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Genesis® LT ATM



Canadian Genesis® LT ATM

Genesis LT® ATM Installation Guide

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MANUFACTURER

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For technical support call your local distributor, or call the WRG Technical Support department at (800) 531-1230 option 5.

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WARNING: Disconnect power to the machine by either turning off the power switch or by unplugging the machine prior to servicing. Failure to do so may cause personal injury and/or property damage.

WARNING: The battery used in this device may present a fire or chemical burn hazard if mistreated. Do not disassemble, heat above 212° F (100° C) or incinerate.

WRG SERVICES INC. MANUFACTURER'S WARRANTY

- a. Hardware: Seller warrants that new hardware Products furnished hereunder will be free from defects in material and workmanship for a period of thirteen (13) months from the date of shipment from Seller's factory in Willoughby, Ohio. Repaired, replaced or field exchanged Products (and components of Products) provided as a result of this warranty subparagraph are similarly warranted for a period of three (3) months from the date of shipment from Seller's factory in Willoughby, Ohio, or the remainder of the original warranty term for that particular Product, whichever is longer.
- b. Software and Firmware: Unless otherwise provided in a Seller or third party license, Seller warrants that standard software or firmware Products furnished hereunder, when used with Seller-specified hardware, will perform in accordance with published specifications prepared, approved, and issued by Seller for a period of thirteen (13) months from the date of shipment from Seller's factory in Willoughby, Ohio. Seller makes no representation or warranty, express or implied, that the operation of the software or firmware Products will be uninterrupted or error free, or that the functions contained therein will meet or satisfy Buyer's intended use or requirements.
- c. Non-Warranty Factory Remanufacture: Seller warrants that non-warranty factory remanufactured hardware Products will be free from defects in material and workmanship for a period of thirteen (13) months from the date of shipment from Seller's factory in Willoughby, Ohio. Repaired, replaced or field exchanged Products (and components of Products) provided as a result of this warranty subparagraph are warranted for a period of three (3) months from the date of shipment from Seller's factory in Willoughby, Ohio, or the remainder of the original warranty term for that particular factory remanufactured Product, whichever is longer.
- d. Services: Seller warrants that Products comprised solely of services (e.g., training, and on-site repair) will be performed by appropriately skilled personnel employed or retained by Seller.
- e. "Open Box" Products: Seller warrants that hardware Products sold as "Open Box" (specifically, customer and distributor returns, and factory refurbished or reconditioned products) will be free from defects in material and workmanship for a period of three (3) months from the date of shipment from Seller's factory in Willoughby, Ohio. "Open Box" Products, while serviceable, may not reflect the latest series or revision. Repaired or replacement Products provided as a result of this warranty subparagraph are similarly warranted for a period of one (1) month from the date of shipment from Seller's factory in Willoughby, Ohio, or the remainder of the original three (3) month warranty term for that particular "Open Box" Product, whichever is longer.
- f. Buyer Specifications/Compatibility: Seller does not warrant and will not be liable for any design, materials, construction criteria or goods furnished or specified by Buyer (including that sourced from other manufacturers or vendors specified by Buyer). Any warranty applicable to such Buyer-specified items will be limited solely to the warranty, if any, extended by the original manufacturer or vendor directly or indirectly to Buyer. Seller does not warrant the compatibility of its Products with the goods of other manufacturers or Buyer's application except to the extent expressly represented in Seller's published specifications or written quotation.
- g. Recyclable Materials: In keeping with environmental policies and practices, Seller reserves the right to utilize in its product manufacturing, repair and remanufacturing processes certain recyclable materials (e.g., fasteners, plastics and the like) or remanufactured parts equivalent to new in performance or parts which may have been subject to incidental use. However, such utilization will not affect any provided Product warranty.
- h. Remedies: Remedies under the above warranties will be limited, at Seller's option, to the replacement, repair (consisting of parts and Seller's factory labor), or modification of, or issuance of a credit for the purchase price, of the Products involved, and where applicable, only after the return of such Products pursuant to Seller's instructions. Replacement Products may be new, remanufactured, refurbished or reconditioned at Seller's discretion. Buyer requested on-site warranty service (consisting of time, travel

and expenses related to such services) would be at Buyer's expense. The foregoing will be the exclusive remedies for any breach of warranty or breach of contract arising therefrom.

