

HOTEL LOCK SYSTEM™ Networked Networked wireless

Manual

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System Overview

IMPORTANT SAFETY INSTRUCTIONS

1. Read these instructions
2. Keep these instructions.
3. Heed all warnings.
4. Follow all instructions.
5. Do not place any product referred in this manual long-term in the extreme environment
6. Install in accordance with the manufacturer's instructions.
7. Use accessories only specified by the manufacturer.
8. Refer all servicing to the qualified service personnel. Servicing is required when the product has been damaged in any way, such as handle or mortise is damaged, product has been exposed to rain or moisture, does not operate normally.

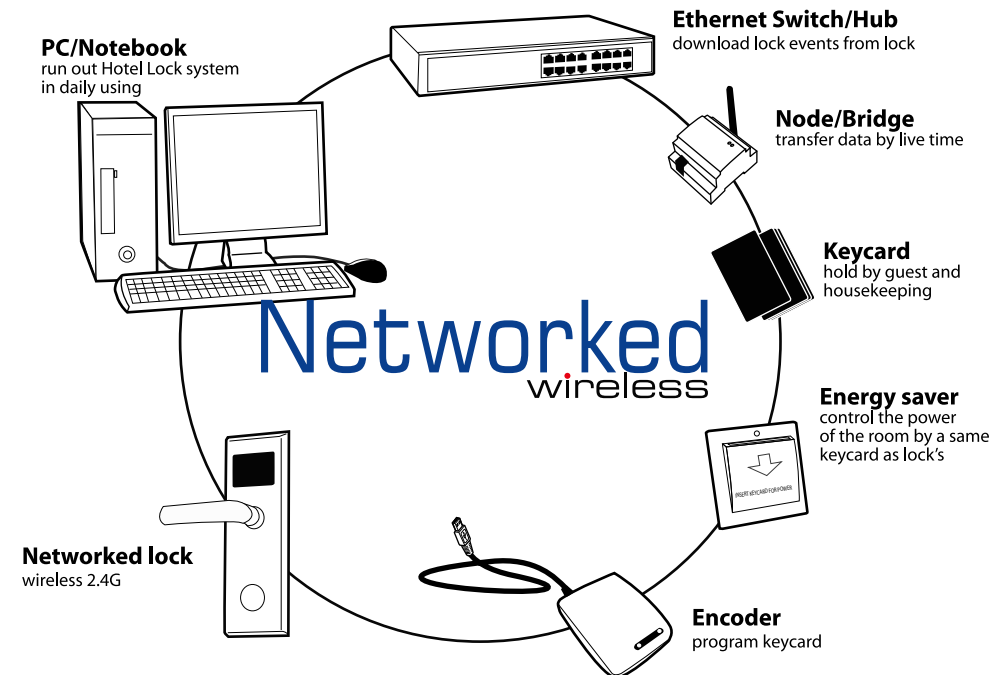
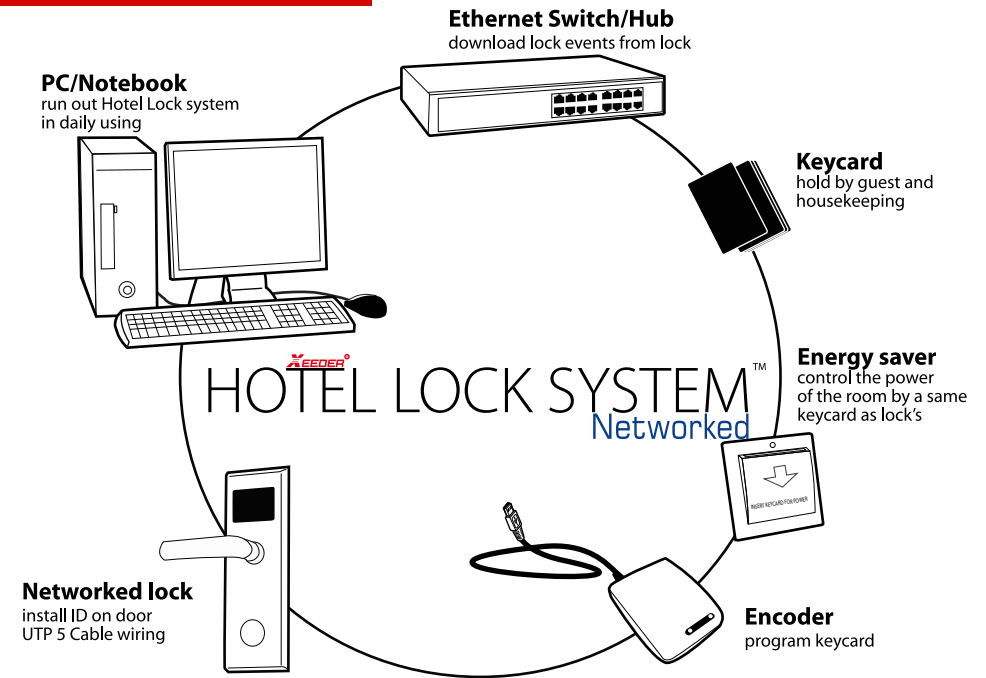
INTRODUCTION

Congratulations on your selection of the XEEDER Hotel Lock System Networked series product. Xeeder networked series product includes standard and wireless type. They are the solution that carry out a modern, efficient and safe management of the rooms in hotel, school, office, apartment, hospital by application of hardware and software. Before using the instrument, be sure to carefully read through the instructions contained in this manual. Please keep all information for future reference.

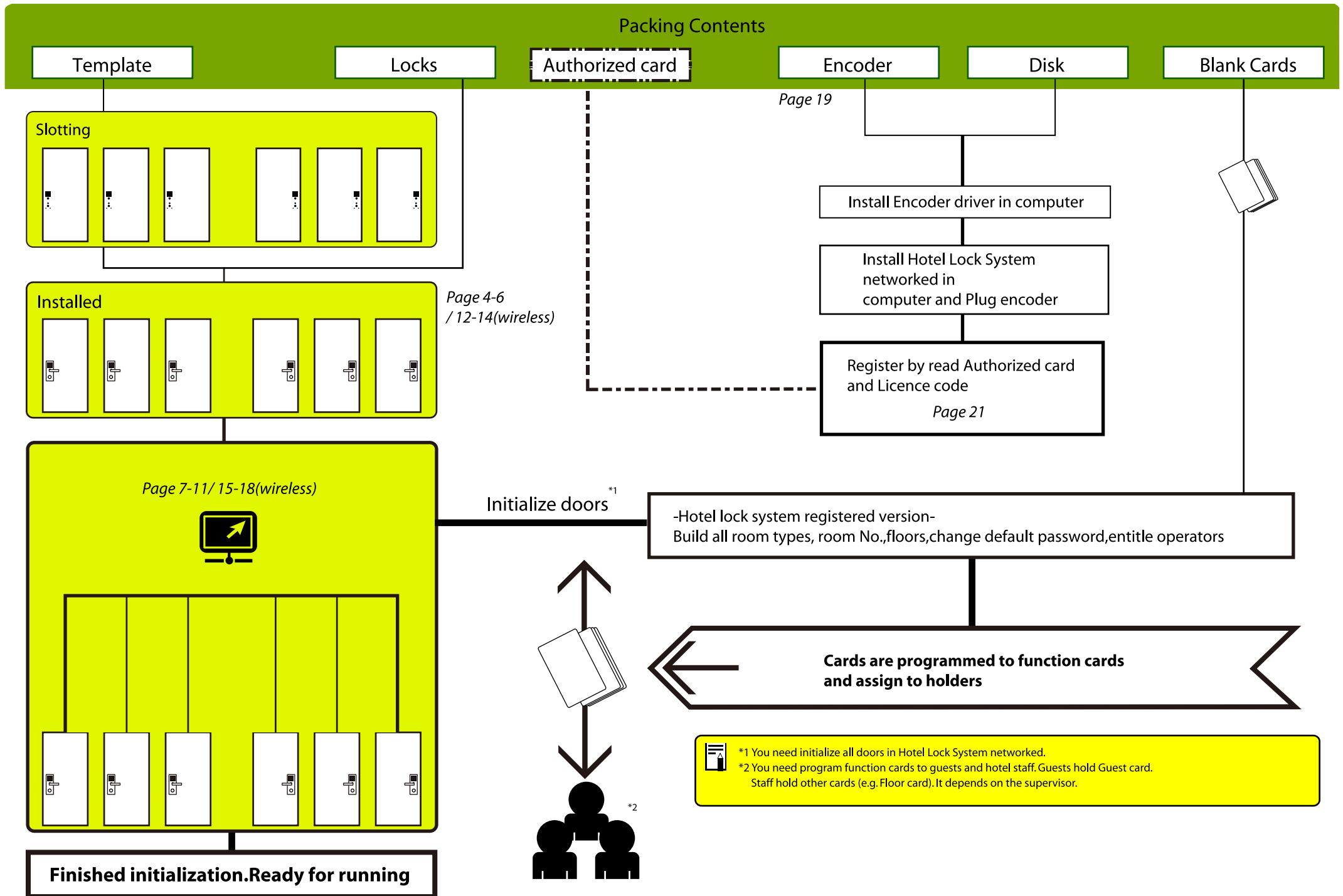
SAFETY

Xeeder networked lock product has been designed with the highest concern for safety. However, any device, if used improperly, has the potential for causing unlock unable and indirect personal injury. To help ensure accident-free operation, follow these guidelines:

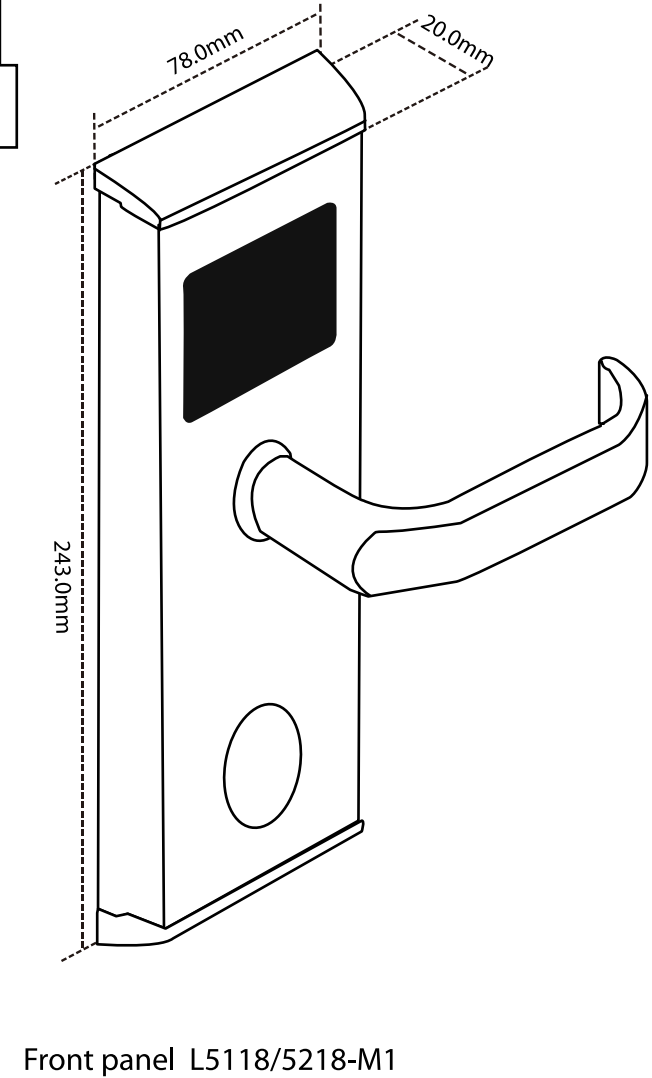
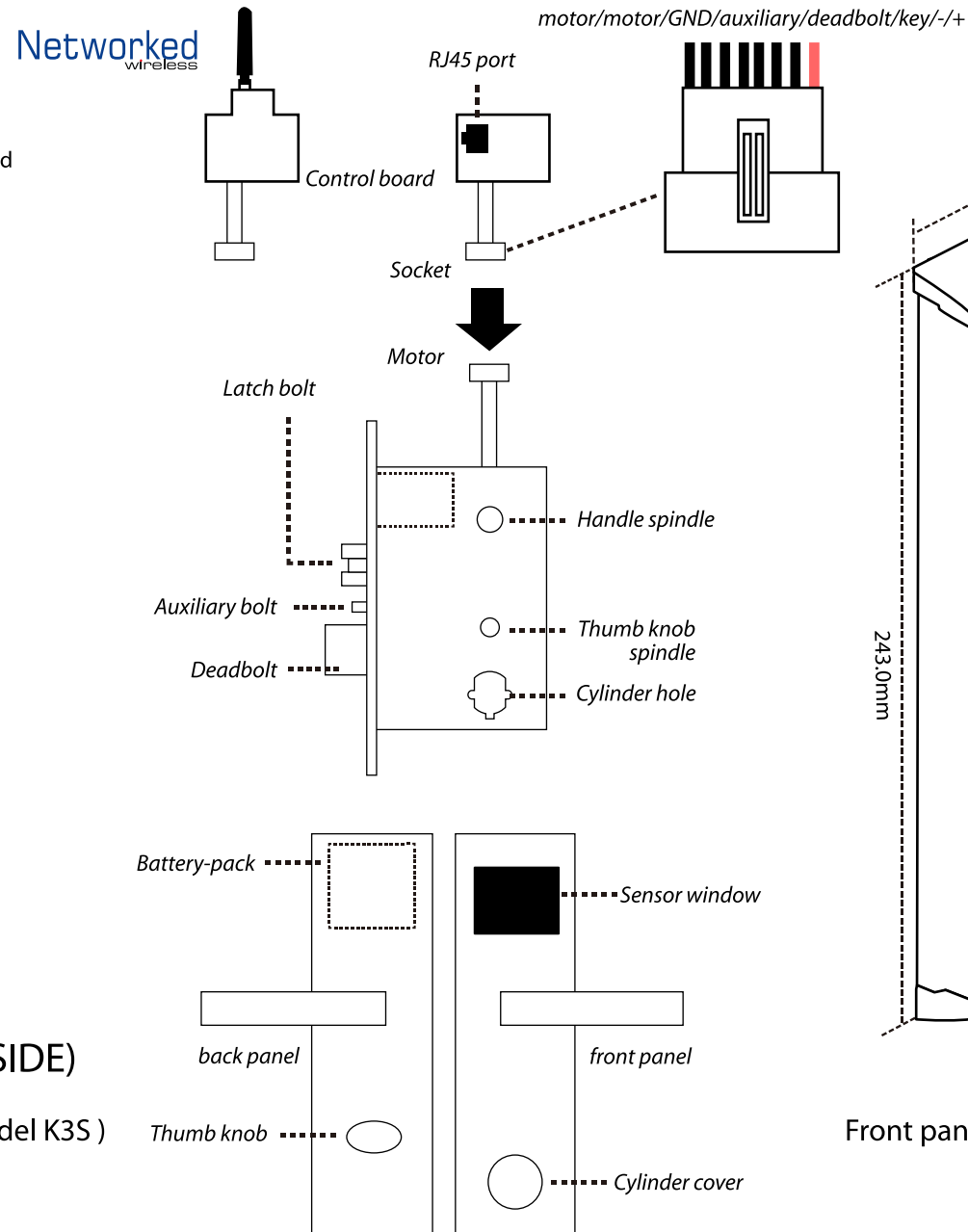
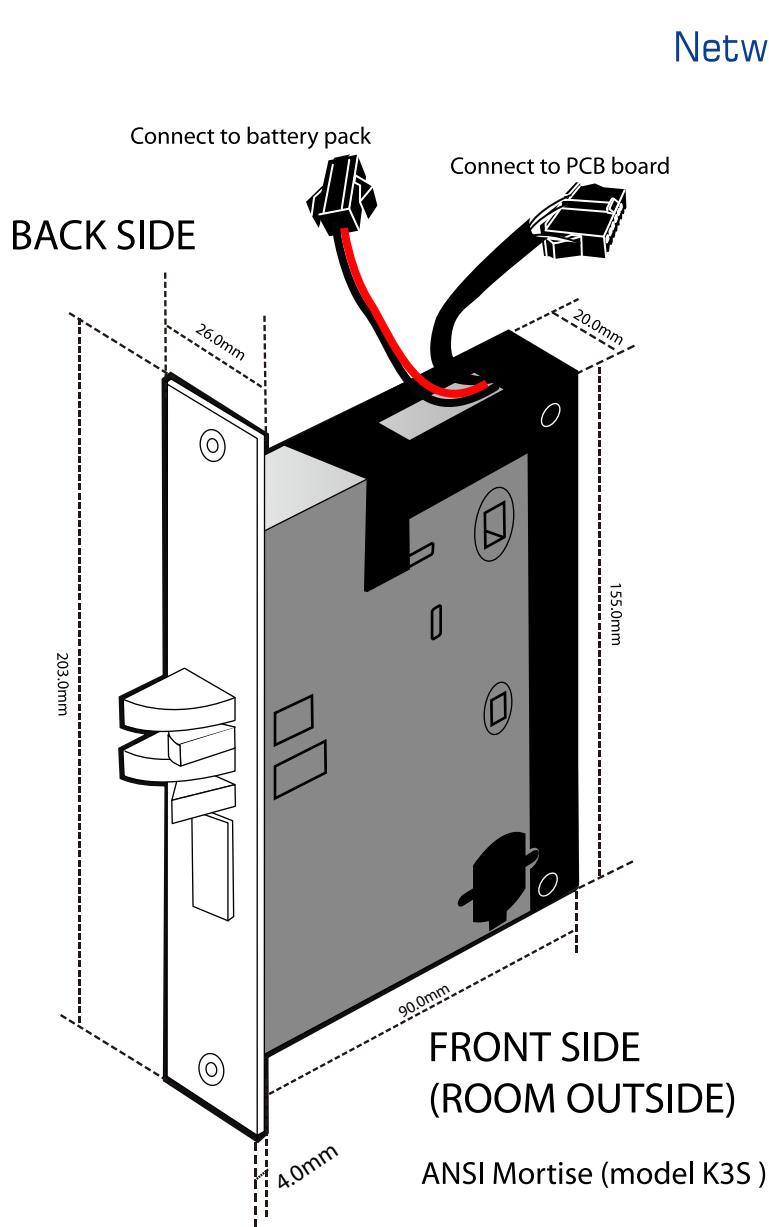
1. Lock requires POE adapter provide power keep running even not ready any card.
2. Do not use battery mix new and old. It may cause short circuit to lock electronic part.
3. Lock's latch part is in mechanically. You can unlock it by using emergency key in urgently.
4. XEEDER Hotel Lock System networked soft requires run on Windows 98/XP/2003/Vista/Win 7 which are tested pass by xeeder. However we do not promise there is no bugs in all machine and other OS.
5. A tiny difference of the OS including language, service pack and any other fault in OS itself may cause a error. If you can not uninstall software in normal way by some reason, Please delete the whole fold named 'Hotel lock system vX.X'.
6. Please check your LAN (Local Area Network) connection, if lock could not start 'live tracking' function.
7. Wireless lock product equipped 2.4G wireless technology and it has been approved that harmless to human body.



