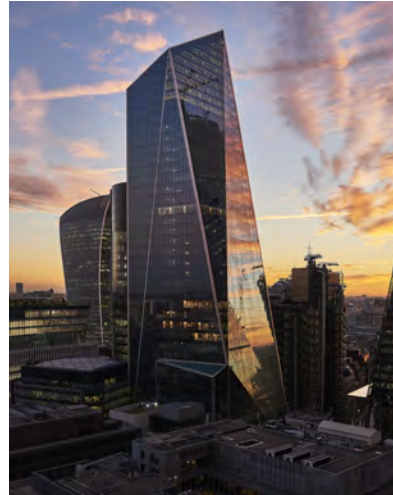# dormakaba

E-Plex 2XXX and 5XXX Series

Lock Functions Set-up Guide

Lock Function Options for E-Plex 2xxx/5xxx Series

The E-Plex 2xxx/5xxx mortise and thumbturn locks can be configured on-site to work in various lock functions, which are relevant to those defined by BHMA (Builders Hardware Manufacturers Association). The options available in a given lock are determined by the respective lock's mechanical locking configuration as noted below. All E-Plex 2xxx/5xxx products are shipped in <u>factory default mode</u>, and are configured as an <u>Entry lock function (04)</u>. This section will help you change your lock from an Entry lock into another function as listed for each mechanical locking configuration, if required.

E-Plex 2xxx/5xxx Cylindrical (without thumbturn) and Exit Trim Configuration
1) Entry Lock Function with Passage Enabled (04)
2) Storeroom Lock Function (07); <u>Note</u>: Not applicable to E-Plex 5200 & 5700

E-Plex 2xxx/5xxx Cylindrical (with thumbturn)
1) Entry Lock Function with Passage Enabled (04)
2) Privacy Lock Function (15)

E-Plex 2xxx/5xxx Mortise with Deadbolt
1) Entry Lock Function with Passage Enabled (04)
2) Residence Lock Function (08)
3) Privacy Lock Function (15)

E-Plex 2xxx/5xxx Mortise without Deadbolt
1) Entry Lock Function with Passage Enabled (04)
2) Storeroom Lock Function (07); <u>Note</u>: Not applicable to E-Plex 52xx & 57xx

Definition of Terms:

Personal Identification Number (PIN) - A password; a chain of numbers you choose and use to gain access to a lock

Credential - Evidence of authority, status, rights, entitlement of privileges, or the like

Passage – When a lock is in passage mode, the door is unlocked and requires no access credential to gain entrance.

Entry Lock - A lock with an Entry lock function is normally locked. Entrance is only granted via an authorized access credential (i.e. PIN code). However, the lock can be put into and taken out of passage mode by an authorized operator (i.e. Master User). During passage mode, the lock is unlocked and no access credential is required.

Storeroom Lock - A lock in the storeroom function can never be put into passage mode as this feature is purposely disabled. Other than that, it works the same as an Entry lock. <u>Note</u>: For E-Plex 52xx & 57xx locks, this lock function can be emulated via the software.

Residence Lock – A lock with the residence function stays in unlocked mode by default. It can be locked either from inside by throwing the deadbolt or from the outside by pressing the "#" key three times (###), followed by a valid user PIN (Personal Identification Number) which is the code [Credential - PIN for E-Plex 2xxx/50xx and E-Plex 52xx; PIN, Card or PIN, Card or PIN & Card for E-Plex 5700 or in the case of E-Plex 5700, the PIN, Card or PIN followed by card, depending on the required access credential]. When the same or the next valid user enters the credential to open, the lock will open. It will stay in unlocked mode until you lock it back either from inside by throwing (projecting) the deadbolt or from outside by entering first # # # followed by a valid credential. If the deadbolt is thrown, and then you egress (leave the room) by turning the inside lever, the deadbolt will retract. The lock will open and will stay open. One application for locks of this type of functionality is in university dorms.

Every time you flip the privacy thumbturn from the vertical (unlocked) to horizontal (privacy locked) position, the Red LED will flash once and when you flip it the other way (horizontal to vertical), the Green LED will flash once, in either case indicating the privacy status.

Privacy Lock – The privacy function enables a lock to have access restricted to only privileged users. The mortise lock with deadbolt privacy or the cylindrical lock with a privacy thumbturn from the factory must be setup in the field to be a Privacy lock. Normally, only the Master and Managers' credential will override the privacy and unlock the door. However, if you use the E-Plex 2xxx/5xxx STD software, other "privileged" users can also be programmed to override the privacy to unlock the lock. For E-Plex 5200 & 5700, the Enterprise software is needed to enroll "privileged" users that can override the privacy function.

Procedure to setup a Lock Function as Entry lock (04), Storeroom lock (07), Residence lock (08) or Privacy lock (15):

• All lock types (cylindrical, mortise, exit device operators etc) coming out of the factory will be in Entry lock function (04) mode, by default. Performing a hard reset as explained in the Operations Manual will always reset the lock to an Entry lock function.

• For any lock function other than the Entry lock, you must change the lock function and setup the desired lock function -> 07 (for E-Plex 2xxx/5xxx only), 08 or 15. This can be done only at the lock pushbuttons (and not through the software) while the lock is still in factory mode with the Master code as 12345678.

Important: Anytime a lock has been reset via a hard reset, this set-up procedure will have to be performed unless the lock is to remain as an entry lock.

• Only the Master user can perform this function.

Step 1: Ensure that the lock is in factory mode; if not, reset the lock as per instructions in the respective Operations Manual to hard reset the lock to factory default mode.

Step 2: Enter the lock programming mode using the factory Master PIN: **#12345678#**

Step 3: [Skip this step for Storeroom (07) locks].
For a Residence (08) or a Privacy (15) lock, enter the command "013#" to tell the lock that it contains a privacy thumbturn.

Then flip the thumbturn once & verify the Green LED flashes once.

Step 4: Finally enter another command code to actually define the lock's operating lock function as - Storeroom lock (07), Residence Lock (08) or Privacy lock (15); enter only one of the three lock function command codes (07, 08 or 15):
011# 15#   for Privacy lock, or
011# 08#   for Residence lock, or
011# 07#   for Storeroom lock [for E-Plex 2xxx/5xxx locks only]

Step 5: # To end this lock programming session

  * From now on the lock will perform as setup here as a Privacy lock, a Residence lock, or a Storeroom lock etc. At this point, the Master PIN is still the factory default of 12345678, which must be changed to actually use the lock.

Step 6: Change the factory default Master PIN from 12345678 to any other 8 digit number for further programming as described in the Operations manual.

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