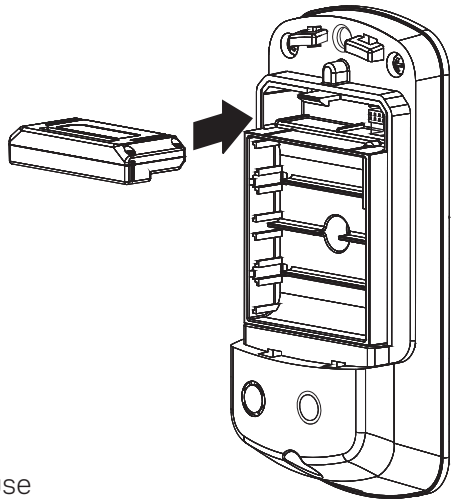
10 Install Module (optional)

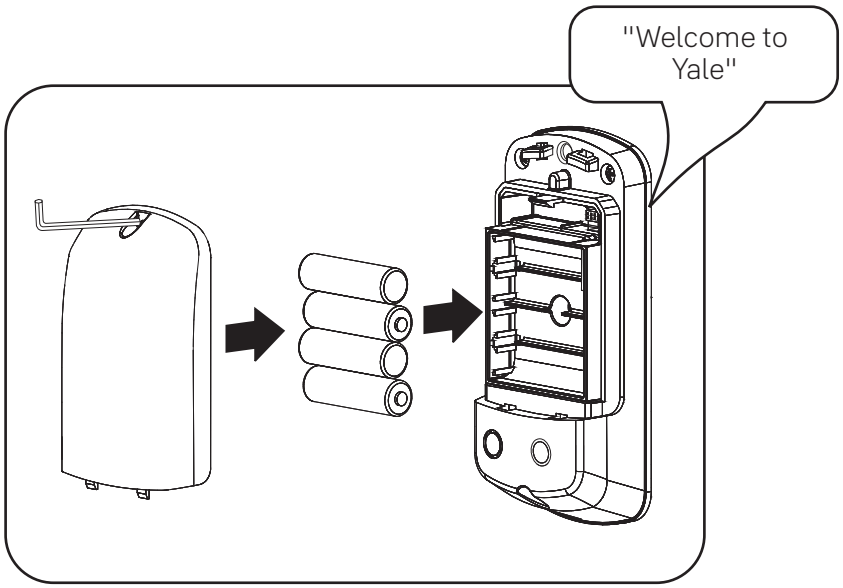
Network or Yale Accentra Key Module

Optional Network or Yale Accentra Key module must be installed BEFORE batteries.

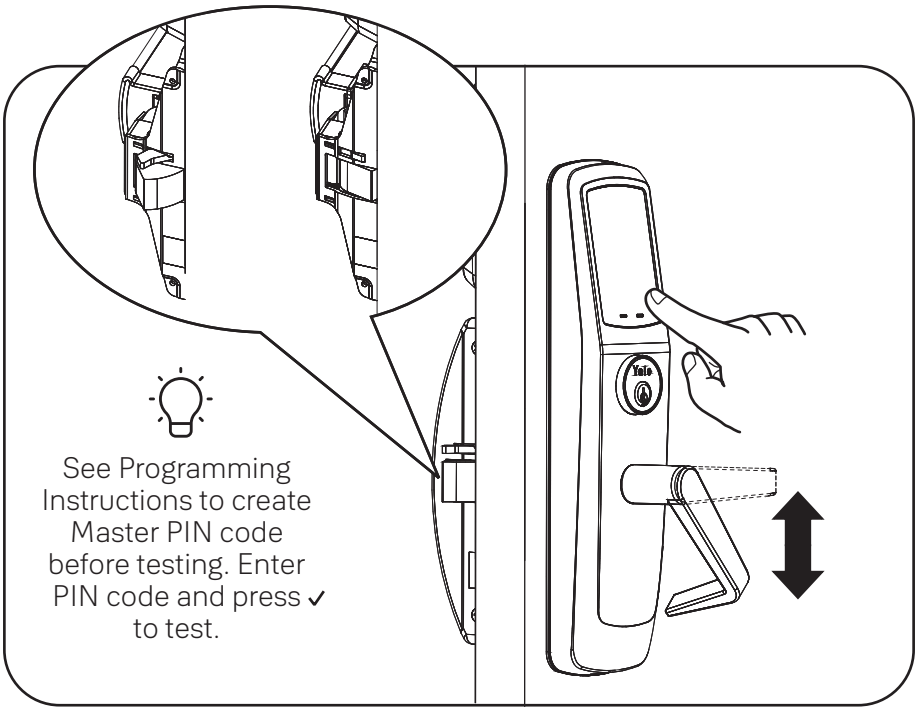
The Yale Accentra Key module enables access with physical (cards and fobs) and mobile credentials ONLY. Creation and use of User PIN codes are disabled.