- i. General: Warranty satisfaction is available only if (a) Seller is provided prompt written notice of the warranty claim and (b) Seller's examination discloses that any alleged defect has not been caused by misuse; neglect; improper installation, operation, maintenance, repair, alteration or modification by other than Seller; accident; or unusual deterioration or degradation of the Products or parts thereof due to physical environment or electrical or electromagnetic noise environment. All Products are shipped F.O.B. Seller's factory in Willoughby, Ohio.
- j. THE ABOVE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESSED, IMPLIED OR STATUTORY, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW. Rights under the above warranties (subject to noted limitations) extend to Buyer's customers if Buyer is a Seller-appointed distributor for the Products.

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USER INFORMATION

This equipment complies with Part 68 of the Federal Communications Commission (FCC) rules and the requirements adopted by the ACTA. On the back of the equipment is a label that contains a product identifier in the format US: AAAEQ##TXXXX. If requested, this number must be provided to the telephone company.

This equipment complies with Part 68 of the FCC rules. On the back of the equipment is a label that contains the FCC registration number and the ringer equivalence number (REN) for this device. If requested, this information must be provided to the telephone company.

The ringer equivalence number (REN): [01.B]

A plug and jack used to connect this equipment to the premise's wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. This device has been designed to connect to a compatible compliant modular jack.

The USOC jack required [RJ11C]

The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most, but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. For products approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US: AAAEQ##TXXXX. The digits represented by the ## are the REN without a decimal point (i.e., 03 is a REN of 0.3). For earlier products, the REN is separately shown on the label.

If this equipment (PHX-1000) causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. If advance notice is not practical, the telephone company will notify the customer as soon as possible. Also, you will be advised of your right to file a complaint with the FCC if you believe it is not necessary.

The telephone company may make changes in its facilities, equipment, operations or procedures that could affect the operation of the equipment. If this does apply, the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.

If trouble is experienced with this equipment, for repair or warranty information, contact your distributor or WRG.

In the event of equipment malfunction, our company must perform all repairs. It is the responsibility of users requiring service to report the need for service to our company, or to one of our authorized agents. All equipment being returned for service must have a return material authorization (RMA) number issued and a copy of the RMA paperwork must be packaged with the part being returned. Any equipment returned to WRG without the correct paperwork may be returned un-repaired at the owner's expense. Service can be facilitated through our office at:

**WRG Services Inc.
38585 Apollo Parkway
Willoughby, OH 44094
USA
(800) 531-1230**

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission, or corporation commission for information.

If your business has any special wired alarm equipment connected to the telephone line, ensure that installation of this PHX-1000 CPU does not disable your alarm equipment. If you have any questions on what will disable alarm equipment, consult your telephone company or a qualified installer.

NOTICE: This equipment meets the applicable Industry Canada Terminal Equipment Technical Specifications. This is confirmed by the registration number. The abbreviation, IC, before the registration number signifies that the registration was performed based on a Declaration of Conformity indicating that Industry Canada technical specifications were met. It does not imply that Industry Canada approved the equipment.

NOTICE: The Ringer Equivalence Number (REN) for this terminal equipment is 0.1. The REN assigned to the terminal equipment provides an indication of the maximum number of terminals allowed to be connected to a telephone interface. The termination of a telephone interface may consist of any combination of devices subject only to the requirement that the sum of the Ringer Equivalence Numbers of all the devices does not exceed five.

OPERATING ENVIRONMENT

WRG's Genesis LT ATM is designed for indoor use at the indoor temperature and humidity ranges noted below.

Operating Temperature Range: 20° F to 100° F (-6° C to 38° C)

Humidity: 20-80%. Non-condensing

Power Requirements

WRG recommends that the ATM be on a dedicated AC circuit.

