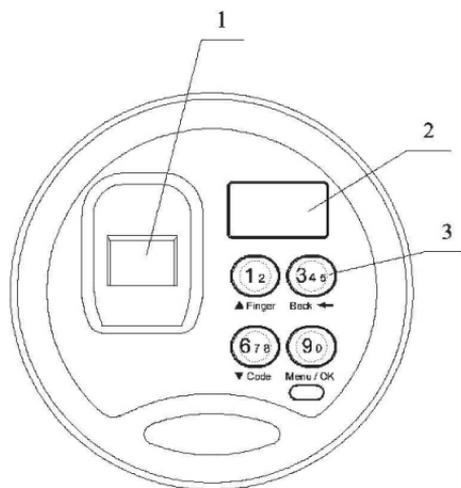




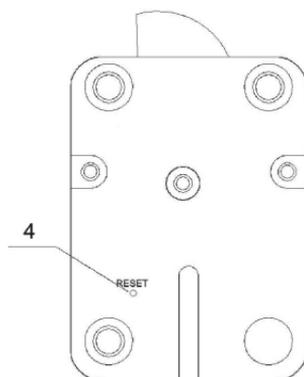
# Biometric Safe Lock

## *Operating and Installation Instructions*





**Biometric Entry Pad**



**Electronic Actuator**

1. Fingerprint Reader Window
2. LCD Screen
3. Digital Pad
4. "Reset" Button

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## AMSEC Biometric Safe Lock Operating Instructions

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### ATTENTION:

- **For indoor use only.**
- **Use one 9V alkaline battery. Manufacturer recommends to use Duracell™ or Energizer® Alkaline batteries.** Always use an alkaline battery for high quality performance, otherwise controller might not work well.
- **Battery Low Voltage:  $5.4 \pm 0.2V$ .** The display will alert low battery when battery voltage reaches  $5.4 \pm 0.2V$ . **PLEASE REPLACE THE BATTERY IMMEDIATELY.**

**Note:** The voltage is checked during each time the entry pad is verifying fingerprints. In the case of low battery, when the LCD screen light is off, i.e. the entry pad is not working; the battery voltage will be a little higher than  $5.4 \pm 0.2V$ . In this case, the battery does not have enough power for operations other than fingerprint verification to unlock.
- When the display alerts low battery, the Biometric Entry Pad can only be operated to lock or unlock. Operations, such as enrolling, deleting or time-delay setting, are not permitted.

### Security level classification

**Level 1:** Entry pad can be operated by a code. (Factory Default)

**Level 2:** Entry pad must be operated by a fingerprint and its bound code. It is a higher security level. Factory default security level is Level 2.

**Level 3:** Entry pad must be operated by a fingerprint or a code.

**Note:** Security Level 3 is a “Non-U.L. Certificated Operating Mode”.

For safety and security, all codes will be automatically deleted when security level is changed. ID No. 01 code will be default code 1234567890.

### Battery Replacement Instructions

In the back of Entry Pad you will see one 9 V alkaline battery. Take the battery out of the battery compartment. Gently pull on the battery until it drops out.

Gently remove the connector by unsnapping it from the two terminals on the top of the battery.

### Never Pull on the Battery Leads.

Connect a new 9 V alkaline battery to the battery clip.

Put the battery and the leads completely back into the battery compartment.

***For mounting and wiring information refer to the installation instructions in this manual.***

## **AMSEC Biometric Safe Lock Operating Instructions**

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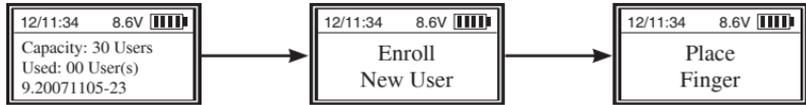
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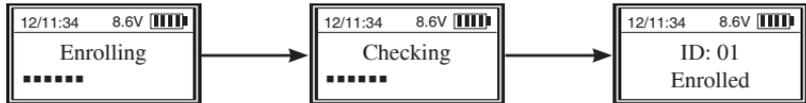
## AMSEC Biometric Safe Lock Operating Instructions

### 1. Enroll the first fingerprint and its bound code for quick start (Level 2)

**Install Battery:** In the back of entry pad, you will find a battery case. Install a brand new 9V alkaline battery.

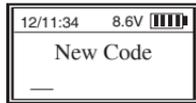


Place your finger on the fingerprint reader window and hold.