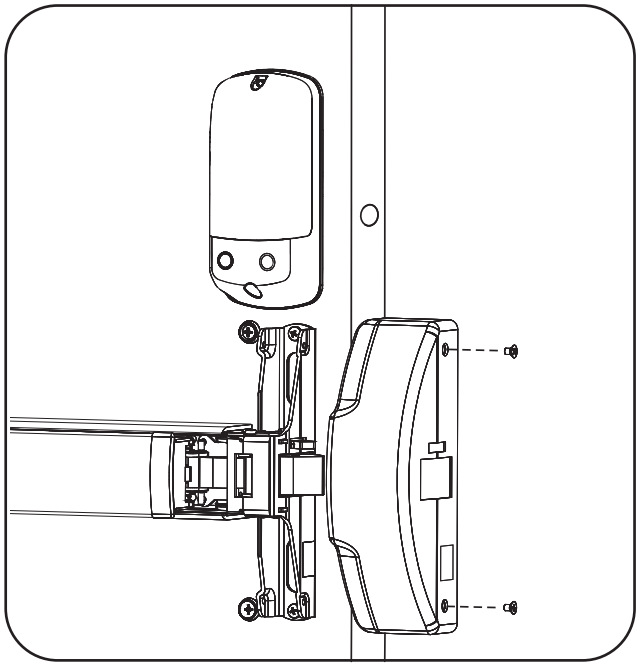
11 Install Batteries & Cover



Test Electronic Lock Function by Keypad

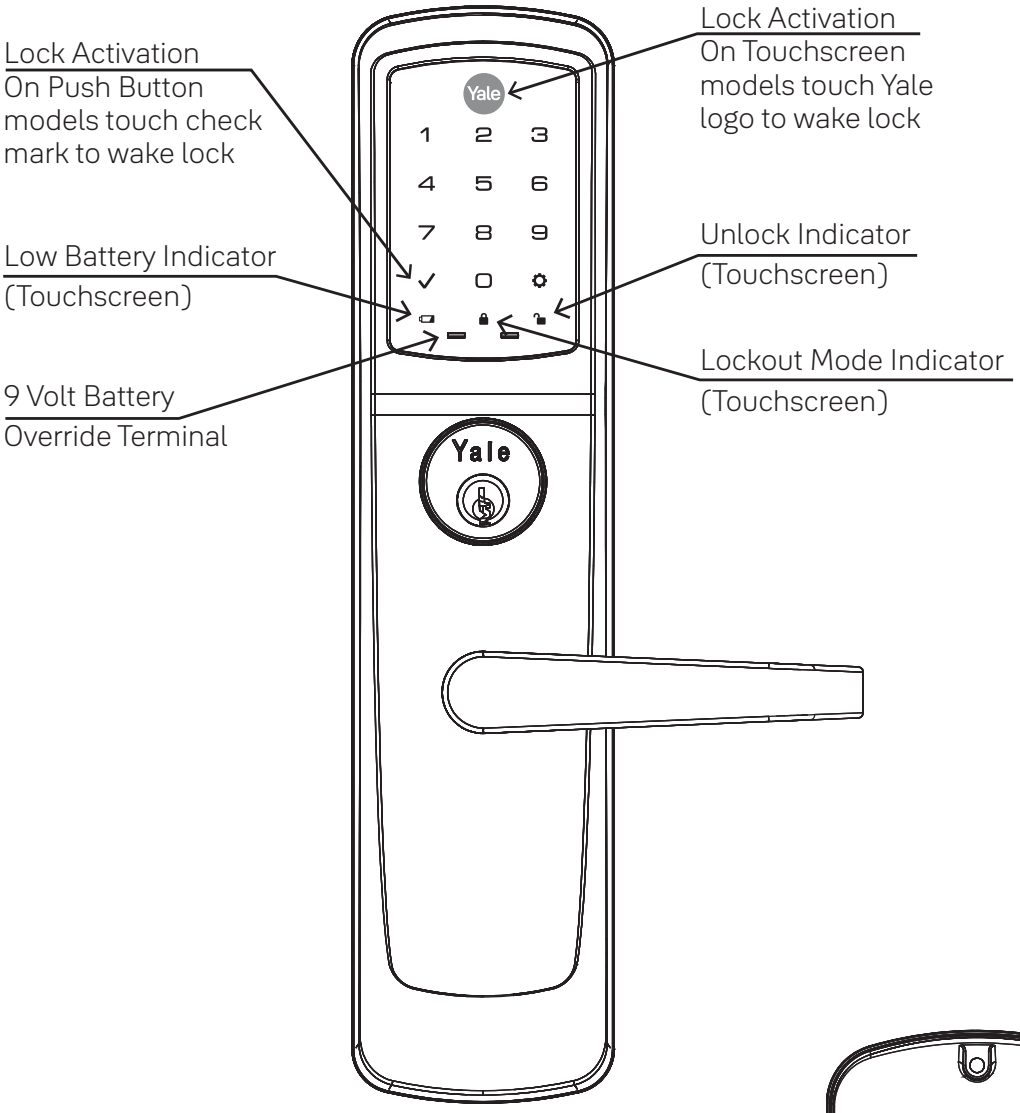


12 Install Exit Device Cover

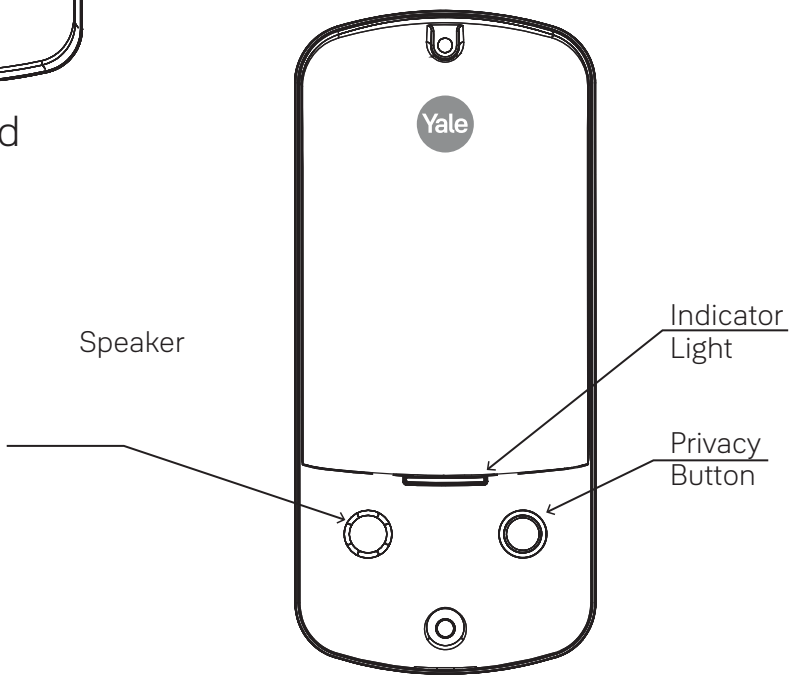


Congratulations, you've installed the Yale nex**Touch**™ Exit Trim Lock!
Continue to customize your product.

Programming Instructions



Keypad



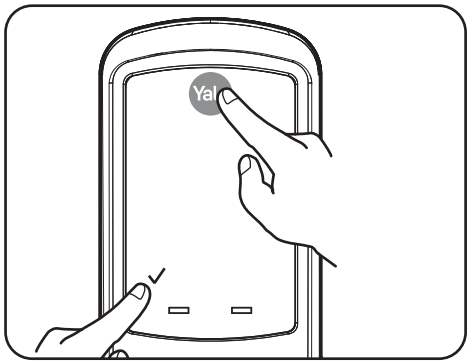
