

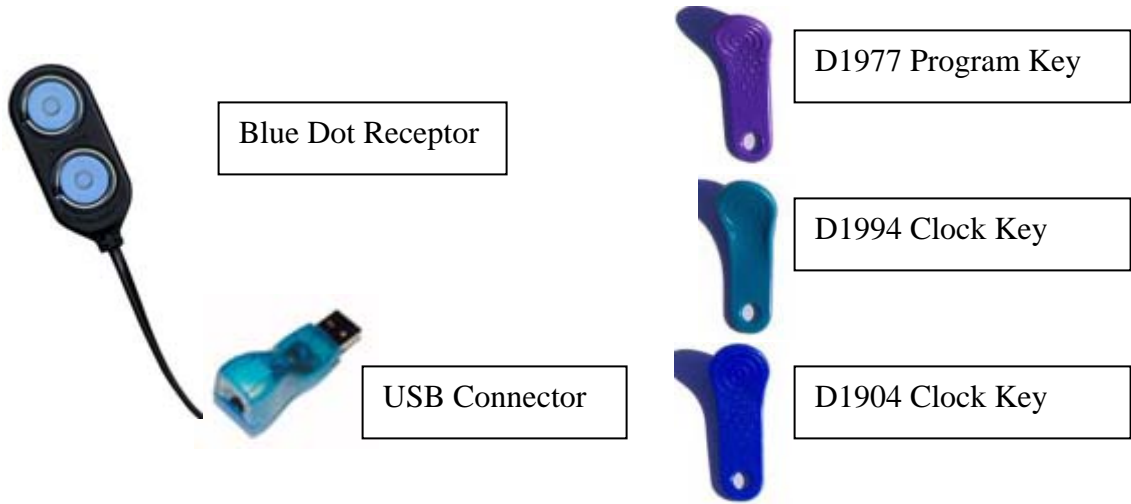
E4 iKeypad Software Operation & Manual Quick Guide

Eternity4-iKeypad (V2008.08.16)

The screenshot shows the software interface with a menu bar at the top containing: File, Lock Information, Setting, Mission Management, History, System Configuration, Help, and Quit. Below the menu bar is a toolbar with icons for a globe, a padlock, a key, a clock, an information icon, a folder, a document, a folder, a folder, a folder, a calculator, a magnifying glass, a group of people, and a folder. The main window is titled "Mission Management" and contains a list of functions with callout boxes:

- Read Key**: Read information back from lock. Like Audit Trail, Get Lock Information
- New Lock Setup Mission**: To setup a newly received or reset the lock
- Single-Lock Key Assignment**: To set permanent ibutton, code users to a single lock.
- Multi-Lock Key Assignment**: To set permanent ibutton, code users to multiple locks
- Copy Lock Setting**: Copy information from other lock, users or time table
- Maintenance Mission**: To get lock information, changing status, set one time user, reset time, lock out status
- Get Audit Trail**: Download audit record from lock
- Remote Code**: Assign remote access code

At the bottom of the window, there is a "Setting" button.



❖ **How to setup lock**

1. Click “New Lock Setup Mission”
2. Check all the parameter box needed
3. Place D1977 to “Blue Dot Receptor”
4. Click “Issue key” (Optional for Blink, Daylight Saving, Lock Mode)
5. Press “Reset Button” (below the battery case), LED glow for 6 seconds, while LED still glow, touch and hold the program key to the reader, wait till hear 2 beeps
6. Back to program, snap the program key back to blue dot receptor, click “Read Key”
7. Lock ID will show up on the information page, if showing “False in Database”, click “Add Lock” and type in “Lock name”, “Location”, “Lock Type”
8. Click “Save”

❖ **How to setup users**

1. Click “Key Setting Icon”
2. Click “Add” (select iButton user or key-code user or dual access user)
3. To add ibutton user, insert D1990 key to the blue dot receptor. Click Serial ID field, key number will automatically show.
4. Fill in “First/Last name (ignore key-code column)”
5. Skip Serial ID if select key-code user
6. Click “Save”