120 VACS, 60 Hz, 5 Amps for North American Installations.

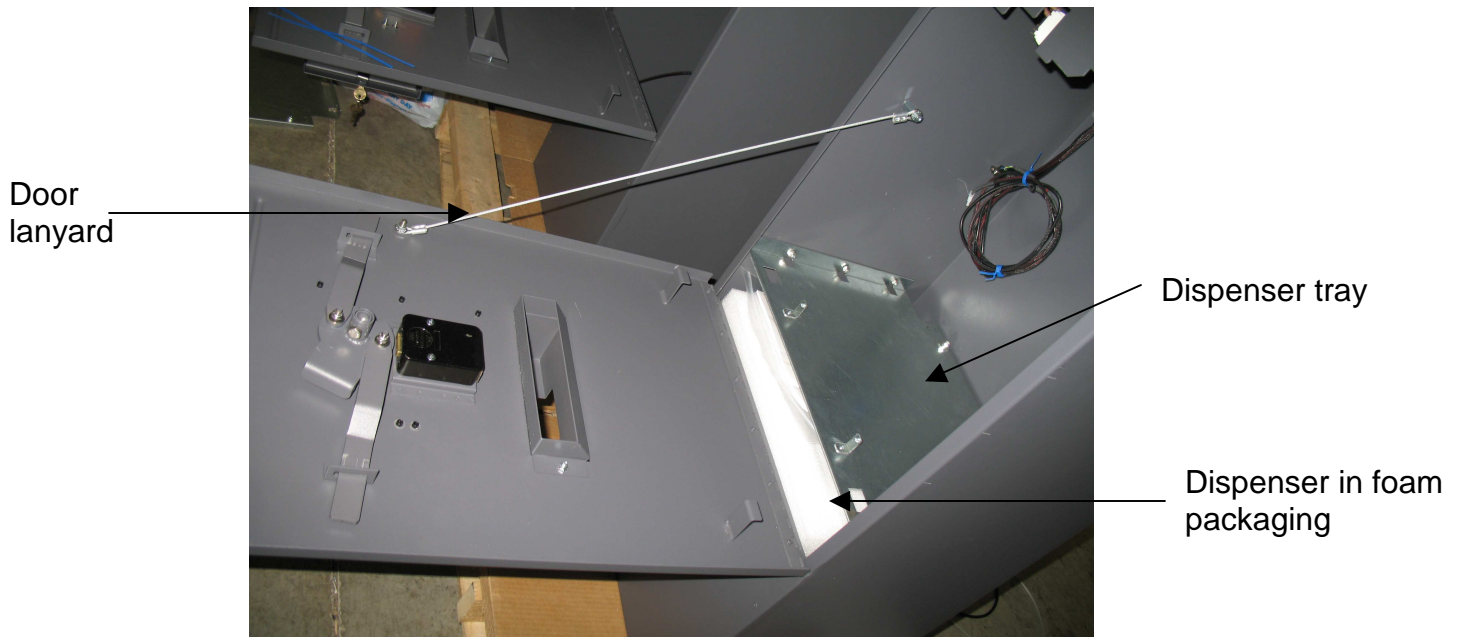
Phone Line Requirements

The Genesis LT ATM must be connected to a dedicated phone line that has been run through metal conduit. The phone line must be a direct line equipped with a standard RJ11 telephone wall jack. This phone line must **NOT** be shared with any other equipment at the location.

UNPACKING AND INSTALLATION

- Remove the outer box from the ATM.
- Remove the cabinet access keys from the envelope taped to the packaging.
- Open the vault door. The spin dial lock instructions are located below. (For opening the vault door with an electronic lock installed, see the specific electronic lock information in the back of this manual.)

Default Factory Setting – Turn dial LEFT 4 turns, stopping on 50. Turn dial RIGHT until the bolt retracts (dial stops turning). Turn vault handle to the RIGHT and pull open.



- Remove the dispenser tray by loosening the center nuts. Remove the foam packaged dispenser from the bottom of the vault.
- Remove the four (4) shipping lag bolts using a ½" wrench or socket and ratchet.
- Carefully move the ATM from the shipping pallet and place the ATM in its final position.
- Make sure that you can plug in both the phone and power cables before securing the ATM. (If you do not have clearance after the ATM is bolted down, then plug them in before anchoring the machine to the floor.)

- Follow the steps in the **Mounting the ATM to the Floor** section.
- Remove the dispenser from its packaging and mount it to the dispenser tray with the supplied hardware.
- If you are going to use one of the lower access holes for the AC power and phone line, run the cables down through the access hole in the top of the vault.
- Attach the power and communication cables to the dispenser.
- Place the dispenser and tray into the vault and secure it into place. Close and lock the vault door.
- Plug the power and phone lines into their respective jacks.
- Open the top of the cabinet.
- Place the receipt paper onto the paper shaft.
Note: The coated side of the paper must be up.
- Feed the receipt paper into the back of the printer (The printer will feed out approximately six (6) inches of paper and cut).
- Please follow the instructions for Bringing the ATM Online in the Software Manual.

MOUNTING THE ATM TO THE FLOOR

Tools Required:

Hammer drill
1/2" masonry drill bit
3/8" setting tool
Hammer
9/16" wrench or ratchet with a 9/16" socket
Vacuum cleaner
Anchor kit for ATM vault

Note: These instructions are for cement floors. Contact WRG Technical Support if you have any questions.

- Place the ATM in the desired location.
- Open the vault door and remove one side of the lanyard and lower the vault door for easier access.
- After ensuring that the ATM is in the correct position, drill the four (4) holes for securing the ATM to the floor. (The holes should be drilled to a depth of approximately 2". These holes should be drilled using the mounting holes as your template.)

