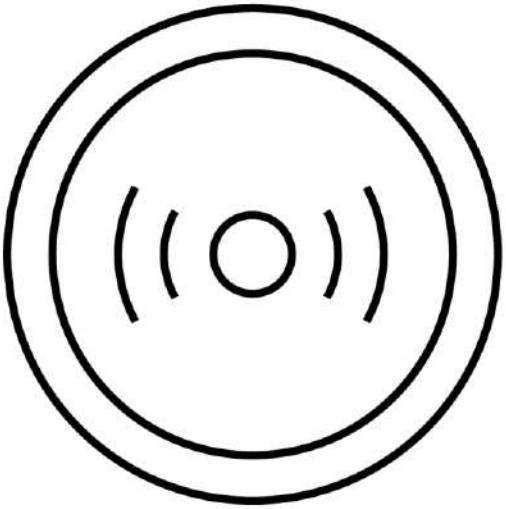
ojmar



OTS 20
Batteryless

USER MANUAL - V 1.3

EN

This document is for information only and is not contractually binding. The information may have undergone changes that have not yet been incorporated in the present document and we therefore suggest that if in doubt you please contact Ojmar to obtain updated information.

CONTENTS

1. GENERAL DESCRIPTION

1.1. GENERAL DESCRIPTION

The OTS 20 Batteryless is an electronic lock system for use mainly in sports, school and leisure facilities. The locks can be operated using RFID credentials (wristbands, cards etc.). The full system is made up of the following components:

1. OTS 20 Batteryless Lock (See Section 2).
2. Key kit (See Section 2.5).
3. Tablet programmer (See Section 3).
4. Management software (See Section 4).
5. Portable programmer (See Section 6).
6. Infoterminal (See Section 7).

1.2. SYMBOLS USED IN THE USER MANUAL

- NOTE: The notes are used to highlight information that is of particular importance or related interest that must be remembered.

- EXAMPLE: The examples are used to show a case study that may provide users with a better understanding of the explanation.

- WARNING: The warning boxes highlight the importance of the information described.

1.3. GENERAL WARNINGS

Please follow the rules below to ensure the correct working order of our product in your facility:

- WARNING: The product purchased must be installed and used according to the technical operating conditions described in the corresponding manual.
- WARNING: Where not specifically indicated, customers are responsible for the appropriate installation or use of the application.
- WARNING: On receiving the material, please inspect the packaging and the material for any signs of damage. Also check that the shipment is complete (accessories, documents, etc.).

- WARNING: If the packaging has been damaged during transport or you suspect that it may have been damaged or that it could be faulty, the material must not be used. Please contact us in this case.
- WARNING: Our products must be installed and handled by authorised personnel. More specifically, the electrical connections must be made by qualified specialists.
- WARNING: It is forbidden to make any replacements or remove the protective covers.
- WARNING: Do not attempt to repair any material in the event of a fault or damage and then re-start it. You must contact us in these cases.
- WARNING: No responsibility will be accepted for damage caused as a result of misuse.
- WARNING: In accordance with European Directive 2002/96/EC, please deposit the OTS 20 Batteryless lock and its associated components at your local e-waste recycling facility. Do not deposit them with the normal household waste.

1.4. REGULATORY INFORMATION USA

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.
This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

1.5. CLASS B DEVICE NOTICE

- 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.

1.6. RF EXPOSURE SAFETY

This product is a radio transmitter and receiver. The antenna must be installed and operated with a minimum distance of 20 cm between the radiator and your body.

It is designed not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission.

This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

1.7. TECHNICAL SUPPORT

Should you wish to make any enquiries on our products, please contact the Ojmar technical department:

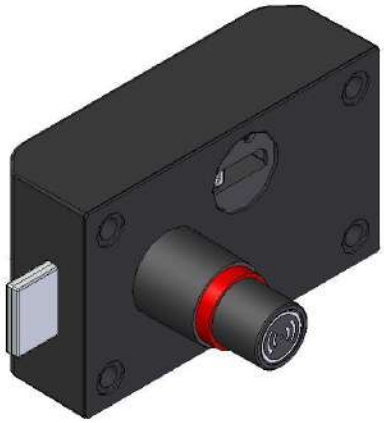
support@ojmar.com

www.ojmar.com

2. OTS 20 BATTERYLESS LOCKS

2.1. GENERAL DESCRIPTION

Ojmar OTS locks use RFID technology. This technology consists in interaction between a transmitter (key) and a receiver (lock). This system replaces the traditional mechanical key and cylinder.

