Navkom Touchpad Code Keypad Lock Instruction Manual

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Contents

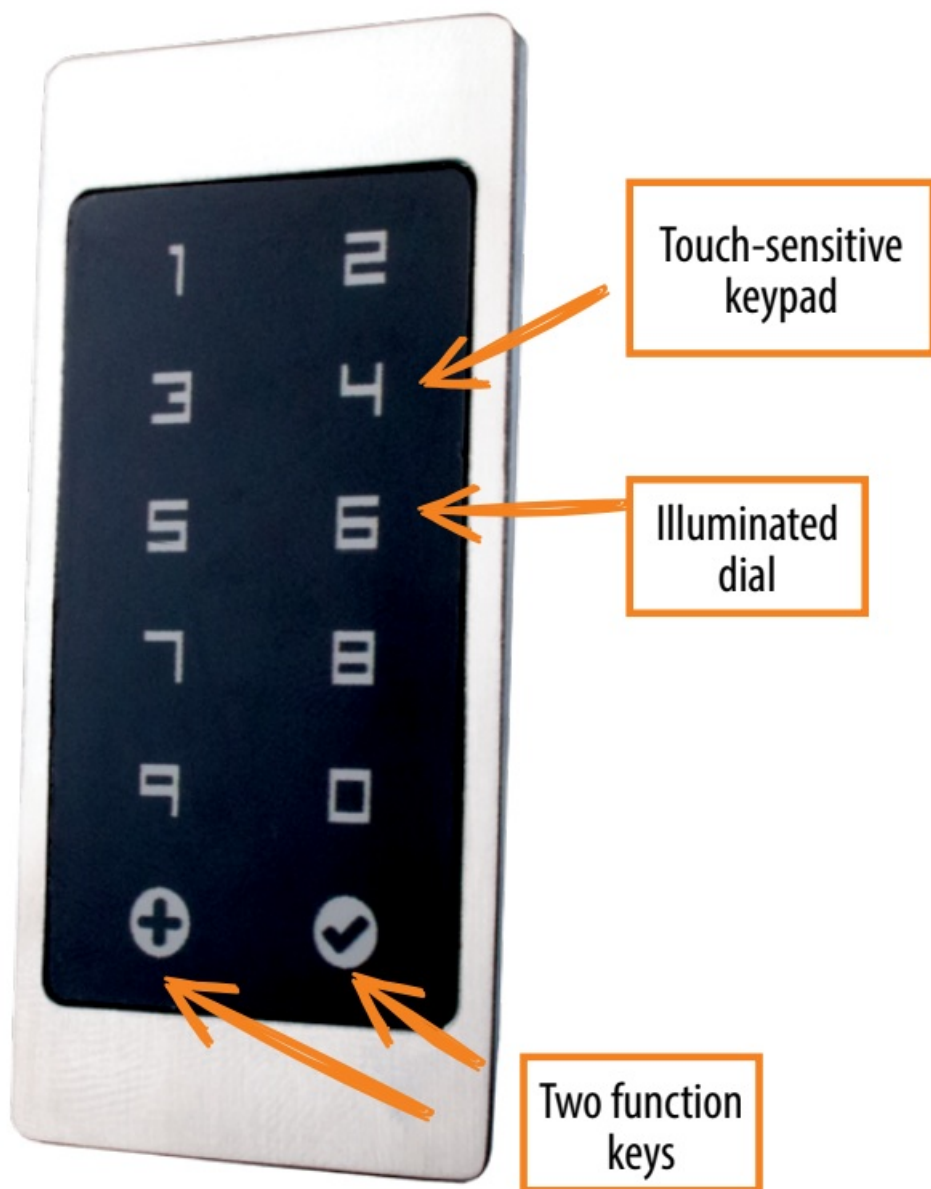## DEVICE COMPONENTS
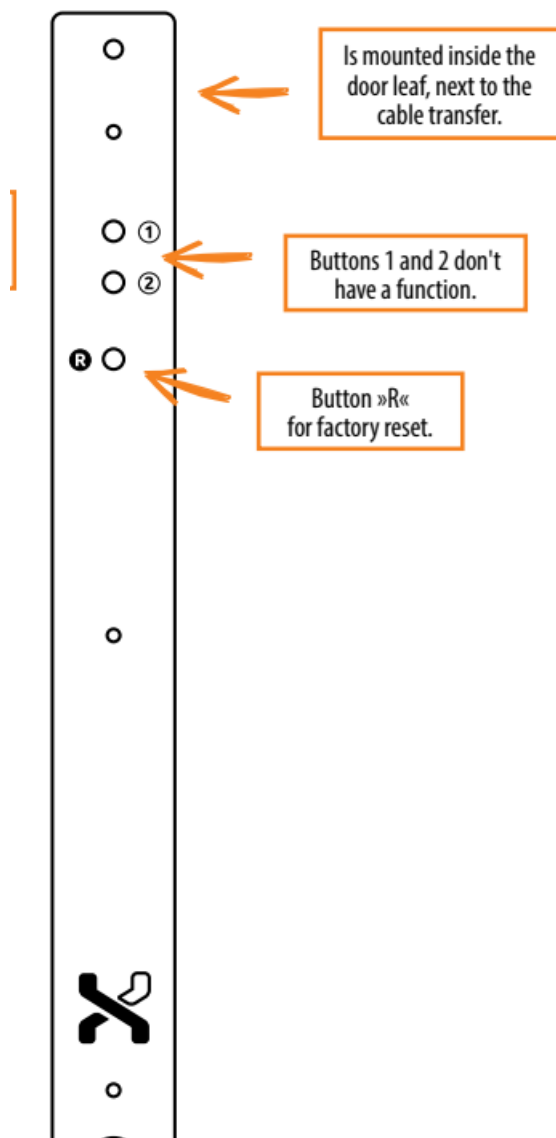
The keypad:

Option1: Control unit:

Is mounted inside the door leaf, next to the cable transfer.

Buttons 1 and 2 don't have a function.

Button »R« for factory reset.

Option 2: DIN control unit:

Mounted in electrical box.

Button »R« on position 10 for factory reset.
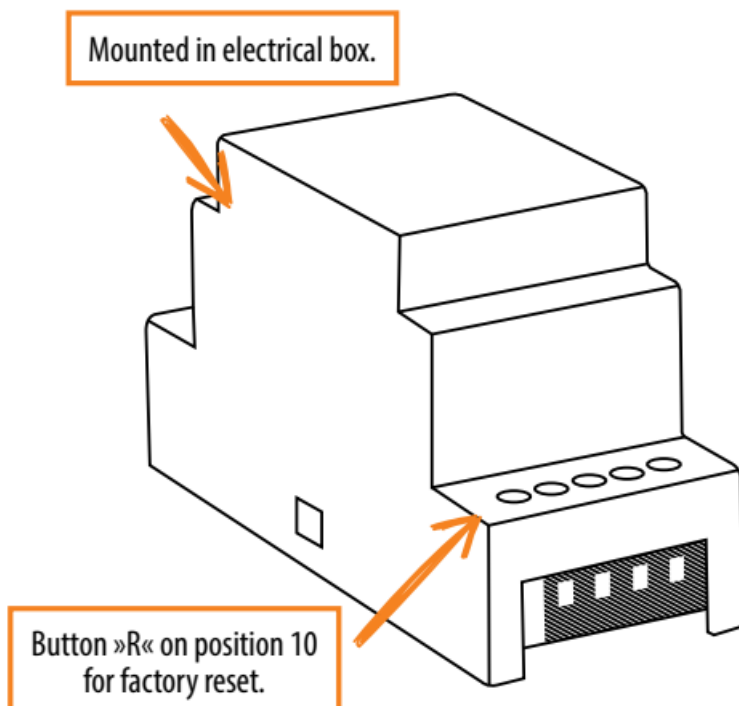
Option 3: Mini control unit BBX:

