Manuals+ — User Manuals Simplified.

Codelocks CL4510 Smart Manage

Codelocks CL4510 Smart Manage User Guide

Contents

CODELOCKS
control + convenience

Codelocks CL4510 Smart Manage

FAQ

- **Q:** How can I update the firmware of my C3 Smart lock?
  - **A:** Firmware updates for your C3 Smart lock can be done through the C3 Smart App. Check for firmware updates in the settings menu of the app and follow the on-screen instructions to update your lock's firmware.
- **Q:** Can I give temporary access to guests using the C3 Smart system?
  - **A:** Yes, you can provide temporary access to guests by setting up NetCode clients with specific active periods. This allows you to grant access for a limited time without sharing permanent codes or keys.

Download C3 Smart

Notice: The C3 Smart App replaced the K3 Connect App on February 14, 2023. For more information on how to download, set up and use C3 Smart with your Codelocks Smart Locks,visit: **c3smart.net** or contact **Codelocks Support**.
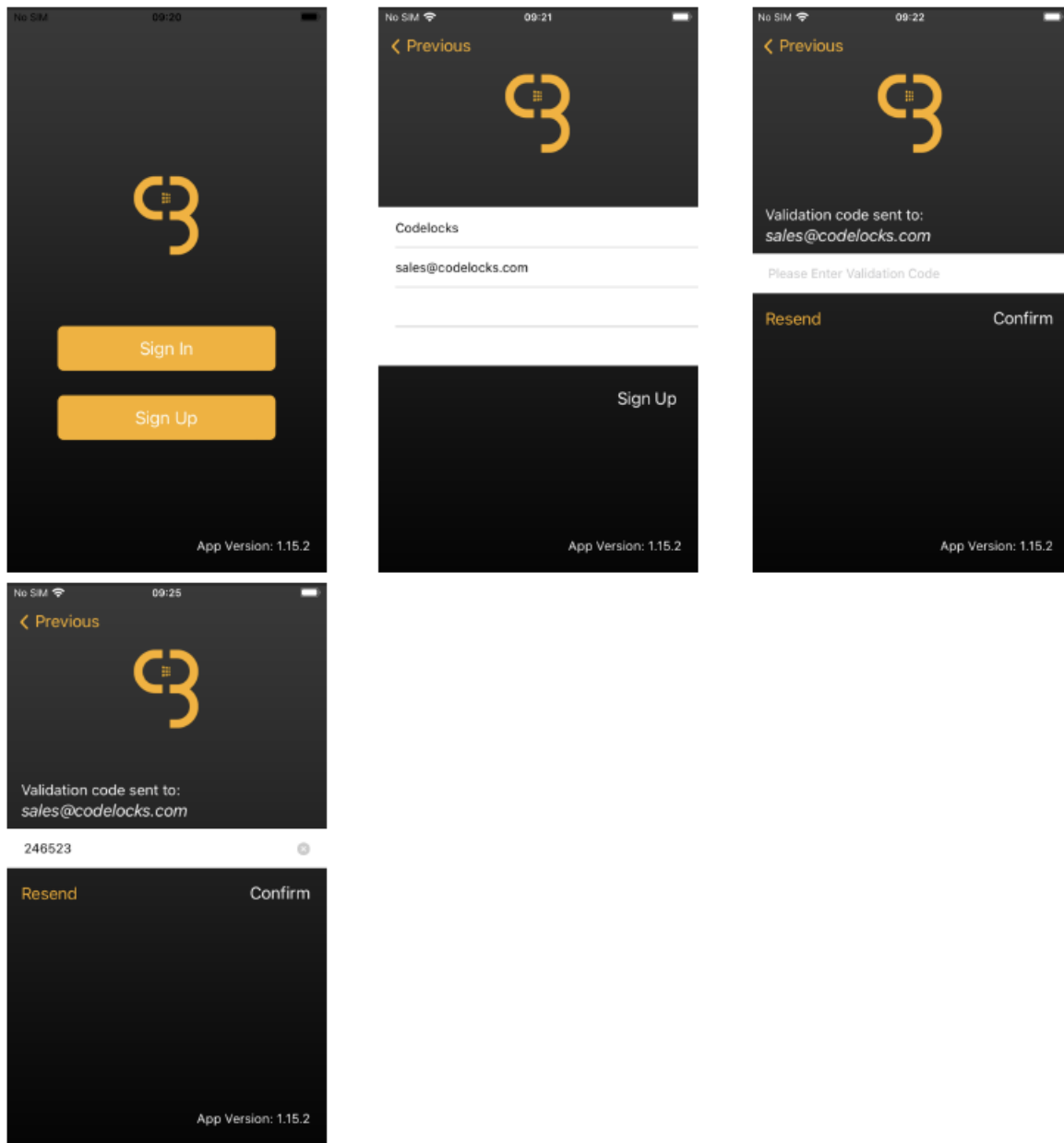
Download C3 Smart

1. Search the App store (iOS devices) or Google Play Store (Android devices) for C3 Smart
2. Once located and installed, launch the C3 Smart App.

Note

- You may be prompted during set up to provide the App special permissions, please accept this pop-up.

Getting Started

1. From the homepage either select Sign In (if you have used this App before), or Sign Up to create a new account.
2. If you are creating a new account fill in the registration form when prompted. We recommend that you makesure Backup on Cloud is selected.
3. You will then receive an email to your registered email address containing a validation code. This will need to be input into the App to validate your email address before you can continue. If you have not done so already,turn on Bluetooth on your device.

