

# INSTALLATION GUIDE



## LOCKLY **GUARD**™ **LATCH 679L** LEVER LATCH LOCK

For commercial use &  
professional installation

**LOCKLY PRO** [www.LocklyPRO.com](http://www.LocklyPRO.com)

# GET THE MOST OUT OF YOUR LOCKLY GUARD™

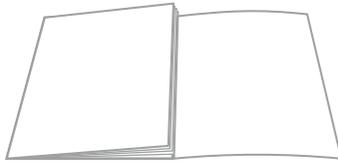
Get the latest **user/installation manuals** , instructional videos, and FAQs



SCAN or VISIT  
[Locklypro.com/679L](https://locklypro.com/679L)

# Welcome!

This guide will walk you through step-by-step how to install and get Lockly Guard™ up and running. Installation generally takes less than 30 minutes. If you have any questions please call our VIP Hotline (855) 562-5599 for help.



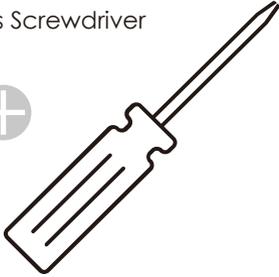
Reference installation parts overview foldout on back page

# Preparation

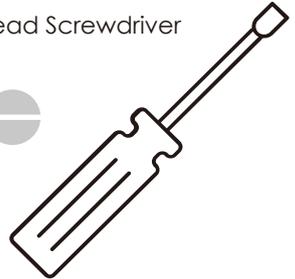
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To complete the installation you will need:

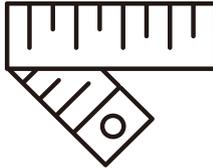
Phillips Screwdriver



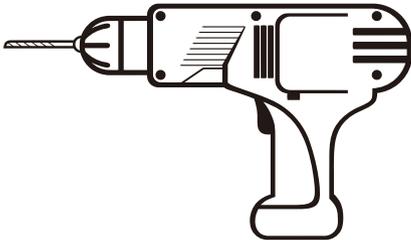
Flathead Screwdriver



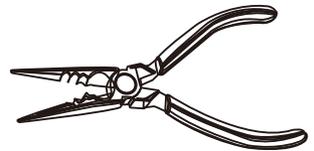
Tape measure or ruler



**Optional**



Screwdriver with drill bits

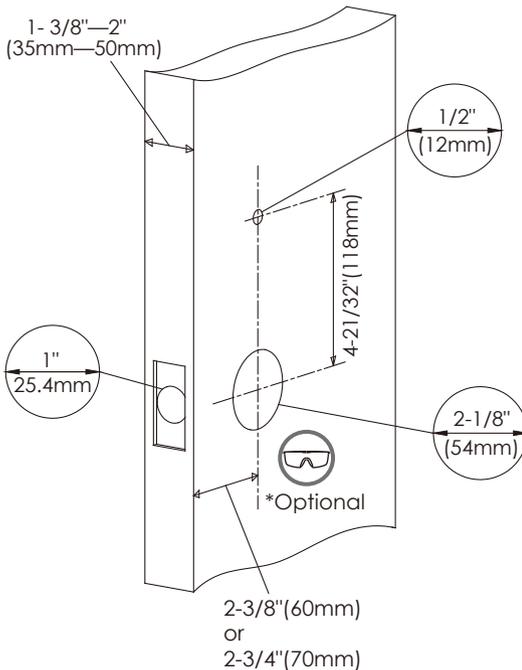


Pliers

*Drilling maybe required to install this lock. If you are installing your lock on a brand new door, a drill is required if there are no holes prepared for lock installation. Use provided template to bore holes on door.*

# Preparation continued

Remove existing door hardware, latch or deadbolts before installing the new lock. **Use provided template to bore new holes if needed.**



- 1 Measure and confirm your door is between  $1\text{--}3/8\text{''--}2\text{''}$  (35mm - 50mm).
- 2 Measure and confirm the hole in the door is  $2\text{--}1/8\text{''}$  (54mm).
- 3 Measure and confirm that the backset is between  $2\text{--}3/8\text{''}$  (60mm) to  $2\text{--}3/4\text{''}$  (70mm).
- 4 Measure and confirm that hole in the door edge is  $1\text{''}$  (25.4mm).

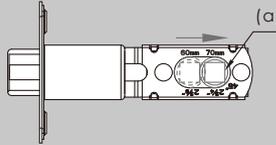


## IMPORTANT NOTICE

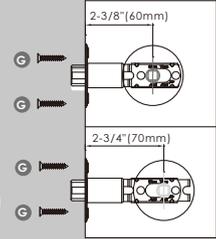
\* Use goggles to protect eyes if you need to drill door holes.

- 1 Measure the distance between center of front door hole to the edge of your door. Push the shaft (a) to adjust the lockset to 2-3/8" (60mm) or 2-3/4" (70mm).

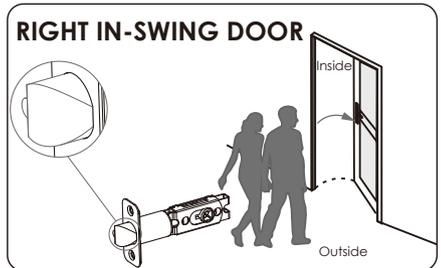
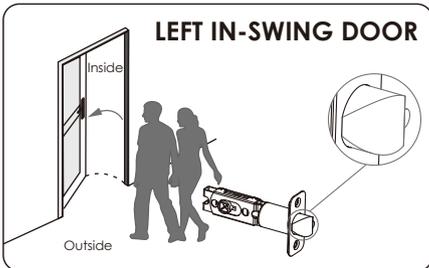
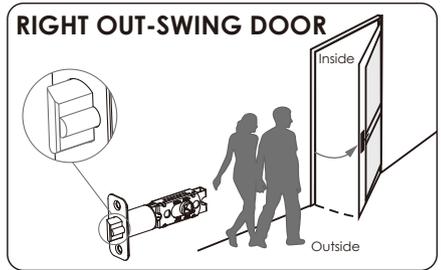
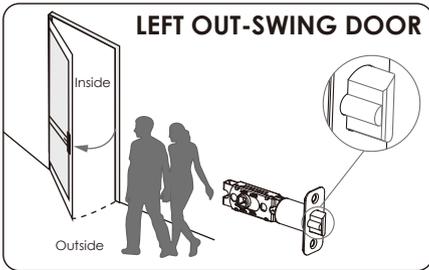
### Latchbolt Adjustment



