OK DOKEYS™
SMART LOCKS WITH SMART KEYS

Register and Sign In: **portal.okidokeys.com**
Learn More: **www.okidokeys.com**
Technical Support: **support@okidokeys.com** | **888-853-2309**

SYNCHRONIZATION:

After completing the online registration process including the setup of your Smart-Lock, Smart-Reader, Smart-Keys, and users you will need to synchronize your Smart-Lock before using it. See below details to synchronize your Smart-Lock.

Synchronizing the Smart-Lock is typically required anytime you modify users' time-shifts or Smart-Tags. You swill see a 'Sync' Logo (Sync Needed) on the door in the OKIDOKEYS web portal and a notification in the smartphone App when a synchronization is needed

Note: Smart-Gateway users

If you purchased a Smart-Gateway you do not need to synchronize you Smart-Lock using your smartphone; it will be done automatically. Check your Smart-Gateway user manual for more details.

Synchronizing your Smart-Lock

1 After following the above instructions, log in to the OKIDOKEYS App on your smartphone.

Go to the door list using the shortcut at the bottom of the screen and select the door you wish to synchronize.

! FIRST SYNCHRONIZATION: If you have a Smart-Reader registered with your Smart-Lock your device will automatically attempt to initialize the Smart-Reader after the Smart-Lock has been synchronized.

Make sure the **batteries are installed in the Smart-Reader** before performing the first synchronization with your Smart-Lock.

2 Press the "Sync Door" button. Your phone will immediately begin communicating with the Smart-Lock.
You will receive a 'Synchronization Success' notification and see 3 green lights on your Smart-Lock when done.

If the Sync fails try again. If it continues to fail check our online FAQ or contact OKIDOKEYS.

3 If you have a Smart-Reader registered, the the Smart-Lock will now attempt to synchronize it.

Allow about a minute for the synchronization process to complete, look for 3 green lights on the Smart-Reader to indicate success.

You can now use your Smart-Lock: On the main screen of the smartphone App you will see the door name.

Note: Users without Bluetooth BLE/4.0

If you don't have Bluetooth BLE on your smartphone, you can still synchronise your Smart-Lock using the associated Smart-Reader :
1 – Open and log in to the OKIDOKEYS App on you smartphone
2 – Access the door list and select the one you want to synchronize
3 – Press the central button on top of the Smart-Reader and press the 'Sync' button on the App
4 – Place your earspeaker over the small holes on the face of the Smart-Reader between the 2 blinking blue lights until you see 3 green lights from the Smart-Reader and the Smart-Lock.
5 – The App will require your confirmation of successful synchronization.

Smart-Lock Light Indications

Light

Indication	
Power up - Before Sync	
Power up - After Sync	
Auto-learn running	(cont...)
Auto-learn Complete	
BT Connected	(cont...)
Sync successful	
Successful lock	
Successful unlock	
Normal Mode	
Passage Mode	
Passage Mode with Tone	
Alarm Mode	
Mechanical Mode	
Bell from reader	
Low Battery (with other indications)	
Failure of any Operation	

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Smart-Lock Modes and Functions

Your OKIDOKEYS Smart-Lock can adapt to your lifestyle with several modes.

WARNING: Your OKIDOKEYS Smart-Lock is able to automatically relock your door after closing it. This feature can only be controlled from the OKIDOKEYS web portal. This feature requires the Door Sensor to be installed.

• *Normal Mode:* Lock and unlock the Smart-Lock with authorized Smart-Keys, middle button on the Smart-Lock, or manually with the thumb-turn or metal key.
• *Passage Mode:* The Smart-Lock will automatically stay unlocked for convenient free passage.
• *Passage Mode with Tone:* The Smart-Lock will automatically stay unlocked for convenient free passage. A tone will sound each time the door is opened (REQUIRES DOOR SENSOR).
• *Alarm:* Only "Favorite" users are enabled to unlock the Smart-Lock. Any other attempts to unlock will trigger the audio alarm. Alarm will also ring if your door is forced open (REQUIRES DOOR SENSOR). Use an authorized Smart-Key to disable the alarm.
• *Mechanical Only Mode:* The lock can ONLY be operated manually by the thumb-turn or the metal key. All electronic features are turned OFF.