Note

- Make sure during registration that your password has a minimum of 8 characters, 1 number and 1 capital letter.

Adding Locks

1. From the homepage select the + logo in the top right-hand corner.
2. Enter your lock model, also known as a DIN (CL4510, CL5510 or CL5550) and give the lock a name.
    - **Note:** The DIN is case-sensitive.
    - **Note:** If you are adding a CL5520, use CL5510 as the DIN.
3. Straight away you will need put the lock into setup mode using the below sequence, a ' • ' equates to a short blue flash.
    - **Setup sequence:** #Master Code • 00 • 1 ••
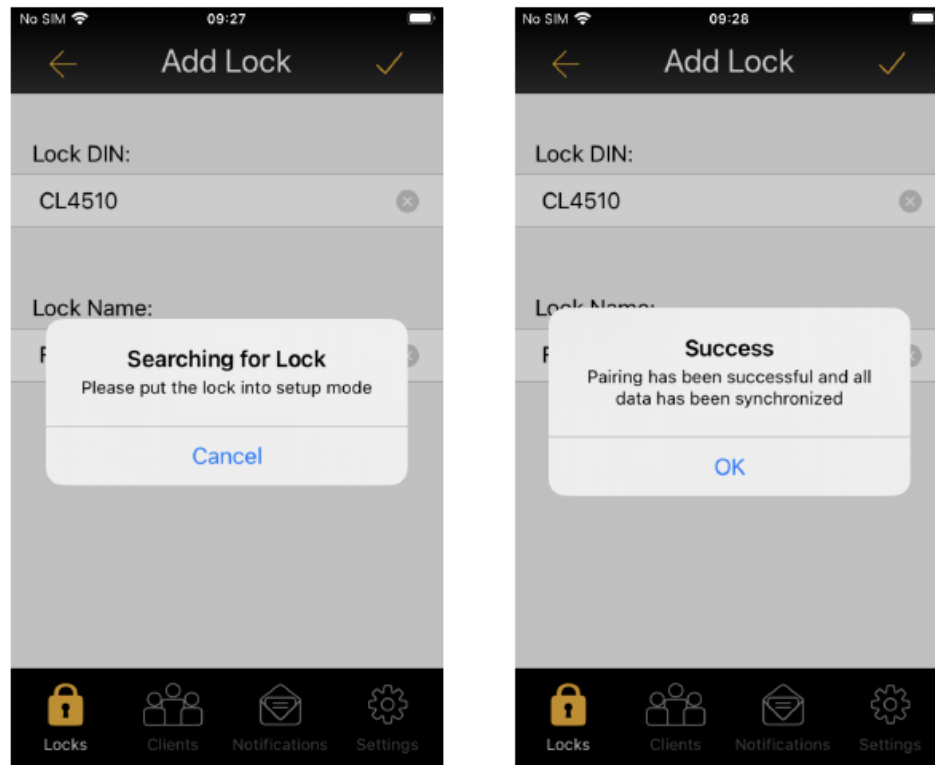
4. This will connect the App and lock. Once completed you will be taken back to the homepage where you will be able to view the new lock.
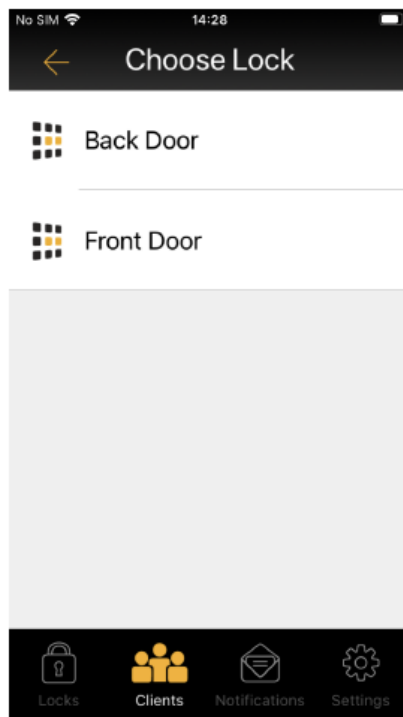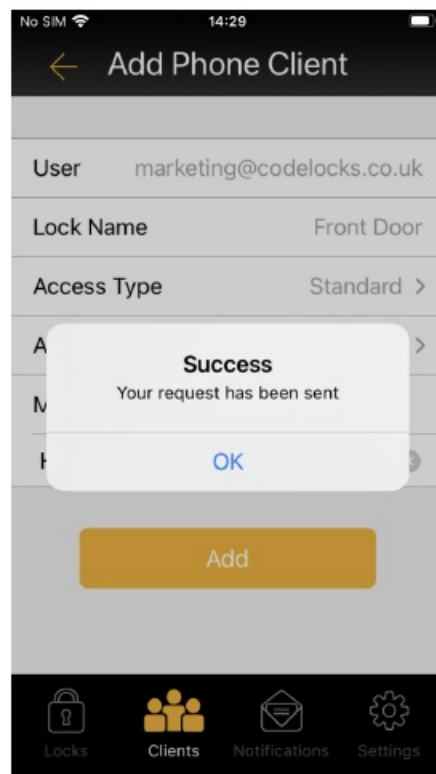
Adding a Client

