



## USER GUIDE



# eLock KEYLESS ENTRY



Read and understand all of the instructions and safety information in this document before operating this product.

**SAVE THESE INSTRUCTIONS**

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## eLOCK

The LogiQuip eLock is an innovative solution for locking cabinet doors and drawers and is available on the following products:

- LogiCell
- Medical Storage Carts
- ParCarts

The eLock is powered by two (2) AAA batteries (included) and uses a 4 to 8 digit code.

Operation is simple. Just type a valid code and press ENTER. Then just turn the lever to the locked or unlocked position.

The eLock is intended for interior use only with operating temperatures from 50°F - 120°F (10°C - 48°C).

## BATTERY

It is strongly recommended that batteries be replaced on an annual basis. In the event the batteries should die, they can be replaced via the external battery compartment. Please use high quality alkaline batteries for longest battery life.

## CARE & CLEANING

To clean the eLock surface, apply non-acid based cleaner to a clean cotton cloth; do not spray cleaner directly on the eLock. Wipe down keypad and its respective housing surfaces of excess cleaner.

## POWERING UP AND BATTERY INSTALLATION

eLock comes with two (2) AAA batteries and features a low battery indicator.

Annual battery replacement is recommended.

Mixing batteries of different chemistries could damage the eLock resulting in lock failure.

To power up the eLock simply, remove the red tag. The eLock is now ready for use.

## CHANGING THE BATTERIES

1. Loosen the Phillips-head screw
2. Remove battery cover (a Phillips-head screwdriver will be required to remove the battery cover - not included)
3. Press **CLEAR** five (5) times
4. Insert new batteries as shown in (Fig. 1)
5. Reinstall battery cover, tighten Phillips-head screw by hand tool (do not use a powered tool to tighten)



Fig. 1

## PROGRAMMING INTRODUCTION

eLock is easy to program and operate. Type the user code (factory default 1234) and press **ENTER** to lock or unlock the cabinet.

The supervisor can change operating codes, modes and restore lock settings. While eLock is easy to program, we highly recommend reading the complete programming instructions prior to making any changes. Remember to keep track of any programming changes.

Button locations, indicator lights and knob referenced in the programming instructions are shown in (Fig. 2).

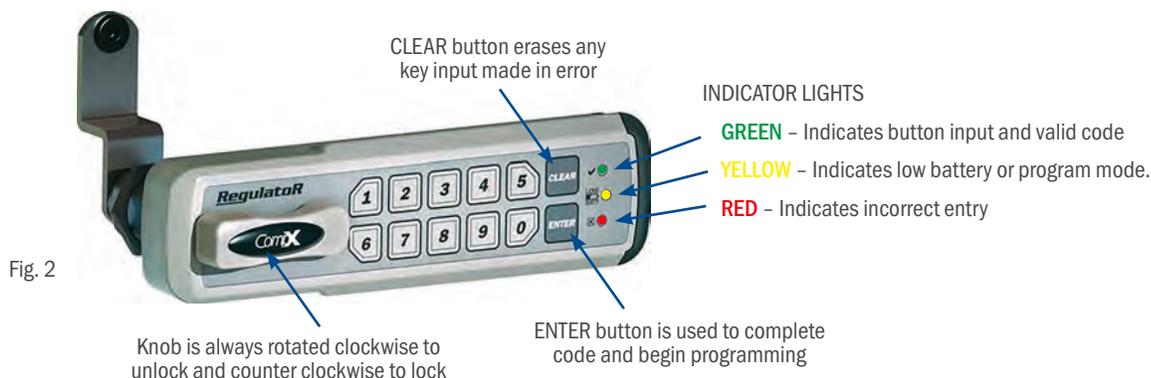


Fig. 2

## eLOCK UNLOCKING & LOCKING

To unlock, type a valid code, press **ENTER** and rotate knob clockwise 90°.

To lock, rotate knob 90° counter clockwise.

## PROGRAMMING MODE

To enter programming mode you must know the supervisor code. The default supervisor code is **12345**. Once in programming mode, multiple changes can be made prior to exiting programming.

There is a 10-second programming time limit between each step. If eLock times out or an error is made, the programming will end and you will need to enter programming mode again.

1. Lock must be in the locked position prior to entering programming mode
2. Type supervisor code and press **ENTER**
3. Rotate the knob to the unlocked position and press and hold **ENTER** for 3-seconds (the **YELLOW** indicator light will illuminate)
4. With the **YELLOW** indicator light illuminated, programming can begin

## CHANGING THE USER CODE

To change the user code, follow the steps above to enter programming mode

The factory default user code is 1234 (user codes must be 4 to 8 digits in length).

