

3500 SERIES

RESIDENTIAL GRADE LEVER



1

Do this first:

Hardware Installation

You are here.



Install your lock.

Use this Hardware Installation Guide to get your lock installed.



Get connected.

Use the Connection Guide to get your lock online and registered.



Take control.

Now your lock is fully functional and can be managed from anywhere.

Here's what you'll need:

- ✓ Four AA Batteries
- ✓ Phillips Screwdriver

OPTIONAL:

- ✓ Power Drill
 - 2 1/8" Hole Saw
 - 1" Drill Bit
- ✓ Measuring Tape
- ✓ Adhesive Tape

What's in the box?



Interior Lock



Exterior Lock



Mounting Plate



Strike Plate



Key Set



Latch



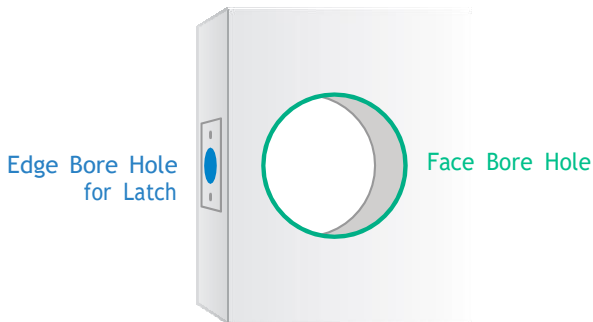
Hardware Pack

Let's get started.

First things first, let's get
your new lock installed.

Drilling new holes?

Most doors will have an existing hole drilled for a lever lock. If your door needs to be drilled, you'll need to drill a 2 1/8" (54mm) hole for the lockset on the face of the door, as well as a 1" bore hole for the latch on the edge of the door.



STEP 1

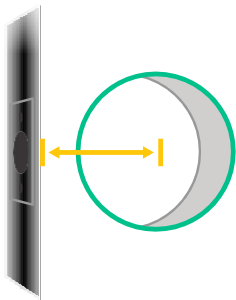
Position the template.

If your door already has a latch and face bore hole, please proceed to **STEP 3**.

Use the template to the right to mark the center of each hole precisely. Once the template is aligned, tape the template in place.

Quick Tip

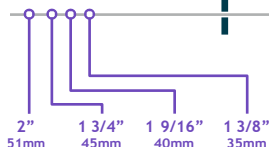
The **backset** is the distance between the center of the **face bore hole** to the edge of the door.



TEMPLATE

Fold and fit door edge on this line.

Drill a 1 in diameter latch hole at the exact center of your door's edge.



Drill a 2 1/4 in (54mm) diameter hole for either a 2 3/4 in or 2 7/8 in backset.

2 3/4 in (70mm)

2 7/8 in (60mm)



TEMPLATE

Drill a $2\frac{1}{4}$ in (54mm) diameter hole for either a $2\frac{3}{4}$ in or $2\frac{5}{8}$ in backset.

Fold and fit door edge on this line.

$2\frac{3}{4}$ in (70mm)

$2\frac{5}{8}$ in (60mm)

Drill a 1 in diameter latch hole at the exact center of your door's edge.

$1\frac{3}{8}$ "
35mm

$1\frac{9}{16}$ "
40mm

$1\frac{3}{4}$ "
45mm

2"
51mm



Exterior of Door

Drill a $2\frac{1}{8}$ in (54mm) diameter hole for either a $2\frac{1}{2}$ in or 2 in in backset.

$2\frac{1}{2}$ in (70mm)

$2\frac{1}{2}$ in (60mm)

$1\frac{3}{8}$ "
35mm

Interior of Door

Drill a $2\frac{1}{8}$ in (54mm) diameter hole for either a $2\frac{1}{2}$ in or 2 in in backset.

$2\frac{1}{2}$ in (70mm)

$2\frac{1}{2}$ in (60mm)

$1\frac{3}{8}$ "
35mm

STEP 2

Mark carefully and drill.