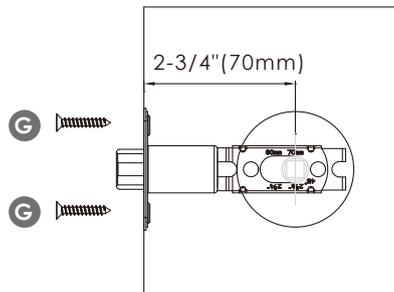
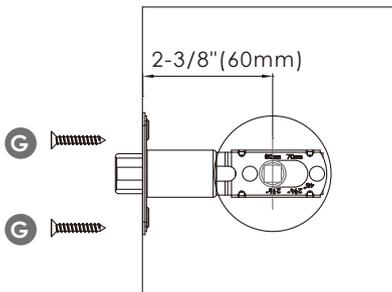
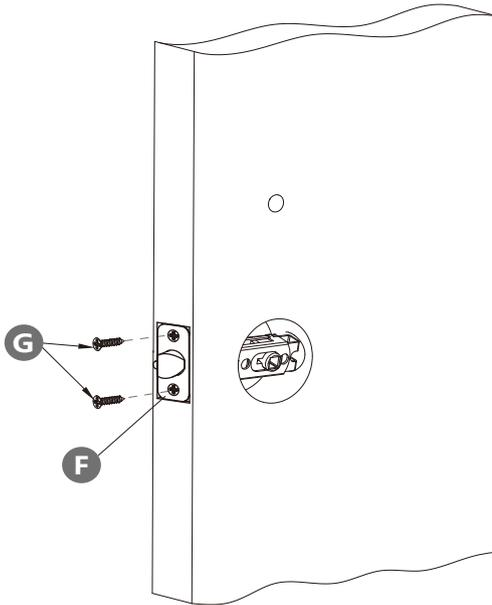
Push the shaft (a) to adjust the lockset to 2-3/8" (60mm) or 2-3/4" (70mm).



- 2 Facing the door exterior, install the lockset according to the in-swing or out-swing opening direction of your door.



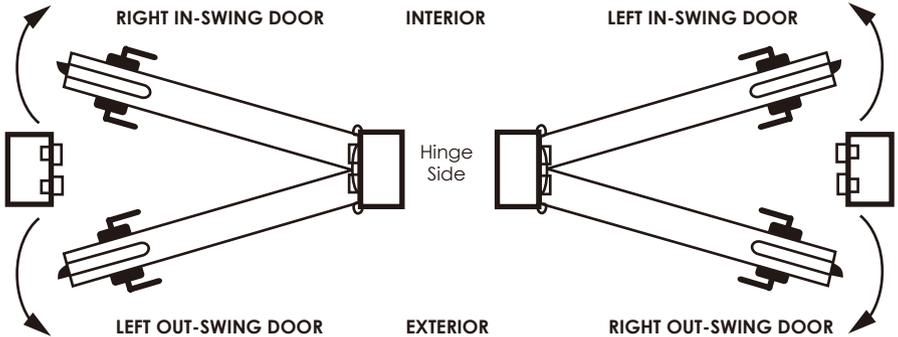
- 3 Install latchbolt **F** to door and secure with screws **G**. Make sure the spindle shaft is at the center and horizontally positioned.



# Step 2

## CHANGING HANDLE FOR RIGHT OR LEFT SWING DOORS

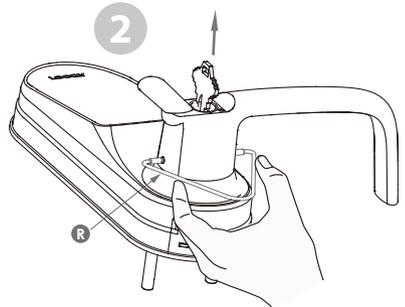
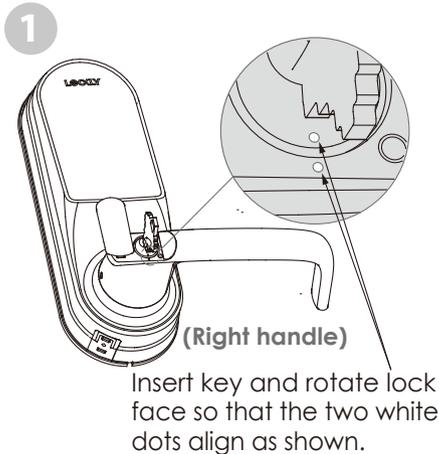
The lock ships with handle default for right in-swing or left out-swing door. Check the diagram below if you are unsure of your door orientation.



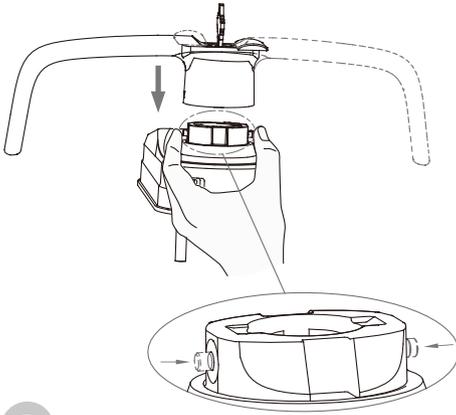
No need to change door handle orientation. Skip Step 2.

**LEFT-IN SWING and RIGHT OUT-SWING DOORS require changing the door handle orientation.** Continue to follow Step 2 to change exterior and interior door handle orientation.

### Changing the Exterior Handle Orientation

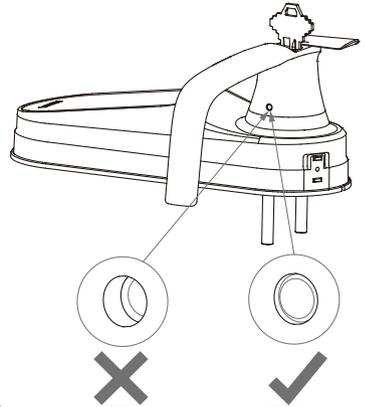


Use the provided pin insert **R** to push the metal pin located at the 3 o'clock of the the base handle, then the other pin at 9 o'clock position. Remove the handle once the pins are compressed.

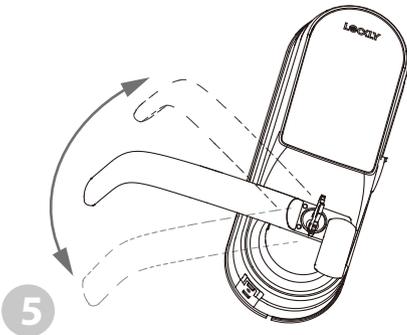


**3**  
Rotate the handle 180° to the other side of the lock.

Using your fingers, press the two pins located on the left and right side of the lock to insert the handle back onto the lock.



**4**  
Confirm that your installation was complete by checking if the pins are flush against the handle, and has popped out. Adjust the handle accordingly to make sure the pins are fully decompressed and sits flush against the surface.

