED will turn off.



Insert the Programming Key to program each lock to operate with the same user credentials and Manager Keys.

Two sets of two-tone beeps will be heard and the LED will flash twice to indicate successful programming.



End express registration mode.*

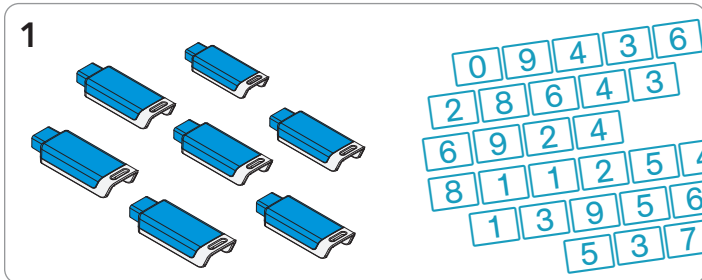
Go to any programmed lock, press **[C]** **[0π]**, then insert the Programming Key.

The latch will retract and extend automatically.

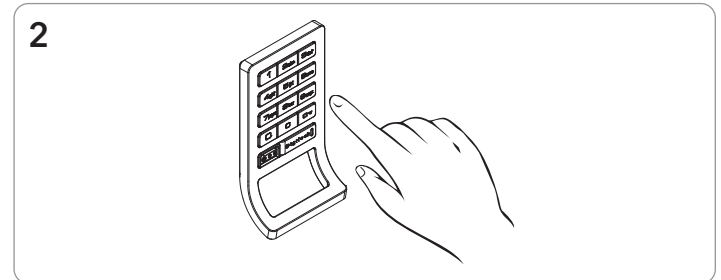
*The Programming Key will continue to function in express registration mode until it is used to operate a lock.

Remove User Credentials

The locks must be reprogrammed to remove user credentials from operating a lock.

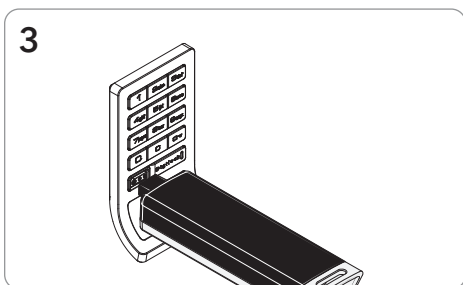


Collect all remaining and replacement user credentials (User Codes and User Keys).

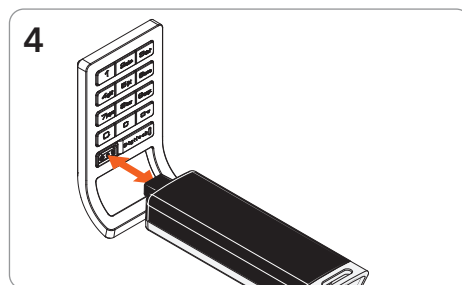


Press **[C]** **[0π]** **[5]** **[5]** **[0π]**.

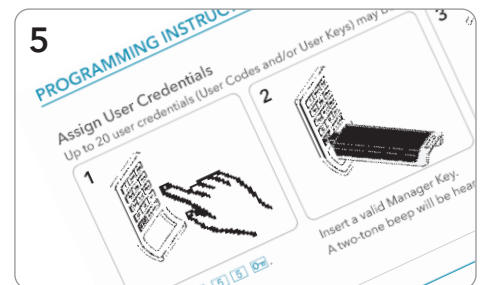
The LED will turn on.



Insert a valid Manager Key. A two-tone beep will be heard.



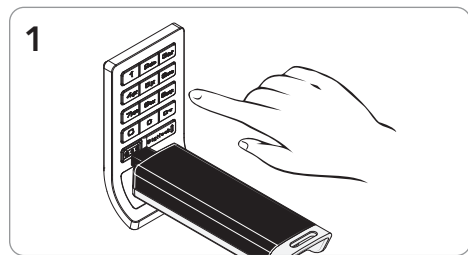
Insert the Manager Key again. Three sets of two-tone beeps will be heard and the LED will turn off. All previously assigned user credentials will be removed.



