

IP Series™ 100 Keypad Interface

External Installation Instructions

Congratulations on your purchase of the IP Series by Sargent & Greenleaf.

For field installations, we strongly recommend installing the connection box and associated cabling externally (outside the safe). The following instructions will guide you through this type of installation. If you choose to route cabling internally, please refer to the "Internal Installation Instructions," and see the "Warning" listed below.

WARNING: Please be advised that an internal installation will require a minimum 1/4 inch hole drilled through the safe wall. A hole of this diameter may affect the security or fire rating of the safe. Please check with your safe provider and/or insurance company before proceeding. Sargent and Greenleaf assumes no liability if the IP Series is installed in a manner that invalidates the rating of the safe. The hole is not required for the external mounting shown in this document.

Internal Routing of Cable to the Connection Box

If you choose to mount the connection box outside the safe and route cabling internally (inside the safe) an IP Series 100 Keypad model specifically designed for internal installation must be ordered.

Important Note: All cables included with the IP Series are certified and constructed with the proper connectors. Do not cut these cables or remove connectors, as this will void the warranty. Sargent & Greenleaf only warrants the IP Series product when installed using the cables and connectors shipped with the product from the manufacturer.



Sargent & Greenleaf, Inc.
A Wholly Owned Subsidiary of Stanley Security Solutions, Inc.
PO Box 930
Nicholasville, KY 40356
Phone: (800) 826-7652 Fax: (800)-634-4843
Phone: (859) 885-9411 Fax: (800)-887-2057

Sargent & Greenleaf S.A.
9, chemin du Croset
1024 Ecublens, Switzerland
Phone: +41-21 694 34 00
Fax: +41-21 694 34 09

IP Series™ 100 Keypad Interface

External Installation Instructions

The Sargent & Greenleaf IP Series 100 Keypad is designed to work in combination with 6120, 6123, 6124, 6125, Z⁰², and Z⁰³ series electronic locks. Instructions for external installation of the keypad is detailed in this booklet. Follow all of the instructions carefully to get the best possible performance from your system. Read all instructions before beginning the installation.

Installation Notes

Each Keypad installation kit should include the following parts:

- | | |
|----------------------------------|-------------------------------|
| 1 Mounting Plate | 4 Metric Mounting Bolts |
| 1 Keypad Assembly | 1 Zip Tie |
| 4 US Mounting Bolts | 1 Operating Instruction Sheet |
| 1 Installation Instruction Sheet | 1 Tamper Screw |
| 1 Tamper Sticker | |

Each Power Supply/Connection Box should include the following parts:

- | | |
|---------------------------|---|
| 1 Mounting Plate Assembly | 1 Top Plate |
| 2 US Mounting Bolts | 2 Metric Mounting Bolts |
| 4 Case Assembly Screws | 2 Zip Ties |
| 1 Zip Tie Mount | 1 Operating Instruction Sheet |
| 1 Battery Backup Cable | 1 Installation Instruction Sheet |
| 1 AC Power Supply Cable* | 1 Shielded Category 5 Cable Assembly w/ Connector and Nut |

*country dependent—order under separate part number)

The following tools will be needed for installation:

- | | |
|---------------------|----------------|
| •Drill with Bits | •Tap |
| •Screwdriver | •Wire Cutters |
| •Needle Nose Pliers | •Zip Tie Clips |

NOTE: Store the keypad management reset code (MRC) and lock MRC in a safe place, other than in the safe you are securing.

IP Series™ 100 Keypad Interface

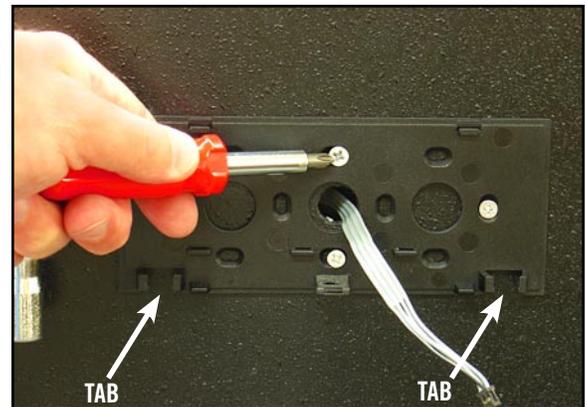
External Installation Instructions

The lock body should already be mounted to the safe, in compliance with the instructions packed with it.