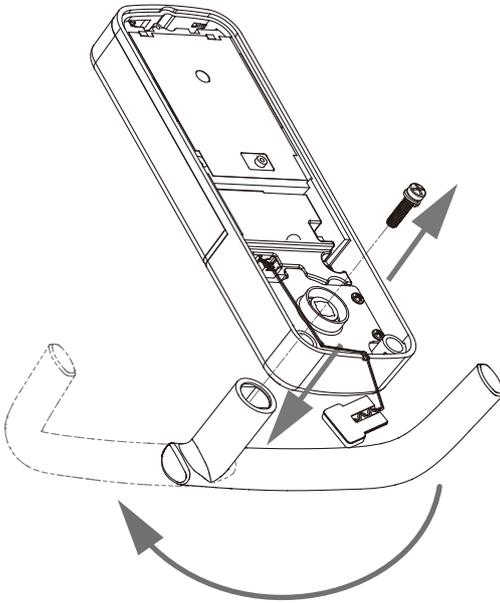


**5**  
Check that your handle works smoothly by giving it a turn up and down.



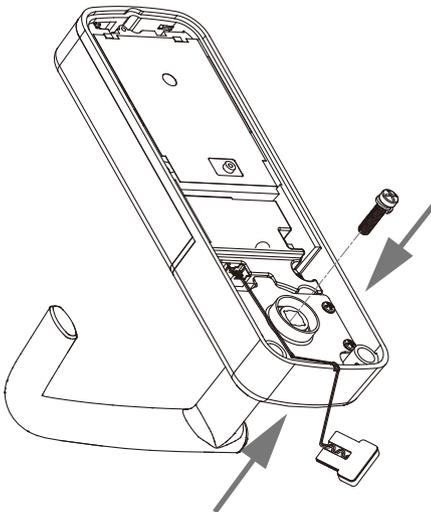
**6**  
Twist key back to horizontal position. The key can be taken out once it goes back to the horizontal position.

### Changing the Interior Handle Orientation



1

Remove the handle retaining screw and detach the handle. Rotate it to 180° then return as shown.



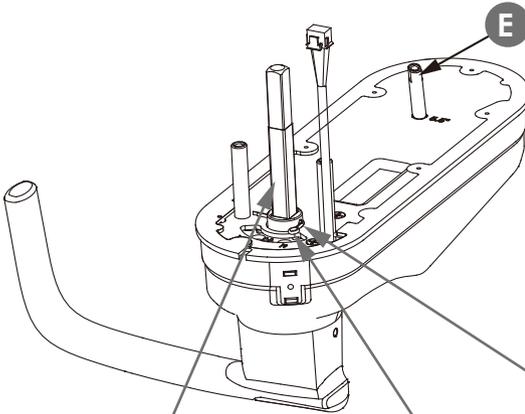
2

Insert the handle retaining screw and tighten using a screw driver.

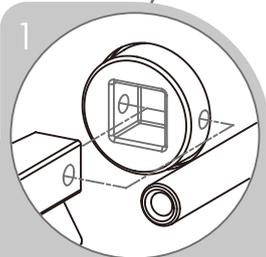
# Step 3

## PREPARING LOCK FOR INSTALLATION

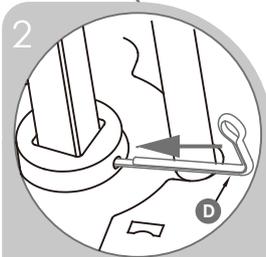
Carefully prepare the lock and ensure the required parts ( **C** , **D** , **E** ) have been properly attached before installing to door.



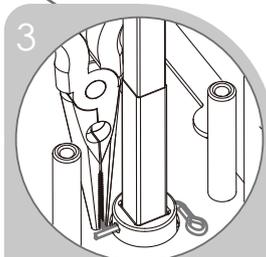
4  
Insert slotted barrel extension **E** to upper hole of the exterior panel. Use a flathead screwdriver to twist clockwise to tighten.



1  
Install Spindle **C** with the holes side into the base of the lock and align the holes locate in the 3 o'clock and 9 o'clock position.



2  
Insert locking pin **D** in to the hole as shown above.



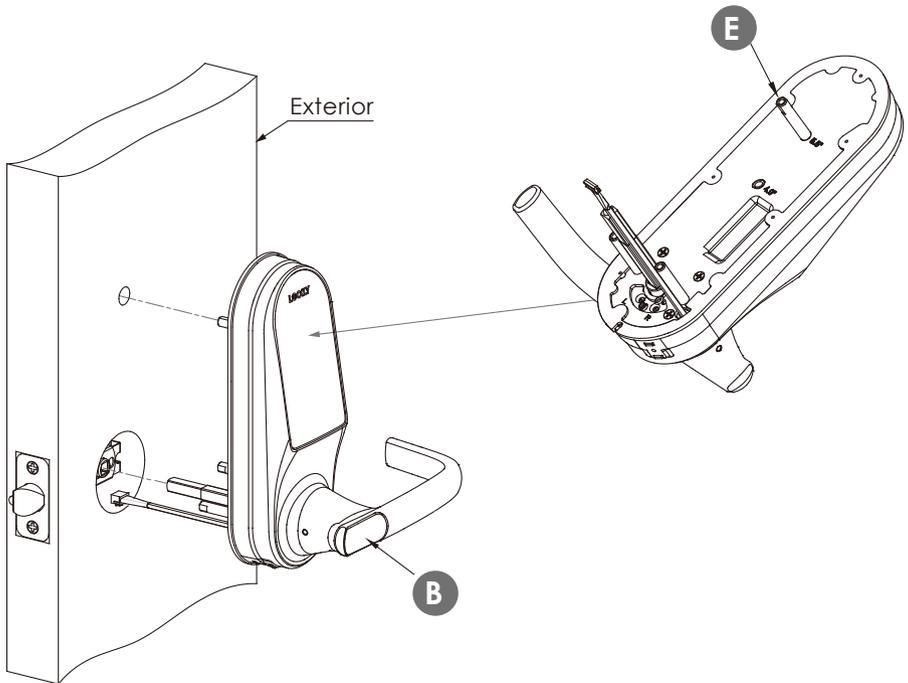
3  
Carefully bend the end of the locking pin **D** with a needle nose pliers.  
  