Mounted inside the door leaf.
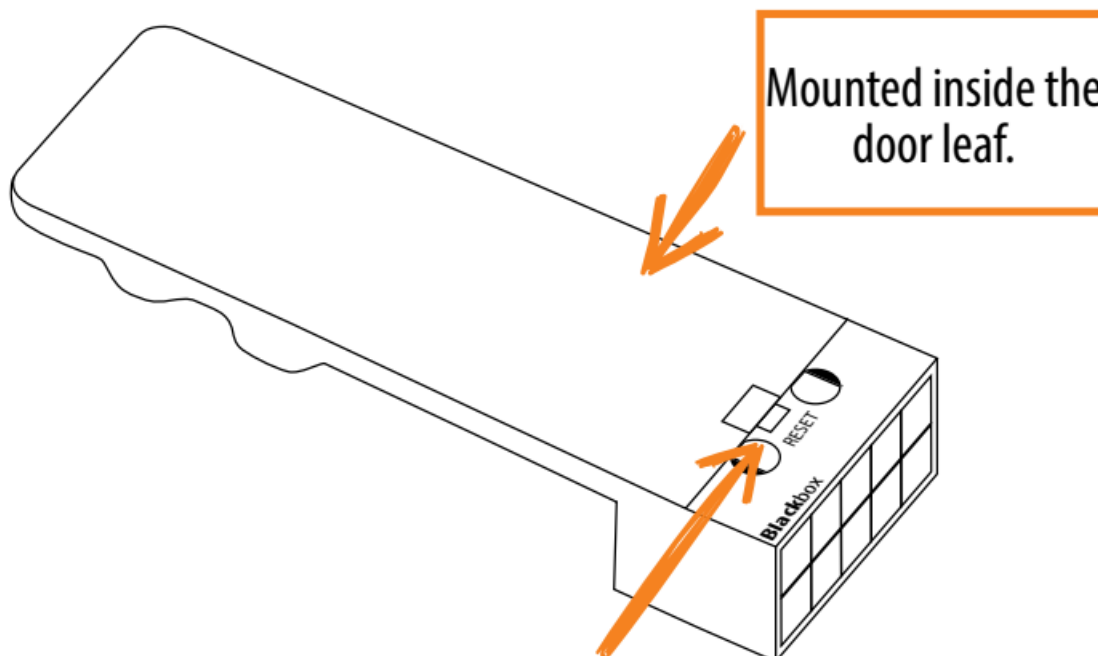
Button »R« for factory reset is located below the connector.

⚠ BEFORE THE FIRST USE OF YOUR KEYPAD READER, IT IS RECOMMENDED TO RESET TO FACTORY SETTINGS (Test Function remains on for 1 minute).

⚠ ONCE THE KEYPAD IS RESET, IT IS RECOMMENDED TO IMMEDIATELY ENTER THE ADMINISTRATOR'S FINGERPRINTS.

⚠ IF THERE IS NO ACTIVITY WITHIN 8 MINUTES AFTER CONNECTING THE KEYPAD, IT DEACTIVATES AUTOMATICALLY TO PREVENT UNAUTHORISED PERSONS FROM CONNECTING. IN THIS CASE, TURN OFF THE KEYPADPOWER SUPPLY FOR MIN. 5
SECONDS (THE EASIEST WAY TO DO THIS IS TO TURN OFF THE FUSE), THEN TURN THE KEYPAD POWER SUPPLY ON AGAIN. IT IS RECOMMENDED YOU RESET THE DEVICE.

⚠ IF IT IS IMPOSSIBLE TO ENTER THE ADMINISTRATOR CODE IMMEDIATELY AFTER CONNECTING THE KEYPAD, PLEASE TURN OFF THE POWER OF YOUR KEYPAD UNTIL THE ADMINISTRATOR CODE IS ENTERED.

The device has its own Wi-Fi, which does not depend on the house Wi-Fi or other connections. Wi-Fi range is up to 5 m, depending on the device (phone) and door type. We connect the keypad to a smartphone using the X-manager application, which is available in Google Play and the App store.