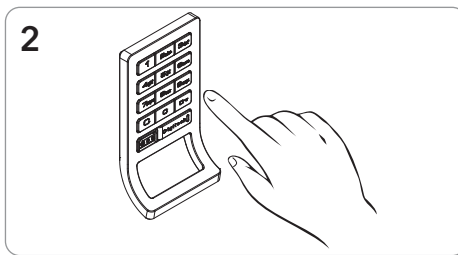
Follow [Assign User Credentials](#) instructions to assign the remaining and replacement user credentials.

PROGRAMMING INSTRUCTIONS - REPLACE A USER CREDENTIAL

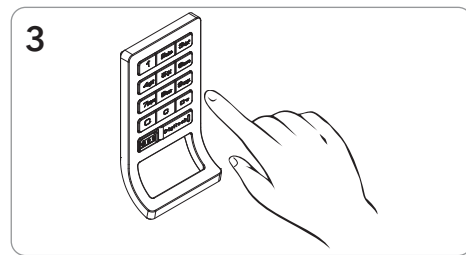
Replace an Assigned User Code with a New User Code



Press **C** **0**, then insert a valid Manager Key.
A two-tone beep will be heard and the LED will turn on.

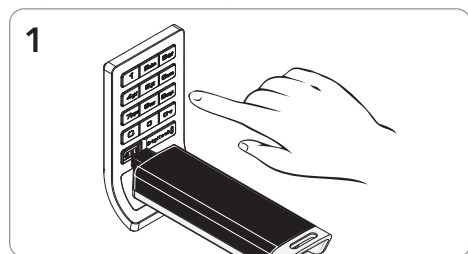


Press **C** [assigned user code] **0**.
A two-tone beep will be heard.

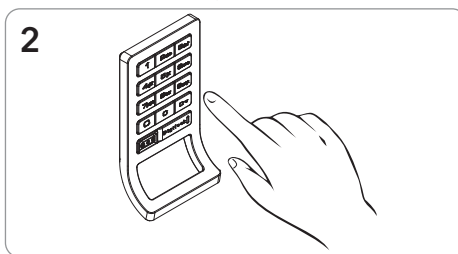


Press: **C** [new 4-7 digit user code] **0**
C [the same 4-7 digit user code] **0**.
Two sets of two-tone beeps will be heard and the LED will turn off.

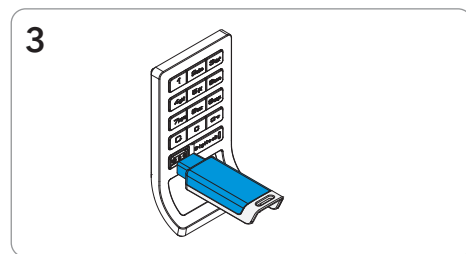
Replace an Assigned User Code with a New User Key



Press **C** **0**, then insert a valid Manager Key.
A two-tone beep will be heard and the LED will turn on.

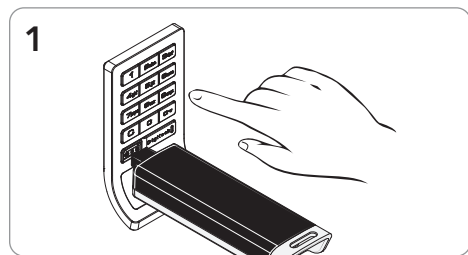


Press **C** [assigned user code] **0**.
A two-tone beep will be heard.

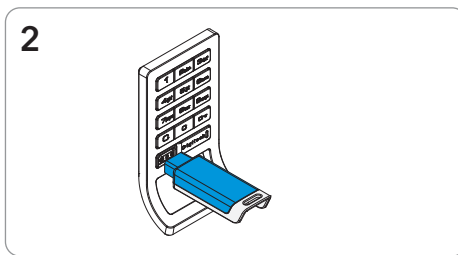


Insert a new User Key.
Two sets of two-tone beeps will be heard and the LED will turn off.

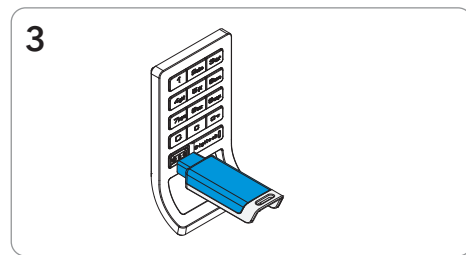
Replace an Assigned User Key with a New User Key



Press **C** **0**, then insert a valid Manager Key.
A two-tone beep will be heard and the LED will turn on.