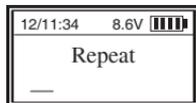


Note: Hold your finger on the reader window until the above displays finish one by one.

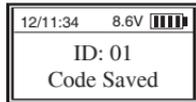
The first fingerprint with an ID No. 01 is enrolled.



Enter a code (10 digits).



Enter the same code again.

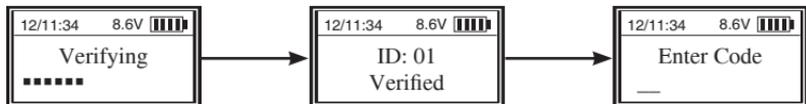


The first fingerprint and its bound code with ID No. 01 are enrolled successfully.

Note: The default password (1234567890) will be deleted automatically after the first fingerprint and code are enrolled successfully.

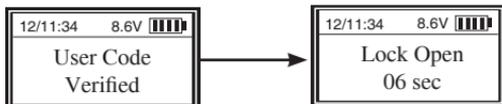
### 2. Enroll the second fingerprint and its bound code (Level 2)

Place the first enrolled finger on the reader window and hold.

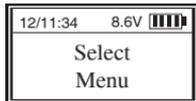


Enter the code (ID No. 01).

## AMSEC Biometric Safe Lock Operating Instructions

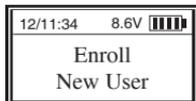


Now the actuator is unlocked.



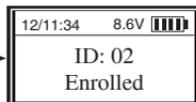
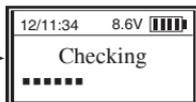
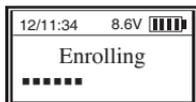
Press "Menu/OK".

Press "▲" or "▼" to select "Enroll New User".

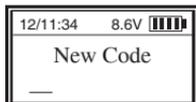


Press "Menu/OK" again.

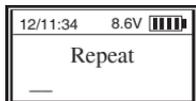
Place your finger (different from the first one) on the fingerprint reader window and hold.



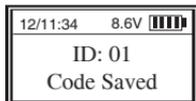
The second fingerprint, with an ID No. 02, is enrolled



Enter a code (10 digits).



Enter the same code again.



The second fingerprint and its bound code with ID No. 02 are enrolled successfully.

**Note:** The first two enrolled fingerprints and codes with ID No. 01 and 02 are administrators' fingerprints and codes.

## AMSEC Biometric Safe Lock Operating Instructions

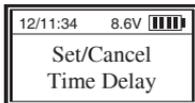
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### 3. Enroll additional fingerprint and its bound code (Level 2)

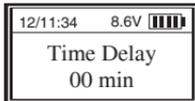
Place an enrolled administrator's finger (ID No. 01 or 02) on the reader window and hold. After the fingerprint and its bound code are verified successfully, the LCD screen shows "Select Menu". Follow the same steps as to enroll the second administrator's fingerprint and code to complete the enrollment.

### 4. Set time delay (Level 2)

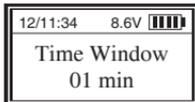
Place an enrolled administrator's finger (ID No. 01 or 02) on the reader window and hold. After the fingerprint and its bound code are verified successfully, then the LCD screen shows "Select Menu", press "Menu/OK". Press "▲" or "▼" to select "Set/Cancel Time Delay".



Press "Menu/OK".



Press "▲" or "▼" to set time delay (1 to 99 min). Press "Menu/OK"



Press "▲" or "▼" to set Time Window (0 to 15 min). Press "Menu/OK".