**Failure to bend the locking pin and turn the handle freely without obstruction will result in malfunction.**

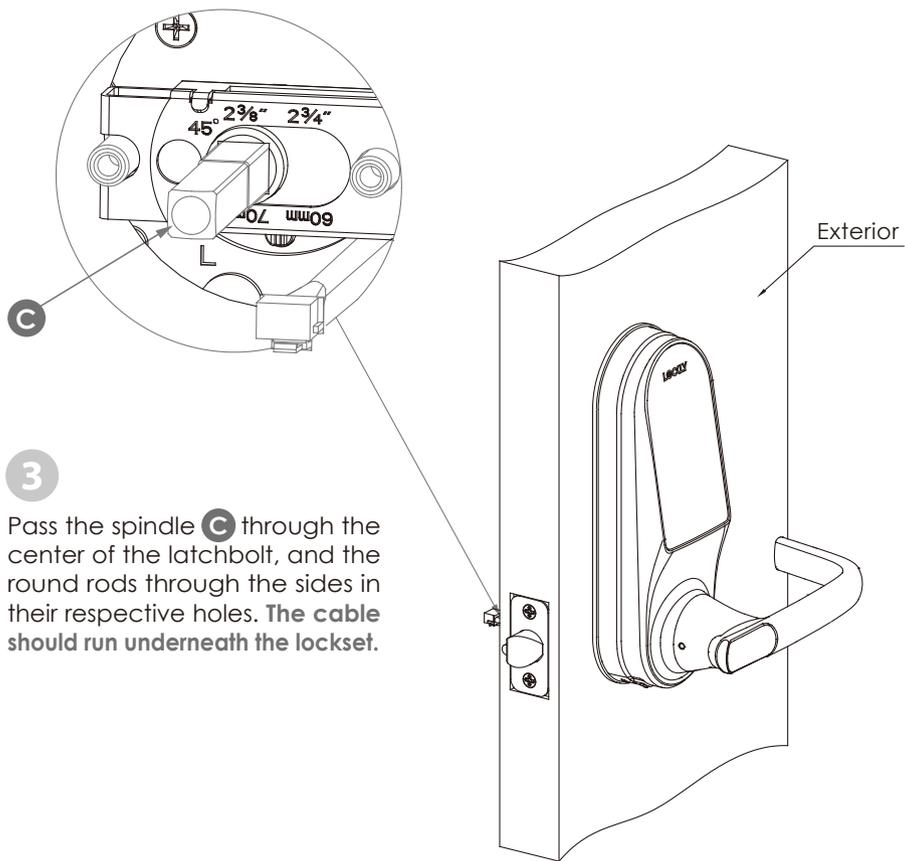
# Step 4

## INSTALLING THE LOCK (EXTERIOR)

1 While aligning the lock straight up-and-down, pass the wiring cable under the latchbolt **F** .

2 Ensure **E** is securely installed , then insert **E** on the upper door hole.





**4**

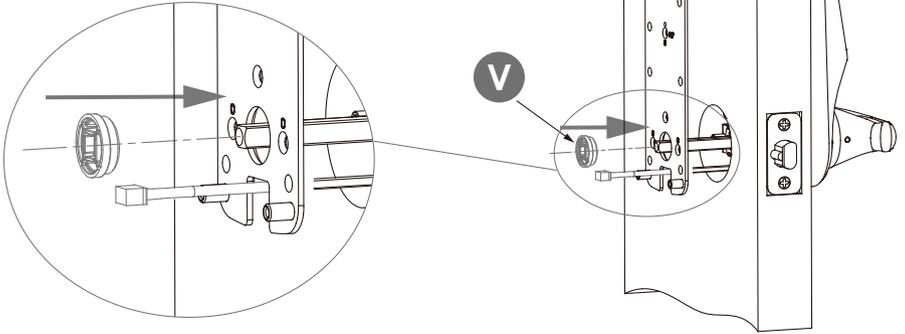
Check lock alignment and ensure that it is sitting flat and aligned straight.

# Step 5

## INSTALLING THE LOCK (INTERIOR)

1

Cable and spindle **C** passed Mounting Plate **LK**. Insert positioning tool **V** through the spindle to hold the Mounting plate in place.



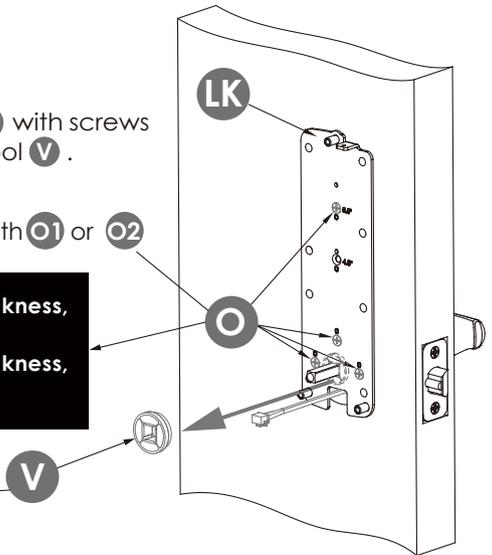
2

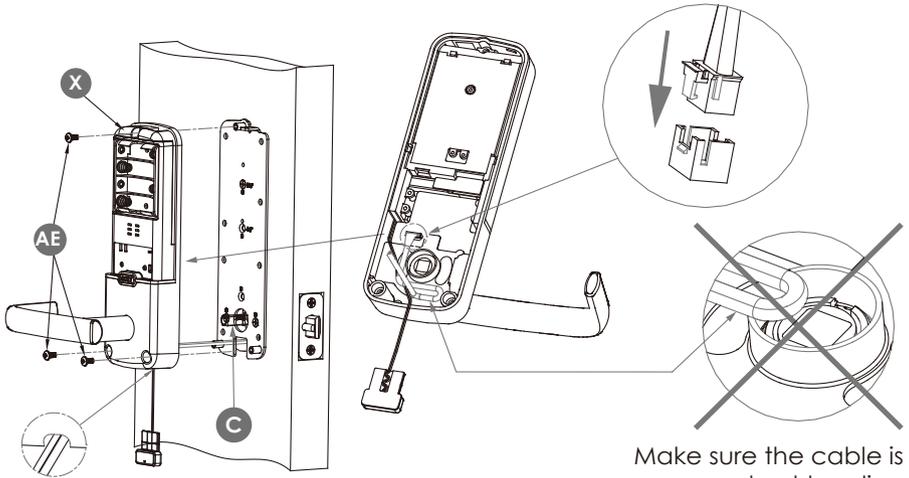
Secure interior Mounting plate **LK** with screws **O**, then remove the positioning tool **V**.

Secure with **O1** or **O2**

- O1**  **KM4 x 25mm, for door thickness, 1-3/8"~1-2/3"(35~43mm)**
- O2**  **KM4 x 32mm, for door thickness, 1-2/3"~2"(43~50mm)**

Check and ensure the spindle is at the center after removing **V**.





### Secure the lock interior with 3 screws **AE**

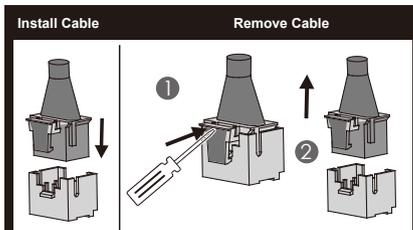
Make sure the cable is away and not tangling with the spindle **C**

**1**  
Plug the cable into the interior side of the lock making sure you match the orientation of the plug by matching the red side on the plug with the red side on the lock. Secure the connection by ensuring that the connector is snapped in and inserted tightly.

**2**  
Align the spindle **C** to the lock interior and attach the Interior lock to the Interior mounting plate.

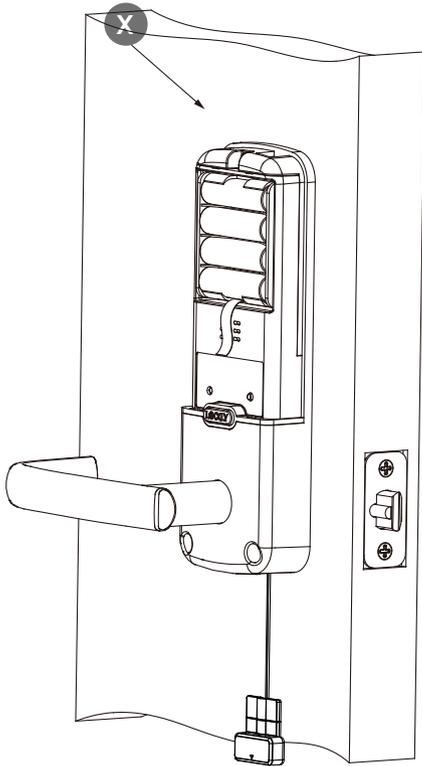
While you are doing so, gently push some of the excess cable through the rectangular hole into the door.