Inside Lock

1 Creating Master PIN Code

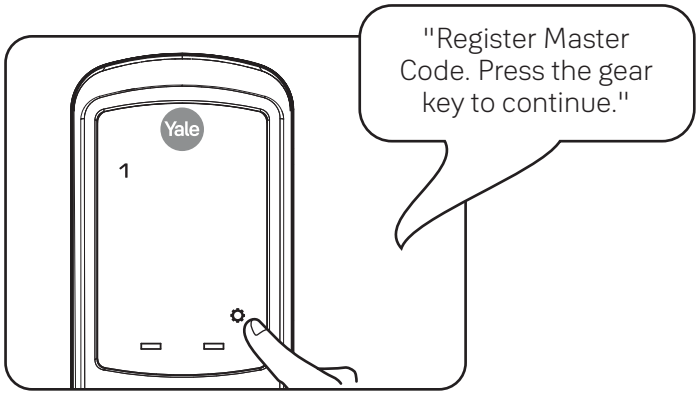
Creating a Master PIN Code must be performed upon installation or after resetting the lock to factory default. Programming and use of lock is not possible until this step has been successfully completed.

Press Yale
(Touchscreen)

Press ✓
(Push Button)

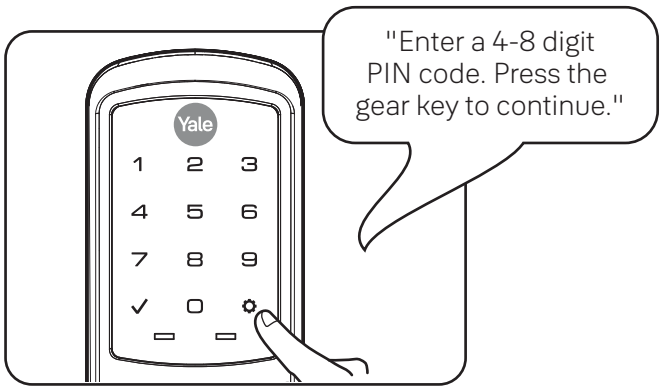


Press ⚙



Enter 4-8 digit Master PIN Code.

