

MicroIQ™

Locker mode instructions



For Office furniture, storage cabinets, lockers, safes, vaults, secured enclosures

Getting Started

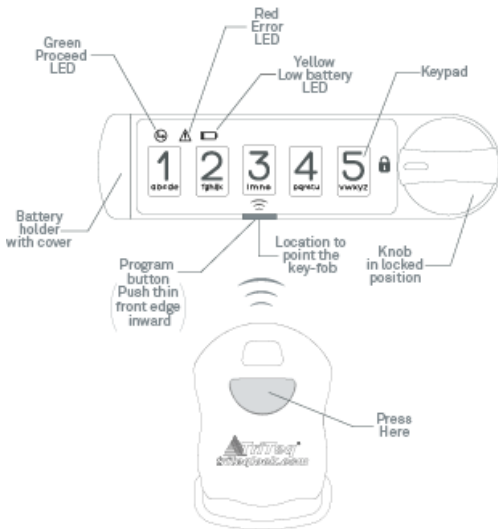
Two operating modes:

1. Station mode (repeated use with the same code)
2. Locker mode (use with a temporary code)

The operating mode is specified at the time of order. To determine which operating mode the lock is in, remove the battery, press and release the program button, and reinsert the battery. Note the color sequence of the LED flashes when the battery is reinserted:

🟢🔴🟡 (green, red, yellow) indicates station mode

🟢🟡🔴 (green, yellow, red) indicates locker mode



Program button:

Initiate the lock programming mode by pressing the front thin edge of the black button inward toward the mounting surface the Micro IQ is mounted to.

Infrared Receiver:

The Infrared Receiver will receive a signal from an electronic TriTeq key fob when it is pointed at the receiver located behind the Program button. The Program button is slightly opaque so the key-fob signal will penetrate the button.

Knob:

To move the lock mechanism 90 or 180 degrees clockwise or counterclockwise from the locked and unlocked states.

Multiple levels of access:

1. Master code and/or blue control key fob
2. Supervisor code and/or black key fob (station mode only)
3. User code and/or black key fob (user key fob available for station mode only)

The factory master code is: **135243**

*Note: The **MicroIQ** is pre-programmed with a factory master code and a factory supervisor code.*

Operation:

Unlock with a code by entering a valid code. The green LED will illuminate. Turn the knob to unlock. To lock, turn the knob to align the knob pointer with the lock icon on the keypad.

Programming Chart Symbols:

Ⓟ = press program button

● ▲ ■ - Solid color indicates LED is lit

🟢🔴🟡 - Indicates LED is flashing

(Nx) – indicates flashes N times

1,2,3,4,5 = Indicates the button number to press

Note: If any there are any errors in executing the steps below or too much time elapses between the steps, 🟡 (3x) and the lock will exit the programming mode.

Locker Mode Programming Instructions:

Note: The lock must be unlocked to program in locker mode. User codes are one time use.

CHANGE THE MASTER CODE (6 DIGITS) USING THE FACTORY MASTER CODE

P ● factory master code ● new master code ☀️ (6x)

Example: **P** ● 135243 ● 112233 ☀️ (6x)

*Result: factory master code **135243** was erased and new master code **112233** was accepted.*

LOCK USING A SINGLE USE USER CODE (4 DIGITS)

new user code ● turn knob to lock ☀️ (3x) ⚠️ (every three seconds)

Example: 1234 ● turn knob to lock ☀️ (3x) ⚠️ (every three seconds)

*Result: User code **1234** was created and the device was locked*

UNLOCK USING A SINGLE USE USER CODE

new user code ● turn knob to unlock

Example: 1234 ● turn knob to unlock

*Result: User code **1234** was used to unlock the lock.*

*Note: The user code created in locker mode is a one time code, and is erased when the **MicroIQ** is unlocked.*

UNLOCK USING THE MASTER CODE

P ☀️ master code ●

Example: **P** ☀️ 112233 ●

*Result: Master code **112233** was used to unlock the MicroIQ*

*Note: If the knob is left in the unlocked position for more than 20 seconds, the user code will be erased. However, if the **MicroIQ** is left unlocked for less than 20 seconds, the user code will not be erased and the device can still be unlocked with that code.*

CHANGE THE MASTER CODE (6 DIGITS)

P ● old master code ● new master code ☀️ (6x)

Example: **P** ● 112233 ● 123455 ☀️ (6x)

*Result: Old master code **112233** was erased and new master code **123455** was accepted.*


PROGRAM A CONTROL FOB

Ⓟ master code ● point blue control fob  at the lock and press the button  (6x)

Example: Ⓟ **123455** ● point blue control fob  at the lock and press the button  (6x)

Result: The control fob can now unlock the MicroIQ.

UNLOCK USING THE CONTROL FOB

Press the button on the blue control Fob  ●

Note: If the knob is left in the unlocked position for more than 20 seconds, the user code will be erased. However, if the MicroIQ is left unlocked for less than 20 seconds, the user code will not be erased and the device can still be unlocked with that code.

Double digit codes:

The numbers 6, 7, 8, and 9 can be entered by pressing two keys simultaneously in order to produce a sum. For example 2 and 4 can be pressed simultaneously to produce the number 6 (2+4=6). Note, if the code was programmed using 2+4 as the 6 digit, the 2+4 must be used when accessing the lock, because other combinations that equal six such as 1+5 are distinguished from 2+4.

Switching Modes

Note: The master code is retained when switching modes.

1. Unlock the **MicroIQ** and turn the knob to the unlocked position
2. Remove the battery for 10 seconds
3. While holding the program button, Ⓟ, reinsert the battery and wait until all 3 LED's ● ▲ ■ fade in and fade out simultaneously
4. Release the program button
5. Enter the 6 digit master code. When the master code is entered correctly, the yellow LED will illuminate.
6. Press button number **1** for station mode, press button number **2** for locker mode,.
7. Once the lock switches modes, the LED's will flash in a certain order according to the mode selected.
 - a. Locker Mode: ● ■ ▲
 - b. Station Mode: ● ▲ ■
8. Proceed to operate the lock in the selected mode