TECHNICAL DATA

Number of codes	100, of which 1 is an administrator code
Lenght of code	optional, from 4 to 16 characters
Supply voltage	5 V, DC
Operating temperature range	-20 ºC to +60 ºC
Maximum ambient humidity	up to 100 % IP65
Connection to the control unit	256-bit, encrypted
User interface	Capacitive illuminated keys
Control	Analogue/App control
Relay exits	2 (BBX – 1)

DESCRIPTION AND CORRECT USE OF KEYPAD

The keypad has 10 digits and two function keys: ? (the plus), which is used for adding, and ☑ (the checkmark), which is used for code deleting and confirming or for un – locking. The keypad is illuminated with blue backlight. The function keys are illuminated with green backlight when a correct code has been inserted or when a suitable function is being activated. Red backlight is activated when the code is incorrect or when a suitable function is activated. Under strong light the illumination of the keypad is poorly visible and the keys will appear white. Should the pro – gramming of the keypad be made under strong light, it is recommended that you shade the keypad in order to better see the illumination and the light signals. When any of the keys is being pressed, you will hear a short beep, which signals that the key has been activated.
The keys are capacitive, and each has a sensor underneath, which detects a finger that has been pressed over. In order to activate a key, you have to cover the entire digit with your finger, by touching it lightly and quickly. If the finger approaches the key slowly, it might not activate the key.100 different codes can be stored in the keypad. Each code can be of arbitrary length: at least 4 digits and not more than 16 digits. The first code that is set is the adminis – trator's code. Only with this code it is possible to change the functions of the keypad and to add and delete other codes. There is only one administrator's code, stored in the keypad.
The keypad should be used only by the means of the finger. Do not use hard or sharp objects for typing, as they can damage the surface of the keypad. The first code that is enetred is the Administrator code and is the only one that can be entered at any time. Adminis – trator code can be changed later but one needs to know the old one. Administrator code can be used also for unlocking

ATTENTION: If you forget the administrator code,
you will no longer be able to control the device and will have to reset it.
The user code can only be used for unlocking the door. It cannot be used for adding or deleting other codes. The user code can be deleted at any time, using the administrator code. The keypad can store 99 user codes.
If you forget the user code, you can enter a new one, using the administrator code, or delete the entire database start from the beginning.

PERFORM THE FACTORY RESET

Factory reset operation can be performed by pressing R button on the control unit and holding it for 10 seconds. It deletes all codes from the memory (administrator code included). If the factory reset is performed on the BBX control unit, the pairing of mobile phones or tablets is deleted. They need to be re-paired. After the reset function, all saved WiFi connections in the mobile phone settings have to be deleted.
Reset the device with the app: By clicking on the field "FACTORY RESET" all codes stored in the memory, including administrator code, will be erased and the device will be reset to factory settings. Connection with the mobile phones/devices will be lost. After this operation, mobile phone must be paired first.
PERFORM THE FACTORY RESET When the signal wire for opening the door of the door phone is connected to + on the power supply for 6o sec. all codes stored in the memory, including administrator code, will be erased and the device will be reset to factory settings. Connection with the mobile phones/devices will be lost. After this

operation, mobile phone must be paired first.

TEST FUNCTION

After each factory reset, the device remains in test func tion for 1 minute. During this time, any code can unlock the door.
During this time, the   and ☑ keys flash green.
The test function is interrupted by a power outage or the addition of codes. Once the test function has elapsed, the device remains at factory settings and ready for first use.

MAINTENANCE AND CLEANING OF THE DEVICE

The device does not require maintenance. Should the key pad need cleaning, use a dry or slightly damp soft cloth. Do not use aggressive detergents, solvents, lye or acids for cleaning. Use of aggressive cleaning agents may damage the surface of the keypad and in this case complaints will be invalid.

APP CONTROL

Download the X-manager application to your smartphone or tablet from Google play or the App Store.

⚠️ **BEFORE THE FIRST CONNECTION, IT IS MANDATORY TO RESTORE THE FACTORY SETTINGS.**
When the application first connects to the keyboard: If you have several X-manager devices nearby, the others that you are not currently connecting to must be disconnected from the power supply. This prevents the X-manager from con – necting to another device that we do not currently want to connect to.