Press ⚙



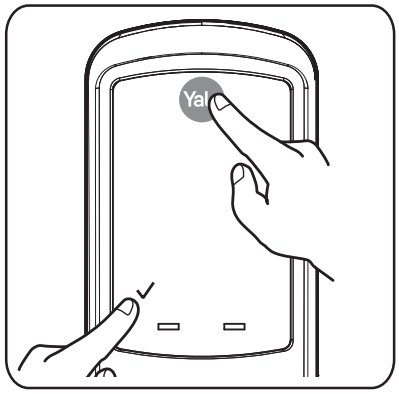
2a Creating User PIN Codes

Master PIN code must be created first.
*Max User Codes = 500

The Yale Accentra Key module enables access with physical (cards and fobs) and mobile credentials ONLY. Creation and use of User PIN codes are disabled.

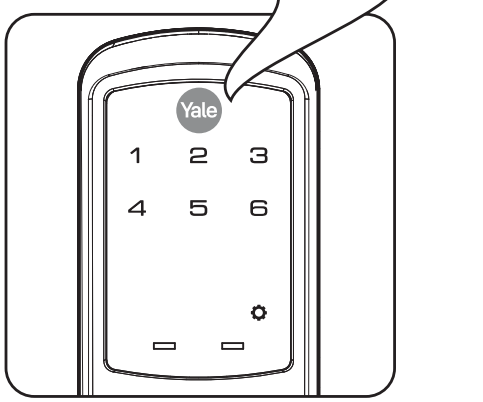
Press Yale
(Touchscreen)

Press ✓
(Push Button)

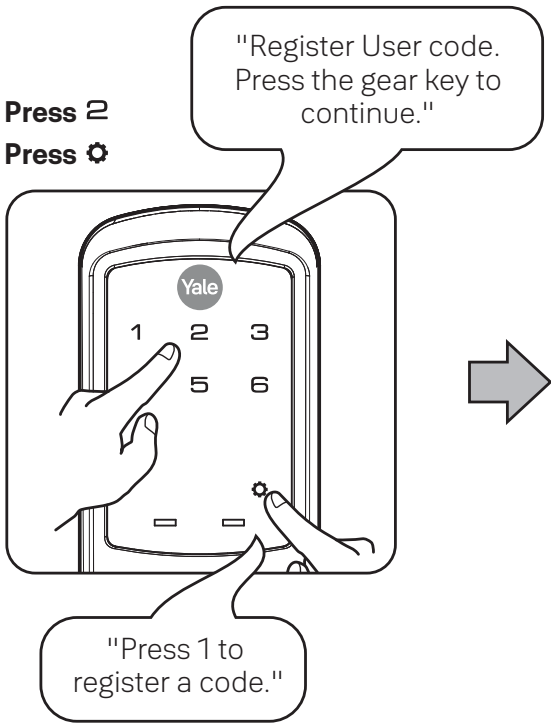


Enter Master PIN code

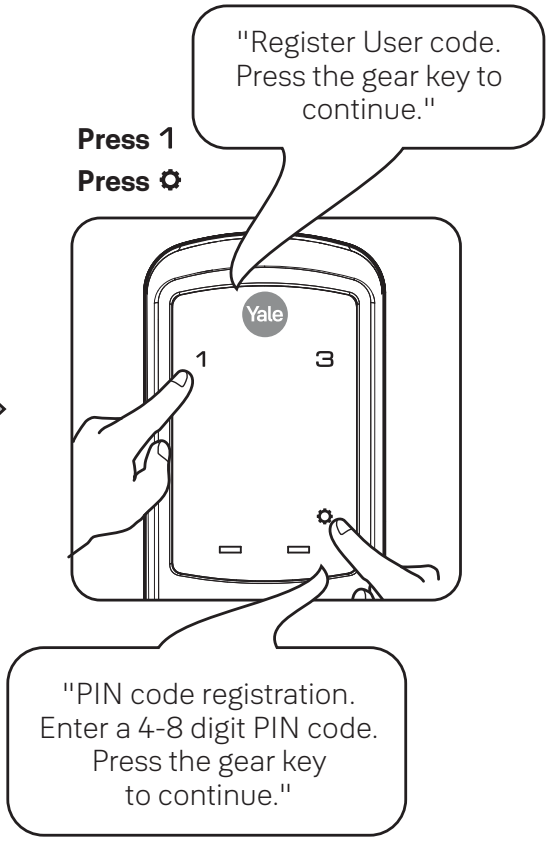
Press ⚙



Press 2
Press ⚙

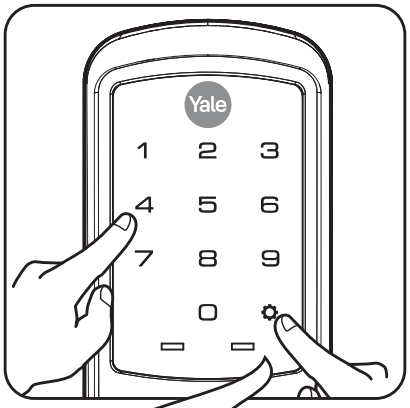


Press 1
Press ⚙



2b Creating User PIN Codes con't

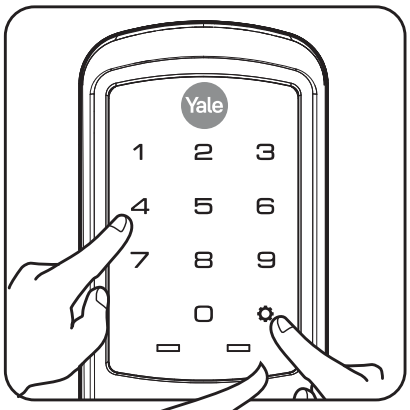
Enter 4-8 digit PIN code followed by ⚙



"Registered.
Press the check key to complete. Press the gear key to continue."

