

Programming Stand Alone Readers

1) To Enter Programming - # #, 1234

2) Add User

- a) # #, 1234
- b) 7 – To Add User
- c) 001 - Slot number (there are 500 slots)
- d) XXXX - Pin number
To add a Card or FOB – swipe the Card or FOB
- e) # - To complete adding user
- f) If you are adding additional pins/fobs/cards
enter your next pin - XXXX – or swipe your card or fob – #
the reader will automatically
advance to the next slot number. Until you are
through – then:
- g) # # to leave programming.

#, 1234, 7, 001, XXXX, #, - Add single user
XXXX or swipe, # - To Add additional users
- To Leave Programming

3) Remove User

- a) # #, 1234
- b) 8 – To Delete User
- c) 001 - Slot number
- d) 1234, the Programming Code
- g) You will hear 3 beeps – Return to the green Mode light

#, 1234, 8, 001, 1234, - Remove User

4) Remove User – Unknown Slot Number

- a) # #, 1234
- b) 000 – Slot Number
- c) XXXX – Pin Number
- d) 1234 – Programing Code
- e) You will hear 3 beeps – Return to the left green Mode light

#, 1234, 8, 000, XXXX, 1234 - Remove User

5) Change Default Pin Number (2580)

- a) # # 1234
- b) 1 – To Change Default Pin
- c) XXXX – New Pin
- d) 3 Beeps - you hear 3 beeps – goes back to the left green Mode light

#, 1234, 1, XXXX, - Three Beeps – Resets Default Pin Number (2580)

6) Change Default Program Code (1234)

- a) # # 1234
- b) 3 – To Change Default Program Code
- c) XXXX – New Program Code
- d) 3 Beeps - you hear 3 beeps – Return to the left green Mode light

#, 1234, 13 XXXX, - Three Beeps – Change Default Program Code (1234)

7) Factory Default the Reader – This will remove all card or pin information.

- a) # # 1234
- b) 0 – Factory Reset
- c) 0 – Should see 2 FLASHING red lights (some models VARY)
- d) 1234 (the programming code – 1234)
- e) 3 Beeps - you hear 3 beeps – Return to the left green Mode light
- f) Reader is reset to Factory Defaults

#, 1234, 0, 0, 1234 - Three Beeps – Reset to Factory Default (1234 programming – 2580 pin #)

8) Factory Default Lost Program Code - This will remove all card or pin information.

- a) Power down the Reader
- b) Press Rex – or short Rex (Green wire) to – power (black wire)
- c) Power Up (wait 5 seconds) – Remove short – or release Rex
- d) # #, 1234, 3, 1234
- e) Reader is now reset to Factory Defaults – Program Code is (1234)

#, 1234, 3, 1234 – Factory Reset Lost Programming Code (1234 programming – 2580 pin #)