

OPERATING INSTRUCTIONS

Digilock KP and WP

To Unlock

Press the "C" key



Enter your four digit code

Press the "key symbol"



Pull the door open while the green LED is lit



Closing the door will automatically relock



To Unlock Using the Manager Code

Press the "C" key



Enter the five digit manager code

Press the "key symbol"



Pull the door open while the green LED is lit



Closing the door will automatically relock



PROGRAMMING INSTRUCTIONS

Digilock KP and WP

To Program a New User Code Using the Existing User Code

Press the "C" key



Press the "key symbol" to begin the programming mode



Enter the existing 4 digit User Code

Press the "key symbol"



The LED will emit a solid green light



While the green light is on, enter the new 4 digit User Code

Press the "key symbol" to end the programming mode



A double beep signifies successful programming



To Program a New User Code Using the Manager Code

Press the "C" key



Press the "key symbol" to begin the programming mode



Enter the 5 digit Manager Code

Press the "key symbol"



The LED will emit a solid green light



While the green light is on, enter the new 4 digit User Code

Press the "key symbol" to end the programming mode



A double beep signifies successful programming



PROGRAMMING INSTRUCTIONS

Digilock KP and WP

To Program a New Manager Code Using Existing Manager Code

Press the "C" key



Press the "key symbol" to begin the programming mode



Enter the existing 5 digit Manager Code

Press the "key symbol"



The LED will emit a solid green light



While the green light is on, enter the new 5 digit Manager Code

Press the "key symbol" to end the programming mode



A double beep signifies successful programming



To Program a New Manager Code Using the Owner Code

Press the "C" key



Press the "key symbol" to begin the programming mode



Enter the 6 digit Owner Code

Press the "key symbol"



The LED will emit a solid green light



While the green light is on, enter the new 5 digit Manager Code

Press the "key symbol" to end the programming mode



A double beep signifies successful programming



Troubleshooting Digilock KP and WP		
Problem	Possible Reason	Solution
There is no audible sound when touching the keypad and the lock is unlocked	<ul style="list-style-type: none"> ❖ Low Batteries ❖ Lock is not properly installed 	<ul style="list-style-type: none"> ❖ Replace the batteries, see "Instructions for Changing the Batteries" ❖ Uninstall the lock and assemble in your hands. If the lock is functioning it is not defective. Reinstall the lock on your door. If the lock continues to have problems (it may not be adjusted for your door thickness) or if the lock does not function while uninstalled contact Digilock customer service for troubleshooting.
There is no audible sound when touching the keypad and the lock is locked	<ul style="list-style-type: none"> ❖ Lock is in "sleep state" ❖ Low Batteries 	<ul style="list-style-type: none"> ❖ Wait three full minutes and try the user code or management code again. ❖ Use a power jumper to unlock the lock. (See "Instructions for using a Power Jumper") and once unlocked, replace the batteries using "Instructions for Changing the Batteries"
The lock locks and unlocks normally, but emits an additional three red blinks and three audible beeps	<ul style="list-style-type: none"> ❖ Low Batteries 	<ul style="list-style-type: none"> ❖ Replace the batteries, see "Instructions for Changing the Batteries"

When entering a valid operating code the LED emits three red blinks and three audible beeps and the lock does not unlock	<ul style="list-style-type: none"> ❖ Low Batteries ❖ The lock is binding 	<ul style="list-style-type: none"> ❖ Use a power jumper to unlock the lock. (See "Instructions for using a Power Jumper") and once unlocked, replace the batteries using "Instructions for Changing the Batteries" ❖ Press firmly in on the lock while entering a valid operating code/key. If this problem persists, the strike plate may need to be adjusted.
The lock continues to go into "sleep state"	<ul style="list-style-type: none"> ❖ Invalid operating code ❖ This user code is not programmed to the lock 	<ul style="list-style-type: none"> ❖ Use a valid management bypass key to unlock the lock ❖ Program the user code to the lock, refer to your programming instructions for assistance