Warning: Once the drop-in anchors are properly set, they cannot be removed. Make sure that the ATM is in the desired location,

- Use a vacuum cleaner and clear all of the debris from inside the cabinet and from inside the holes.
- Drop the anchors into the cleaned out holes.
- Use the setting tool and hammer to set the anchors into place.
- Install and tighten the four (4) bolts and washers through the bottom of the ATM

Note: Do not over tighten the bolts.

CABINET ACCESS

OPENING THE UPPER CABINET DOOR

- Insert the key and turn it clockwise, this will allow the top door to tilt out.
Note: The Genesis LT ATM should be secured to the floor prior to fully opening the doors.

OPENING THE VAULT

- Insert your key into the front cover lock, turn the key and pull the front cover open (if applicable).
- Spin the dial counter-clockwise four (4) full turns stopping at fifty (50) (Factory Default). (Refer to spin dial lock instructions section if you are using a three (3) number combination or to the electronic lock instructions section.)
- Turn the dial clockwise until the dial stops turning.
- Turn the vault door handle clockwise and pull the vault door open.

CLOSING THE VAULT DOOR

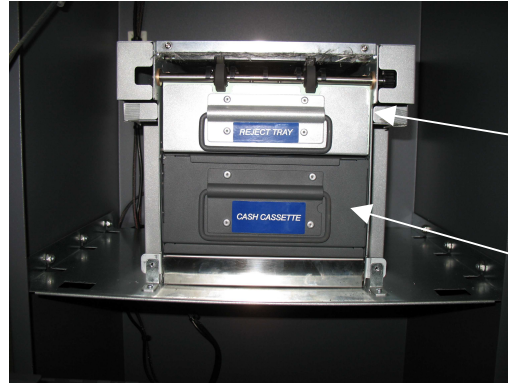
- Swing the vault door closed.
- Turn the vault door handle fully counter-clockwise until it stops, hold in the closed position and spin the dial four (4) full turns counter-clockwise.
- Swing the front cover closed, turn and remove the key (if applicable).

CLEARING NOTE (BILL) JAMS

Refer to pictures on the next page for clarification of locations.

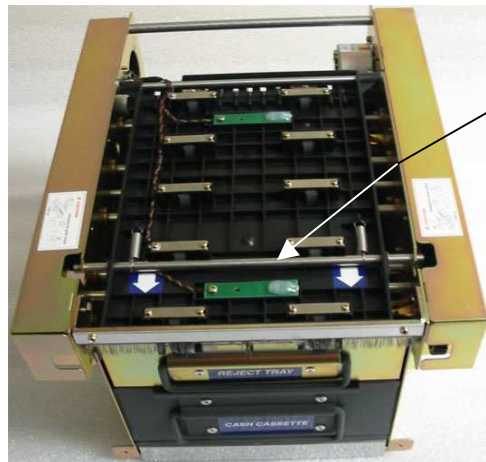
- Gain access to the ATM vault.
- Remove the note cassette by gently, but firmly, pulling on the handle.
- Push the notes back into the cassette through the checkpoint.
- Remove any loose notes in the note feed area directly behind the cassette.
- Open the upper note path by gently pulling the locking bar to the front of the dispenser and lifting up on the front end of the upper guide.
- Rotate the belt advancement knob on the right hand side of the dispenser counter clockwise five (5) full turns to expose any notes remaining in the lower note path.
- Gently close and secure the upper note path guide, make sure that the locking bar is fully engaged.
- Pull open the reject tray and remove any notes that may be there. Inspect the quality of the notes prior to returning them to the cassette.
Note: Rejected notes are still included in the machine's balance.
- If notes were removed from the reject tray and are going to be put back into the cassette, then follow the cassette loading instructions.
Note: Any notes not being returned to the cassette must either be left on the reject tray or subtracted from the machine balance.
- Return the reject tray to it's fully closed position.
- Push the dispenser tray back into the vault and engage the tray lock.
- Insert the cassette into the dispenser ensuring that it's fully seated.
- Close and secure the vault door.
Note: The vault door must be closed and locked (vault door switch must be activated) for proper operation of the dispenser.
- Enter into ADMINISTRATION mode through the keypad (* # and your code).
- Press the function key under the \$\$\$\$ (Cash Menu) selection on the display. (If you entered into ADMINISTRATION mode with the cash loader password, then skip this step.)
- Press the function key under the TEST selection.
- The dispenser should cycle and pull one (1) note from the cassette and put it into the reject compartment (Test Dispense).
- If the test dispense was successful you may press the CANCEL (red button) twice to return the ATM to fully operational.
- If the Test Dispense fails twice, then you must check the notes in the cassette.

