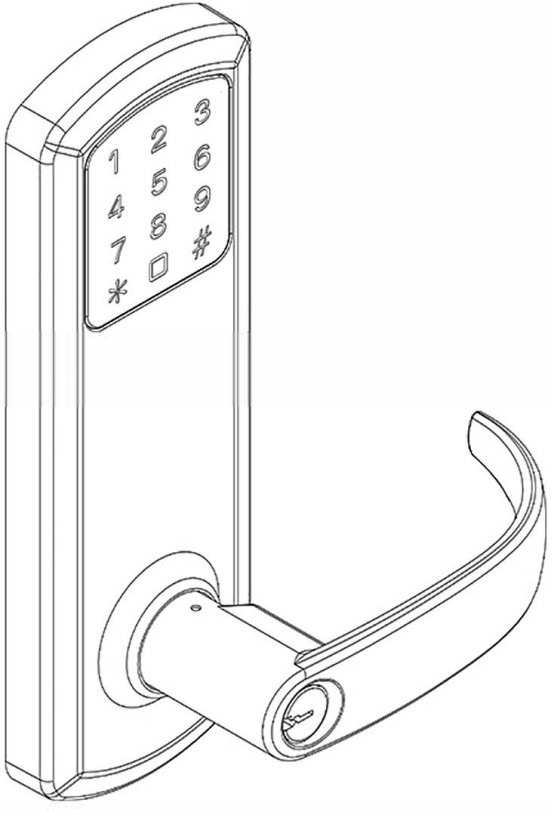
TownSteel

e-Genius 4000/5000 Series

Lock Installation

4” Center To Center



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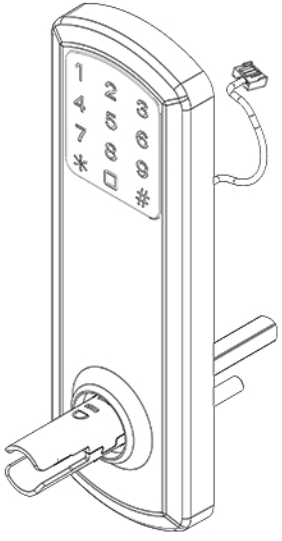
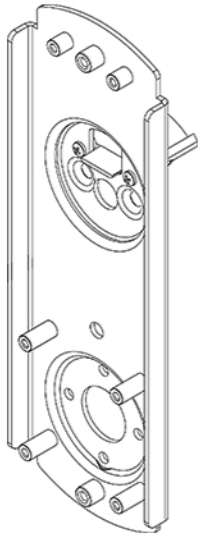
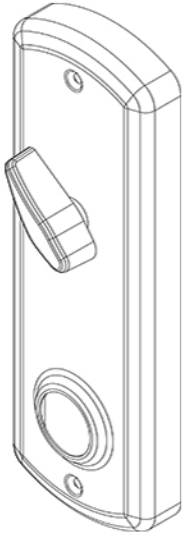
Package Content



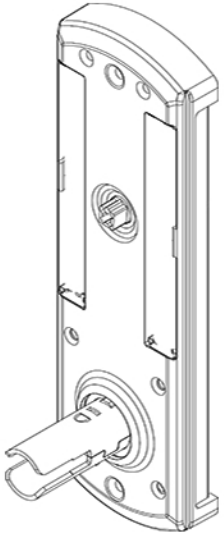
Outside Assembly



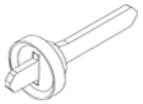
Backplate



Inside Cover

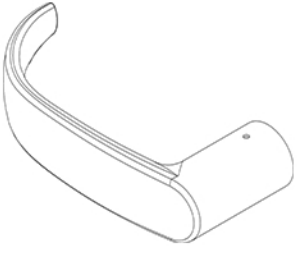


Battery Tray Assembly

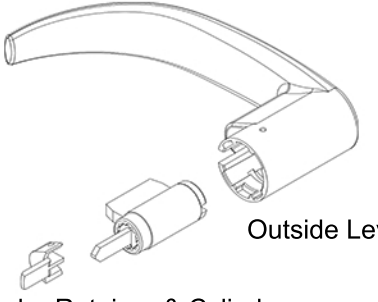


Thumb Turn Spindle

Lever Removal Tool

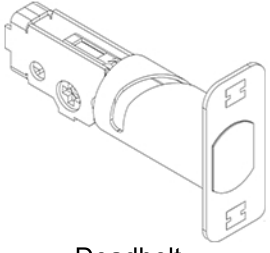


Inside Lever

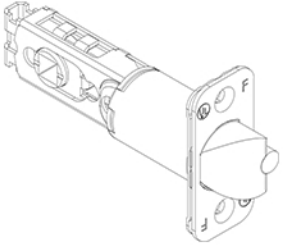


Outside Lever

Cylinder Retainer & Cylinder

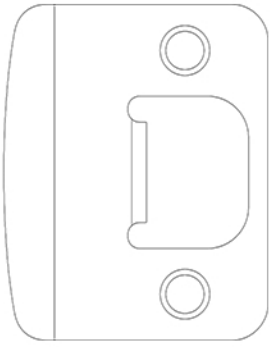


Deadbolt

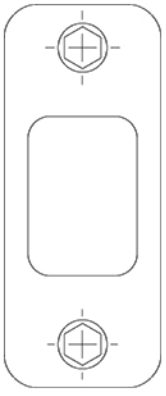


Latch Bolt

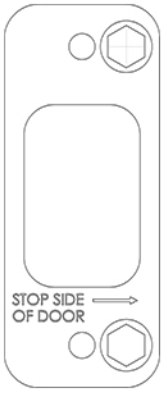
Package Content



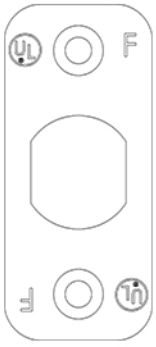
Latch Bolt Strike



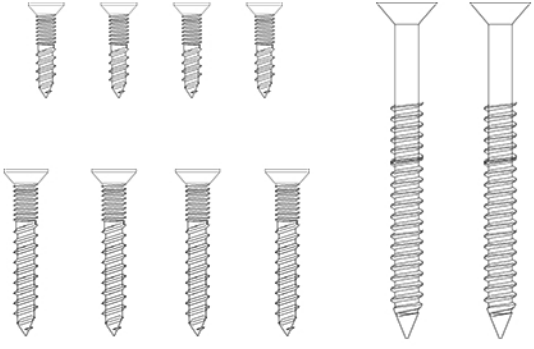
Deadbolt Strike



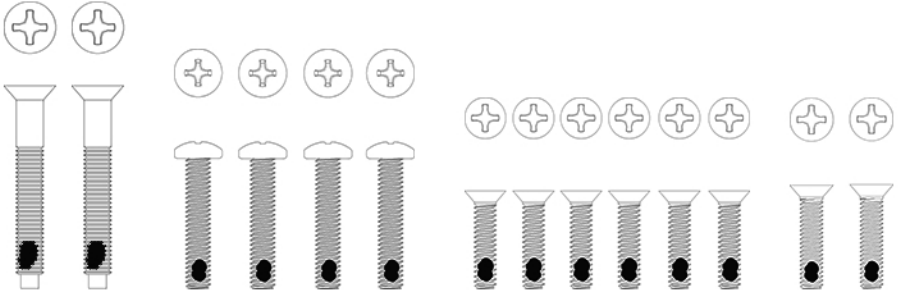
Deadbolt
Armor Strike



Deadbolt
Faceplate



Screw Pack For Faceplate
and Strike Installation



Screw Pack For Lock Assembly

This is an interconnect lock. Inside is always unlocked. Deadbolt can be extended from inside or outside by lifting lever or using thumbturn on the inside. From inside, rotating lever down will retract both bolts. From the outside, presenting a valid user code or keycard and rotating the lever down will retract both bolts.