Use a thumbtack or sharp object to mark the center of each hole you will drill. Mark the exterior of the door, then apply the template to the interior of the door.

Make sure the holes are aligned precisely from one side of the door to the other and double check all the measurements and markings.



Align the drill bit over your mark and hold the door steady. Keep the drill level and straight. Drill the 2 1/8" face bore halfway through on the first side.

Then drill the remaining half from the other side of the door. This prevents damage to the door and improves accuracy.

Finally, use a 1" drill bit to drill the edge of the door with the latch bore hole. Drill until you reach the face bore hole.

Exterior of Door



Interior of Door

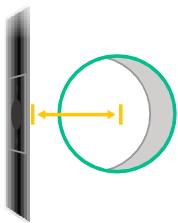


Edge of Door



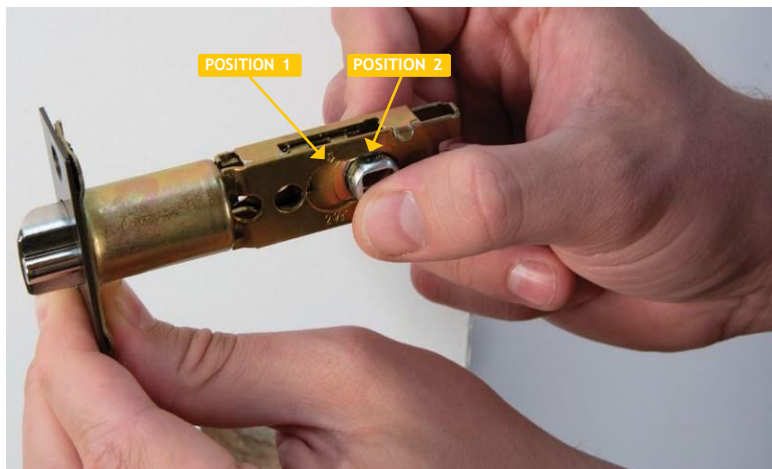
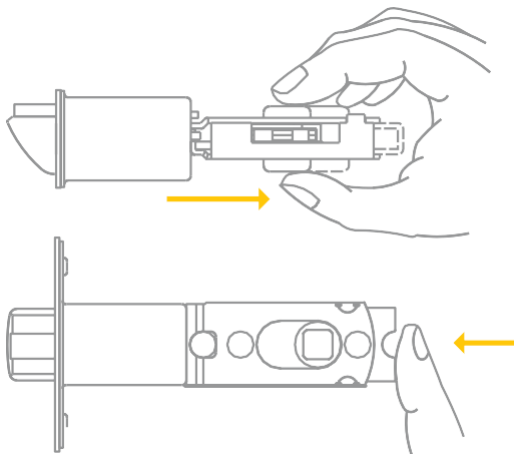
STEP 3

Measure the backset and adjust the latch to fit.




The **backset** is the distance between the center of the **face bore hole** to the edge of the door.

The lever latch has two positions, when retracted it will fit a 2 $\frac{3}{8}$ " (60mm) backset or when extended, will fit a 2 $\frac{3}{4}$ " (70mm) backset.



STEP 4

Install latch.

Insert the latch and make sure it is flush with the door frame. Ensure the  symbols on the latch are pointed up. Hand tighten with two of the included wood screws.

