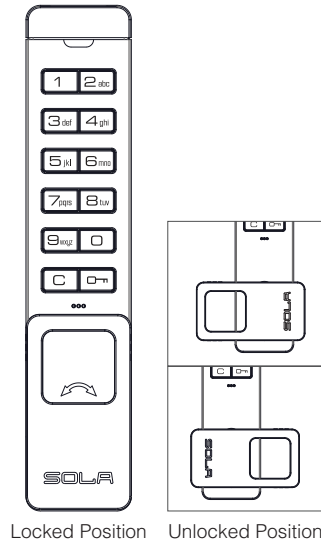


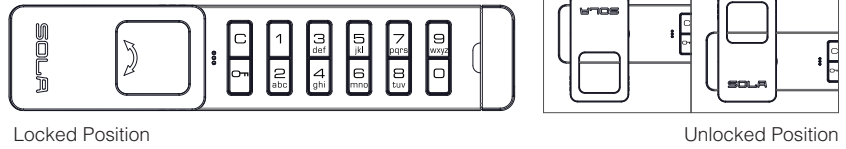
Lock Orientation - Views

SOLA can be installed vertically or horizontally for left or right handed configuration.

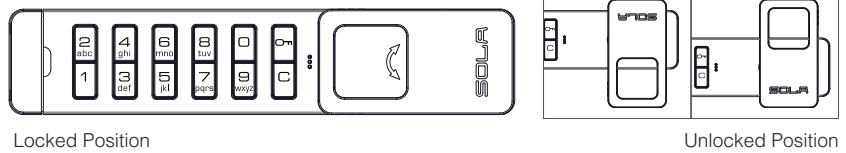
Vertical



Horizontal Left Handed



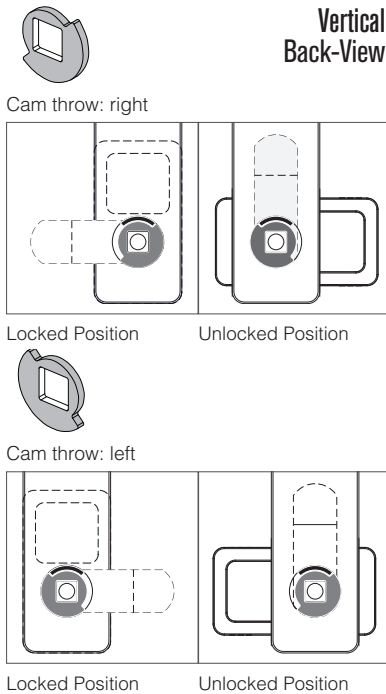
Horizontal Right Handed



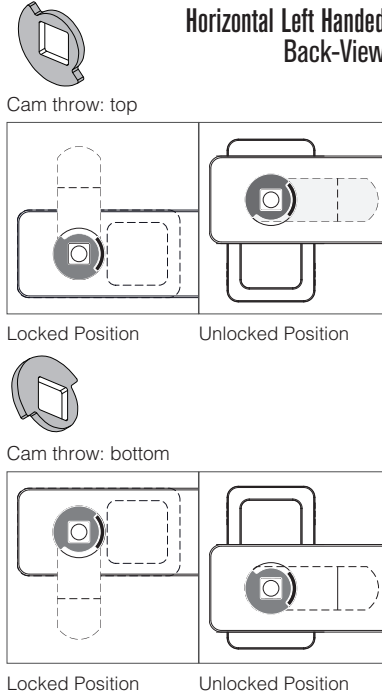
Cam & Cam Stop Position

Note: The position of the cam and cam stop varies depending on whether it is vertically or horizontally installed for a left or right handed configuration.