Place the remaining cable against the interior side of the lock interior so the lock interior sits securely onto the mounting plate.



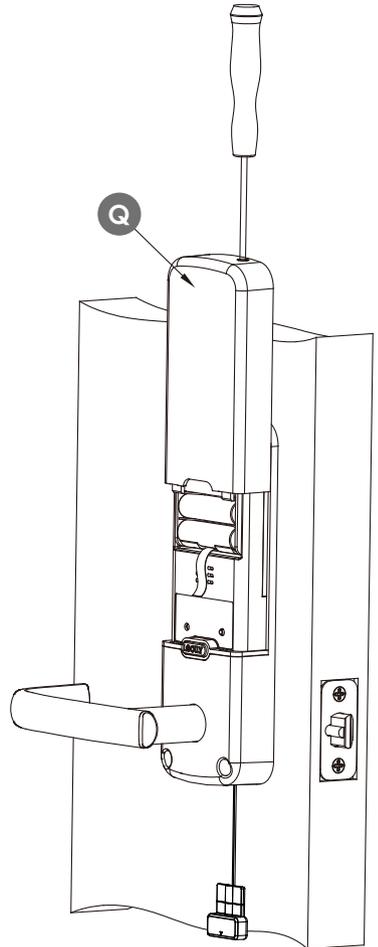
#### IMPORTANT:

If you need to disconnect this cable, use a screwdriver to hold down the tab before carefully unplugging. **DO NOT FORCE** as this may result in damaging the lock.



3

Insert 4 AA batteries into the lock by aligning the positive (+) and negative (-) orientation markings on the batteries to the battery chamber.



4

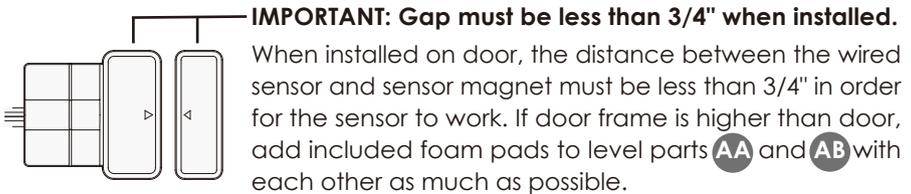
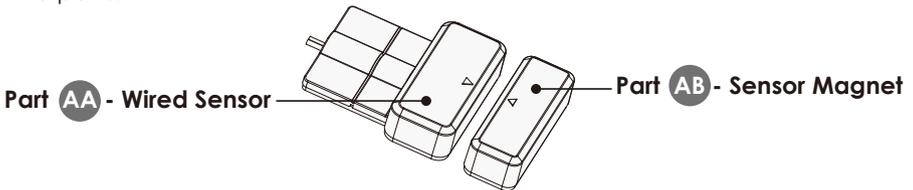
Secure the battery by sliding the cover **Q** over the lock and turning the screw clockwise on top until tight.

**Do not mount (install) door sensors yet. You will install in step 9.**

### About door sensors

Door sensors provide real-time door condition status, such as the ability to verify if the door is securely closed. It also sends push notifications to your phone whenever your door opens and enables voice control.

Lockly Guard™ Duo (679D) comes with a pre-wired door sensors consisting of two parts:

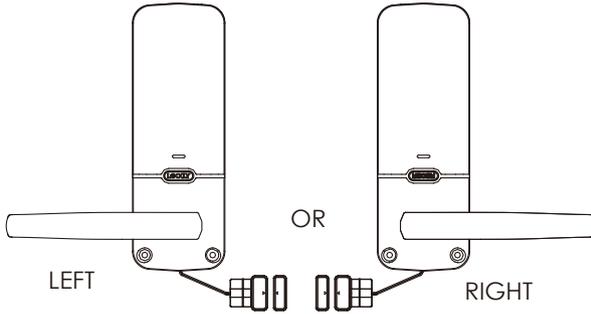


**TIP :** Lockly door sensors come in Grey (PGA061) and Matte Black (PGA062) that can be ordered through our customer hotline: (669) 500-8835 or by email: [prosales@lockly.com](mailto:prosales@lockly.com)

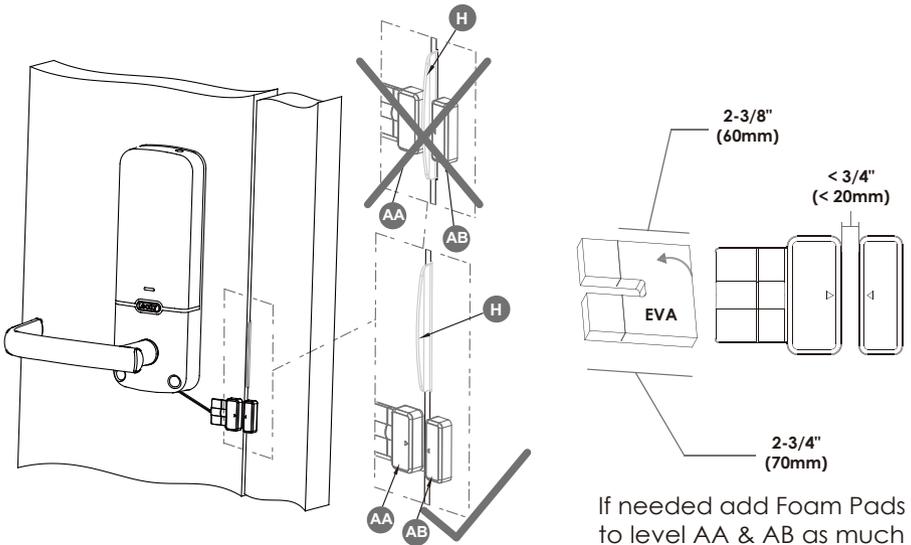
### Removal of Sensor (optional)

There may be circumstances where the sensor cannot be installed because of molding/door limitations or is not aesthetically desirable. The sensor wired to the lock is removable by carefully pulling its connector from the circuit board. **If removed, some features and functionality will not be available, such as real-time condition status.**

When you are installing the door sensors, make sure the arrow of the wired sensor **AA** is placed next to the arrow of the sensor magnet **AB** as close as possible.