1. Open the Clients icon at the bottom of the App and select + to add a new client.
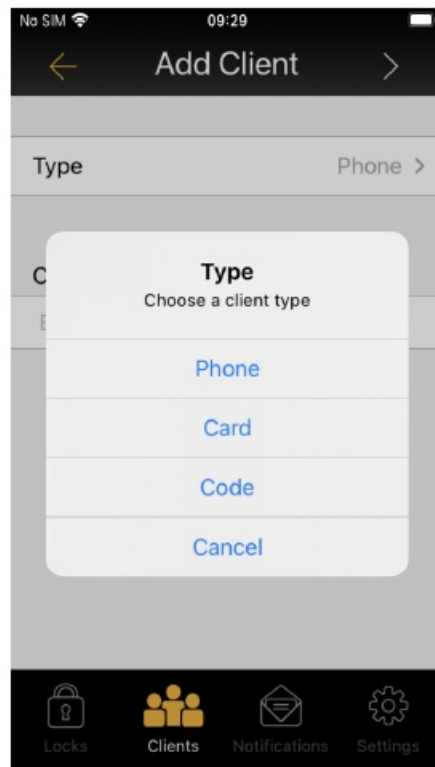
2. On the next page choose the client type; phone, card, code or NetCode (if this feature has been turned on).

Phone

1. The user you would like to add as a phone client will need to download the C3 Smart App and register for an account before you can invite them to be a phone client.
2. Once they have registered and you have entered their email address into the add client page, a notification will be sent to their C3 Smart account with the option to accept or reject.

Card

1. Select Card, then tap the top right-hand corner arrow and select the desired lock.
2. On the next page set the access type, times and days that you would like to give to this client access for.
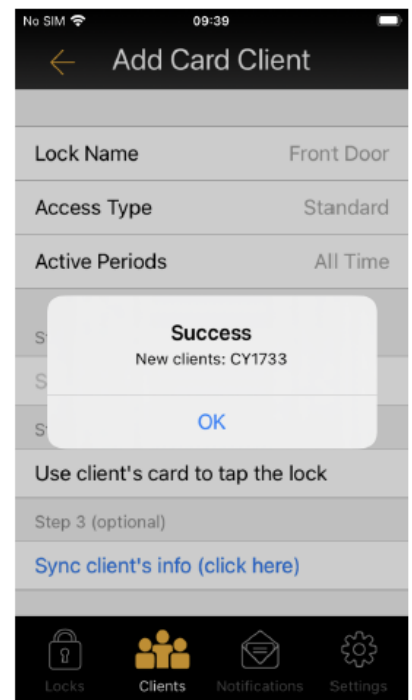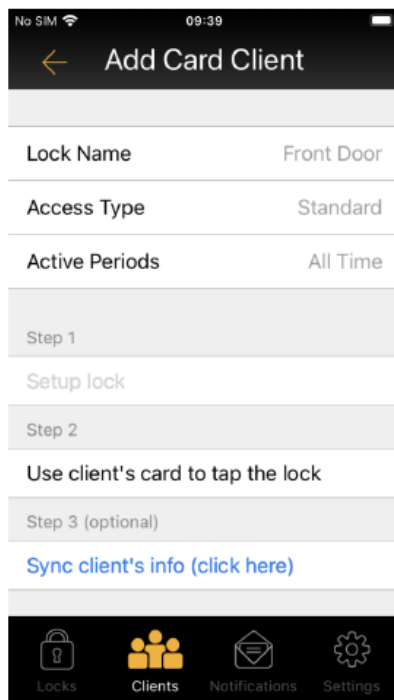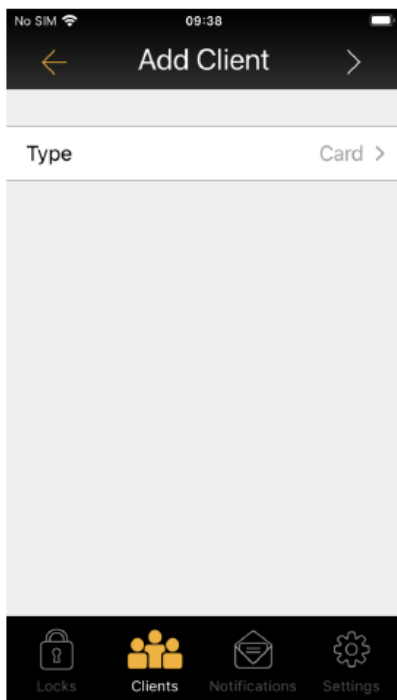
3. Tap on Setup Lock and wait for the lock to beep.
4. Once setup has completed, present the card to the lock to pair them together.

5. Tap on Sync client's info to synchronise the clients information.

Code

1. Select Code, then tap the top right-hand corner arrow and select the desired lock.
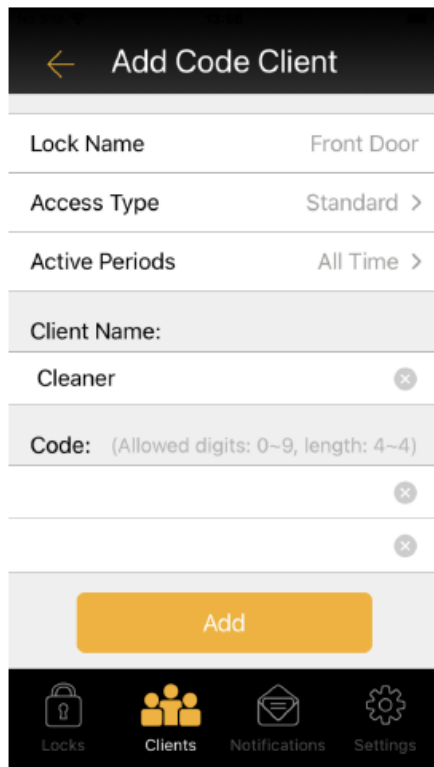2. Set the access type, times and days that you would like to give to this client access for.
3. Enter a client name and a 4-digit code in the bottom box, then select Add.