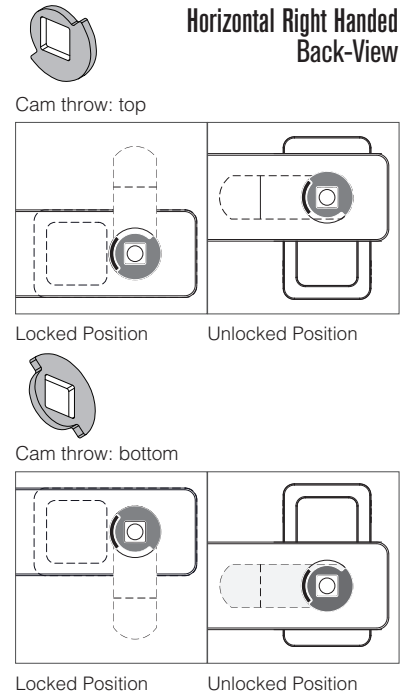
Vertical Back-View



Horizontal Left Handed Back-View



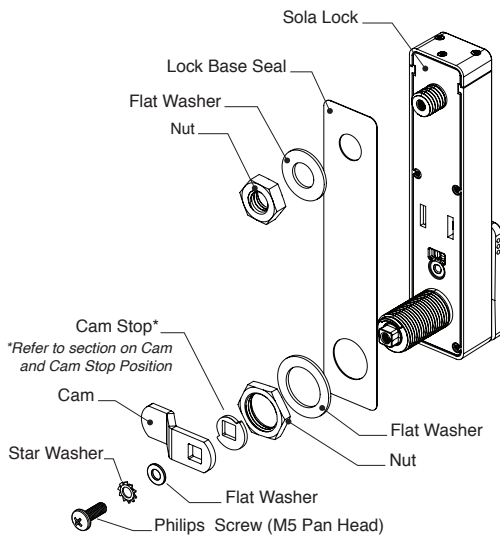
Horizontal Right Handed Back-View



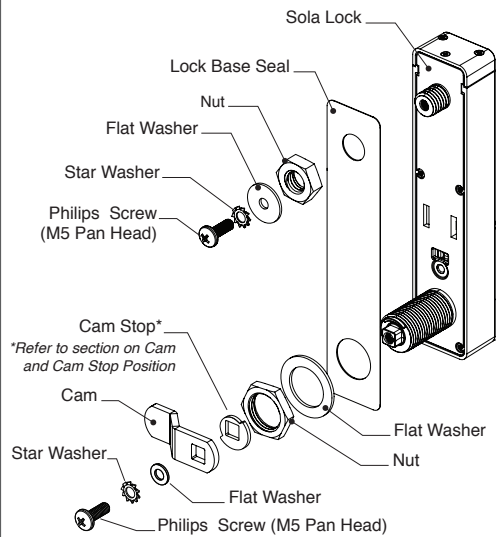
IMPORTANT: Do not operate and turn the handle to the unlocked position without first installing the lock or determining whether the lock is for a left or right handed configuration.