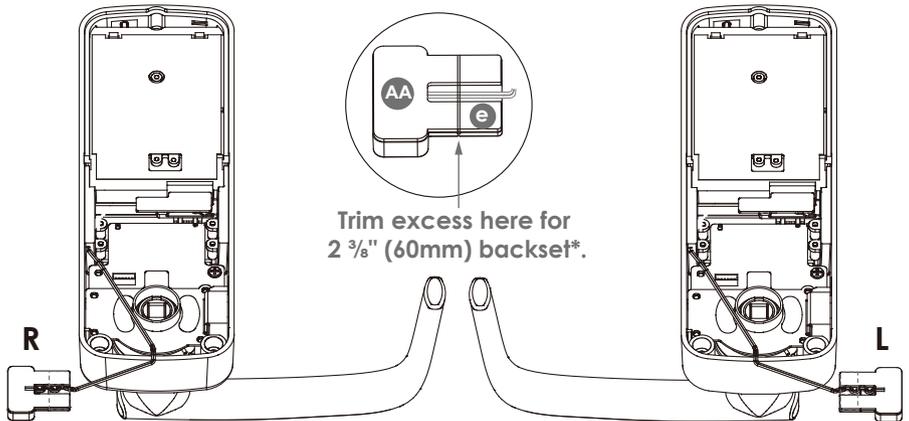
**IMPORTANT:** Do not install the sensor close to the strike plate **H**.



If needed add Foam Pads to level AA & AB as much as possible.

The interior assembly comes with the pre-installed wired door sensor setup for a right/left swing doors with 2-3/4" (70mm) backset\*.

Trim excess part **e** for doors with 2-3/8" (60mm) backset as shown below.



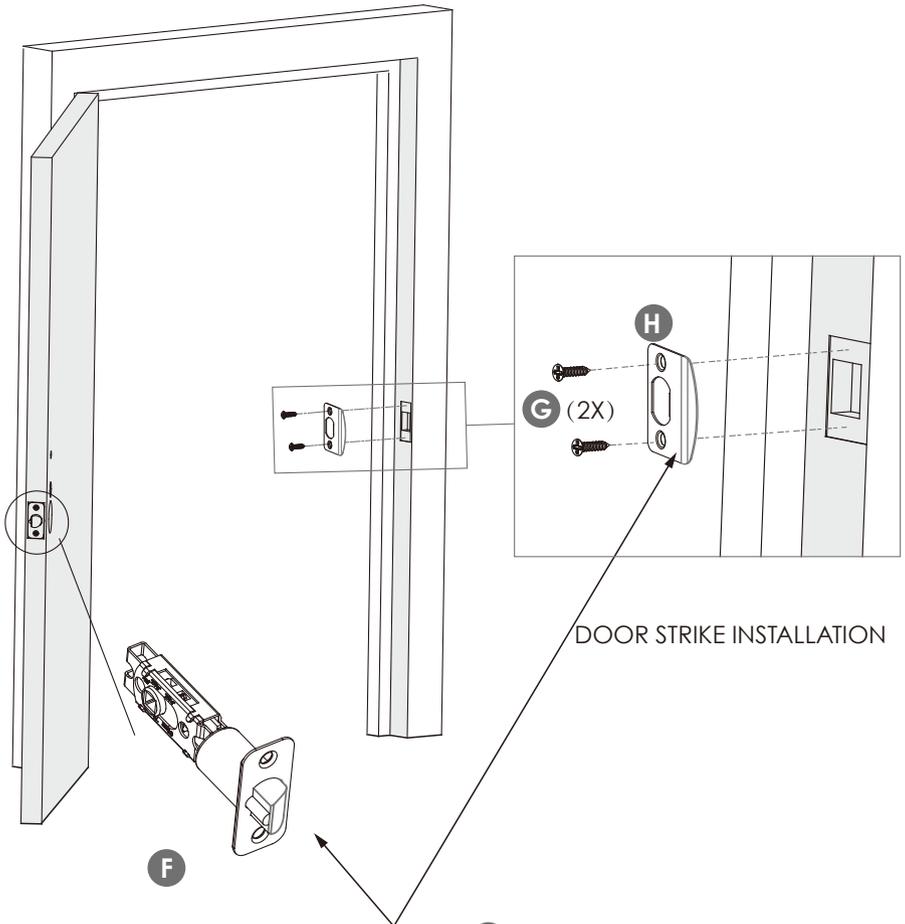
**\*Backset - measure the distance of the door edge to the center of the door hole.**

**DO NOT INSTALL THE SENSORS YET**

# Step 8

## INSTALLING THE DOOR STRIKE

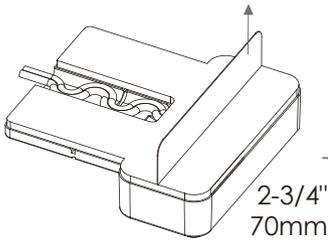
Close your door to see if your lock closes securely with your existing door strike. If the lock closes securely, you may keep the existing door strike without removing the old hardware. However, it's recommended that you use our door strike.



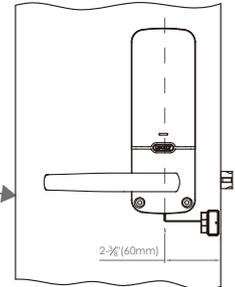
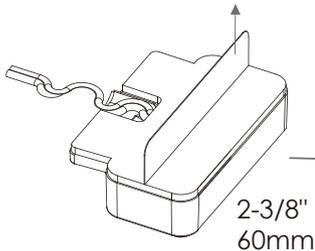
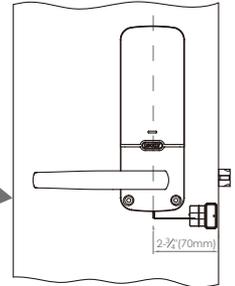
Make sure the slanted side of Latchbolt **F** is closing against the slanted part of Strike Plate **H** before fixing it on to door frame.

**Make sure you have prepared the door sensors for installation according to Step 7**

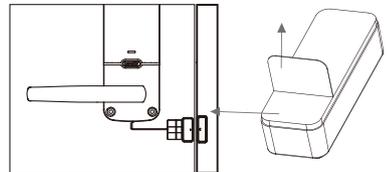
- 1** Peel off the paper layer of the adhesives from the back of the wired sensor **AA**.



- 2** Position the wired sensor **AA** to the edge of the door, avoiding the door strike plate. Attach and secure with the adhesives.



- 3** Close the door. Before you peel off the paper layer of the adhesives from the sensor magnet **AB**, align the arrow with the wired sensor **AA**. Install **AB** on to door frame.

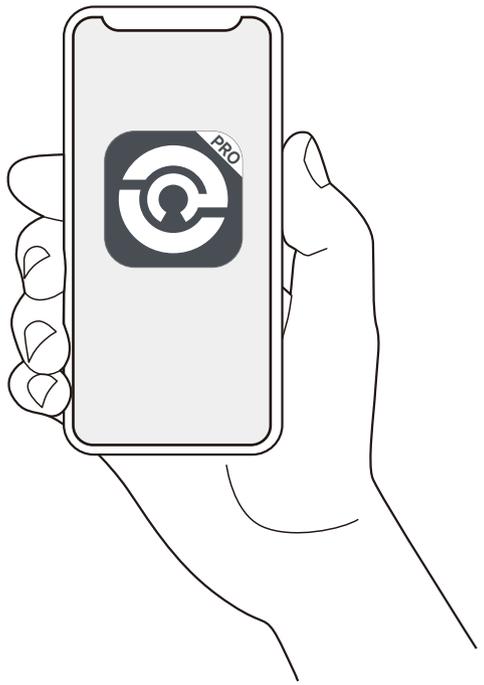


**NOTE:**

The arrows must be aligned or as closed as possible (less than 3/4"). If needed, adjust the position of the sensor magnet using provided foam pads to ensure the Lockly logo blinks red when door opens or closes.