4. Lastly go back to the homepage of the App, swipe left on the lock and select Sync.

Client Active Periods
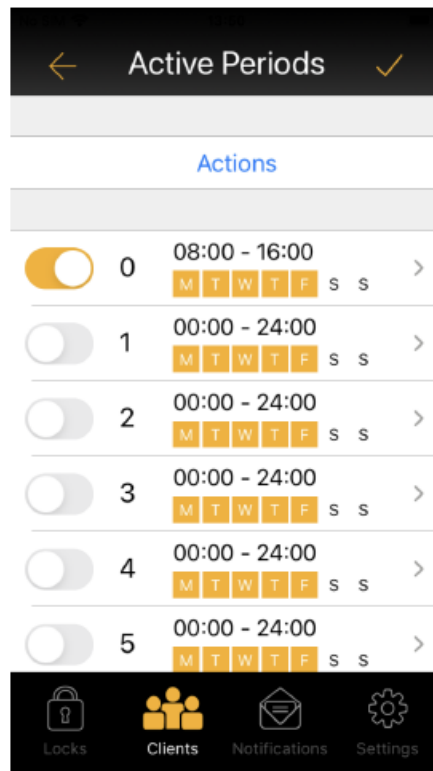
1. To change a client's active periods go to the Clients page, swipe left on the lock in question, then select Info and Active Periods.
2. From this page you can set up to 10 pre-scheduled access periods.

Example

- The active period below will allow access between 8:00am and 4:00pm, Monday to Friday.

NetCode Clients

A NetCode client is a code that will only work from a specific date and time, for a set duration.
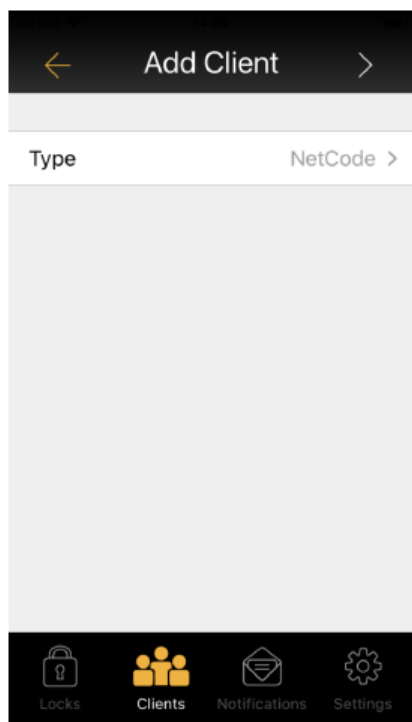
1. Swipe left on the lock from the App homepage, tap on Info, scroll down to Parameters, then Feature Selection.
2. Make sure the toggle next to NetCode is selected. If it is not, turn it on and then synchronise your lock before continuing.
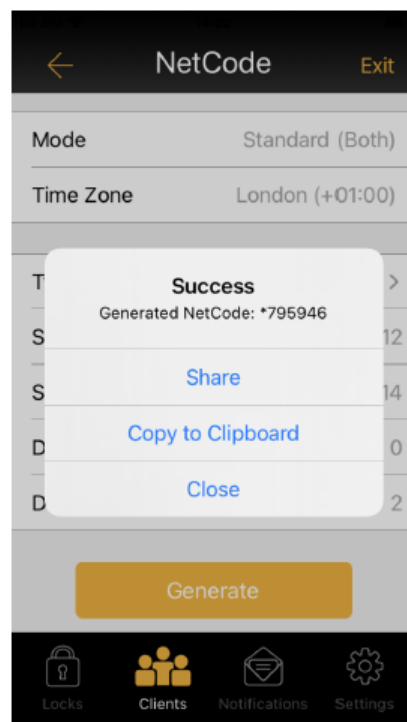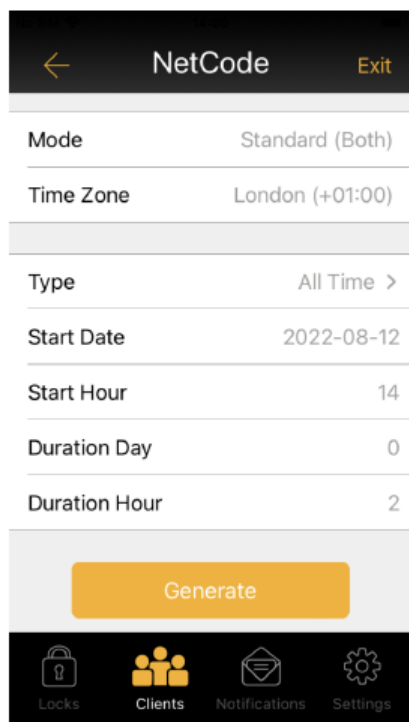3. Go to the Clients page, tap the + symbol in the top right-hand corner and select NetCode as the client type, then go to the next page and choose a lock.
   - **Note:** NetCode clients do not appear in the clients list.
4. Set the date/time you would like the NetCode to start from.
   - **Note:** For a 1 hour NetCode, leave the Duration Day as 0 and set Duration Hour as 1.
5. Either leave the Type as All Time, which will allow the NetCode to be used multiple times within the allocated time period. Alternatively, change this to On e Time which will only allow the NetCode to be used once within it's allocated time period, or One Hour which will generate a multi-use NetCode with an hour duration.
6. Tap on Generate to create your NetCode.
7. From the pop-up notification you can either chose to dismiss the NetCode or share it.
   - **Note:** The * symbol must be used when inputting a NetCode into a lock.