Key Override
Rotating the key clockwise, approximately 90°-120°, will allow you to rotate the lever and retract both bolts. The key will not retract the bolts. Return key back to home position to pull out key.

Tools Needed For Lock Installation
Phillips screw driver
Flat Head screw driver

Note:
Do not use a power drill for installation of lock as it can damage lock.

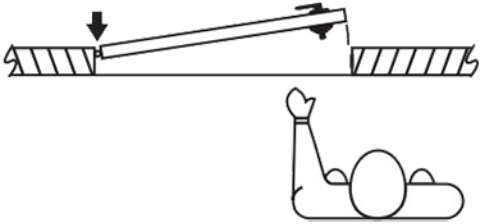
Tools May Be Needed For Door Preparation
Tape Measure
Power Drill (For drilling holes ONLY)
1" and 2 1/8" Drill Bits
Wood Chisel
Pencil
7/64 Hex Wrench

When batteries are installed and lock is ready to be operated, refer to programming guide for programming instructions.

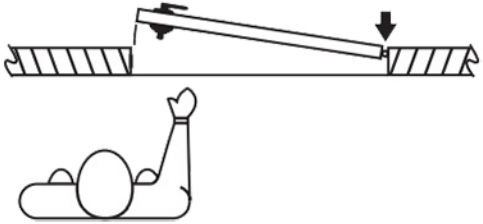
Interconnect lock is handed. See handing information below.

Handing Information From Outside

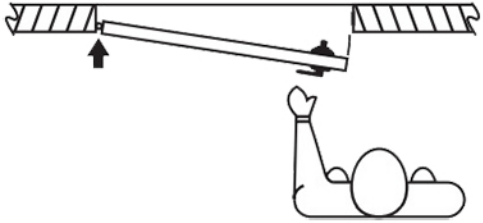
If hinges are on the left,
and door opens inward,
it is a **Left Hand Door(LH).**



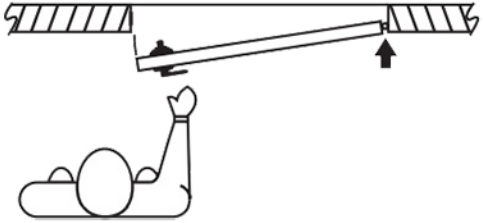
If hinges are on the right,
and door opens inward,
it is a **Right Hand Door(RH).**



If hinges are on the left,
and door opens outward,
it is a **Left Hand Reverse Door(LHR).**



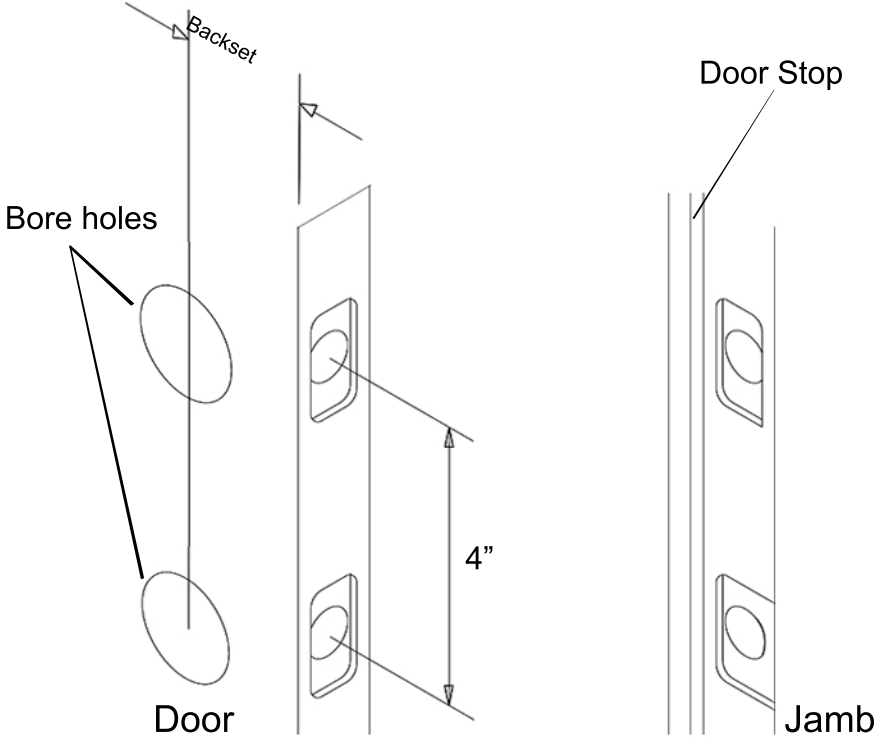
If hinges are on the right,
and door opens outward,
it is a **Right Hand Reverse Door(RHR).**



If handing needs to be changed, see **Addendum A** (Page 19).

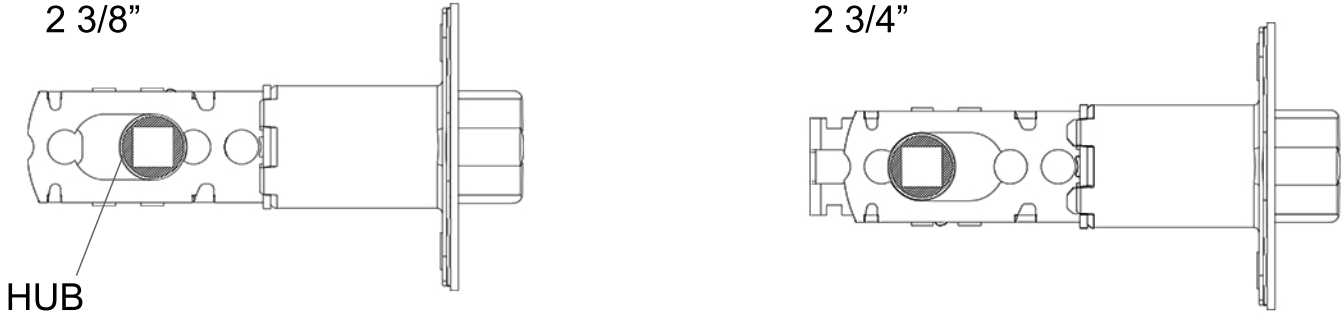
Door Preparation

Prepare door and jamb per template provided. Backset is adjustable for 2 ¾” or 2 ⅜”. The backset is the dimension from the edge of the door to centerline of the lock. This lock requires a 4” center to center distance between the bore holes.

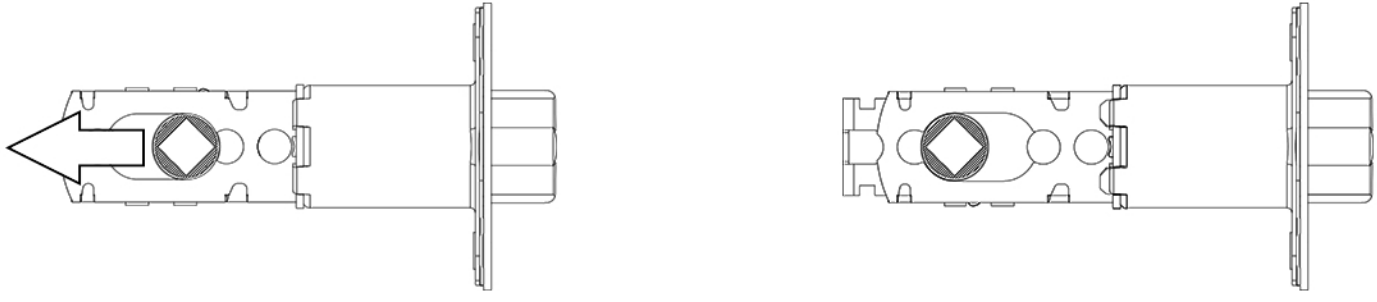


IMPORTANT:
Door stop is where the door will stop when normally operated. Door stop includes any gasket, smoke seal, or bumpers. Position of strikes are to be measured from where the door actually stops. The deadbolt, when thrown, cannot have any interference with the deadbolt strike. If there is any interference, strikes need to be adjusted for lock to work properly.