### ATTENTION:

During Time Delay period, user can operate the entry pad, such as enrolling deleting etc., but the actuator will not be unlocked.

After the original time delay is changed successfully, the time delay for the first time unlocking is the same as the original one. The new time delay will be effective afterwards.

When changing time delay, if the period is longer than the previous one, the new time delay will be effective in the next unlocking. If the period is shorter than the previous one, the new time delay will be effective after the next unlocking.

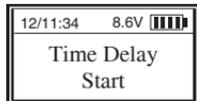
### 5. Unlock by an enrolled fingerprint and its bound code (Level 2)

Place an enrolled fingerprint on the fingerprint reader window and hold until the LCD shows "ID No. Verified". Enter its bound code. After the bound ID code is verified, the entry pad will be unlocked after Time Delay ends.

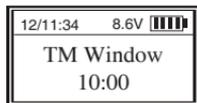
## AMSEC Biometric Safe Lock Operating Instructions

### For example:

Time Delay is set 20 minutes and Time Window 10 minutes. Place an enrolled finger (e.g. ID 03) on the fingerprint reader window and hold. After successful fingerprint's verification, enter its bound code. Then, the LCD will show:

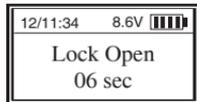


The entry pad will start counting up. The LCD screen flashes every 15 seconds for the past time. When time delay finishes counting, two beeps will sound and the LCD screen will show:



The entry pad will start counting down again. The LCD screen flashes every 15 seconds for remaining time.

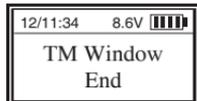
During the 10 minute time window, user can verify an enrolled fingerprint and enter code again to unlock the entry pad with the LCD showing:



The entry pad is unlocked.

**Note:** When the entry pad starts its Time Delay process, user can operate the entry pad, but the actuator will not be unlocked even if the verification is successful.

If no enrolled fingerprint or code is successfully verified during Time Window period, the actuator will be locked to the end and the LCD will show:



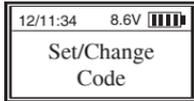
**Note:** If the Time Window is set 0 minutes, there is no need to verify second time. When Time Delay ends, the actuator will be unlocked automatically.

## AMSEC Biometric Safe Lock Operating Instructions

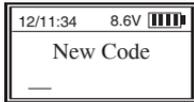
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### 6. Set/Change code (Level 2)

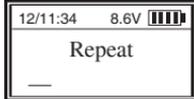
Unlock with the enrolled fingerprint and its bound code that you want to set/change code (e.g. ID No. 03). The LCD will show "ID: 03 Verified" and "Lock Open 06 sec", followed by "Select Menu" and:



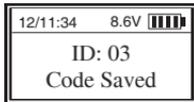
Press "Menu/OK".



Enter a code (10 digits).



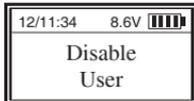
Enter the same code again.



Now the user code with an ID No. 03 is enrolled successfully.

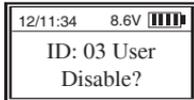
### 7. Disable user (Level 2)

Unlock with an administrator's fingerprint and code (ID No. 01 or 02). When the LCD shows "Select Menu", press "Menu/OK". Press "▲" or "▼" to select Disable User.

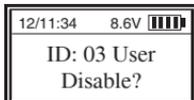


Press "Menu/OK".

Press "▲" or "▼" to select the ID No. to disable (e.g. ID 03).



Press "Menu/OK".



Now the user (ID No. 03) is disabled.

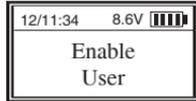
## AMSEC Biometric Safe Lock Operating Instructions

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**Note:** Administrators cannot be disabled.

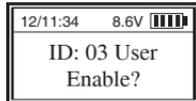
### 8. Enable User (Level 2)

Unlock by an administrator. When the LCD shows "Select Menu", press "▲" or "▼" to select "Enable User".