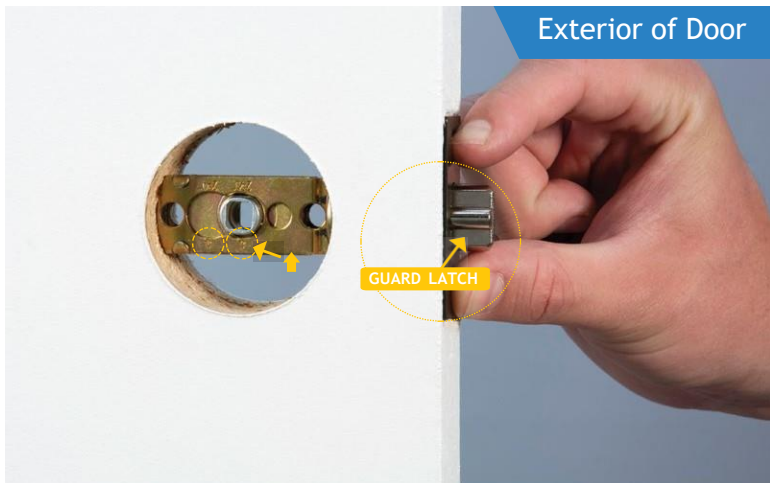


The guard latch should face the exterior of the door.

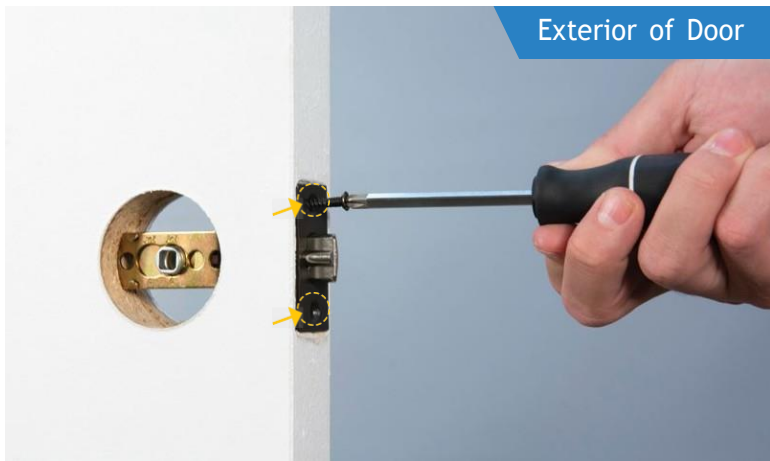
Quick Tip

Make sure the latch plate lays flush with the door. If the latch plate is not flush with the door, draw an outline around the faceplate edge and chisel a rebate to allow the latch to lay flush with the door edge.

Exterior of Door



Exterior of Door



STEP 5

Position keypad.

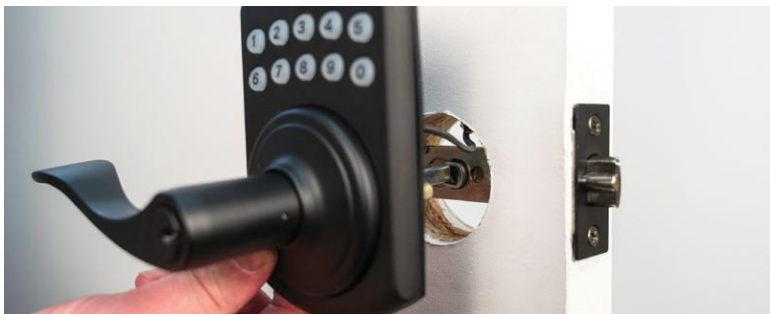
Place the keypad portion of the lock on the exterior side of the door. Pass the power cable over the latch to the interior side of the door. Ensure the tailpiece is in the vertical position and inserted through the hub of the latch.



Quick Tip

Make sure the power cable is inserted **above** the latch and the latch tailpiece is in the vertical position..

Exterior of Door



Interior of Door



STEP 6

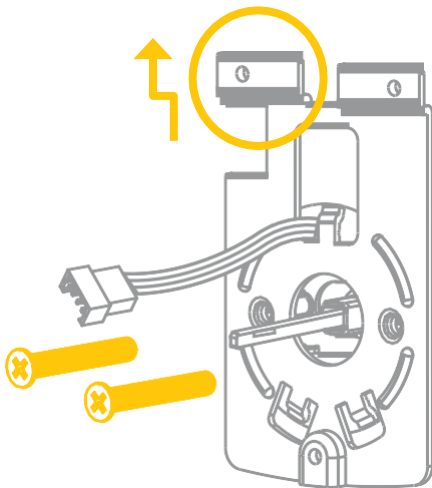
Attach mounting plate.

