dormakaba

LA GARD SERIES 700

System User Guide



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1 Introduction

This guide outlines general information for using and programming LA GARD electric combination safe locks and all its components, including accessories and software client. This guide assumes the installer has knowledge of electrical, mechanical, and computer concepts, as well as having familiarity with safe lock systems and associated components. For reliable and safe operation of the equipment, comply with all safety precautions outlined in this guide.

1.1 Approved Standards

The LA GARD family of safe locks conform to the following approved standards:

- UL 2058 (High Security Electronic Locks)
- EN 1300:2018 *Pending
- Model: 705 – FCC ID: 2ASNP-705, IC ID: 24793-705
- Model: DKLG70X – FCC ID: 2ASNP-DKLG70X, IC ID: 24793-DKLG70X

Note: 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:

- Reorient or relocate the receiving antenna
- Increase the separation between the equipment and receiver
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected
- Consult the dealer or an experienced radio/TV technician for help

Changes or modifications not expressly approved by dormakaba USA Inc. could void the user's authority to operate the equipment.

This device contains license-exempt transmitter(s)/receiver(s) that comply with Innovation, Science and Economic Development Canada's license-exempt RSS(s). Operation is subject to the following two conditions:

1. This device may not cause interference.
2. This device must accept any interference, including interference that may cause undesired operation of the device.

L'émetteur/récepteur exempt de licence contenu dans le présent appareil est conforme aux CNR d'Innovation, Sciences et Développement économique 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.
2. L'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

CET APPAREIL EST CONFORME À LA NORME RSS INDUSTRIE CANADA EXEMPT DE LICENCE. Son fonctionnement est soumis aux deux conditions suivantes:(1) Cet appareil ne doit pas provoquer d'interférenceset(2) Cet appareil doit accepter toute interférence, y compris les interferences pouvant causer un mauvais fonctionnement du dispositif. Cet appareil numérique de la classe [B] respecte toutes les exigences du Réglement sur le matériel brouilleur du Canada.

1.1.1 705 Keypad FCC & IC Info

Follow these steps to view the FCC & IC information on a 705 Keypad:

1. Enter the ID and Combination to access the menu.
2. Navigate through the Main Menu and select System.
3. Select FCC Label from the sub-menu.
4. Navigate through the FCC & IC information on screen with the arrow buttons.

1.2 Electrical Precautions

Ensure alkaline batteries (where applicable) are new and in good condition; leaking batteries can cause damage to components and can also cause serious bodily harm. Do not apply power (where applicable) before completing all steps of the installation; doing so may damage the components. Ensure all power supplies are plugged into grounded electrical receptacles that comply with local building code(s). When AC mains power is required the power supply shall be installed in accordance with NFPA 70 and any applicable electrical codes.

1.3 Tools

dormakaba USA Inc. recommends having the following tools on hand to install LA GARD safe locks and their components:

- Digital voltmeter
- Wire cutters and needle nose pliers
- Set of screwdrivers
- Drill and drill bits
- Automatic saw (band saw, hand saw)
- US or Metric taps
- File or equivalent tool
- All installation/hardware documentation for quick reference

2 Typical System Layout (Single & Multi)

The following sub-sections review safe lock system components with related diagrams. Refer to each product's individual documentation for more detailed information on hardware installation and proper device usage.

The following diagrams (Figures 1 and 2) show completed system layouts for both single and multi-lock systems. Please note that your system may not include all components shown.

Figure 1 – Single Lock System

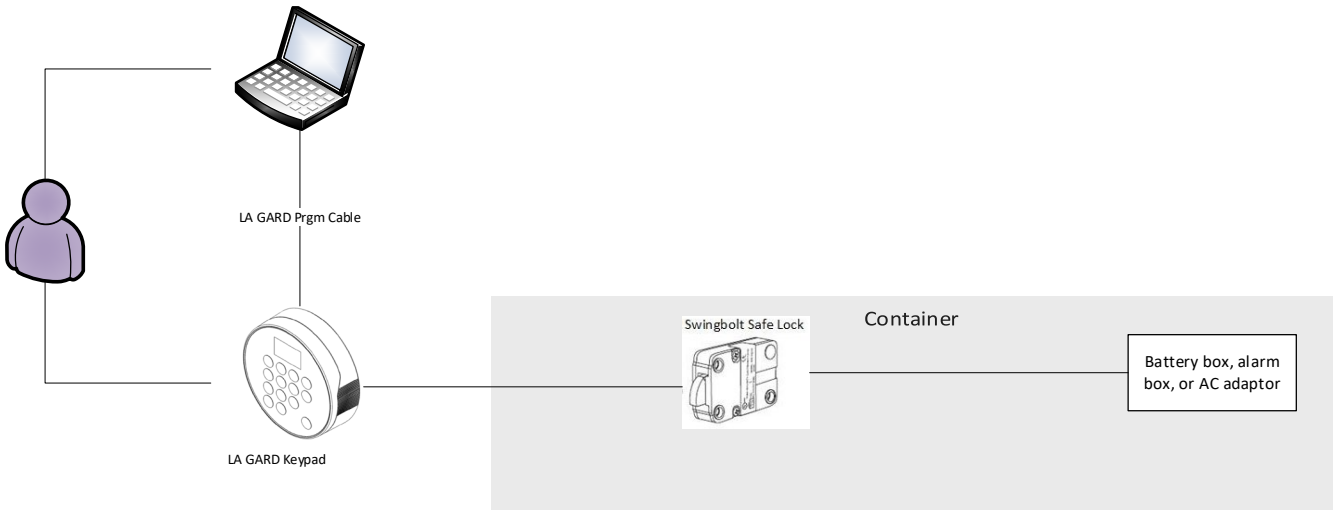
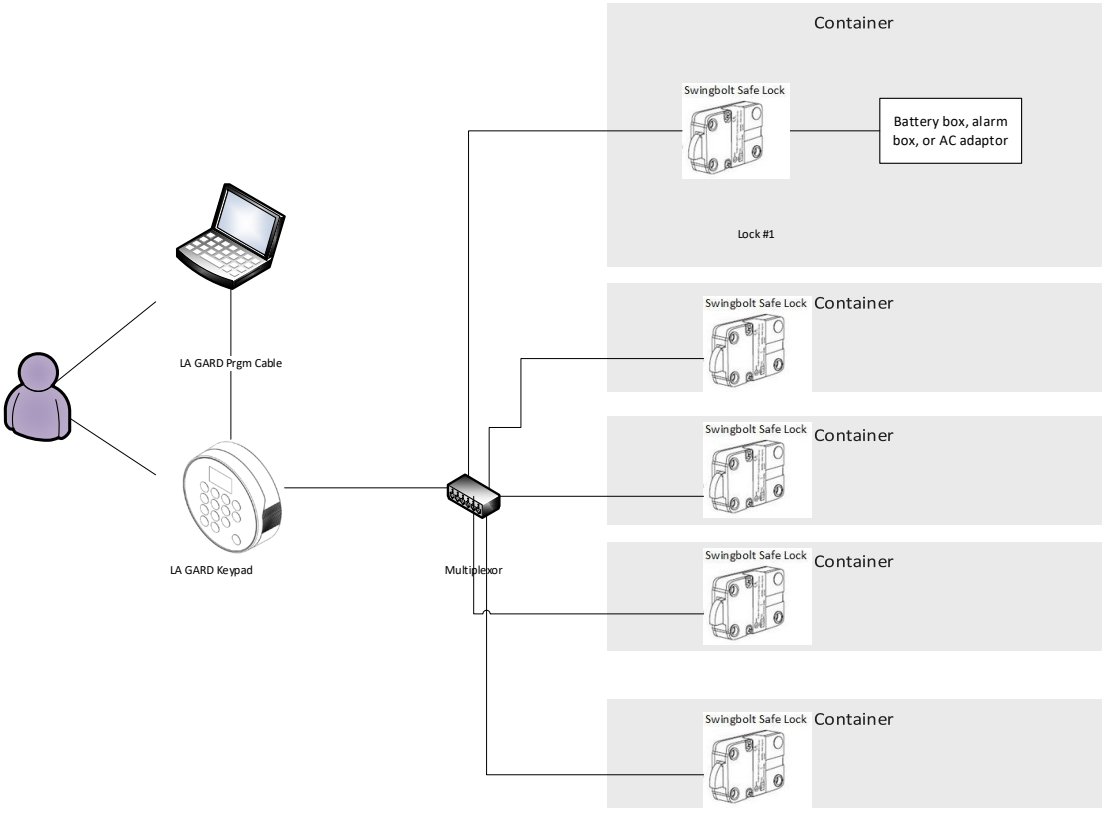


Figure 2 – Multi-Lock System



2.1 Safe Lock Hardware

Consult each component's individual documentation for proper mounting, connectivity and installation. The safe itself must be appropriate for the lock hardware to provide maximum security; certain makes and models of safes may not be appropriate for this LA GARD safe lock system. If unsure, consult with dormakaba USA Inc. Sales or Support for further information.

2.2 System Components

Each system may differ depending on customer requirements. The sub-sections outlined below cover the full suite of the LA GARD safe lock system.

2.2.1 Keypad

The Keypad comes in two varieties: Display and non-Display. The Display variant shows messages on screen while the non-Display version implements a series of LED flashes and beeps for messages. The Keypad is the user interface for the entire system. Refer to the Keypad Installation Guide (Document #7033.0320) for more information.

2.2.2 Multiplexer

The Multiplexer is used in multi-lock systems and allows multiple safe locks to connect with the Keypad. Refer to the Multiplexer Installation Guide (Document #7038.0320) for more information. The Multiplexer is not UL evaluated.

2.2.3 Safe Lock

The safe lock is either a dead bolt, a spring bolt or a swing bolt, that locks and unlocks when the Keypad receives correct user credentials. This lock system comes in many varieties depending on the application. Refer to the Safe Lock Installation Guide (Document #7034.0320) for more information.

2.2.4 AC Adapter

The AC Adapter can be used to power the System where batteries alone would not be appropriate. Refer to the AC Adapter Installation Guide (Document #7037.0320) for more information.

2.2.5 Battery Box

The Battery Box can serve as the secondary power source to the LA GARD System. Refer to the Battery Box Installation Guide (Document #7035.0320) for more information. The Battery Box is not UL evaluated.

2.2.6 Alarm Box

The Alarm Box is a hard-wired external alarm device. If used, the Alarm Box must be plugged into the BAT port of Lock #1. The Alarm Box allows for a remote disable input that can block the open command to the lock if asserted. Refer to the Alarm Box Installation Guide (Document #7036.0320) for more information. The Alarm Box is not UL evaluated.

2.2.7 Reset Box

The Reset Box, when attached to a lock BAT port will remove users and resets the Master Combination on LA GARD safe locks. The lock being reset should be disconnected from the Keypad and must power up from a battery within the Reset Box. The Reset Box LED will light when the reset function is performed. If a lock is already reset, applying the Reset Box will not light the LED.

The Reset Box will only work in conjunction with LA GARD safe locks with a BAT port (will not work with older model LG BASIC Series locks). Refer to the Reset Box User Guide (Document #7039.0320) for more information. The Reset Box is not UL evaluated.

2.2.8 Fob

The Fob is used as a secondary Bluetooth® credential to user's combination. The fob can be enrolled at the Model 700 Keypad and assigned to a user.