CONNECTION TO THE KEYPAD (ANDROID)

Every new keypad needs to be added in the x-manager application, before it can be used. If more than one device is connected to a single x-manager application, it is important that the first connection is established with one device at a time. The rest of the devices should not be connected to a power supply at the time of the first connection.

① Press ➕ and then **SEARCH** icon.

② Press **"Connect"**.

③ Enter the desired device name and press **ADD.**

Connect to device

X-manager app wants to use a
temporary Wi-Fi network to connect to
your device

Navkom

Cancel   Connect ②

⊕ New device   ✕

▢ Enter name

ADD ③

CONNECTION TO THE KEYPAD WITH AN ADDITIONAL DEVICE (ANDROID)

A SINGLE KEYPAD CAN BE CONNECTED TO MORE THAN ONE DEVICE (X-MANAGER APP).

⚠ If we are adding an additional device, it is necessary to turn off WiFi on already added devices, if these are nearby, otherwise they will try to connect and disable adding of an additional device.

On the phone that the keypad is already connected to, press the i icon next to the keypad name.
Two options appear on the screen:

4 — **QR CODE** which you can scan using the new phone ▷ Press the **SCAN QR CODE** icon on the new phone

5 — **PASSWORD** which you can manually enter in the new phone ▷ Press the **ADD A DEVICE** icon on the new phone

DISCONNECTING THE KEYPAD (ANDROID)

Press and hold the name of the keypad. When prompted, confirm the disconnection.

CONNECTION TO THE KEYPAD (APPLE)

Every new keypad needs to be added in the x-manager application, before it can be used. If more than one device is connected to a single x-manager application, it is important that the first connection is established with one device at a time. The rest of the devices should not be connected to a power supply at the time of the first connection.

1   Press **ADD** and then **START**.

2   Confirm the connection by pressing **Join**.

3   Enter the desired device name and press **SETUP.**

"X-manager" Wants to Join Wi-Fi Network "navIoT"?

Cancel   Join   2

e.g. Front Door

SETUP   3

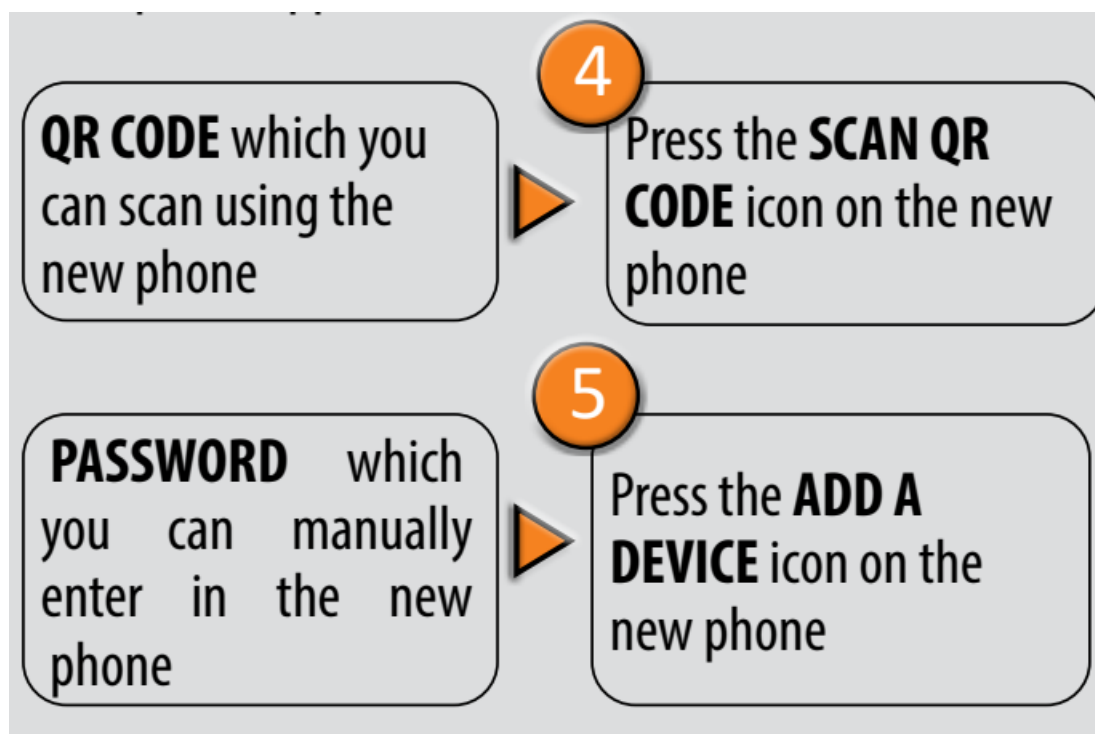## CONNECTION TO THE KEYPAD WITH AN ADDITIONAL DEVICE (APPLE)

