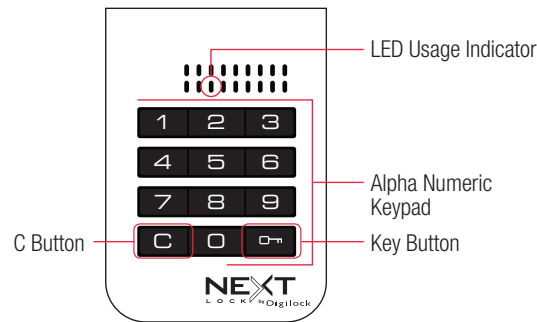


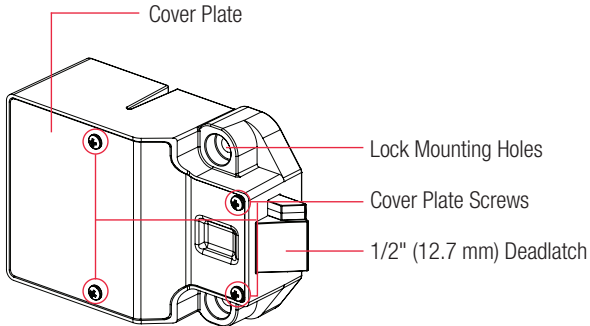
CUE is a keypad lock designed to operate for assigned use applications. In assigned use functionality, the user is assigned a specific locker and a 4-digit code to operate the lock. Owner and Manager Codes provide management access and inspection.

Lock Parts

Front Unit



Rear Unit



Codes

	<div>□□□□</div> 4-digit User Code	<div>□□□□□</div> 5-digit Manager Code	<div>□□□□□□</div> 6-digit Owner Code
Operates the lock	•	•	•
Overrides user access		•	•
Allows management inspection		•	•
Programs Manager Code		•	•
Programs Owner Code			•
Assigns User Code		•	

Default Settings

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.

**Functionality** = Assigned Use

**Owner Code** = 1 2 3 4 5 6

**Manager Code** = 1 2 3 4 5

**User Code** = 1 2 3 4

## Programming Instructions

### Program a New 6-digit Owner Code

The Owner Code can only be programmed by using the current Owner Code.

- Press **[C][0m]** [current Owner Code] **[0m]**. A two-tone beep will be heard and the LED will turn on.
- Press **[C]** [new Owner Code] **[0m]**. A two-tone beep will be heard.
- To confirm, press **[C]** [the same new Owner Code] **[0m]**. Two sets of two-tone beeps will be heard and the LED will turn off.

### Program a New 5-digit Manager Code

**To Program the Manager Code by using the Owner Code:**

- Press **[C][0m]** [Owner Code] **[0m]**. A two-tone beep will be heard and the LED will turn on.
- Press **[C]** [new Manager Code] **[0m]**. A two-tone beep will be heard.
- To confirm, press **[C]** [the same new Manager Code] **[0m]**. Two sets of two-tone beeps will be heard and the LED will turn off.

**To Program the Manager Code by using the current Manager Code:**

- Press **[C][0m]** [current Manager Code] **[0m]**. A two-tone beep will be heard and the LED will turn on.
- Press **[C]** [new Manager Code] **[0m]**. A two-tone beep will be heard.
- To confirm, press **[C]** [the same new Manager Code] **[0m]**. Two sets of two-tone beeps will be heard and the LED will turn off.

### Assign User Code

Once a User Code is assigned, the previously assigned User Code will no longer operate the lock.

**Assign a User Code (default user code = **[1][2][3][4]**):**

- Press **[C][0m]** [Manager Code] **[0m]**. A two-tone beep will be heard and the LED will turn on.
- Press **[C]** [new User Code] **[0m]**. A two-tone beep will be heard.
- To confirm, press **[C]** [the same new User Code] **[0m]**. Two sets of two-tone beeps will be heard and the LED will turn off.

## Operating Instructions

### Operate with an Assigned User Code

- To unlock: Press **[C]** [assigned 4-digit code] **[0m]**.\*
- To relock: Close the door.

### Operate with the Manager Code

- To unlock: Press **[C]** [Manager Code] **[0m]**.
- To relock: Close the door.

### Operate with a Registered Owner Code

- To unlock: Press **[C]** [Owner Code] **[0m]**.
- To relock: Close the door..

\* The lock will go into "Sleep Mode" (keypad is disabled for 1 minute) after 3 consecutive incorrect entries.

## Support

### Sleep Mode

After three consecutive incorrect User Code 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”.

### Error Condition Indicator

#### 10 rapid beeps:

The lock is binding which means that either door alignment or items in the locker are preventing the lock from operating. Press on the door while operating the lock. If error condition persists, contact Digilock support for assistance.

#### 2 sets of three beeps:

The batteries are low. Replace the batteries.

#### 1 beep:

The lock does not recognize the User Code, Manager Code, or Owner Code.

### Does not Unlock with the User Code

The lock does not recognize the User Code. For access, operate with the Manager Code. Follow Assign User Code instructions to assign a new User Code to the lock.

### Does not operate with a Manager Code

The lock does not recognize the Manager Code. Follow instructions to Program a New Manager Code by using the Owner Code. For access, operate with the Owner Code.

### Does not operate with the Owner Code

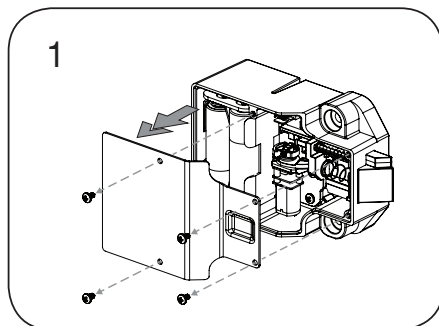
The lock does not recognize the Owner Code. Contact Digilock support.

### No Audible Feedback when is Pressed

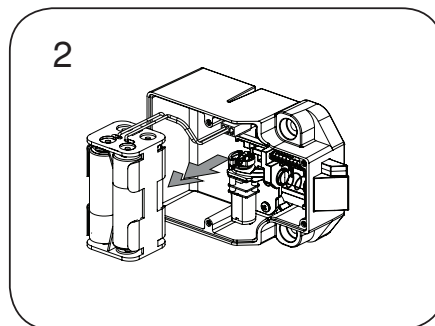
- The lock may be in “Sleep Mode”. The keypad is disabled for one minute while in sleep mode.
- The batteries may need to be replaced.
- The front unit may not be properly connected to the rear unit. Remove the lock from the door and check the cable connection.
- If error condition persists, contact Digilock support.

## Battery Replacement

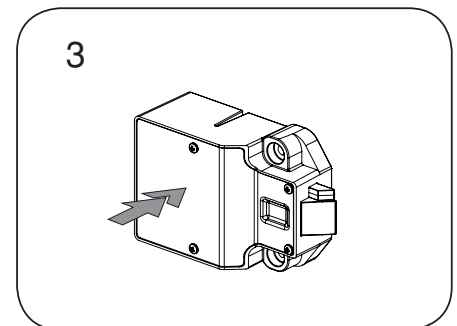
It is not necessary to uninstall the lock from the door.



Remove the screws and the cover plate.



Pull the battery pack from the rear housing. Replace with four premium alkaline AA batteries.



Place the battery pack back into the rear housing and screw cover plate in place.