For UL 2058 compliance, the fob credential was not evaluated by UL. However, if a fob credential is employed, it's required to be accompanied by a user combination to open a lock. The fob cannot be used as sole means to operate and open the lock.

2.2.9 Power Considerations

The system common power across all components. As long as 9V DC power is supplied to the system, the system will work as intended. It is unnecessary to apply multiple sources of power to some or all components.

Some considerations to follow:

- In the normal-profile Keypad, 2.9V batteries can be inserted into the tray
- In the low-profile Keypad, there is a connection for an emergency battery connection for application outside of the safe container
- A LA GARD 700 Series Battery Box accessory is available to be attached inside the secure container to grant power to the system
- A LA GARD 700 Series Alarm Box can be connected to the primary lock to provide power to the system. This Alarm Box must be physically located in the secure side of the container
- A LA GARD 700 Series AC/DC Power Adaptor accessory can be used to apply line power to the system. The power adapter can be connected to any lock's BAT port in a multi-lock configuration
- In multi-lock installations while using a Multiplexer, it is strongly recommended that the AC/DC Power Adaptor be used
- When resetting a lock via the LA GARD Series 700 Reset Box, a 9V battery must be inserted into the Reset Box to apply power for the short duration usage

2.3 Getting Started

This section outlines typical use of a System with a single or multi-lock/single or multi-user setup with references to various sections found through this document.

Follow these steps to get started implementing a System:

1. Review Section 2.2 System Components for installation procedures regarding each component of a System. For single lock Systems, the use of a Multiplexer is not required.
2. Review section 3.9 Locks for information on installing, uninstalling and resetting safe locks.

3. Read section 3.7.2 Add User to add all non-Master users, including Managers.
4. Read section 3.2 Open a Lock for instructions on how to use the System once all pieces are connected.

3 How to Use the System

This section outlines how to use the installed system and how to execute specified functions. Please note that your instillation may not include everything outlined in this section.

3.1 Keypad Model Definitions

	Model 701	Model 702	Model 703	Model 704	Model 705
OLED Display Keypad	No	No	1.28" Monochrome OLED Display, 128 x 64	1.28" Monochrome OLED Display, 128 x 64	1.28" Monochrome OLED Display, 128 x 64
Compatible Lock Types	Swing/ Dead/ Spring Bolt	Swing/ Dead/ Spring Bolt	Swing/ Dead/ Spring Bolt	Swing/ Dead/ Spring Bolt	Swing/ Dead/ Spring Bolt
# of Users	1 Master/1 Manager/ 1 User	1 Master/1 Manager/ 28 Users	1 Master/1 Manager/28 Users	1 Master/1 Manager/47 Users	1 Master/1 Manager/97 Users
# of Locks	1	1	2	5	5
Dual-User Mode	No	Yes	Yes	Yes	Yes
Reset Function	Yes	Yes	Yes	Yes	Yes
Time Delay	No	0-99 Min.	0-99 Min.	0-99 Min.	0-99 Min.
Confirmation Window	No	1-60 Min.	1-60 Min.	1-60 Min.	1-60 Min.
Time Delay Override (TDO)	No	Yes	Yes	Yes	Yes
TDO with BLE Key Fob	No	No	No	No	Yes
Programmable at Keypad	Yes	Yes	Yes	Yes	Yes

	Model 701	Model 702	Model 703	Model 704	Model 705
Programmable by PC	No	Yes	Yes	Yes	Yes
Audit Events	No	500	500	2000	6000
View Audit Trail	No	No	Yes	Yes	Yes
Downloadable Audit Trail	No	Yes	Yes	Yes	Yes
Duress Alarm	No	Yes	Yes	Yes	Yes
Combination Length	11 (2id + 6-9)	11 (2id + 6-9)	11 (2id + 6-9)	11 (2id + 6-9)	11 (2id + 6-9)
Back Lit Keypad	No	Yes	Yes	Yes	Yes
Bolt Switch Option*	No	Yes	Yes	Yes	Yes
Wrong Try Penalty	Yes	Yes	Yes	Yes	Yes
Batter Power	2 x 9V	2 x 9V	2 x 9V	2 x 9V	2 x 9V
Low-Profile Option	No	Yes	Yes	Yes	No
AC Power Option*	Yes	Yes	Yes	Yes	Yes
VdS 2396 – Class 2	Pending	Pending	Pending	Pending	Pending
UL 2058 – UL Type 1	Yes	Yes	Yes	Yes	Yes
EN1300 – Level B	Pending	Pending	Pending	Pending	Pending

SBSC – 3880-2015	Pending	Pending	Pending	Pending	Pending

	Model 701	Model 702	Model 703	Model 704	Model 705
CNPP q2p – Level B/E	Pending	Pending	Pending	Pending	Pending
Time Lock Schedule	No	No	No	Yes	Yes
Dual Credential	No	No	No	No	Yes
Warranty	2yr from DoM	2yr from DoM	2yr from DoM	2yr from DoM	2yr from DoM
Extended Warranty*	Yes	Yes	Yes	Yes	Yes
Updatable Firmware	Yes	Yes	Yes	Yes	Yes

*Sold separately

3.2 Menu Settings

3.2.1 Menu Settings – Display Keypad

To enter the Main Menu, press any non-numeric button followed by your user credentials.

Below is a list of buttons and their functions on the Keypad:

- Number Pad – Can be used for entering User combinations, # commands (for non-Display Entries) and specific optional functions on screen (for Display Entries)
- Pound Key (#) – Is used to return to a previous screen, or to wake up the Keypad without entering a number
- Up and Down Arrows (^v) – Navigate through options with these (for Display Entries)
- Return Key (←) – Confirms a selection or completed a key sequence

Below is a table outlining each Menu Setting and sub-setting within the Keypad display interface. Note that the menu available changes based on the User Privileges.

Table 1 – Menu Settings (Display Keypad)

Open Lock		Allows the User to open a lock.
Change combo	New Combo	Allows the User to change their combination.
Time/Date	Time Format	Choose between a 12 and 24HR time format.

	Date Format		Change the date format.
	Set Time Date		Change the time and date.
	Observe DST		Select Enable/Disable to observe Daylight Saving Time (DST).
Time Lock	Assign Access		Designate a lock as 24/7 or assign one of two schedules.
	View Access 1		View the access of schedule #1.
	View Access 2		View the access of schedule #2.
	View Holiday		View the assigned holidays.
Audits*			Displays transactional data from a lock.
PC Link*			Connects the Keypad to a PC running the LA GARD software client.
Users	Add		Add a User based on their User ID.
	Edit		Edit a User based on their User ID.
	Delete		Delete a User based on their User ID.
System	Sys Info	Keypad	Displays Battery Status, Firmware version, Model and Serial #s.
		Lock	Shows firmware versions, serial numbers, port & Lock # and Open Count.
	Backlight		Toggle the Backlight On and Off.
	Buzzer		Toggle the Buzzer sound On and Off.
	TD Cnt Mode		Set counting period to count up, down or not show time in the periods.
	Combo Length		Determines the length of a combination.
	User Mode		Choose between Single, Dual and Dual + Mgr.
	Cred Mode		Choose between Single, Dual and Dual + Mgr.
	Duress Mode*		Enables/Disables Duress Mode (Silent Alarm).

	Locks	Choose between Install, Uninstall, TL Schedule, Time Delay configuration times, Time Delay Override allowed and Reset.
	FW Update	Enables a firmware update when connected to a PC running the LA GARD software client.
	FCC Label	Display the FCC label information.

*Not evaluated by UL

3.2.2 Menu Settings – Non-Display Keypad

Below is a table outlining each # Command and their function for non-display entries. See Appendix A for complete definitions.

Table 2 – # Commands (non-Display Keypad)

Set Combo Length	#11	**Reinstall Keypad**	#32	**Delete User**	#56
Set User Mode	#12	**Set Backlight On/Off**	#40	**Reset User Combo**	#57
Set Duress (Silent Alarm)	#14	**Set Buzzer On/Off**	#41	**Set Time/Date**	#65
Install Lock	#22	**Add User**	#50	**Set TD/OW Values for Lock #1**	#72
Uninstall Lock	#23	**Change Own Combo**	#52	**Set TDO Allowance for Lock #1**	#73
Reset Keypad	#25	**User Enable/Disable**	#54	**Cancel Time Delay**	#74
Open PC Link*	#30	**Set User Lock Privileges**	#55	**Enable FW Update**	#99

*Not evaluated by UL

3.3 Install and Open a Lock

3.3.1 Install (Electronically Pair) Lock and OLED Display Keypad

Follow these steps to "INSTALL" (logically, electronically pair) a safe lock to an OLED Display Keypad:

1. Press any button to Open factory setting Menu
2. Press <rtn key> to test the opening of the lock, OR
3. Press <down> to highlight INSTALL LOCK
4. Press <rtn key>
5. Enter Master ID + default combination [00 12345678]
6. If this is the Primary Lock in a system of multiple locks, scroll to "YES", then
7. Press <rtn key>
8. Message appears – "Success Lock Installed"

3.3.2 Install (Electronically Pair) Lock and non-Display Keypad

Follow these steps to "INSTALL" (logically, electronically pair) a safe lock to a non-OLED Display Keypad:

1. Push any key to wake up the system in factory mode – it will beep and display the red function indicator light for 10 seconds. While the red LED is illuminated, the system is awake, and the "1" key will open the lock or the keypad is ready process "#" set-up commands.
2. With the system awake, enter #22 Master ID+combination 00 12345678 <rtn key>
3. The lock is now Installed (paired with the keypad).
4. Once "Installed", there is no need to "wake up" the system before another intended key sequence.

3.3.3 Open a Lock – Display Keypad

Follow these steps to open a safe lock on a Display Keypad:

1. Enter the User ID.
2. Enter the User Combination.
3. If required, present and click the button on the user fob when requested.
4. If required, enter User #2 credentials.
5. If this is the user's first time opening a lock, the Keypad display interface will ask the User to change their original combination. Input a new combination with the keypad. Re-enter the same combination to confirm.

   Note: The new Combination must be different from the old Combination. The User is advised to use a non-trivial combination.
6. The lock's latch will open, and the screen will display Lock Open. After 3 seconds, the lock's latch will close.

If Time Delay is in effect, menus will be different. Consult the Time Delay section in this document for more information.

3.3.4 Open a Lock – Non-Display Keypad

Follow these steps to open a safe lock on a non-Display Keypad:

1. Enter the User ID and Combination.
2. If this is the User's first time opening a lock, the Keypad will require a new Combination. Using the Keypad, input #52 + Authorized User ID and Combination + User ID and new Combination + User ID and new Combination again + Return Key.
3. The lock's latch will open. After 3 seconds, the lock's latch will close.

If Time Delay is in effect, the lock will not automatically open.

3.3.5 Open a Lock – Remote Disable

With the application of the Alarm Box, the opening sequence can be disabled by asserting a signal on the Alarm Box. The signal may come from an external alarming system that could feed into this lock to prevent it from opening.

