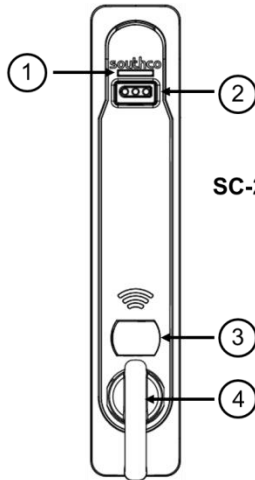


SC-20-100D-10 Self-Contained RFID Latch Operating Instructions

Package Contents

- SC-20-100D-10 Self-Contained RFID Latch (qty1)
- Rotation Limiter (qty 1)
- Cam Screw (qty 1)
- Short Mounting Screw (qty 2)
- Long Mounting Screw (qty 2)
- Battery Box (qty 1)
(3 AA batteries not included)
- Operating Instructions (qty 1)

SC-20-100D-10 Self-Contained RFID Latch



SC-20-100D-10 Part Number Description:

D: Mounting Cup
0 – Tall
1 - Short

1. Status Indicator
2. Electronic Key Port
3. Wake-up Button
4. Knob

Features

- Blue status indicator
- Six second access time
- Supports one SC-A10-10 programming key (order separately)
- Supports up to six SC-A20-10 manager keys (order separately)
- Supports up to 20 SC-A30-10 user keys (order separately).
- Supports up to 20 RFID cards (order separately)
- Express registration
- Uses 3 AA batteries (not included)
- Transmit frequency: 13.56MHz
- Indoor use only

Battery Box

WARNING: Use only the included battery box to provide power to the latch. The use of any other power supply may affect product functionality and will void product warranty.

Contact Southco if a replacement battery box is needed.

Mounting and Installation

Please refer to Southco trade drawing J-SC-20-1000 for mounting and installation details.

WARNING: The latch is shipped with both short and long mounting screws. Be sure to use the appropriate mounting screw for the latch's mounting cup and panel thickness, as shown below. See J-SC-20-1000 for additional details.

panel thickness	mounting cup	mounting screw
1 – 5 mm	tall cup (SC-20-xxx0)	short screw
>5 – 10 mm		long screw
>10 – 15 mm	short cup (SC-20-xxx1)	short screw
>15 – 20 mm		short screw
>20 – 25 mm		long screw

Power-on Sequence

When power is first applied to the latch, it will execute an internal power-on sequence for approximately seven seconds. During this sequence, the latch will not respond to the keys or wake-up button. The latch will emit a wake-up beep when the sequence is completed, and respond normally afterwards.

Low Battery Indicator

If the battery power supply is low, the latch will emit a pair of warning beeps after access is granted. The batteries in the battery box should be replaced.

Manager Key Battery Back-Up

In the event the battery power supply for the latch runs out, an assigned manager key can still be used to open the latch. Contact an assigned manager to the electronic key reader for approximately seven seconds. The latch will unlock and the status indicator will flash for six seconds. While the status indicator is flashing, turn the knob to open the latch. The latch will re-lock after six seconds. Turn the knob to its original position to secure the latch.

Demo Mode (prior to programming)

The latch is shipped without RFID cards or keys assigned. Before the Programming Key is assigned, the latch will operate in demo mode by pressing and holding the wake-up button.

NOTE: Once the latch has been programmed, this feature will not work.

Programming the Latch

*Initialize and Assign Programming Key and Manager Key(s)
(if no Manager Keys have been previously assigned)*

1. Contact a Programming Key to the electronic key reader. **This will permanently assign the Programming Key to the latch.**

SC-20-100D-10 Self-Contained RFID Latch Operating Instructions

- While the status indicator is solidly lit, contact the Manager Key(s) one by one to the electronic key reader.
- ⚠️ NOTE:** The latch supports up to six Manager Keys. Attempting to assign a seventh Manager Key will automatically end the programming sequence.
- Contact the Programming Key again to end the sequence.
 - The latch will now operate with the assigned Programming Key and Manager Key(s).

Assign Additional Manager Key(s) (if less than six Manager Keys have been previously assigned)

- Press and hold the wake-up button. Continue to press the wake-up button after the wake-up beep, until the latch emits the programming beep once. When the button is released, the status indicator will begin to flash.
 - While the status indicator is flashing, contact the Programming Key to the electronic key reader.
 - While the status indicator is solidly lit, contact the additional Manager Key(s) to be assigned one by one to the electronic key reader.
- ⚠️ NOTE:** The latch supports up to six Manager Keys. Attempting to assign a seventh Manager Key will automatically end the programming sequence.
- Contact the Programming Key again to end the sequence.
 - The latch will now operate with the additional Manager Key(s).

Assign User Keys

Any combination of User Keys and RFID cards - up to a maximum of 20 - can be assigned to a latch.

- Press and hold the wake-up button. Continue to press the wake-up button after the wake-up beep, until the latch emits the programming beep once. When the button is released, the status indicator will begin to flash.
 - While the status indicator is flashing, contact the Manager Key to the electronic key reader.
 - While the status indicator is solidly lit, contact the User Keys to be enrolled one by one to the electronic key reader.
- ⚠️ NOTE:** If the maximum number of User Keys and RFID cards has been reached, the latch will emit an error feedback and the User Key will not be assigned.
- ⚠️ WARNING:** Do not contact the Manager Key to the electronic key reader before enrolling User Keys. Doing so, will delete all previously enrolled User Keys and RFID cards.
- Contact the Manager Key again to end the sequence.
 - The latch will now operate with the assigned User Key(s).