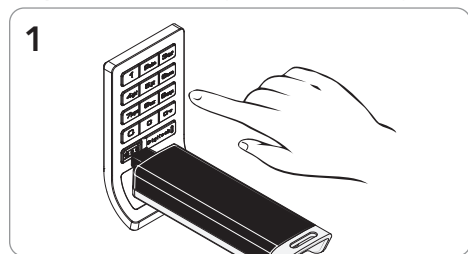


Insert an assigned User Key.
A two-tone beep will be heard.

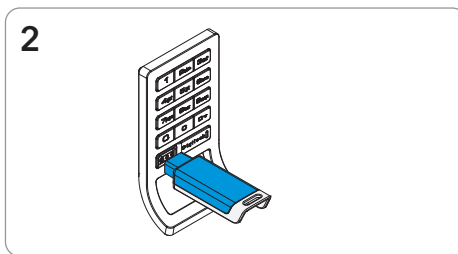


Insert a new User Key.
Two sets of two-tone beeps will be heard and the LED will turn off.

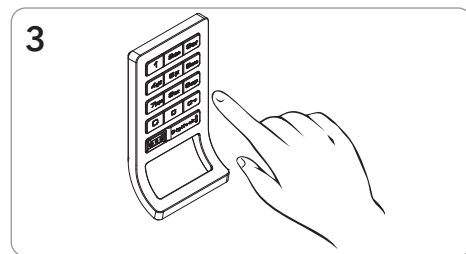
Replace an Assigned User Key with a New User Code



Press **C** **0**, then insert a valid Manager Key.
A two-tone beep will be heard and the LED will turn on.



Insert an assigned User Key.
A two-tone beep will be heard.



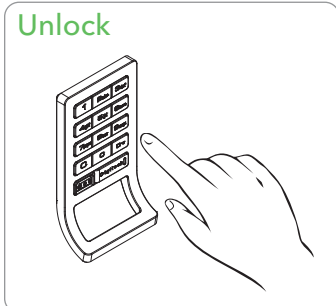
Press: **C** [new 4-7 digit user code] **0**
C [the same 4-7 digit user code] **0**.
Two sets of two-tone beeps will be heard and the LED will turn off.

OPERATING INSTRUCTIONS - IN ASSIGNED USE FUNCTIONALITY

In assigned use functionality, users operate the lock with their assigned user credential (either a User Code or a User Key).

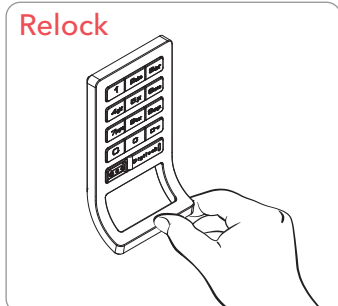
Operate with an Assigned User Code

Unlock



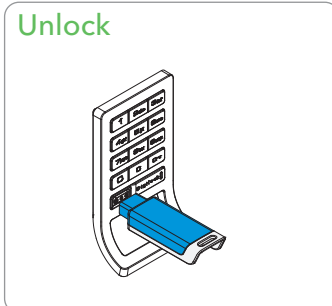
Press **C** [an assigned 4-7 digit code] **On***. Close the door.

Relock



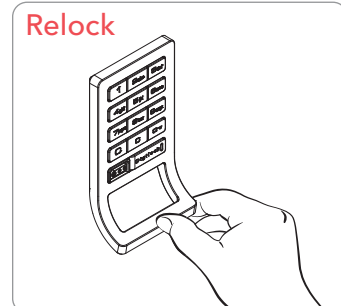
Operate with an Assigned User Key

Unlock



Insert an assigned User Key. Close the door.

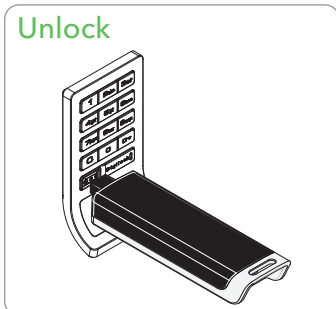
Relock



*After 3 consecutive incorrect user code entries, the keypad will be disabled for 1 minute (Sleep Mode).

