

## Installation Manual

Thank you for choosing **KEYLEX USA**. Please review this manual carefully to ensure proper installation.

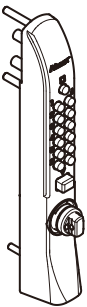

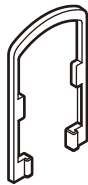


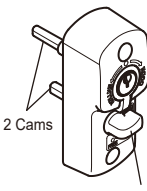

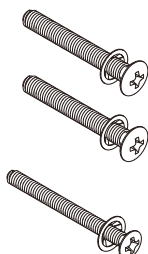

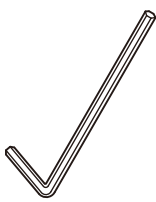

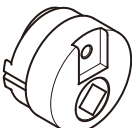


When tightening, always use a manual screwdriver. DO NOT use a power screwdriver.



Before starting the installation, refer to the "**Ilco Cylinder Installation Manual**" and attach the cylinder to the main unit and Control Unit.

### Package Contents

	<b>Control Unit</b> (With or without Free Passage Mode Option)				
	 1 Cam Without Switch Knob	 2 Cams With Switch Knob			
Main Unit	Control Unit	Free Passage Mode Control Unit	Cover	Main Unit Spacer	Lever Handle
1	Only Includes One		1	1	1
					
1	M5×2、 M4×1	1	1	1	1

# 1. Parts Overview

## Main Unit

### Button Functions

#### Reset Button

Cancels any mistakenly entered passcode.

#### Passcode Set Button

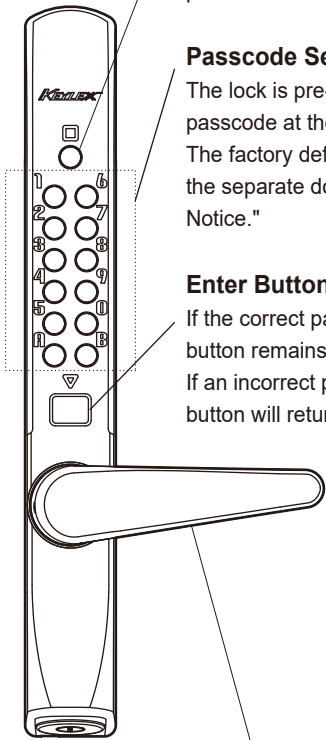
The lock is pre-configured with a passcode at the time of shipment. The factory default passcode is listed on the separate document "Important Notice."

#### Enter Button

If the correct passcode is entered, the button remains depressed. If an incorrect passcode is entered, the button will return to its original position.

#### Lever Handle

The lever handle is removed at the time of shipment. Check the door hinge direction, align the orientation, and attach it using the included Hex Screws.



## Control Unit

**Control Unit**  
Free Passage Mode Not Supported

**Passcode Reset Cylinder**  
Used when changing the passcode.



**Control Unit**  
Free Passage Mode Supported

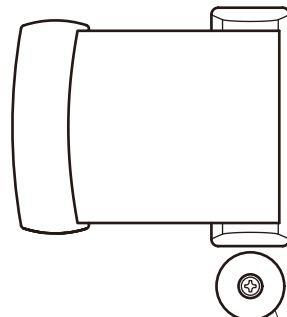


**Switch Knob** (For Free Passage Mode Control Unit Only)

Used for Switching Between Free Passage and Auto Lock Modes

**Adams Rite 4591 Paddle**

(Not Included must purchase separately)



Screw Cover

※ This diagram shows the right-hinged configuration (mirrored for left-hinged doors).

## 2. Pre-Installation Preparation



DO NOT close the door until "6. Unlocking Method" is complete. (It is recommended to secure the door with a wedge or similar tool.)

1. Check the hinge side. Determine whether the door hinges are on the right or left when viewed from the exterior side.

### Right-Hinged Door

Outward Opening

Inward Opening

Interior Side      Exterior Side

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2. Set each component according to the door hinge direction.
3. Attach the Main Unit and Lever Handle, then secure them with Hex Screws.

Main Unit

Lever Handle

Hex Screw

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4. Fully rotate the spindle on the back of the main unit in the R direction.