Adding more User Codes:

Press ⚙
Enter 4-8 digit PIN code
Press ⚙

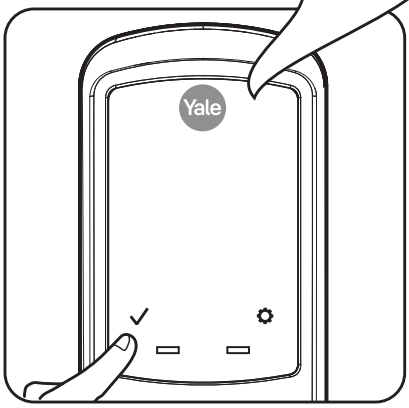


"Registered.
Press the check key to complete. Press the gear key to continue."

To end programming:

Press ✓

"Completed."

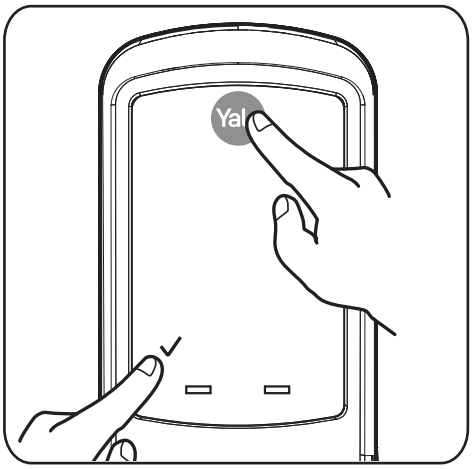


3 Locking & Unlocking Door with Registered Master or User PIN Code

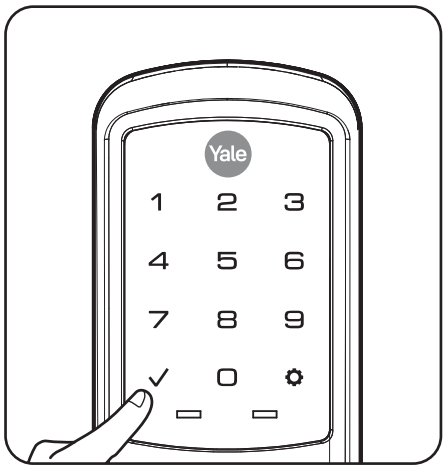
The Yale Accentra Key module enables access with physical (cards and fobs) and mobile credentials ONLY. Creation and use of User PIN codes are disabled. Master PIN code is only used for programming and configuring lock with Yale Accentra Multi-Family configuration app and will not unlock door.

Press Yale
(Touchscreen)

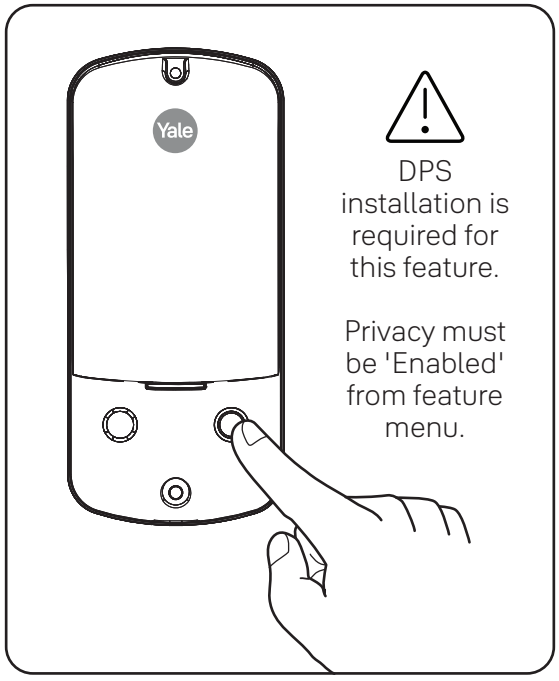
Press ✓
(Push Button)