A SINGLE KEYPAD CAN BE CONNECTED TO MORE THAN ONE DEVICE (X-MANAGER APP).

⚠ If we are adding an additional device, it is necessary to turn off WiFi on already added devices, if these are nearby, otherwise they will try to connect and disable adding of an additional device.

On the phone that the keypad is already connected to, press the i icon next to the keypad name.
Two options appear on the screen:

QR CODE which you can scan using the new phone

④ Press **Scan QR code** on the new phone

Show password: the **PASSWORD** is displayed, which you can enter manually in the new phone

⑤ Press **Manual setup** on the new phone
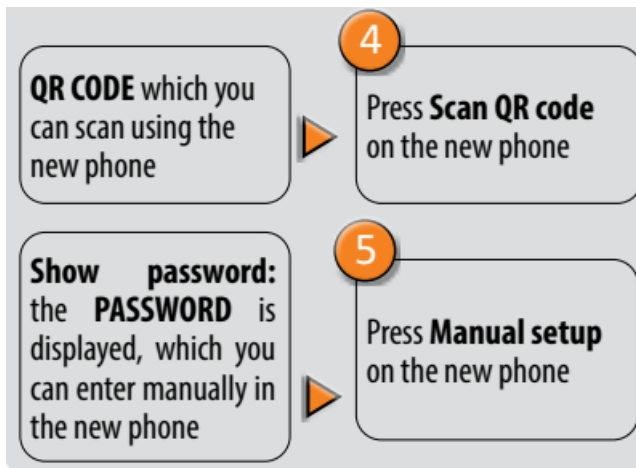
DISCONNECTING THE KEYPAD (APPLE)

Press the i next to the name of the keypad and then confirm by pressing DELETE.

UNLOCKING THE DOOR WITH THE APP

The user or administrator can unlock/open the door with the APP

1. By clicking on the field "Touch to open" the door will unlock.

   LED SETTINGS

2. LED SETTINGS: If there is an additional LED lighting in the door, it can be connected to the system and controlled by the X-manager (only with door leaf control unit). It is possible to adjust the brightness (1% to 100%) and the schedule for turning the lighting on/off. If the checkbox next to the 24h is checked, the LED will be switched on continuously.

   RESET THE DEVICE WITH THE APP

3. By clicking on the field »System« and then **"FACTORY RESET"** all codes stored in the mem – ory, including administrator code, will be erased and the device will be reset to factory settings.

Connection with the mobile phones/devices will be lost.