Hold the mounting plate up to the interior of the door, making sure the prongs are facing up and outward.

Pass the power cable through the upper center hole on the mounting plate. Secure the mounting plate to the exterior half of the lock with the two included long bolts. If the lock appears crooked or lopsided, loosen the screws, adjust its position, and retighten.



Interior of Door



STEP 7

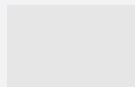
Prepare the interior lock.

Remove the battery cover from the interior of the lock by sliding the cover upward and pulling it off.

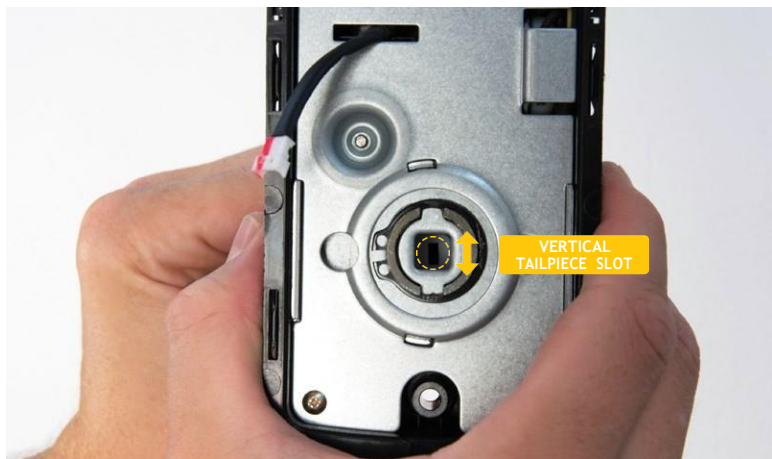
The lever lock's thumb turn should still be in the horizontal, unlocked position and the tailpiece slot should be in the vertical position.

Quick Tip

Take a picture of the serial number sticker on the back of the lock. The serial number can also be found on the exterior of the lock's packaging.



Model : OE-3500
Serial : AC000W0000000000
MacID : E04F00000000



STEP 8

Attach interior lock.

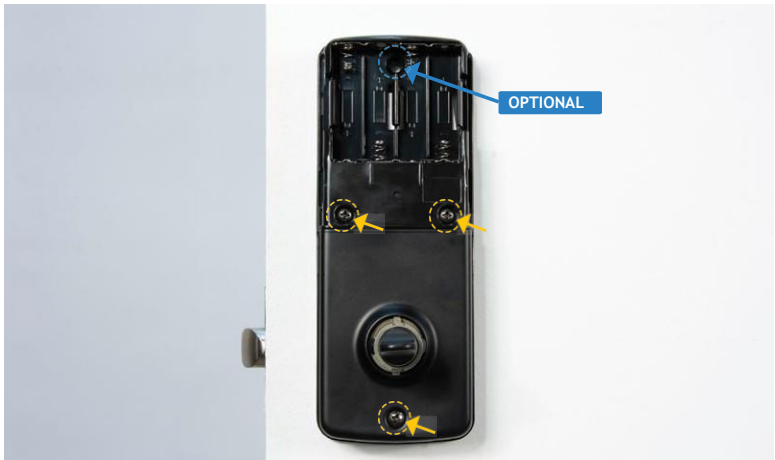
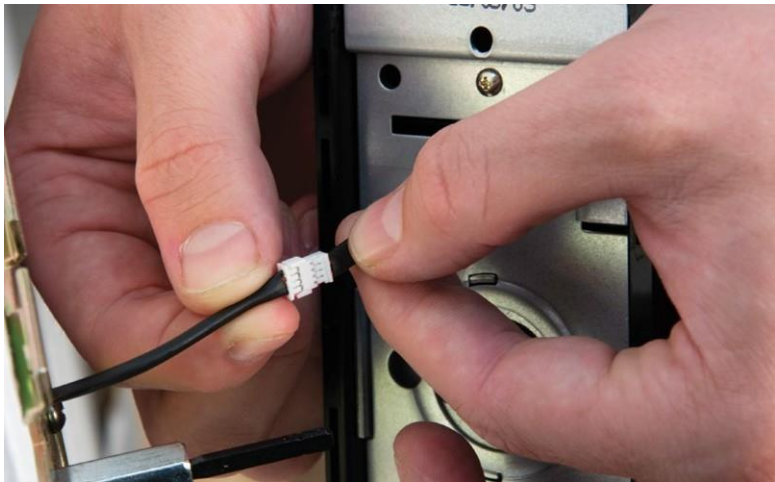
Connect the front lock's power cable to the interior lock.