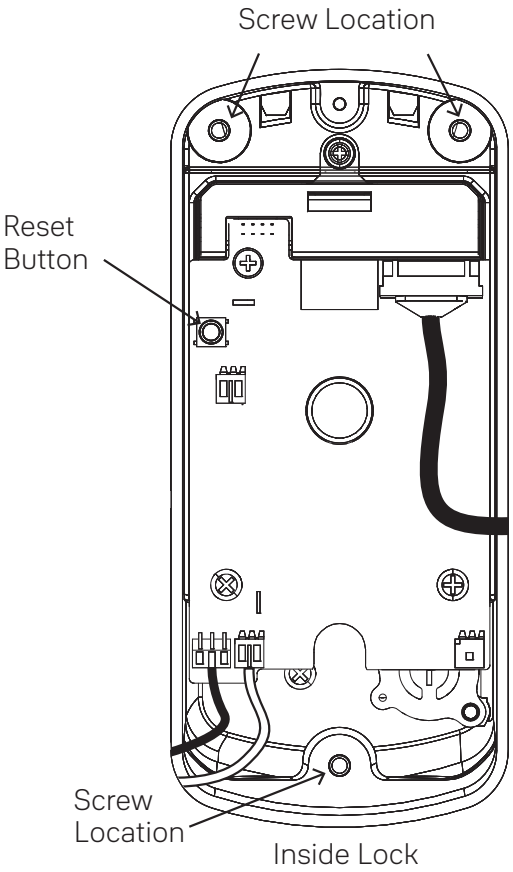
Enter PIN Code
Press ✓



4 Locking Door with Privacy Button



Resetting Lock to Factory Default



1. Remove battery cover with supplied hex wrench.
2. Remove three (3) screws from inside lock to release lock from bracket plate.
3. Remove network module if installed.
4. Reset button is on back of inside lock. Cables may stay connected. (See illustration for location of reset button.)
5. Press reset button for 3 seconds.
6. While continuing to press reset button, temporarily remove one (1) AA battery.
7. Reinstall battery.
8. Release reset button and wait approximately 15 seconds. Speaker will announce "Welcome to Yale."
9. Reinstall inside lock.
10. If utilizing a network module, remove batteries. Insert network module. Reinstall batteries.

When lock is reset to factory defaults all user codes (including the Master PIN code*) are deleted and all programming features are reset to original default settings (see Factory Settings). Master PIN Code creation is the only option available and must be performed prior to any other programming of the lock.

Definitions

All Code Lockout Mode: This feature is enabled by the Master code. When enabled, it restricts all user (except Master) PIN code access. When attempting to enter a code while unit is in Lockout, there will be an audible lock response. The touchscreen keypad will display a RED locked padlock. (Main Menu selection #6.)

Automatic Re-lock Time: After a successful unlock, unit will re-lock automatically after 5 seconds or for a duration selected in **Advanced Lock Settings**. (Main Menu selection #3 then #1)

Eco Mode: When enabled, Eco Mode puts unit in low power mode extending life of battery.

Inside Indicator Light: This light will blink red when the trim is locked.

Language Setting Mode: Choose English (1), Spanish (2) or French (3) for lock's voice prompts. (Main Menu selection #5)

Low Battery: When battery power is low, the Low Battery Warning indicator is a flashing red battery icon on the touchscreen keypad and the Yale logo will flash red on the push button keypad. If battery power is completely lost, use 9Volt battery override. To use 9V battery override apply 9V battery, in either direction, to terminals on the touchscreen for backup power option. Activate the touchscreen and enter your pin code to unlock door.

Master PIN Code: The Master PIN code is used for programming and for feature settings. **It must be created prior to programming lock.** The Master PIN code will also unlock/lock the lock except when Accentra Key Module is installed.

Network Module Setting: With optional Network Module installed, this setting becomes available (Main Menu selection #7) and allows the lock to connect with a network controller.

One Touch Locking: When unit is unlocked, activating the lock will lock unit (during Automatic Re-lock duration or when Automatic Re-lock is disabled). When One-Touch Re-lock is not in use (disabled), any valid PIN code will re-lock the lock. (Main Menu selection #3 then #3.)

Passage PIN Code: When used to unlock, lock will remain unlocked/open. Lock cannot be locked/secured until Passage code is entered again.

Privacy Button to Lock Door: If Automatic Re-lock is disabled, a short 1 second press of this button will lock the door.

Privacy Mode: With optional Door Position Switch installed, Privacy Mode enabled thru Menu Mode and door closed, all keypad functions can be disabled with a 3 second press of the Privacy Button. Privacy Mode is disabled by default. Enable Privacy Mode thru Main Menu selection #3 then #4. With door closed, press and hold the privacy button until voice prompt indicates Privacy Mode is enabled. Privacy Mode duration ends when door is opened and voice prompt indicates Privacy Mode is disabled.

Shut Down Time: Unit will shut down for sixty (60) seconds and not allow operation after wrong code entry limit (5 attempts) has been met. When unit is in Shut down, keypad will be flashing.

Tamper Alert: Audible alarm sounds if attempting to forcibly remove outside lock from door.

User PIN Code: The User code operates the lock. Maximum number of user codes is 500.