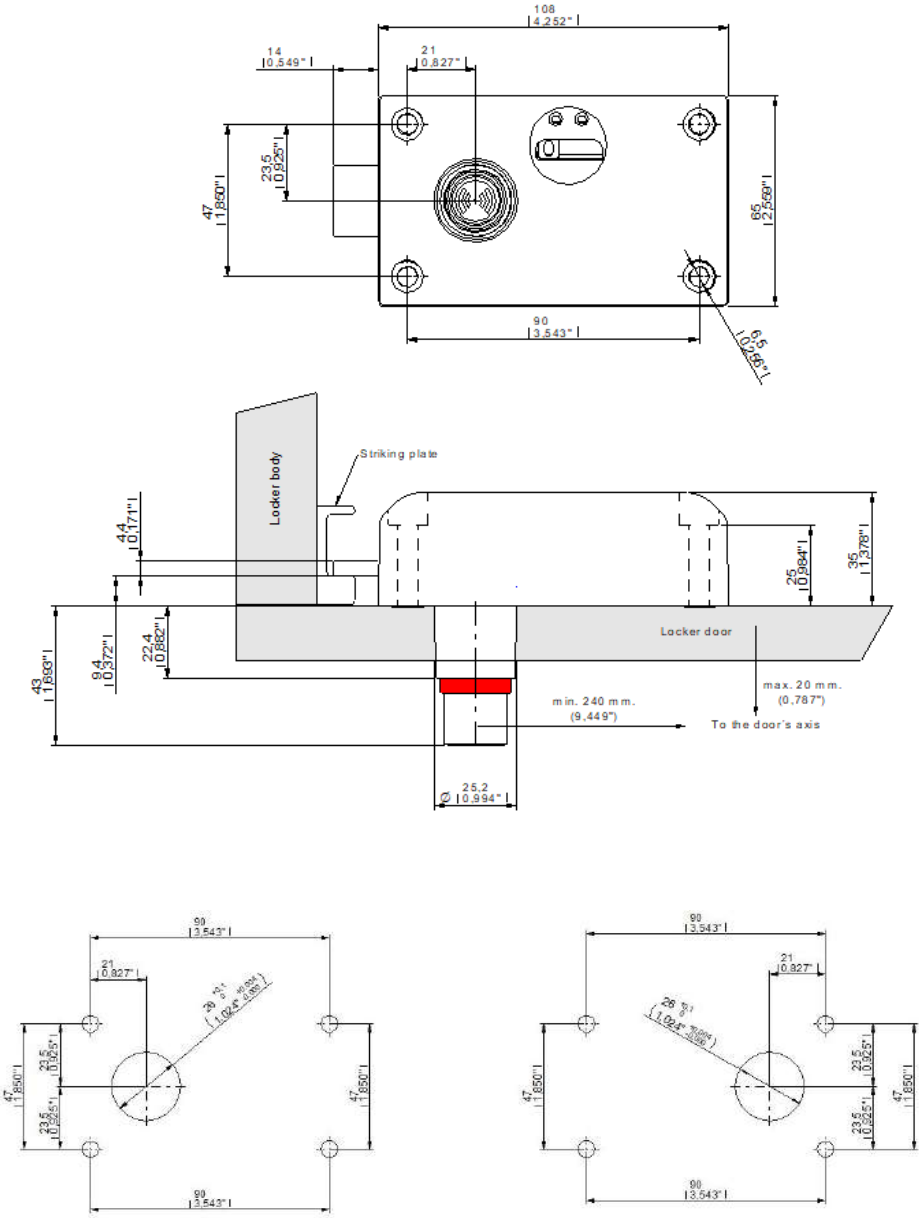


2.2. MEASUREMENTS AND FEATURES

The OTS 20 Batteryless is a standalone (not connected) that lock includes a fully autonomous power supply system and therefore does not require any type of wiring. The OTS 20 Batteryless system in particular is the evolution and ecological option of the locks of the OTS family, as it is one of reduced dimensions, it undertakes less material. In addition, it has a system that works without batteries, feeding itself autonomously that obtains the necessary energy for its functions through the mechanical operation of the knob.

2.2.1. TECHNICAL DRAWINGS

The measurements and locations of the mounting points are shown in the figures below:


108
4.252"
14
0.549"
21
0.827"
23.5
0.925"
47
1.850"
65
2.559"
90
3.543"
6.5
0.256"
Striking plate
Locker body
44
1.71"
35
1.378"
25
0.984"
Locker door
22.4
0.882"
9.4
0.37"
43
1.693"
min. 240 mm.
(9.449")
max. 20 mm.
(0.787")
To the door's axis
25.2
Ø 0.994"

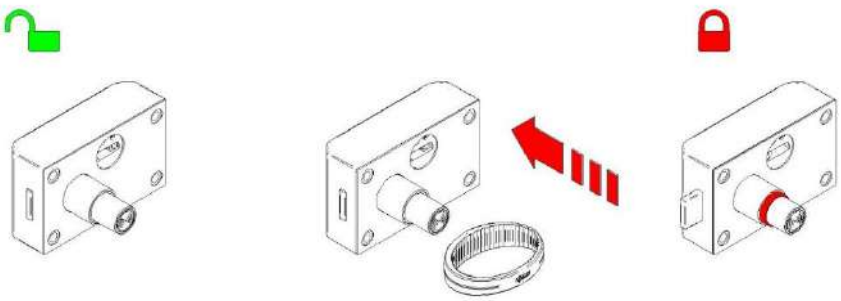
MAIN FEATURES	Technology	MIFARE® (DESFire EV1 & EV2, Ultralight, Ultralight C, Classic1K/4K 4B and 7B UID – ISO/IEC 14443)
	Programmable in dedicated or free mode	
	Master key	
	NFC communications between programmer and lock	
	Integration with other systems	
TECHNICAL SPECIFICATIONS	Functional temperature range	0º to +42º (interiors)
	Cycles	60.000 cycles
	Approximate weight	223 g
	Availability	Right and left
MECHANICAL REQUIREMENTS	Humidity	UNE-EN ISO 16750-4 / UNE-EN 60068-2-38 (RH 96%)
	Closing resistance	DIN 4547-2 Class C
	Protection against solid and liquid bodies	IP52
	Protection against mechanical impact	IK09
APPROXIMATE MEASUREMENTS	Exterior	108 x 65 x 35 mm
OPTIONAL ACCESSORIES	NFC portable programmer	
	PC software	
	Desktop card reader	

2.3. OPENING AND CLOSURE

The lock opening and closure process is as follows:

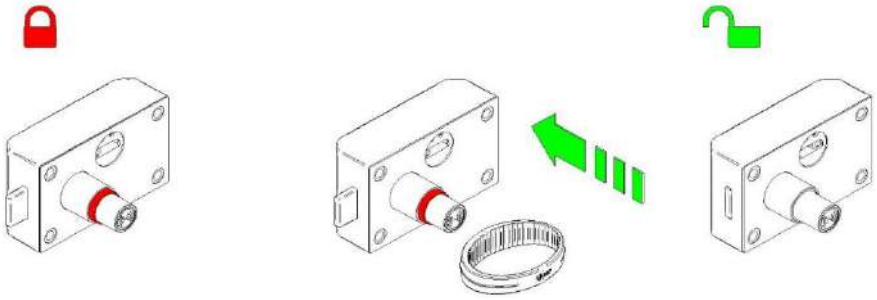
2.3.1. CLOSURE

1. Bring the key towards the knob of the open lock and use the key to press the knob inwards.
2. Press the knob fully. The lock is then automatically closed, protruding the closed door indicator (red color).



