SECURITECH™

CENTURION DX3 SERIES

Operating Information

Programming Manual

Red & Green
LEDs

Digital Keypad
With 10 Digits

* And # Keys

Key Override &
On/Off Cylinder

Internal
Electric Release
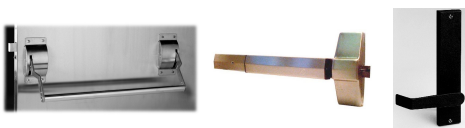
Lever Handle

Handle Stop

DX3 Series Operation

- **Entry By Keypad**

Entering a valid USER code, followed by the # key, illuminates the green LED and energizes the internal electric release. The lever is pulled downward and the door may be opened. The lever relocks five seconds after the valid code is entered.

- **Entry By Key Override**

Insert the key, rotate counterclockwise until it stops. Pull down lever and open the door. Remove the key. The lever relocks upon removal of the key.

- **Entry By Remote Release Or Access Control**

Depressing the remote pushbutton or present a valid access control card to the reader energizes the internal electric release. The lever is pulled downward and the door may be opened. The lever relocks upon signal termination.

- **Blocking Keypad Operation**

Insert the key, rotate clockwise until it stops. Turn back and remove the key. The user code cannot be used for entry. The red LED stays lit. The Key Override function may be used for entry.

- **Allowing Keypad Operation**

Insert the key, rotate clockwise until it stops. Turn back and remove. The red LED turns off. The valid USER code is enabled.

- **Entering An Invalid Code**

If an invalid code is entered, the red LED will illuminate for three seconds and then turn off. A new code may be entered after the LED turns off.

Exiting From Inside

Depressing the panic bar or lever handle allows single motion exiting at all times.

- **Loss Of Power**

The Digital Keypad will not operate. The memory is stored and will not be lost when power is returned to the unit. Exiting is possible from interior. Entry is possible via key.

PROGRAMMING INFORMATION

A valid PROGRAMMING Code is required to enter USER & ON/OFF codes.

All units are shipped with a factory default PROGRAMMING Code. It should be changed upon installation (or upon turning over the facility). The * button is used during programming only.

The PROGRAMMING Code is for senior staff only!

Up to 50 USER Codes may be programmed. Postal Facilities typically operate with one USER code. This same code is used by all employees to enter. The code is to be changed upon dismissal of any employee.

made in u.s.a.

INSDX3PRGv1 Keypad Programming.vsd\as of 4/26/01

Make extra copies of this form for future use. Record all combinations on the separate log sheet

Factory Master Code is 1234
Please read all steps before starting programming.
You must make an entry within 10 sec. or you have to return to step 1.

To Change Master Code:

1) Press `*` `*`
2) Enter **MASTER CODE** (first time use factory master code) ☐ ☐ ☐ ☐
3) Press `*` `*` again, Red LED will start blinking slowly.
4) Press `2` Red LED will light steady for 3 sec. then starts blinking fast.
5) Press `0` Red LED will blink fast.
6) Press `#` Red LED will light steady for 3 sec.
7) Enter new **MASTER CODE** (4 to 8 digits, **do not use * or #**) ☐ ☐ ☐ ☐ **∧**
8) Press `#` to confirm entry, Red LED will light for 3 sec. then starts blinking
9) Reenter new **MASTER CODE** ☐ ☐ ☐ ☐   (Same as step 7!)
10) Press `#` to confirm entry, Red LED will light for 3 sec. then will blink slowly.
11) Press `#` to exit program
NEW MASTER CODE IS SET

To Change User Code:

1) Press `*` `*`
2) Enter **MASTER CODE** (first time use factory master code) ☐ ☐ ☐ ☐
3) Press `*` `*` again, Red LED will start blinking slowly.
4) Press `2` Red LED will light steady for 3 sec. then starts blinking fast
5) Enter **User Number (2-58)** you want to change, Red LED will blink fast. `2` to `58`
6) Press `#` Red LED will light for 3 sec. then starts blinking fast.
7) Enter new **USER CODE** (4 to 8 digits, **do not use * or #**). ☐ ☐ ☐ ☐
8) Press `#` Red LED will light steady for 3 sec. then starts blinking fast.
9) Reenter new **USER CODE**. ☐ ☐ ☐ ☐   (Same as step7!)
10) Press `#` Red LED will light for 3 sec. then starts blinking slow.
11) Press `#` to exit program.
NEW USER CODE IS SET

∧Record the new master code and keep in a safe place!!!!