NetCode Lock Settings

- The NetCode settings can be found within the lock's Parameters.

NetCode Mode

This allows you to select the type of NetCode you would like to use.

- **Standard Multiple Use:** Standard multi-use code
- **Standard Single Use:** Standard one use code
- **URM (Unlimited Rental Mode):** Rental with unlimited access
- **ACC (Accommodation):** Rental 1 – 21 days

Important Note: When using the NetCode, you will only be able to use one mode at a time. For example if you are using Standard (both) mode you will be unable to use ACC or URM. If you change the mode to ACC, then you will be unable to use NetCodes for Standard (Both) or URM. Please note this does not effect your code clients.

Block NetCode User

- Enter a NetCode here to manually revoke its access.

New Blocks Previous

- Tick this option if you would like the previous NetCode to be blocked when a new NetCode is used.

Grace Period

- Use this feature to set a grace period of up to 15 minutes on either end of permitted NetCode durations.

Lock Information

Swipe left on the lock from the App homepage and tap on Info, you will then be presented with the lock information.
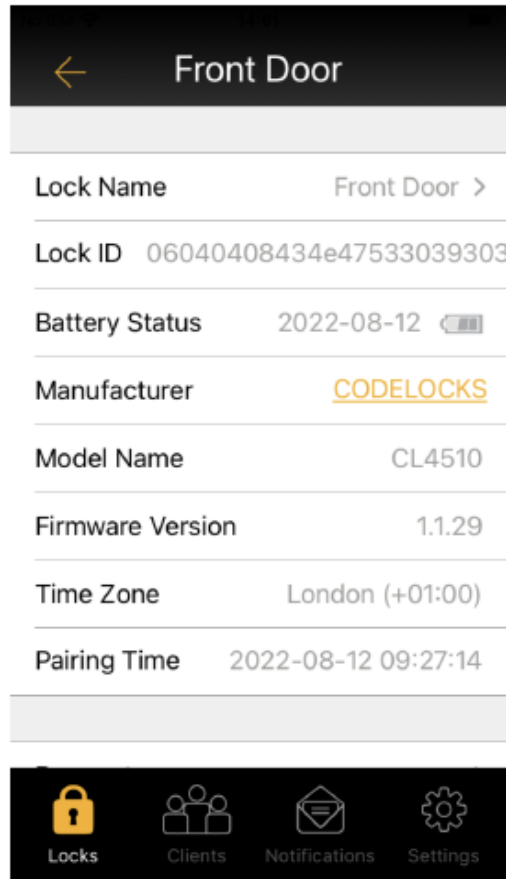
- **Lock Name:** Change the lock name.
- **Parameters:** Features and settings available for this lock (see next page for more detail).
- **Delete Lock:** Delete this lock from the application, this does not carry out a factory reset on the lock.
- **Gateway Management:** This is not yet an active feature, please do not use.

Logs

Note: For up to date logs a synchronisation must be completed first.

1. Swipe left on the lock from the App homepage and tap on Logs. In this audit you will be able to see all of the actions carried out on this lock including:
   - Unlocking
   - Access Denied
   - Client Added
   - Client Deleted
   - Initial Pairing
   - Code Free