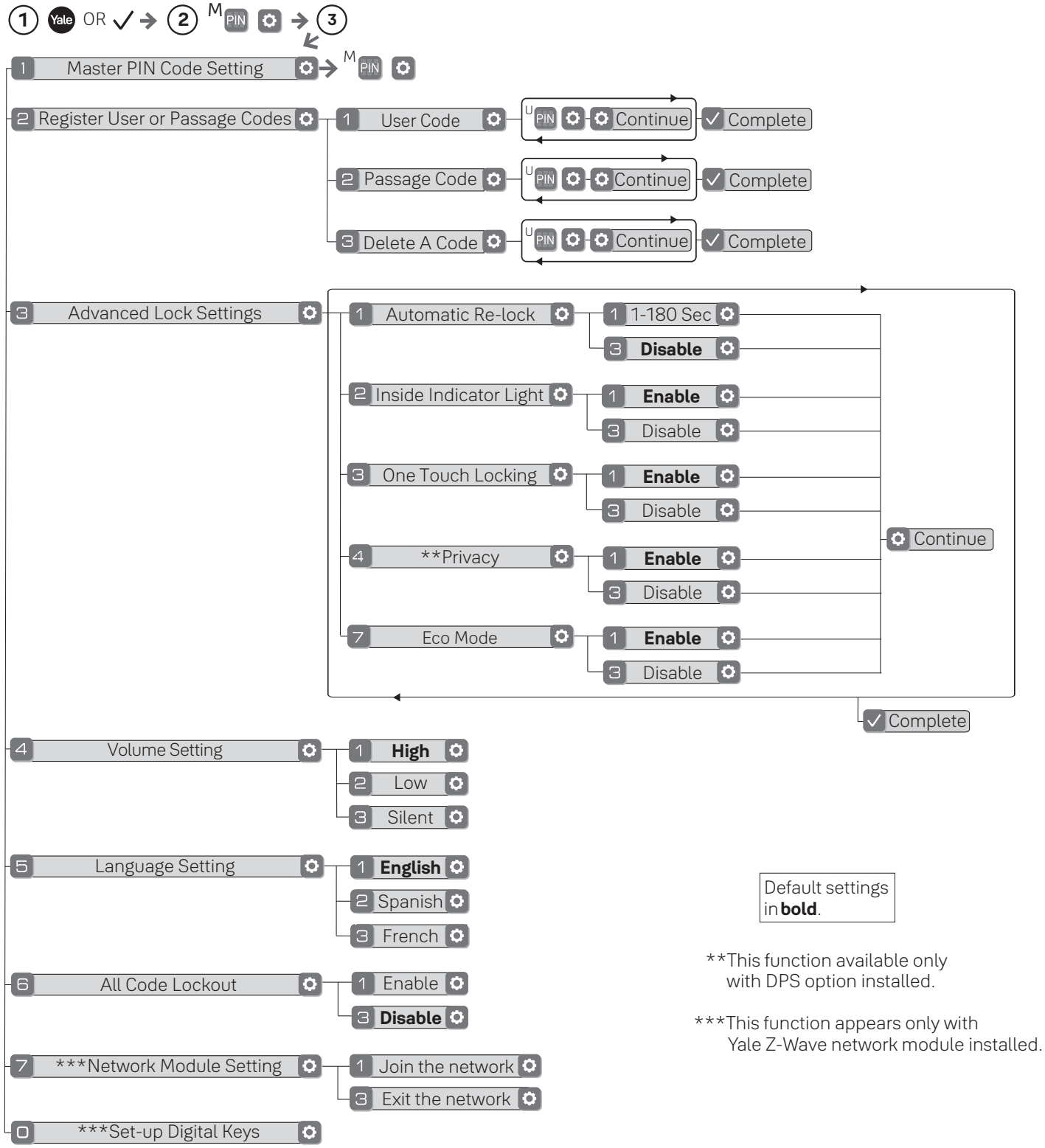
Volume Setting Mode: The volume setting for PIN code verification is set to **HIGH (1)** by default; otherwise it can be set to **Low (2)** or **Silent (3)** for quiet areas. (Main Menu selection #4)

Wrong Code Entry Limit: After five (5) unsuccessful attempts at entering a valid PIN code, lock will not accept a PIN code for duration of shut down time. The touchscreen keypad will flash and a red lock symbol will be at bottom of keypad. The push button keypad will flash and Yale icon will flash blue for shut down period. Keypad will be available after shut down time is complete.

Feature Programming Through Menu Mode Using Master PIN code*

1. Touch Yale to wake lock on touchscreen models.
   Touch ✓ key to wake lock on push button models.
2. Enter 4-8 digit master PIN code* followed by ⚙ key. Lock Response: "Menu mode, enter number (Enter digit corresponding to the function to be performed), press the ⚙ key to continue."
3. Follow the voice commands.
4. Press ✓ key to complete the process and conclude the programming session.

*The Master PIN code must be registered prior to any other programming of the lock.



Default settings in **bold**.