Please observe the following while using the Remote Disable:

- The Remote Disable assertion will not block users from accessing the menus on a Display Keypad
- The signal must be asserted prior to the user authentication for it to be recognized by the system
- Duress combinations will still trigger the alarm signal, even if Remote Disable is asserted

- A Keypad with a display will show 'Lock #x NOT open' when the Remove Disable is asserted. The 'x' would be replaced by a lock that is targeted to be opened

3.4 Reinstall Keypad

A new Keypad can be installed into the system if the current one is defective or needs to be replaced. If the new Keypad is a non-Display screen variant, a command sequence would need to be followed with an authorized user. If the Keypad has a display screen, prompts will appear to guide the user through the process. An Audit will be generated to indicate which user installed the new Keypad. Once paired, the system returns to regular operation. Refer to the Keypad Installation Guide (Document #7033.0320) for more information.

Note: The system will only recognize the same Keypad model as before, otherwise it will reject the reinstall process. If installing a new model of Keypad, all locks attached to the system must be reset/uninstalled and reinstalled prior to installing the new Keypad.

3.5 Change Combination

3.5.1 Change Combination – Display Keypad

Follow these steps to change a User combination on a Display Keypad:

1. From the Keypad display Main Menu, select Change combo.
2. New Combo appears on screen. Input a new combination with the number pad.
   Note: The new Combination must be different from the old Combination. The User is advised to use a non-trivial combination.
3. Confirm appears on screen. Input the same combination from the previous step to confirm. Success will appear on screen. The new combination is set and will be in affect the next time the User enters their combination. The Keypad will beep three times with a green LED and return to the Enter ID menu once complete.

3.5.2 Change Combination – Non-Display Keypad

Follow these steps to change a User Combination on a non-Display Keypad:

1. If a Master/Manager User is changing another User's combination, do the following:
   a. Using the Keypad, input #57 + Authorized User ID and Combination + User ID and new Combination + User ID and new Combination again + Return Key.
   b. The Keypad will beep three times and flash a green LED
2. If a User is changing their own combination, do the following:
   a. Using the Keypad, input #52 + User ID and Combination + User ID and new Combination + User ID and new Combination again + Return Key.
   b. The Keypad will beep three times and flash a green LED once complete

3.6 Change Time/Date/DST

3.6.1 Change Time/Date/DST – Display Keypad

Follow these steps to change the Time/Date/DST on a Display Keypad:

1. Navigate through the Main Menu and select Time/Date.
2. Select one of the follow sub-menu options:

a. Time Format – Choose between 24Hr and 12Hr
b. Date Format – Choose between yy_mm_dd, mm_dd_yy, and dd_mm_yy
c. Set Time Date – Input the time and date with the number pad
d. Observe DST – Select either Enable or Disable

3. The Keypad will beep three times and flash a green LED once complete.

To effectively use the DST settings, the DST tables must be sent down from the PC software when setting time via the PC. If the Time/Date is not set after a prolonged power outage, access time lock schedules cannot be enforced and may result in the inability to open the lock until the Time/Date is set.

3.6.2 Change Time/Date/DST – Non-Display Keypad

Follow these steps to change the Time/Date/DST on a non-display Keypad:

Note: Model 701 does not allow for the time to be set.

1. To change the Time/Date, using the Keypad, input #65 + Authorized User ID and Combination + 10-digit Time Date (YY-MM-DD-24HR Clock) + Return Key.
2. To change DST, using the Keypad, input #63 + Authorized User ID and Combination + Enable DST (1) or Disable DST (0) + Return Key.
3. The Keypad will beep three times and flash a green LED once complete.

3.7 Assign Time Lock Schedules (704 & 705 Models Only)

This section outlines how to assign pre-loaded Schedules and view pre-loaded Holidays from the Keypad. To load specific dates and times to Schedules and Holidays from the PC software. Refer to section 5.5 Add Time Lock Schedules for more information.

The Time Lock feature can restrict access to a safe lock at specific times during the week or allow access for an entire day, a day spans midnight to midnight of the next day.

Follow these steps to create time access periods from a week per lock or view Holiday lockout day(s):

1. Navigate through the Main Menu and select Time Lock.
2. To Assign Access, do the following:
    a. Select Assign Access
    b. For multi-lock Systems, select the lock by pressing the corresponding number on the number pad. Otherwise, skip to the next step
    c. Choose between 24/7 Access or a pre-loaded Schedule

3. To View Access, do the following:
    a. Select View Access
    b. Navigate through the information on screen with the arrow buttons
4. During a Holiday, the lock will not open at any time on the specified day(s). To view holiday(s), do the following:
    a. Select View Holiday

b. Navigate through the information on screen with the arrow buttons

Note: If Time/Date is not set after a prolonged power outage, access time lock schedules cannot be enforced and may result in the inability to open the lock until the time/date is set.

3.8 Users

3.8.1 Lock User Types

There are three types of users, each with different capabilities. The sub-sections outlined below cover each Lock User Type and their respective functions.

3.8.1.1 Master

- There will always be 1 Master User per safe lock
- Combination length is always 8 digits and is not modified by the combination length system setting
- The default factory combination is 1-2-3-4-5-6-7-8
- The User ID is always 00 and cannot change
- Cannot open the lock directly
- Can change their combination either via the Keypad or the LA GARD Software client
- Needs to authenticate with an old combination prior to being allowed to update their combination
- The forced-change-on-first-use rule does not apply to Master combinations
- The Master combination should be changed from the default value prior to adding any other non-Master Users to the System

3.8.1.2 Manager

- Should be enabled within the system, but not required
- Multiple Managers may be defined depending on the lock type
- Only Master-authenticated users can modify the Manager's settings
- The combination is in the format of 2 ID digits plus 6 to 9 combination digits
- The combination length required for the system applies to Manager(s) and all other users
- The combination length will be the same for all Users in the system, including Manager(s)
- May change their combination via the Keypad
- May open the lock if the access settings are enabled for the lock
- May set other access Users' one-time-combo via the Keypad menus or via the LA GARD Software client
- May be granted Time Delay Override if Time Delay option is applied to a safe lock

3.8.1.3 Other Users

- The combination is in the format of 2 ID digits plus 6 to 9 combination digits
- In a multi-lock installation, the User may be enabled for some locks and disabled for others
- All User settings apply to all locks in a multi-lock configuration
- Users can be configured to have one or more capabilities

3.8.1.4 User Capability – Access Lock

A user may be allowed to open the lock. This capability allows the user to open the lock when they present proper credential(s). Each access user may be granted individually the ability to bypass the time delay, if time

delay is configured. If the system is in Dual User Mode, either user with this option will cause the time delay to be bypassed.

3.8.1.5 User Capability – Audit Lock

A user can be given the capability to retrieve audits via a software application (authenticated via the ID and combo) or for review at the Keypad via the menus. A user identified as one that can collect audits can retrieve audits from any lock that they have access to via the software connected to the Keypad (and lock), or manually via the Keypad menus.

3.8.1.6 User Capability – Time Delay Override with Combination

This capability allows the user to override the time delay, if enabled for the user, with their combination and open the lock without waiting for the time delay period to expire. They may or may not need a key fob for the second credential if required for Model 705.

3.8.1.7 User Capability – Time Delay Override with Fob Credential

This capability allows the user to override the Time Delay with their assigned fob credential, but they may not open the lock.

The Table below shows the permitted mix of capabilities a user may perform. The configuration software and lock firmware shall enforce this capability mix.

Table 3 – User Capabilities

TDO w/FOB	TDO w/Combo	Audits	Access	Notes
1	0	0	0	User can Override Time Delay only. May not open the lock nor retrieve audits. The user must present the FOB during an open sequence initiated by an authorized user(s).
0	0	1	0	User may retrieve audits only. May not open the lock.
0	0	0	1	User may open the lock only.
0	0	1	1	User may open the lock and retrieve audits.
0	1	0	1	User may open the lock and override the Time Delay with their credential(s).
0	1	1	1	User may open the lock, retrieve audits and override Time Delay with their credential(s).

Table 4 – System User Functions

Functions	Master	Manager	Access User	Audit User	TDO Fob User
Install Lock	x				
Uninstall Lock	x				
Reinstall Keypad	x	x	x		
Configure Time Lock Access Schedule	x	x			
View Time Lock Access Schedule on Keypad	x	x			
Configure Time Lock Holiday Schedule	x	x			
View Time Lock Holiday Schedules on Keypad	x	x			
Set Time Format	x				
Set Date Format	x				
Daylight Saving Time (DST) Enable/Disable	x	x			
Set Date/Time	x	x			
View Audits on Keypad	x	x		x	
Retrieve Audits to PC	x	x		x	
Activate PC Link	x	x		x	
Assign Time Lock Access Schedule	x	x			
Enable/Disable Dual User Mode	x				
Enable/Disable Dual User Mode Applies to Managers	x				
Enable/Disable Dual Credential Mode	x				

Functions	Master	Manager	Access User	Audit User	TDO Fob User
Enable/Disable Dual Credential Mode applies to Managers	x				
Get System Information	x	x	x	x	
Add/Delete/Disable/Enable Users	x	x			
Assign Lock Access for a User	x	x			
Add/Delete Manager	x				
Enable Time Delay Override Feature (per lock)	x				
Add/Remove Time Delay Override Privilege for a Manager/User	x	x			
Re-enroll key fob	x	x			
Set Time Delay: Delay Period & Open Period Time (per lock)	x	x			
Change Manager Combination	x	x			
Open Lock		x	x		
Change User Combination	x	x	x	x	x
Time Delay: Delay Period Counting – up/down/none	x				
Time Delay: Open Period Counting – up/down/none	x				
Cancel Time Delay	x	x	x		
Duress Combo Enable/Disable per System	x				
Change Master Combination	x				

Functions	Master	Manager	Access User	Audit User	TDO Fob User
Open Lock with Override Time Delay w/ Combination		x	x		
Override Time Delay with key fob					x
Reset lock via Master Combo	x				
Set Keypad Backlight On/Off	x	x			
Set Buzzer On/Off	x	x			
Set Combination Length	x				
Firmware Update	x	x			

3.8.2 Add User

3.8.2.1 Add User – Display Keypad

Follow these steps to add a User on a Display Keypad:

1. Navigate through the Main Menu and select Users.
2. From the sub-menu, select Add.
3. Input a new User ID.
4. Select a User Type between Standard User and Manager.
5. Input a Combination with the Keypad.
   Note: The new Combination must be different from the old Combination. The User is advised to use a strong combination.
6. Confirm appears on screen. Input the same Combination from the previous step.
7. Select User Privileges from the sub-menu, if applicable. Select from Open Priv, Audit Priv and TDO Pin Priv. For each, use the Keypad to select which locks the User will have privilege(s) on, if applicable.
8. Navigate through the options and select Add User. Success appears on screen. The Keypad will beep three times and flash a green LED once complete.