There is a 10-second programming time limit between each step. If eLock times out or an error is made, the programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (shown above)
2. Press 1 and then press **ENTER**
3. Type the current user code and press **ENTER**
4. Type the new user code and press **ENTER**
5. Retype the new user code and press **ENTER**
6. If successful, the **GREEN** indicator light will illuminate for 1-second
7. Continue programming or press 9 and then **ENTER** to exit programming

## CHANGING THE SUPERVISOR CODE

To change the supervisor code, follow the steps on page 5 to enter programming mode.

The factory default supervisor code is **12345** (supervisor codes must be 4 to 8 digits in length).

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. Press **2** and then press **ENTER**
3. Type the current supervisor code and press **ENTER**
4. Type the new supervisor code and press **ENTER**
5. Retype the new supervisor code and press **ENTER**
6. If successful, the **GREEN** indicator light will illuminate for 1-second
7. Continue programming or press **9** and then **ENTER** to exit programming

eLock features a reset code which will restore the default supervisor code and user code. eLock includes two reset stickers; one attached to the back of the eLock, and an extra sticker that should be saved in a safe and secure location for future reference.

To restore the factory default supervisor and user code, type the Reset Code assigned to the eLock and press **ENTER**.

eLock features several modes of operation. These functions can be changed using the following instructions with a valid supervisor code.

## PROGRAMMING SINGLE USE MODE / STANDARD MODE

**Single Use Mode** allows for a revolving user code so multiple people may use the eLock without having to reprogram it each time.

**Standard Mode** eLock operates with a fixed code. To change the code, follow the Changing the User Code steps on page 5.

To change the eLock to **Single Use** or **Standard Mode**, follow the steps on page 5 to enter programming mode.

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. To turn **Single Use Mode "ON"** type **51** and then press **ENTER**
3. To return to **Standard Mode** type **50** and then press **ENTER**  
Note: Returning to **Standard Mode** will reset the factory user default code to **1234**
4. If successful, the **GREEN** indicator light will illuminate for 1-second
5. Continue programming or press **9** and then **ENTER** to exit programming

## PROGRAMMING SINGLE USE TIMEOUT ON / SINGLE USE TIMEOUT OFF

Warning: **Manual Lock - Single Use Timeout ON** is a feature to prevent users from occupying a shared use locker or cabinet for a prolonged period of time.

Turning this feature on will disable the user code after a programmable amount of time. After this time elapses, eLock can only be opened with the supervisor code.

To change the eLock to **Single Use Timeout ON** or **OFF**, follow the steps on page 5 to enter programming mode.

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. To set **Timeout ON**, type **2XX** and then press **ENTER** (XX represents a time period from 04 - 12 in whole hours)
3. To turn **Timeout OFF**, type **20** and then press **ENTER**
4. If successful, the **GREEN** indicator light will illuminate for 1-second
5. Continue programming or press **9** and then **ENTER** to exit programming

## PROGRAMMING SECURITY TIMEOUT ON / SECURITY TIMEOUT OFF

Warning: **Security Timeout ON** will disable the eLock from use for five (5) minutes when five (5) invalid attempts to unlock eLock occur. During this time, eLock will not unlock with either the valid user or supervisor code.

To change the eLock to **Security Timeout ON** or **OFF**, follow the steps on page 5 to enter programming mode.

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. To turn **Security Timeout ON**, type **11** and then press **ENTER**
3. To turn **Security Timeout OFF**, type **10** and then press **ENTER**
4. If successful, the **GREEN** indicator light will illuminate for 1-second
5. Continue programming or press **9** and then **ENTER** to exit programming

## RESET USER CODE TO FACTORY DEFAULT 1234

NOTE: Does not apply to **Single Use Mode**.

To reset the **User Code** to the factory default **1234** follow the steps on page 5 to enter programming mode.

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. Type **8888** and then press the **ENTER** button
3. If successful, the **GREEN** indicator light will illuminate for 1-second
4. Continue programming or press **9** and then **ENTER** to exit programming

## TECHNICIAN MODE – PROGRAMMING

When **Technician Mode** is **ON**, the programmed Technician Code can be used to unlock a locked **Single Use Mode** eLock without erasing the existing single use code.