**This function available only with DPS option installed.

***This function appears only with Yale Z-Wave network module installed.

Programming Troubleshooting

Symptom	Suggested Action
Lock does not respond. There are no lights or chimes and there is no mechanical sound indicating latchbolt movement.	Touchscreen models become active when Yale logo is pressed. Push Button models become active when ✓ key is pressed. • Check batteries are installed and oriented correctly (polarity). • Replace batteries. • Check that cables are fully connected on inside lock and not crimped. • Apply 9V battery to terminals on the keypad for emergency power jump option.
Lock wakes but does not respond. Lights dim.	• Batteries do not have enough power. Replace batteries.
Lock chimes to indicate code acceptance, but door will not open.	• Check for another locking device on the door (i.e. deadbolt). • Check the door gaps for any foreign objects between door and frame. • Check that the motor cable is firmly connected into the PC board marked "MOTOR" on inside lock.
Lock operates to allow access, but will not automatically re-lock.	• Ensure Auto Re-lock Mode is enabled by Master user. • Replace batteries. • Ensure Passage Mode is disabled by Master user.
User/Passage PIN codes will not register.	• Master user creates/manages User and Passage PIN codes. • PIN codes must consist of 4 to 8 digits to register. • PIN code may already be registered. • Check to see if a yellow Accentra Key module is installed. User PIN codes are disabled when Accentra is installed. • PIN codes must be entered within 20 seconds (while keypad is active) or process will have to be restarted. • Check ✓ or gear ⚙ cannot be used as part of the PIN code.
Upon entering a User/Passage PIN code and pressing the ✓ key, the lock chimes an error or lock times out without responding.	• Ensure All Code Lockout Mode is disabled by Master user. Touchscreen will display a red padlock on keypad. • The digits entered were incorrect or incomplete. Re-enter 4-8 digits followed by the check ✓ key. • Master user may have deleted PIN code. • PIN code may have expired. • Check to see if a yellow Accentra Key module is installed. PIN codes are disabled when Accentra is installed. • PIN codes must be entered within 20 seconds (while keypad is active) or process will have to be restarted.
TS lock displays "Low Battery" on keypad. PB lock Yale logo flashes red.	• This is the alert to replace the batteries. Replace all four (4) batteries with new AA Alkaline batteries.
The lock operates, but it does not chime.	• Ensure Volume is set to Low or High by Master user.
Lock will not enter Privacy Mode.	• Ensure Privacy Mode is enabled by Master user. • Ensure door gap is correct. • Hold the Privacy Button longer.

NOTE: When batteries are replaced, Network Module locks have a real time clock that will be set through the User Interface (UI); it is recommended to verify correct date and time particularly those locks operating under Daylight Saving Time (DST).

Hardware Troubleshooting

Door is binding. a. Check that door and frame are properly aligned and door is free swinging. b. Hinges should not be loose or have excessive wear.

For additional hardware troubleshooting, please refer to exit device installation instructions.

Factory Settings

Settings	Factory Setting
Master PIN Code	Creation required*
All Code Lockout Mode	Disabled
Automatic Relock	3 Seconds
Eco Mode	Disabled
Inside Indicator Light	Enabled
Language	English
One Touch Locking	Enabled
Privacy	Disabled
Shutdown Time	60 Seconds
Volume Setting	High
Wrong Code Entry Limit	5 Times

*The Master PIN code must be created prior to any other programming of the lock.

FCC:
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 interference that may cause undesired operation.

Any changes or modifications (including the antennas) to this device that are not expressly approved by the manufacturer may void the user's authority to operate the equipment.

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.

Modifications not expressly approved by the manufacturer could void your authority to operate the equipment under FCC rules.

Industry Canada:
This device contains licence-exempt transmitter(s)/receiver(s) that comply with Innovation, Science and Economic Development Canada's licence-exempt RSS(s). Operation is subject to the following two conditions:

(1) This device may not cause interference.

(2) This device must accept any interference, including interference that may cause undesired operation of the device.

L'émetteur/récepteur exempt de licence contenu dans le présent appareil est conforme aux CNR d'Innovation, Sciences et Développement économique Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

(1) L'appareil ne doit pas produire de brouillage;

(2) L'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

FCC and IC RF Radiation Exposure Statement:
This equipment complies with FCC and IC RF Radiation exposure limits set forth for an uncontrolled environment.

This device and its antenna must not be co-located or operating in conjunction with any other antenna or transmitter.

RF du FCC et IC d'exposition aux radiations: Cet équipement est conforme à l'exposition de FCC et IC rayonnements RF limites é-tablies pour un environnement non contrôlé.

L'antenne pour ce transmetteur ne doit pas être même endroit avec d'autres émetteur sauf conformément à FCC et IC procédures de produits Multi-émetteur.

Support Contacts:

Customer Service Phone:
1-800-438-1951
Customer Service Fax:
1-800-338-0965
24/7 Support Phone:
1-855-213-5841
24/7 Support Email:
Support@YaleLock.com
Website:
US.YaleHome.com
Email for orders:
orders.yaleres@assaabloy.com

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