CLEARING NOTE (BILL) JAMS Cont.



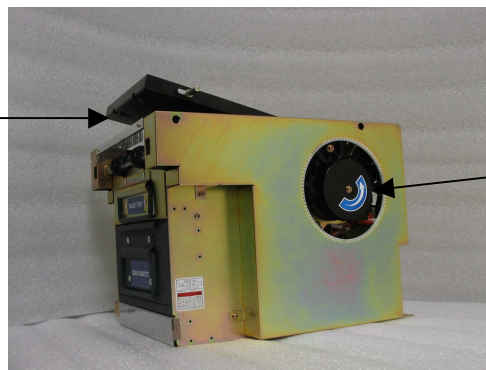
Reject tray

Cash cassette



Upper note guide locking bar

Upper note guide
shown propped
open

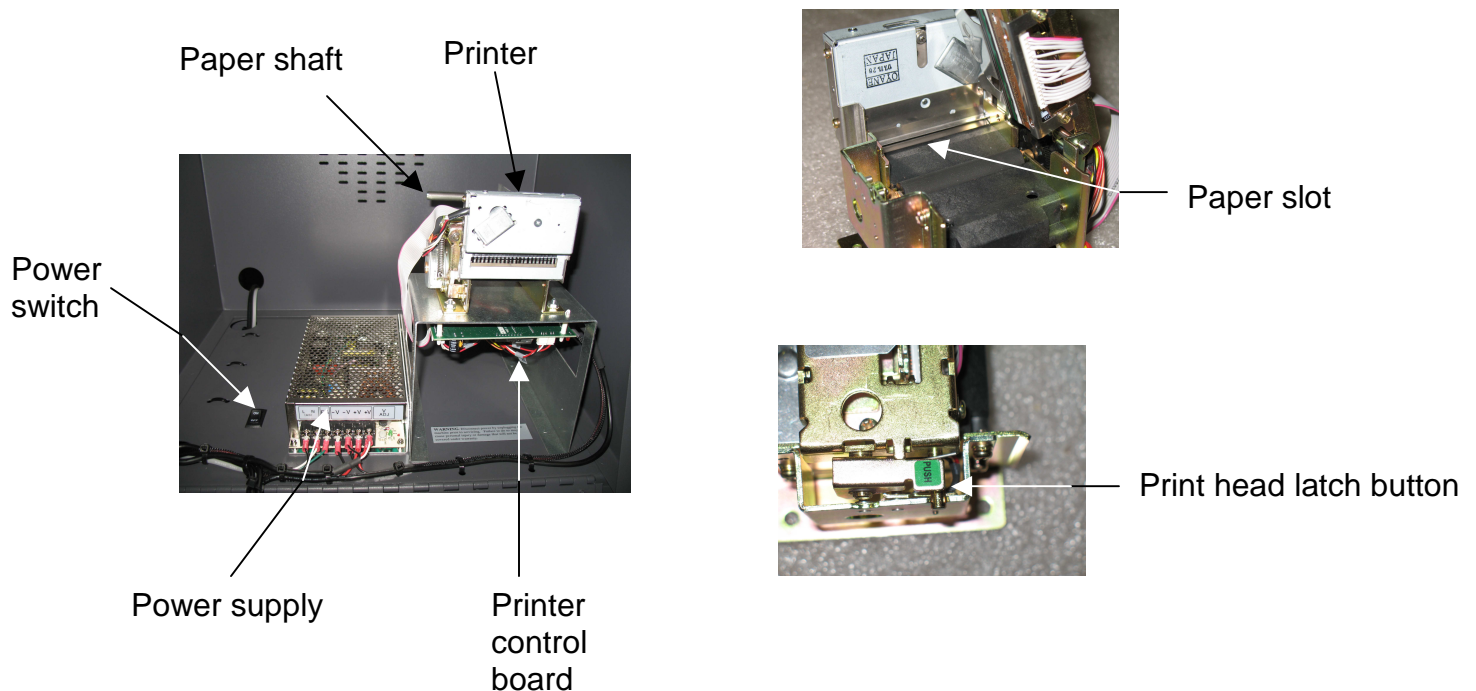


Belt advancement knob

CLEARING RECEIPT PAPER JAMS

Refer to the pictures below for clarification of locations.