Spindle

### Left-Hinged Door

Outward Opening

Inward Opening

Interior Side      Exterior Side

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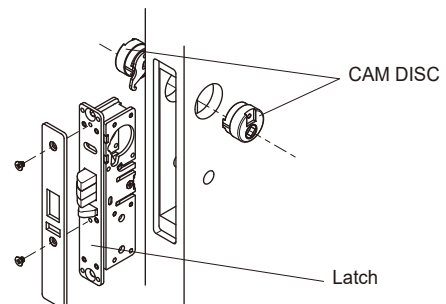
2. Set each component according to the door hinge direction.
3. Attach the Main Unit and Lever Handle, then secure them with Hex Screws.

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4. Fully rotate the spindle on the back of the main unit in the L direction.

5. Attach the latch and Cam Disc according to the included lock installation manual.

The Cam Disc must be repositioned based on the door hinge direction. Be sure to read the manual carefully before installation.



## 3. Prepare Door for Drilling

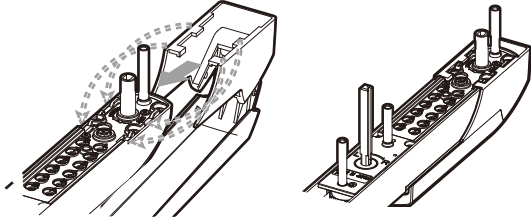
Drill the Mounting Holes (Refer to the separate drilling template for details.)

## 4. Cover Installation

Attach the Cover to the Main Unit. If the cover is not used, install the Main Unit Spacer instead.

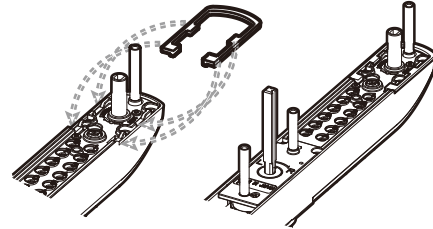
### Installing the Cover

Place the Cover over the Main Unit from the top while keeping it open. Align the ridges on the back of the cover with the recesses on the back of the main unit and snap it into place.



### Installing the Spacer

Align the Main Unit Spacer with the recess on the back of the Exterior Main Unit and snap it into place.



※The position and number of guide posts on the back vary depending on the model specifications.

## 5. Main Unit Installation

1. Hold the Main Unit and insert the Spindle (a) into the square hole (b) of the Cam Disc.



Ensure the spindle is inserted straight and level into the hole.

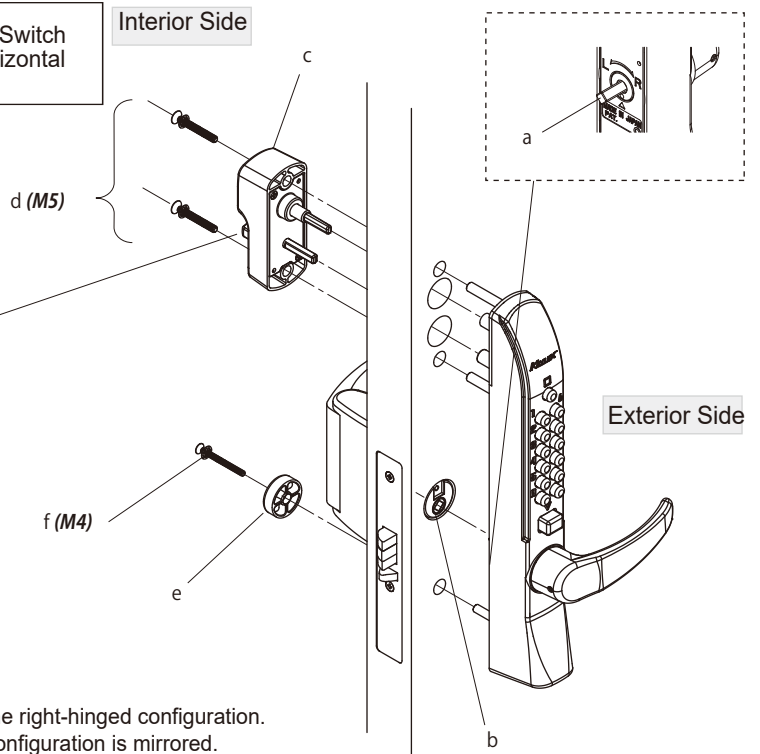
2. Secure the Control Unit (c) using two M5 Main Unit Mounting Screws (d).



If the Control Unit has the Free Passage Mode Switch Function, install it with the Switch Knob in a horizontal position.