2. To export the audit, tap on the Share icon in the top right-hand corner, then select how you would like to share the audit. The options presented will vary on the mobile device being used.
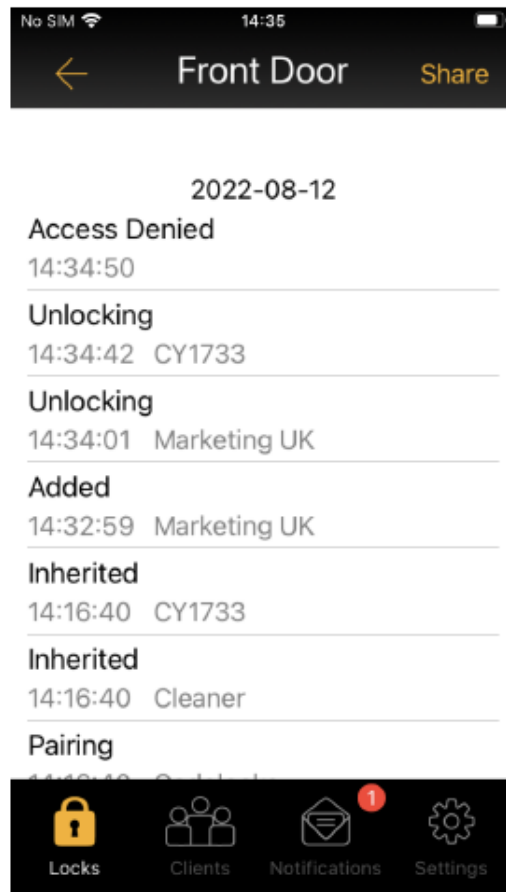
Synchronization
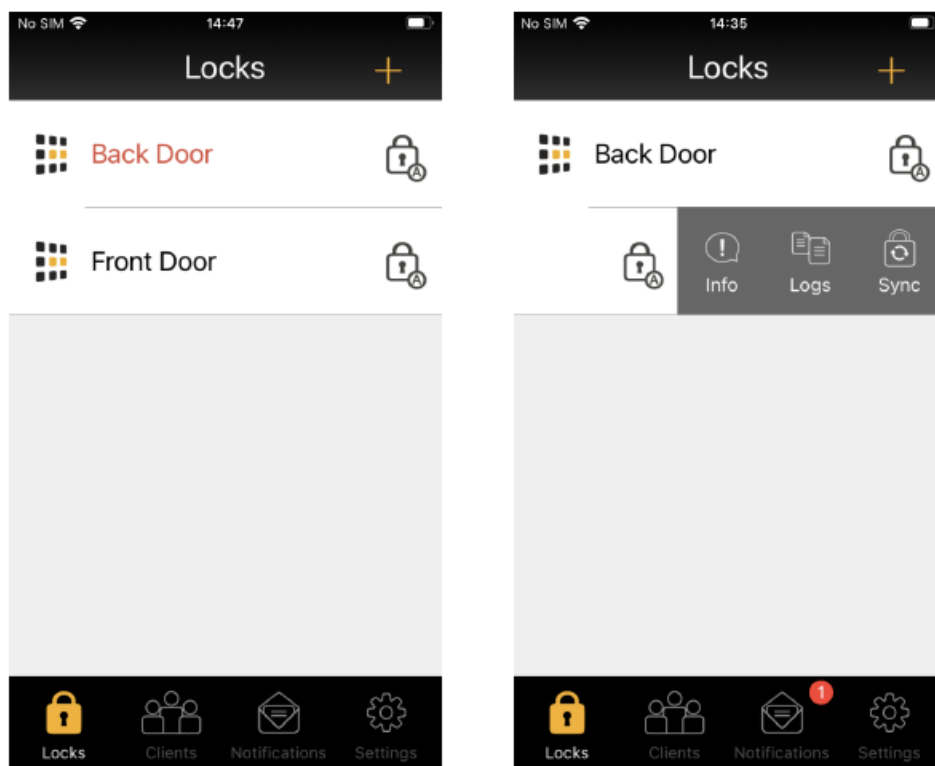
1. Make sure you are within Bluetooth range of the lock (up to 10 meters line of sight).

2. Swipe left on the lock name from the App homepage and select Sync to carry out a synchronization.
3. This will need to be completed to implement most changes carried out using the App.

Note: The lock name will appear red when synchronization is required.

Lock Features and Parameters

Lock Cloning

1. First you will need to set up a lock with the parameters that you will be cloning from. To do this, swipe left on the lock name, tap Info, then Parameters and the set your desired parameters.
   - **Note:** Parameters can only be cloned to the same model lock, for example CL4510 parameters cannot be copied onto a CL5510.
2. Once completed make sure to carry out a synchronization to implement the changes, this can be done by swiping left on the lock name and selecting Sync.
3. If you have not already done so, add the lock(s) that you will be cloning onto and go to their parameters page as you did in step one.
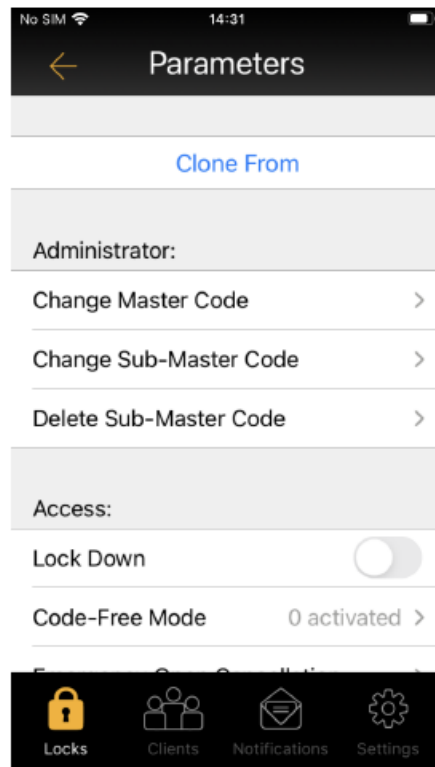
4. Tap Clone From, choose the lock you are cloning the parameters from and confirm.

Note

- If you cannot see Clone From at the top of the parameters page, please update C3 Smart through either the Apple App Store or Google Play Store, and make sure your lock's firmware is up to date.

Master and Sub-Master Codes

1. The factory default Master Code is #12345678.
2. Select Change Master Code or Change Sub-Master Code to change the code.

3. Input your new 8-digit code, select the tick button in the top right-hand corner, and then synchronise the App to implement the changes.

Note

- For security it is imperative that you change the Master Code as soon as possible after setting up the lock.

Lock Down

This feature will put the lock into lock down and will prevent access to all authorised clients, except for the Master Code and Sub-Master Code.