Adjust latch bolt by adjusting hub.

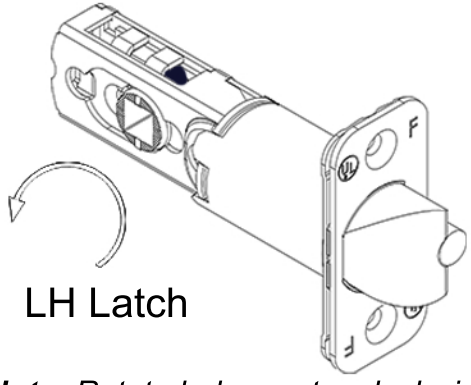


To adjust from 2 3/8” to 2 3/4”, rotate hub on the diagonal as shown below. Pull hub to the left. Push hub to the right to go back to 2 3/8”.



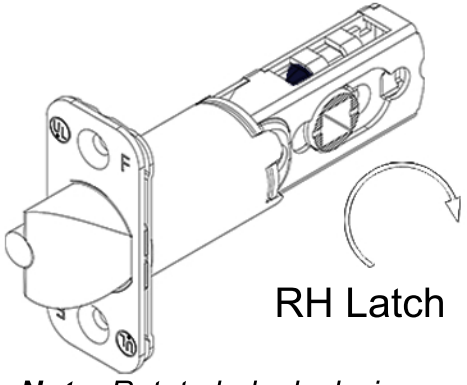
Step 2

After setting backset, the latch bolt needs to be handed for LH, RH, LHR, and RHR doors. Rotate hub as specified. 2 ⅜” latch depicted below. For 2 ¾”, latch should remain extended after rotation.



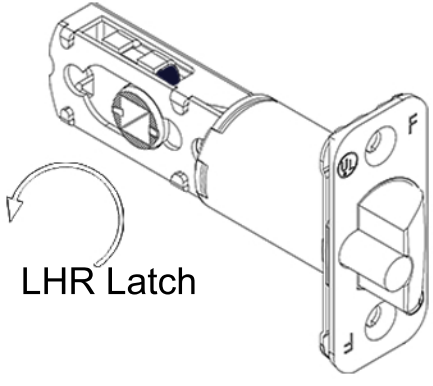
LH Latch

Note: *Rotate hub counter clockwise until latch matches image shown*

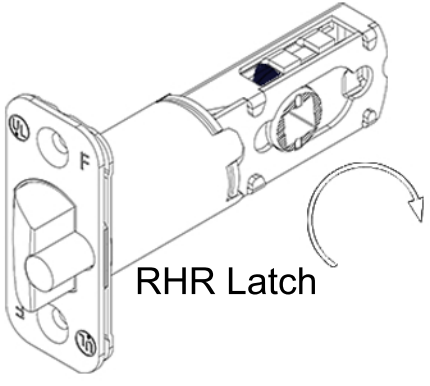


RH Latch

Note: *Rotate hub clockwise until latch matches image shown*



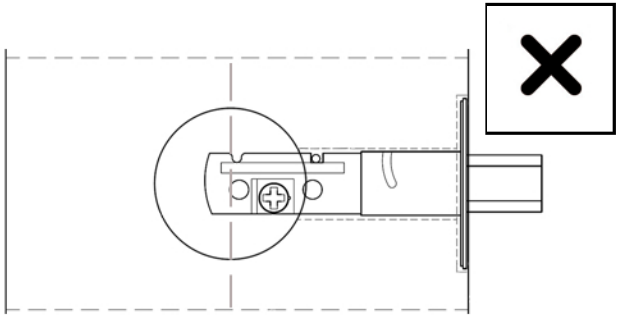
LHR Latch

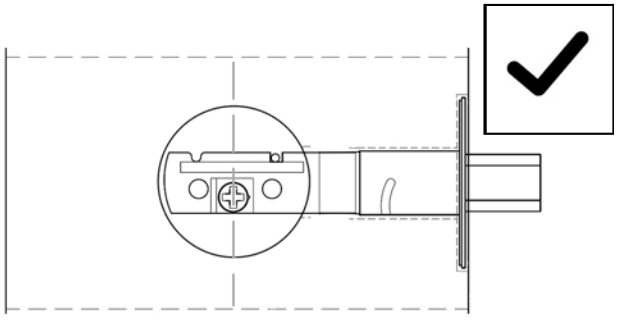


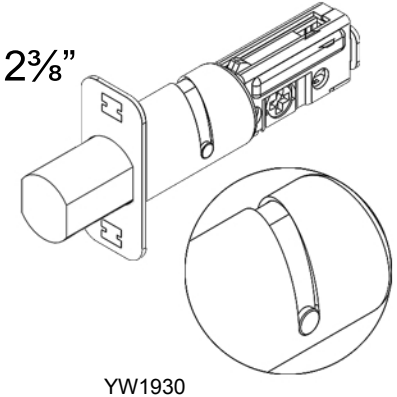
RHR Latch

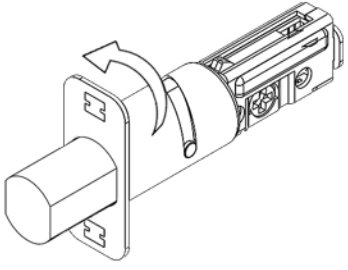
Step 3

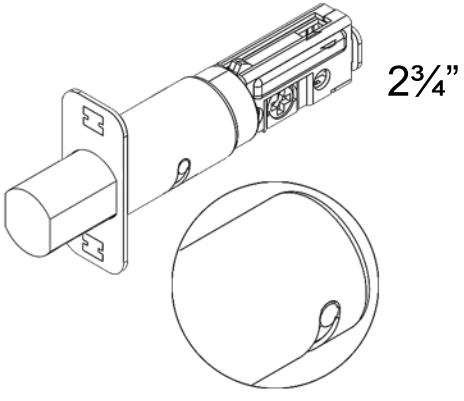
Place the deadbolt in the door frame cutout and make sure the cross shaped hub is centered. Otherwise, look below on how to adjust the deadbolt by rotating the deadbolt face.