Hardware & Mounting

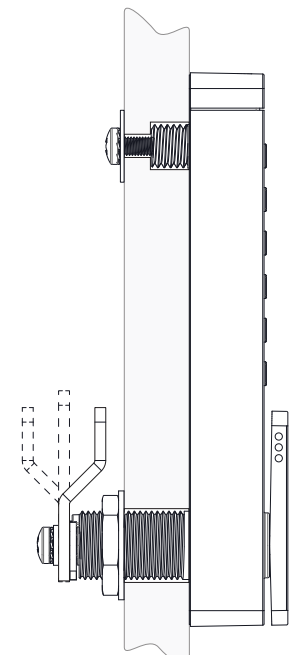
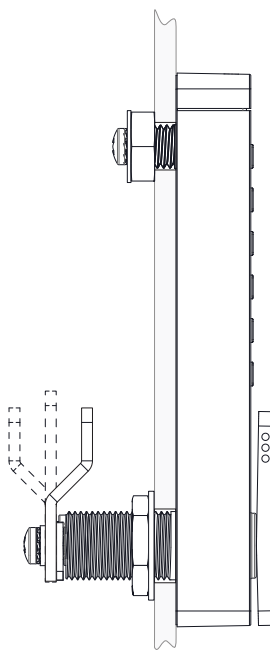
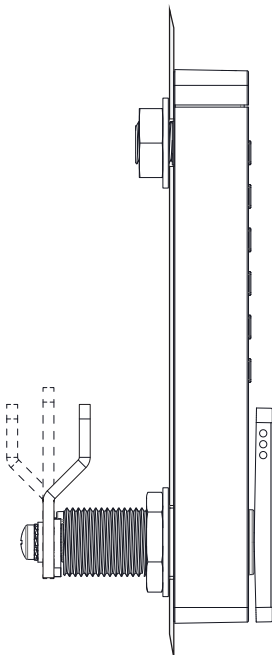
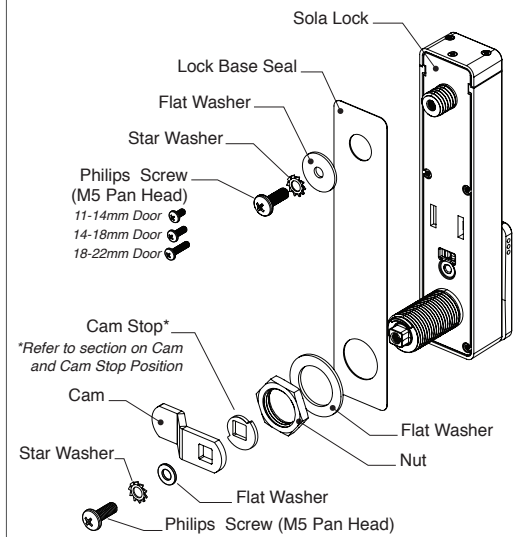
Door thickness: 0.1–5mm (.01"–.197")
Use upper nut hardware



Door thickness: 6–10mm (.236"–.394")
Use upper screw hardware



Door thickness: 11–22mm (.433"–.866")
Use upper screw hardware



Programming Instructions

INSTALL THE LOCK OR DETERMINE CONFIGURATION PRIOR TO PROGRAMMING AND OPERATING.

Default Settings

Functionality = Shared Use

Owner Code (6-digit code) = [1] [2] [3] [4] [5] [6]

Manager Code (5-digit code) = [1] [2] [3] [4] [5]

Initial Setup

New locks operate with the default Owner and Manager Codes. A new Owner and Manager Code must be programmed on the lock to prevent the default codes from operating the lock.

Program a New Owner Code

The owner code can only be programmed using the current owner code.

- Press [C] [07] [current Owner Code] [07]. A two-tone beep will be heard and the LED will start to flash.
- Press [C] [new Owner Code] [07]. A two-tone beep will be heard.
- To confirm, press [C] [the same new Owner Code] [07]. Two sets of two-tone beeps will be heard and the LED will turn off.

Program a New Manager Code

To Program the Manager Code using the Owner Code:

- Press [C] [07] [Owner Code] [07]. A two-tone beep will be heard and the LED will start to flash.
- Press [C] [new Manager Code] [07]. A two-tone beep will be heard.
- To confirm, press [C] [the same new Manager Code] [07]. Two sets of two-tone beeps will be heard and the LED will turn off.

To Program the Manager Code using the current Manager Code:

- Press [C] [07] [current Manager Code] [07]. A two-tone beep will be heard and the LED will start to flash.
- Press [C] [new Manager Code] [07]. A two-tone beep will be heard.
- To confirm, press [C] [the same new Manager Code] [07]. Two sets of two-tone beeps will be heard and the LED will turn off.

Set Lock Functionality

Each lock can be set for either shared or assigned use functionality. In shared use functionality, the user enters a self-selected 4-digit code to lock and later unlock. Once unlocked, the lock is available to be used by a different user. In assigned use functionality, the lock is programmed with an assigned 4-digit code. The user enters the assigned 4-digit code to unlock and turns the handle to relock. Press [C] to check functionality. If in shared use, LED is **RED**. If in assigned use, LED is **GREEN**.