Step 1:

There are three 3/4 inch (19 mm) holes in the keypad base. Any one of these can be used to route the lock cable through the front of the safe. Determine the best placement for the keypad on the safe, then select which of the cable holes in the keypad base plate best suits your application. Mount the plate with the four machine screws provided (8-32 or M4), using any four mounting holes which will provide a firm, solid attachment. In retrofit applications, you may need to drill and tap new mounting screw holes. Make sure the plate is oriented with its two tabs at the bottom.



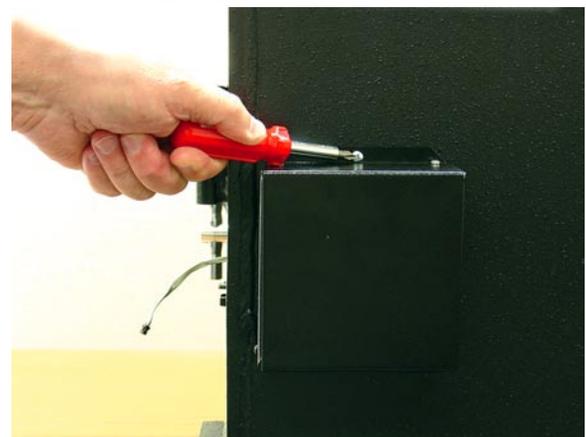
Step 2:

Measure the distance from the bottom of the safe to the keypad mounting plate, and mark this measurement on the side of the safe where the connection box will be mounted. The bottom of the connection box should align with the bottom of the keypad plate.



Step 3:

The connection box should be approximately one inch back from the front edge of the safe to allow proper flex of cable and cable shielding. This will also allow proper opening and closing of the door. The lock body should already be mounted to the safe, following the instructions packed with it. Attach the connection box to the side of the safe using the screws provided. It will probably be necessary to drill and tap the safe body to accommodate the mounting screws.



IP Series™ 100 Keypad Interface

External Installation Instructions

Step 4:

Take off the connection box cover after removing the four sheet metal screws that hold it in place. Remove the connector nut from the shielded cable assembly by unscrewing the nut from the connector. Depress the RJ-45 tab and slide the connector nut off the cable assembly. Feed the shielded cable assembly end (gray connector) through the rectangular hole on the cover of the connection box. Place the threaded end of connector through the round hole in the connection box. Slide the connector nut over the RJ-45 connector and re-assemble the nut to the gray connector. Make sure the nut is tightened securely.



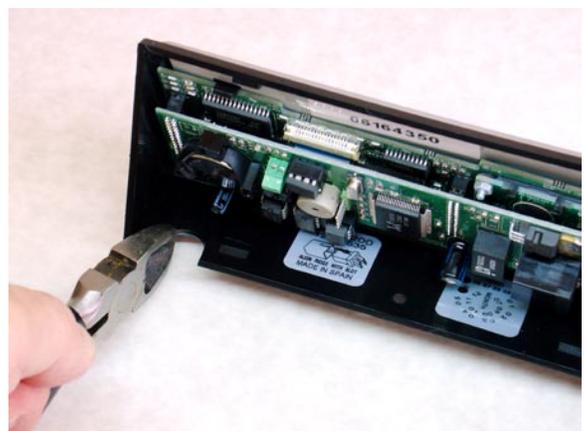
Step 5:

The other end of the cable shielding will secure at either the left or right keypad base clip. This will correspond with the placement of the connection box and routing of the shielding.



Step 6:

On the keypad, clip out the knockout portion that corresponds to the keypad base clip you are using.

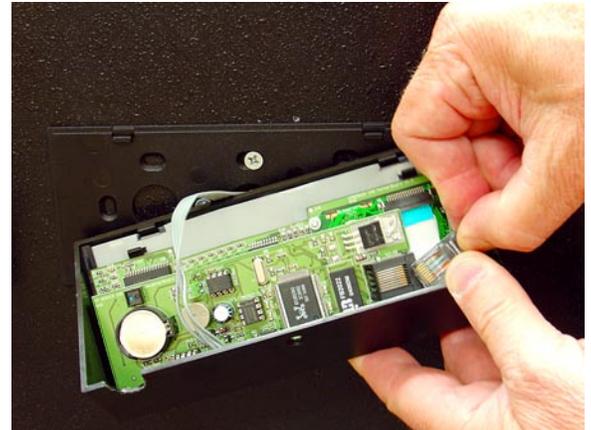


IP Series™ 100 Keypad Interface

External Installation Instructions

Step 7:

Attach the lock cable to the keypad (connector is keyed). Insert the Category 5 cable into the keypad. Route both cables toward the bottom of the keypad.