❖ **How to add permanent users to lock**

□ **Single-Lock Key Assignment (Assign users to one lock):**

1. Click “Single-Lock Key Assignment”
2. Select the lock from lock list
3. Select all the users need to be assigned to the lock (Optional select time shift, or time limited)
4. Place D1977 on the “Blue Dot Receptor”
5. Click “Issue key”
6. Touch and hold D1977 key to the reader on the lock
7. Wait till two beeps
8. Try the user key or key code to make sure mission completes

□ **Multi-Lock Key Assignment (Assign users to multiple locks):**

1. Click “Multi-Lock Key Assignment”
2. Select the lock from lock list
3. Select all the users need to be assigned to the lock (Optional select time shift, or time limited)
4. Repeat the next lock/user information
5. Place D1977 on the “Blue Dot Receptor”
6. Click “Issue Key”
7. Touch and hold D1977 key to the reader on the lock,
8. Wait till two beeps
9. Try the user key or key code to make sure mission completes
10. Move to next lock, repeat from step 6

❖ **How to delete permanent users**

1. Click “Single-Lock Key Assignment”
2. Select the lock from lock list
3. Uncheck the users to be deleted
4. Place D1977 on the “Blue Dot Receptor”
5. Click “Issue key”
6. Touch and hold D1977 key to the reader on the lock
7. Wait till two beeps
8. Try the user key or key code to make sure mission completes

❖ **How to delete temporary users (This mission can not be remotely completed)**

1. Click “History”, then select “Access Code History”
2. Check the query area “Start Date”, or “End Date” or “Lock Name” to find out the code you would like to delete, then click “Query”
3. Check the code needs to be deleted
4. Place D1977 on the “Blue Dot Receptor”
5. Click “Issue key”
6. Touch and hold D1977 key to the reader on the lock
7. Wait till two beeps

❖ **How to change lock mode, Classroom Mode, Storehouse Mode, or other timed operation**

1. Click “Lock Setting” Icon
2. Highlight the lock from list
3. Click “Modify” button
4. Click “Lock Status” field and select preset status, and click “Save”
5. Click “Single-Lock Key Assignment”
6. Follow steps 1-8 in “How to add permanent users to lock”

❖ **How to Get “Audit Trail”**

1. Click “Get Audit Trail”
2. Place D1977 on the “Blue Dot Receptor”
3. Select number of records to download. (2000 is maximum number per program key)
4. Click “Issue Key”
5. Touch and hold D1977 key to the reader on the lock
6. Wait till two beeps
7. User “Read Key” to retrieve audit record back to computer

❖ **How to get internal information**

1. Click “Maintenance Mission”, select “Get Lock Information”
2. Place D1977 on the “Blue Dot Receptor”
3. Click “Issue Key”
4. Touch and hold D1977 key to the reader on the lock
5. Wait till two beeps
6. User “Read Key” to retrieve audit record back to computer

Information can be retrieved: Lock time, permanent user list, battery status, lock status, timed setting, total users, total audit record.

❖ **How to adjust time in the lock**

❑ Use D1994 (Internal clock chip will keep the time running, no need reset unless time zone changes):

1. Click “Maintenance Mission”, select “Get Lock Information”
2. Select “Time Function Key”
3. Place D1994 on the “Blue Dot Receptor”
4. Click “Issue Key”
5. Touch and hold D1977 key to the reader on the lock,
6. Wait till two beeps

❑ Use D1904 (Similar to D1994. New model of clock chip):

1. Click “Maintenance Mission”, select “Get Lock Information”
2. Select “Time Function Active Key”
3. Place D1977 on the “Blue Dot Receptor”
4. Issue “D1977”, keep aside
5. Select “Time Function Key”
6. Place D1904 on the “Blue Dot Receptor”
7. Issue “D1904”

8. Touch and hold preset D1977 key to the reader on the lock
9. Wait till two beeps
10. Touch and hold preset D1904 key to the reader on the lock
11. Wait till two beeps
- Use D1977 (Time will stop in the key. For instant time assignment use):
 1. Click “Maintenance Mission”, select “Set Parameter Key”
 2. Check “PC Time”
 3. Place D1977 on the “Blue Dot Receptor”
 4. Click “Issue Key”
 5. Touch and hold D1977 key to the reader on the lock
 6. Wait till two beeps