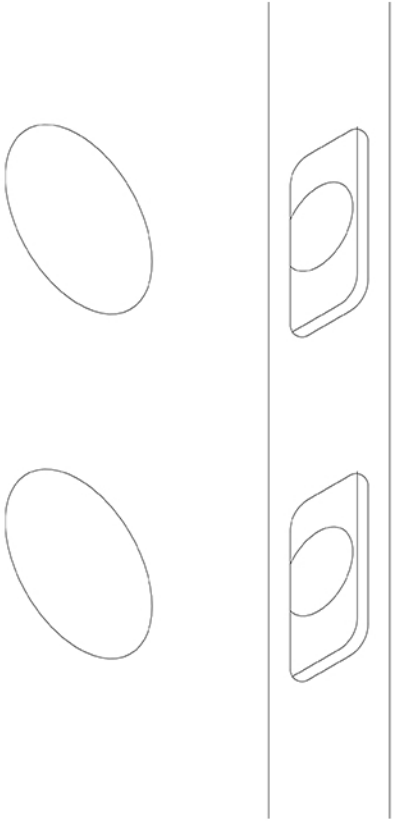


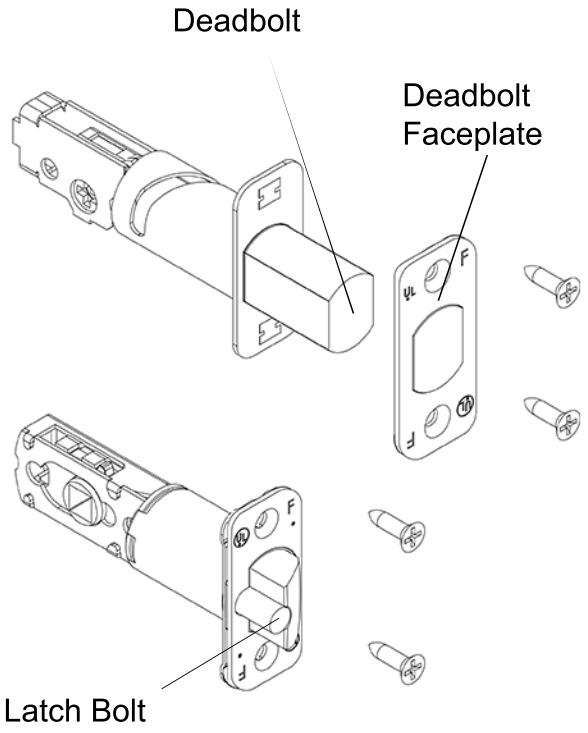




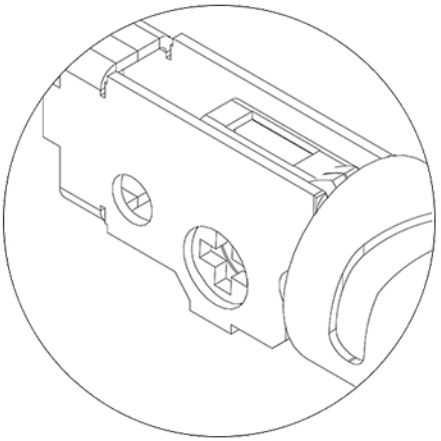
Step 4

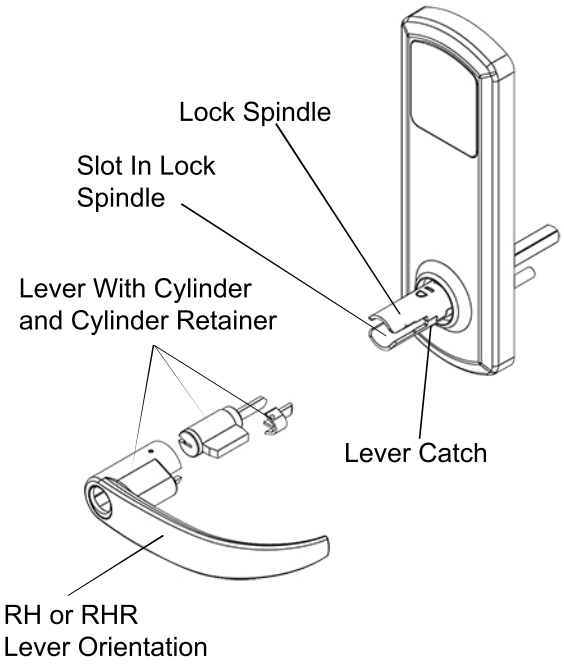
Extend deadbolt. Install deadbolt, deadbolt faceplate, and latch bolt as shown (RH Shown). Secure with 4 screws.





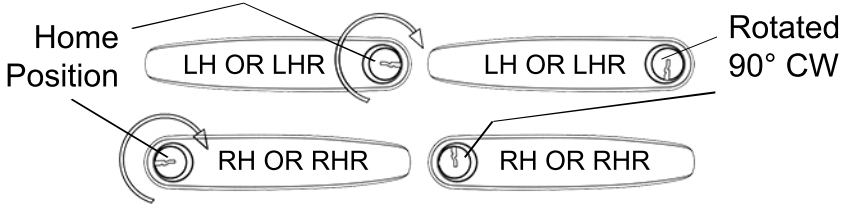
Position cross as shown below.





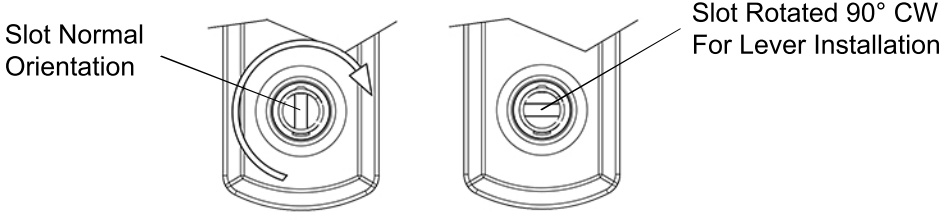
Install Outside Lever

1) Insert key and rotate cylinder 90° clockwise(CW).



**Note: LH lever and RH lever orientation*

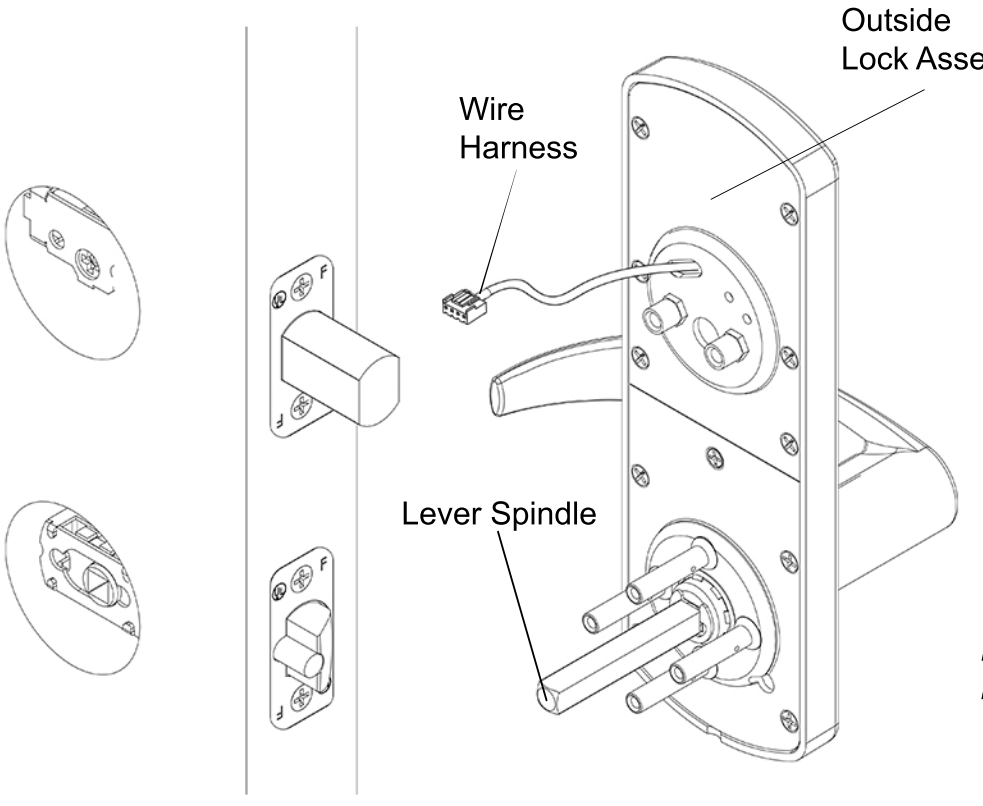
2) Use a flat head screw driver to rotate slot in spindle 90° CW on outside assembly.