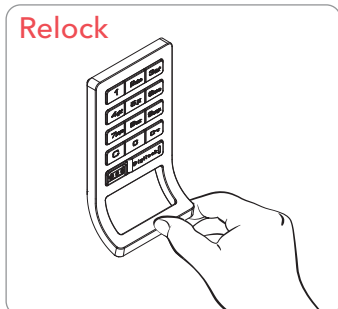
Operate with a Manager Key

Unlock



Insert a valid Manager Key.

Relock



Close the door.

Operate with a Programming Key

Unlock



Press **C** **On**, then insert a valid Programming Key.

Relock



Close the door.

OPERATING/OVERRIDING INSTRUCTIONS - IN ASSIGNED USE FUNCTIONALITY

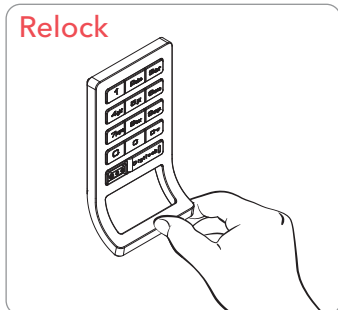
Override with a Manager Key

Unlock



Insert a valid Manager Key.

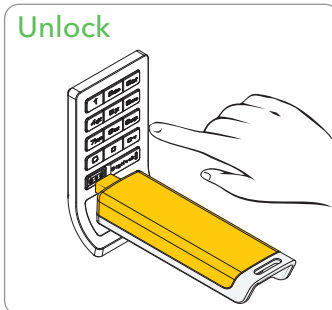
Relock



Close the door.

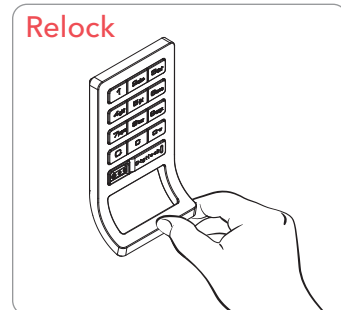
Override with a Programming Key

Unlock



Press **C** **On**, then insert a valid Programming Key.

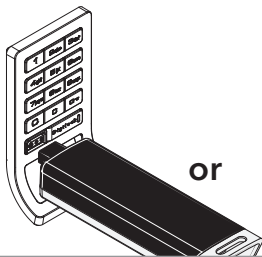
Relock



Close the door.

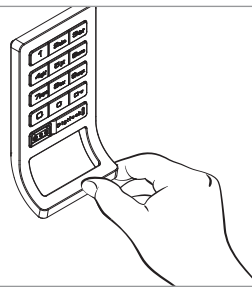
POWER JUMPING A LOCK WITH A MANAGER KEY

1



Insert and leave a valid Manager Key into the key slot until the lock operates.

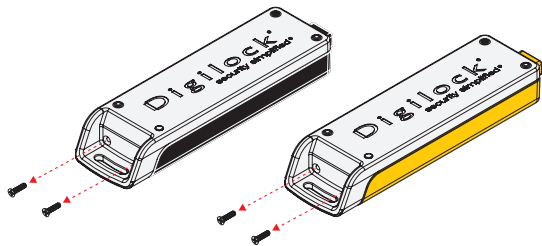
2



Open the door.
See [Lock Battery Replacement](#) instructions.

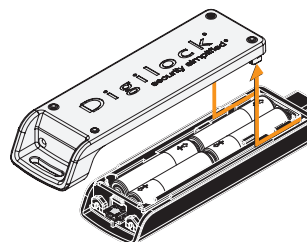
Manager and Programming Key Battery Replacement

1



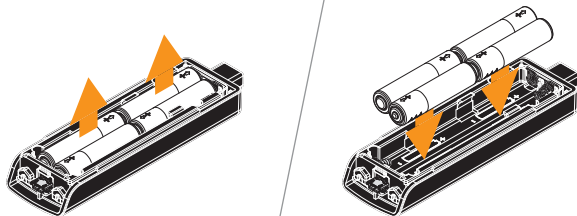
Remove the 2 screws from the cover plate with a #1 Phillips screw driver.