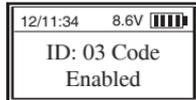


Press "Menu/OK".

Press "▲" or "▼" to select the ID No. to enable (e.g. ID 03).



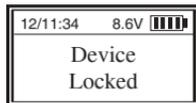
Press "Menu/OK".



Now the user (ID No. 03) is enabled. Repeat these steps for each user, (ID No. 4 and so on).

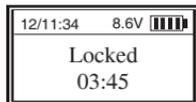
### 9. Wrong entry penalty

Four (4) consecutive invalid code entries initiate a 4-minute delay period with the LCD showing:



The entry pad is shut down and no operation is permitted.

Then, the entry pad will start counting down with the LCD flashing the remaining time every 15 seconds. e.g.



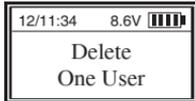
After the count down is finished, the entry pad is ready to use again.

## AMSEC Biometric Safe Lock Operating Instructions

**Note:** Two more consecutive invalid codes will restart an additional 4 minute delay period. An attempt to unlock by an enrolled fingerprint will not terminate the delay period.

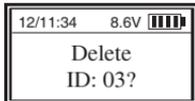
### 10. Delete One User (Level 2)

Unlock by an administrator. When the LCD shows "Select Menu", press "▲" or "▼" to select "Delete One User".

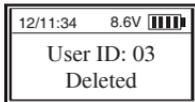


Press "Menu/OK".

Press "▲" or "▼" to select the ID No. to delete (e.g. ID 03).



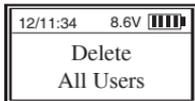
Press "Menu/OK".



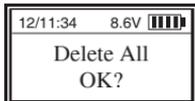
Now the user with ID No. 03 user is deleted.

### 11. Delete All Users (Level 2)

Unlock by an administrator. When the LCD shows "Select Menu", press "▲" or "▼" to select "Delete All Users".



Press "Menu/OK".



Press "Menu/OK" again.

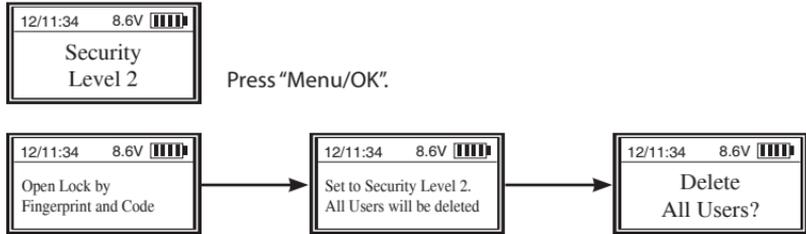
The entry pad starts deleting users from ID No. 01 to ID No. 30. When the LCD screen shows "All Users Deleted", all users are deleted successfully.

## AMSEC Biometric Safe Lock Operating Instructions

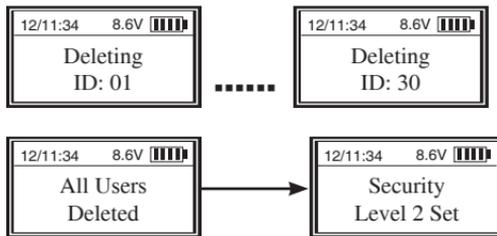
### 12. Set Security Level

Unlock the entry pad by an administrator. When the LCD shows “Select Menu”, press “▲” or “▼” to select the security level you want.

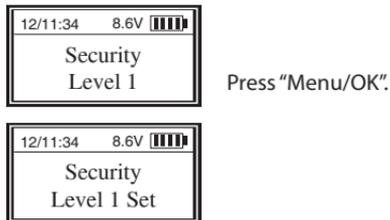
For example, if you set the level to Level 2, find and select Security Level 2.



Press “Menu/OK” again.



Follow the same steps to set to Level 3.



