STANLEY
Security Solutions
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6124 and 6125 Multiple-User Mode Quick Reference Guide

IMPORTANT NOTICE:

Change from Multiple-User to Dual-User—This non-reversible function change must be done before the factory Master Code is changed for the first time. You will need to use the Dual-User Quick Reference Guide after function change. See page 3.
Change the factory set Management Reset Code to a code of your own choosing. This change must be made before the factory Master Code is changed for the first time.

Reset the Lock's Factory Programmed Management Reset Code (MRC) to a Code of Your Own Choosing

6 7 * 1 2 3 4 5 6 # (♩♩♩♩♩) NEW MRC # (♩♩♩) NEW MRC # (♩♩♩)
Note: The MRC can only be changed at the keypad by using the factory default master code of 1 2 3 4 5 6 before the master code is changed for the first time. The MRC is a 7-digit code which contains a .01. digit pair that may appear anywhere in the MRC code. The .01. pair must be pressed at the same time. All other MRC code digits are pressed individually. An example of a Management Reset Code is 3518.01.9 with the digits to be pressed simultaneously grouped between periods. This means the 0 and 1 would be pressed at the same time when entering the code.

Opening the Lock using the Factory Default Code

The factory default Master Code is 1 2 3 4 5 6. To open the lock, enter 1 2 3 4 5 6 # **then operate the safe's handle**.

Changing Your Own Code or Factory Default Code

2 2 * YOUR OLD CODE # (♩♩♩♩♩) NEW CODE # (♩♩♩) NEW CODE # (♩♩♩)

Creating a New Code (Supervisor or User Code)

7 4 * MASTER CODE OR SUPERVISOR CODE # (♩♩♩♩♩)
PIN POSITION # (♩♩♩) NEW CODE # (♩♩♩) NEW CODE # (♩♩♩)
PIN Positions: 1 Supervisor Code
         2 – 9 User Codes (User Code 9 only performs as a regular User Code when the time delay override feature is turned off.)

Deleting a Code (Supervisor or User Code)

7 4 * MASTER CODE OR SUPERVISOR CODE # (♩♩♩♩♩)
PIN POSITION # (♩♩♩) # (♩♩♩) # (♩♩♩)
PIN Positions: 1 Supervisor Code
         2 – 9 User Codes (Code 9 acts as a regular User Code when the time delay override feature is turned off.)
*Notes: **The Master Code cannot be deleted**. The Supervisor Code cannot be used to delete itself. A time delay override code can only be deleted during an opening window period.*

Changing the Length of the Opening Window

7 4 * MASTER CODE # (♩♩♩♩♩) 0 1 # (♩♩♩)
LENGTH OF DESIRED OPENING WINDOW # (♩♩♩) LENGTH OF DESIRED OPENING WINDOW # (♩♩♩)
*Notes: The opening window period can be set anywhere from 1 to 99 minutes. **If a lock is using time delay, the opening window period can only be changed during an opening window period.***

Setting, Changing, or Deleting a Time Delay

7 4 * MASTER CODE # (♩♩♩♩♩) 0 0 # (♩♩♩)
LENGTH OF DESIRED TIME DELAY # (♩♩♩) LENGTH OF DESIRED TIME DELAY # (♩♩♩)
*Notes: The time delay period can be set anywhere from 1 to 99 minutes. **An existing time delay can only be changed during an opening window period.** To delete a time delay, enter the length of desired time delay as zero.*

Creating a Time Delay Override Code

7 4 * MASTER CODE OR SUPERVISOR CODE # (♩♩♩♩♩)
9 # (♩♩♩) NEW TIME DELAY OVERRIDE CODE # (♩♩♩) NEW TIME DELAY OVERRIDE CODE # (♩♩♩)
Note: The Time Delay Override Code only works if Time Delay Override is turned on and the lock has a time delay period programmed.

Turning On Time Delay Override Function

4 6 * MASTER CODE # (♩♩♩♩♩) 1 for Dual Control TDO or 2 for Single Control TDO # (♩♩♩) 1 for Dual Control TDO or 2 for Single Control TDO # (♩♩♩)

Turning Off Time Delay Override Function

4 6 * MASTER CODE # (♩♩♩♩♩) 0 # (♩♩♩) 0 # (♩♩♩)
Note: The Time Delay Override Code (PIN 9) will automatically be deleted.

Turning Duress On
3 8 * MASTER CODE # (♩♩♩♩♩) 1 # (♩♩♩) 1 # (♩♩♩)
Note: Duress function requires an optional duress module and connection to a central alarm system. In a Multiple-User Mode lock, only User Codes 2 and 3 are available. User Codes 4 – 8 are disabled. User Code 9 will be available to use if time delay override is not enabled. Loss of User Codes when duress is enabled is required to meet VdS specifications for this product.