Set lock for shared use functionality:

- Press [C] [07] [Owner Code] [07]. A two-tone beep will be heard and the LED will start to flash.
- Press [C] [5] [6] [07]. Two sets of two-tone beeps will be heard and a **RED** LED will flash twice.
- Make sure the lock is unlocked and available for use. Use the Owner or Manager Code to unlock.

Set lock for assigned use functionality:

- Press [C] [07] [Owner Code] [07]. A two-tone beep will be heard and the LED will start to flash.
- Press [C] [6] [5] [07]. Two sets of two-tone beeps will be heard and a **GREEN** LED will flash twice.
- Assign a User Code to the lock. Follow [Assign a New User Code](#) instructions.
- Make sure the lock is in the locked position. Use the Owner or Manager Code to lock.

Assign a New User Code (for assigned use functionality only)

- Press [C] [07] [Manager Code] [07]. A two-tone beep will be heard and the green LED will start to flash.
- Press [C] [new assigned 4-digit User Code] [07]. A two-tone beep will be heard.
- Press [C] [the same new assigned 4-digit User Code] [07]. Two sets of two-tone beeps will be heard and the green LED will turn off.

Operating Instructions

Shared Use Functionality

Operate with a self-selected User Code:

Make sure the lock is unlocked and available for use. Use the Owner or Manager Code to unlock.

- To lock: Close the door, press **[C]** [any 4-digit User Code] **[ENT]**, and then turn the handle to the locked position.
- To unlock: Press **[C]** [the same 4-digit code] **[ENT]**, turn the handle to the unlocked position, and then open the door.*

Operate with the Manager Code:

- To unlock: Press **[C]** [Manager Code] **[ENT]**, turn the handle to the unlocked position, and then open the door.*
- To relock: Close the door, press **[C]** [Manager Code] **[ENT]**, and then turn the handle to the locked position.**

Operate with the Owner Code:

- To unlock: Press **[C]** [Owner Code] **[ENT]**, turn the handle to the unlocked position, and then open the door.*
- To lock: Close the door, press **[C]** [Owner Code] **[ENT]**, and then turn the handle to the locked position.**

Assigned Use Functionality

Operate with an Assigned User Code:

- To unlock: Press **[C]** [assigned 4-digit user code] **[ENT]**, turn the handle to the unlocked position, and then open the door.*
- To relock: Close the door, then turn the handle to the locked position.

Operate with the Manager Code:

- To unlock: Press **[C]** [Manager code] **[ENT]**, turn the handle to the unlocked position, and then open the door.*
- To relock: Close the door, then turn the handle to the locked position.

Operate with the Owner Code:

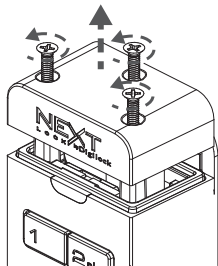
- To unlock: Press **[C]** [Owner code] **[ENT]**, turn the handle to the unlocked position, and then open the door.*
- To relock: Close the door, then turn the handle to the locked position.

* After three consecutive incorrect 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".

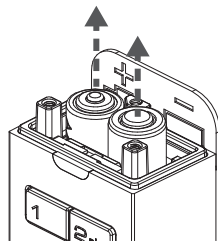
**If a Manager or Owner Code is used to unlock and relock, the previous User Code will continue to operate the lock.

Battery Replacement

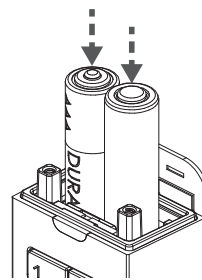
1) Remove battery cover.



2) Pull batteries out.



3) Replace with 2 AAA batteries.



4) Place the battery cover and secure.