Install Procedure



Mortise&Panel

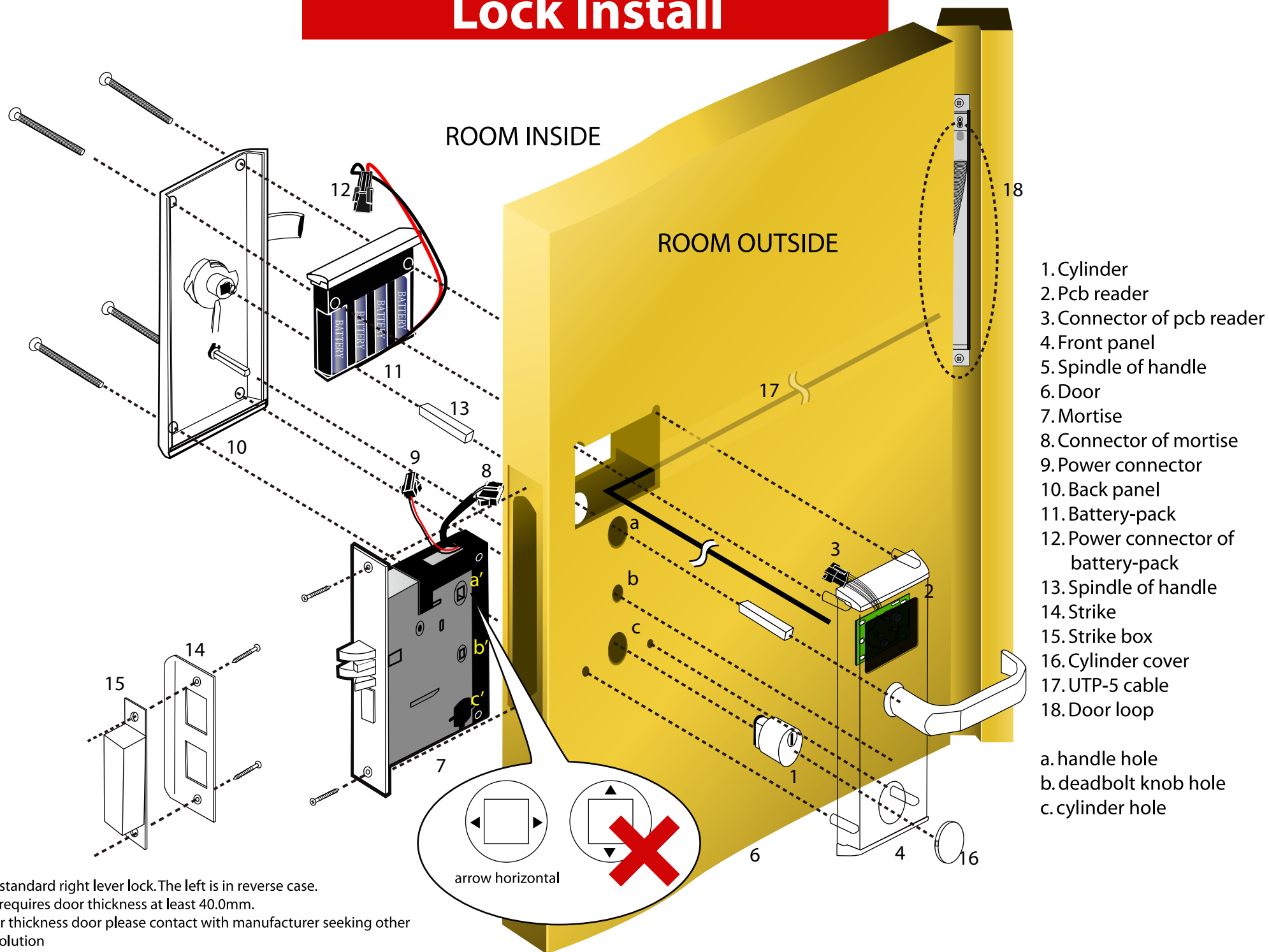


*This is a standard right lever mortise. The left mortise is in reverse case.

*Battery-pack is hide in mortise for mortise model K1L

*Mortise K3S is the one of several different mortise of all model locks

Lock Install



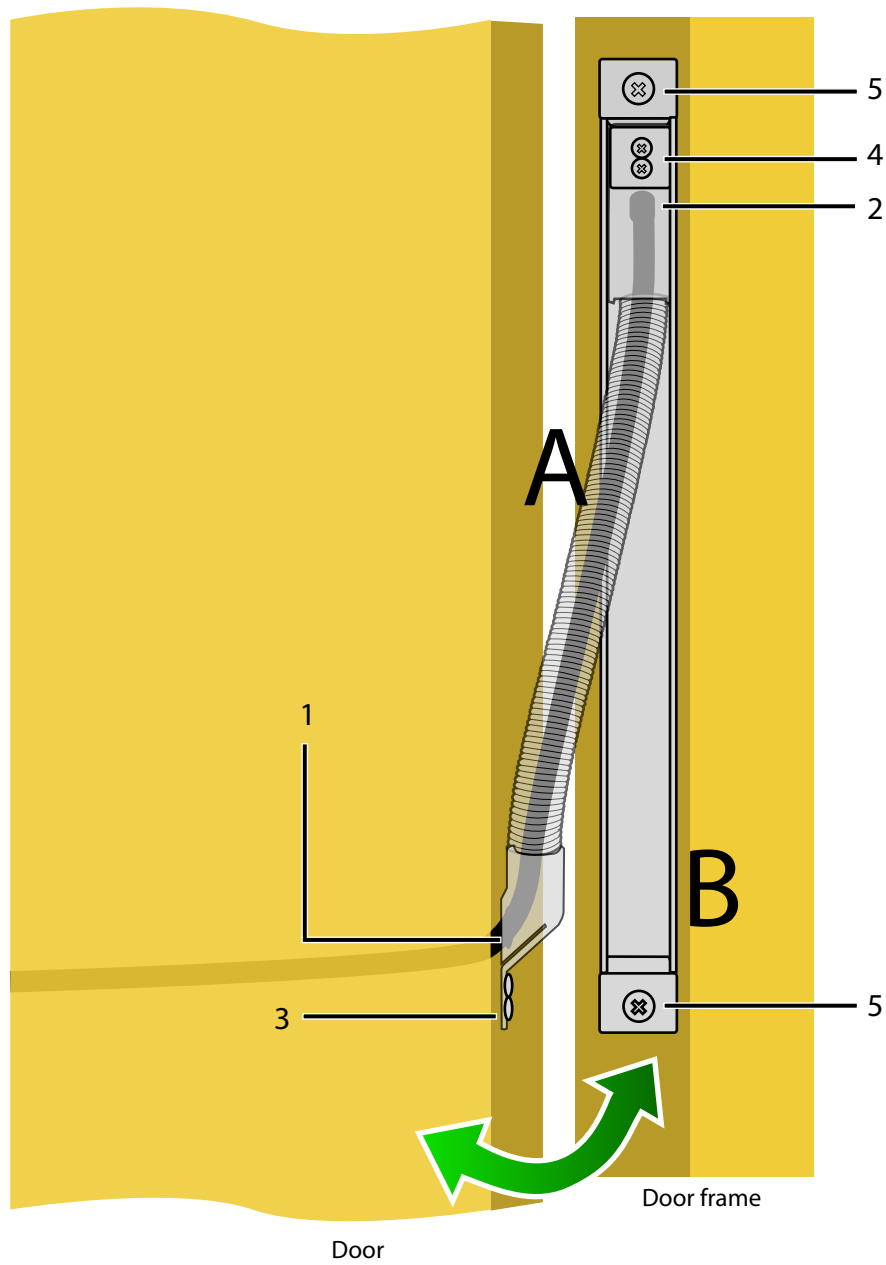
*This is a standard right lever lock. The left is in reverse case.

*Mortise requires door thickness at least 40.0mm.

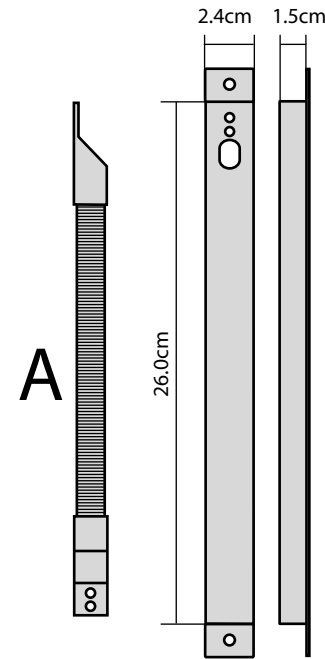
*For other thickness door please contact with manufacturer seeking other mortise solution

*Right for the hardware configuration changes without notice is reserved.