Next, place the interior lock on the mounting plate making sure it is pressed flush to the door and the screw holes align with the mounting plate. Secure the interior lock to the mounting plate using the 3 included short bolts.



(OPTIONAL STEP)

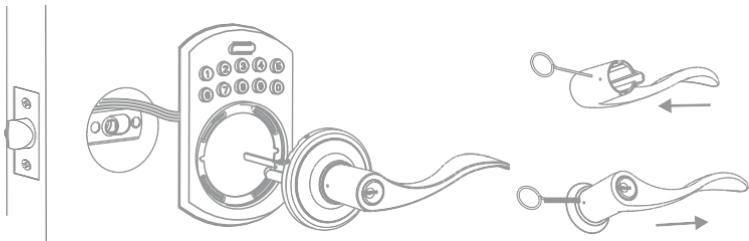
A wood screw is provided and can be used to screw the lock directly to a wood door in a more permanent and secure manner. This hole is located in the top, middle portion of the battery compartment.



STEP 9

Install handles.

With the levers still in the unlocked position, insert the provided pin wrench into the small hole on the neck of the lever and apply pressure to depress the catch. Once the catch has been depressed, pull out the lever from the stem. Follow the same steps to remove the lever from the other side of the lock to exchange the position of the levers or change the lock's 'handing'.



Quick Tip

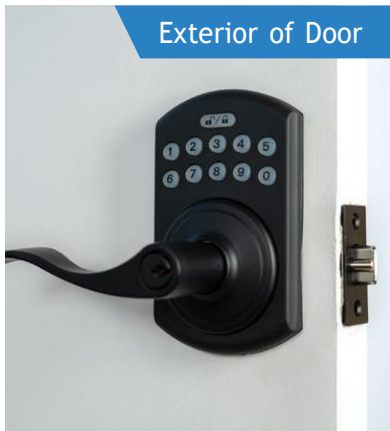
Lever handles should face away from the edge of the door to ensure smooth and ergonomic opening and closing.



Interior of Door



Exterior of Door

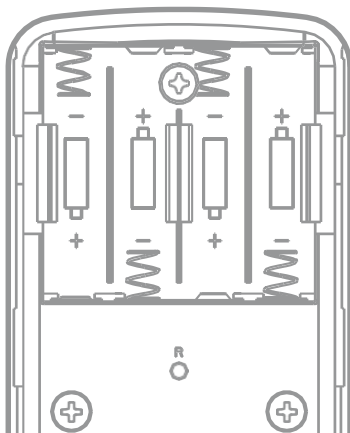


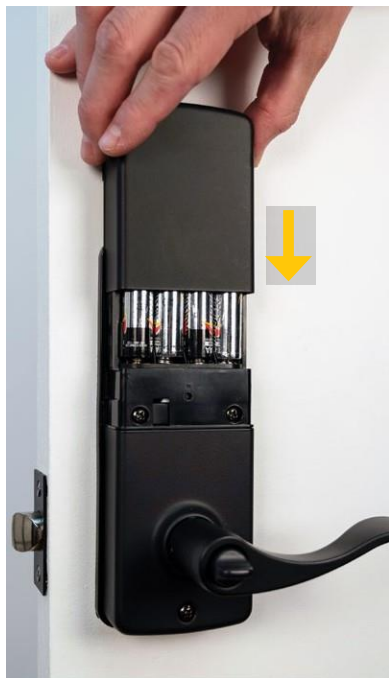
STEP 10

Insert batteries.