1. Tick the box next to this feature.
2. Synchronise the App.

Code Free
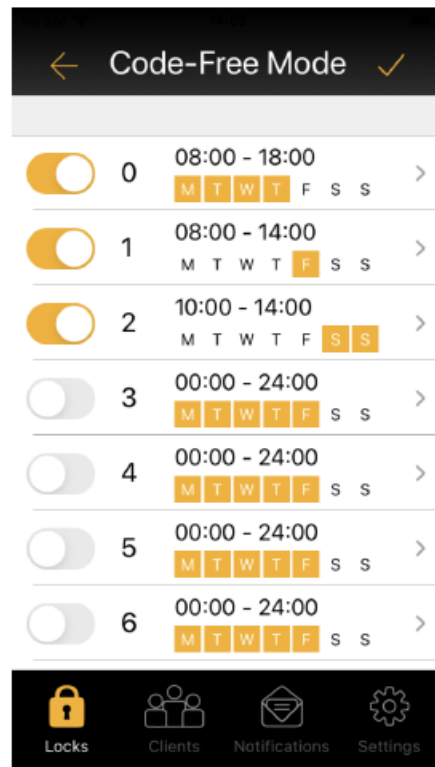
1. Using Code Free mode you can set the lock to automatically unlock at pre-set times. Up to 10 different CodeFree modes can be pre-set at a time.
2. Turn on Code Free mode by selecting the tick box button on the left-hand side, then set your Code Free times and days using the options to the right.
3. You can also activate and suspend all Code Free modes simultaneously by tapping on the Actions button. Suspending all of the Code Free periods will revert the lock back to its operation (locked).

Note

- A permitted Code Free period will override a non-permitted Code Free period.

Emergency Open Cancellation

When the REM 2 input has been triggered, the lock will remain open for 30 minutes. This setting will revert the clock to normal operation after 30 minutes has passed.

1. Select Emergency Open Cancellation and wait for the text to turn red.
2. Synchronise the App.

Re-lock Delay

Use this feature to change how long the lock will remain unlocked for after someone has successfully gainedaccess.

1. Open Re-lock Delay and move the slider to select a length of time between 2 and 30 seconds.
2. Tap the tick in the top right-hand corner
3. Synchronise the App.

Feature Selection

1. Use this section to select which types of client are allowed to unlock this lock.
2. Synchronise the App.

GuestCode

- Use this feature to create a prefix which you can give to a guest, they can then use this prefix to create their own code at a later time.

Change GuestCode Prefix

1. Input a 3-digit code, this will need to be given to the guest.
2. Synchronise the App.
3. The guest can now go to the lock and enter the set prefix, followed by 4-digits of their choice. Once they have done this they will hear two confirmation beeps.
    - **Example sequence:** 1235678 • • (The prefix is set to 123 and the guest wants to set their GuestCode as 5678)

Delete GuestCode User

- This will retain the prefix but delete the guest code.

Delete GuestCode Prefix and User

- This will wipe both the prefix and the guest code so a guest cannot use the same prefix to set up another guest code.

Day Lock Out

Use this feature to all prevent all access to the lock, excluding the Master Code and Sub-Master Code , on certain days of the week.

1. Tap the tick box and then open Day Lock Out.
2. Set the days of the week you would like access to be denied, then tap the tick in the top right-hand corner.
3. Synchronize the App.

Keypad Illumination

Using this feature you can choose when you would like the keypad to light up.
Important Note: Battery life will be reduced if keypad illumination is turned on.

- **None:** The keypad will not display any LED lights
- **Press:** The keypad will only light up when a button is pressed.
- **Proximity:** The keypad will light up when it senses movement close to it.

Locked/Unlocked Status LED

- **Important Note:** Battery life will be reduced if the status LED is turned on.
- If this option is selected the keypad will flash every 5 seconds, red for locked, blue for unlocked.

Daylight Saving

- Please make sure that Use Recommended Settings option is selected.

Note

- The only exception to this is if your location does not observe daylight savings.

REM Behaviour

Codelocks Smart Locks include two connectors called REM ports. The standard behaviour of these ports allows reception desk remote opening (REM 1) and alarm panel trigger opening (REM 2).
These ports have four different modes of operation you can choose from:

- **Remote Release:** In this mode REM1 is used for standard push-button release. REM2 is intended to be used when the lock needs to be released for a longer period. When a switch or relay connected to REM2 is closed, the lock will open for a period of 30 minutes, after which the lock will revert back to normal operation.
- **Sensor Mode:** This mode allows two dry contact switches or sensors (door status and latch monitoring) to be connected. Trigger entry will also be added to the audit trail.
- **Sensor and Alert:** This is a hybrid mode combining the support for a single dry contact switch or sensor (as per sensor mode) and an output. The output can be connected to any compatible device, such as CCTV, with an input that supports the detection of a falling (changing) voltage.
- **Unlock and Lock Down:** This mode supports the connection of two dry contact switches. Connected to

REM1, the switch will unlock the lock for the period set by the standard re-lock delay. Connected to REM2, the switch will trigger lock-down mode (only the Master and Sub-Master Code will be able to gain access).

If you have changed your REM behaviour, remember to synchronise the App.

Mute

Note: When this feature is turned on the lock will flash yellow when buttons are pressed.

1. Turn on this feature to mute the lock.
2. Synchronise the App.

Settings

User Info

You can change your account details, configure your cloud backup and manage your access key in this section.

Change Account Details

1. From the settings page, select User Info .
2. Touch Change Password to change your account password. Please note you will need to know the current password to carry out this change.
3. To change your username simply select User Name , input the revised name and tap on the tick in the top right-hand corner.

Cloud Backup

- This can be enabled or disabled via the switch next to Backup on Cloud . You can also perform a live backup by selecting Backup to Cloud Now .

Access Key

- An access key is required to link C3 Smart locks with a Codelocks Connect Portal account, to generate your key click on Access Key and then select Generate New Access Key .
- If a new access key is generated, the link with the Codelocks Connect Portal will be 'broken'. To fix this, delete and re-create any existing locks on the portal with the newly generated access key.