3. Secure the Screw Cover (e) using one M4 Main Unit Mounting Screw (f).

※ If the Free Passage Mode Switch Function is available, the Switch Knob should be positioned horizontally.



This diagram shows the right-hinged configuration.  
The left-hinged configuration is mirrored.

# 6. Unlocking and Locking Methods

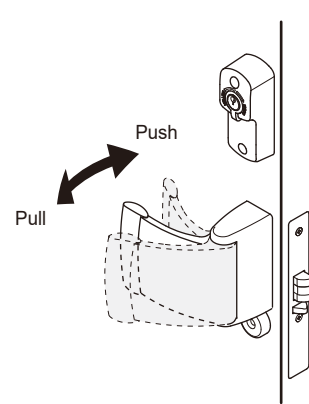
## A. Operation from the Interior Side

### Unlocking

The door can be unlocked by operating the paddle.

### Locking

The door will automatically lock when closed.



※ This diagram shows the right-hinged configuration. The left-hinged configuration is mirrored.

## B. Exterior Side Operation

### Unlocking

1. Press the Reset Button.
2. Enter the current passcode.
3. Press the Enter Button.
4. Turn the Lever Handle to unlock the door.

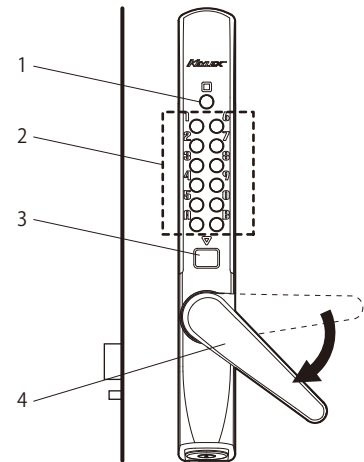


**DO NOT** operate the handle while pressing the Enter Button.

### Locking

The door will automatically lock when closed.

※When locked, the Lever Handle will rotate freely without engaging the latch.

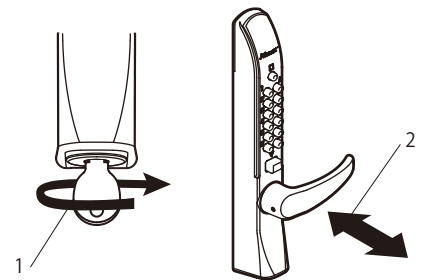


※ This diagram shows the right-hinged configuration. The left-hinged configuration is mirrored.

## C. Unlocking with a Key

The door can be unlocked with the key without using the Passcode.

1. Insert the key into the bottom cylinder, turn it fully, and hold it.
2. While holding the key, turn the Lever Handle to open the door.



If the lock does not operate as described, review "2. Pre-Installation Preparation" and "5. Main Unit Installation" again.

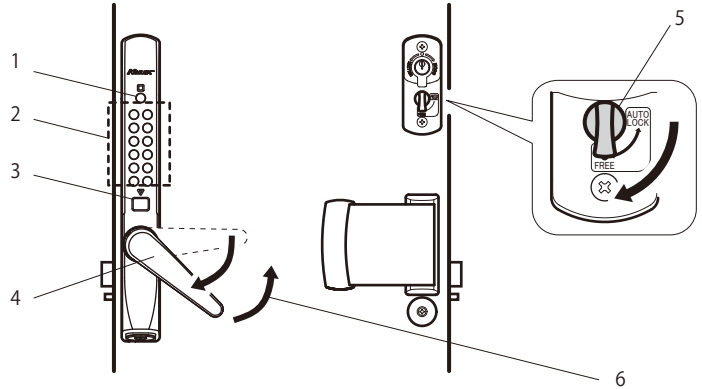
# 7. How to Use Free Passage Mode

The following functions are available only on models with the Free Passage Mode Switch (optional feature).

## 7-1. Switching to Free Passage Mode

When switched to Free Passage Mode, the door will remain unlocked even when closed.

1. Press the Reset Button.
2. Enter the current passcode.
3. Press the Enter Button.
4. Push down and hold the Lever Handle.
5. Turn the Switch Knob to Free Passage Mode.
6. Release the Lever Handle back to its original position.



## 7-2. Switching from Free Passage Mode to Auto Lock Mode

1. Push down and hold the Lever Handle.
2. Turn the Switch Knob to Auto Lock Mode.
3. Release the Lever Handle back to its original position.