2.3.2. OPENING

1. Bring the key towards the knob of the lock and press it inwards using the key.
2. If the key matches the lock and has no restriction applied: it will automatically unlock. The knob will move outwards fully.



2.4. LOCK TYPES

OTS locks can be configured in two different ways:
Free.
Dedicated.
These locks are configured using the keys previously programmed with the Ojmar Tablet Programer (See Section 3).

- NOTE: If you have not purchased the Management software module or the Ojmar NFC programmer, please ask us about programming them.

2.4.1. DEDICATED LOCK

The “dedicated” operating mode allows for a certain member number to be assigned to a lock.

- EXAMPLE: A lock is reserved for a gym member and only he/she may use it.

Only the dedicated keys associated to the lock will have access to it.

As many keys as required can be created for each dedicated lock and they may all have access at the same time.

- EXAMPLE: A member with two dedicated keys may close a lock with one key and open the same lock with the other key.

2.4.2. FREE LOCK

The “Free” operating mode allows access to the lock by any programmed key of this type.
This works as follows:
A free key allows to open and close any free lock that is not in use at the time.
As soon as the lock is in use, the key cannot be used in any other free lock until the first one has been freed.

2.5. KEY TYPES

There are a total of 10 types of different keys for OTS 20 Batteryless lock.

2.5.1. DEDICATED KEY

It can be used only in dedicated locks that have been programmed with the same number as the key. It can be configured to use up to 6 locks of the same type.

2.5.2. FREE KEY

This can be used in any free lock that is not in use. It can be configured to use up to 3 locks of the same type.

- EXAMPLE: A member with one key programmed for 3 locks can use up to 3 lockers at the same time.

2.5.3. MULTIFUNCTION KEY

These can be configured to use up to 3 dedicated locks and up to 3 free unoccupied locks.

2.5.4. MASTER KEY

This is used to open and close any type of lock.

- NOTE: Once the lock is open, if it is not locked again with the master key, any user key can occupy the lock, deleting the previous user from memory.
- NOTE: Once the lock is open, if it is locked again with the master key, the user key that occupied the lock previously is retained in memory.
- NOTE: Just one master key (in keyring format) is supplied for each facility. Should you require an extra master key, please contact Ojmar.
- NOTE: Only to be used exclusively by authorized staff of the facility.

2.5.5. MASTER SUBGROUP KEY

This is used to open and close any type of lock of a subgroup. Same function as the master key but only works in a free lock that its subgroup number matches with the key subgroup number.

- NOTE: To be used exclusively by authorized staff of the facility.

2.5.6. CANCELLATION KEY

This key can cancel another key, preventing it from opening or closing any lock. It must be previously programmed. To do so:
Save the key number to be blocked in the cancellation key.
Use the cancellation key in all locks were using of the blocked key is not to be permitted.

- NOTE: This key can be used in any lock type.
- NOTE: To be used exclusively by authorized staff of the facility.

2.5.7. SET-UP KEY

This initializes previously unused locks with the same type of set-up key. The following can be assigned:
Lock number.
Operating type.

A set-up key can initialize several successive locks, assigning them consecutive numbers.

- NOTE: To perform this action, a key must be created for each lock type (one for free locks and another for dedicated locks).
- NOTE: To be used exclusively by authorized staff of the facility.
- NOTE: To initialize a lock, one pressing action is required if the lock is closed. If it opens, it means that it has been initialized correctly. In open locks, the first pressing action closes the lock, and the second pressing action opens and initializes the lock correctly.

2.5.8. EVENT COLLECTION KEY

This key collects the events (Used keys, event order, etc.) stored in the locks.

- NOTE: This key can be used on free and dedicated locks.
- NOTE: To be used exclusively by authorized staff of the facility.

2.5.9. RESET KEY

This key deletes all the information from the lock and resets it to its factory configuration. Therefore, a set-up key must be used to restart it.

- NOTE: Just one reset key is supplied for each facility. Should you require an extra reset key, please contact Ojmar.
- NOTE: To be used exclusively by authorized staff of the facility.

2.5.10. TEST KEY

This key verifies the correct mechanical status of a lock when it is factory configured or not initialized.

- NOTE: This key only opens and closes locks. Nothing is configured on them. It only works when the lock is factory configured or not initialized. They are often exclusively used by installation fitters to check that the locks open and close correctly. They are of no subsequent use.
- NOTE: Just one test key is supplied for each facility. Should you require an extra test key, please contact Ojmar.
- NOTE: Only to be used exclusively by authorized staff of the facility.

2.6. EVENTS

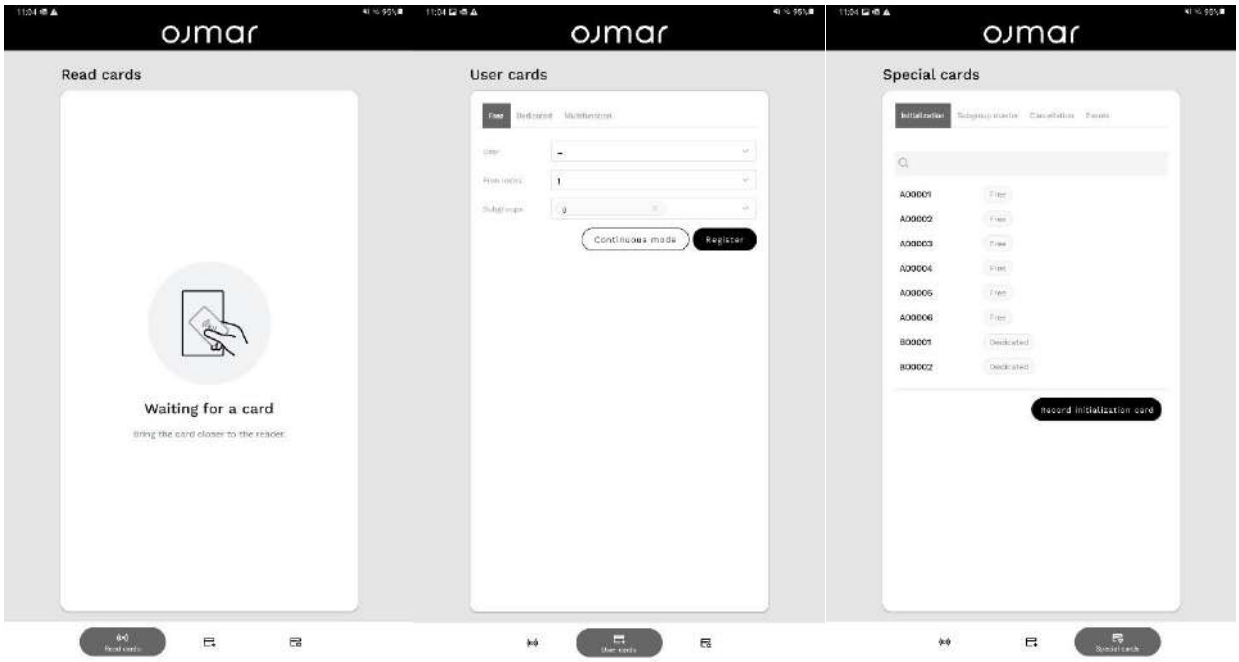
Each action taken on a lock generates an event that will be recorded in the lock together with its description. This information will be recorded on the event keys when used together with the locks.
The full list of codes is given below.