Insert four AA alkaline or lithium batteries into the battery compartment. Slide the battery cover back onto the lock.

Rechargeable batteries should never be used in this device because they do not support the necessary voltage. Please only use name brand alkaline or lithium batteries.








STEP 11

Add User Code.



Add a custom User Code via the keypad. User Codes can be 4-8 digits in length. To add a User Code, enter the following on the lock's keypad:



Enter your **Programming Code** followed by the  button, **110** followed by , and then enter your desired **Local User Code** followed by .

STEP 12

Test your lock.

First, press the  /  button to lock the lock.

Then enter the User Code from Step 11, followed by the  /  button to unlock the lock.

The keypad will flash green and the lever will now open freely. To lock the lock, press the  /  button.

Please note that, once the lock is connected to WiFi, the default Programming Code will be deleted after 24 hours. If you do not change the Programming Code yourself, it will be set to a randomized code for your protection. You can find this new code in the app under device settings.


Congratulations!
**Your lock is now
installed.**

Next:


**Use the Connection
Guide to finish setup.**

Using your lock.

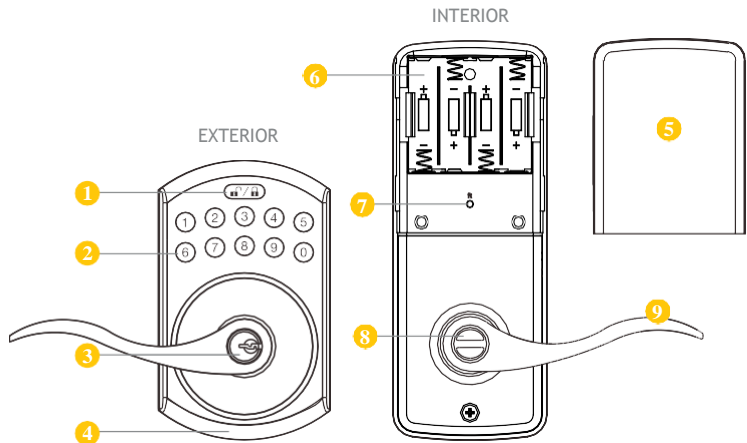
Locking

Lock the door by pressing the  button, by interior thumb turn, or with the included keys.

Unlocking

Unlock the door by entering a user code followed by the  button on the keypad, by interior thumb turn, or with the included keys.

Once your lock is installed and connected to WiFi, you can easily control your lock, add and manage access codes with the app.



1 LOCK/UNLOCK BUTTON

The Lock/Unlock button is utilized for entering codes and setting functions. It's also a lock button.

2 NUMBER BUTTONS

Input buttons for codes and function programming.

3 CYLINDER

Lock/Unlock the lock from exterior.

4 GASKET

Prevent water permeating into lock.

5 BATTERY LID

Slide the lid to change the batteries.

6 BATTERY HOLDER

Four AA (1.5v) Alkaline or Lithium batteries only.

7 R BUTTON (RESET)

Restores default settings.

8 THUMB TURN

Lock/Unlock the lock from interior.

9 LEVER HANDLES

To open, close, and engage latch.

Default Settings

By default, and after a factory reset, your lock has the following settings:

Programming Code: 123456

Auto-Lock Mode: Disabled

Keypad Sound: Enabled

Heartbeat Interval: 1 Hour

Programming Functions

You can use the keypad to perform several functions. These functions can also be performed ly from the app. None of the following functions are required for setup.

All keypad programming functions follow the same general steps:

1. Enter your **Programming Code** , followed by the  button.
2. Enter the **Function Code** for the desired function, followed by the  button.
3. Some functions will also require you to enter a **Function Value** , followed by the  button.