Step 8:

Carefully place the keypad onto the mounting plate. It is easiest to start attaching at the bottom of the keypad and work toward the top. You should hear a snap as it seats in place.

The one-way, tamper resistant screw should be installed in the hole provided in the base of the keypad.



Step 9:

Connect the Category 5 cable at the connection box. The connector will insert with its release clip facing down. Carefully position excess cable inside the box. Put the box cover in place, and attach it using the sheet metal screws you removed earlier (step 4).



IP Series™ 100 Keypad Interface

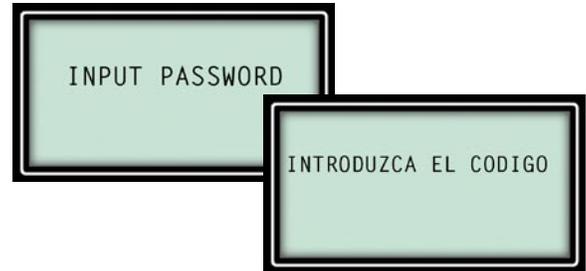
External Installation Instructions

Step 10:

Plug power cord into connection box and wall outlet. Verify that the LCD screen now displays “Input Password,” most likely in Spanish. If the keypad is not receiving power, re-check all connections.

To turn off the tamper indication, press 0 0 1 2 3 4 5 6 #.

When the tamper has been turned off, the keypad’s default (or main) screen will appear.



Step 11:

Secure the zip tie mount to the black plastic plug. Thread the zip tie into slots perpendicular to the connection box. Secure the power cord to the zip tie mount.

Plug the network cable into the receptacle provided in the connection box.

Note that this view is from the bottom of the connection box, looking up, in order to show the cable connections.



Step 12:

Here is how the external configuration should look from the front of the safe.

The installation is not yet finished. Before checking the lock operation, you must enter some important communications parameters at the keypad. The customer should have provided you with three important numbers:

1. an IP address
2. a subnet mask
3. a gateway address

You must have these three pieces of information to proceed.



IP Series™ 100 Keypad Interface

External Installation Instructions

Step 13:

The keypad will revert to the default (main) screen when no activity is taking place. Obviously, the date and time information will be different on your display.

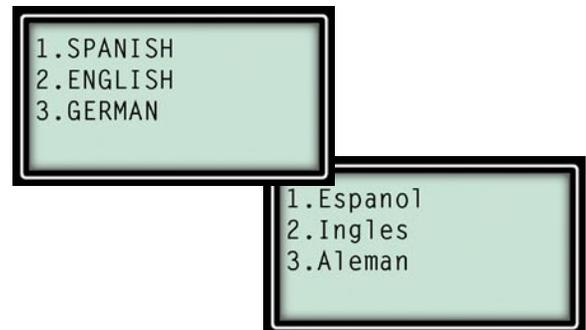
The first setup item is selecting the display language. From the default screen, press #. The language selection screen will then be displayed.



Step 14:

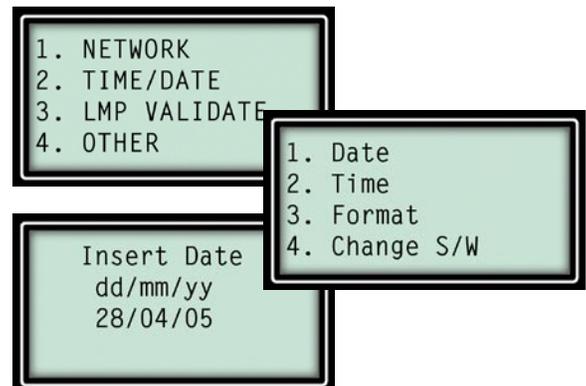
The languages available on your particular IP Series Keypad will be shown. Press the number that corresponds with the language you want the keypad to use. For instance, press the number “2” for English.

After your selection, the display will automatically revert to the default screen.