- Press the print head latch button.
- Remove the paper that has caused the jam.
- Remove any receipt paper from the start of the roll that has been damaged (crumpled).
- Slide the receipt paper across the printer assembly and feed a small amount through the cutter opening.
- Close and latch the printer head. (The printer will auto-feed approximately six (6) inches of receipt paper then cut.)
- Check the receipt chute for any remnants of paper or foreign objects and remove them.
- Enter the ADMINISTRATION Menu. (* # then your code)
- Press the function key under the \$\$\$\$ (Cash Menu) selection on the display. (If you entered into ADMINISTRATION mode with the cash loader password, then skip this step.)
- Press the function under BAL. (This will cause the ATM to print out the machine's cash balance.)
- If the receipt is printed correctly, then press the CANCEL (red button) twice to put the ATM back into operation.



PULOON DISPENSER REMOVAL AND REPLACEMENT

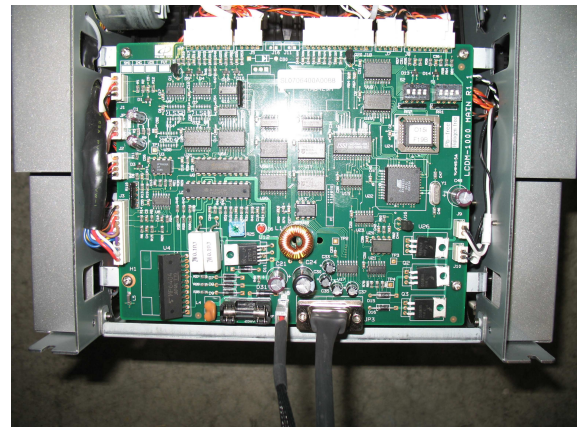
Tools required:

#1 and #2 Phillips screwdrivers
11/32" Nut driver

- Turn the power off to the ATM by either unplugging the ATM from the electrical plug, or by turning off the power switch located next to the power supply.
- Remove the two (2) screws securing the front mounting brackets to the tray. **Note: there are nuts on the bottom of the tray that need to be held and retained when removing the dispenser brackets.**
- Slide the cash dispenser toward you. Disconnect the communication and power connectors from the back of the dispenser.
- The communication connector is secured with two (2) screws. Turn both counter clockwise until the connector can be pulled loose. Be careful not to lose the screws.
- The power connector has a locking tab on the bottom. (It can be removed by pressing the locking lever at the wire end.)
- Remove the two (2) screws securing the mounting bracket to the front of the cash dispenser.
- Install the new dispenser in the reverse order.
- Failure to close the vault door prior to powering the ATM up will cause a 4001 (No Dispenser) error. (You can clear this error by performing a test dispense from the Cash Menu - \$\$\$\$.)



Front bracket mounting screws



Power and communication cables

POWER SUPPLY REMOVAL AND REPLACEMENT

Tools required:

#1 and #2 Phillips screwdriver

- Turn the power off to the ATM by unplugging the ATM from the electrical outlet.
- Remove the three (3) screws securing the mounting bracket to the power supply (not shown).
- Loosen the screws securing the wiring to the terminal strip on the power supply.
- Remove the wiring from the terminal strip and remove the power supply from the tray.
- Replace the power supply by reversing the above instructions. (Follow the wiring list below to connect the wiring to the power supply.)

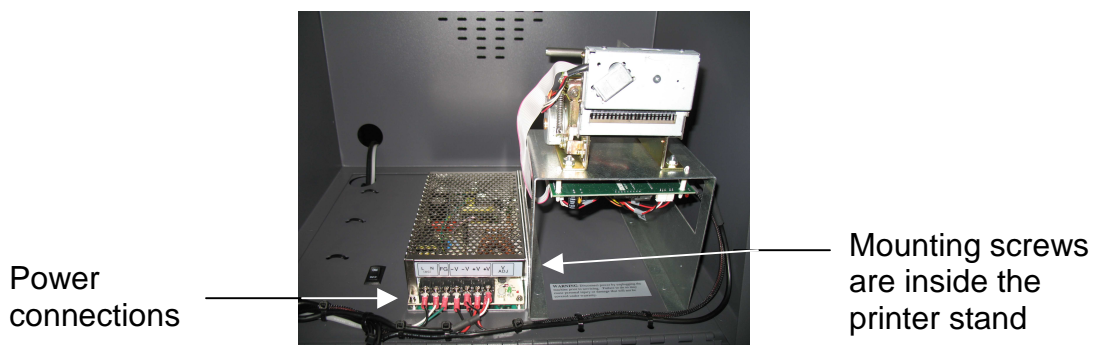
The Voltage Selection switch must be set to 115

