


## Codelocks Smart Locks - Getting Started

The CL4500 and CL5500 Smart Locks by Codelocks provide convenient access control via the Codelocks Connect App and directly via the keypad. The locks support up to 350 flexible codes, smart cards and smart phone client access and include programmable Code-Free, Do-Not-Disturb and NetCode.

For detailed instructions, refer to the Programming + Operating Instructions online at: [codelockssupport.com/smartlocks](https://codelockssupport.com/smartlocks).

 **Safety:** Please review all information provided with your product prior to installation and initial use.

### The Basics

#### Power

This product requires 4x 1.5v AA batteries for operation. High quality, alkaline batteries are recommended for optimal performance and safety.

#### Master Code

The factory set Master Code is #12345678. This should be changed immediately after installation (Program 01). The Master Code (and Sub-Master Code if set) always start with the # button. This puts the lock into Programming Mode.

#### Programming

Each programming sequence starts with the #Master Code or #Sub-Master Code. The singular • blue dots throughout the sequence represent an acceptance flash; the keypad will illuminate blue to confirm a correct input. At the end of a sequence, the keypad will flash twice •• confirming it's complete and programming has been successful.

#### Access Methods

The lock supports NetCode, Smart Phone App Clients and up to 350 Code or Smartcard Clients (users).

#### Keypad

The lock has a 12 button, back-lit keypad which includes \* and # buttons. The # button is only used for programming. The \* button is used in some programming sequences and with NetCodes.

### Set-up


The lock can be managed with the Codelocks Connect App by any Bluetooth compatible device. The App is available on the Apple App Store for Apple devices or Google Play™ for Android™ devices by searching for Codelocks Connect.

The Codelocks Connect App is compatible with iOS 12+ and Android OS 12+.

#### Install the App

1. Install the Codelocks Connect App on your device.
2. If you have an existing Codelocks Connect account, sign-in. Otherwise, sign-up for a new account. You will be asked to verify your email address during the sign-up process.

#### Connecting to your Lock

 During set-up, you will need to be in close proximity to your lock. Please ensure that your lock is powered on and that you know the Master Code.

1. On the **Locks** screen, touch the + icon to add your lock
2. Follow the on-screen instructions to connect and pair with your lock

### Basic Programs

#### Change the Master Code

#Master Code • 01 • New Master Code • New Master Code ••

**Example:** #12345678 • 01 • 87654321 • 87654321 ••

**Result:** The Master Code has been changed to 87654321.

**Note:** The Master Code is 8 digits in length

### Set or Change the Sub-Master Code

#Master Code • 02 • New Sub-Master Code • New Sub-Master Code ••

**Example:** #12345678 • 02 • 44556677 • 44556677 ••

**Result:** The Sub-Master Code has been changed to 44556677.

**Note:** The Sub-Master Code is 8 digits in length

## Clients (Users)

### Add a User Code Client

#Master Code • 20 • 1 • User Code ••

**Example:** #12345678 • 20 • 1 • 3366 ••

**Result:** The User Code 3366 can now be used to unlock the lock.

**Other Programs Available:** Create one-time User Code Clients, Suspend User Code Clients and Restore User Code Clients. Please refer to the Programming & Operating Instructions.

### Add a Smart Card Client

#Master Code • 20 • 3 •• present MIFARE® card

**Example:** #12345678 • 20 • 3 •• present MIFARE® card

**Result:** The smart card will be able to unlock the lock.


### Delete a Client

#(Sub)Master Code • 25 • <User Code|Present Smart Card> ••

**Example:** #11335577 • 25 • 1199 ••

**Result:** The User Code 1199 has been deleted.

## Additional and Advanced Operations

 For the full range of available programs, please refer to the Programming & Operating Instructions.

### Active Periods

Each Client, when set up via the Codelocks Connect App can have up to 10 Active Periods which can limit their access to set weekdays and times.

### Code Free

Automatic and manual Code-Free options allow free passage to be enabled on a timed schedule or by an authorised Client. Automatic Code-Free can be enabled via the App or keypad.

### Do-Not-Disturb

Provides an additional level of privacy by temporarily blocking access to other Clients. Do-Not-Disturb can be configured via the App.

### Dual Authorisation

Where an additional level of access control is required, the lock can be configured to require two valid credentials before unlocking. Dual Authorisation can be configured via the App or keypad.

### GuestLock

Providing a simple way for guests to choose their own door code when checking into their room. GuestLock can be configured via the App or Keypad.

### Lockdown

Lockdown prevents all access to all Clients except the Master Code and can be triggered by the Master Code, Sub-Master Code, any Client with the lockdown setting enabled or via a button connected to REM 2.

### NetCode

Create date/time sensitive codes via the App, Customer Portal or API. NetCode ensures that your access codes are only valid during the times and dates that you specify. NetCode can be enabled via the App.

## Troubleshooting

### Incorrect Code/Card

If 3 incorrect access attempts are made, the lock will suspend activity for 30 seconds.


### Programming Error


If a programming mistake is made, the keypad will flash red and the lock will revert to normal operation.


### Battery Failure


If the battery fails, the key override should be used to open the lock. Batteries can be replaced by opening the battery cover on the rear of the lock. Always use high quality AA batteries and ensure that the batteries are inserted correctly. Please refer to local authority recommendations for the disposal of old batteries.

## Safety


 **Warning:** Replacement of a battery with an incorrect type may result in an explosion or the leakage of hazardous liquid or gas.

 **Warning:** Leaving a battery in an extremely high temperature surrounding environment that can result in an explosion or the leakage of hazardous liquid or gas

 **Warning:** A battery subjected to extremely low air pressure that may result in an explosion or the leakage of hazardous liquid or gas

 **Warning:** Disposal of a battery into fire or a hot oven, or mechanically crushing or cutting of a battery, that can result in an explosion

## Regulatory Compliance

 **Warning:** The user is cautioned that changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This equipment complies with FCC's RF radiation exposure limits set forth for an uncontrolled environment. The antenna(s) used for this transmitter must be installed and operated to provide a separation distance of at least 20 cm from all persons and must not be collocated or operating in conjunction with any other antenna or transmitter. Installers must ensure that 20cm separation distance will be maintained between the device (excluding its handset) and users.

The 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.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation.

If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

1. Reorient or relocate the receiving antenna.
2. Increase the separation between the equipment and receiver.
3. Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

4. Consult the dealer or an experienced radio/TV technician for help.