Checking and Changing Modes on your Smart-Lock

1 Your Smart-Lock has 5 modes of operation.

To check the current mode press and release (1 sec.) the "+" or "-" button on the Smart-Lock.

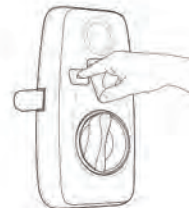Use the light indications on the other side of this document to verify the current mode.

2 To change the mode on your Smart-Lock press and hold the "+" or "-" button until the light starts flashing quickly.

The color of the flashing light is determined by the current mode.

3 Press the "+" or "-" buttons to change the mode.

The lights will flash according to the indications to the right.

Once the desired mode is reached press the middle button to save.

Special Child/Renting - Safety Mode

This mode disables all buttons so that locking or unlocking using the central button is not possible. This also prevents the changing of modes.

To activate this mode : hold all three buttons (+, -, and middle) for 3 seconds. You'll see a red light to indicate that the mode is turned on. Do the same to deactivate it, until you see a green light indicating the mode is turned off.

If you need further assistance, let us help.

You can find additional help and information at our OKIDOKEYS support forum at:
support.okidokeys.com

For additional support, returns, or questions, please contact us through any of the following methods (all times are Eastern Standard Time)

Visit our website: **www.okidokeys.com**
Call: **888-853-2309** | Monday–Friday 8 a.m. to 8 p.m. | Saturday 10 a.m. to 4 p.m.
Email: **support@okidokeys.com**

FCC Compliant   IC Compliant

SET UP AND USE YOUR
SMART-LOCK

IMPORTANT:

Make sure you have completed the installation process as detailed on the Installation guide or the online video.

GETTING STARTED:

CREATE YOUR ACCOUNT:
• Once installation is complete, create your account and register your device(s) at https://portal.okidokeys.com
• On the Portal, create users and assign them to your Smart-Lock(s)

INSTALL SMART-APP:
• Using the e-mail from the registration process, download the smartphone application. Login
• Using the credentials you just created on the OKIDOKEYS web portal (portal.okidokeys.com).
• You will be asked to create a PIN code for quick, secure entry of the App in the future.

Available on the **App Store**

ANDROID APP ON **Google play**

Bluetooth *SMART*

SECURITY AES 256 BITS

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CONFORMITY ASSESSMENT ISSUES

FCC/IC Regulatory notices

Modification statement

Practical House has not approved any changes or modifications to this device by the user. Any changes or modifications could void the user's authority to operate the equipment.

Practical House n'approuve aucune modification apportée à l'appareil par l'utilisateur, quelle qu'en soit la nature. Tout changement ou modification peuvent annuler le droit d'utilisation de l'appareil par l'utilisateur.

Interference statement

This device complies with Part 15 of the FCC Rules and Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

Wireless notice

This device complies with FCC/IC radiation exposure limits set forth for an uncontrolled environment and meets the FCC radio frequency (RF) Exposure Guidelines and RSS-102 of the IC radio frequency (RF) Exposure rules. This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

Le présent appareil est conforme à l'exposition aux radiations FCC / IC définies pour un environnement non contrôlé et répond aux directives d'exposition de la fréquence de la FCC radiofréquence (RF) et RSS-102 de la fréquence radio (RF) IC règles d'exposition. L'émetteur ne doit pas être colocalisé ni fonctionner conjointement avec à autre antenne ou autre émetteur.

FCC Class B digital device notice

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

CAN ICES-3 (B) / NMB-3 (B)

This Class B digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de classe B est conforme à la norme canadienne ICES-003.