Lock Install



When the door closed, the part A will be contained into the slot part B



Slot 26.0x2.4x1.5cm(LxWxD)

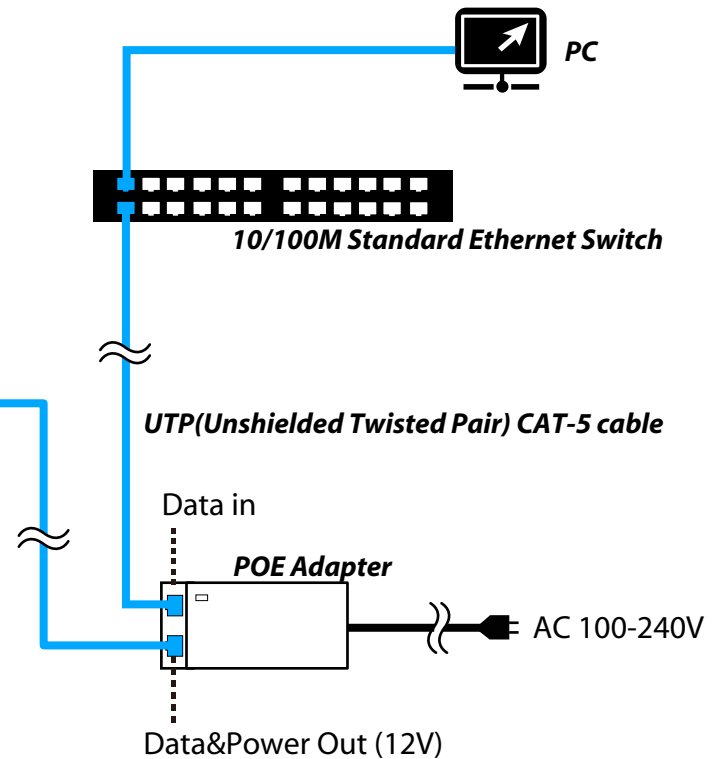
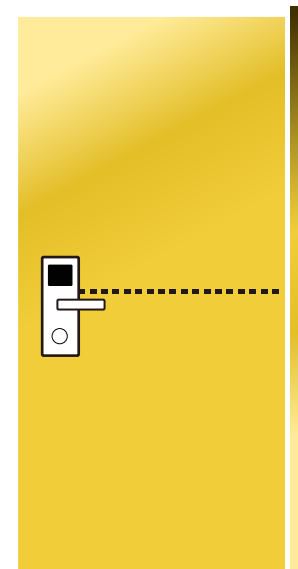
The door loop model LA002 is made up of two parts:

Part A-the strong spring
Part B-the slot part

Installation:

1. Fix the part B on the door frame. Make sure it is flat with the surface of frame otherwise the door could not be closed.
2. Thread the UTP cable from the slot 2 to slot 1. Connect the cable to the lock.
3. Fix the part A by 4 and 3.

Networked lock on door

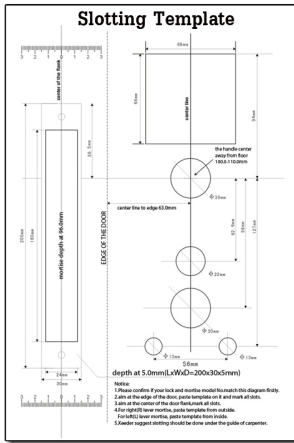


Lock Install

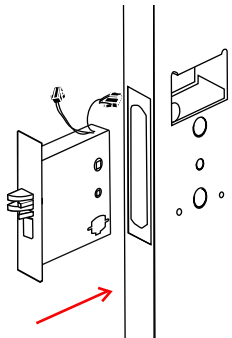
Installation steps

1.Punch holes

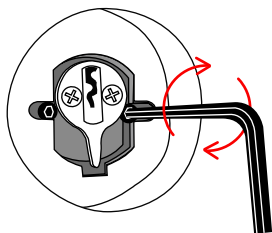
Lightly mark a height line on the edge and both faces of the door, attach the frontispiece template along the line you draw and the edge of the door; Wedge the side face template on the frontispiece template, confirm the up and down position, then move the right-and-left position which about the center position between the template center line and the door thickness, at last stick to the door; mark the 4x14mm、22 mm、2x30 mm holes and 200x30mm square、160x24mm square; remove the frontispiece template and apply it to the other side of the door, aligning it accurately with the side face template, mark the 4x14mm、22 mm、2x30 mm holes again. Then drill the holes from both side of the door synchronously, the side face slot which place flank plate is 5.0mm deep (namely 200x30mm slot) and the slot which place mortise is 96.0mm deep (namely 160x24mm slot).



2.Install the mortise



Put the mortise into the hole and holding it square to the door edge, draw around the faceplate. Remove the mortise and score the outline with a stanley knife to avoiding splitting when chiseling. Chisel a rebate to allow the latch to fit flush to the surface. Fix the mortise with the screws, with the bevel towards the door frame.



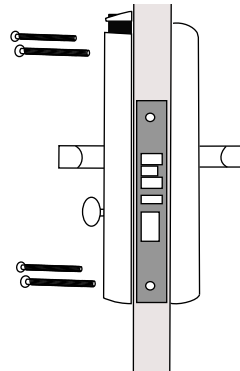
3.Fix the cylinder

Insert the cylinder from front and tight the screws from back by using the inner hexagon screw driver

4.Install front and back boby:

First export the cable from the hole, put the axis, connect the lock front and back boby with link cable through the hole, ensure plug correctly connect with the back boby slot, then connect inside and outside with square shaft, ensure the lock plate and the mortise connection are reliable, finally screw the lock plate in the door.

5.Install the battery and Battery Pack Cover:after confirm the positive direction of the battery,closes Pack Cover.

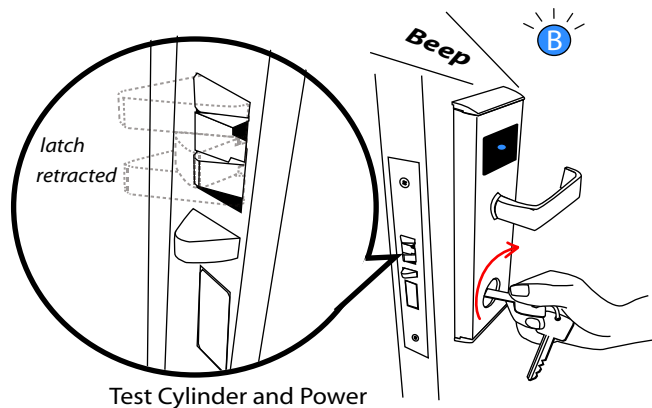


6.Test:

After the installment completed, check if the basic function works is necessary.

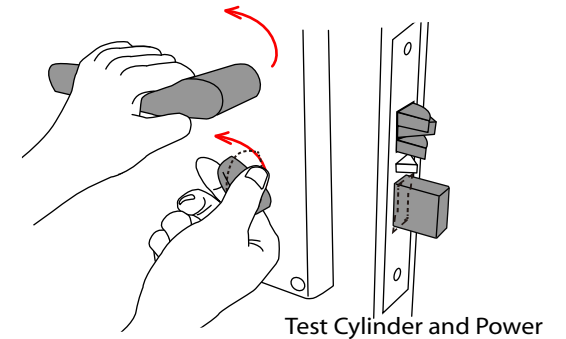
Test Cylinder and Power

Insert the emergency key and turn it to make the latch retracted, if the lock shows blue light and one beep that is means the cylinder and power works fine.



Test Thumb Turn

ed; check the operation of the deadbolt knob. If there is any binding of the handles or the latch then loosen the bolts



WARNING
In order to avoid that there is no other way to open the door when the key card couldn't work by accident, be sure to check the operation of the emergency key as above.

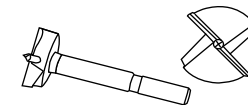
TOOLS



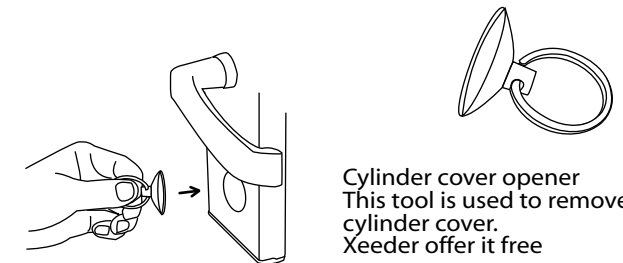
Inner hexagon screw driver
This tool is necessary while install cylinder in mortise. Keeder offer it free



Cross-Head screw driver
An ordinary tool and should be prepared by user.
User prepare



30mm dia hole drill bits + Electric drill
Punch holes on the door.
User prepare



Cylinder cover opener
This tool is used to remove the cylinder cover.
Keeder offer it free

Push and pull to open it

Initialize lock



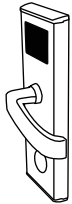
Networked lock could not running after installation.
You must do initialize to each room to confirm the connection well.

Initialize-STEP 1 Record MAC address



Each lock has a unique ID-MAC address.
MAC address is the Physical Address which could not be erase or modify by users.

MAC: A000 2867



Software track lock by its MAC address



MAC: A000 1781

You should make a list of all rooms MAC address after installation completed.
sample

508	A000 2867
509	A000 1781
510	A000 1030
511	A000 1807
512	A000 2815
513	A000 2813
514	A000 2811
601	A000 2900
602	A000 2825
302	A000 2826
303	A000 2819
305	A000 2807
306	A000 2809
307	A000 2911
staff room	A000 2929
kitchen	A000 2856
401	A000 2890

Initialize-STEP 2 Build all rooms(before build rooms please complete Basic Setting)

Room	Room building	Floor	Area	IP address	Mac address
508	508	1	5	192.168.0.95	A0002867
509	509	1	5	192.168.0.108	A0001781
510	510	1	5	192.168.0.9	A0001030
511	511	1	5	192.168.0.101	A0001807

Basic information

Building: 1
 Floor: 5
 Room: 508
 Room name: 508
 Area: 1
 Room Type: Standard double
 Type: TCP/IP Lock

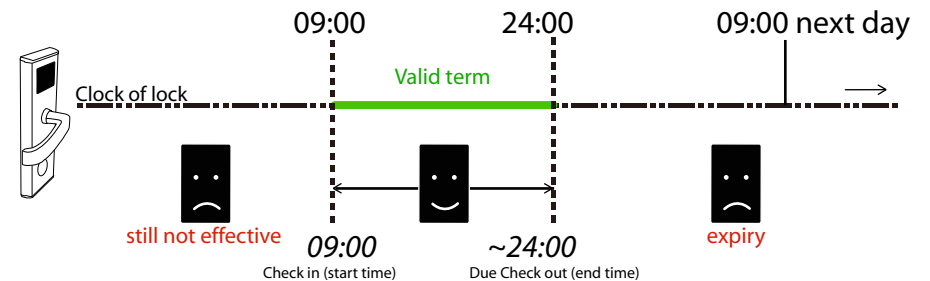
Mac add: A0002867
 Final IP: 192.168.0.95
 My IP: 192.168.0.133
 [Set all IP(Y)]

TCP/IP setting

[New(N)] [Cancel(Q)] [Delete(D)] [Auto add(U)] [Close(C)] [Update to Xentral(X)]

Each room(lock) should be assign a unique IP address.
Please do as the following pages.

What can xeeder hotel lock knows the card in valid term or not?



Initialize lock



Xentral

1. Build connection

Run tool 'Xentral'.

Xentral is a small tool that make building connection.

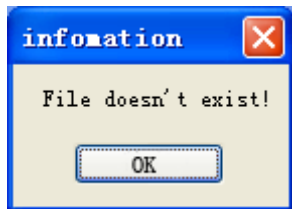
You just need run it for the first running.

You could install Hotel Lock System Networked in one PC but Xentral in another PC to make connection

2. System connection setting

You should do connection setting for the first running. Otherwise the connection may got malfunction.

2.1 Run Hotel Lock System Networked



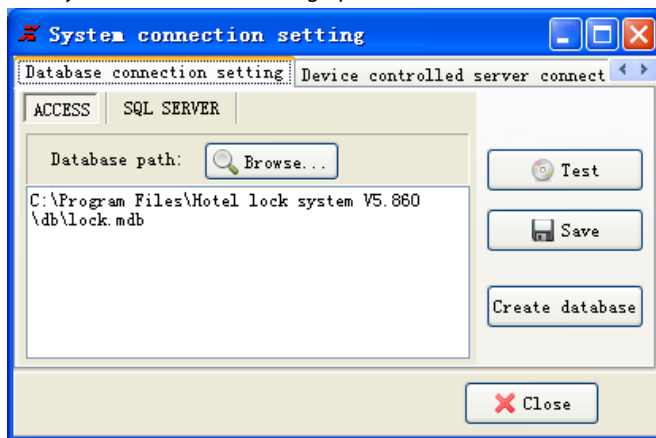
For the first time running, system gives a message to remind you to create the database.

Click 'OK' to close it.



Hotel Lock System

2.2 System connection setting opens



2.3 For regular users, please create database directly by click 'Create database'. For some reason if you need SQL database, please change selection.

2.4 Click 'Save'

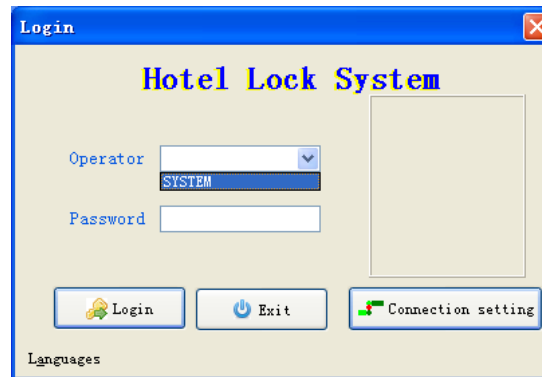
2.5 Click 'Test' if necessary

If you need modify the database folder position please click 'Browse...' to select a new before step 2.3

3. Build rooms

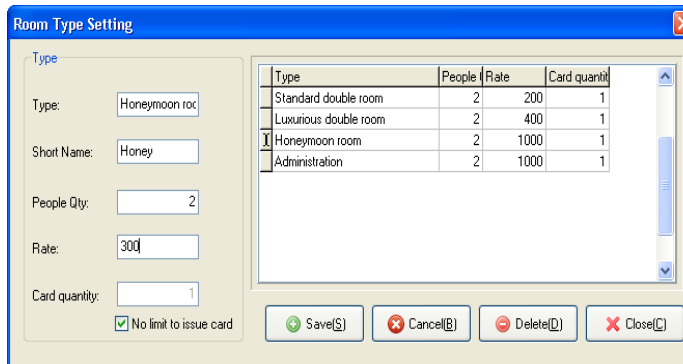
Login system by select Operator 'SYSTEM'

Password 0 (zero)



There is not any rooms when first running. You need build rooms all. Please complete soft register before build rooms

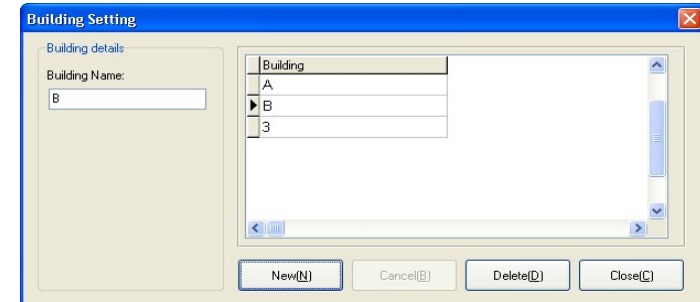
3.1 Set Room Type



You can rename, define rate and quantity allowed to live in, add more new room types, click save and close it.

