Lockers & Versa Mini RFID locks by Digilock
RFID locks

IMPORTANT

• Have 1 YELLOW key and at least one BLACK key for each project.
• BLACK Manager key (also called Master Key or PASS): Up to 6 BLACK keys may be programmed per lock.
• In “ASSIGNED” mode: 1 RFID card may be assigned to 1 locker (single assignment) or access may be assigned to a group.
  For group access, a maximum of up to 20 RFID cards may be assigned per locker.
• Programming key (Yellow): Only 1 per client / site.
Programming – 100 lockers (example) / locks

Step 1 – Programming the locks (before use)
Choose a locker that will serve as a programming reference for the entire set

On the lock chosen as the reference:

- Insert the Programming key
  You’ll hear a two-tone beep and the LED will flash.
- While the LED is flashing, insert the Manager key(s) (= Pass)
  Insert as many Manager keys as there are.
- Insert the Programming key
  You’ll hear a two-tone beep and the LED will turn off.
Step 2 – Duplicate on all of the locks:

- On the same reference locker:
  Press on \text{On} for \textbf{10 seconds}
  (after 5 seconds => 1 beep, after another 5 seconds => another beep)
- Immediately insert the Programming key (the data is then copied onto the key)
  AND PASS the key on the 99 other locks (beep/beep).
- On the 100th lock, after inserting the key
  Press once on \text{On} and insert the key for the 2nd and last time
Programming – 100 lockers / locks

Locks in MULTIPLE / SHARED mode
The process is complete; The locks are ready to use.
1 locker open = 1 locker available

Locks in ASSIGNED mode
The remaining step is assigning the badge(s) to each locker

Step 3 – Assigning the badge(s)
(!) You need to have the users’ badges to perform this step.
(!) If a group of users is assigned to a locker, a maximum of up to 20 badges may be assigned per locker.
Programming – 100 lockers / locks

Step 3 – Assigning the badge(s)

In **ASSIGNED** mode

The programming and assignment of the users' badge(s) is necessary for each locker.

Press on **enter** for 5 seconds (beep)

Next, insert the black key , then swipe the badge(s) and finish with the black key

The process is complete; The locks are ready to use

≈ 1 minute per locker (approximate time)
Step 1 – Programming the locks (before use)
Choose a locker that will serve as a programming reference for the entire set
In the example Locker 1
Yellow Key / Black Key(s) / Yellow Key

(Stay on Locker 1) Step 2 – Duplicate on all of the locks:
Press on for 10 seconds / Immediately insert the key into Locker 1,
Then insert this key just one time into all of the other lockers: Locker 2, Locker 3, etc.
Until the last locker (Locker 12 in this example).
For example: 12 lockers

On the last locker (no. 12 here), after inserting the key.
Press once on and insert the key for the 2nd and last time.
The lockers are programmed.

Step 3 – Assigning the badge(s) (for the Assigned option locks (AU) only)
The programming and assignment of the users’ badge(s) is necessary for each locker.
Press on for 5 seconds (beep)
Then insert the black key , then swipe the badge(s) and finish with the black key.
Using the lockers

Whether the locker is assigned or not, the procedure is the same for the user.

CLOSING a locker:
- Close the door.
- Press on 🔔 (beep),
- Swipe the badge (beep/beep)
- and turn the button.

OPENING a locker:
- Press on 🔔 (beep),
- Swipe the badge (beep/beep)
- Turn the button and open the door.