3.8.2.2 Add User – Non-Display Keypad

Follow these steps to add a User on a non-Display Keypad:

1. Using the Keypad, input #50 + Authorized User ID and Combination + New User ID and Combination + User Type (2 = Standard, 4 = Manager) + User Lock Privileges (1 = Open Lock, 2 = Audit Lock, 3 = Open and Audit Lock, 5 = Open and TDO Combination, 7 = Open, Audit and TDO Combination) + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.8.3 Edit User

3.8.3.1 Edit User – Display Keypad

Follow these steps to edit a User on a Display Keypad:

1. Navigate through the Main Menu and select Users.
2. From the sub-menu, select Edit.
3. Input the User ID to be edited.
4. To change the Status of a User, do the following:
    a) Select Status
    b) Select between Enabled and Disabled
5. To Reset the Combination, do the following:
    a) Select Reset Combo
    b) New Combo appears on screen. Input a new Combination with the number pad
    Note: The new Combination must be different from the old Combination. The User is advised to use a strong combination.
    c) Confirm appears on screen. Input the same Combination from the previous step to confirm. Success combo reset appears on screen. The Keypad will beep three times and flash a green LED once complete
6. To change User Privileges, do the following:
    a) Select Privileges
    b) Select from Open Priv, Audit Priv, TDO Pin Priv and Timelock Priv. For each, use the Keypad to select which locks the User will have privilege(s) on, if applicable
7. To change the User Type, do the following:
    a) Select User Type
    b) Select between Standard User and Manager
8. Navigate through the options and select Update User. Success appears on screen. The Keypad will beep three times and flash a green LED once complete.

3.8.3.2 Edit User – Non-Display Keypad

For entries without a display, do one of the following:

a) #54 – Enable/Disable User
- Temporarily suspends user access to the system. For example, if a user is on vacation

b) #55 – Edit User Lock Privileges
- Add or remove privileges for the user to a lock

c) #57 – Reset User Combination
- Allows a Master or Manager user to reset another user's combination

See Appendix A for the complete format of these # Commands.

3.8.4 Delete User

3.8.4.1 Delete User – Display Keypad

Follow these steps to delete a User on a Display Keypad:

1. Navigate through the Main Menu and select Users.

2. From the sub-menu, select Delete.
3. Input the User ID to be deleted.
4. Confirm delete appears on screen. Press the Return Key on the Keypad to confirm deletion.
5. User deleted appears on screen. The Keypad will beep three times and flash a green LED once complete.

3.8.4.2 Delete User – Non-Display Keypad

Follow these steps to delete a User on a non-Display Keypad:

1. Using the Keypad, input #56 + Authorized User ID and Combination + User ID to be Deleted + Return Key.
2. The Keypad will beep three times and flash a green LED.

3.9 System Functions

The System menu allows the User to view and change various aspects, such as Combination length, Buzzer and Backlight, amongst other options. Below is a table that outlines Buzzer, LED and Screen Messages in response to certain events.

Table 5 – Buzzer, LED and Screen Message(s)

Event	Buzzer	LED	Screen Message(s) (Display Only)
System wakeup	Short high beep	Short green flash	N/A
Key press	Short beep	Short green or red flash	High beep + Green flash = Valid Key Low Beep + Red flash = Invalid Key
Valid command response	3 short high beeps	3 short green flashes	Success
Invalid command response	3 short low beeps	3 short red flashes	Invalid Message
Wrong Try Penalty	2 short low beeps	2 short red flashes	Wrong Try Penalty
Time Delay	Continuous medium to low beeps	Continuous red flashes	Time Delay
Confirm window	Continuous medium to high beeps	Continuous green flashes	Confirmation Window
Low Battery	1 long low beep	1 long red flash	Low Battery
Critical Low Battery	3 long low beeps	3 long red flashes	Critical Low Battery
Master Reset	3 short high beeps	3 short green flashes	Reset Success
Power On – No lock connected	5 medium to low beeps	5 medium red flashes	Connect Lock

Event	Buzzer	LED	Screen Message(s) (Display Only)
Power On – Bad configuration	5 medium to low beeps	5 medium red flashes	Bad Config
Power On/Wake Up – No lock installed	1 medium low beep	Solid red LED	Install Primary Lock
Power On – Keypad not compatible	1 long low beep	Continuous alternate flashing red and green	Wrong Keypad Model Cannot Install
Master reset	3 short high beeps	3 short green flashes	Reset Success

3.9.1 System Info (Display Only)

The System Info screen provides information related to the Keypad and safe locks connected to the System, including Firmware version and Model number. Follow these steps to navigate through the System Info menu:

1. Navigate through the Main Menu and select System.
2. Select Sys Info from the sub-menu.
3. Select between Keypad or Lock.
4. If Keypad is selected, the following information is available on screen:
    - Battery Status – Displays battery level with a percentage
    - FW version – Shows the current firmware version on the Keypad
    - Model – Displays the Model # of the Keypad
    - Serial Number – Shows the serial number of the Keypad
5. If Lock is selected, the following information is available on screen:
    - FW version – Displays the current firmware version on the safe lock
    - Port | Lock – Represents the Port and Lock #s
    - Open Count – Shows how many times the safe lock was opened

3.9.2 Backlight Mode

The Backlight illuminates whenever a key is pressed on the Keypad. By default, the Backlight setting is Off to conserve battery power (if applicable).

3.9.2.1 Backlight Mode – Display Keypad

Follow these steps to toggle the Backlight Mode On and Off on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Backlight from the sub-menu.
3. Select between Yes and No to Enable/Disable Backlight Mode.
4. Success Mode updated will appear on screen and the Keypad will beep three times and flash a green LED once complete.

3.9.2.2 Backlight Mode – Non-Display Keypad

Follow these steps to toggle the Backlight Mode On and Off on a non-Display Keypad:

1. Using the Keypad, input #40 + Authorized User ID and Combination + Off (0) or On (1) + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.9.3 Buzzer Mode

The Buzzer provides sound to signal specific functional outcomes.

3.9.3.1 Buzzer Mode – Display Keypad

Follow these steps to toggle the Buzzer Mode On and Off on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Buzzer from the sub-menu.
3. Select Between Yes and No to Enable/Disable Buzzer Mode.
4. Success Mode updated will appear on screen and the Keypad will beep twice and flash a green LED once complete.

3.9.3.2 Buzzer Mode – Non-Display Keypad

Follow these steps to toggle the Buzzer Mode On and Off on a non-Display Keypad:

1. Using the Keypad, input #41 + Authorized User ID and Combination + Off (0) or On (1) + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.9.4 Combination Length

The Combination Length can be changed to a length between 6 and 9 digits inclusively. This feature can only be modified by a Master user. This feature only applies to non-Master users. A Master combination is always 8 digits.

WARNING: If the combination length is changed after any users have been entered into the system, those users will need to reset their combination before they can perform any operations. After a user's combination is reset, the user will then need to change their combination again in order to use the system. Since the Master User is the only one whose combination is unaffected by change in Combination length, the Master must reset other users' combinations. Once a Manager's Combination is reset and then changed again, the Manager can reset other users' combinations.

3.9.4.1 Combo Length – Display Keypad

Follow these steps to change the combination length on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Combo Length from the sub-menu.
3. Input the # of Digits with the Keypad. Confirm the selection with the Return Key. For UL certification, the combination must be a minimum of 6 digits long.
4. Success Length updated will appear on screen and the Keypad will beep three times and flash a green LED once complete.

3.9.4.2 Combo Length – Non-Display Keypad

Follow these steps to change the combination length on a non-Display Keypad:

1. Using the Keypad, input #11 + Master User ID and Combination + Digit Length (from 6 – 9) + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.9.5 User Mode

The User Mode is a system setting that determines how many Users and what class of user can gain access to the Keypad and applies to all locks connected to the System. The User Mode can only be set by the Master.

Table 6 – User Modes

Mode	Lock Access	Notes
Single	1 Access User or 1 Manager	Single user is the default User Mode for safe locks
Dual	2 Access Users or 1 Manager	Requires 2 Users to authenticate. Duress can be signaled by either user combinations.
Dual + Mgr	2 Access Users or 1 Access User + 1 Manager or 2 Managers	Requires 2 non-Master IDs to authenticate.

3.9.5.1 User Mode – Display Keypad

Follow these steps to change the User Mode on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select User Mode from the sub-menu.
3. From the list provided, select between Single, Dual and Dual + Mgr.
4. Success Mode updated will appear on screen and the Keypad will beep three times and flash a green LED once complete.

3.9.5.2 User Mode – Non-Display Keypad

Note: This function is not available on the 701 series of Keypad,

Follow these steps to change the User Mode on a non-Display Keypad:

1. Using the Keypad, input #12 + Master ID and Combination + User Mode (0 = Single User, 1 = Dual User, 2 = Dual User + Mgr) + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.9.6 Credential Mode (705 Model Only)

The Credential Mode defines the number and type of credentials required to access the Keypad and the Manager menu. Credential Mode is a system setting and applies to all safe locks connected to the Keypad. By default, the safe lock System is set to Single Credential Mode. The Master User will always be set to Single Credential Mode and is unaffected by this change.

Table 7 – Credential Modes

Mode	Lock Access	Manager Menu Access
Single	1 Access User or 1 Manager	1 Manager
Dual	1 Access User + key fob or 1 Manager	1 Manager
Dual + Mgr	1 Access User + key fob or 1 Manager + key fob	1 Manager + key fob

Follow these steps to change the Credential Mode:

1. Navigate through the Main Menu and select System.
2. From the sub-menu, select Cred Mode.
3. From the list provided, select between Single, Dual and Dual + Mgr.
4. Success Mode updated will appear on screen and the Keypad will beep three times and flash a green LED once complete.

3.9.7 Duress Mode (Silent Alarm)

Note: Duress Mode (Silent Alarm) is not UL evaluated for either Display or Non-Display Entries. Duress Mode (Silent Alarm) will only work if a LA GARD Series 700 Alarm Box is installed to Lock #1 BAT port.

Duress Mode functions as a silent alarm that creates an external signal if a Duress Combination is entered. A Duress Combination is the User's combination with the last digit entered one number higher or lower. For instance, a User Combination of 1-2-3-4-5-6-7-8 will use a Duress Combination of either 1-2-3-4-5-6-7-7 or 1-2-3-4-5-6-7-9. When the Duress Combination is entered, a silent alarm will signal and the lock will open. In multi-lock setup, alarm signals will emanate from the primary lock only.

3.9.7.1 Duress Mode – Display Keypad

Follow these steps to Enable/Disable Duress Mode on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Duress Mode from the sub-menu.
3. Select between Yes and No to Enable/Disable Duress Mode.
4. Success Mode updated will appear on screen and the Keypad will beep three times and flash a green LED once complete.

3.9.7.2 Duress Mode – Non-Display Keypad

Note: This function is not available on the 701 model of Keypad.

Follow these steps to Enable/Disable Duress Mode on a Non-Display Keypad:

1. Using the Keypad, input #14 + Master ID and Combination + Duress Mode (0 = Disabled, 1 = Enabled) + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.9.8 Input Signal

A configurable Input Signal is available on systems using 702, 703, 704, and 705 Keypad models. Lock #1 monitors the state of this signal, and depending on how it is configured, it will perform one of the following functions when this signal is asserted:

- **Ignored** - Input Signal will have no effect on how the system operates
- **Remote Disabled** - When an open lock request is received for any lock, all requests to open will be blocked regardless of which target lock the user is attempting to open. This is the default setting. While not configurable for 701 locks, they do have an input signal that controls this Remote Disabled function.
- **Time Delay Override** - Time Delay for all locks in the system is cancelled and any lock may be opened immediately by a user. If one or more locks were in either the Delay Period or the Confirmation Window,

Time Delay is canceled, and the lock can be opened immediately by a user, with open privilege, providing the correct credentials

- **Dual User Override** - Dual User requirements are ignored, allowing a single user to open a lock or access the menus

3.9.8.1 Input Signal – Display Keypad

Follow these steps to configure the Input Signal on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Input Signal from the sub-menu.
3. Scroll through the list of options and select the desired setting. The settings on the keypad will be presented to the user for selection as:

Setting	Displayed to user
Ignored	Ignore
Remote Disabled/Lockout	Disable Open
Remote Time Delay Override	Dly Override
Remote Dual User Override	Dual Override

4. Success Mode updated will appear on screen and the Keypad will beep three times and flash a green LED once complete.

3.9.8.2 Input Signal – Non-Display Keypad

Note: This function is not available on the 701 model of Keypad. The Input signal for a 701 lock is non-configurable and only works as an enable/disable signal for the Remote Disabled feature.