Turning Duress Off
3 8 * MASTER CODE # (♩♩♩♩♩) 0 # (♩♩♩) 0 # (♩♩♩)

Turn On and Turn Off Management / Employee Access Mode
3 2 * MASTER CODE # (♩♩♩♩♩) 2 (TURN ON) OR 1 (TURN OFF) # (♩♩♩) 2 (TURN ON) OR 1 (TURN OFF) # (♩♩♩)
Note: Lock is in a disabled state immediately after Management/Employee mode is turned on.
It returns to regular multiple-user mode when turned off. This function only works in multiple-user mode.

Enabling and Disabling the Lock in Management / Employee Access Mode
5 5 * MASTER CODE OR SUPERVISOR CODE # (♩♩♩♩) or (♩—♩)
Note: The lock emits 4 quick beeps to indicate 'Enabled' or 2 long beeps to indicate that it is 'Disabled.'
This function only works in multiple-user mode.

Setting User Disable Permission in Management / Employee Access Mode
5 6 * MASTER CODE # (♩♩♩♩♩) 1 # (♩♩♩) 1 # (♩♩♩)

Disabling the Lock by User Code in Management / Employee Access Mode
5 5 * ANY USER CODE # (♩—♩)
Note: The lock emits 2 long beeps to indicate that it is 'Disabled.'

Canceling User Disable Permission in Management / Employee Access Mode
5 6 * MASTER CODE # (♩♩♩♩♩) 0 # (♩♩♩) 0 # (♩♩♩)

Reset Lock to Factory Default Code using the Management Reset Code (MRC)
6 7 * MANAGEMENT RESET CODE # (♩♩♩♩♩) NEW 6-DIGIT MASTER CODE # (♩♩♩) NEW 6-DIGIT MASTER CODE # (♩♩♩)
There are 2 digits that must be pressed together ex. (0/1 or 1/0).
Note: Codes deleted are the Time Delay Override Code, Supervisor Code, and all User Codes. Not affected are the time delay period, opening window period, duress function, or lock access mode. The MRC (Management Reset Code) is a 7-digit code which contains a .01. digit pair that may appear anywhere in the MRC code. The .01. pair must be pressed at the same time. All other MRC code digits are pressed individually. An example of a Management Reset Code is 3518.01.9. The 0 and 1 would be pressed at the same time when entering the code.

6124 and 6125 Dual-User Mode Quick Reference Guide

IMPORTANT NOTICE:

Change from Multiple-User to Dual-User—This non-reversible function change must be done before the factory Master Code is changed for the first time. You will need to use the Dual-User Quick Reference Guide after function change.

Change from Multiple-User to Dual-User

7 6 * 1 2 3 4 5 6 # (♩♩♩♩♩) 1 # (♩♩♩) 1 # (♩♩♩)

*Note: User 2 will be automatically installed as code 2 2 2 2 2 2, and the **Management Reset Code function will be disabled**.*

Opening the Lock using the Factory Default Codes

The factory default Master Code is 1 2 3 4 5 6 #. The factory default User Code in PIN position 2 is 2 2 2 2 2 2.
To open the lock, enter:
1 2 3 4 5 6 # (♩♩♩♩) 2 2 2 2 2 2 # *(Codes must be entered within 60 seconds of each other.)* **then operate the safe's handle**.

Changing Your Own Code

2 2 * YOUR OLD CODE # (♩♩♩♩♩) NEW CODE # (♩♩♩) NEW CODE # (♩♩♩)

Creating a New Code (User)

7 4 * MASTER CODE OR SUPERVISOR CODE # (♩♩♩♩♩) ANY OTHER VALID USER CODE # (♩♩♩♩♩)
PIN POSITION # (♩♩♩) NEW CODE # (♩♩♩) NEW CODE # (♩♩♩)

PIN Positions: 1 Supervisor Code
2 – 9 User Codes (User Code 9 only performs as a regular User Code when the time delay override feature is turned off.)

Deleting a Code

7 4 * MASTER CODE OR SUPERVISOR CODE # (♩♩♩♩♩) ANY OTHER VALID USER CODE # (♩♩♩♩♩)
PIN POSITION # (♩♩♩) # (♩♩♩) # (♩♩♩)

PIN Positions: 1 Supervisor Code
2 – 9 User Codes (Code 9 acts as a regular User Code when the time delay override feature is turned off.)
*Notes: The Master Code cannot be deleted. **The Supervisor Code cannot be used to delete itself.** A time delay override code can only be deleted during an opening window period.*

Changing the Length of the Opening Window

7 4 * MASTER CODE # (♩♩♩♩♩) ANY OTHER VALID USER CODE # (♩♩♩♩♩) 0 1 # (♩♩♩)
LENGTH OF DESIRED OPENING WINDOW # (♩♩♩) LENGTH OF DESIRED OPENING WINDOW # (♩♩♩)