Note

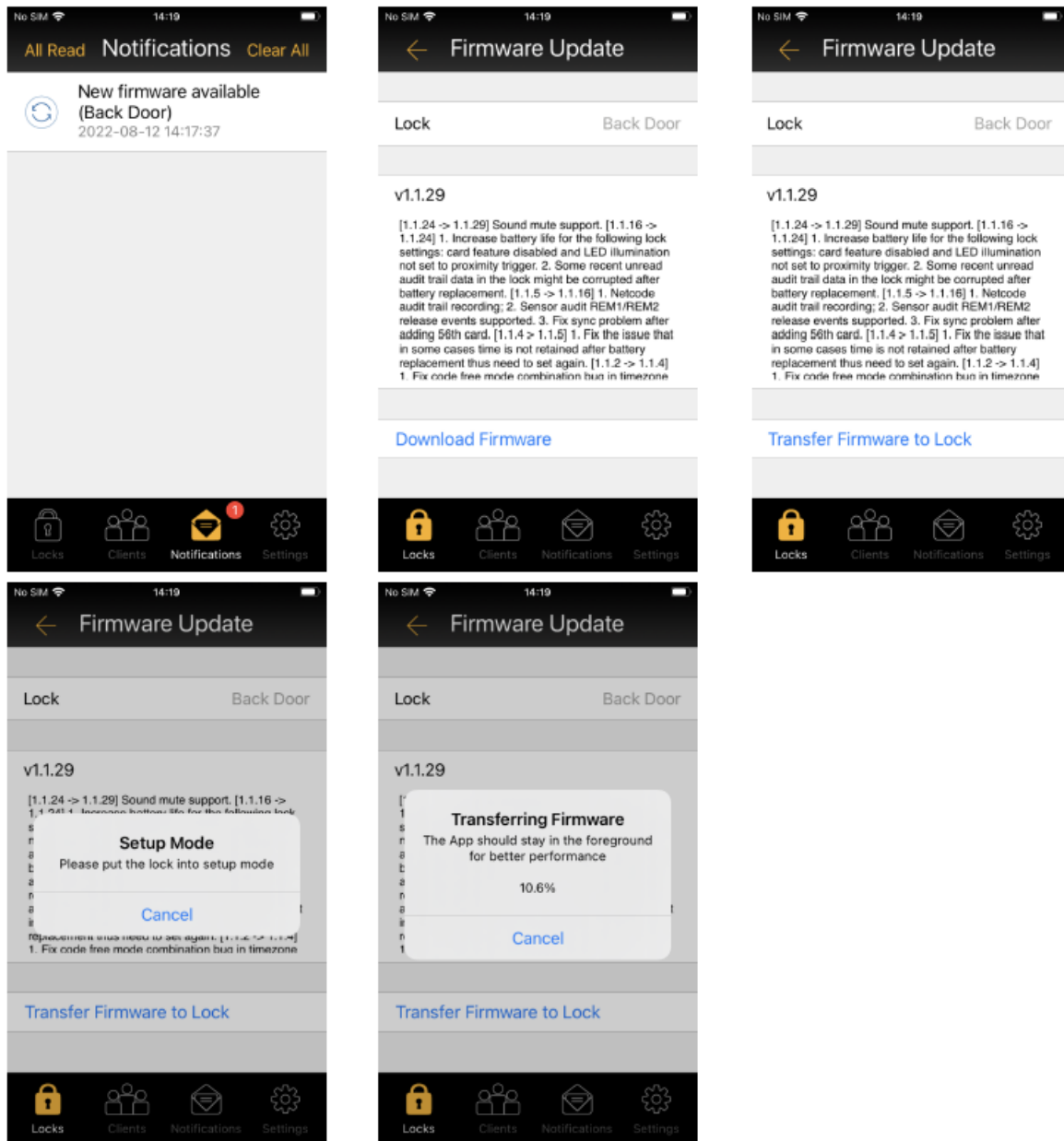- The access key is case sensitive.

Legal Info

In this section you are able to view the legal documentation:

- Terms of Services
- Privacy Policy
- Open Source Licences

IFTTT Maker Channel

- This is currently not an active feature and therefore cannot be used.

Firmware Updates

1. Open the C3 Smart App.
2. There will either be a notification prompting you to upgrade your firmware which when opened will take you to step 4, or to check if new firmware is available, swipe left on the lock and then tap on Info .
3. Tap on Firmware Version .
4. If new firmware is available for your lock, the upgrade screen will open and show you a page similar to the below.

5. Scroll down and tap on Transfer Firmware to Lock .
6. You may then be prompted to restart the power on your lock and also put the lock into setup mode.
   - **Setup sequence :** #Master Code • 00 • 1 •
7. The firmware upgrade process will take around 5 minutes. Please ensure you do not move outside the Bluetooth range of the lock (approximately 10 meters), or close the App.

FCC STATEMENT

Regulatory Compliance

The device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

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

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- 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.

*The App is available on Apple App Store for Apple devices or Google Play TM , for Android TM   devices by searching for C3 Smart. Apple, the Apple logo, and iPhone are trademarks of Apple Inc., registered in the U.S. and other countries. App Store is a service mark of Apple Inc. Android, Google Play and the Google Play logo are trademarks of Google Inc.

https://codelocks.zohodesk.eu/portal/en/kb/articles/c3-smart-user-guide-16-1-2023-1

Documents / Resources

Codelocks CL4510 Smart Manage [pdf] User Guide
CL4510 Smart Manage, Smart Manage, Manage

References

- **User Manual**