DESCRIPTION	DESCRIPTION
Client opening	Test from programmer
Client closure	Master subgroup key opening
Occupant key	Cancellation key
Master key opening	Master key closure
Key rejected: Different installation number	Initialisation from key
Key rejected: Checksum incorrect	Opening from programmer
Key rejected: Key not valid or not defined	Memory deleted with key
Key rejected: Key in use	Mechanical fault
Events read from programmer	Key rejected: Key cancelled on blacklist
Events read from key	Master subgroup key closure
Update programmer	Initialisation from programmer

3. TABLET PROGRAMMER

The Ojmar Programmer is a lock and credential configuration device. This device automatically downloads the configuration of the locks from the software and configures them for the first time

via RFID. The programmer also has the option to register the RFID credential for the first time to give them a number.

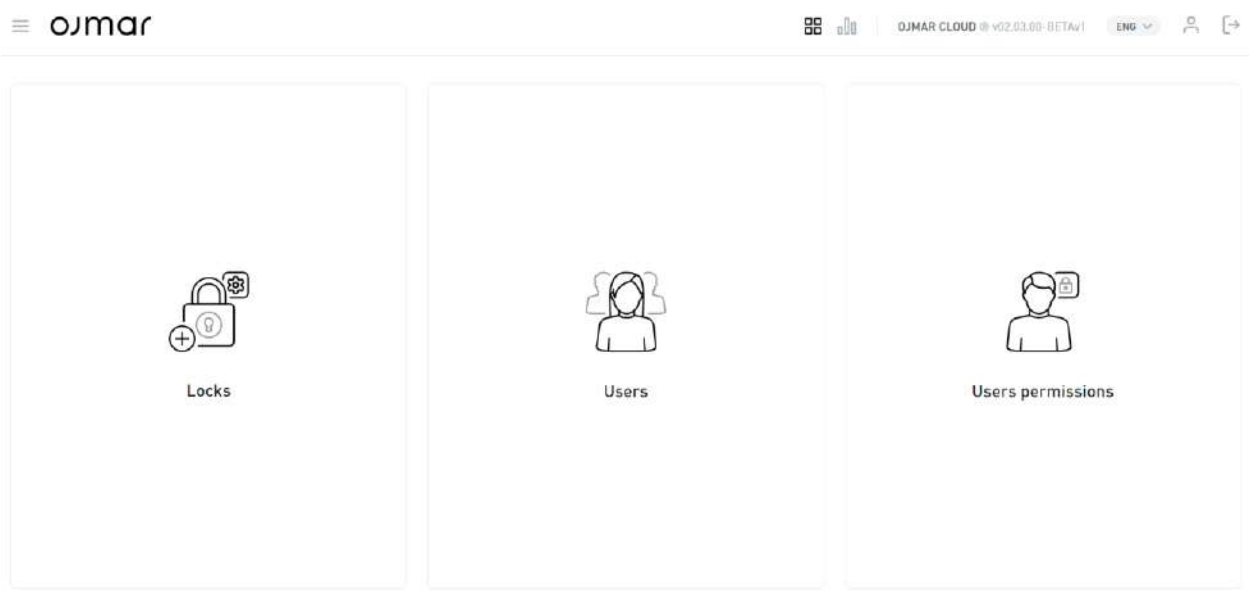


Using the programmer, the installation administrator will be able to:

- Read information about the existing card.
- Read and update events from an event card.
- Generate new user cards associating card UID to a user.
- Create set-up cards.
- Create Subgroup master cards.
- Create Cancellation cards.
- Create Event recording cards.

4. SOFTWARE

OJMAR's cloud management SW can manage the installation of OJMAR locks. It is a cloud-based application, so it is a multi-device, multi-platform, and scalable software. It can run on any device with any operating system installed, using the Google Chrome web browser. The SW is managed using the browser, and it is enough to go to the specific web page, provided by Ojmar.
The user will have a predefined operator profile or role, although the system allows to generate new ones with permissions. Each operator has a username and password to access his account.



4.1. SYSTEM ARCHITECTURE

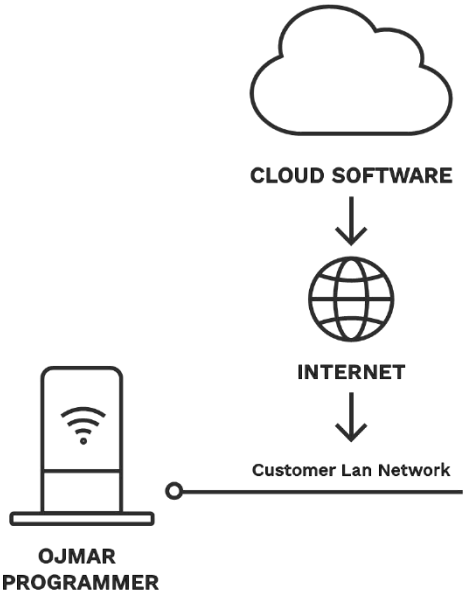
OJMAR´s SW will be able to manage the following features:

- Locks: Access to the facility's locks list. Allows management: create/delete/edit (lock name and lock type).
- Subgroup: Access to the facility's locks subgroups. Allows management: create/delete/edit (subgroup name).
- Operators: The user to be used when log-in. Each operator has an associated role. Allows to create/delete/edit (username, password) operators.
- Roles: Created set of permissions to assign later to operators.
- Advanced settings: SW configuration parameters: domain name, UTC time, etc.
- Users: Access to the facility's users. Allows management: create/delete/edit (username; email and phone optionals). It's possible to import users from a CSV file.
- User permissions: Access to the UIDs list and permissions. Allows permission management filtering by UID or users. Free/Dedicated/Multifunction.
- Dashboard: Access to statistics.
- Data export: Allows data export of events, users, locks and resources (CSV or EXCEL format).
- Audit trail: Registered system events.
- Programmer management: Access to facility's Programmer list. Allows to see version and online status. It's also possible to edit Programmer's name.
- Downloads: Access to downloads. Allows to download the CSV template for user import.

5. SYSTEM MANAGEMENT

5.1. SYSTEM ARCHITECTURE

System architecture is the following one:



The SW is a cloud-based application, so it is a multi-device, multi-platform, and scalable software. It can run on any device with any operating system installed, using the Google Chrome web browser. The SW is managed using the browser, and it is enough to go to the specific web page, provided by Ojmar.

The programmer will be connected to the cloud via Wi-Fi by port 1921.

Locks can only be operated by cards; these cards can be managed with the programmer.

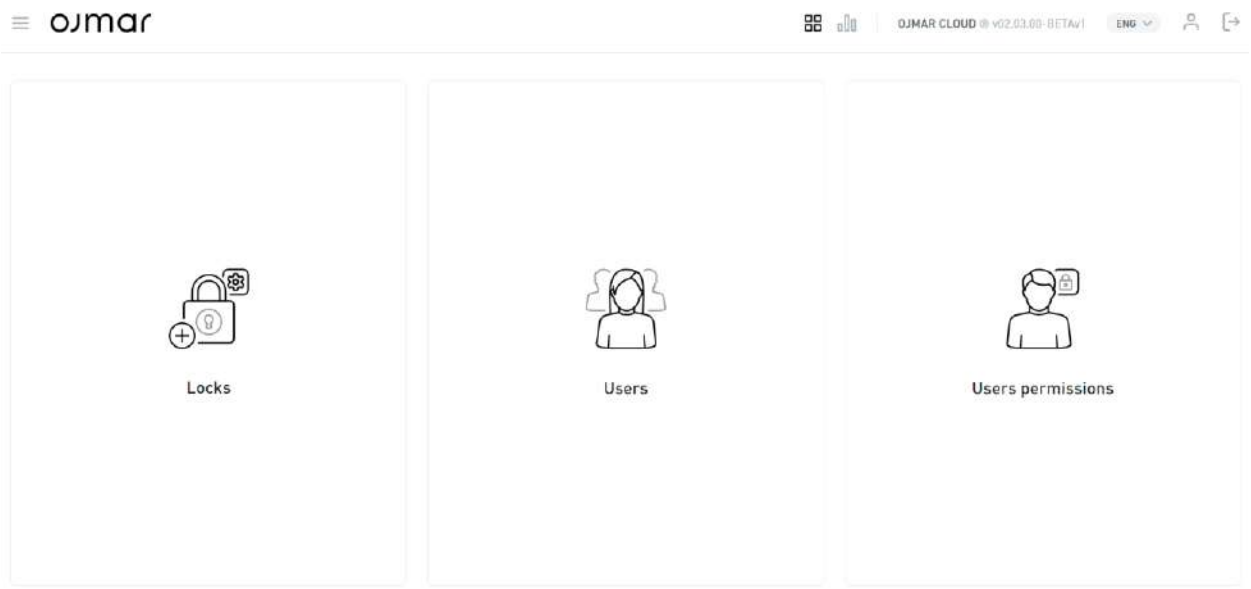
5.2. SYSTEM SET-UP

Following steps must be done to set-up the system:

1- Log in to the software (See chapter 5.3)
2- Create the locks on the software (See chapter 5.4)
3- Connect the programmer to the WiFi network (Check that port 1921 is opened)
4- Create the set-up card and set the locks (See chapter 5.5)

5.3. LOG IN THE SOFTWARE

As part of the set-up procedure admin user will receive an e-mail with a web page to access. Clicking on the link will load the web page, and you will be prompted to enter a password for the “admin” user. Once entered, the user is logged in and will have access to the software.

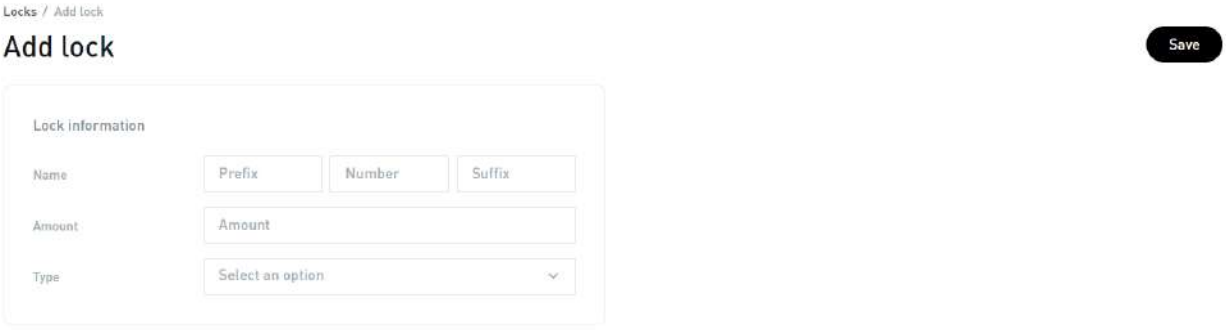


To change the administrator username and password, left click on the three horizontal bars at the top left of the screen, then select “Configuration/operators” and press the edit button of admin operator in order to change username and password.