Step 15:

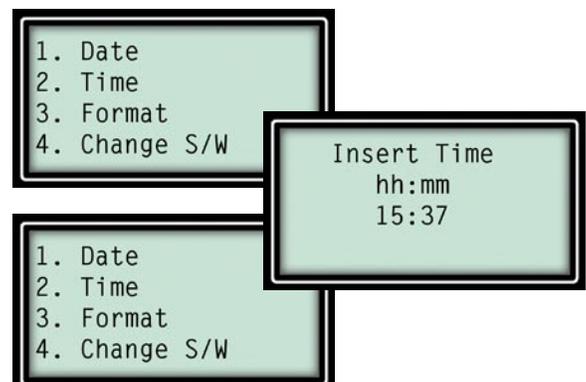
While the default (main) screen is displayed, press * to be prompted for the “password.” Enter 0 0 1 2 3 4 5 6 #. You will then see the menu screen shown at the top right. Press 2 to select the “Time/Date” option, then press 1 to set the current date. Use two digits for each element. Be sure you enter the date by day of the month first, then current month, followed by the current year, followed by #. After this is done, the display will revert to the “Time/Date” screen.



Step 16:

While the “Time/Date” screen is displayed, press 2 to set the time. Enter two digits for each element, and note that the input must be made in 24-hour format. First enter the current hour, followed by the current minute(s), followed by #.

The display will revert to the “Time/Date” screen. You can repeatedly press * to back up to the main screen, or simply wait until the lock does it automatically.



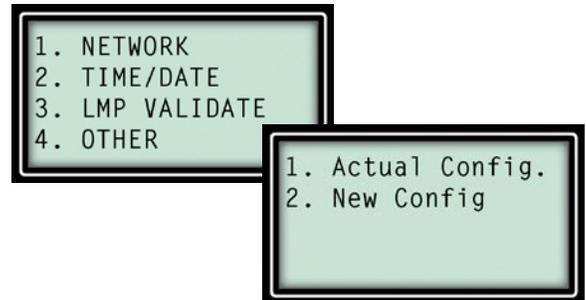
Step 17:

Make sure you have the IP address, subnet mask, and gateway address in front of you for this procedure. All of these will consist of digits separated by periods. To enter a period, you will press *. After the last digit in each of the three addresses, you will press #. From the default (main) screen press *. When the password prompt screen shown at the right appears, enter 0 0 1 2 3 4 5 6. Be sure to press # after the last digit.



Step 18:

Press 1 when the top menu screen appears, then press 2 for “New Config” to take you to the screen that will let you enter the network communication parameters.

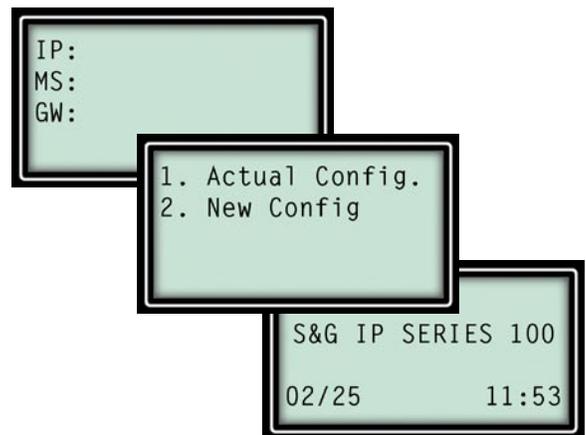


Step 19:

Enter the IP address, followed by the subnet mask, followed by the gateway address. Remember, to enter a period, you will press *. After the last digit in each of the three addresses, you will press #. For reference, a typical entry will look something like:

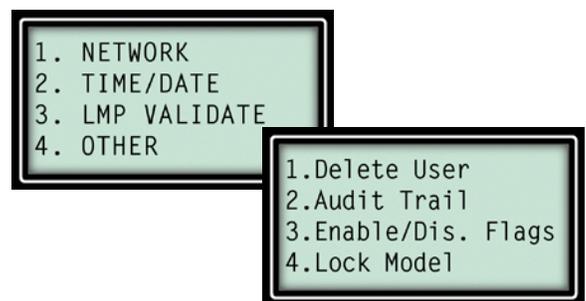
192.168.1.96

The display will revert to the previous screen. You can repeatedly press * to back up to the main screen, or simply wait until the lock does it automatically.