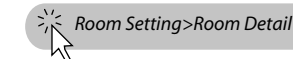
Note: No limit to issue card- It is used for limiting how many cards can be issued for the room when guest check in. if there is limit to cards quantity to this type room, if you select this option, the receptionist can issue guest cards for any pieces

3.2 Set building



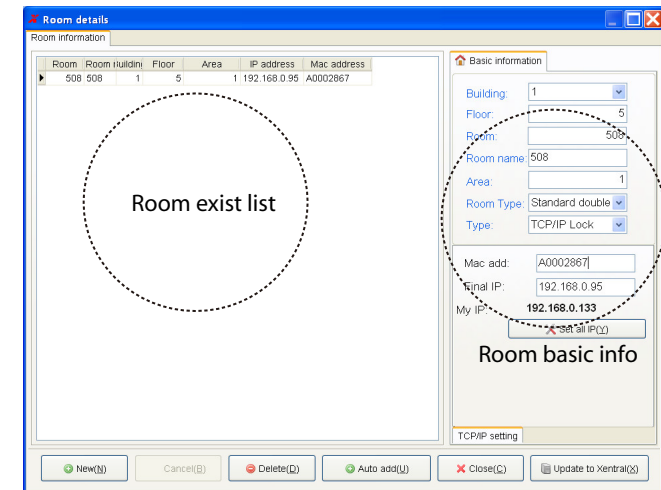
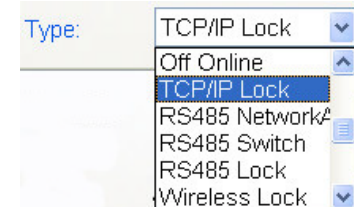
System allows you edit the building name as your hotel condition. Click 'Save' and close after edition.

3.3 Set rooms



Please select the correct Type: TCP/IP Lock

Different type lock requires different setting. If you select wrong it may get malfunction



You must add/edit all rooms by input basic information of each room.

Initialize lock

3.3.1 Click 'New', and fill the grid as following

Basic Information

Building: 1
 Floor: 5
 Room: 508
 Room name: 508
 Area: 1
 Room Type: Standard double
 Type: TCP/IP Lock

Mac add: A0002867
 Final IP: 192.168.0.95
 My IP: 192.168.0.133

Set all IP(Y)

Building: Select the building

Floor: Fill floor number

Room: Fill room number

Room name: Room could be given a name here

Area: Group ID for doors, works by Area card

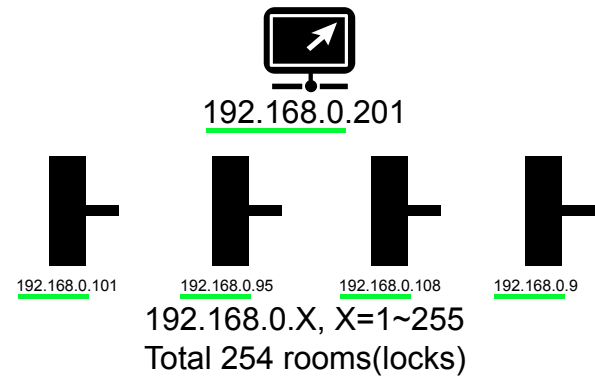
Room Type: Select current room's type

Type: Select hardware type

Mac add: fill the current room (lock) Mac address
 Final IP: assign a IP address to current room(lock)

My IP: 192.168.X.X
 This is your current PC's IP address.
 It gives as reference for you set the room(lock)IP.

sample



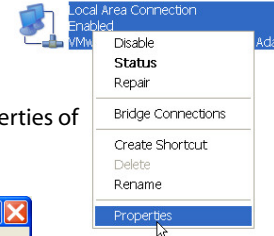
YOU CAN NOT ADD NEW UNTILL ADD NEW IP SECTION ON THE 3RD NUMBER

192.152.0.101

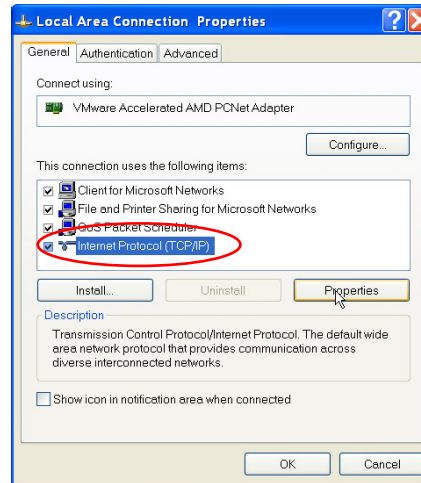
3.3.2 Add more rooms over 254.

Xeeder networked lock is powered by TCP/IP technology which is same as the computer network.
 If your rooms' qty is over 254, you must add IP section.

3.3.2.1 Enter the Network Connections

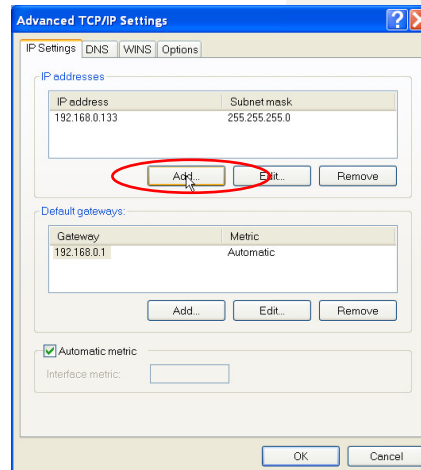


3.3.2.2 Enter the Properties of Local Area Connection



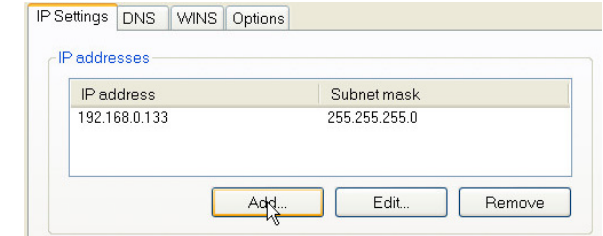
3.3.2.3 Double click Internet Protocol(TCP/IP)

3.3.2.4 Select Advanced...



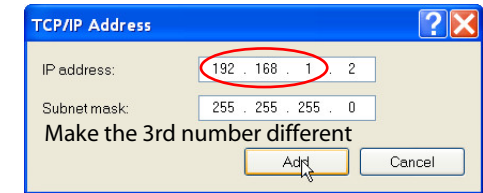
3.3.2.5 In the window of Advanced TCP/IP Settings click 'Add...' to start add new IP section

3.3.2.6 In IP Setting menu, click 'Add...'

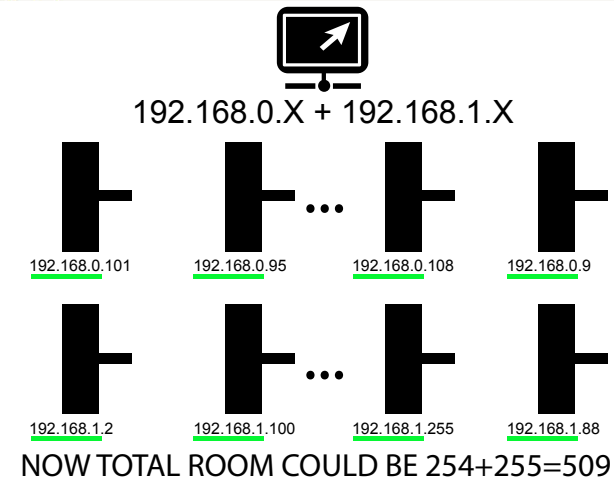
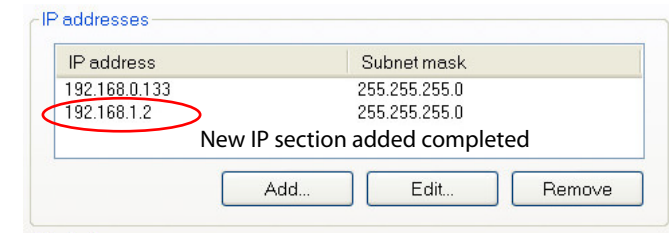


3.3.2.7 Fill in the new IP address as following rule.

sample
 Current is 192.168.0.201
 Add new by 192.168.1.X

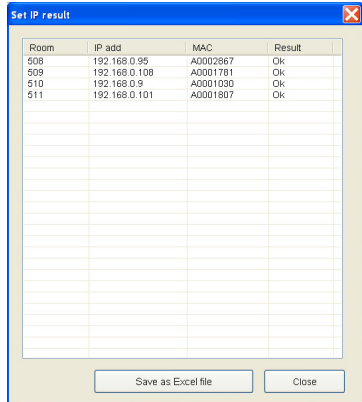
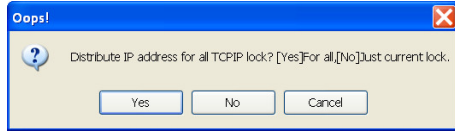


Click 'Add'



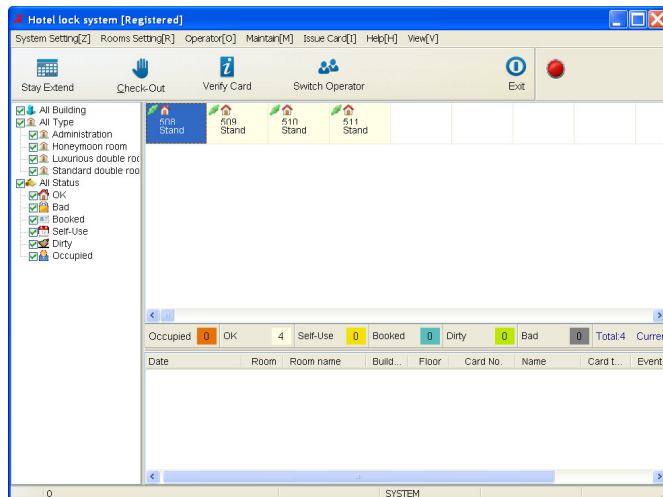
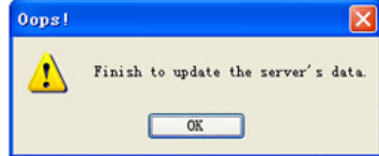
Initialize lock

3.3.2.8 After finish fill all lock's IP address, click 'Set all IP'!



Click Yes, system shows the result of all room(lock) connect status.
If there are failed rooms please go back and check the IP address and MAC if correct.

3.3.2.9 If all IP(rooms) connect OK, Click 'Update to Xentral'



Initialize-STEP 3 Test connection



Connect well

There is a green port icon on the left top of room grid.
It shows green and connected for the lock works fine.



Disconnect

Once it shows red disconnect port it tells user that the connection got problem.



Because the frequent exchange of data inside the network, in some case it may show disconnect but still working well. Only in the case disconnect shows by long time such as more than 10min, it may exist connect problems.

1. Test 'Open now' function.

'Open now' is the function that remote make the lock opening instead of reading card on lock.

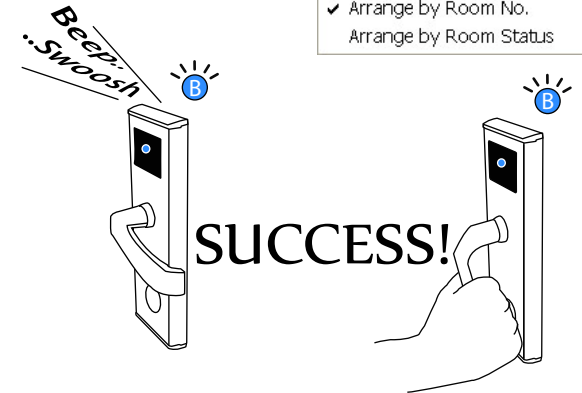
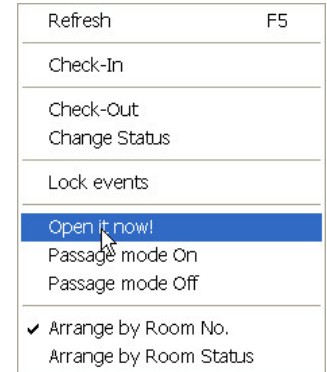
Once 'Open now' the current door could be open without need any card for 8 seconds which allows guest enter current room.

1.1 Select the room which need 'Open now'. Click left button of mouse.



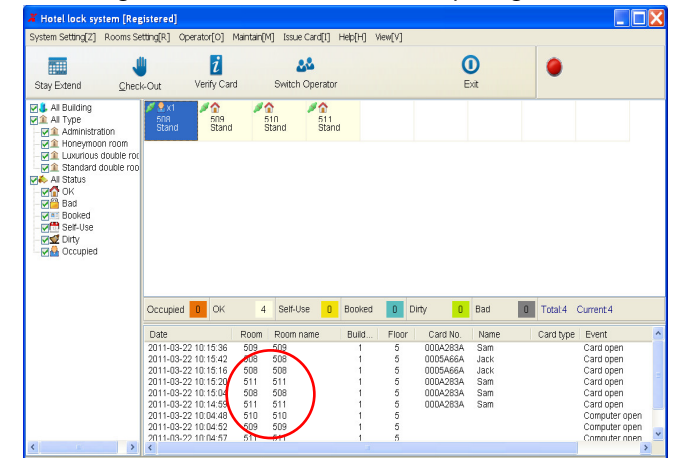
1.2 Click 'Open it now!'

There is the beep comes from lock indicate read card complete if success Open it now!



2. Test Live tracking uncton.

Live tracking shows the live record of doors openings.