- NOTE: Different credentials can be created in "Configuration/Credential" to limit the modification and viewing permissions of different operators.
- NOTE: New operators can be added in "Configuration/Operators" and have assigned a specific credential to each one.

5.4. LOCKS CREATION

In the main menu select option Locks, and then choose “Add lock”.

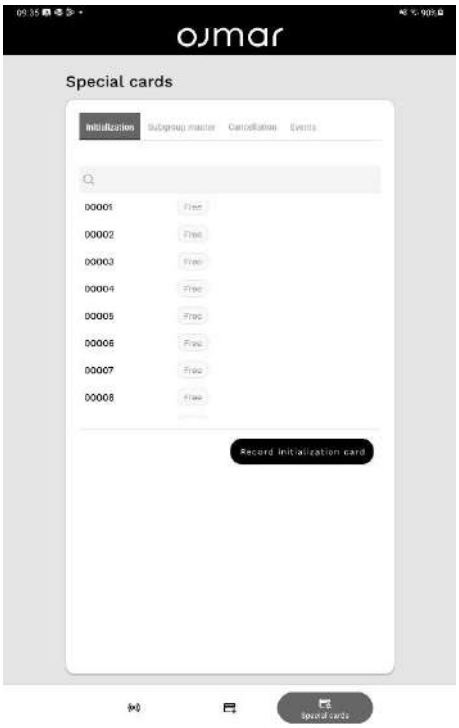


Following options will need to be filled for the locks` creation.

- Name: Name of the first lock that is going to be created. A prefix (Up to 2 characters) and a suffix (Up to 2 characters) can be added to the name.
- Amount: Quantity of locks that will be created in a consecutive way
- Type: Type of lock (It can be chosen between Free, Dedicated). See Chapter 2.4 for further information.
- Subgroup: Only available for free locks. Subgroups can be used to distinguish between different groups of locks. You can also limit user permissions by providing access to some subgroups and not providing access to others.

Once created, press save and following screen will be shown and information will automatically be downloaded to the programmer.

5.5. LOCKS SET-UP



- NOTE: If the locks have not been initialized from the factory, it is necessary to initialize them.

Once locks have been created in the software, is necessary to use the programmer to set-up the locks:
Using programmer, select the padlock symbol at the bottom right (Set up locks):

- Choose the option “Record initialization card”.
- The lock group (if any) is selected.
- Place the set-up card (delivered by Ojmar) on top of the programmer and press record.
- Push the lock nozzle with the card. If the lock is opened the card will close the lock without initializing it. Once the lock is closed, push the

lock nozzle with the card one second time and the lock will open, confirming successful initialization.

- NOTE: This operation is only necessary for the first time after receiving the locks. Any configuration changes can be made from the Ojmar Cloud SW.

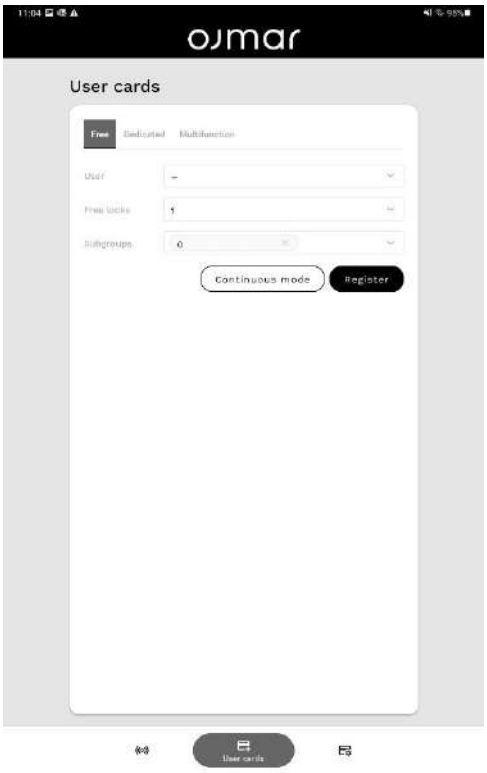
To test the communication with the Ojmar Cloud SW, use the master key provided by Ojmar to close and open each lock.

5.6. SYSTEM USE

Cards must be registered for the first time in the system. In this case, programmer´s second option must be chosen “Register Cards”.

Following fields must be filled:

- Type of permit: Between free, dedicated and multifunction (free mode and dedicated at the same time).
- Fill the rest of the fields as desired.
- Place the card on top of the programmer and press record.
- Pass it through the lock with permissions and lock will get closed.



5.7. LOCKS MANTENANCE KEYS

- With the programmer is also possible to create a master subgroup cards, event recorder cards and cancellation cards (See Chapter 2.5 for further information).

6. PORTABLE PROGRAMER

The portable programmers allow for the keys supplied by Ojmar to be read and recorded.

FRONT VIEW RIGHT-HAND SIDE VIEW FRONT VIEW

The Ojmar NFC programmer operates autonomously, it can read and record free keys (See Section 2.5.2).

1. Touch screen.
2. Key reading zone: The keys must be placed in this zone so they can be read/recorded by the programmer.
3. Screen On/Off.
   - On: Press the button quickly (a beep will be heard).
   - Off: Keep the button pressed down for 4 seconds.
4. USB socket used to connect the programmer to charge it.
   - NOTE: A USB cable is supplied with the programmer.
   - NOTE: PP NFC Reader can be connected to SW PC, but this functionality is not included with the “OJMAR's cloud management SW” if you Have an old version of PC SW, please read the “OTS20 Batteryless User Manual V1.0.2”.
5. Jack Connection.
6. NFC Reader.

- NOTE: NFC Reader: Allows for the programmer to connect to the lock. This functionality is not included with the “OJMAR's cloud management SW” if you Have an old version of PC SW, please read the “OTS20 Batteryless User Manual V1.0.2”.