After this operation, mobile phone must be paired first.
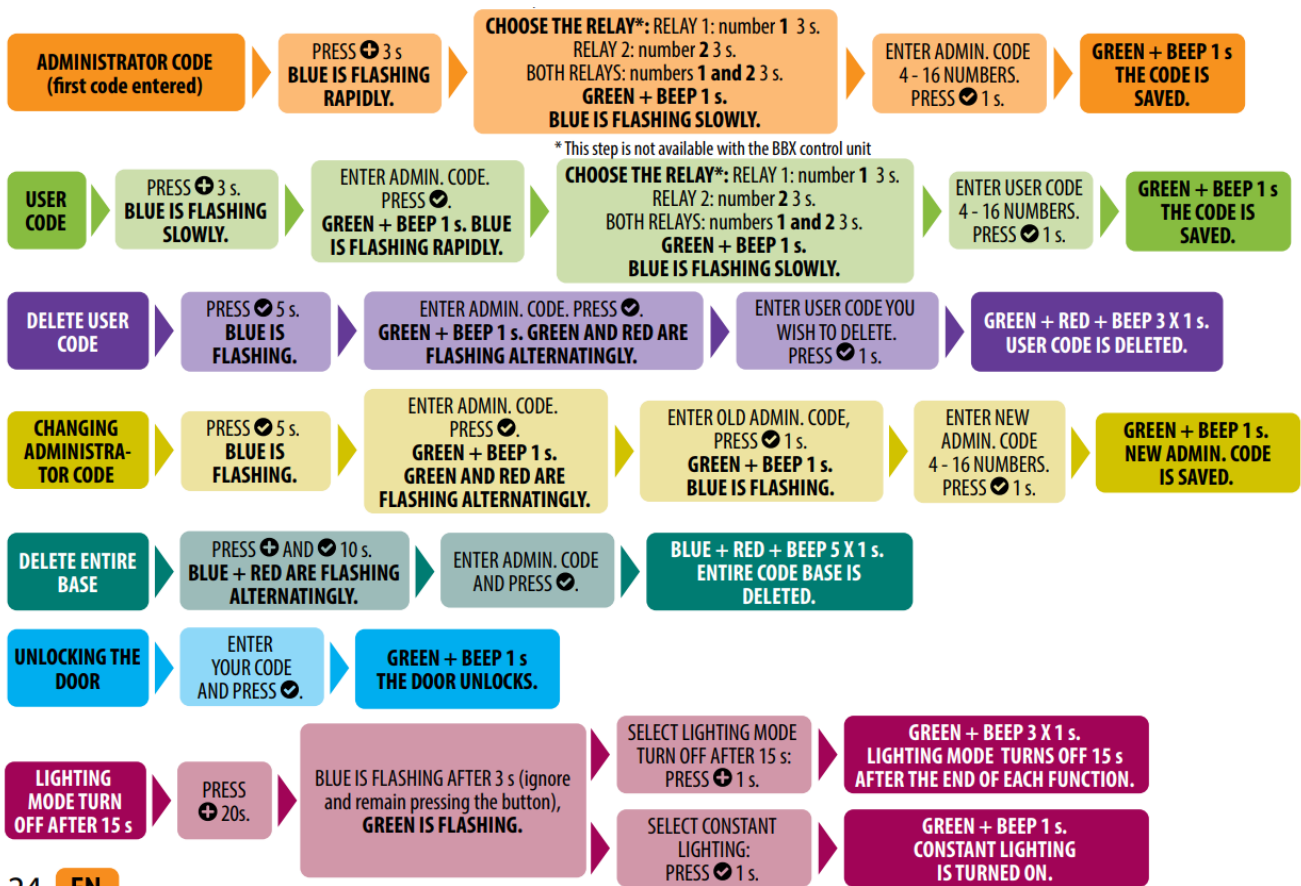
* This step is not available with the BBX control unit

ADMINISTRATOR CODE (first code entered) → **PRESS ➕ 3 s BLUE IS FLASHING RAPIDLY.** → **CHOOSE THE RELAY*:** RELAY 1: number **1** 3 s. RELAY 2: number **2** 3 s. BOTH RELAYS: numbers **1 and 2** 3 s. **GREEN + BEEP 1 s. BLUE IS FLASHING SLOWLY.** → **ENTER ADMIN. CODE 4 - 16 NUMBERS. PRESS ✅ 1 s.** → **GREEN + BEEP 1 s THE CODE IS SAVED.**