If you want to set Level 3, find and select Security Level 3 and press “Menu/OK”.

“Open Lock by Fingerprint or Code”, “Set to Security Level 3, All Users will be deleted” and “Delete All Users?” will be displayed on the LCD screen. Press “Menu/OK” again. All users will be deleted and the security level is set to Level 3.

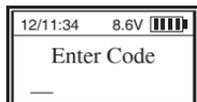
**Note:** Security Level 3 is a “Non-U.L. Certificated Operating Mode”.

## AMSEC Biometric Safe Lock Operating Instructions

**Note:** For safety and security, all codes will be automatically deleted when security level is changed. ID No. 01 code will be default code 1234567890.

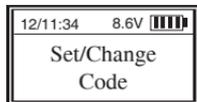
### 13. Set/Change the first code for quick start (Level 1) (Factory Default)

When setting Security Level is changed Level 2 to Level 1, the default code is 1234567890. Press "▼ Code".

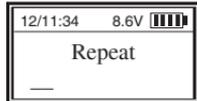


Enter the default code, 123456790.

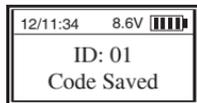
When the LCD screen shows "Select Menu", press "▲" or "▼" to select "Set/Change Code".



Press "Menu/OK".



Enter a code (10 digits).



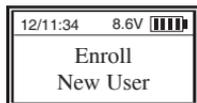
Enter the same code again.

The first code with an ID No. 01 is changed successfully.

Note: All enrolled codes with corresponding ID No. will keep effective when security level is changed from Level 2 to Level 1. The default code will be automatically replaced by the code with ID No. 01.

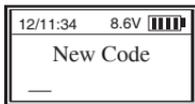
### 14. Enroll the second and additional codes (Level 1)

Press "▼ Code". Enter an administrator's code (ID No. 01 or 02). When the LCD screen shows "Select Menu", press "Menu/OK". Press "▲" or "▼" to select "Enroll New User".

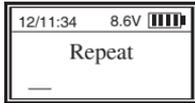


Press "Menu/OK".

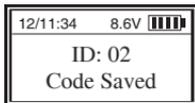
## AMSEC Biometric Safe Lock Operating Instructions



Enter a code (10 digits).



Enter the same code again.

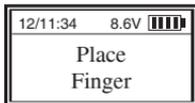


The second code with an ID No. 02 is enrolled successfully.

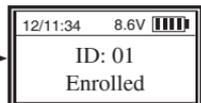
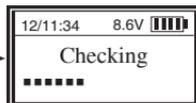
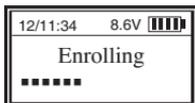
**Note:** The first two enrolled codes with ID No. 01 and 02 are administrators' codes.

### 15. Enroll the first fingerprint for quick start (level 3)

When setting Security Level is changed to Level 3, place a finger on the fingerprint reader window.



Place your finger on the fingerprint reader window and hold.



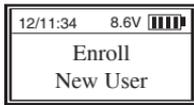
The first fingerprint with an ID No. 01 is enrolled successfully

**Note:** The default password, 1234567890 will be deleted automatically after the first fingerprint is enrolled successfully.

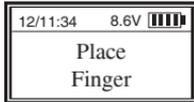
### 16. Enroll the second or additional fingerprints (level 3)

Place the first enrolled finger (ID No. 01) on the reader window and hold. When the LCD screen shows "Select Menu", press "▲" or "▼" to select Enroll New User.

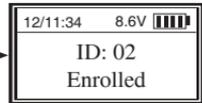
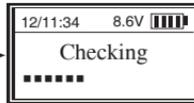
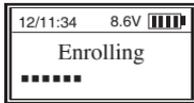
## AMSEC Biometric Safe Lock Operating Instructions



Press "Menu/OK" again.



Place your finger (different from the first one) on the fingerprint reader window and hold.



The second fingerprint, with an ID No. 02, is enrolled successfully.