Specs and Functions

Power: 6V, four AA (1.5V) Alkaline or Lithium batteries only. Low Power or Low Battery life notifications are initially sent when the device reports battery at 30% or less. Once the battery has reached 30%, we will send additional low power notifications once per week until the device is dead.

Programming Code: The default programming code is **123456**. Please change this code for your security. Programming codes must be 4-10 digits.

Local Codes: Local codes are created using the programming code at the lock. There is a limit of 10 local codes. Local codes must be 4-10 digits.

User Codes: User codes are created using the app and can be configured with an access schedule. User codes must be 4-10 digits.

Auto-Lock: When disabled, the lock will remain unlocked after a code is entered. This mode is enabled by default on all lever models. When Auto-Lock is enabled, the lock will automatically lock itself after the specified delay.

Restore Factory Defaults: Factory settings can be restored by pressing and holding the “R” button on the battery pack within 10 seconds of power-cycling the lock (removing and reinserting a single battery).

Illuminated Indications

1 green flash: successful operation or a button press.

2 green flashes: successful programming.

3 red flashes: operational or programming error.

4 red flashes: 4.25V low battery warning.

8 red flashes: 3.75V low battery warning.

Orange flashes: lock is in a programming sequence.

Audio Indications

1 beep indicates successful operation or a button press.

2 beeps indicates successful programming.

3 beeps indicates a operational or programming error.

4 beeps indicates 4.25V low battery warning.

8 beeps indicates 3.75V low battery warning.

Function Codes

100: Change Programming Code

The programming code is essentially a password. This code allows you to program the lock directly, using the keypad. By default, the code is **123456**.

You can change this code to any anything 4-8 digits in length. To set a new programming code, enter the following on the lock's keypad:




Enter your current **Programming Code** followed by the  button, **100** followed by , and then enter your **New Programming Code** followed by .

If successful, you will see two green flashes and hear two beeps. If an error was made, you will see a red flash.

110: Add a Local Code

Local Codes are intended to be used as a backup to User Codes created from the app. If internet is unavailable, you can program a code directly from the lock. Note that schedules cannot be applied to a Local Code.




Local Codes can be 4-8 digits in length. To Add a Local Code, enter the following on the lock's keypad:

Enter your **Programming Code** followed by the  button, **110** followed by , and then enter your desired **Local User Code** followed by .

Once set, the default User Code will be disabled after your Local Code is created.


120: Delete Local Code

If you would like to remove your Local Code, enter the following on the lock's keypad:

Enter your **Programming Code** followed by the  button, **120** followed by , and then enter the existing **Local User Code** followed by .

130: Erase ALL Local Codes

If you would like to remove ALL of your existing Local Codes, enter the following on the lock's keypad:

Enter your **Programming Code** followed by the  button, **130** followed by .

Additional Functions

For all these additional functions, enter the following on the lock's keypad:

Enter your **Programming Code** followed by the  button, then the corresponding **Function Code** followed by .

320: Enter **320** followed by  to beacon the lock's network to connect Wi-Fi, or connect to a new network.

131: Erase all user codes.

135: Perform a factory reset. Careful—this will **delete all codes, schedules and events**.

160: Mute keypad beeping.



161: Unmute keypad beeping.

270: Disable Passage Mode. Your lock will automatically lock after each use.

271: Enable Passage Mode. Your lock will stay unlocked after being unlocked.

312: Reset Wi-Fi connection. (Forget All Known Connections and Networks).

320: Enter Access Point Mode to allow connection to another network.

411: Enter 411 followed by  /  to force Wi-Fi to wake up if the lock is currently set to not wake up when keypad is pressed.

FCC ID: 2BBNS-KL550

NOTE: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) This device must accept any interference received, including, an interference that may cause undesired operation.

Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment. This equipment should be installed and operated with a minimum distance of 20 cm between the radiator and your body.

Notes

Notes

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HARDWARE INSTALLATION
2024