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. To turn **Technician Mode ON**: type **31** and then press **ENTER**
3. Type the desired 4 to 8 digit Technician Code and then press **ENTER**
4. Retype Technician Code and then press **ENTER (REMEMBER THIS CODE)**
5. To turn **Technician Mode OFF** type **30** and then press **ENTER**
6. If successful, the **GREEN** indicator light will illuminate for 1-second
7. Continue programming or press **9** and then **ENTER** to exit programming

## TECHNICIAN MODE - OPERATION (TO UNLOCK)

1. Type the **Technician Code** and press **ENTER**
2. Turn the knob clockwise 90° to the unlocked position (all three LED lights will have a rotating blinking pattern)
3. To relock & retain the single use code that already exists; rotate the knob 90° counter clockwise
4. To remove the existing single use code and leave the eLock unlocked, type the **Technician Code** and press **ENTER**
5. Press **1** then **press and hold CLEAR** for 3-seconds

## ADD USER WITHOUT SPECIFYING MEMORY SLOT

The Supervisor Code Memory location is called **Slot 01** and the first User Code is called **Slot 02**. Any additional User Codes reside in Memory **Slots 03-20**.

To add a User Code without specifying a Memory Slot (03 -20), follow the steps on page 5 to enter programming mode.

User Codes must be 4 to 8 digits in length and must be different from all existing codes (including Slot 01 Supervisor and Slot 02 User Codes).

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. Press **410** and then press **ENTER**
3. Type the **new User Code** and press **ENTER**
4. Retype the **new User Code** and press **ENTER**
5. If successful, the **YELLOW** indicator light will illuminate
6. Continue programming or press **9** and then **ENTER** to exit programming

## ADD USER TO SPECIFIC MEMORY SLOT (03 – 20)

The Supervisor Code Memory location is called **Slot 01** and the first User Code is called **Slot 02**. Any additional User Codes reside in Memory **Slots 03-20**.

To add a User Code without specifying a Memory Slot (03 -20), follow the steps on page 5 to enter programming mode.

User Codes must be 4 to 8 digits in length and must be different from all existing codes (including Slot 01 Supervisor and Slot 02 User Codes).

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. Press **411** and then press **ENTER**
3. Type **Memory Slot** to be added followed by **ENTER**  
(for Memory Slots 03 - 09, you must type leading "0" – e.g. "07" for Slot 7)
4. Retype **Memory Slot** to be added followed by **ENTER**
5. Type the **new User Code** and press **ENTER**
6. Retype the **new User Code** and press **ENTER**
7. If successful, the **YELLOW** indicator light will illuminate
8. Continue programming or press **9** and then **ENTER** to exit programming

## DELETE USER WITHOUT SPECIFYING MEMORY SLOT

The Supervisor Code Memory location is called **Slot 01** and the first User Code is called **Slot 02**. Any additional User Codes reside in Memory **Slots 03-20**.

To add a User Code without specifying a Memory Slot (03 -20), follow the steps on page 5 to enter programming mode.

User Codes must be 4 to 8 digits in length and must be different from all existing codes (including Slot 01 Supervisor and Slot 02 User Codes).

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. Press **400** and then press **ENTER**
3. Type the **User Code to be deleted** and press **ENTER**
4. Retype the **User Code to be deleted** and press **ENTER**
5. If successful, the **YELLOW** indicator light will illuminate
6. Continue programming or press **9** and then **ENTER** to exit programming

## DELETE USER TO SPECIFIC MEMORY SLOT (03 – 20)

The Supervisor Code Memory location is called **Slot 01** and the first User Code is called **Slot 02**. Any additional User Codes reside in Memory **Slots 03-20**.

To add a User Code without specifying a Memory Slot (03 -20), follow the steps on page 5 to enter programming mode.

User Codes must be 4 to 8 digits in length and must be different from all existing codes (including Slot 01 Supervisor and Slot 02 User Codes).

There is a 10-second programming time limit between each step. If eLock times out or an error is made, programming will end and you will need to enter programming mode again.

1. Place eLock into programming mode (see page 5)
2. Press **401** and then press **ENTER**
3. Type **Memory Slot** to be vacated/deleted followed by **ENTER**  
(for Memory Slots 03 - 09, you must type leading "0" – e.g. "07" for Slot 7)
4. Retype **Memory Slot** to be vacated/deleted followed by **ENTER**
5. Type the **new User Code** and press **ENTER**
6. Retype the **new User Code** and press **ENTER**
7. If successful, the **YELLOW** indicator light will illuminate
8. Continue programming or press **9** and then **ENTER** to exit programming

## WARRANTY INFORMATION

LogiQuip products are covered by a Limited 5-Year Warranty from date of receipt against defect in materials or workmanship under normal use and service, excluding Electronic Components, Cart Covers, Custom Products, and LogiCell Tambour Doors. During this period, LogiQuip will, in its sole discretion, repair defects in materials or workmanship that existed when the product was received or replace the product. Visit [LogiQuip.com/Warranty](https://www.logiquip.com/Warranty) for more details.

## ABOUT US

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