ASSA ABLOY PIN
Start Guide

ASSA ABLOY
Opening Solutions

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PROGRAMMING

BATTERY REPLACEMENT
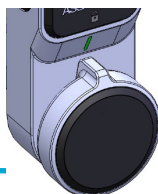
TROUBLESHOOTING

Programming a new ASSA ABLOY PIN

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✱	Press ✱-key
G	Green LED
R	Red LED

ALL PROGRAMMING MUST BE PERFORMED WITH THE DOOR OPEN!

THE MASTER CODE SHOULD BE TESTED BEFORE LOCKING THE DOOR!

ALTERNATIVE 1: COMMISSIONING OF PIN CABINET LOCK FOR PUBLIC USE

Turn knob to locking position

EXAMPLE 1: ✱ Set **8**-digit master code ✱ G G

EXAMPLE 2: ✱ Set **8**-digit master code   Set **6**-digit inspection code ✱ G G

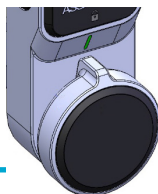Example 1: ✱ 12345678 ✱ configures the master code 12345678.

Example 2: ✱ 12345678 223344 ✱ configures the master code + the inspection code 223344.

Since no 4-digit user code is configured, the lock is programmed to public mode and remains unlocked. G G G

Do not use any of the example codes in this document when programming locks for a customer site!

ALTERNATIVE 2: COMMISSIONING OF PIN CABINET LOCK FOR PRIVATE USE WITH 1 USER CODE

Turn knob to locking position

✱ Set **8**-digit master code   Set **4**-digit user code ✱ G G

✱ 12345678 2222 ✱ configures the master code 12345678 and the user code 2222.

The lock is programmed to private mode and will automatically lock. R R R

TIP:
If you need to add more user codes, continue to add these within 5 secs from previous one.

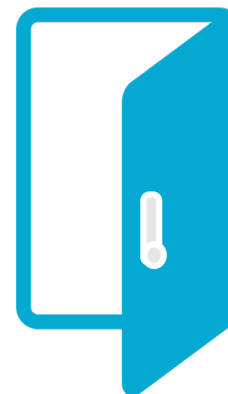For more advanced programming, use the programming instruction
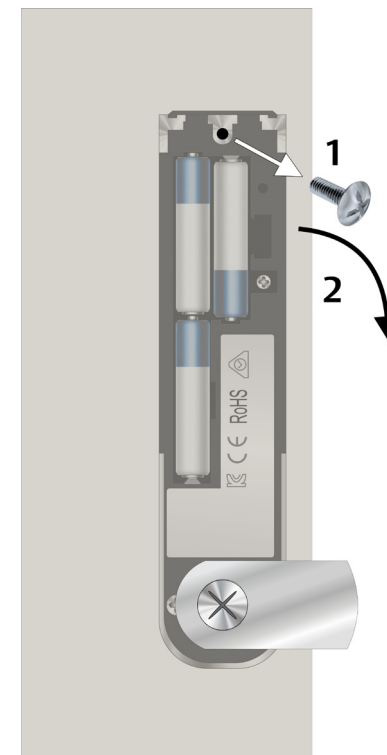
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Insertion/replacement of batteries

BATTERY TYPE: 3 X AAA/LR03 ALKALINE BATTERIES

The battery compartment is accessible from the backside of the lock.
To replace batteries in an installed lock, the door must be in open position.

Unscrew the installation screw (1) from the inside of the door, and swing the lock (2) into a position so that the batteries are accessible for replacement.

If the above method is not possible due to the position of the lock on the door, the lock must be completely dismounted to replace the batteries.

Troubleshooting

The master code is unknown	All PIN-locks delivered by ASSA ABLOY are in factory mode. Any programming of codes are typically done after installation of the lock on a door. Therefore ASSA ABLOY will not have any knowledge of any programmed master code(s) or user codes in installed locks. The supplier of the lock should primarily be contacted for this information. **Tip!** You can test the following 2 master codes: 12345678 - Sometimes the person commissioning the lock „incorrectly" uses the code in the programming example. If it is possible to open with this code, it should be changed in order to maintain good security. 11111111 - Some cabinet manufacturers choose a quick programming method where the lock is set to public mode with this code. If it can be opened with this code, it should be changed to maintain good security. Opening with the master code is done by pressing ✱ before and after the code, e.g. *12345678*.
RESET of a lock	If the master code is unknown and cannot be obtained from the lock supplier either, it is possible to reset the lock back to factory mode. To be able do this, the backside of the lock must be accessible. Meaning that the door must be in open position. Note that this reset-process deletes all codes and programmed functions from the lock. • Dismount the installation screw from the backside and swing the lock as shown on the previous page (battery replacement). • On the right hand side of the batteries there is a small hole. By inserting a paper clip or similar into the hole, the lock will reset. • Follow the instructions for programming a new lock explained earlier in this guide.
PIN-lock does not open with user code	Check the following: A: A LED-signal is activated after each button press. B: After entering the user code, the red LED is activated. C: After entering the user code, 3 green LED-signals is activated.
A:	Cause: If LED-signal is not activated after each button press, the batteries in the lock are probably drained. Action: Apply power via the external USB socket. Unlock with master code and replace the batteries.
B:	Cause: Probably incorrect user code. User has forgotten the code or trying to access wrong cabinet. Action1: If this is a public lock and an inspection code has been programmed, unlock with this if you do not want the user code to be deleted. This makes it possible to just inspect the content of the cabinet. Action 2: Unlock the cabinet with a master code. If this is a public lock, opening with master code deletes the active user code.
C:	Cause: The motor in the lock is unable to move the latch to the unlocked position. The knob is not positioned so that the knob points straight to the LED signal. The reason can be that the bolt is in tension against the frame. Action: Turn the knob to the correct position. Open the lock with the master code to ensure that the latch is in the open position, then make sure to bend the bolt slightly so that it is not in tension with the frame.

The ASSA ABLOY Group is the global leader in access solutions. Every day, we help billions of people experience a more open world.

ASSA ABLOY Opening Solutions leads the development within door openings and products for access solutions in homes, businesses and institutions. Our offering includes doors, door and window hardware, locks, access control and service.

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