Follow these steps to configure the Input Signal on a Non-Display Keypad:

1. Using the Keypad, input #16 + Master ID and Combination + Input Signal Mode (00 = Ignore, 01 = Remote Disabled/Lockout, 02 = Remote Time Delay Override, 03 = Remote Dual User Override) + Return Key.
2. The Keypad will beep three times and flash a green LED once complete

3.10 Locks

Certain functions and commands can be carried out on the Keypad without the use of software. Entries without a display screen can only have one safe lock installed at a time; they do not support a multi-lock setup.

3.10.1 Install a Lock

The process of installing a safe lock differs with single and multi-lock systems. For information and steps on how to physically install a safe lock(s) to a system, whether single or multi-lock setup, refer to the Safe Lock Installation Guide (Document #7034.0320).

3.10.2 Uninstall a Lock

3.10.2.1 Uninstall a Lock – Display Keypad

Follow these steps to Uninstall a safe lock on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Locks from the sub-menu.
3. Select Uninstall.
4. Press the corresponding number key to select a lock.
   Note: If only a single lock is installed, this screen will not appear.
5. Select either Yes or No to confirm.
   Note: Confirmation is only required when uninstalling the last (primary) lock.
6. Success Uninstalled appears on screen and the Keypad will beep three times and flash a green LED once complete.

Note: Lock #1 cannot be uninstalled until all other locks are uninstalled or reset.

3.10.2.2 Uninstall a Lock – Non-Display Keypad

Follow these steps to Uninstall a safe lock on a non-Display Keypad:

1. Using the Keypad, input #23 + Master ID and Combination + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.10.3 Reset a Lock

Each LA GARD safe lock can be reset to factory defaults. This function is particularly useful when switching out a piece of the overall System that has a different model number than the previous version. A lock reset can be done one of two ways:

1. Master Reset via the Keypad (both Display and Non-Display versions)
2. Mechanical Reset via the Reset Box.

When a lock is reset, the Master Combination is reverted to the default (1-2-3-4-5-6-7-8) and all Managers/Users are deleted. All System and lock settings will be reset to their defaults. All locks will be uninstalled and unpaired to any Keypad.

Two items will not be deleted:

1. Audits.
2. Open count.

3.10.3.1 Master Reset

This method requires knowledge of the Master combination. In a multi-lock System, Lock #1 must be reset last. Follow these steps to perform a Master reset:

1. For Display Entries, do the following:
    a. Enter the Master ID and Master Combination.
    b. From the Main Menu, navigate through the options to select System.
    c. From the options, select Locks.
    d. Select Reset.
    e. All locks installed within the System will be listed. An X indicates no lock installed. Press the corresponding number key to select a Lock.
    f. After resetting all other locks, or if the primary lock is the only one installed, Confirm Reset will appear on screen. Select Yes. Success will appear on screen when the lock is reset. If the primary lock is reset, the Keypad will then reset. If other locks are reset, the Keypad will return to the Locks section on screen.

    Note: An 'X' in the lock selection screen indicates the lock cannot be reset. The lock might not be connected, or not installed, or is the primarily lock and the only one that can be reset. When the primary lock is the only lock installed, a prompt will appear instead of lock selection to confirm the reset.

2. For Non-Display Entries, do the following:
    a. Enter this # Command to perform a Master reset: #25<Master PIN><rtn key>.
    b. If the Master combination is unknown, proceed to the next section to perform a Mechanical Reset.

3.10.3.2 Mechanical Reset

A mechanical reset can be done utilizing the LA GARD Reset Box. Refer to the Reset Box User Guide (Document #7039.0320) for more information. The Mechanical Reset is not UL evaluated.

It is important after the reset operation, that the Reset Box is disconnected from the operational lock. If the safe door is closed with the reset box attached, the lock will no longer open.

3.11 Time Delay

During a Time Delay, the safe lock cannot be opened until the delay period expires. There are multiple ways to override the Time Delay period, if enabled. If Time Delay is enabled for a lock, each valid User ID with a Combination will trigger the start of the time delay period if the intent is to open the lock. The Time Delay period ranges from 00 (Disabled) to 99 minutes and can be set either via the Keypad or through the LA GARD Software client. Once the Time Delay period is complete, the Confirmation Window period starts that would allow re-authentication to open the lock without needing to wait for the time delay period to expire.

3.11.1 Enable/Disable Time Delay

3.11.1.1 Enable/Disable Time Delay – Display Keypad

Follow these steps to Enable/Disable Time Delay on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Locks from the sub-menu.
3. Select TimeDelay.
    a) For multi-lock systems, select the corresponding lock number on the keypad
4. To change the TimeDelay period, do the following:

a) Select ConfigureTimes
b) Select Delay Period
c) Use the keypad to input a new Time Delay (between 00 [Disabled] and 99 minutes)
Note: For a multi-lock setup, repeat Steps 1 through 4 for each safe lock.
d) Success TD Updated appears on screen and the Keypad will beep three times and flash a green LED once complete

5. To change the Confirm Window time (the time frame in which the safe lock can be opened), do the following:
    a) Select TimeDelay
        i. For multi-lock systems, select the corresponding lock number on the keypad
    b) Select ConfigureTimes
    c) Select ConfirmWindow
    d) Use the keypad to input a new Confirm Window time (between 01 and 60 minutes)
    Note: For a multi-lock setup, repeat Steps 5a through 5d for each safe lock.
    e) Success TD Updated appears on screen and the Keypad will beep three times and flash a green LED once complete

3.11.1.2 Time Delay Count Mode – Display Keypad

For Entries with a display, there is an option to configure the time display for their respective time delay feature. Select one of the following options:

1. Off.
2. Count Up.
3. Count Down.

Follow these steps to set the options:

1. Navigate through the Main Menu and select System.
2. Select TD Cnt Mode from the sub-menu.
3. Select either Delay Period or Confirm Window.
4. Select one of the following choices and press the return key:
    a. Off
        i. the time remaining or accumulated will not display; only information on what period it is in will be displayed
    b. Count Up
        i. the count will start from 00:00 and count up until the period expires
    c. Count Down
        i. the time will start at the period length and count down to 00:00

3.11.1.3 Enable/Disable Time Delay – Non-Display Keypad

Note: This function is not available on the 701 series of Keypad,

Follow these steps to Enable/Disable Time Delay on a non-Display Keypad:

1. Using the Keypad, input #72 + Authorized ID and Combination + Delay Period (00 to 99 minutes) + Open Window (01 to 60 minutes) + Return Key.

2. The Keypad will beep three times and flash a green LED once complete.

3.11.2 Open a Lock During Time Delay

3.11.2.1 Open a Lock During Time Delay – Display Keypad

Follow these steps to open a safe lock during a Time Delay on a Display Keypad:

1. Using the Keypad, input the User ID and Combination.
2. For multi-lock systems, select the corresponding lock number on the keypad. Otherwise, skip to the next step.
3. Lock # Start Delay will appear on screen and provide timer feedback. The type of feedback depends on the setting for count feedback (the time may count down, up, or only show time remaining). There is no continuous feedback; a key must be pressed to check the Time Delay status. When a key is pressed on a Display Keypad, the 'most urgent' lock will be displayed.
    a) Most Urgent Lock: In a single lock system, the Time Delay status is for a single lock, in a multi-lock system, the status will be provided for i) the lock with the least amount of time remaining in the confirmation window, or ii) if no lock is in the confirmation window, then the lock with the least amount of time remaining will be present in the delay window
4. Once the Time Delay period expires, Lock # status Confirm appears on screen.
5. If a lock is in the confirmation window, it can be opened. Press a key to exit the Time Delay Status.
6. Input the User ID and Combination.
7. From the sub-menu, select Open Lock.
    a) For multi-lock systems, select the corresponding lock number on the keypad. If the selected lock has Time Delay enabled and i) is not already in Time Delay, Time Delay will start for the lock, and ii) is already in Time Delay and the confirmation window, then the lock will open
8. The lock will open and the screen will display Lock Open. After a few seconds, the lock will close.

3.11.2.2 Open a Lock During Time Delay – Non-Display Keypad

Note: This function is not available on the 701 series of Keypad,

Follow these steps to open a safe lock during a Time Delay on a non-Display Keypad:

1. Using the Keypad, input the User ID and then the Combination.
2. The Keypad will beep and flash a red LED once every 10 seconds during the Time Delay period.
3. The Keypad will then beep and flash a green LED once every 10 seconds during the Confirmation Window, signifying the safe lock can now be opened.
4. Input the User ID and Combination.
5. The lock will open. After a few seconds, the lock will close.

3.11.3 Cancel a Time Delay

3.11.3.1 Cancel a Time Delay – Display Keypad

Follow these steps to cancel a Time Delay on a Display Keypad:

1. While a safe lock is currently in a Time Delay, press the Return Key on the Keypad.
2. Input a valid User ID and Combination.
3. From the sub-menu, select Cancel TD.
    a) For multi-lock systems, select the corresponding lock number on the keypad

4. Lock Dly Cancelled will appear on screen and the Keypad will beep three times and flash a green LED.

3.11.3.2 Cancel a Time Delay – Non-Display Keypad

Note: This function is not available on the 701 series of Keypad,

Follow these steps to cancel a Time Delay on a non-Display Keypad:

1. While a safe lock is currently in a Time Delay, using the Keypad, input #74 + Authorized User ID and Combination + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.11.4 Time Delay Override

For a user to execute a Time Delay Override, the lock itself must allow it. The Time Delay Period and Confirmation Window period must be set.

There are two ways to perform a Time Delay Override:

1. The user must possess Time Delay Override w/ Combo privilege.
2. The user must possess Time Delay Override w/ fob privilege.

Refer to sections 3.8.2 Add User or 3.8.3 Edit User for information on how to give users Time Delay Override privileges.

3.11.4.1 Allow Time Delay Override – Display Keypad

Follow these steps to Allow Time Delay Override to a safe lock on a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Locks from the sub-menu.
3. Select TimeDelay from the Locks menu.
4. Select ChangeOveride.
    a. For multi-lock systems, select the corresponding lock number on the keypad
5. Allow Ovride? appears on screen. Choose between Yes or No.
6. Success OvrRde update appears on screen and the Keypad will beep three times and flash a green LED once complete.