❖ **How to set “Lock Out Key”**

1. Click “Maintenance Mission”, select “Lockout Key”
2. Select Open Door (Lockout room, and leave door unlock) or Close Door (Lockout room, and leave door lock)
3. Select lock from lock list where lockout needed
4. Place D1977 on the “Blue Dot Receptor”
5. Click “Issue Key”
6. Keep this key away from other user key. Use it when lockout needed

❖ **How to set “One Time Use iButton Key”**

1. Click “Maintenance Mission”, select “One-Off Key”
2. Select lock from lock list where one time key needed
3. Place D1977 on the “Blue Dot Receptor”
4. Click “Issue Key”
5. Keep this key away from other user key. Use it when service needed

❖ **How to set “One Time User Code”**

1. Click “Maintenance Mission”, select “One-Off Code Key”
2. Preset 10 group “One Time Use Code”
3. Place D1977 on the “Blue Dot Receptor”
4. Click “Issue Key”
5. Touch and hold D1977 key to the reader on the lock
6. Wait till two beeps (One time code can be used on each visited lock)

❖ **How to set “Remote Code”**

1. Click “Remote Code” Icon
2. Select “Lock Name” from list
3. Click “Code Type” (optional for “Guest Temp Code” or “One Time Service Code”)
4. Enter “Guest First/Last Name” (use mouse pointer)
5. Select “Start & End Day”
6. Select preset “Check In/Out time”
7. Click “Create Code” (code will be displayed in blue)—Remote master code issued
 - How to open lock with computer generated master code: Master Code#
 - How to use this code to create easy remember code:
 - Press and hold “*” button for 2 second, green light on
 - Enter Remote Master Code, #, Green light flash
 - Enter Sub code, #
 - Enter multiple code, # if needed.
 - Use ** key to end process. Now, user can use Sub code, and Master code

❖ **How to “Copy Lock”, copy Keylist, and Time Table.**

1. Click “Copy Lock Setting” Icon

2. Double Click “ Select Model Lock” (Copy From Lock)
3. Select “Lock Name” (Copy From)
4. Select applicable “Lock” (Copy to)
5. Check keylist or / and time table to be copied
6. Place D1977 on the “Blue Dot Receptor”
7. Click “Issue Key”
8. Touch and hold D1977 key to the reader on the lock
9. Wait till two beeps (visit next lock in the list)

❖ **How to set time table**

1. Select Setting-Time Setting
2. Select from Time Shift Setting, Timed Operation, Activation/Expiration, Exceptional, Checkin&Out
3. Terms
 - Time Shift: i.e., for users working from 9:00am-5:00pm, Monday- Friday
 - Time Operation: i.e., for lock works as 8:00am to auto unlock, 18:00 auto lock, from Monday to Friday. Saturday and Sunday will stay lock
 - Activation/Expiration: for user/lock effective period, i.e., Jan 1st to Mar 1st, 2008
 - Exceptional time: like holidays will not follow routine
 - Check in/out time: for remote access use