S150-24

- L** (AC Line) – Black of AC cord
- N** (AC Neutral) – White of AC cord
- G** (Earth Ground) – Green of AC cord
- V-** (DC Ground) – Black wire from device harness
- V-** (DC Ground) – Black wire from device harness
- V+** (+24 Volt DC) – Red wire from device harness
- V+** (+24 Volt DC) – White wire from device harness

D-120B (Canadian Version)

- L** (AC Line) – Black of AC cord
- N** (AC Neutral) – White of AC cord
- G** (Earth Ground) – Green of AC cord
- V2** + 24 Volt DC – White wire from device harnesses
- Com** DC Ground – Black wire from device harnesses
- Com** DC Ground – Black wire from device harnesses
- V1** +5 Volt DC –
- V1** +5 Volt DC – Red wire from external card reader (Canada)

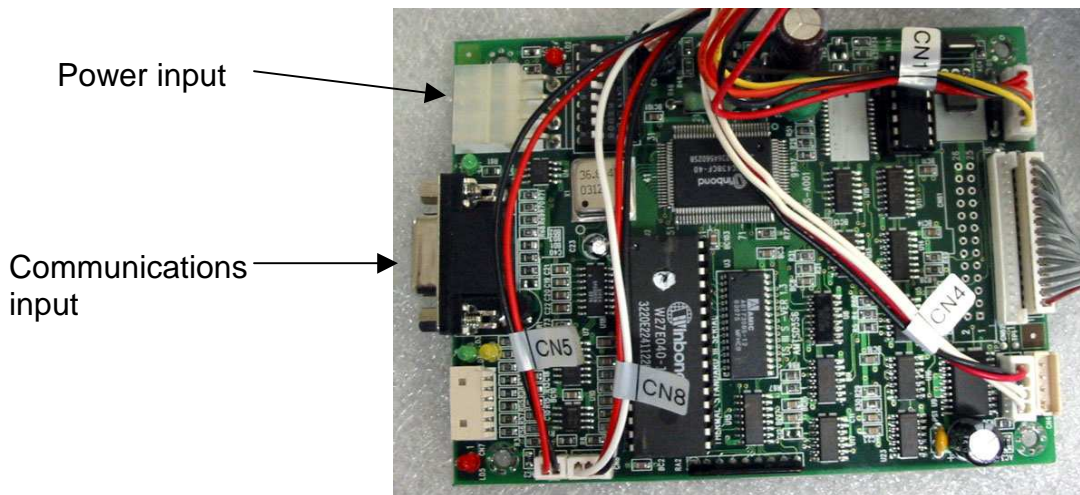


PRINTER SUBASSEMBLY REMOVAL AND REPLACEMENT

Tools Required:

11/32" nut driver
#1 and # 2 Phillips screwdrivers

- Remove the four (4) nuts securing the printer stand to the vault top (nuts are accessed in the vault).
- Remove the three (3) screws securing the power supply to the printer stand.
- Disconnect the printer power and communications cables from the control board.
- Remove the printer stand from the ATM.
- Carefully press the lock tabs on the printer control board standoffs and lift the board off. Carefully disconnect the wiring from the control board. The wiring is marked with the PCB connector number that it attaches to. See the picture below for connector locations.
- If the printer head needs to be replaced, then remove the four (4) nuts securing it to the printer stand with an 11/32" nut driver.
- Reassemble the printer assembly in reverse order of the above steps.
- Before tightening the nuts that secure the printer stand in place, it is recommended that the top door be closed and locked. With the door closed, slide the printer stand (by the studs in the vault) forward until it touches the receipt chute then slide the stand back a little to allow clearance between the receipt chute and the printer.