Each record includes

Date&time: opening happen date and time

Floor and room number: room position

Card no.: card unique 8 digit number

Card type: function card type

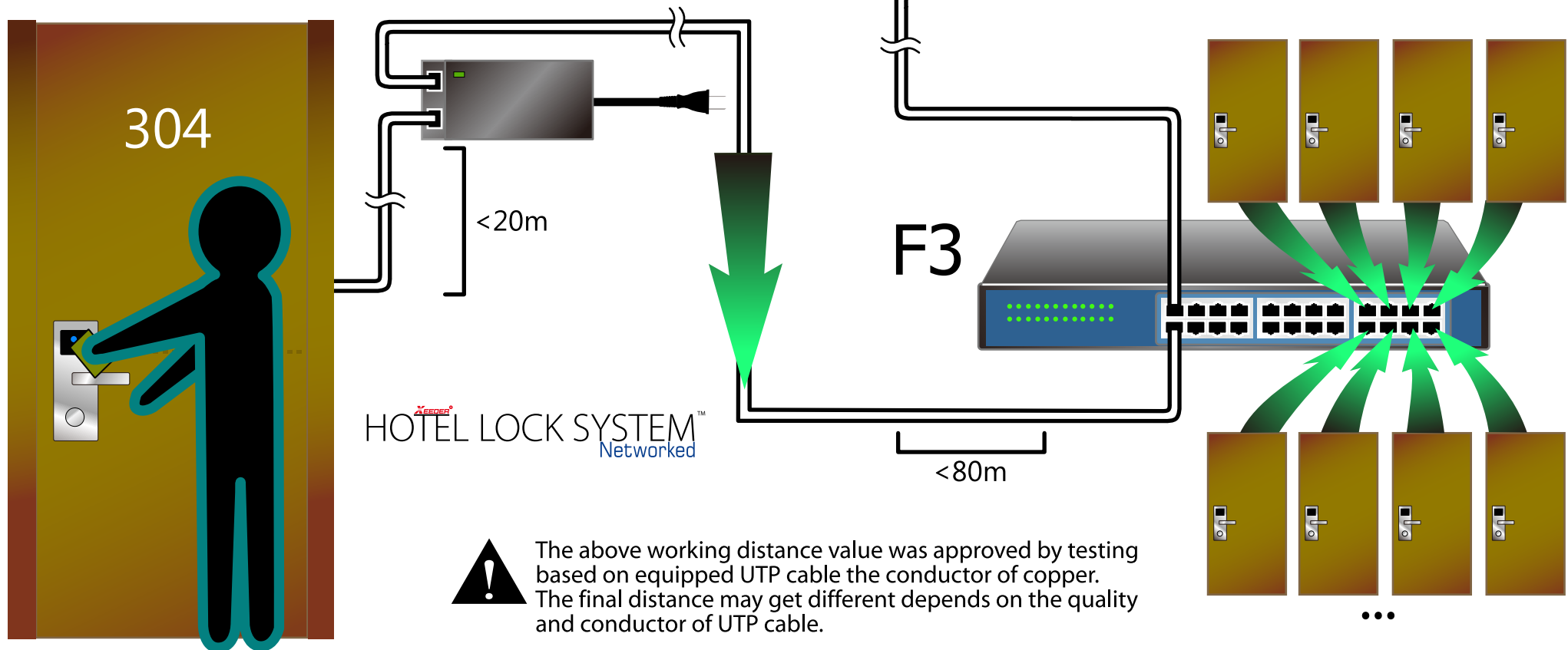
Name: registered card holder's name

Event: the type of access, by keycard/ key

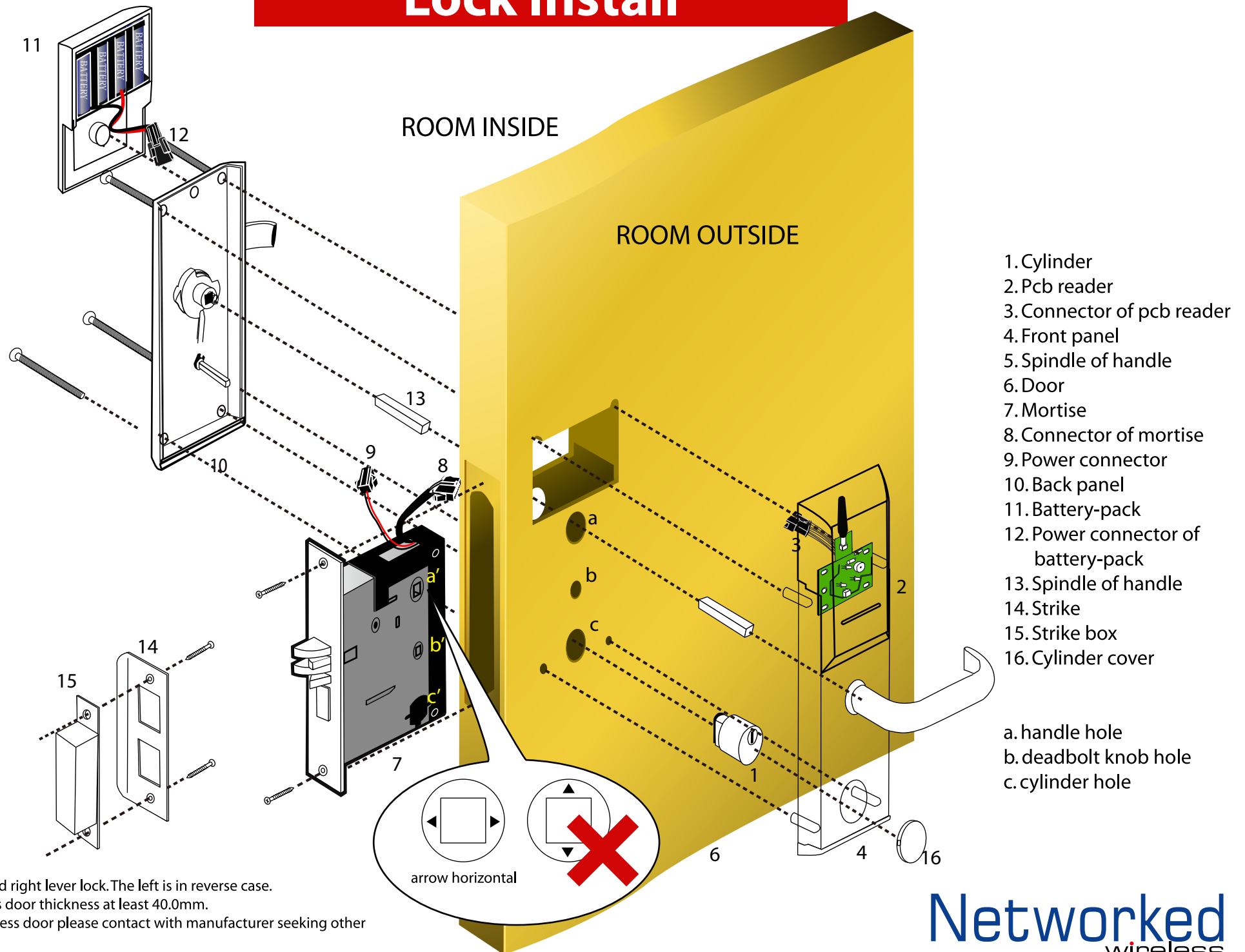
Initialize lock

Lock events
report live

304 accessed!



Lock Install



*This is a standard right lever lock. The left is in reverse case.

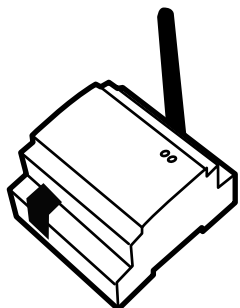
*Mortise requires door thickness at least 40.0mm.

*For other thickness door please contact with manufacturer seeking other mortise solution

*Right for the hardware configuration changes without notice is reserved.

Networked
wireless

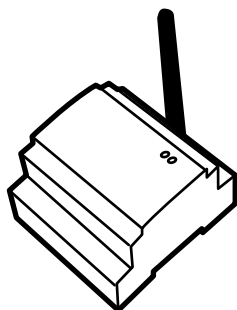
Lock Install



Node LA171

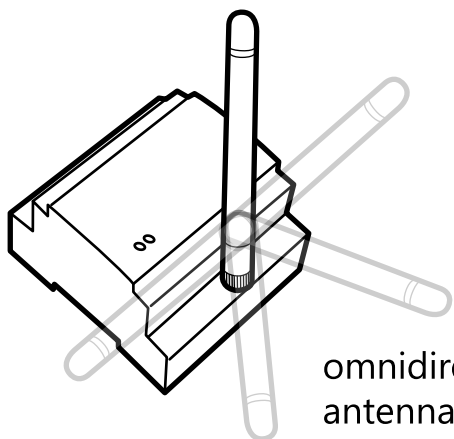
Wireless node is the data center of each floor which should be connect to switch/hub.

It's function is collect all lock events and send command comes from control center to the locks and bridge which fall in range of it's distance radius. All information will be send to PC in control center via ethernet switch/hub



Bridge LA172

Bridge is the extension part of node while the node could not reach some lock because of something blocked or over distance of node. It can not run without node nearby.



omnidirectional antenna(LA171)

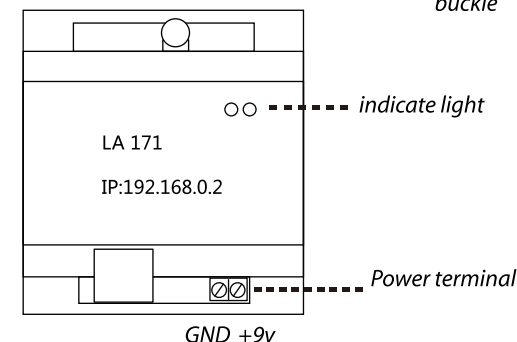
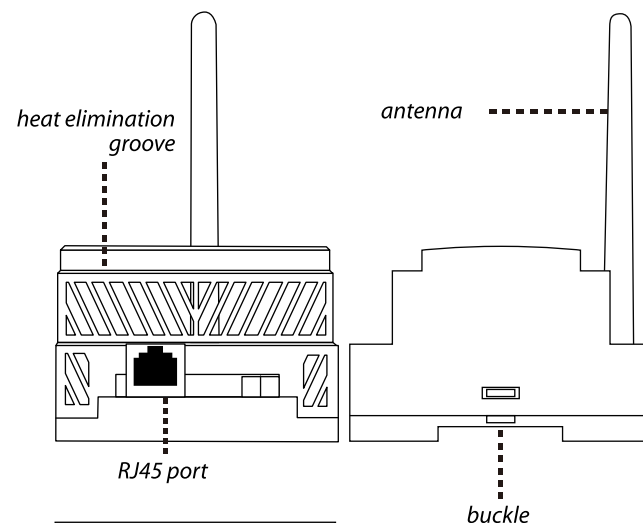
SPECIFICATIONS

Model: LA171
Power: DC 9V
Working current: <200mA
Wireless Technology: ZigBee
Frequency: 2.4G
Distance radius: Max 30m (8cm antenna) ,
50m (12cm antenna)
communication current: Receive:27mA
Send:25mA
Communicate way:TCP/IP
TCP/IP port: 10/100M Ethernet port RJ45
Capacity : Max 40 locks via 5 bridge(max)
Command Temporary Storage:5
Lock events Temporary Storage:200max
Weight:109g

Model: LA172
Power: DC 9V
Working current: <60mA
Wireless Technology: ZigBee
Frequency: 2.4G
Distance radius: Max 30m (8cm antenna) ,
50m (12cm antenna)
communication current: Receive:27mA
Send:25mA

Weight:92g

Working Temperature: 0~60℃
Working Humidity: 15~85%RH
Storage Temperature: -20~85℃
Storage Humidity: 10~85%RH
Diemension 86x78x54mm



IP address
Each node has a unique IP address
The default IP address is as follows

SAMPLE

192.168.0.2

IP address is to help user make connection node in Hotel Lock System Networked.

ID
Each bridge has a unique ID
The default ID is as follows

SAMPLE

00000026

ID is to help user make connection bridge in Hotel Lock System Networked.

ZigBee ZigBee is a specification for a suite of high level communication protocols using small, low-power digital radios based on the IEEE 802.15.4-2003 standard for Low-Rate Wireless Personal Area Networks (LR-WPANs), such as wireless light switches with lamps, electrical meters with in-home-displays, consumer electronics equipment via short-range radio needing low rates of data transfer. ZigBee is targeted at radio-frequency (RF) applications that require a low data rate, long battery life, and secure networking.

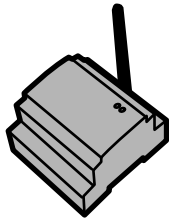
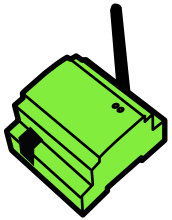
Lock Install



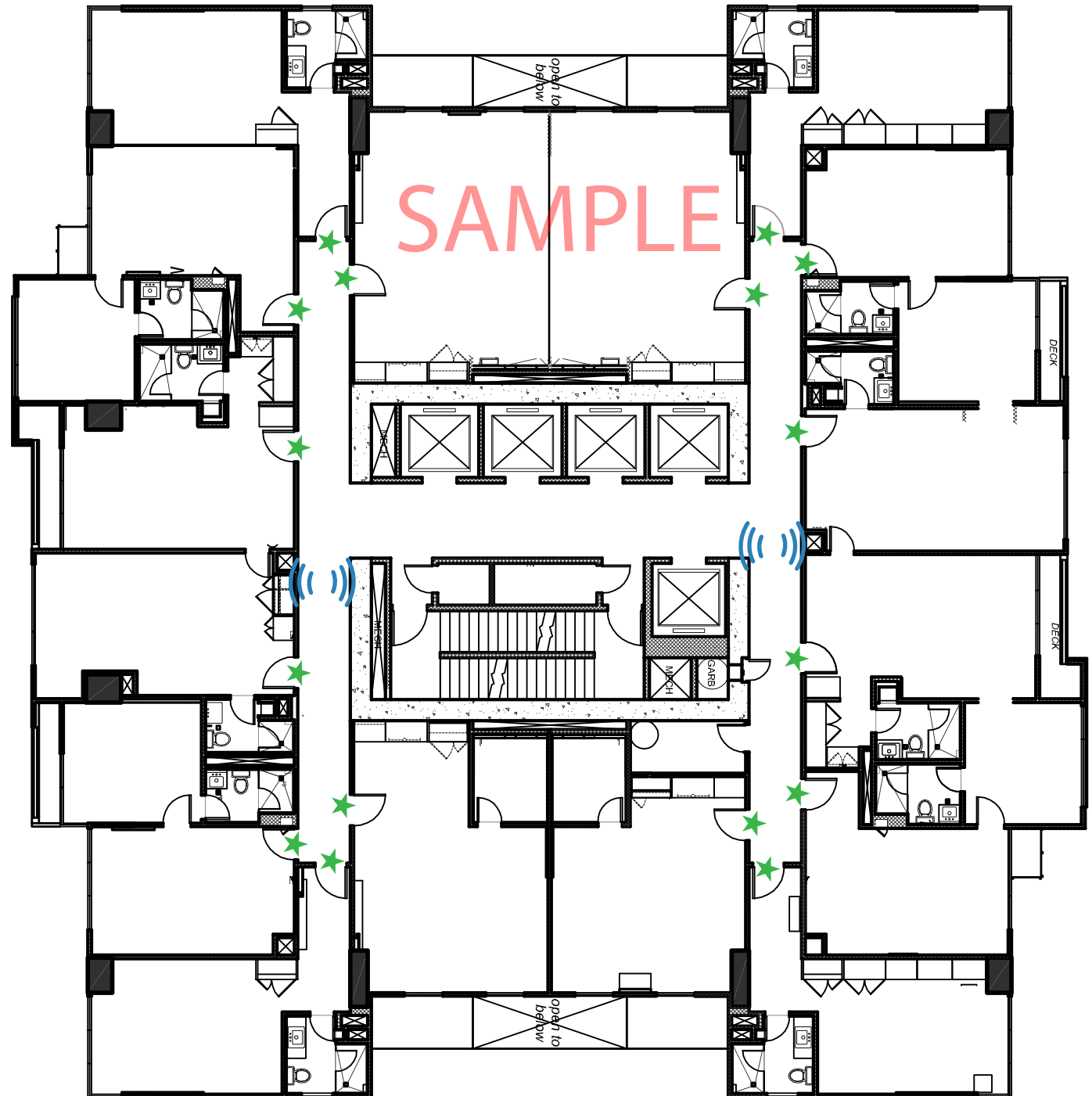
Keeder networked lock wireless X 16



Wireless Node/Bridge X2



Networked
wireless



Initialize lock



Networked lock could not running after installation.
You must do initialize to each room to confirm the connection well.