Congratulations! You have completed the Lockly Guard™ Latch (679L) physical lock installation. To complete your setup, download the LocklyPro app from the iOS or Google Play app Store and follow on-screen instructions.

**Scan or visit  
[Locklypro.com/app](https://locklypro.com/app)**

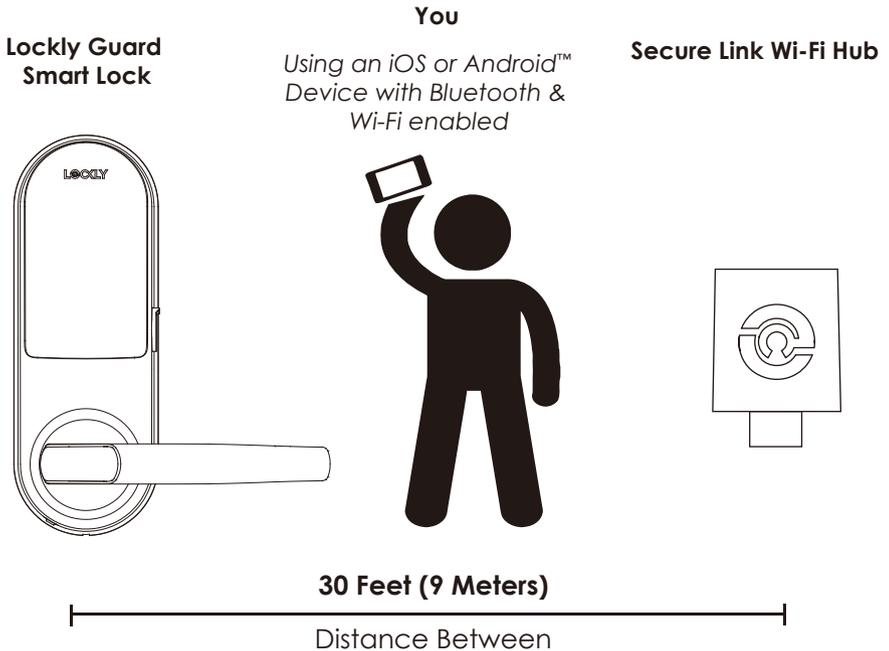


# Step 11

## SETTING UP THE SECURE LINK WI-FI HUB

To set up your Lockly Guard™ Latch (679L), choose an appropriate location for the Secure Link Wi-fi Hub for optimum performance (see below). For optimum connectivity, it is recommended that the hub be no further away from the lock than 30 feet (9 meters).

During the setup process position yourself between the lock and the Secure Link Wi-Fi Hub—ideally no more than 30 feet (9 meters) apart. Ensure your iOS or Android device has both Bluetooth and Wi-Fi enabled.



**TIP:** The Secure Link requires a strong wireless signal for optimal performance. Make sure the Secure Link will be installed in a location with a strong 2.4 Ghz wireless signal. Sometimes distances between Wi-Fi hub and lock can vary due to circumstances. If you are having difficulty setting up optimal range of 30/ft or less, we're here to help. Call our customer care team: (855) 562-5599, or visit [Locklypro.com/support](http://Locklypro.com/support) for suggestions and troubleshooting tips.

Plug the Secure Link Wi-Fi Hub into the 5V 1A USB AC adapter and plug the AC adapter to your wall socket.



USA Outlet Shown

A **GREEN** LED indicator light will flash slowly to indicate that the Wi-Fi Hub is ready to connect.



LED Indicator is located next to the Setup Button

Once you have confirmed that your Secure Link Wi-Fi Hub is ready to connect to your lock, open the LocklyPro App from your smartphone. **Make sure you are standing between the Wi-Fi hub and Lockly Guard smart lock**, then Add New Device and follow the on screen instructions.

# Step 12

## CONNECTING YOUR LOCKLY GUARD™ LATCH (679L)

The App will take you through the following steps, make sure the smart lock has been properly installed. You will need your activation card that is included in the box to proceed.

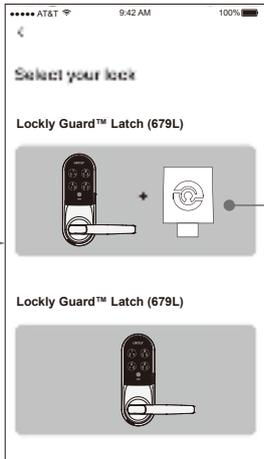
### ADD NEW DEVICE



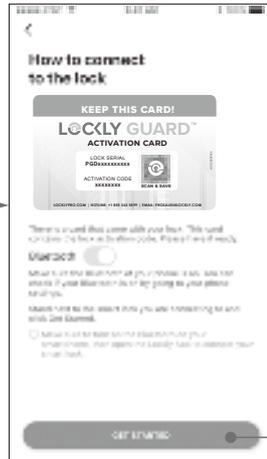
### Select A Device



### Select Lockly Guard™ Latch (679L)



### GET STARTED



Turn to the next page

Scanning LOCK SERIAL



If you can't scan LOCK SERIAL, Then enter manually



Input Activation Code



Set the Admin Code

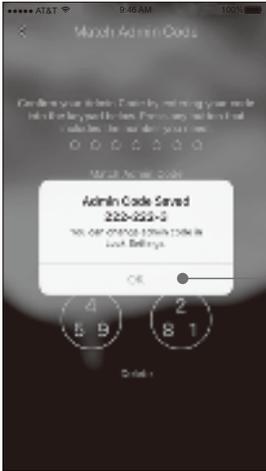


Confirm lock password

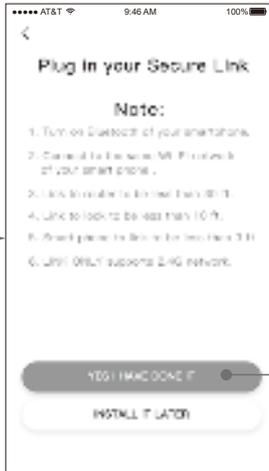


Turn to the next page

Password setting OK



Plug in your Secure Link and Click "YES!"



Set Wi-Fi



Click "Yes" when the green light is on



Successfully Added



**Congratulations!**  
Your Lockly Guard™ Latch (679L) is now - set up.

**You may proceed to Add the Door Sensors.**

**FCC Warning:**

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.

**NOTE 1:** 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.

**NOTE 2:** Any changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

**FCC Radiation Exposure Statement**

This equipment complies with FCC radiation exposure limits set forth for an uncontrolled environment. It should be installed and operated with minimum distance 20cm between the radiator & your body.