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- **Manafactory default Master Code: “123456”**
 - **Up to 299 User / iButton code**
 - **Master code up to 1-9 digits**
 - **User code up to 1-10 digits**
 - **Note it down all the generated user/iButton code as an index records**
 - **All the number in the () symbol are function code**
 - **Always enter master code in preceding function code**
 - **To end program: 1) wait till light goes off, or 2) press { ** } to exit**
-
- (11#) Change new master code (and not delete user code)
 - {#+123456#}+{11#}+{new master code#}+{new master code#}
 - (22#) Change new master code (and delete all user code)
 - {#+123456#}+{22#}+{new master code#}+{new master code#}
 - (88#) Set date and time
 - {#Master code#}+{88#}+{yymmddhhmm#}
 - (01#) Add one user access code (no time restriction)
 - {#Master code#}+{01#}+{user code# # #}
 - (01#) Add Multi-user access code (no time restriction)
 - {#Master code#}+{01#}+{user code(1)# # #}+{user code(2)# # #}+{user code3###} ... and so on
 - (01#) Multi-user code (time restriction)
 - {#Master code#}+{01#}+{user code#(1)}+{yymmddhhmm#(start)}+{yymmddhhmm#(ending time)} + {user code#(2)}+{yymmddhhmm#(start)}+{yymmddhhmm#(ending)} ...and so on
 - (01#) Add one iButton key (no time restriction)
 - {#Master code#}+{01#}+{touch iButton # #}
 - (01#) Add Multi-user iButton key (no time restriction)
 - {#Master code#}+{01#}+{iButton(1)# #}+{iButton(2)# #} ...and so on
 - (01#) Add both user code & iButton key (no time restriction, dual security)
 - {#Master code#}+{01#}+{user code#}+{touch iButton# #}
 - (To access door: touch “iButton key” first then enter “user code”)
 - (01#) Add one user access code (time restriction)
 - {#Master code#}+{01#}+{user code#}+{yymmddhhmm#(start time)}+{yymmddhhmm#(ending time)}
 - (01#) Add one iButton key (time restriction)
 - {#Master code#}+{01#}+{touch iButton}+{yymmddhhmm#(start time)}+{yymmddhhmm#(endingtime)}
 - (01#) Multi-iButton key (time restriction)
 - {#Master code#}+{01#}+{iButton key(1)}+{yymmddhhmm#(start)}+{yymmddhhmm#(end time)}+ {iButton key(2)}+{yymmddhhmm#(start)}+{yymmddhhmm#(end time)} ...and so on
 - (02#) Disable one user / iButton key
 - {#Master code#}+{02#}+{index code#}
 - (03#) Enable one user / iButton key
 - {#Master code#}+{03#}+{index code#}
 - (15#) Enable / Disable passage code (on & off)
 - {#Master#}+{15#}
 - (18#) Enable LED blink light (on & off)
 - {#Master code#}+{18#}
 - (31#) Enable daytime Saving
 - {#Master code#}+{31#}
 - (32#) Disable daytime saving
 - {#Master code#}+{32#}

- ❑ (33#) Set up one time user code (setup one code at a time, up to 10 user & it will auto-lock within 6 seconds)
 - {#Master code#}+{33#}+{user code#}
- ❑ (44#) Delete index code
 - {#Master code#}+{44#}+{index code#}
- ❑ (45#) Set Time Shift Group * See below detail
 - {#Master code#}+{45#}+{user code#}(or iButton key)+{select week number#}+{begin time & ending time#}
- ❑ (46#) Delete one user code / iButton key without index number
 - {#Master code#}+{46#}+{user code#} (or iButton key)
- ❑ (48#) De-active user code / iButton key without index number
 - {#Master code#}+{48#}+{user code} (or iButton key)
- ❑ (47#) In-active user code or iButton key without index number
 - {#Master code}+{47#}+{user code} (or iButton key)
- ❑ (64#) Enable auto-unlock function
 - {#Master code#}+{64#}
- ❑ (63#) Setup Auto-unlock time (it will auto unlock the door everyday at assigned time)
 - {#Master code#}+{63#}+{HHMM#}
- ❑ (65#) Disable auto-unlock function
 - {#Master code#}+{65#}
- ❑ (67#) Enable Auto-lock function
 - {#Master code#}+{67#}
- ❑ (66#) Setup Auto-lock time (it will auto lock the door everyday at assigned time)
 - {#Master code#}+{66#}+{HHMM#}
- ❑ (68#) Disable Auto-lock function
 - {#Master code#}+{68#}
- ❑ (99#) Enable / Disable Lock-out (lock out all user & iButton code if enable)
 - {#Master#}+{99#}

❖ How to program schedule week & time

- ❑ Function Code: (45#)

Weekly Chart

Sun	Mon	Tue	Wed	Thu	Fri	Sat
0	1	2	3	4	5	6

- 1st set up date & time (use 88# function code)
- 2nd adding user code (use 01# function)
- 3rd program schedule (as below)

Formula: {#master code#}+{function code#}+{user code#}+{select week number#}+{begin time & ending time#}

Example: {Set code: 2222 to access Mon, Wed, Friday, from 8:30am-17:30pm}

#23456#	45#	2222#	135#	0830	1730#
Master code	Function code	User code	Mon/Wed/Fri	Beginning time	Ending time