- Initialize-STEP 1
Record MAC/IP/ID after lock installation completed



Each lock has a unique MAC address.
MAC address is the Physical Address which could not be erase or modify by users.

Each node has a unique IP address which could not be erase or modify by users.

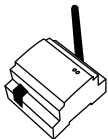


SAMPLE

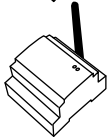
MAC: 0000 0221



Software track lock by its MAC address



IP: 192.168.0.102



ID: 00000003

You should make a list of all rooms/nodes/bridges address after installation completed.
sample

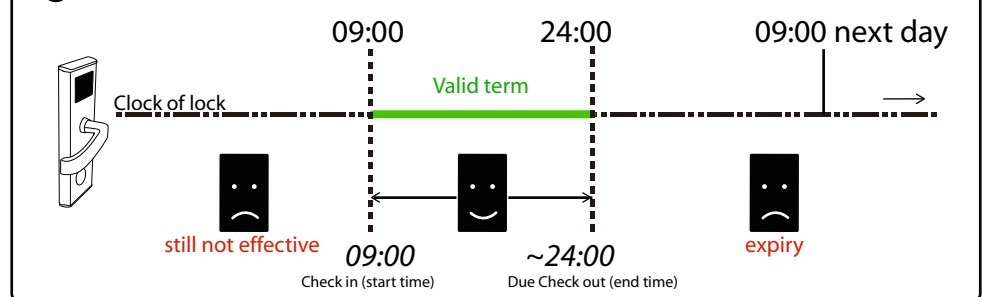
508	-----	0000 0221
509	-----	0000 0781
510	-----	0000 0030
511	-----	0000 0807
512	-----	0000 0815
513	-----	0000 0813
514	-----	0000 0811
601	-----	0000 0900
602	-----	0000 0825
302	-----	0000 0826
303	-----	0000 0819
Node F5 (near passage)	-----	192.168.0.52
Bridge F5(near washroom)	-----	0000 0033
Node F6 (near passage)	-----	192.168.0.60
.....		

- Initialize-STEP 2
Build all rooms(before build rooms please complete Basic Setting), pages 16-18

Room	Room no	Building	Floor	Area	IP address	Mac address
508	508	1	5	1	192.168.0.52	00000221
602	602	1	6	1	192.168.0.60	00000825
705	705	1	7	1	192.168.0.65	00000230

Each room(lock) should be fill in the correct Mac and assign a Node.
Each bridge should be fill in the correct ID.
Each node should be fill in the correct IP address.
Please do setting as the following pages.

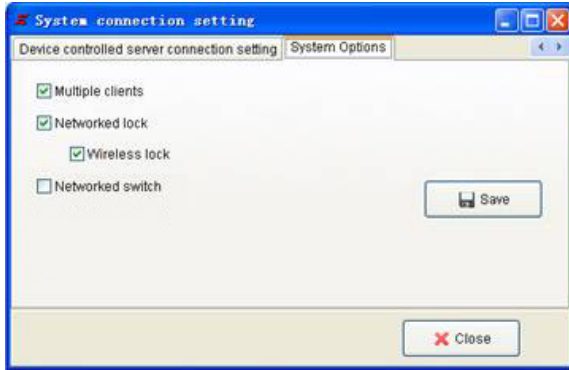
- What can xeeder hotel lock knows the card in valid term or not?



Initialize lock

1. System connection setting

For the first running the connection setting comes out as follows.

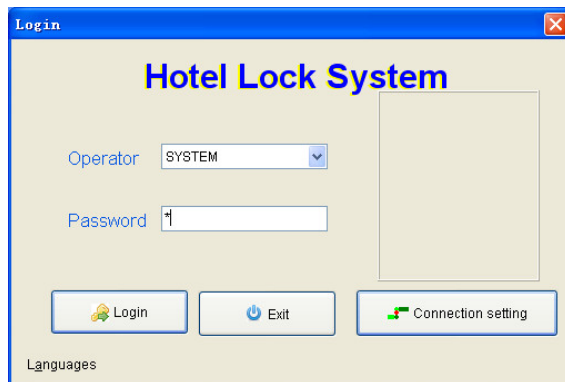


Multiple clients-While you need running more than one 'Xeeder Hotel Lock System Networked', please make it be selected.

Networked switch-This is make the software working for Networked Energy saving switch product.

2. Add Node/Bridge

Login system with User- SYSTEM, Password- 0 (zero)



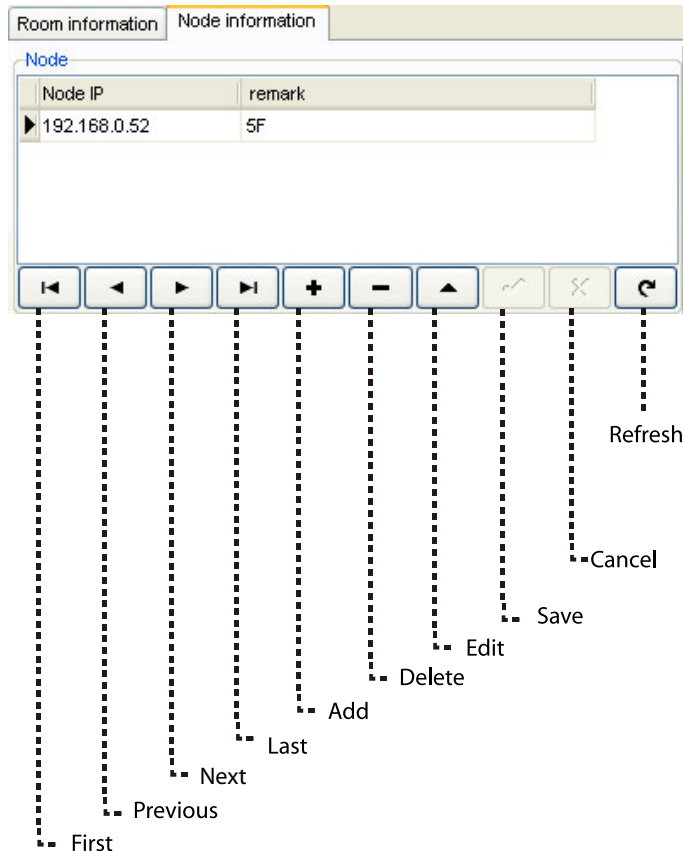
Room setting>Room details

Please complete register software otherwise you could not use the all functions normally.-Page'Register Software'

2.1 Add Node

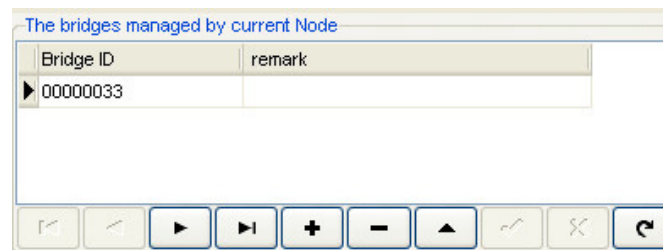
Add the node as the records you marked in advance.

Fill in remark the related info of the node so that you could understand where it locates.



2.2 Add Bridge

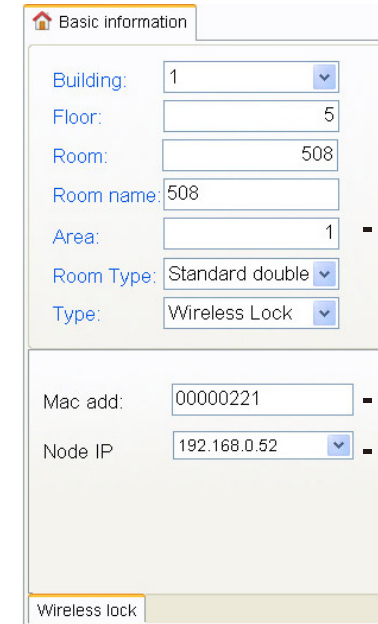
Bridge must be managed under a node. If there is bridge equipped you must add it under its node.



3. Add rooms

After complete Node/Bridge set, you must build all rooms.

Rooms building should complete under the rule floor by floor. To avoid mistake happen, you must complete all rooms under a certain node, then go to the next floor.



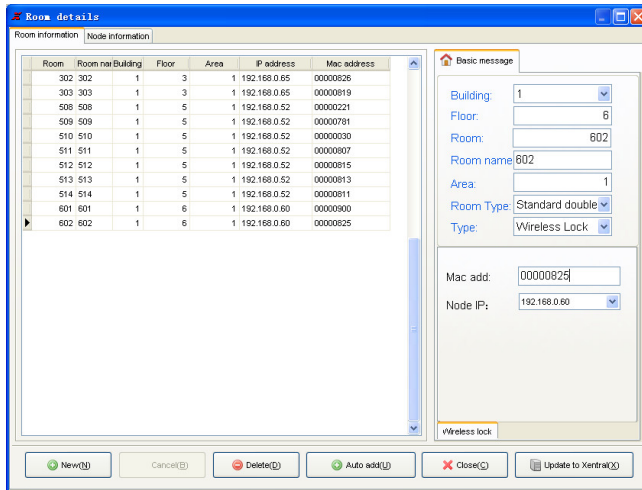
508	-----	0000 0221
509	-----	0000 0781
510	-----	0000 0030
511	-----	0000 0807
512	-----	0000 0815
513	-----	0000 0813
514	-----	0000 0811
601	-----	0000 0900
602	-----	0000 0825
302	-----	0000 0826
303	-----	0000 0819
Node F5 (near passage)-----		192.168.0.52
Bridge F5(near washroom)-----		0000 0033
Node F6 (near passage)-----		192.168.0.60
.....		

Build all rooms by compare with the list

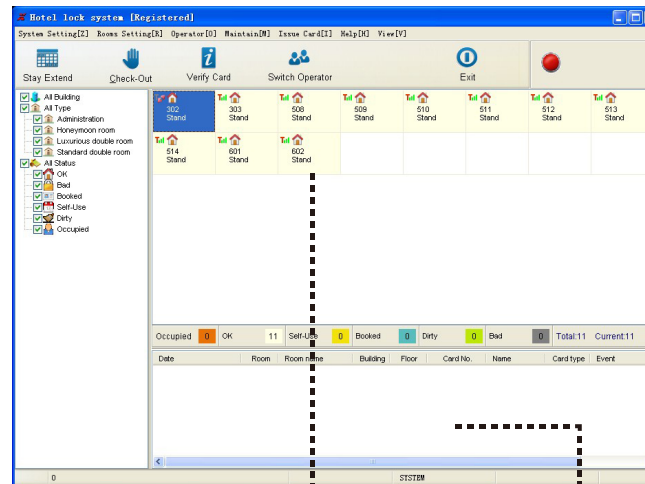
Initialize lock

4. Update setting

After you complete build all rooms/nodes/bridges,you should update setting them.



Setting succeed.
Once you see it,you already
complete initialization



Wireless signal ICON

It helps receptionist learn the communication status of each room.



Disconnect
While you see this pattern it tells you there is some
problem with your wireless network



Connect
Connect very well

Lockevents ICON

Each lock event will show by icon lively in the status block.
It shows nothing when there is no lock events happen.



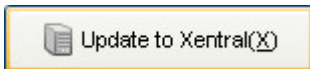
Opening
Door is in opening



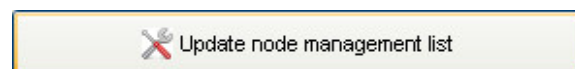
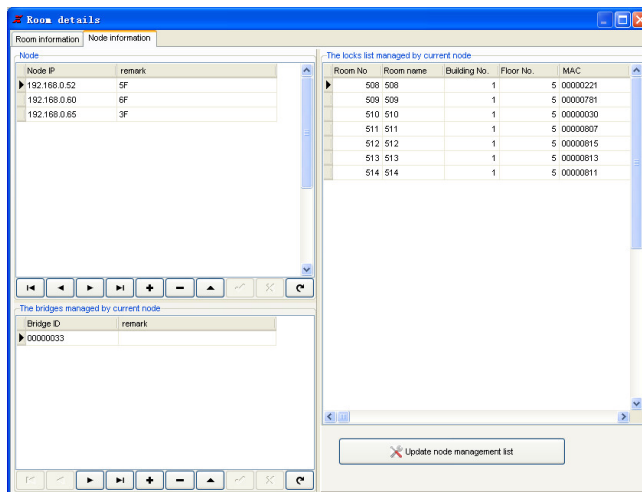
Card
It tells you door was opened by card



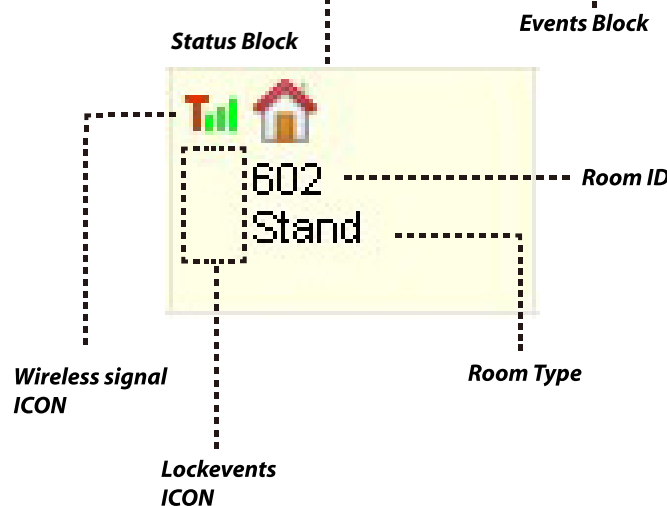
Key
It tells you door was opened by key



Click it to update all rooms



Click it to update all nodes/bridges



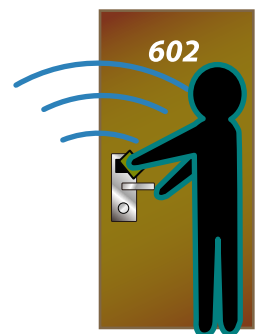
Events Block

Occupied	OK	3	Self-Use	0	Booked	0	Dirty	0	Bed	0	Total:3	Current:3
Date	Room	Room name	Building	Floor	Card No.	Name	Card type	Event				
2011-04-21 16:37	602	602	1	6	79C771EE	Jack	Master C...	Card open				
2011-04-21 16:37	705	705	1	7	79C771EE	Jack	Master C...	Card open				
2011-04-21 16:35	705	705	1	7	370A63DA	TOM	Building ...	Card open				
2011-04-21 16:35	705	705	1	7	370A63DA	TOM	Building ...	Card open				
2011-04-21 16:34	602	602	1	6	79C771EE	Lucy	Guest ca...	Card open				
2011-04-21 16:34	602	602	1	6	79C771EE	Lucy	Guest ca...	Card open				
2011-04-21 16:23	508	508	1	5				Computer open				
2011-04-21 16:24	705	705	1	7				Computer open				
2011-04-21 16:23	602	602	1	6	370A63DA	TOM	Building ...	Card open				
2011-04-21 16:23	508	508	1	5				Card open				
2011-04-21 16:23	705	705	1	7	370A63DA	TOM	Building ...	Card open				

5.Test

Once all initialization completed you
must test the lock events live report
function.