Operating Instructions:
1) Enter **USER CODE** ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
2) Press `#`, Green LED will light for 5 sec.
3) Open Door.
Note: Entering a wrong code 3 times will lockout the keypad for 30 seconds.

Programming Date: _____

Programmed By: _____

SECURITECH GROUP, INC.
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Make extra copies of this form for future use.
Factory Master Code 1234
Please read all steps before starting programming.
You must make an entry within 10 sec. or you have to return to step 1.

To Delete User Code:

1) Press * *
2) Enter **MASTER CODE** ☐☐☐☐
3) Press * * again, Red LED will start blinking slowly.
4) Press 3 Red LED will light steady for 3 sec. then starts blinking fast.
5) Enter User Code to delete. ☐☐☐☐
6) Press # Red LED will light steady for 3 sec. then starts blinking slow
You may repeat steps 4 to 6 to delete another user. If you done, go to step 7
7) Press # to exit program
USER CODE(S) IS DELETED

Make extra copies of this form for future use. Record all combinations on the separate log sheet

Factory Master Code 1234
Please read all steps before starting programming.
You must make an entry within 10 sec. or you have to return to step 1.

To Add User Codes:

1) Press * *
2) Enter **MASTER CODE** (first time use factory master code)
3) Press * * again, Red LED will start blinking slowly.
4) Press 2, Red LED will light steady for 3 sec. then starts blinking fast
5) Enter **User Number** (2-58) you want to add, Red LED will blink fast. 2 to 58
6) Press #, Red LED will light for 3 sec. then starts blinking fast.
7) Enter new **USER CODE** (4 to 8 digits, **do not use * or #**).☐☐☐☐
8) Press #, Red LED will light steady for 3 sec. then starts blinking fast.
9) Reenter new **USER CODE**. ☐☐☐☐ (Same as step7!)
10) Press #, Red LED will light for 3 sec. then starts blinking slow.
11) Press #, to exit program.
NEW USER CODE IS SET

Programming Date: _____

Programmed By: _____

8155-DX PROGRAMMING Code Combination Log

The Programming Code is used to change or enter new User and Programming Code. It is only to be disclosed to those with programming responsibilities. It is also called the "Master Code".

Loss of this code will require outside service personnel to reset.

The code is to be changed whenever any employee who knows the code is transferred or dismissed!

Date	Code	Name	Date	Code	Name

To use this log:

1) Make copies of this sheet so that you always have an original for future copying!
2) Follow the correct instruction sheet!
3) All codes can be from 4-8 numbers.
4) Enter date and new code on log as well as your name when changing the code.
5) Make sure to inform all related parties of the new Programming Code.

8155-DX User Combination Log

The User Code is used for entry. It is to be disclosed to all those who are to have "keyless" entry through the door. The code is to be changed whenever any employee who knows the code is transferred or dismissed!

Up to 50 Codes may be entered. Use Numbers "2" through "50". We discourage using multiple codes as it will increase the amount of programming and record keeping you will have to do.

User #	Date	Code	By	User #	Date	Code	By

To use this log:

1) Make copies of this sheet so that you always have an original for future copying!
2) Follow the correct instruction sheet!
3) All codes can be from 4-8 numbers.
4) Enter date and new code on log as well as your name when changing the code.
5) If you are using multiple User codes, cross-out the last version of a user code when entering a new one.
6) Make sure to inform all related parties of the new User Code.