**IC WARNING**

This equipment contains licence-exempt transmitter(s) that comply with Innovation, Science and Economic Development Canada's licence-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.

### **IC Radiation Exposure Statement**

This equipment meets the exemption from the routine evaluation limits in section 2.5 of RSS-102. It should be installed and operated with a minimum distance of 20cm between the radiator and any part of your body.

Cet équipement est conforme à l'exemption des limites d'évaluation habituelle de la section 2.5 de la norme RSS-102. Il doit être installé et utilisé à une distance minimale de 20 cm entre le radiateur et toute partie de votre corps.



**WARNING:** This product can expose you to chemicals including Lead, which is known to the State of California to cause cancer. For more information go to [www.P65Warnings.ca.gov](http://www.P65Warnings.ca.gov).

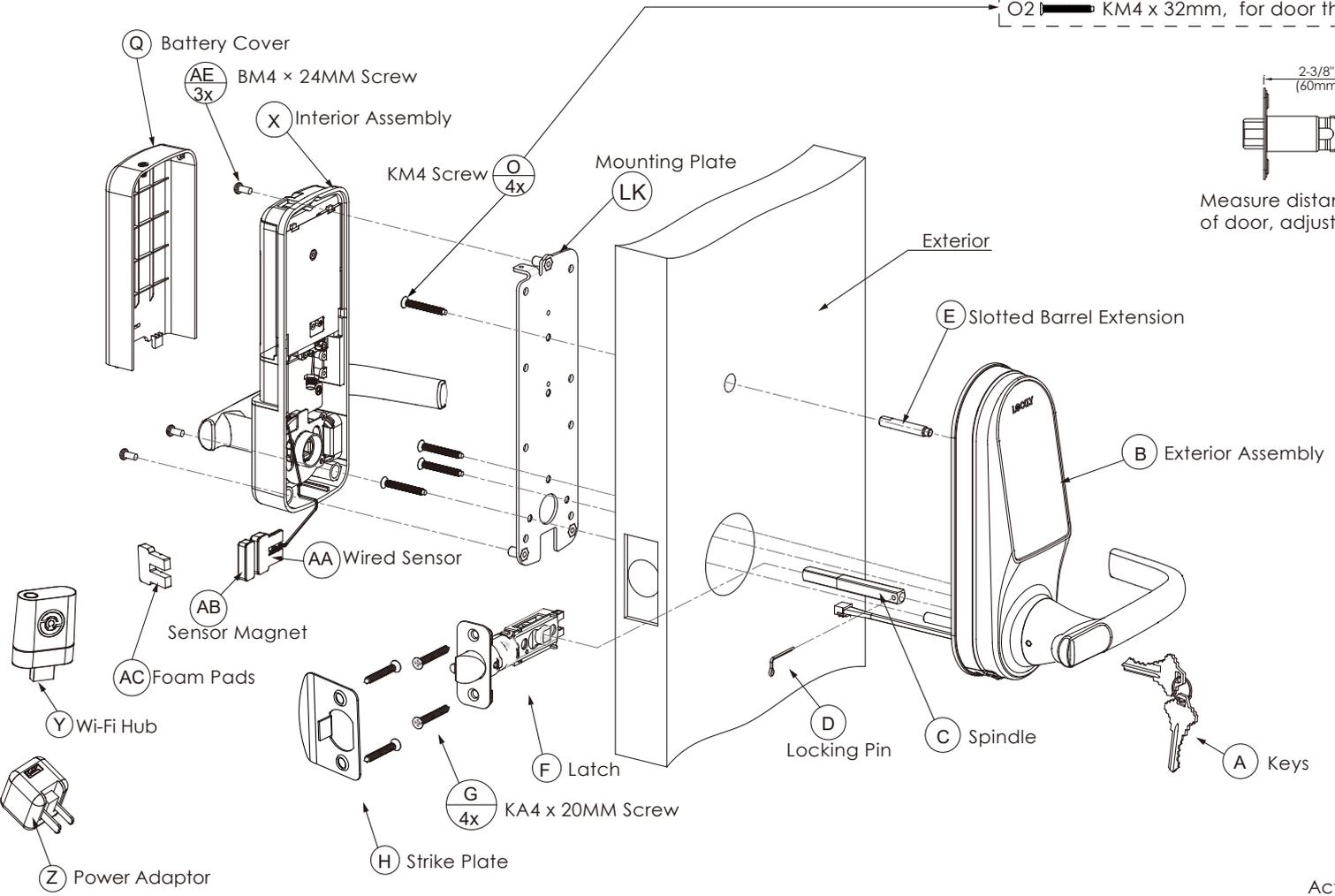
# INSTALLATION OVERVIEW & PARTS LIST

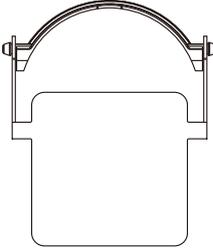
This lock can be installed for both right swing and left swing doors. The lock ships ready for a right swing door installation. If you wish to change the orientation of the lock for a Left Swing door, follow instructions on Installation Guide **(Step 2)**.

- O1  KM4 x 25mm, for door thickness, 1-3/8"~1-2/3"(35~43mm)
- O2  KM4 x 32mm, for door thickness, 1-2/3"~2"(43~50mm)



Measure distance between the center of the hole to the edge of door, adjust latch F to 2-3/8"(60mm) or 2-3/4"(70mm)



-  (N) TOUCHSCREEN COVER (PGA717) ACCESSORY
-  (R) Clamping Tool For changing handle orientation
-  (V) Positioning Tool for U
-  (S) RFID Card

(W) Activation Card

KEEP THIS CARD!

LOCKLY GUARD™

ACTIVATION CARD

LOCK SERIAL  
PGDxxxxxxxx

ACTIVATION CODE  
xxxxxxxx



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# WAIT.

## IMPORTANT NOTES

- Lockly Guard installs differently from other door locks. Professional installer(s) and locksmiths must read and follow Lockly Guard installation and user manuals to prevent damaging the product. Failure to do so may also result in the smart lock not responding correctly to lock and unlocking commands and will require re-installation.
- 
- This product is recommended for residential use. Please check your office building or property management policies and regulations before installation.

**DO NOT RETURN to the stores. Please call our customer care team: (855) 562-5599 to help you with any issues or concerns you might have.**

# LOCKLY GUARD™

For digital versions and instructional videos, please visit the following link:  
**LocklyPro.com/support**

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TOTAL ACCESS SOLUTION



For additional support,  
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or email [prosales@lockly.com](mailto:prosales@lockly.com)

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USA Patent NO. US 9,881,146 B2 | USA Patent NO. US 9,853,815 B2 |  
USA Patent NO. US 9,875,350 B2 | USA Patent NO. US 9,665,706 B2 |  
USA Patent NO. US 11,010,463 B2 | AU Patent NO. 2013403169 | AU  
Patent NO. 2014391959 | AU Patent NO. 2016412123 | UK Patent  
NO. EP3059689B1 | UK Patent NO. EP3176722B1 | Other Patents  
Pending

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