

Programming the K902B keypad Basic set up configuration

The manual for the K902B is quite in-depth so please refer to the basic set-up as written below but also please read the manual carefully

To program the K902B keypad for basic set up configuration in less than two minutes you will need to enter the program mode by entering the master code

On first powering up the keypad it will bleep for approximately one minute, this is normal

The default master code is 0000, so you would press 0000** (2 x star) **For the K902B keypad, the * symbol is the Bell Push button on the keypad**

The Yellow LED will light up to confirm you are now in the programming mode
If you do not press any button for 60 seconds the keypad will exit from the programming mode

To manually exit from the programming mode at any time press the ** key (2 x star)

Or no # for PIN confirmation – Section A1

The K902B can have 4, 5, 6, 7 or 8 digits for master code and user PIN – with or without needing to press the # button for confirmation to gain entry

With the K902B you can have either option. Default mode allows a mix & match of PIN code lengths but requires the # button to be used for confirmation

Manual mode (Without #) requires all user PIN codes to be the same digit length as the master code and then the # button does not need to be pressed for confirmation of entry

****If for any reason, you cannot enter program mode then refer to section 7 below in the first instance****

A1) To disable the # button for user PIN entry – example code 1234

- a) Enter the programming mode by pressing 0000** (2 x star)
- b) Enter 70
- c) Enter 1 – this is the program option for disabling the # button
- d) Enter # to confirm
- e) Enter 10 – this is user program position 1
- f) Enter 2 – this is the program option for user code only
- g) Enter 002 – for user 1
- h) Enter 1234
- i) Enter # to confirm, if successful the keypad will bleep twice
- j) Press ** to exit (2 x star)
- k) Enter the user code 1234 to test and the keypad Green LED will light

1) To program a user PIN code only – example code 1234

- a) Enter the programming mode by pressing 0000** (2 x star)
- b) Enter 10 – this is user program position 1
- c) Enter 2 – this is the program option for user code only
- d) Enter 002 – for user 1
- e) Enter 1234
- f) Enter # to confirm, if successful the keypad will bleep twice
- g) Press ** to exit (2 x star)
- h) Enter the user code 1234# to test and the keypad Green LED will light
- i) Repeat the above procedure for additional users, 003 for user 2 and so on

2) To program a card/key fob only

- a) Enter the programming mode by pressing 0000** (2 x star)
- b) Enter 10 – this is user program position 1
- c) Enter 1 – this is the program option for card/key fob only
- d) Enter 001 – for user 1
- e) Present the card/key fob to the reader on the keypad
- f) Enter # to confirm, if successful the keypad will bleep twice
- g) Press ** to exit (2 x star)
- h) Present the card/key fob to the reader to test and the keypad Green LED will light
- i) Repeat the above procedure for additional users, 002 for user 2 and so on

3) To program a card/key fob & user PIN code – example code 1234

- a) Enter the programming mode by pressing 0000** (2 x star)
- b) Enter 10 – this is user program position 1
- c) Enter 3 – this is the program option for card/key fob & user code only
- d) Enter 003 – for user 1
- e) Present the card/key fob to the reader on the keypad
- f) Enter 1234
- g) Enter # to confirm, if successful the keypad will bleep twice
- h) Press ** to exit (2 x star)
- i) Present the card/key fob to the reader and within 5 seconds enter the user code 1234# to test and the keypad Green LED will light
- j) Repeat the above procedure for additional users, 004 for user 2 and so on

4) To program the lock release open time

- a) Enter the programming mode by pressing 0000** (2 x star)
- b) Enter 51 followed by the number of seconds you require, for 5 seconds you would enter the number 5
- c) So enter: 515# for 5 seconds and the keypad will bleep twice to confirm your action, entering 519# would be for 9 seconds etc
- d) Press ** to exit (2 x star)
- e) Enter the user code 1234# to test and the keypad Green LED will light for 5 seconds

5) To change the master default code of 0000 to 5678 (or your chosen number)

- a) Enter the programming mode by pressing 0000** (2 x star)
- b) Enter 01 followed by 5678 (or your chosen number) then #
- c) The keypad will bleep twice to confirm your action
- d) Press ** to exit (2 x star)

RESET PROCEDURE - Please treat with caution

6) To erase all settings and user codes/cards & fobs – this does NOT erase the Master Code

a) Enter the programming mode by pressing 0000** (2 x star)

b) Enter 9999#

This procedure takes approximately 2-3 minutes and the Yellow LED will flash quite fast, once it has finished, the keypad will be set back to manufacturer default settings

7) Lost master code – this does NOT erase any settings, user codes or cards/fobs

This procedure will place the keypad in to DAP (Direct Access Programming) mode in the event of a lost master code

a) Turn the power off and leave for one minute

b) Turn the power back on and the keypad will bleep for 1 minute at one second intervals. After 10 seconds press the exit button to enter the DAP (Direct Access Programming) if you do not have an exit button, then briefly place a short piece of wire between connections **EG IN** and **GND** on the rear of the keypad and then remove it

c) If you undertake this **(B)** correctly you **will hear two very quick bleeps** to confirm entering the DAP (Direct Access Programming) but the keypad will still continue to bleep

d) Enter 8080** (2 x star) – the bleeping will then stop immediately and the Yellow LED will remain steady

e) Enter 01 followed by 0000 (or your chosen new master code) then #
The keypad will bleep twice to confirm your action

f) Press ** to exit (2 x star)

g) Proceed with the above sections if required