Installation Guide

Keypad & RFID
Shared & Assigned Use
Standard, Vertical, & Horizontal Body
**Before Lock Installation**

**Surface Mount Installation**

For door thickness measuring between .01" - .480" (0.01mm - 12mm)
- Required Components
- Installation

For door thickness measuring between .480" - 1.998" (12.2mm - 50.7mm)
- Required Components
- Installation

**Recess Mount Installation**

For door thickness measuring between .370" - .850" (9.4mm - 21.6mm)
- Required Components
- Installation

For door thickness measuring between .850" - 2.368" (21.6mm - 60.1mm)
- Required Components
- Installation

**Door Preparation**

Strike Plate Installation
- Required Components
- Installation

Door Mounting Holes Drill Instructions and Templates
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- Removal of 3-hole Lock Plug
- Removal of Padlock Hasp
Before Lock Installation

The door must be prepared for lock installation.

1. **Strike Plate**
   A strike plate must be installed.

   - Angled Strike Plate
   - Security Strike Plate
   - Double Door Strike Plate

2a. **Door Mounting Holes**
   For surface mount installations, the door must have door mounting holes.

   - For Standard & Vertical Body
   - For Horizontal Body

2b. **Routed Door with Door Mounting Holes**
   For recess mount installations, the door must be routed and have door mounting holes.

   - For Standard Body
   - For Vertical Body
   - For Horizontal Body
Surface Mount Installation

For door thickness measuring between .01” - .480” (0.01mm - 12.0mm)

Required Components

1 - Front Unit

- Standard Body Keypad
- Standard Body RFID
- Vertical Body Keypad
- Vertical Body RFID
- Horizontal Body Keypad

1 - Rear Unit

- Springbolt
- Springlatch
- Deadbolt
- Deadlatch

1 - Plastic Ring

1* - Pin Extender

*Required for door thickness measuring between .315”-.480” (8.0-12.2mm)

1* - Ratchet/Screw Gun with a 3/8” Socket

*Not included

◆ Do not use an electric screw gun unless it is equipped with a torque adjuster and is set to low.
Installation

For illustration, a standard body, keypad lock with a bolt rear unit is used.

1. Place the plastic ring on the front unit.

2. If required, connect the pin extender to the rear unit.

3. Insert the front unit screw posts through the door mounting holes.

4. Hold the front unit against the front of the door. Use the rear unit mounting holes as a guide, then slide the front and rear units together.

5. Make sure the connector pins align properly with the connector.

6. Insert the locking nuts on the screw posts and tighten using the ratchet/screw gun.

   ◆ Do not over tighten.

If properly connected, a triple beep will be heard and the LED will flash three times.
To test keypad locks: Press 0
To test RFID locks: Press #

Test the locks while the door is open. If locks do not operate, remove and reinstall.
Close the door and test again. If 10 rapid beeps are heard and the LED flashes 10 times, the strike plate and/or the door needs to be adjusted as it is preventing the lock from operating.
For door thickness measuring between .480” - 1.998” (12.2mm - 50.7mm)

Required Components

<table>
<thead>
<tr>
<th>1 - Front Unit</th>
<th>1 - Rear Unit</th>
<th>1 - Plastic Ring</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Standard Body Keypad" /></td>
<td><img src="image" alt="Springbolt" /></td>
<td><img src="image" alt="1 - Plastic Ring" /></td>
</tr>
<tr>
<td><img src="image" alt="Standard Body RFID" /></td>
<td><img src="image" alt="Springlatch" /></td>
<td><img src="image" alt="2 - Phillips Head Screws" /></td>
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<tr>
<td><img src="image" alt="Vertical Body Keypad" /></td>
<td><img src="image" alt="Deadbolt" /></td>
<td><img src="image" alt="2 - Split Lock Washers" /></td>
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<tr>
<td><img src="image" alt="Vertical Body RFID" /></td>
<td><img src="image" alt="Deadlatch" /></td>
<td><img src="image" alt="1* - Pin Extender" /></td>
</tr>
<tr>
<td>Horizontal Body Keypad</td>
<td></td>
<td><img src="image" alt="1* - Phillips Head Screwdriver (#2)" /></td>
</tr>
</tbody>
</table>