**Note:** The first two enrolled fingerprints with ID No. 01 and 02 are administrators' fingerprints.

Unlock by an administrator. Follow the same steps to enroll additional fingerprints.

### 17. Set/Change code (Level 1 & Level 3)

Unlock with the code (Level 1) or fingerprint (Level 3) which you want to set/Change code. After successful verification, follow the same steps in 13. Set/Change the first code for quick start (Level 1).

**Note:** User code can be set or changed only after being enabled. (Level 3)

Unlock by an administrator. When the LCD screen shows "Select Menu", press "▲" or "▼" to select "Enable User Code" and press "Menu/OK".

Press "▲" or "▼" to select the ID No. of user (For example: ID No. 03 user code) to be enabled and press "Menu/OK".

When the LCD screen shows "ID No.: 03 Code Enabled", the No. 03 user code is enabled successfully.

### 18. Set time delay (Level 1 & Level 3)

Unlock by an administrator. After successfully verification, follow the same steps in 4 (Set time delay in Level 2).

### 19. Unlock by an enrolled user (Level 1 & Level 3)

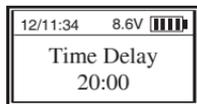
Press "▼ Code" and enter an enrolled code. Or place an enrolled fingerprint on the

## AMSEC Biometric Safe Lock Operating Instructions

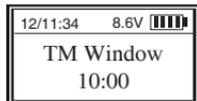
fingerprint reader window. The LCD shows "ID No. Verified" followed by Time Delay.

### For example:

Time Delay is set 20 minutes and Time Window 10 minutes. After an enrolled code is verified successfully, the LCD shows:

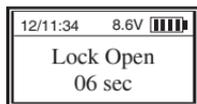


The entry pad will start counting down. The LCD screen flashes every 15 seconds for remaining time. When Time Delay finishes counting down, two beeps will sound and the LCD screen will show:



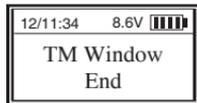
The entry pad will start counting down again. The LCD screen flashes every 15 seconds for remaining time .

During the 10 minute Time Window, user can verify an enrolled code or fingerprint again to unlock the entry pad with the LCD showing:



**Note:** When the entry pad starts its Time Delay process, user can operate the entry pad normally, but the actuator will not be unlocked even if the verification is successful.

If no enrolled code or fingerprint is verified successfully during Time Window period, the actuator will be locked to the end and the LCD will show:



**Note:** If the Time Window is set 0 minute, there is no need to verify second time. When Time Delay ends, the actuator will be unlocked automatically

If Time Delay is set 0 minute, Time Window will automatically be 0 minute After successful verification, the actuator will be unlocked automatically.

## AMSEC Biometric Safe Lock Operating Instructions

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### 20. Disable /Enable user (Level 1 & Level 3)

Unlock by an administrator. After successful verification, follow the same steps in 7 (Disable user in Level 2) or 8 (Enable user in Level 2).

**Note:** Administrators can not be disabled.

### 21. Delete One User (Level 1 & Level 3)

Unlock by an administrator. After successfully verification, follow the same steps in 11 (Delete one user in Level 2).

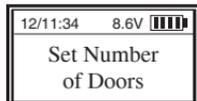
### 22. Delete All Users (Level 1 & Level 3)

Unlock by an administrator. After successfully verification, follow the same steps in 12 (Delete All Users in Level 2).

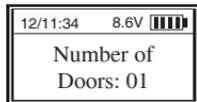
Note: When all users are deleted successfully in Level 1, the default code, 1234567980, will be effective as ID No. 01.

### 23. Set number of doors

Unlock by an administrator (ID No. 01 or 02) . When the LCD screen shows "Select Menu". Press "▲" or "▼" to select "Set number of doors".



Press "Menu/OK".



Press "▲" or "▼" to set number of doors. For example, to set the number of doors to 2, select 02 and press "Menu/OK". Now the number of doors is set to 2 successfully.