Assign RFID Cards

Any combination of User Keys and RFID cards - up to a maximum of 20 - can be assigned to a latch.

- Press and hold the wake-up button. Continue to press the wake-up button after the wake-up beep, until the latch emits the programming beep once. When the button is released, the status indicator will begin to flash.
 - While the status indicator is flashing, contact the Manager Key to the electronic key reader.
 - While the status indicator is solidly lit, present the RFID cards to be enrolled one by one to the latch.
- ⚠️ NOTE:** If the maximum number of User Keys and RFID cards has been reached, the latch will emit an error feedback and the RFID card will not be assigned.

- ⚠️ WARNING:** Do not contact the Manager Key to the electronic key reader before enrolling RFID cards. Doing so, will delete all previously enrolled User Keys and RFID cards.
- Contact the Manager Key again to end the sequence.
 - The latch will now operate with the enrolled RFID card(s).

Delete All User Keys and RFID Cards

- Press and hold the wake-up button. Continue to press the wake-up button after the wake-up beep, until the latch emits the programming beep once. When the button is released, the status indicator will begin to flash.
- While the status indicator is flashing, contact an assigned Manager Key to the electronic key reader.
- While the status indicator is solidly lit, contact the Manager Key again to the electronic key reader.
- The latch will emit a confirmation feedback to indicate deletion has been completed.
- All previously assigned User Keys and RFID cards will no longer operate the latch.

Delete All Manager Keys

- Press and hold the wake-up button. Continue to press the wake-up button after the wake-up beep, until the latch emits the programming beep once. When the button is released, the status indicator will begin to flash.
- While the status indicator is flashing, contact the Programming Key to the electronic key reader.
- While the status indicator is solidly lit, contact the Programming Key again to the electronic key reader.
- The latch will emit a confirmation feedback to indicate deletion has been completed.
- All previously assigned Manager Keys will no longer operate the latch.

Express Registration

Of Manager Keys

- On the lock with the assigned Manager Key(s) to be copied, press and hold the wake-up button. Continue to press the wake-up button after the wake-up beep and first programming beep, until the latch emits the programming beep twice. When the button is released, the status indicator will begin to flash.
- While the status indicator is flashing, touch the Programming Key to the lock until the lock emits two confirmation beeps.
- Touch the Programming Key to the lock requiring registration until the lock emits two confirmation beeps indicating successful express registration.
- Continue to touch the Programming Key to all locks requiring registration.
- To end the express registration sequence, press the wake-up button on any registered lock then touch the Programming Key to the lock until it operates indicating that the express registration sequence has ended.

⚠️ WARNING: The programming key will continue to operate in Express Registration mode unless Step #5 is performed.

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Of Manager Keys, User Keys, and RFID Cards

1. On the lock with the assigned Manager Key(s), User Key(s), and RFID card(s) to be copied, press and hold the wake-up button. Continue to press the wake-up button after the wake-up beep and first and second programming beeps, until the latch emits the programming beep three times. When the button is released, the status indicator will begin to flash.
2. While the status indicator is flashing, touch the Programming Key to the lock until the lock emits two confirmation beeps.
3. Touch the Programming Key to the lock requiring registration until the lock emits two confirmation beeps indicating successful express registration.
4. Continue to touch the Programming Key to all locks requiring registration.
5. To end the express registration sequence, press the wake-up button on any registered lock then touch the Programming Key to the lock until it operates indicating that the express registration sequence has ended.

⚠ WARNING: The programming key will continue to operate in Express Registration mode unless Step #5 is performed.

Normal Use

After the latch has been programmed, it can be unlocked using RFID cards, User Keys, Manager Keys, or the Programming Key, as follows:

Using an RFID Card

1. Press and hold the wake-up button until the wake-up beep is heard.
2. Hold an enrolled RFID card near the latch. The latch will unlock and the status indicator will flash for six seconds.
3. While the status indicator is flashing, turn the knob to open the latch.
4. The latch will re-lock after six seconds. Turn the knob to its original position to secure the latch.

Using a User Key (p/n SC-A30-10)



1. Contact an assigned User Key to the electronic key reader. The latch will unlock and the status indicator will flash for six seconds.

2. While the status indicator is flashing, turn the knob to open the latch.
3. The latch will re-lock after six seconds. Turn the knob to its original position to secure the latch.

Using a Manager Key (p/n SC-A20-10)



1. Contact an assigned Manager Key to the electronic key reader. The latch will unlock and the status indicator will flash for six seconds.
2. While the status indicator is flashing, turn the knob to open the latch.
3. The latch will re-lock after six seconds. Turn the knob to its original position to secure the latch.

Using a Programming Key (p/n SC-A10-10)



1. Press and hold the wake-up button until the wake-up beep is heard.
2. Contact the Programming Key to the electronic key reader. The latch will unlock and the status indicator will flash for six seconds.
3. While the status indicator is flashing, turn the knob to open the latch.
4. The latch will re-lock after six seconds. Turn the knob to its original position to secure the latch.

FCC Compliance Statement

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- 1) this device may not cause harmful interference, and
- 2) this device must accept any interference received, including interference that may cause undesired operation.

CAUTION: Any changes or modifications to this device not explicitly approved by manufacturer could void your authority to operate this equipment.

Industry Canada Compliance Statement

This device complies with Industry Canada license-exempt RSS standard(s). Operation is subject to the following two conditions:

- 1) this device may not cause harmful interference, and
- 2) this device must accept any interference received, including interference that may cause undesired operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

- 1) l'appareil ne doit pas produire de brouillage, et
- 2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