1 - Plastic Ring

2 - Phillips Head Screws

2 - Split Lock Washers

1* - Pin Extender

1* - Phillips Head Screwdriver (#2)

*Two (2) pin extenders are required for door thickness measuring between 1.20”-1.998” (30.5-50.7mm)

*Not included

◆ Do not use an electric screw gun unless it is equipped with a torque adjuster and is set to low.
Installation

For illustration, a standard body, keypad lock with a bolt rear unit is used.

1. Place the plastic ring on the front unit.

2. Connect the pin extender to the rear unit.

3. Place the split lock washers on the phillips head screws and insert them through the rear unit mounting holes.

4. Insert the front unit nut posts through the door mounting holes.

5. Hold the front unit against the front of the door. Use the screws of the rear unit as a guide then slide the front and rear units together.

6. Make sure the connector pins align properly with the connector. If properly connected, a triple beep will be heard and the LED will flash three times.
Tighten the screws using the phillips head screw driver.

To test keypad locks: Press `10`

To test RFID locks: Press `10`

Test the locks while the door is open. If locks do not operate, remove and reinstall. Close the door and test again. If 10 rapid beeps are heard and the LED flashes 10 times, the strike plate and/or the door needs to be adjusted as it is preventing the lock from operating.
Recess Mount Installation

For door thickness measuring between .370" - .850" (9.4mm - 21.6mm)

Required Components

1 - Front Unit

- Standard Body Keypad
- Standard Body RFID
- Vertical Body Keypad
- Vertical Body RFID
- Horizontal Body Keypad

1 - Rear Unit

- Solenoid Spring Bolt
- Solenoid Spring Latch
- Motorized Dead Bolt
- Motorized Dead Latch

1* - Pin Extender

*Required for door thickness measuring between .685" - .850" (17.4-21.6mm)

1* - Ratchet/Screw Gun with a 3/8" Socket

*Not included

2 - Locking Nuts

◆ Do not use an electric screw gun unless it is equipped with a torque adjuster and is set to low.
**Installation**

For illustration, a standard body, keypad lock with a bolt rear unit is used.

1. If required, connect the pin extender to the rear unit.

2. Insert the front unit screw posts through the door mounting holes.

3. Hold the front unit against the front of the door. Use the screws of the rear unit as a guide then slide the front and rear units together.

4. Make sure the connector pins align properly with the connector. If properly connected, a triple beep will be heard and the LED will flash three times.

5. Insert the locking nuts on the screw posts and tighten using the ratchet/screw gun.
   - Do not over tighten.
To test keypad locks: Press 0

To test RFID locks: Press #

Test the locks while the door is open. If locks do not operate, remove and reinstall.
Close the door and test again. If 10 rapid beeps are heard and the LED flashes 10 times, the strike plate and/or the door needs to be adjusted as it is preventing the lock from operating.
For door thickness measuring between .850” - 2.368” (21.6mm - 60.1mm)

Required Components

1 - Front Unit
- Standard Body Keypad
- Standard Body RFID
- Vertical Body Keypad
- Vertical Body RFID
- Horizontal Body Keypad

1 - Rear Unit
- Solenoid Spring Bolt
- Solenoid Spring Latch
- Motorized Dead Bolt
- Motorized Dead Latch

1* - Phillips Head Screwdriver (#2)

1* - Pin Extender
*Two (2) pin extenders are required for door thickness measuring between 1.570”-2.368” (39.9-60.1mm)

2 - Phillips Head Screws
2 - Split Lock Washers

*Not included

* Do not use an electric screw gun unless it is equipped with a torque adjuster and is set to low.
Installation

For illustration, a standard body, keypad lock with a bolt rear unit is used.