*Notes: The opening window period can be set anywhere from 1 to 99 minutes. **If a lock is using time delay, the opening window period can only be changed during an opening window period.***

Setting, Changing, or Deleting a Time Delay

7 4 * MASTER CODE # (♩♩♩♩♩) ANY OTHER VALID USER CODE # (♩♩♩♩♩) 0 0 # (♩♩♩)
LENGTH OF DESIRED TIME DELAY # (♩♩♩) LENGTH OF DESIRED TIME DELAY # (♩♩♩)

*Notes: The time delay period can be set anywhere from 1 to 99 minutes. **An existing time delay can only be changed during an opening window period.** To delete a time delay, enter the length of desired time delay as zero.*

Creating a Time Delay Override Code

7 4 * MASTER CODE OR SUPERVISOR CODE # (♩♩♩♩♩) ANY OTHER VALID USER CODE # (♩♩♩♩♩)
9 # (♩♩♩) NEW TIME DELAY OVERRIDE CODE # (♩♩♩) NEW TIME DELAY OVERRIDE CODE # (♩♩♩)

Note: The Time Delay Override Code only works if Time Delay Override is turned on and the lock has a time delay period programmed.

Turning On Time Delay Override Function

4 6 * MASTER CODE # (♩♩♩♩♩) ANY OTHER VALID USER CODE # 1 # (♩♩♩) 1 # (♩♩♩)

Turning Off Time Delay Override Function

4 6 * MASTER CODE # (♩♩♩♩♩) # 0 # (♩♩♩) 0 # (♩♩♩)

Note: The Time Delay Override Code (PIN 9) will automatically be deleted.

Turning Duress On
3 8 * MASTER CODE # (♩♩♩♩♩) # (♩♩♩♩♩) 1 # (♩♩♩) 1 # (♩♩♩)
Note: Duress function requires an optional duress module and connection to a central alarm system. In a Multiple-User Mode lock, only User Codes 2 and 3 are available. User Codes 4 – 8 are disabled. User Code 9 will be available to use if time delay override is not enabled. Loss of User Codes when duress is enabled is required to meet VdS specifications for this product.

Turning Duress Off
3 8 * MASTER CODE # (♩♩♩♩♩) # (♩♩♩♩♩) 0 # (♩♩♩) 0 # (♩♩♩)

General Information:

Each time you press a number, letter, or other character on the keypad of your electronic safe lock, it beeps and the red LED flashes. If it doesn't, check your batteries to make sure they are fresh and connected properly, then try again.
The lock responds with various beep (♩) sequences to indicate different conditions. The ♩ symbols in examples show the number of beeps you hear. Always wait for each set of beeps to end before entering another number or letter, or you will interrupt the code sequence.

Important points:

Clearing the Lock: If you start to enter a code and make a mistake, you can press * to clear the lock, or wait 10 seconds and it will clear itself. Note: Do not wait more than 10 seconds between entries or the lock will clear.

Error Beep: If you hear a long continuous beep during any programming sequence, you've made an error. Restart the sequence from the beginning.

Error Penalty: If you enter five incorrect codes in a row, the lock starts a ten-minute penalty time. If you enter another wrong code during this time, you'll hear two long beeps, and the lock will not open. You have no recourse other than to wait ten minutes before entering a valid code to open the lock.

In multiple user mode, the Master Code can be used to create a Supervisor level code (PIN 1). The Supervisor Code can be used to manage the User Codes; it can add and delete User Codes, and enable and disable the lock operation in Management/Employee Access

Time Delay is a security feature that creates a period of time between the entering of a valid code and the ability to open the safe door. Time delay can be set to delay opening from 1 to 99 minutes. Security Note: If time delay has already been set, changes to the opening window and time delay durations can only be made during the opening window period.

The opening window (OW) is the period of time during which you can open the lock, immediately following the end of the time delay period. The OW can be set for 1 to 10 minutes; the factory default is 2 minutes. Security Note: Changes to the opening window duration can only be made during the opening window.

Your lock has duress capability (a silent alarm option). Installation of a duress signal box (optional duress module) is required for proper connection to your existing alarm system. Use the instructions provided with the module to ensure accurate installation and connection.
When the duress feature is enabled, you can send a duress signal (silent alarm) by altering the last number of your lock code by plus 1. For example, if your code is 246812, you would enter 246813 to send the duress signal to your alarm company. When you use a duress code, the lock operates normally.

After changing the opening code or batteries, the lock should be opened and locked several times with the safe door open.

Important: do not select codes such as birthdays or other predictable data that could provide a correlation between the user and the opening code.

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