3.11.4.2 Allow Time Delay Override – Non-Display Keypad

Note: This function is not available on the 701 series of Keypad,

Follow these steps to Allow Time Delay Override to a safe lock on a non-Display Keypad:

1. Using the Keypad, input #73 + Master ID and Combination + Allowed (1) or Not Allowed (2) + Return Key.
2. The Keypad will beep three times and flash a green LED once complete.

3.11.5 Open Lock During Time Delay Using Override with Combo

3.11.5.1 Open Lock During Time Delay Using Override with Combo – Display Keypad

Follow these steps to Open a lock during a Time Delay using Override on a Display Keypad:

1. Using the Keypad, input the User ID and Combination.
2. For multi-lock systems, select the corresponding lock number on the keypad. Otherwise, skip to the next step.

3. Lock 'N' Start Delay will appear on screen where 'N' represents the lock number. The screen will then provide timer feedback.
4. There is no continuous feedback. A key must be pressed to check on the Time Delay status. When a key is pressed, the Keypad will display the feedback for the 'most urgent' lock.
5. Press a key to exit the Time Delay Status screen.
6. Input the User ID and Combination.
7. From the Time Delay Menu, select Open Lock.
    a. For multi-lock systems, select the corresponding lock number on the keypad
    b. If the selected lock has Time Delay and Time Delay Override enabled, and the User has Time Delay Override w/ Combo privileges for the lock, then the lock will open

3.11.5.2 Open Lock During Time Delay Using Override with Combo – Non-Display Keypad

Follow these steps to Open a lock during a Time Delay using Override w/ Combo on a Non-Display Keypad:

1. Using the Keypad, input the User ID and Combination.
2. If the lock has Time Delay Override enabled and the User has Time Delay Override w/ Combo privileges, the lock will open.

3.11.6 Open Lock During Time Delay Using Override with FOB

This feature is only available on the Model 705. The Time Delay Menu is presented after User(s) entered valid credential(s) while Time Delay is active. The Time Delay Menu will have a list of options that vary based on the type of User and hardware options.

Options that may appear in the Menu as follows:

- Single Lock System
    - Status
        - reports the time remaining in either the Delay Period or the Confirmation Window (Confirmation Window is shown for a valid user without open privilege, e.g. Master or Audit Only User)
    - Cancel
        - cancels the Time Delay for the lock
    - FOB Override
        - only available if the Keypad has the BLE option AND the user accessing the Time Delay menu possesses open privileges
        - prompts the user to present the FOB for overriding Time Delay; if FOB is authorized to override the Time Delay, the lock is opened
    - Notes
        - if the lock is in the Confirmation Window, and the user is authorized to open the lock, then the lock will open, otherwise the user is shown the Menu (Example: an Audit Only User)
        - if the user is authorized to open the lock and possesses Time Delay Override privileges, the lock will open after the credential Keypad during the Delay Period
- Multiple Lock System
    - Status
        - provides list reporting for each installed lock and the status of the lock. The list can be navigated through using the Up and Down keys. Will report the status as:
            - Dly Disable
            - Dly Inactive

        - time Delay is enabled, but the lock is not in the Delay Period, nor the Confirmation Window
    - Delay: mm:ss
        - the lock is in the Delay Period and shows the time in minutes and seconds, using the Count Feedback mode assigned for the Delay Period
    - Open: mm:ss
        - the lock is in the Confirmation Window and shows the time in minutes and seconds, using the Count Feedback mode assigned for the Delay Period
- Open Lock
    - the Master user does not see this option
    - the User is prompted to select a lock. Only locks which the user is authorized to open are shown in the selection screen
        - Selected Lock has Time Delay disabled
            - the Lock will open
        - Selected Lock has Time Delay, but it's inactive
            - if the Lock allows Time Delay Override and the user has Override privileges, then the lock will open
            - Time Delay will initiate for the selected lock
        - Selected Lock is in the Delay Period
            - if the User has Override privileges, the lock will open
            - if the User does not possess Override privileges, the lock will not open and will remain in the Delay Period. The Keypad will return to the Time Delay 'Wake-Up' screen
        - Selected Lock is in the Confirmation Window
            - the Lock opens
- Cancel TD
    - the User is prompted to select the Lock which should have Time Delay cancelled. Only locks with Time Delay active can be selected. The selected Lock will have Time Delay cancelled. The Keypad returns to the Time Delay Menu
- FOB Override
    - only available if the Keypad has the BLE option AND user accessing the Time Delay menu has open privileges
    - the User is prompted to select a lock. Only shows locks which:
        - The User who logged on to show the Time Delay has Open permission AND has Time Delay active AND allows for Time Delay Override
    - prompts the User to present the FOB to override the Time Delay
        - If the FOB is authorized to override the Time Delay, the lock will open

Note: Rules for number and types of Users and Credentials apply when accessing the Time Delay Menu.

3.12 Auto Open

The Auto Open feature allows the user to set up their system using a pair of locks that will open sequentially. The user can configure a lock, known as the target lock, to open after access has first been automatically granted to another lock. This sequence of opening locks, and the lag time between the opening of each lock, is known as the Auto Open Sequence.

A typical application for this feature would be in a situation requiring access/entry to a space with both an outer area and an inner area, each with a locked door restricting access. With the inner door set as the target lock, and the outer door as the primary lock, an individual could be granted access to the outer area automatically, given enough time to travel to the inner door, and then be granted access to the inner area.

3.12.1 Aspects of Auto Open

Note: The Auto Open feature has many aspects that must be considered before implementing:

- Auto Open configuration:
  - can only be set by Master and Manager users
  - can be set at the keypad or via software only for installed locks

- Auto Open Lag Time:
  - This a per-lock setting and must be set for each target lock
  - Can be set from 0 to 60 seconds and starts from the end of the unlatching of Lock 1.
  - A value of 0 indicates that the lock is not part of an Auto Open sequence

- Auto Open is available only on systems that support multiple locks.
- Lock 1 is always the first lock to open. It is the lock that opens automatically in the auto open sequence.
- If a user is granted the privilege to open a lock defined to be in an auto open sequence, they are automatically granted the privilege to open lock 1 as part of the sequence. If they are not specifically granted the privilege to open lock 1, then they cannot open lock 1 except as part of an auto open sequence.

3.12.1.1 Interactions with other features

Note: Prior to setting up Auto Open, one should consider how this feature interacts with the system features noted below:

Time Delay

- If Lock 1 has been configured with Time Delay, this setting will be ignored when the lock is used as part of an Auto Open sequence.
- If a target lock is configured to use Time Delay, the Time Delay features are honored when the target lock is attempted to open. The Auto Open sequence will occur after the conditions for the target lock's Time Delay settings have been satisfied.
- The Opening of Lock 1 has no impact on Time Delay for any other lock, whether they are part of an Auto Open sequence or not.

Access Schedule

- For an Auto Open sequence, only the schedules for the target locks are considered. The schedule for Lock 1 is ignored unless the user selects it to be opened, as Lock 1 would not be part of an Auto Open sequence in this instance.

Remote Disabled/Lockout

- Remote disable function via the external signal, if enabled and asserted, will only be checked at the beginning time of authentication for the entire Auto Open Sequence.

3.12.1.2 Auto Open Feedback

When a user attempts to open a target lock, the Auto Open sequence is initiated, and the following behavior is observed:

1. Auto Open sequence begins after the user selects the target lock:
   - Lock: Lock 1 will open
   - Display: "Lock 1 Open"
   - Keypad: Green LED flashes 3 times, with 3 high beeps (if buzzer enabled). Any keypresses will be rejected with a corresponding red LED flash and buzzer beep.
2. After approximately 3 seconds:

- Lock: Lock 1 will lock
- Display: Displays the time and date, or "In Auto Open sequence" if keypress occurs
- Keypad: Any keypresses will be rejected with a corresponding red LED flash and buzzer beep.

3. After Approximately 2 seconds (1 second if Lag Time is set to 1 second):
   - Lock: All locks are locked
   - Display: "In Auto Open sequence"
   - Keypad: Any keypresses will be rejected with a corresponding red LED flash and buzzer beep.
4. After approximately 5 seconds (or less if Lag time is less than 5 seconds):
   - Lock: All locks are locked
   - Display: Blank screen, "In Auto Open sequence" will reappear if a key is pressed
   - Keypad: The keypad will go to sleep. Any keypresses will be rejected with a corresponding red LED flash and buzzer beep.
5. At the end of the Lag time:
   - Lock: The target lock will open
   - Display: "Lock X Open", where X represents the target lock being opened
   - Keypad: Green LED flashes 3 times, with 3 high beeps (if buzzer enabled). Any keypresses will be rejected with a corresponding red LED flash and buzzer beep.
6. After approximately 3 seconds:
   - Lock: The target lock will lock
   - Display: Displays the time and date
   - Keypad: Operates normally
7. Auto Open sequence ends

3.12.1.3 Auto Open Feedback with battery level low or critical

The Auto Open feature works as described in the previous section, with the following differences when the battery level is low or critical:

Battery Level low

- If reported by the lock at wake-up, a key press is required to advance to the logon prompting.
- Battery low warning will appear briefly before the opening of the target lock, accompanied by LED flashes and beeps (if buzzer enabled).

Battery Level critical

- If reported by the lock at wake-up, no further actions are possible until the battery is replaced.
- If critical battery level is detected as a result of opening Lock 1, it will be reported when the keypad wakes-up to open the target lock. The target lock will not open, and the Auto Open sequence is cancelled. No further actions are possible until the battery is replaced.

3.12.2 Auto Open – Display Keypad

Note: Ensure that the target lock has been installed prior to beginning the Auto Open setup

Follow these steps to configure a multi-lock system for Auto Open using a Display Keypad:

1. Navigate through the Main Menu and select System.
2. Select Locks from the sub-menu.
3. Select Auto Open from the sub-menu.
4. If more than two locks are installed, you will be asked to select a lock. To choose a target lock for Auto Open, press the corresponding number on the Keypad.

5. On the display, you will see the current/old lag time that that the system is currently configured with. Use the keypad to enter a new lag time (from 0 to 60 seconds). A value of 0 indicates that the lock is not part of an Auto Open sequence. The lag time starts from the end of the unlatch of Lock 1.
6. Success Lag time set will appear on screen and the Keypad will beep three times and flash a green LED once complete.
7. Repeat steps 3 to 6 for any additional target locks you are configuring to use Auto Open.

3.13 Battery Levels

On a Keypad with a display screen, a battery level indicator is located at the bottom-right of the screen. The battery level indicator shows 5 levels of battery power. Additionally, on a Display Keypad, indications will be made when the battery level reaches low level and again when it reaches the critical low level.

On a non-display Keypad, the Buzzer and LED indicates the battery level. If the Buzzer Mode is Off, there will be no sound indications. The LA GARD Software client reports battery levels in Entries and Locks with an Audit transaction.

Note: If the Keypad is using an AC Adapter, then the battery level indicator will always be at high.

3.13.1 Low Battery Warning

3.13.1.1 Low Battery Warning – Display Keypad

When using a Keypad with a display screen, on wake-up key press, the Keypad will emit 2 high beeps and 2 green LED flashes followed by 2 low beeps and 2 red LED flashes. Low Battery will also be displayed on screen on wake-up and at the end of an open sequence. The batteries need to be replaced immediately to ensure continued and safe operation of the device.