1. Connect the pin extender to the rear unit.

2. Place the split lock washers on the phillips head screws and insert them through the rear unit mounting holes.

3. Insert the front unit nut posts through the door mounting holes.

4. Hold the front unit against the front of the door. Use the screws of the rear unit as a guide then slide the front and rear units together.

5. Make sure the connector pins align properly with the connector. If properly connected, a triple beep will be heard and the LED will flash three times.

6. Tighten the screws using the phillips head screw driver. Do not over tighten.
To test keypad locks: Press 0 0
To test RFID locks: Press 0

Test the locks while the door is open. If locks do not operate, remove and reinstall.
Close the door and test again. If 10 rapid beeps are heard and the LED flashes 10 times, the strike plate and/or the door needs to be adjusted as it is preventing the lock from operating.
Door Preparation

Strike Plate Installation

Required Components

1. A strike plate must be installed.

- Angled Strike Plate
- Security Strike Plate
- Double Door Strike Plate

1* - Phillips Head Screwdriver (#1)

*Not included

Do not use an electric screw gun unless it is equipped with a torque adjuster and is set to low.
Installation

1. Position the strike plate on the door frame centering it with the center of the desired location of the door mounting holes.

2. Allow .125” (3.18mm) from door edge and mark the position of the adjustment slot holes.

3. Drill 0.25” (6.35mm) pilot holes using a 1/6” drill bit.

4. Position the strike plate and the self tapping screws into the adjustment slot holes. Do not tighten the screws.

5. Adjust the strike plate to the proper position (.125” (3.18mm) from the door edge) then tighten the self tapping screws.

6. Position and tighten the remaining self tapping screw into the center hole.
Door Mounting Holes Drill Instructions and Templates

Drill Instructions

For illustration, the mounting holes template for standard & vertical body locks is used.

1. Align both the center line and strike plate edge of the installed strike plate.
   Hold the template in place and close the door.

2. Mark the edge of the door on the template. Mark the center line of the template on the edge of the door.

3. Place the template on the front of the door.
   Align the edge of the door with the mark on the template, and then align the center line of the template with the mark on the door.
   Secure the template with removable tape.

4. Mark the center point of the three door mounting drill holes on the front of the door.
   Use the drill bits specified on the template to drill appropriately sized door mounting holes.
Template for Standard & Vertical Body

Templates may not print to scale. Check all measurements before proceeding.
Before printing, turn off auto scaling in printer setup and print at 100%.
Template for Horizontal Body

Templates may not print to scale. Check all measurements before proceeding. Before printing, turn off auto scaling in printer setup and print at 100%.
Routing Instructions and Template

Routing Instructions

1. Choose the appropriate routing template (standard, vertical, or horizontal).

2. Drill the appropriate door mounting holes. Refer to the door mounting holes drill instructions and template.

3. Align the mounting holes drawn on the template with the mounting holes drilled on the door.

4. Route the door according to the measurements shown on the template.
Routing Template for Standard Body

Templates may not print to scale. Check all measurements before proceeding. Before printing, turn off auto scaling in printer setup and print at 100%.
Routing Template for Horizontal Body

Templates may not print to scale. Check all measurements before proceeding. Before printing, turn off auto scaling in printer setup and print at 100%.
Routing Template for Vertical Body

Templates may not print to scale. Check all measurements before proceeding.
Before printing, turn off auto scaling in printer setup and print at 100%.
Metal Door Preparation

Compatibility Guide

Digilock is compatible with a majority of 3-hole configuration, latch, and handle door types. Some doors may require modification to clear obstructions.

- Single Point Latch
- Standard Lift
- Recessed Cup with Multi-point Latch
- Handle
- Box Locker Padlock Hasp
- Recessed Cup with Single Point Latch
Removal of 3-hole Lock Plug

Remove any obstructions to the door mounting holes.
Removal of Padlock Hasp

The padlock hasp must be removed

Example 1

Close the door and mark the area to cut the padlock hasp.
Open the door then cut the padlock hasp on the marked cut-line.
Smooth out rough or sharp edges.

Example 2

Close the door and make sure that nothing is protruding above the surface of the door.