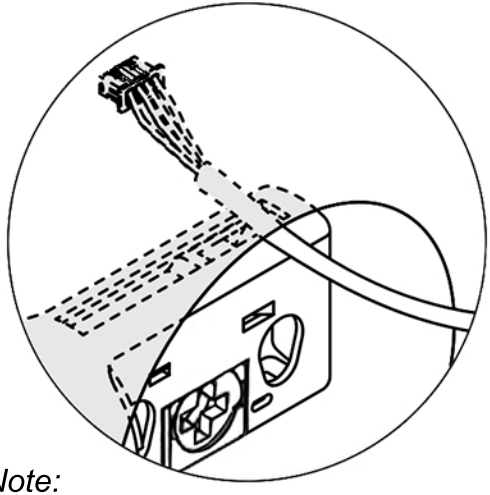
3) With key inserted and rotated 90° CW, push lever onto outside assembly while the slot is also rotated 90° CW. Lever catch is on underside of lever and it should snap into place. Rotate keyway back to home position and pull out key. Pull lever to make sure lever is secure.

Step 6

Align outside lock assembly and install onto door face. Lever spindle goes through latch hub. Carefully guide wire harness through and over deadbolt.



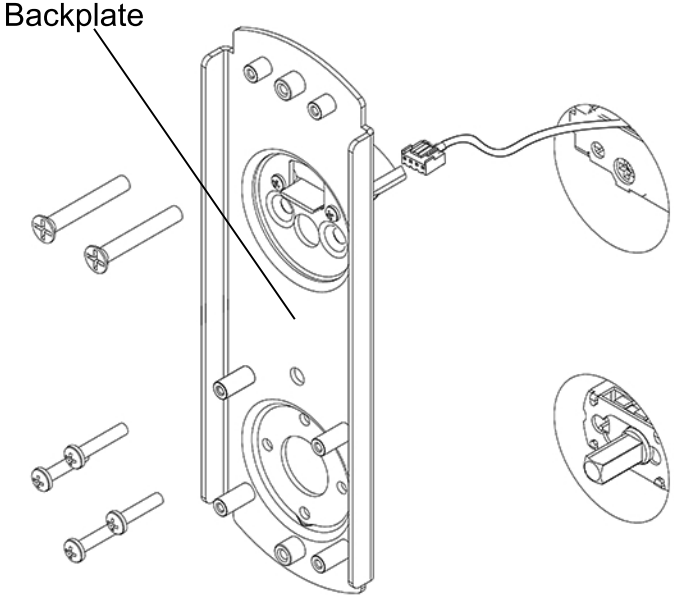
Route Wire Over Deadbolt

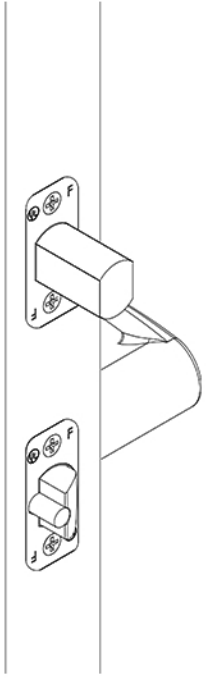


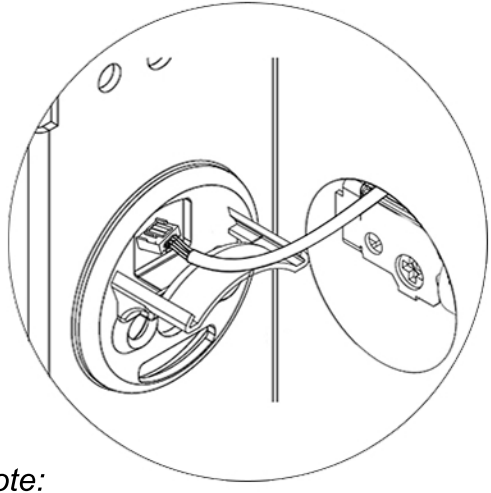
Note:
Do Not Pull on Wire Harness

Step 7

Align backplate and install on the door. Guide the wire harness above the shelf on the backplate and down through the slot. Secure top of backplate with 2 screws that go through the deadbolt - do not tighten until all screws on the backplate are installed. Secure bottom of backplate with 4 screws. Tighten all screws on the backplate.