Step 20:

While the default (main) screen is displayed, press * to be prompted for the “password.” Enter 0 0 1 2 3 4 5 6 #. You will then see the menu screen shown at the top right. Press 4 for “OTHER.” In the subsequent menu, press 4 for “Lock Model.”



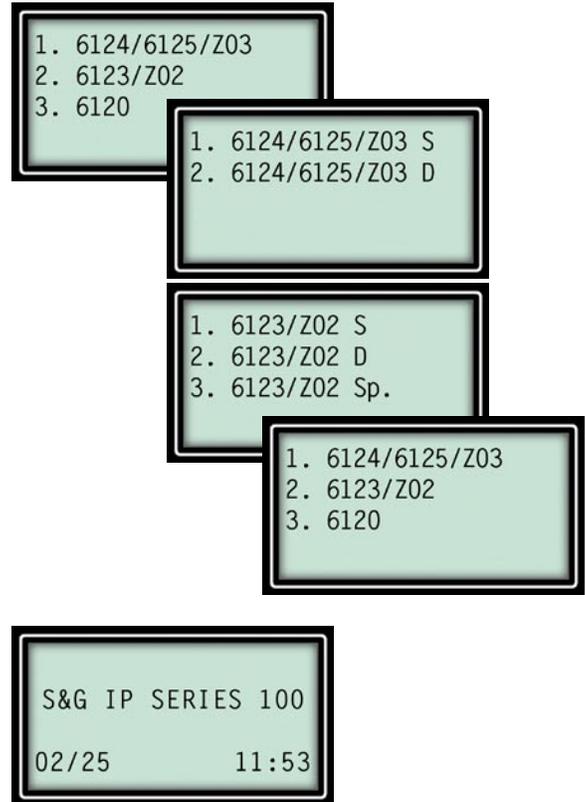
Step 21:

Press 1, 2, or 3, depending on the model of lock used in your installation. If your selection indicates a 6124, 6125, or Z⁰³, you will need to select whether the lock is configured for single control (multi-user) or dual control (dual user) mode. The lock would have been pre-configured at S&G's factory.

If your selection indicates the lock is a 6123 or Z⁰², you will be prompted for the desired mode of operation—single control, dual control, or Supervisor/Employee mode.

Important: If you identified your lock as a model 6124, 6125, or Z⁰³, the lock's default master code and the keypad's default password are both 0 0 1 2 3 4 5 6 #. If you identified your lock as a 6123, Z⁰², or 6120, the lock's default master code and the keypad's default password are both 0 1 1 2 3 4 5 6 #.

Once the mode selection is made, or if your lock is a model 6120, the lock model selection screen will appear again. You can repeatedly press the * button to back up to the main screen, or simply wait until the lock does it automatically.



Step 22:

You can now check lock operation by entering the default master code when the default (main) screen is displayed. Entering this code should cause the lock bolt to retract or the solenoid to release, depending on your lock model. **Do NOT close the safe door until lock function has been thoroughly checked at least three times.**

This completes the installation.



Limited Warranty

Seller warrants that for two (2) years from the date of shipment from Seller's point of manufacture, the goods will be free from defects in material and workmanship, provided the goods are normally and properly used according to the Seller's written instructions.

THIS WARRANTY IS EXPRESSLY MADE IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. S&G DOES NOT WARRANT THAT THE GOODS ARE MERCHANTABILITY OR FIT FOR ANY PARTICULAR PURPOSE EXCEPT AS EXPRESSLY PROVIDED HEREIN.

Seller's entire liability and Buyer's exclusive remedy in the event that the goods do not conform to the foregoing warranty shall be Seller's repair or replacement of the goods (including payment of freight costs to and from point of manufacture). This warranty does not apply to batteries or damage from battery leakage.

SELLER SHALL HAVE NO LIABILITY FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT OR SPECIAL DAMAGES. SELLER DOES NOT WARRANT ITS LOCK PRODUCTS TO BE IMPERVIOUS TO FORCIBLE OR SURREPTITIOUS ENTRY, AND SELLER SHALL HAVE NO LIABILITY FOR DAMAGE TO OR LOSS OF PROPERTY SOUGHT TO BE PROTECTED BY ANY SUCH LOCK.

S&G Confidential

The information contained in this document is proprietary to Sargent & Greenleaf®. Publication or duplication of this copyrighted document is strictly prohibited.