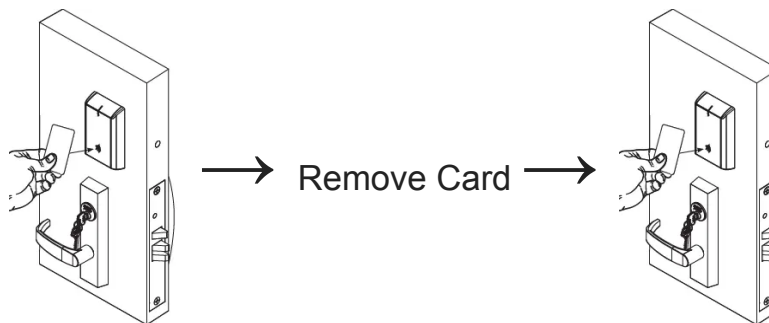


WiFi Lock Operation

1. **Standard Access:** Present card next to center of reader and hold steady. Wait for a solid green light, open door. Door will lock after it is opened. Card will work on readers with keypads as well. If using a PIN for access, type in 6 digit code and #

2. **Office Mode:** To set the door to stay unlocked, “double tap” the reader. Present card, wait for solid green light, remove card from lock for 1 second, represent card and wait for second green light. Door will remain unlocked. To lock, repeat the same process



3. **Troubleshooting:** If there is a yellow flashing light on the reader, hold the card still. The reader is not able to read the card
4. **Access Denied.** A solid red light is present for access denied. If the card was issued less than 24 hours prior, try again in 30 seconds

5. **Lockdown Button:** Close the door and press the square button on the back of the lock. The button will flash red when the lock is locked down. To clear, open the door and the lock will return to normal operation.

6. For any questions call x3646