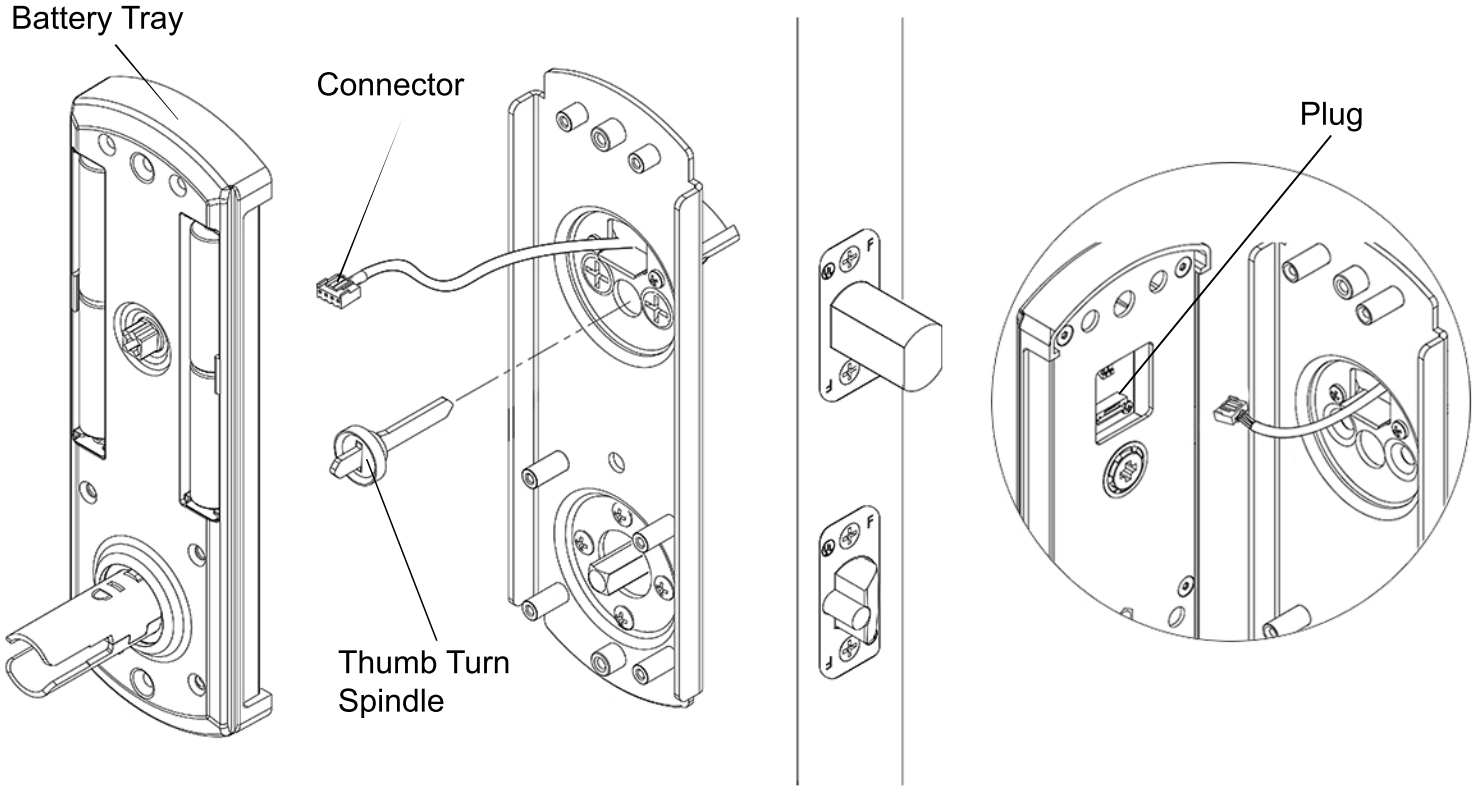




Note:
Do Not Pull On Wire Harness

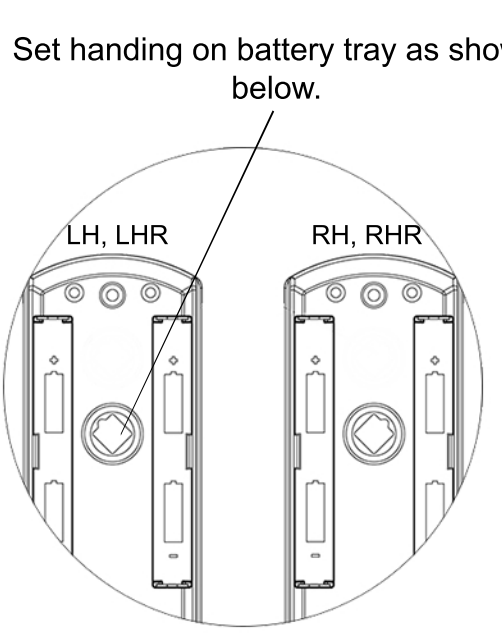
Step 8

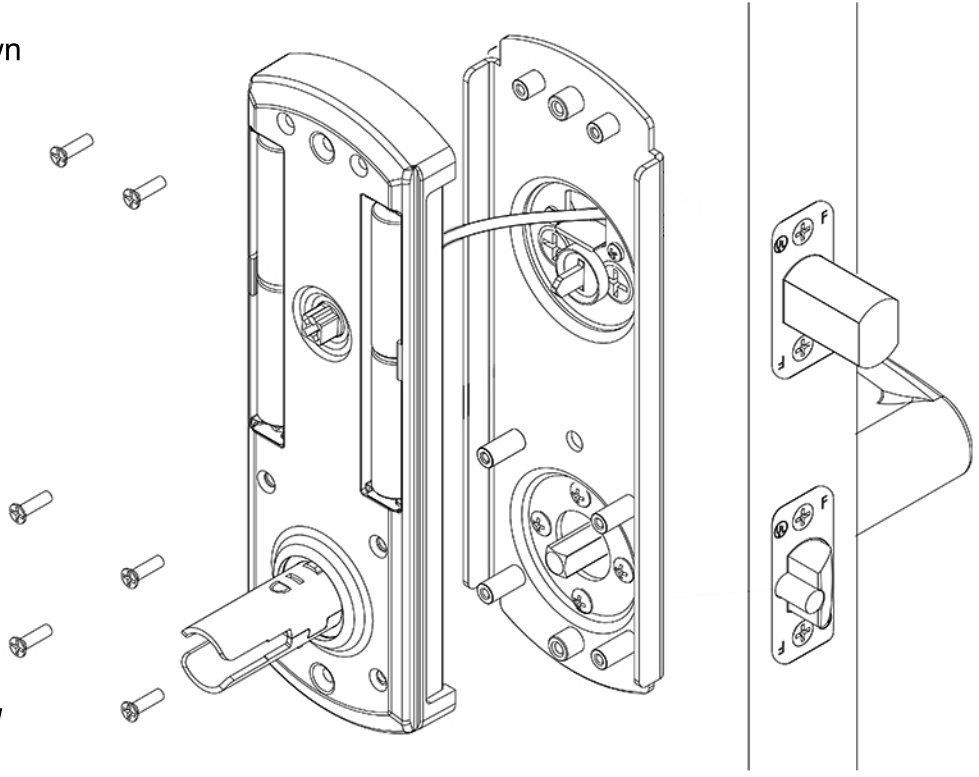
Install thumb turn spindle as shown. Plug in connector from lock assembly into plug on back of battery tray.



Step 9

Set handing on battery tray. Push excess wire into hole over the backplate. Battery tray should sit flush without interference. Do not pinch wire harness. Secure battery tray with 6 screws.

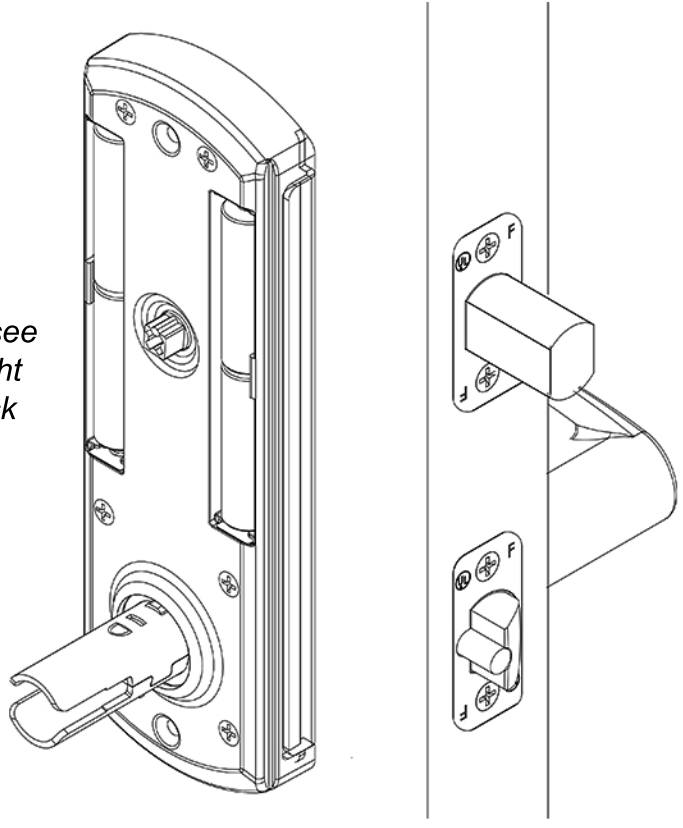




Note: Confirm deadbolt is extended and thumb turn spindle is installed.