**Note:** The default number of doors is 01.

If setting the number of doors to be 02, 03 or 04, after the entry pad verifies user successfully, push "12" to unlock Door 1, or push "345" to unlock Door 2, or push "678" to unlock Door 3, or push "90" to unlock Door 4.

If setting the number of doors to be 01, after the entry pad verifies user successfully, the door will open directly.

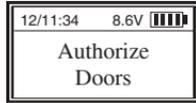
**Note:** If Security Level is changed or system is recovered, the number of doors will remain.

## AMSEC Biometric Safe Lock Operating Instructions

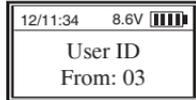
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### 24. Authorize Unlocking Doors

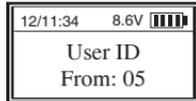
Unlock by an administrator. When the LCD screen shows "Select Menu", press "▲" or "▼" to select "Authorize Doors".



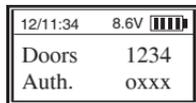
Press "Menu/OK".



Press "▲" or "▼" to set the first ID in the group, the users will be authorized. Press "Menu/OK".



Press "▲" or "▼" to set the last ID in the group the users will be authorized. For example, to authorize users with ID No. from 03 to 05, press "Menu/OK".



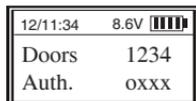
"Door 1234" means maximum number of doors. "Auth. oxxx" means whether each door is authorized to open by the group or not. Letter "o" means the group is authorized to open the door. Letter "x" means the group is not authorized.

When one letter flashes, press "▲" or "▼" to set "o" or "x".

Press "Menu/OK" to confirm. Press "Back", the left letter will flash again and it can be set again.

**Note:** Administrators (ID No. 01 and 02) can open all doors.

For example, to authorize users with ID No. 03, 04 and 05 to be able to open Door 2: when the LCD screen shows:



The first letter "x" is flashing. Press "▲" or "▼" to set it to be "x". Press "Menu/OK".

## AMSEC Biometric Safe Lock Operating Instructions

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The second letter will flash. Press “▲” or “▼” to set “o”. Press “Menu/OK”.

Press “Menu/OK” twice to confirm the condition of Door 3 and 4.

|          |      |  |
|----------|------|--|
| 12/11:34 | 8.6V |  |
| Doors    | 1234 |  |
| Auth.    | xoxx |  |

Now the authorization is successful. Users with ID No. 03, 04 and 05 can open Door 2.

### 25. System INFO.

Press “Menu/OK”. The screen will show “Select Menu”. Press “▲” or “▼” to select “System INFO”.

Press “Menu/OK” and the LCD will show:

|                    |      |  |
|--------------------|------|--|
| 12/11:34           | 8.6V |  |
| Capacity: 30 Users |      |  |
| Used: 00 User(s)   |      |  |
| 9.20071105-23      |      |  |

It means that up to 30 users can be enrolled into the entry pad and there is no user enrolled now. The entry pad version is 9.20071105-23.

## PURCHASE RECORD

|                          |       |              |       |                 |       |
|--------------------------|-------|--------------|-------|-----------------|-------|
| <b>Model #:</b>          | _____ |              |       |                 |       |
| <b>Serial #:</b>         | _____ |              |       |                 |       |
| <b>Date of Purchase:</b> | _____ |              |       |                 |       |
| <b>Purchased From:</b>   | _____ |              |       |                 |       |
| <b>Company:</b>          | _____ |              |       |                 |       |
| <b>Address:</b>          | _____ |              |       |                 |       |
| <b>City</b>              | _____ | <b>State</b> | _____ | <b>Zip Code</b> | _____ |
| <b>Telephone #:</b>      | _____ |              |       |                 |       |
| <b>Email Address:</b>    | _____ |              |       |                 |       |
| <b>Website:</b>          | _____ |              |       |                 |       |

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