If succeed as follows,your system
initialization finished.



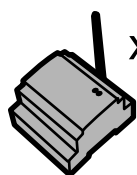
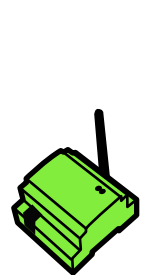
Initialize lock



Xeeder networked lock wireless use 2.4G ZigBee technology.

Lock events
report live

304 accessed!



x5 Max



x40 Max



Ethernet UTP Cable

Collect all lock events
and make pack

Node LA171

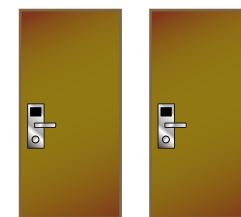
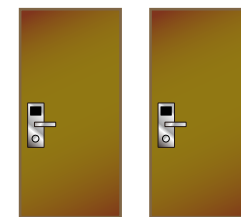
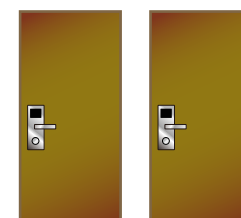
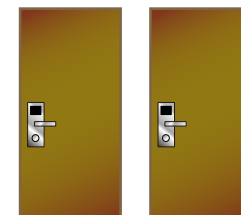
Bridge LA172

<30m

<30m

<30m

F4



F3



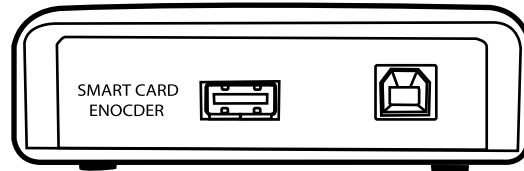
The above working distance value was approved by testing based on environment that there is no obvious interference such as EMI(electromagnetic interference)

Networked
wireless

Encoder

Encoder is the device that program the keycard to let it identify available on the locks.

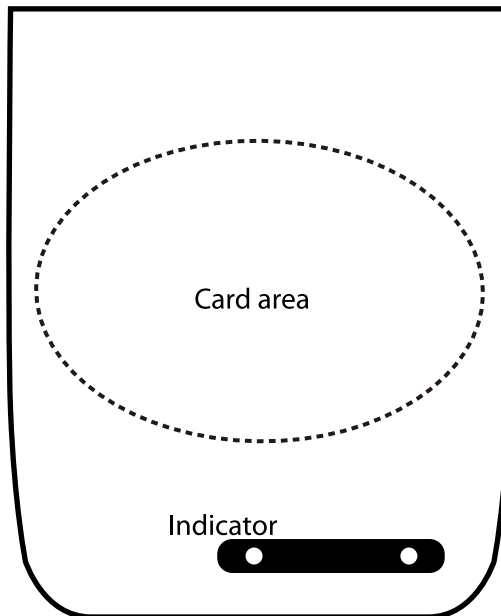
To PC/Laptop USB port



Model	LA118
Diemension	120x95x28mm
Weight	135g
Communtiation	13.56MHz(with card) &USB1.1(with computer)
Working Tempreature	32°F~158°F(0°C~70°C)
Working Humidity	15~85%RH
Color	White
Type of card support	MIFARE 1K S50
Software	XEEDER Hotel lock system & Networked version

NOTICE:

- * Encoder can't be operated without Hotel Lock System soft.
- * Encoder LA118-M1 works for Mifare-1 card(M1 card) only.
- * Please remember pull out the USB port when you don't use it for a long time.
- * Hotel Lock System must be registered by Authorized card and licence code for normal use.



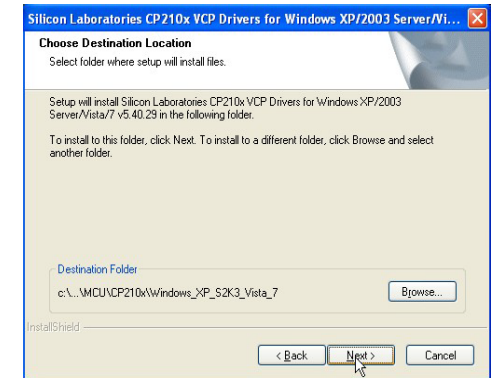
RED X2 Driver installed success

RED X 3 Driver installed not properly

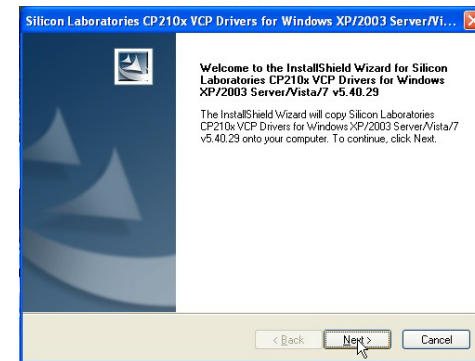
TEST-
Put one card on and there is one green and one red, that is works fine by identify card



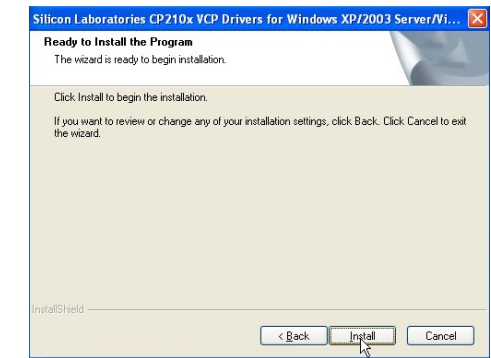
1. Click USB M1 endoder driver in the CD window



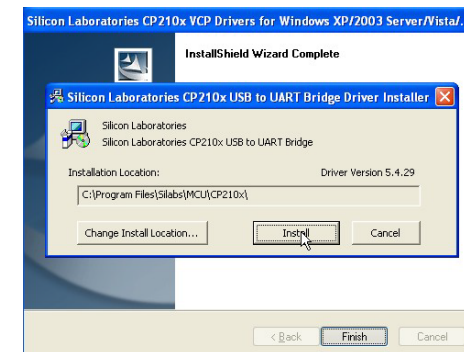
2. Click Next



3. Click Next

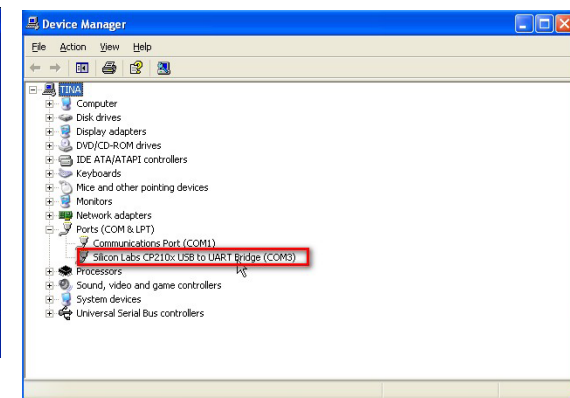


4. Click Install



4. Silicon Laboratories CP210X USB
Click Install and restart PC.

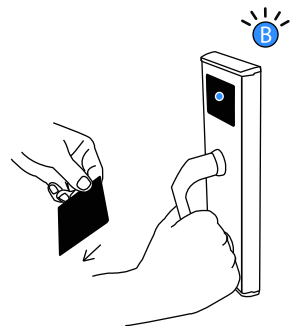
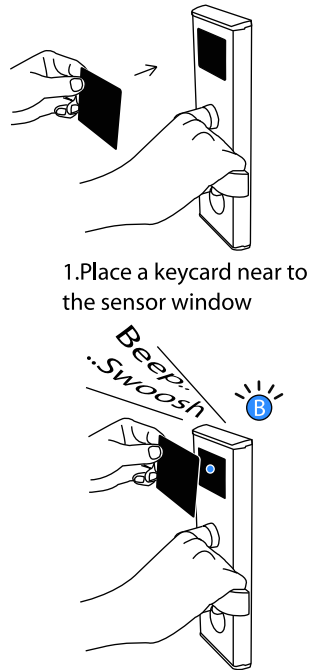
Note: Please do not plug the encoder untill restart PC finished



Plug the encoder and check it in Device Manager
You will see device named
Silicon Labs CP210X USB to UART Bridge
Finished!

Basic Action

● Open lock



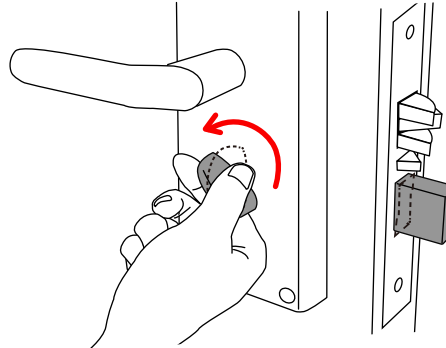
WARNING

You have only One time opportunity of shaking the handle (open the door) every time while your card is approved valid. If no action of handle during the blue light on, the lock recovers to locking status after light gone.

● Lock from inside

You can lock the door from inside by thumb turn.

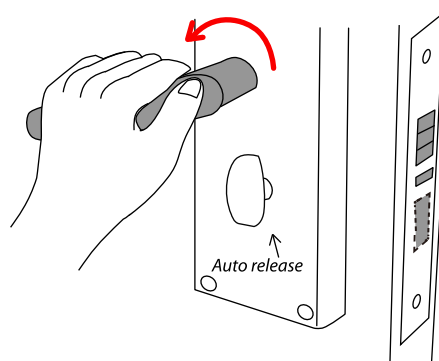
1. Close door



WARNING

Do not use thumb knob while door opening, it may damage the deadbolt.

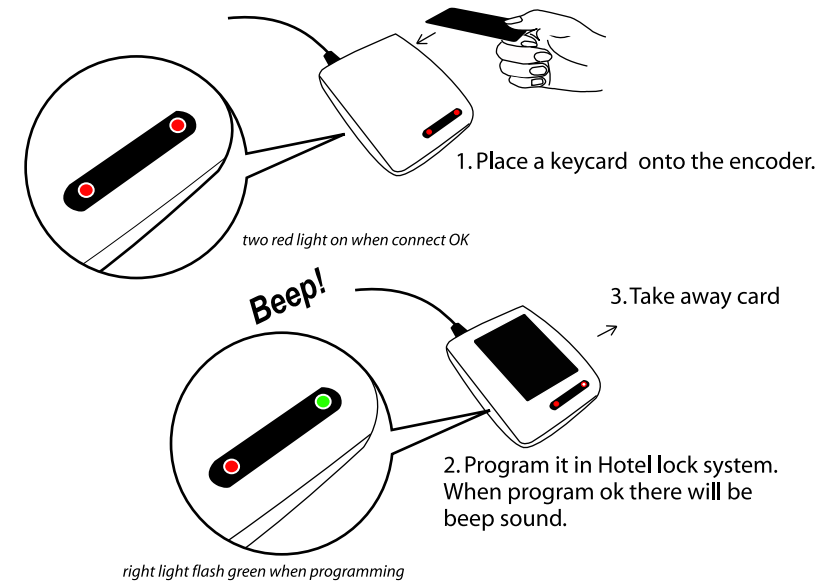
● Unlock from inside



2. Open door

● Read/Program keycard

It is same action that read or program keycards.



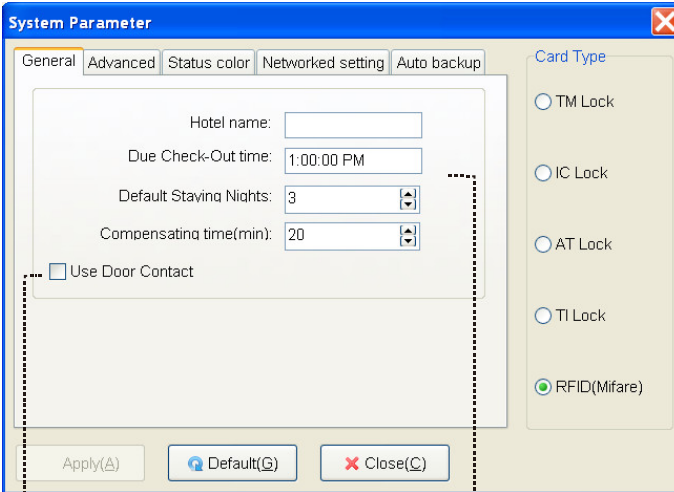
WARNING

Read/Program card must be done one by one card.

Register Software

1. Login system with User- **SYSTEM**, Password- **0** (zero)

2.  System setting > System parameter



The 'System Parameter' dialog box has several tabs: General, Advanced, Status color, Networked setting, and Auto backup. The 'General' tab is active, showing fields for 'Hotel name', 'Due Check-Out time' (set to 1:00:00 PM), 'Default Staying Nights' (set to 3), and 'Compensating time(min)' (set to 20). There is a checkbox for 'Use Door Contact'. On the right, there is a 'Card Type' section with radio buttons for TM Lock, IC Lock, AT Lock, TI Lock, and RFID(Mifare). At the bottom, there are buttons for 'Apply(A)', 'Default(D)', and 'Close(C)'.