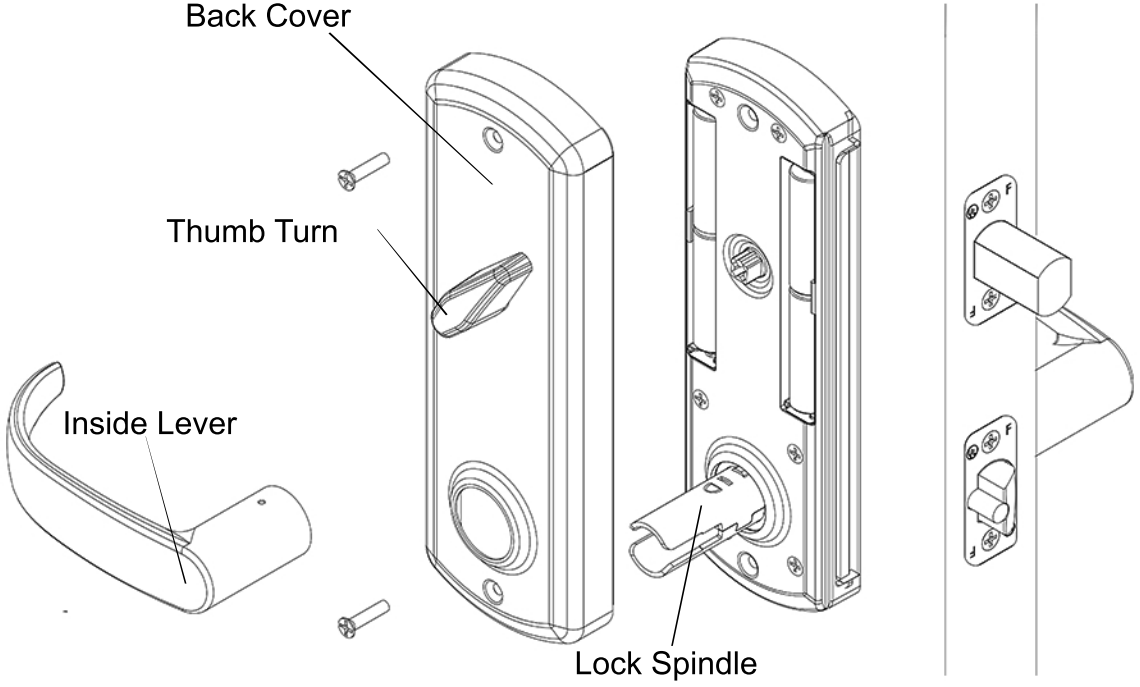
Install 4 AA-alkaline batteries into battery tray. Use only alkaline batteries for interconnect lock.

When batteries are installed, you will hear motor move, see the keypad LED light up, and hear a quick series of beeps.

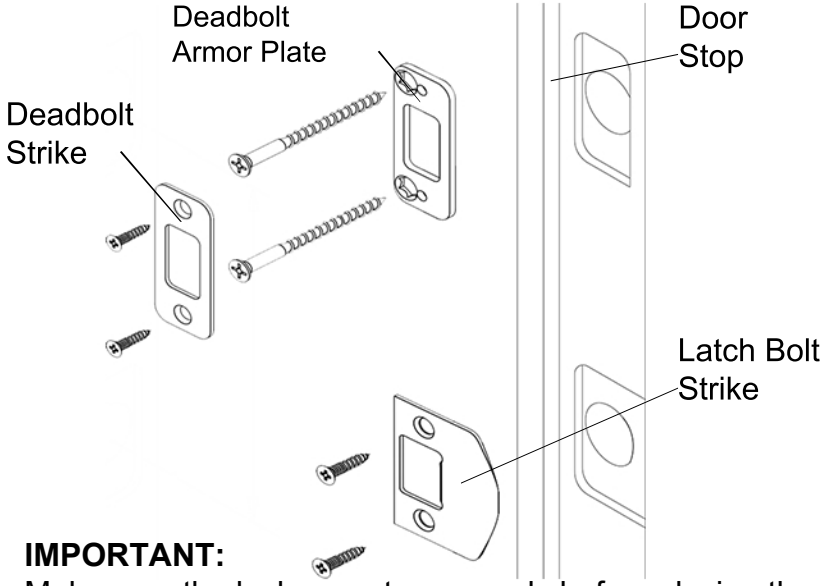


Step 11

Place back cover over battery tray. Make sure the thumb turn on the back cover is oriented properly. Align thumb turn until it falls into place without forcing it. Secure back cover with 2 screws. Slide inside lever onto lock spindle. Lever catch is on underside of lever and it should snap into place. Pull lever to make sure it is secure.



Install deadbolt armor plate, deadbolt strike, and latch bolt strike. Secure with 6 screws.



Remember, the door stop is where the door will stop when normally operated. Stop includes any gasket, smoke seal, or bumpers. Position of strikes are to be measured from where the door actually stops. The deadbolt, when thrown, cannot have any interference with deadbolt strike. If there is any interference, strikes need to be adjusted for the lock to work properly.

IMPORTANT:
Make sure the lock operates properly before closing the door. From inside, lifting the lever should extend the deadbolt and rotating the lever down should retract both bolts. From outside, lifting the lever should extend the deadbolt. Wake up the keypad by swiping across the surface and enter 1-2-3-4-5-6-#. The LED will light red then green. Rotating the lever down should retract both bolts. Key override, rotating the key unlocks the lock momentarily allowing the lever to retract both bolts. When key is removed, the lock will return to being locked.

Changing the handing should not be needed. Lock is shipped with handing specified. See shipping confirmation or box for details.

If handing needs to be changed from Right Hand to Left Hand (Or Left Hand to Right Hand), handing must be changed on outside assembly. This entails changing a socket head screw on the back of outside assembly. Also, latch bolt and levers need to be adjusted.

See:

Addendum C *To change handing on outside assembly*
Addendum B *To remove and adjust levers*
Step 2 *To adjust latch bolt*

If handing needs to be changed from Right Hand to Right Hand Reverse (Or Left Hand to Left Hand Reverse), only the latch bolt orientation needs to be changed.

See:

Step 2 *In order to adjust latch bolt*

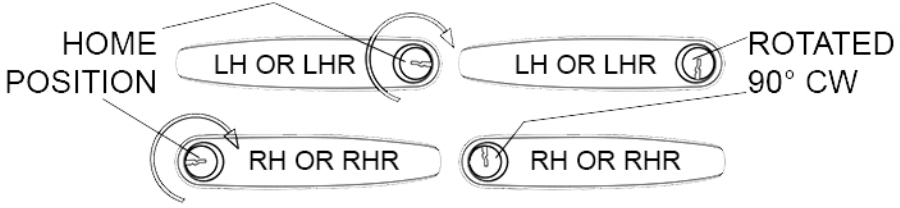
Remove Inside Lever

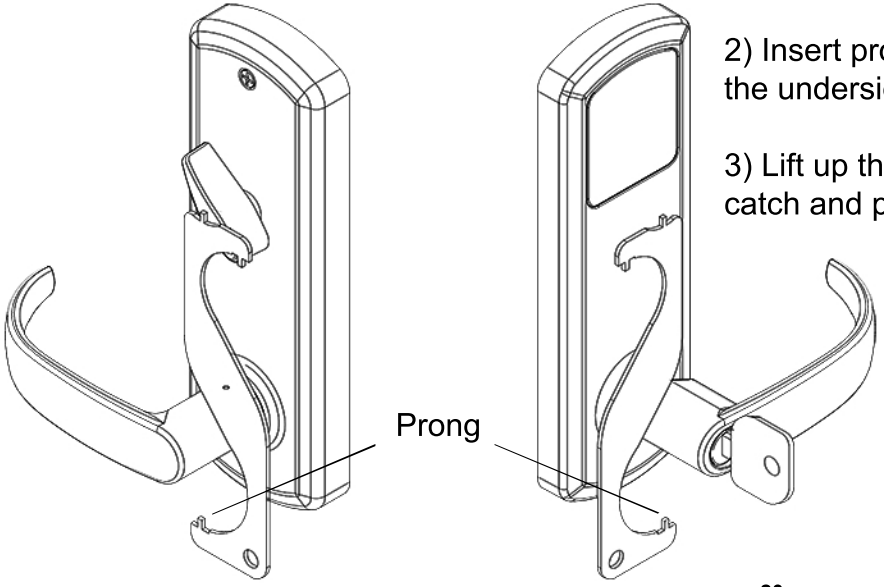
1) Insert prong on lever removal tool in hole on underside of lever.

2) Lift up the lever removal tool to depress the lever catch and pull the lever off.

Remove Outside Lever

1) Insert the mechanical key and rotate it 90° clockwise.





2) Insert prong on lever removal tool in the hole on the underside of the lever.

3) Lift up the lever removal tool to depress the lever catch and pull the lever off.