3.13.1.2 Low Battery Warning – Non-Display Keypad

When using a Keypad without a Display screen, on wake-up key press and/or after an open sequence, the Keypad will emit 2 high beeps and 2 green LED flashes followed by 2 low beeps and 2 red LED flashes. The batteries need to be replaced immediately to ensure continued and safe operation of the device.

3.13.2 Critical Low Battery Warning

3.13.2.1 Critical Low Battery Warning – Display Keypad

When using a Keypad with a Display screen, on wake-up key press, the Keypad will emit 3 high beeps and 3 green LED flashes followed by 3 low beeps and 3 red LED flashes. Critical Low Battery will appear on screen with a critical low battery indicator if enough power remains. The System will not respond to any other commands until the battery is replaced.

3.13.2.2 Critical Low Battery Warning – Non-Display Keypad

When using a Keypad without a Display screen, on wake-up key press, the Keypad will emit 3 high beeps and 3 green LED flashes followed by 3 low beeps and 3 red LED flashes. The System will not respond to any other commands until the battery is replaced.

3.13.3 Replacing Batteries in Critical Low Battery State

When in Critical Low battery state, and the batteries are within the secure container, the system must do a restart when a battery (or batteries) is applied to the Keypad. The restart can be forced by pressing the # key when the new battery is applied to the Keypad. The safe should be opened and the inside batteries replaced.

3.14 Wrong Try Penalty

The Wrong Try Penalty occurs when a User inputs a credential incorrectly 4 times in a row. The penalty period is for 5 minutes, within that time no safe lock connected to the Keypad will open. All menu access and command inputs on the Keypad will also be locked for 5 minutes. Once the 5-minute penalty is over, 2 consecutive incorrect credential inputs will initiate another 5-minute penalty. Wrong Try Penalties do not apply to the Time Delay Override with Fob user.

For entries with display menus, the time will count down on the screen.

For non-display entries, 2 short low buzzes and 2 short red LED blinks will signify the penalty is still in effect.

Note: If power is interrupted to the Keypad during a Wrong Try Penalty, the time left will resume where it was when power is re-applied.

3.15 View Audits (Display Only)

Note: This function is not UL evaluated.

Audits can be viewed on Entries equipped with a display. The Keypad will display Audit data, showing a code for the action that occurred, the date and time when the action occurred and the ID of the User who performed the action. A User must have Audit Privileges enabled to view this data. The Master User automatically possesses Audit Privileges. A maximum of the latest 50 audits can be viewed on the Keypad display.

Follow these steps to view Audits on screen:

1. Navigate through the Main Menu and select Audits.
2. If using a multi-lock System, select the corresponding lock number on the keypad. Otherwise, skip to the next step.
3. Navigate through each Audit transaction with the Arrow buttons on the keypad.

To view the codes defined for each audit, please refer to Appendix B.

To retrieve Audits from a safe lock to the LA GARD Software client, refer to section 5.4 Retrieving Audits later in this document.

4 System Security

The LA GARD safe lock System implements various methods to enhance security. Security measures include encryption of information when transmitted, when the data is at rest and devices authenticating each other.

4.1 Data Encryption

Encryption is used between entities that exchange information.

The encryption used will prevent an attacker from knowledge of the information exchanged between the communicating partners and prevent replay attacks.

The entities that can communicate with each other include:

1. Software Application and the Keypad.
2. The Keypad and lock(s) via Multiplexer or not.
3. Key Fob and Keypad.

Types of information that will be encrypted include all combinations, configuration data and firmware used to update the lock and Keypad.

4.2 Initial Combination Handling

Users are required to change their combination on the first use. This requirement will be enforced by the lock firmware. Entries with a Display will show options for the user to change their combination. If, via the display, the authentication attempt was for opening a lock, the opening sequence will be aborted and the change combination activity will be the action until finished or aborted. The opening sequence would need to be restarted.

Non-Display entries will indicate an error and a # command can be used by the User to change their combination. See Appendix A for the syntax of the # Commands. The failed error will be 3 red LED blinks and 3 low beeps.

The firmware will enforce this requirement whenever the user is added, or the User's combination is reset. This requirement does not apply to the Master user and combination.

5 LA GARD Software

Note: The LA GARD Software is not UL evaluated.

The LA GARD software is a multi-faceted client that manages Users, Schedules and Systems to be used in concert with LA GARD safe locks and Entries. This section outlines certain software functions. Review the software online help by pressing F1 within the client for information not outlined here. Also review the Software Installation Guide (Document #7041.0320) for basic installation steps.

5.1 Adding a User

Follow these steps to add a User to the LA GARD Software client:

1. From the LA GARD Software Main Menu, select Users.
2. From the top-right of the screen, select the Create icon.
3. Input the First, Middle (if needed) and Last Name into their respective fields. Press the enter key to confirm each field.
4. Repeat Steps 1 – 3 for any additional Users.
5. From the LA GARD Software Main Menu, select System.
6. Select the applicable System from the middle column.
7. In the right column, select the Users tab.
8. Select the applicable User number (please note that 00 will always be the Master User). Fill out the following information:
    - Name – Select the Name from the drop-down menu. Names are listed alphabetically by Last Name
    - User Type – If the User number is 00, Master will automatically be selected. For other numbers, select between User and Manager from the drop-down menu
    - Combination – If Master User was selected, this field will not be fillable. For other Users, fill in a Combination
    - Time Delay Override – Check the box to activate
    - Disabled – Check the box to active
    - Privileges – Select the box beside each lock type the User will gain access to
9. Select the Save icon from the top-right of the screen.

5.2 Install a User into the Keypad

Follow these steps to install a User from the LA GARD Software client into the Keypad:

1. From the LA GARD software main menu, select System.
2. Select the applicable System from the middle sub-menu.
3. From the top-right menu, select the PC Link icon.
4. Double-check the COM port or select a different port with the drop-down menu.
5. Select Program from the left-hand column.
6. Check the box beside User Changes.

7. Plug the USB cable into the USB port of the computer and the other end into the mini USB port of the Keypad.
8. Using the Arrow buttons on the Keypad, navigate through the Main Menu and select PC Link by pressing the Return Key. The top of the Keypad will illuminate red.
9. In the software client, select the Send icon located at the top-right of the screen. A progress bar will appear on screen. The Keypad will beep three times and flash a green LED once complete.

5.3 Firmware Update

There are four firmware files that can be updated:

- Bootloader for the Keypad
- Application for the Keypad
- Bootloader for the Lock
- Application for the Lock

If there is ever an update, dormakaba will create the necessary files and distribute them appropriately. For entries with a display, navigate through the menus to find the current application FW levels of both the Keypad and any locks. Via a PC and software, the current levels of all four parts can be determined when doing a 'Compare' operation from the PC-Link dialog. On the 'Additional Info' tab, you will find this information.

Follow these steps to update the Firmware from the LA GARD software client to the Keypad:

Important: when updating FW on a system mounted to a safe, always ensure the safe door is open prior to the beginning of the FW update process.

1. From the LA GARD Software Main Menu, select Settings.
2. Plug the USB cable into the USB port of the computer and the other end into the mini USB port of the Keypad.
3. Fill out the following information in the software's Firmware Update sub-menu:
    - Port – From the drop-down menu, select the applicable comms port
    - Firmware File – Use the Select File button to navigate through the computer to find the firmware update file. Select Open in the browser window when the file is located
    - If lock firmware is selected, another option will be presented to select which lock to update
4. If using a Keypad with a display, do the following:
    - Using the Arrow buttons on the Keypad, navigate through the Main Menu and select System by pressing the Return Key.
    - In the System menu, navigate through the options and select FW Update by pressing the Return Key. Start FW Update will appear on the display screen.
5. If using a Keypad without a display, use the #99 command to set the Keypad into the FW Update Mode.
6. In the software client, select the Upload button. A progress bar will appear on screen. The Keypad will beep three times and flash a green LED once complete. If for some reason the FW update process has been interrupted, restart the process again from the SW.

5.4 Retrieve Audits

Follow these steps to pull Audits from the Keypad to the LA GARD Software client:

1. From the LA GARD Software Main Menu, select System.
2. Select the applicable System from the middle sub-menu.
3. From the top-right menu, select the PC Link icon.
4. Double-check the COM port or select a different port with the drop-down menu.
5. Select Audits from the left-hand column.
6. Plug the USB cable into the USB port of the computer and the other end into the mini USB port of the Keypad.
7. Using the Arrow buttons on the Keypad, navigate through the Main Menu and select PC Link by pressing the Return Key. The top of the Keypad will illuminate red.
8. In the software client, select the Receive icon located at the top-right of the screen. A progress bar will appear on screen. The Keypad will beep three times and flash a green LED once complete.
9. In the software client screen, navigate through the transactional data shown.
10. If necessary, select the Generate icon located at the top-right of the screen to open a new window with a report. Select the applicable icon at the top of the window to Print, Enlarge or Save the report.

5.5 Add Time Lock Schedules

This section outlines how to add Schedules and Holidays from the LA GARD Software client to the Keypad. To assign Schedules and view Holidays via the Keypad, refer to section 3.7 Assign Time Lock Schedules for more information.

Note: Entries with display screens can assign and view Access Schedules and view Holidays for a safe lock after they are loaded from the software client (Model 703 Series of Keypad does not have this function). Entries without display screens will have those Schedules and Holidays automatically assigned after being loaded from the software client.

Follow these steps add a Schedule(s) or Holidays from the LA GARD Software client to the Keypad:

1. From the LA GARD Software Main Menu, select System.
2. From Systems, select the Keypad from the list.
3. Under the System tab, in the Schedule 1 and 2 fields, select the Schedule from the drop-down menu.
4. Under the Holidays tab, check the Assigned box beside the Holiday you wish to add.
5. From the top-right menu, select the PC Link icon.
6. Double-check the COM port or select a different port with the drop-down menu.
7. Select Program from the left-hand column.
8. Check the boxes beside Holidays and Schedules.
9. Plug the USB cable into the USB port of the computer and the other end into the mini USB port of the Keypad.
10. Using the Arrow buttons on the Keypad, navigate through the Main Menu and select PC Link by pressing the Return Key. The top of the Keypad will illuminate red
11. In the software client, select the Send icon located at the top-right of the screen. A progress bar will appear on screen. The Keypad will beep three times and flash a green LED once complete.

Appendix A: # Commands

The following is the list of # Commands that is used in non-display Keypad models.

Please observe the following rules:

1. Any key wakes up the system.
2. # key starts the sequence of # Commands.
3. Only applicable for Model 701 and 702.
4. Any # key pressed during a key Keypad sequence will cancel the sequence.
5. If a # key press is used to cancel a sequence (# Command or open lock sequence) and the intent for a new sequence is to:
    a. enter a # Command, another # key press is required to start the sequence
    b. open the lock, pressing keys to identify the ID will be the next step
6. If dual user mode is enabled, and a # Command is entered that requires 2 combinations, then the examples below would necessarily need the PIN for the second user.
7. A return key generally submits the prior keystrokes to the embedded system for interpretation.
    a. if the very first key stroke on wakeup is a return key, it is ignored
    b. if the first key is a # key followed by a return key, the # Command Keypad is terminated (and ignored)
8. A user PIN is a 2-digit ID followed by 6 to 9 combination digits.
9. The Master PIN in a 2-digit ID (00) followed by 8 combination digits.