* This step is not available with the BBX control unit

USER CODE → **PRESS ➕ 3 s. BLUE IS FLASHING SLOWLY.** → **ENTER ADMIN. CODE. PRESS ✅. GREEN + BEEP 1 s. BLUE IS FLASHING RAPIDLY.** → **CHOOSE THE RELAY*:** RELAY 1: number **1** 3 s. RELAY 2: number **2** 3 s. BOTH RELAYS: numbers **1 and 2** 3 s. **GREEN + BEEP 1 s. BLUE IS FLASHING SLOWLY.** → **ENTER USER CODE 4 - 16 NUMBERS. PRESS ✅ 1 s.** → **GREEN + BEEP 1 s THE CODE IS SAVED.**

DELETE USER CODE → **PRESS ✅ 5 s. BLUE IS FLASHING.** → **ENTER ADMIN. CODE. PRESS ✅. GREEN + BEEP 1 s. GREEN AND RED ARE FLASHING ALTERNATINGLY.** → **ENTER USER CODE YOU WISH TO DELETE. PRESS ✅ 1 s.** → **GREEN + RED + BEEP 3 X 1 s. USER CODE IS DELETED.**

CHANGING ADMINISTRA-TOR CODE → **PRESS ✅ 5 s. BLUE IS FLASHING.** → **ENTER ADMIN. CODE. PRESS ✅. GREEN + BEEP 1 s. GREEN AND RED ARE FLASHING ALTERNATINGLY.** → **ENTER OLD ADMIN. CODE, PRESS ✅ 1 s. GREEN + BEEP 1 s. BLUE IS FLASHING.** → **ENTER NEW ADMIN. CODE 4 - 16 NUMBERS. PRESS ✅ 1 s.** → **GREEN + BEEP 1 s. NEW ADMIN. CODE IS SAVED.**

DELETE ENTIRE BASE → **PRESS ➕ AND ✅ 10 s. BLUE + RED ARE FLASHING ALTERNATINGLY.** → **ENTER ADMIN. CODE AND PRESS ✅.** → **BLUE + RED + BEEP 5 X 1 s. ENTIRE CODE BASE IS DELETED.**

UNLOCKING THE DOOR → **ENTER YOUR CODE AND PRESS ✅.** → **GREEN + BEEP 1 s THE DOOR UNLOCKS.**

LIGHTING MODE TURN OFF AFTER 15 s → **PRESS ➕ 20s.** → **BLUE IS FLASHING AFTER 3 s (ignore and remain pressing the button), GREEN IS FLASHING.** → **SELECT LIGHTING MODE TURN OFF AFTER 15 s: PRESS ➕ 1 s.** → **GREEN + BEEP 3 X 1 s. LIGHTING MODE TURNS OFF 15 s AFTER THE END OF EACH FUNCTION.**

SELECT CONSTANT LIGHTING: PRESS ✅ 1 s. → **GREEN + BEEP 1 s. CONSTANT LIGHTING IS TURNED ON.**

ERROR DESCRIPTION AND ELIMINATION

DESCRIPTION	CAUSE
The keypad does not react to the touch of a finger.	You did not use enough of the finger's surface to press the key. The finger must cover the entire digit.
	You drew the finger to the key too slowly. The key must be pressed quickly.
	If the device still does not react after several attempts, it is malfunctioning and you should call a repairman.
The door does not open after entering the code.	You forgot to press ☑ after entering the code.
	The code is incorrect.
	The code has been deleted.
	If the code is correct and after entering it a green LED lights up and a beep goes on for 1s, the electric lock is malfunctioning. Call a repairman.
I cannot see the illumination of the keypad.	Illumination of the keypad is poorly visible under the strong light.
	The device's illumination has been disabled. Press any key to turn on the illumination.
	The device has been turned off or is not plugged in.
	The device is malfunctioning. Call a repairman.
The red LED is on constantly. I cannot enter a code.	The wrong code has been entered 3 times in a row and the keypad is temporarily locked.
The red LED is blinking constantly.	The device is malfunctioning. Call a repairman.

Documents / Resources

Navkom Touchpad Code Keypad Lock [pdf] Instruction Manual
Touchpad, Touchpad Code Keypad Lock, Code Keypad Lock, Keypad Lock