Use door contact


Door contact is a magnetic switch that installed between the door (window) and the frame to detect the close/opening of door(window). If you equipped door contact please select it.

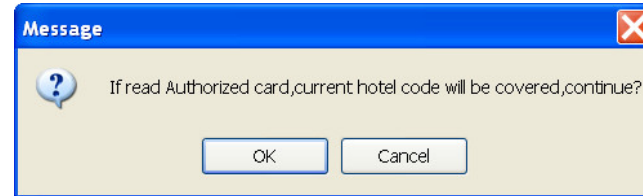
Fill your **hotel name** and adjust the **default check out time** as your hotel's rule. **Default Staying Days** is 1 day. If your hotels' guest usually choose 2 days, please change it to '2'. It will makes your operating easily when issue card to guests.

Compensating time(min)

This is a minute value that manage the keycards valid time. If keep zero, the soft will give no additional minutes while make check in. If put 20 here, the soft will give 20 minutes additionally based on the check in and check out time. It makes guest can use card early 20 min than the check in time and use 20 minutes more than the check out time.

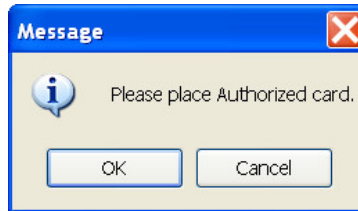
3. When you finished the above click **Save**. Soft will off automatically. Re-start and login Hotel lock system.

4.  System setting > Register



It is for prevent user's mistake operate. For a new installed system, click **OK** to go on.

4.1 There is a message comes asking you place an Authorized card.



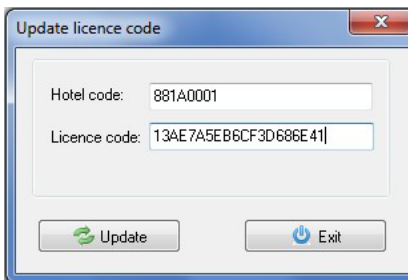
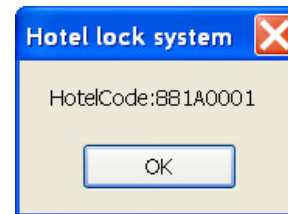
4.2. Put an Authorized card on the encoder and click **OK**



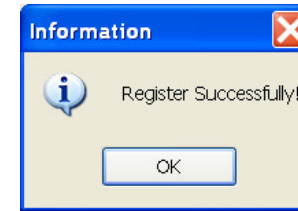
4.3. Encoder beep once and there comes a window show the hotel code read from Authorized card.

Beep!


It is **881A0001** click **OK** here.




4.4. Licence code update window jumped asking input licence code. Fill in the licence code given by Xeeder and click **Update**.



Register successfully, click **OK**. Soft will off automatically again. When next running it is a register version and you will see **[Registered]** on the head of the window of soft.

 Hotel lock system [DEMO]



 Hotel lock system [Registered]



*For normal using, software must be registered otherwise you will meet 'Operate not support!' message and you could not use all functions.

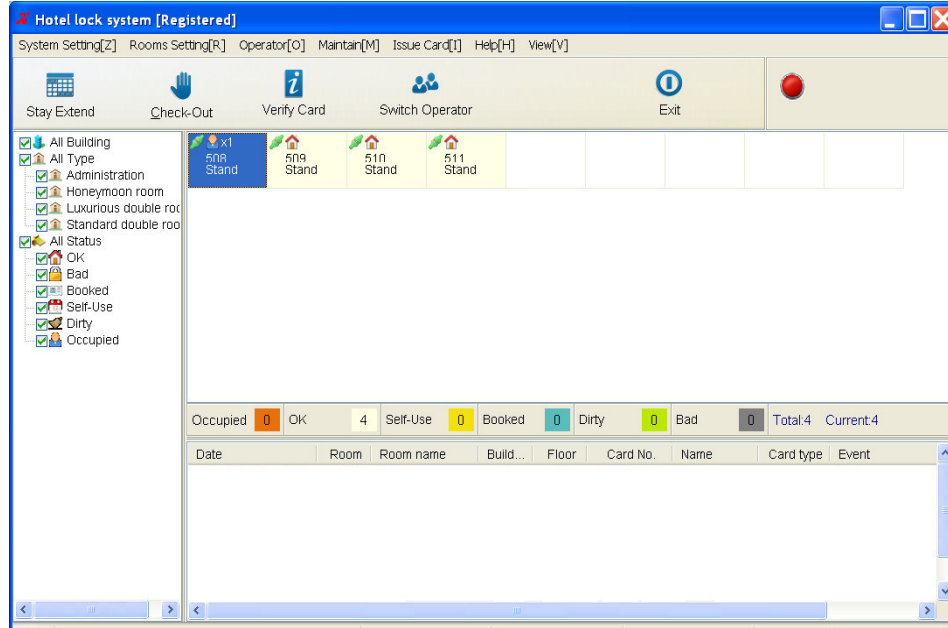
*Hotel code (Authorized card) should be hold for only 1 hotel. 1pc Authorized card could not initialize for 2 hotels. **881A0001** is just the test hotel code(Authorized card)

*Licence code has expiry date function. Please note your valid date of using soft.

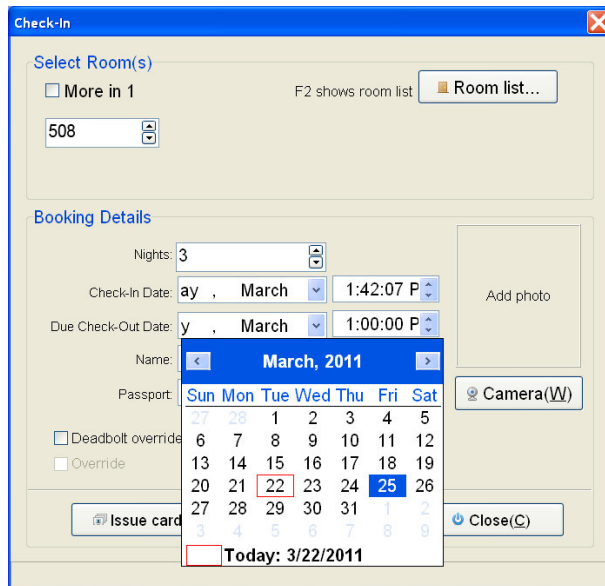
*Hotel code (Authorized card) is based on Xeeder security rule of Xeeder hotel lock product. User have no right do modify on it. None-Xeeder Authorized card & licence code could not support this system.

Make check in

1. Put a blank card on encoder

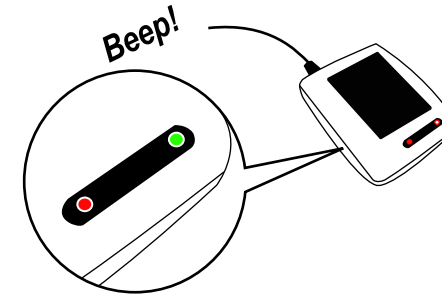


2. Ask guest and select a proper room for him. Double click the room icon.



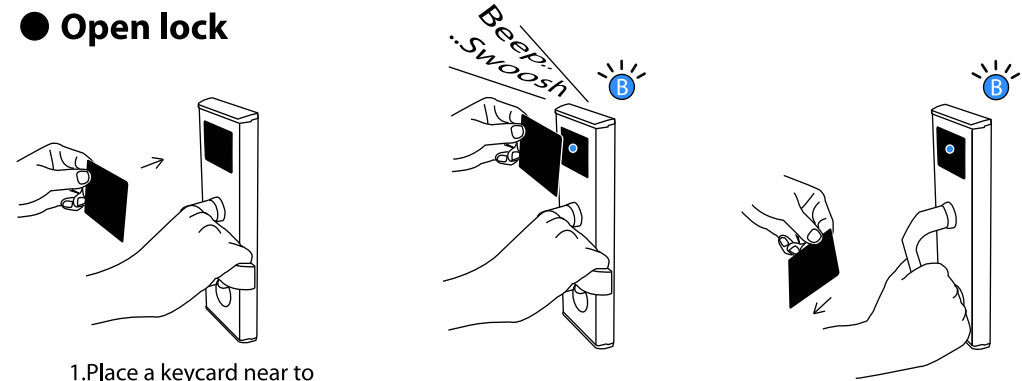
-More room in 1
soft allows 4 rooms access by 1 card Max
-Nights
the night guest stay in
-Check In Date
usually it is current date
-Check-Out Date
the day guest departure
-Name
guest name
-Passport
guest's passport ID
-Camera
take picture of guest if camera equipped
-Deadbolt override
override lock even while deadbolt is on
from inside
-Auto common doors
open the default public doors access
-Override
make the early card invalid of this room
-Passage on
lock will be in passage mode after read card

3. Click issue card button.



4 Submit it to guest

● Open lock



1.Place a keycard near to the sensor window

2.Remove card and shake the handle.










These are the basic functions

Xeeder Hotel Lock System software offers much more powerful functions.

To gain more good experience of Hotel Lock System please read the help file of soft or view the video of the CD packed with product.

Light Guide

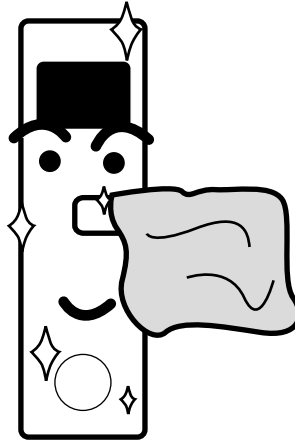
Card type Light after read	Guest card/ Floor card/Building card/ Area card	Master card	Passage/ Emergency card	Loss-report
	1. Card's Room No./floor/building/Area is not match the lock's. 2. Lock was been report the loss or lock had been read Check out card. Card had been report lost and refused			
 + 	Dead bolt is on. Refuse card.	Dead bolt is on. Refuse card.	—	Recover (unvoided) the lost card OK!
 +  + 	Card's using term has not match(Card is in future's date or already expiry) Or lock's clock is slow or lost. Check card's begin and end time.If no problem please renew the lock's clock by reading a fresh Time card.			
	Card read successfully and unlock able	Card read successfully and unlock able	Card read successfully and passage mode on (Read again to off passage mode)	Report the lost card OK!

Maintenance

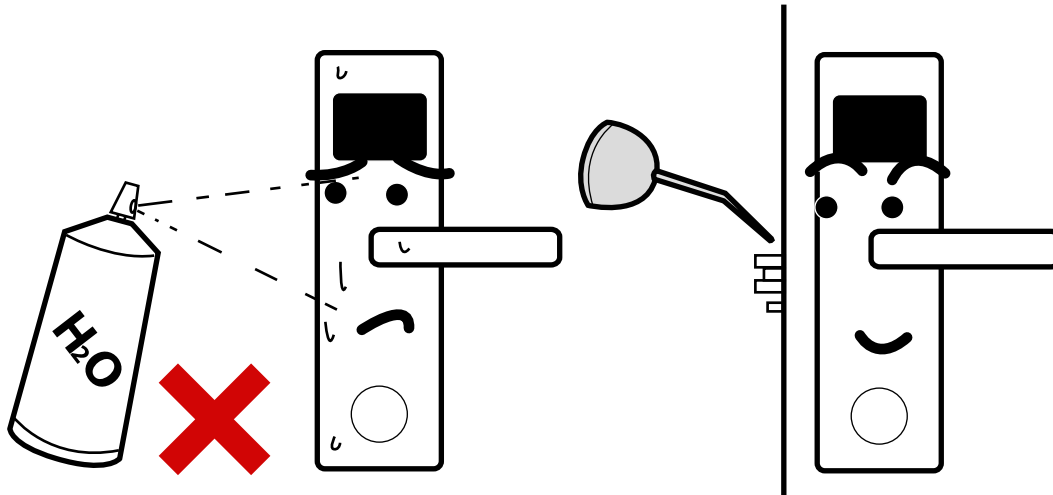
● Clean



Can not clean by hard brush,
sand paper or any sharp item

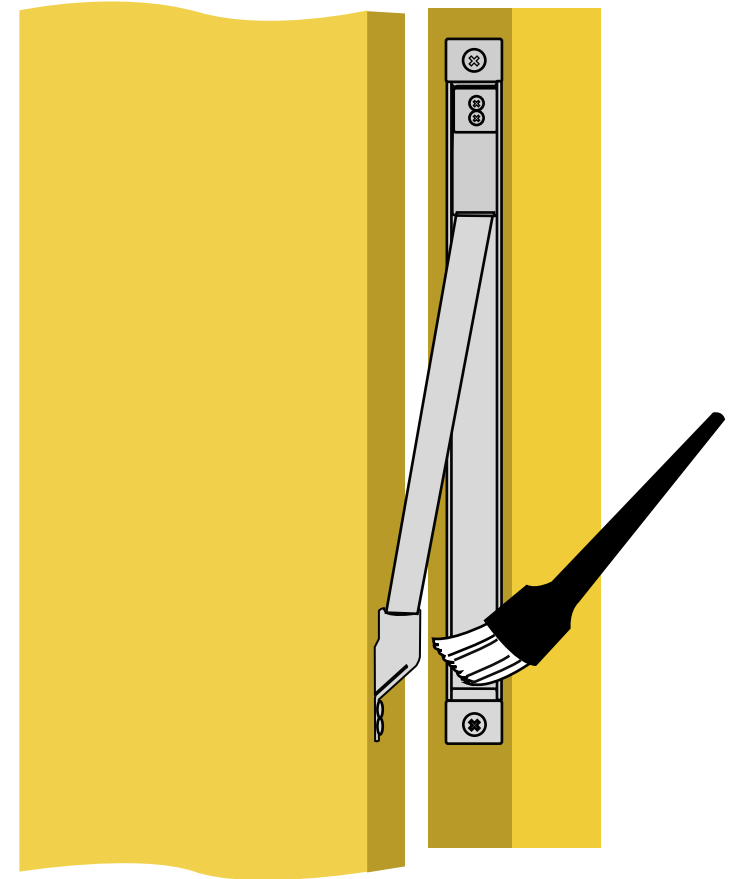


Clean by dry and soft cloth.
You can add little machine oil
on cloth.



Can not clean by
water, acidity liquid and alcohol

Every 6 months add little
machine oil to latch



Please keep the door loop slot clean so that the door
could be closed always very well.

Please check the screws on door loop every 3 months
to make sure it always fix on door tightly



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Baoan, Shenzhen, China

Tel: 0086-755-83663830 / Fax: 0086-755-22635115 (7x24 hours)

Email: sales@xeeder.com