MAIN FEATURES	Operations in autonomous mode or with SW	
	Autonomous mode	Write user cards/Read all types of OTS cards: Mifare Classic 1k/4k (4B or 7B), Mifare Desfire EV1 2K, 4K, 8K, Mifare Ultralight and compatible with Ultralight C
		Perform a test to check the configuration of the lock
	User mode with SW	Write/Read all types of OTS cards: Mifare Classic 1k/4k (4B or 7B), Mifare Desfire EV1 2K, 4K, 8K, Mifare Ultralight and compatible with Ultralight C
		Perform a test to check the configuration of the lock
		Load the required configuration in the lock
		Update the configuration in the lock
		Download the events to have occurred in the lock
		Update lock firmware via NFC
TECHNICAL SPECIFICATIONS	Power supply	Batteries rechargeable by USB (5,000 mAh)
		Mains charging: Use 5v -1A charger
	Functional temperature range	-10º to +50º (without condensation)
	Approximate weight	380g
APPROXIMATE MEASUREMENTS	External (length x width x height)	202 x 89 x 39 mm

6.1. MAIN SCREEN

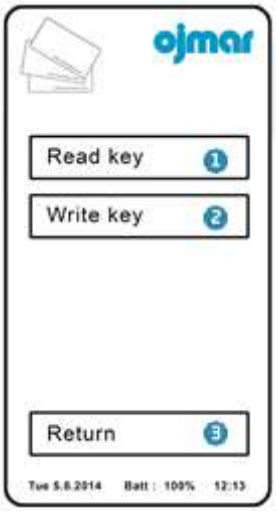
The main screen of the Ojmar NFC programmer displays the following information:

1. Operations with keys

2. Operations with locks
   - NOTE: This functionality is not included for “OJMAR's cloud management SW”
3. Configuration
4. Date and time: Displays the date and time of the programmer.
5. Battery level: Displays the programmer battery level.
   - NOTE: Do not switch the programmer off during charging

6.1.1. OPERATIONS WITH KEYS

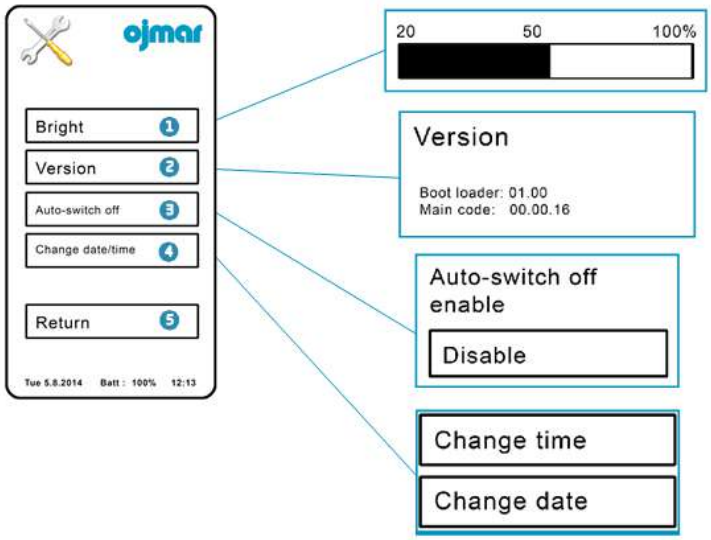
This screen displays the following buttons:



1. Read key: Reads the information associated to the key. The screen is displayed when this button is pressed:
By placing the key over the key reading zone of the programmer, the information associated to it is displayed.
2. Write key: Records the configuration recorded in the programmer on the key. A "Free" type key is recorded by default for 1 lock and within Subgroup 0
3. Back: Returns to the main menu.

6.1.2. CONFIGURATION

This screen displays the following buttons:



1. Brightness: Allows for the level of brightness of the screen to be adjusted.
2. Version: Displays the version number of the software installed in the programmer.
3. Auto-off: On pressing this button, the programmer screen will switch off automatically after approximately 2 minutes of inactivity.
4. Change the date/time: This is used to change the date and time of the programmer.
5. Back: Returns to the main menu.

7. INFOTERMINAL

7.1. INFOTERMINAL

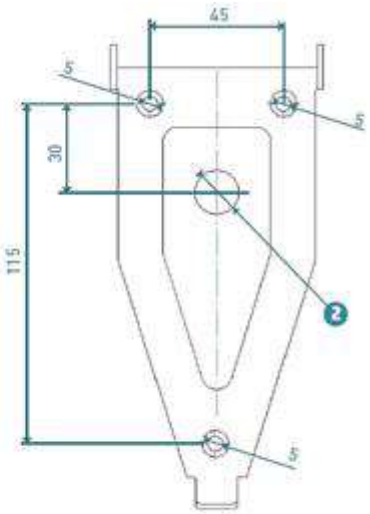
The Ojmar Infoterminal provides users information about the locker number or numbers assigned or occupied by a key. It is wall mounted to give users easy access to key information. The Infoterminal unit includes:

- One bracket.
- One Infoterminal.

7.1.1. BRACKET FEATURES

The measurements (in mm) and locations of the mounting points are shown in the figures below:

FRONT VIEW



FEATURES

1. Holes: These are used to mount the bracket on the wall with screws.
2. Cable lead-through hole: This is the hole that the power cable passes through to the Infoterminal.
   - WARNING: It must be at least 15 mm in diameter.
3. Plates: These are used to connect the Infoterminal to the bracket.
   - NOTE: All bracket measurements are shown in millimetres.

7.1.2. INFOTERMINAL FEATURES

The features of the Infoterminal are indicated below:

FRONT VIEW

REAR VIEW

LOWER VIEW

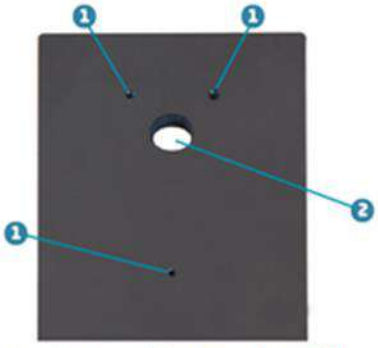
1. Touch screen.

2. Key reading zone: The keys must be placed in this zone so that they can be read by the Infoterminal.
3. Power connector: The power cable must be connected to this connector.
4. Mounting points: The support plates (see previous page) must fit into these mounting points.
5. Screw hole: Hole for the screw adjusting the Infoterminal on the bracket.
   - NOTE: A power cable is supplied with the Infoterminal.