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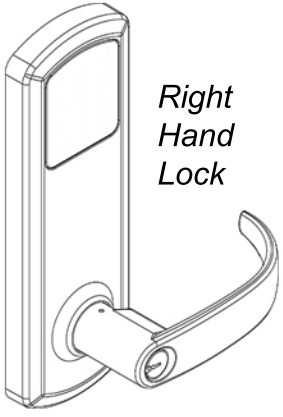
Change Handing On Outside Assembly

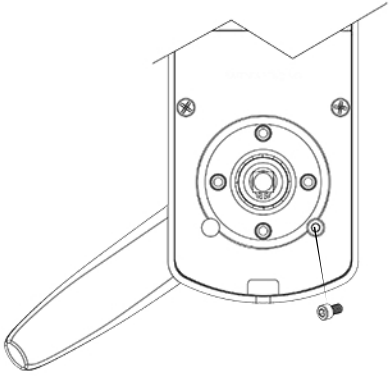
For this example, we will be changing the handing of a right hand lock to a left hand lock.



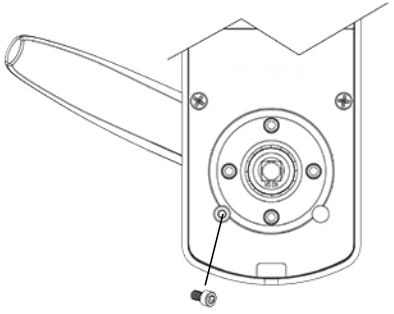
Right Hand Lock

1) Remove lock assembly from door.

2) Rotate lever down on outside assembly, and use a 7/64” hex wrench to remove socket head screw from back of outside assembly.

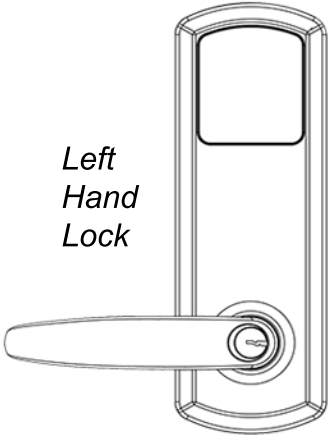


3) To change handing, rotate lever up and install socket head screw on the left side of lock assembly.



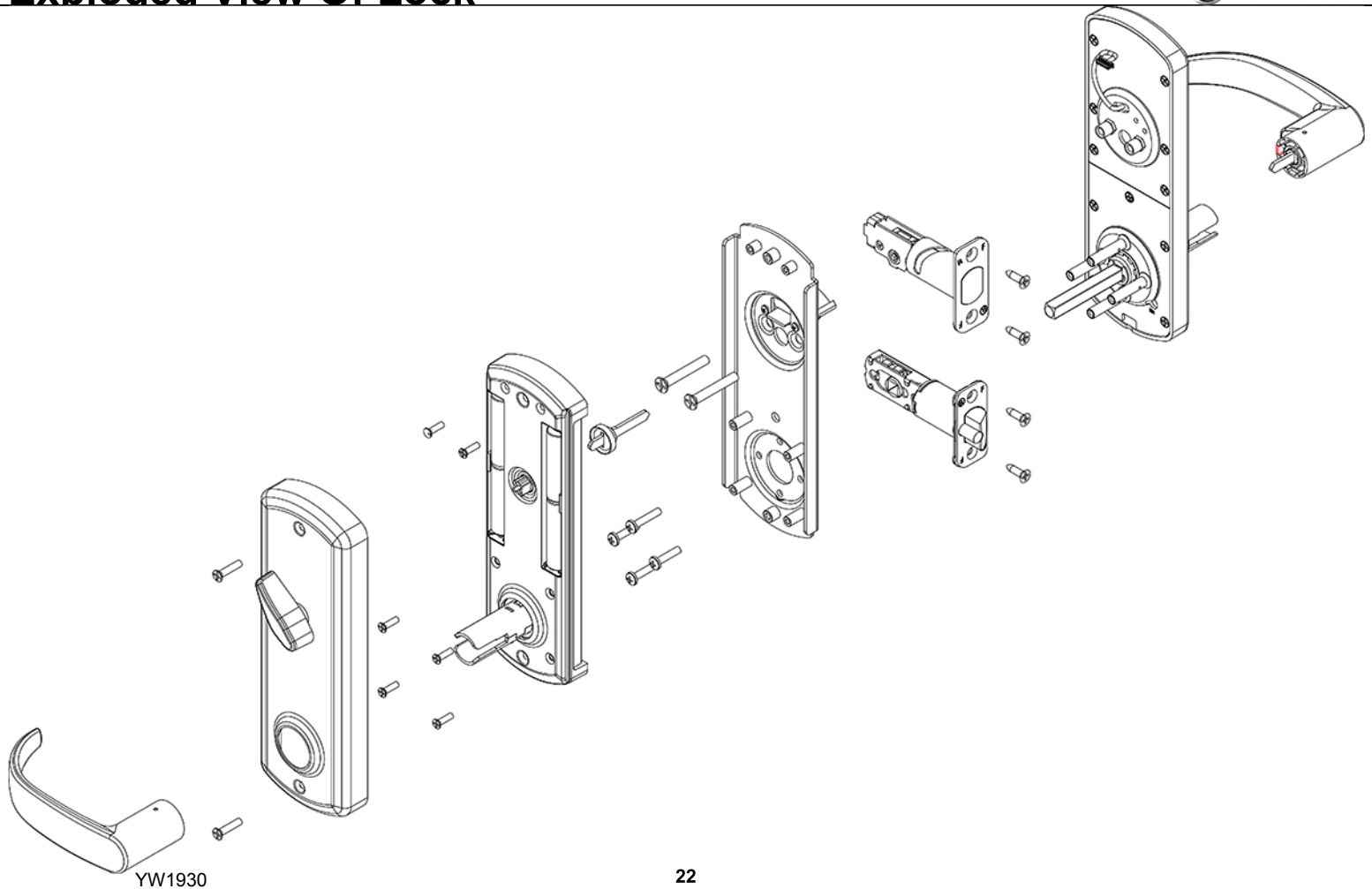
4) Re-install lock assembly on door.

Be sure to change lever to new handing. See* **Install Outside Lever *for more information.*



Left Hand Lock

Exploded View Of Lock



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Troubleshoot

PROBLEM	CAUSE	SOLUTION
Keypad does not light up.	Batteries are dead.	Replace batteries by removing back cover.
	Keypad is locked out due to x amount of incorrect codes.	Wait 60 seconds and try again.
	Not fully plugged in wires or pinched wires.	Check wire connection.
Latch bolt retracts when lever is rotated up, not down.	Hub on latch bolt was not installed correctly.	Take lock off door and re-adjust latch bolt. (See Step 2)
Rotating outside lever up will not extend deadbolt.	Deadbolt was not extended during installation.	Remove inside lever, back cover, and battery tray extend deadbolt and re-install parts. (See Step 8)
	Handing on outside assembly was not properly set	Take lock off door. Adjust handing on outside assembly and re-install parts. (See Addendum C)
Key will not come out of lever after installation.	Key cylinder was not installed correctly.	Use lever removal tool to remove lever and re-install cylinder correctly. (See Step 5)
Outside lever retracts deadbolt and latch bolt without a key, user code or key card.	Handing on outside assembly was not properly set.	Take lock off door. Adjust handing on outside assembly and re-install parts. (See Addendum C)
Deadbolt binds or does not fully extend.	Strikes are not aligned.	Adjust strikes. (See Step 12)

*VISIT **WWW.TOWNSTEEL.COM** FOR MORE INFORMATION.*

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