Table 8 – # Commands

Function	# Structure Definition	Example Key Strokes	Notes
Open Lock #1 – Single User	<User PIN>	03123456	User ID = 03, combo is 123456. Note that the system in this example is set for 6 digits combo length and once the last expected digit is entered, the PIN is validated and lock opened if allowed.
Open Lock #1 - Dual User	<User 1 PIN><User 2 PIN>	0312345604654321	There will be no indication of when the 2nd ID is entered due to the varying length of the combination. First ID = 03 with combo 123456, 2nd ID is 04, combo is 654321. No Return key is required as the system knows that dual users are required and knows the expected combo length.
Set Combo Length	#11<Master PIN><1 digit length (6-9)><rtn key>	#1100123456786<rtn key>	Master ID = 00, Master combo is 12345678, combo length will be set to 6 digits. Note, there are special rules for existing users' combos when changing combo length. See User's guide for details on how existing users will be affected.

Function	# Structure Definition	Example Key Strokes	Notes
Set User Mode	#12<Master PIN><1 digit user mode><rtn key>	#1200123456781<rtn key>	Master ID = 00, Master Combo is 12345678, Dual mode enabled, does not apply to mgrs. Digit User Mode is defined as 0 = Single User 1 = Dual User, does not apply to mgr 2 = Dual User, applies to mgr
Set Duress for system enable/disable	#14<Master PIN><0:disabled,1:enabled><rtn key>	#1400123456781<rtn key>	Master ID = 00, master combo is 12345678. 1= enable
Input Signal Configure	#16 <Master PIN> <XX><rtn key> where XX is 00=Ignore, 01=RemoteLockout, 02=TDO, 03=DualUserOverride	#16001234567801<rtn key>	Master ID = 00, master combo is 12345678, where XX is 00=Ignore, 01=RemoteLockout, 02=TDO, 03=DualUserOverride
Install Lock	#22<Master PIN><rtn key>	#220012345678<rtn key>	Master ID = 00, Master combo is 12345678.
Uninstall Lock	#23<Master PIN><rtn key>	#230012345678<rtn key>	Master ID = 00, Master combo is 12345678.
Reset Lock w/ Master combo	#25<Master PIN><rtn key>	#250012345678<rtn key>	Master ID = 00, Master combo is 12345678.
Open PC-Link	#30<Auth PIN><rtn key>	#3003123456<rtn key>	User id = 03, combo is 123456; User must be authorized to perform command.
Reinstall Keypad	#32<Auth PIN><rtn key>	#320012345678<rtn key>	Master ID = 00, Master combo is 12345678
Set Backlight on/off	#40<Auth PIN><0:off,1:on><rtn key>	#40031234561<rtn key>	User id = 03, combo is 123456. 1=on. User must be authorized to perform command.
Set Buzzer On/Off	#41<Auth PIN><0:off,1:on><rtn key>	#41031234561<rtn key>	User id = 03, combo is 123456. 1=on. User must be authorized to perform command.

Function	# Structure Definition	Example Key Strokes	Notes
Add User	#50<Auth PIN><new user PIN><user type><user lock privileges><rtn key> <Auth PIN>: Authorized User to execute command <new user PIN>: Initial PIN of user being added <user type>:2=Standard User, 4=Manager User <user lock privileges> see Note	#500312345604654321 25<rtn key>	User Lock Privileges: 1 - Open Lock Only 2 - Audit Lock only 3 - Open + Audit Lock 5 - Open + TDO Combination 7 - Open + Audit + TDO Combination Example: 03 user with 123456 combo wants to add user 04 with initial combo 654321 as a standard user (2) and Open prev and TDO priv when entering credentials. If target new user already exists, it will result in error. If Auth PIN cannot create user desired, error. The user will default to Enabled with this command. If the intent is to disable this user initially, then the #54 command should be immediately followed for this user. Auth user must be authorized to perform command.
Add User when uninstalled	#50	#50	When lock and keypad not installed, command will attempt to add user: ID = 01, Combination = 123456, type = manager privileges = Open + Audit
Change own Combo	#52 <Auth PIN><New PIN><Confirm PIN><rtn key>	#5203123456036543 21036 54321<rtn key>	User ID = 03, initial combo is 123456, new combo is 654321. The 2 new PINS must match. The ID portion of new PIN must match the ID of the Auth PIN
User Enable/Disable	#54<Auth PIN> <2 digit target ID><0:disabled,1:enabled> <rtn key>	#5403123456041<rtn key>	Auth ID = 03, Auth combo is 123456, target User ID = 04; 1 for enabled. Auth user must be authorized to perform command.
Set User Lock Privileges	#55<Auth PIN><2 digit target ID><user lock privilege><rtn key>	#5503123456045<rtn key>	Auth ID = 03, Auth combo is 123456, target User ID = 04; user lock privileges = 5 User Lock Privileges: See Add User command Auth user must be authorized to perform command.

Function	# Structure Definition	Example Key Strokes	Notes
Delete User	#56<Auth PIN><2 digit target ID><rtn key>	#560312345604<rtn key>	User ID = 03, combo is 123456, target User ID = 04. Auth user must be authorized to perform command.
Reset user combo	#57 <Auth PIN><New User PIN><Confirm User PIN><rtn key>	#5703123456046543210465432<rtn key>	Auth ID = 03, Auth combo is 123456, User ID whose combo is being reset is 04, new initial combo is 654321. The 2 new PINs must match.
Set local Time/Date	#65<Auth PIN><10 digits timedate><rtn key>	#650312345619091716 32<rtn key>	User id = 03, combo is 123456, timedate = 1909171632 (2019-SEP-17 4:32 PM) timedate format: YYMMDDhhmm YY: Year MM: Month: Range = 01 -12 DD: Day: Range = 01 - 31 hh: hour: Range =00 - 23 mm: minute: Range = 00 - 59 Auth user must be authorized to perform command.
Set TD/OW values for lock #1	#72 <Auth PIN><delay period 2 digit min><open window 2 digit min><rtn key>	#72031234561505<rtn key>	User id = 03, combo is 123456. Delay period is 15 minutes, open window is 5 minutes. Auth user must be authorized to perform command.
Set TDO allowance for lock #1	#73<Master PIN><0:disallowed,1:allowed><rtn key>	#7300123456781<rtn key>	Master PIN is 0012345678; 1= TDO allowed
Enable FW Update Port	#99<Auth PIN><rtn key>	#990012345678<rtn key>	Only Master or Manager can authorize FW Update. Master PIN is 0012345678; this command turns on communications via the com port on the Keypad to allow FW updates.
Cancel time delay[1]	#74<Auth PIN><rtn key>	#7403123456<rtn key>	User id = 03, combo is 123456. Auth user must be authorized to perform command.

Note 1: Cancel Time Delay is only valid while Time Delay is active and only on Models that support the feature.

Appendix B: List of Audits

The following is the list of audit definitions and the codes associated with them.

Table 9 – Audits

Audit Code	Audit Definition	Audit Code	Audit Definition
1	Power up	27	DST Table updated
2	RTC Time Set	29	Battery Critical
3	Lock Reset w/ Reset Box	30	User Mode Changed
4	Lock Reset w/ Master combo	31	Combination Length Changed
5	Look Installed	32	Credential Mode Changed
8	Time Delay Values Changed	33	PC Link Enabled
9	Audits viewed Via Keypad or Software	34	PC Link Disabled
10	Lock Opened	35	RTC Time Reset
11	Lock Uninstalled	36	Battery Good
12	Time Delay Overridden with FOB user	37	Lock Firmware Update Started
14	User Added, Modified, or Deleted	38	Keypad Firmware Update Started
17	Keypad Reinstalled	39	Time Delay Override Enabled
18	Bolt Opened	40	Time Delay Override Disabled
19	Bolt Closed	41	Auto Open of Primary Lock
20	Battery Low	42	Configure Auto Open Setting
21	Time Delay Overridden via Combo	43	Configure Input Signal Setting
22	Wrong Try Penalty Started	44	Remote Time Delay Override
23	Duress Alarm	45	Remote Force Single User Mode
26	Open attempted, remotely disabled		

Appendix C: LA GARD 700 Series Release Notes

Software		
Version Number	**Release Date**	**Details**

1.0.1.0 (Initial Version)	28 Oct 2020	- Software released for Win OS to configure La Gard 700 Series lock systems.
		- Software can retrieve audits, when applicable from lock system
		- Database can be created to store information about system configuration and prior audit reports
		- Artifacts include
		  o Database Mgmt application
		  o Main Application
		  o Certificates
		  o Database
		  o FTDI device driver
		  o Documentation

1.0.2.0	7 May 2021	- Added support for new features/updates
		  o Auto-open lock feature
		  o Additional definitions to the input line interpretation
		  ▪ Override Dual User
		  ▪ Override Time Delay
		- Fixed Install issue where prior SW installer installed to a specific user and not to all users in a machine.
		- Fixed Holiday creation on leap day failure
		- Other various bug fixes
		- Important Notes
		  o To use this SW, one must uninstall prior SW V 1.0.1.0. You may uninstall via the new installer package, or uninstall via the MS Settings for programs. Uninstalling will not remove a prior database, if any exist.
		  o Installing new SW will not require new licenses. The license, once installed, will remain with the database.
		  o Future Installs or updates of SW will not require uninstalls.
		  o If SW checks the FW levels of the lock system, and the first 2 numbers mismatch for the devices, the SW will restrict programming and require the user to update FW on the devices that are lower FW levels.

Keypad Firmware

Version Number	Release Date	Details
1.0.0.3 (Initial Version)	28 Oct 2020	- Models: 701, 702, 703, 704, 705 - Support for o Deadbolt lock o Swingbolt lock o Springbolt lock
1.1.0.2	7 May 2021	- Added support for 3 new features/updates o #50 command to initialize manager user 01 on models 701 and 702 in uninstalled mode o Auto-open lock feature o Additional definitions to the input line interpretation ▪ Override Dual User ▪ Override Time Delay - Fixed issue with green/red LED blinks when backlight enabled. - Various other bug fixes - Notes about FW updating o It is strongly recommended that all locks and keypad have the latest FW available. If the desire is to use the new features, that is mandatory. SW, the FW files, and the communications cable are required to perform the FW update. o Installing entry-locks and re-installation of the keypad may reset the auto-open feature if the new keypad is at a lower FW level than the lock(s).

Lock Firmware

Version Number	Release Date	Details
1.0.0.5 (Initial Version)	28 Oct 2020	- Models: 701, 702, 703, 704, 705 - Support for o Deadbolt lock o Swingbolt lock o Springbolt lock
1.1.0.1	7 May 2021	- Added support for 3 new features/updates o #50 command to initialize manager user 01 on models 701 and 702 in uninstalled mode o Auto-open lock feature o Additional definitions to the input line interpretation ▪ Override Dual User

	▪ Override Time Delay - Adjusted timing of alarm output signal with remote disable signal - Various other bug fixes - Notes about FW updating o It is strongly recommended that all locks and keypad have the latest FW available. If the desire is to use the new features, that is mandatory. SW, the FW files, and the communications cable are required to perform the FW update. o Installing entry-locks and re-installation of the keypad may reset the auto-open feature if the new keypad is at a lower FW level than the lock(s).

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