MAIN FEATURES	Power supply	Power supply 12 V, 420 mA
	Impact resistance	IK07
	Water resistance	IP45
	Operating temperature range	-15°C / 50°C
	Approximate weight	400 g
	Approximate measurements	194 x 96 x 33
	Reading of media	Mifare Classic 4B 1K
		Mifare Classic 4B 4K
		Mifare Classic 7B 1K
		Mifare Classic 7B 4K
		Desfire
		Ultralight
		Ultralight C
	Certificates and safety standards	EC Approval

7.1.3. INSTALLATION

1. To install the Infoterminal, drill 4 holes in the wall - 3 to mount the Infoterminal and one to pass through the mains cable (see Section 7.1.1). Install the bracket once the holes have been drilled.



Bracket base (simulates the wall)


Bracket, once mounted on the wall

1. Infoterminal mounting holes.

2. Hole to pass the power cable (minimum 15 mm in diameter).

2. Once the bracket is in place, pass the power cable through the central hole and connect it to the rear of the Infoterminal.

Powercable Power cable connection through the bracket

3. Once the power cable is connected to the Infoterminal, fit it on the bracket. To do so, slide it in from above, inserting the upper plates of the bracket into the grooves on the Infoterminal.

Fitting the Infoterminal on the bracket

4. Lastly, adjust the Infoterminal by tightening the screw located at the bottom of it.

Final adjustment of the Infoterminal

7.2. USE OF THE INFOTERMINAL

The Infoterminal starts up and the main screen is displayed once it has been connected to the mains:

Main Infoterminal screen

The Infoterminal recognizes free, dedicated and multi-function keys of the facility as valid and any other type of key or a key from another facility as invalid:

a. If the key is free and is not occupying a locker, the following message is displayed when it is placed in front of the Infoterminal sensor:

Free key message

b. The following message is displayed if the key does not belong to the facility or is not a user key:

Invalid key message

c. If the key is dedicated, the following message is displayed when it is placed in front of the Infoterminal sensor.

d. The Infoterminal will display the associated locker numbers if the key is dedicated, multi-function or free and occupying a locker.

- NOTE: The Infoterminal can display up to 4 locker numbers.

7.3. INFOTERMINAL CONFIGURATION

The Infoterminal has a configuration menu that includes different possibilities. Simply press on any corner of the screen in the following order to access it:

Access to the main menu

After clicking on the 3 corners of the Infoterminal, a screen appears requesting the access code to enter the main menu provided by Ojmar.

- NOTE: Should any problem arise, please contact Ojmar.

Access code to the main menu

Once the code has been entered, the main screen of the configuration menu is accessed:

Main screen of the configuration menu

The following parameters can be edited through the main menu:

1 Language:

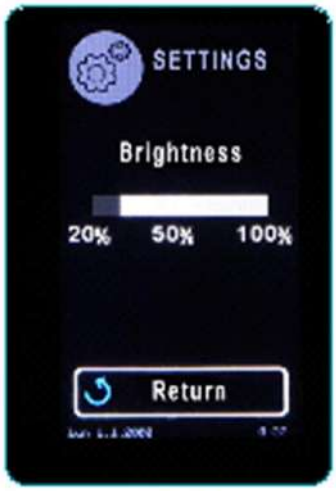
If language is selected, the Infoterminal displays a screen with the different languages available. These are:

- English.
- Spanish.
- French.
- German.

Change language

2 Brightness:

If brightness is selected, the Infoterminal displays a screen where its brightness can be changed.



Change brightness

3 Auto-off:

If auto-off is selected, the Infoterminal displays a screen where its disconnection time after a certain period of inactivity can be changed.

Change off time after inactivity

4 Date/Time:
If date/time is selected, the Infoterminal displays a screen where it is possible to:
Change the date.
Change the time.
Enable and disable the display of date and time (1) and key expiry (2).

- NOTE: The OTS 20 Batteryless does not have this functionality so it does not matter how this part is configured. It does not show the date and time or the expiration date.

Main date/time menu screen

Date change screen

Time change screen

8. CLEANING AND MAINTENANCE

Periodic cleaning of the locks ensures that they are in good condition and that their proper functioning is maintained.
For a correct maintenance of the lock, the following indications must be complied with:

- Clean dirt and dust with a dry, soft, lint-free cloth.

- In case of extreme dirt, clean the lock with a damp cloth. Do not allow moisture to enter the internal parts of the OTS 20 Batteryless lock. (do not use any detergent product) and then dry it completely.
  - NOTE: Do not use cleaning benzene, thinners or other abrasive detergents. In addition, the components must not be cleaned with a high-pressure cleaner or steam, otherwise damage may occur!
- Do not submerge it.
- Protect it from water.
  - WARNING: In case of cleaning the facility by means of water jets, it is necessary to keep the locker doors of the facility closed to keep them free from the effect of corrosive substances that accelerate wear.
  - WARNING: When the USB hole on the back of the lock gets wet, dry it completely with a soft and clean cloth. If the device got wet, you must dry the inside of the charging port before inserting a power connector to power the device. If the charging port is not completely dry, the device may not work properly. For example, the power supply tool may overheat.
- Do not expose it to direct sunlight or extreme temperatures.
- Don't drop it.
- Do not subject it to strong impacts.
- Do not disassemble it.

9. FAQS

QUESTION	CAUSE	SOLUTION
The Credential does not work on the locks.	The Credential is being used in another lock or it has never been registered.	Check whether the credential is or not in use (via programmer or software). If in use, clear it using the Management Software or by closing and opening the corresponding lock. If it not in use or registered in the system, record the credential using the programmer or via Software.
The lock does not open	The lock is being used by another key.	Pass the master key (Red) and check that it has been correctly released by closing and opening the lock using a free user key.

The key does not work on the locks.	The key is being used in another lock or the key has never been used.	Check whether the key has never been used or is in use by reading it using the programmer. If it is being used, release it using the Programmer or by closing and opening the lock in use. If it has never been used, record the key on the programmer.

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