2



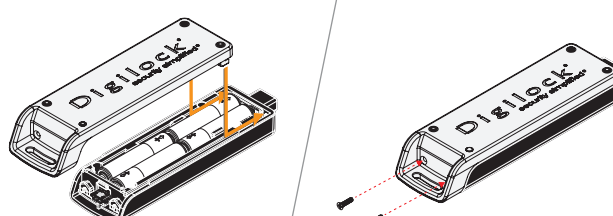
Slide battery cover plate back and lift up to expose the batteries.

3



Remove the batteries from the housing. Replace with four premium alkaline AAA batteries.

4



Replace the cover plate and secure with the screws.

CAUTION: Risk of explosion or leakage if battery is replaced by an incorrect type, mixed with a different battery type, or inserted backwards. Replace all batteries of a set at the same time. Be sure to insert batteries with correct polarities. Remove exhausted batteries from product promptly and dispose of used batteries according to the battery manufacturer's instructions.

SUPPORT

Sleep Mode

After three consecutive incorrect User Code entries to unlock, the lock will go into "Sleep Mode" for one minute and for an additional minute for each subsequent incorrect entry. The keypad is disabled while in "Sleep Mode." A valid Manager Key may be used to unlock while the lock is in "Sleep Mode."

Error Condition Indicators

10 rapid beeps:

The lock is binding which means that either door alignment or stored items are preventing the lock from operating. Press on the door while operating the lock. If error condition persists, contact Digilock support for assistance.

2 sets of three beeps:

The batteries are low. Replace the batteries.

Does Not Unlock with the User Code or User Key

The lock does not recognize the User Code or User Key. For immediate access, operate with a valid Manager Key. Follow instructions to [Assign the User Credentials](#) to assign the user credential to the lock.

Does Not Operate with a Manager Key

The lock does not recognize the Manager Key. Follow instructions to [Add Manager Keys](#) to program the Manager Key to the lock. For immediate access, operate with another valid Manager Key or with the Programming Key.

Does Not Operate with the Programming Key

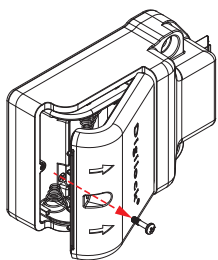
The lock does not recognize the Programming Key. If the Programming Key has been replaced, operate with the Replacement Programming Key. Contact Digilock support for additional assistance.

No Audible Feedback when is Pressed

- The lock may be in "Sleep Mode" or the batteries may need to be replaced. For immediate access, operate with a valid Manager Key.
- The front unit may not be properly connected to the rear unit. Remove the lock from the door and check the connection.

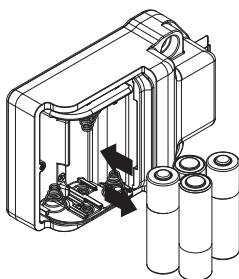
LOCK BATTERY REPLACEMENT

It is not necessary to remove the lock from the door. In case of battery failure, operate with a valid Manager Key.

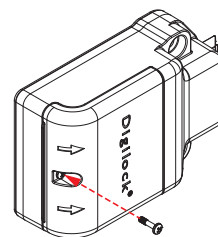
1

Remove the Cover Plate screw with a Phillips head screwdriver.

Remove the Cover Plate by lifting the tab at the edge of the cover, below the arrows.

2

Remove the batteries from the housing. Replace with four premium alkaline AA batteries. Dispose of or recycle used batteries according to local regulations.

3

Replace the Cover Plate and secure with the Cover Plate screw.

CAUTION: Risk of explosion or leakage if battery is replaced by an incorrect type, mixed with a different battery type, or inserted backwards. Replace all batteries of a set at the same time. Be sure to insert batteries with correct polarities. Remove exhausted batteries from product promptly and dispose of used batteries according to the battery manufacturer's instructions.

CONTACT INFORMATION

For inquiries regarding new products, please contact our sales department: 707 766 6000 | sales@digilock.com

For replacement products, returns, or technical support, please contact our support department: 707 766 6000 | support@digilock.com