Printer control shown off of holders for wiring clarification

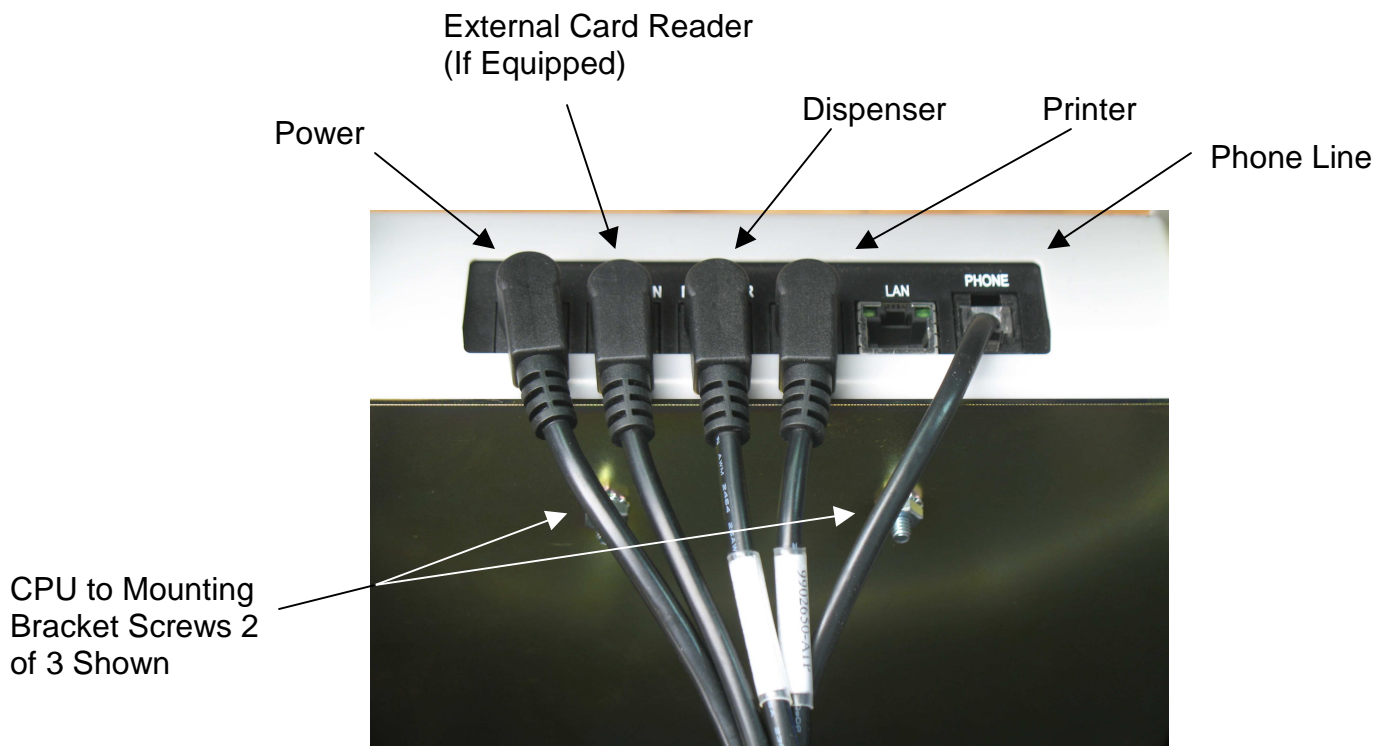
PHX-1000 REMOVAL AND REPLACEMENT

Tools Required:

11/32" nut driver

- Power down the ATM by either unplugging the electrical plug or by turning off the power switch located next to the power supply.
- Unplug the wiring from the top of the PHX-1000.
- Remove the two (2) #8 kep nuts that secure the bracket to the front fascia with the 11/32" nut driver.
- Tilt the PHX-1000 back so that the bracket clears the mounting studs, then lift the PHX-1000 out of the ATM.
- Using the 11/32" nut driver, remove the three (3) #8 kep nuts that secure the PHX-1000 to its mounting bracket and slide the PHX-1000 out of its mount.
- Remove the three (3) #8 screws from the keyhole slots in the back of the PHX-1000.
- To replace the PHX-1000, reverse the above steps.
- If the PHX-1000 was preprogrammed, then power up the ATM and put the machine in service.
- If the PHX-1000 needs to be programmed, follow the instructions in the Software Manual.

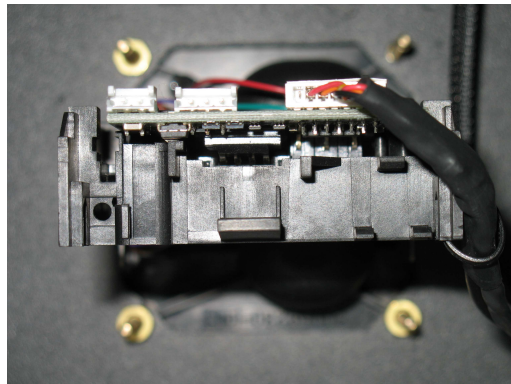
Note: You should always do a cash withdrawal transaction to ensure the ATM is functioning properly after replacing the PHX-1000.



EXTERNAL CARD READER REMOVAL AND REPLACEMENT

- Power down the ATM by either unplugging the electrical plug or by turning off the power switch
- Carefully unplug the cable from the back of the card reader
- Remove the four (4) nuts securing the card reader to the front of the ATM
- Slide the card reader out of the front of the machine
- Replace in reverse order

Note: When sliding the new card reader into the ATM make sure that the connector on the card reader is facing up.



External card reader

OPERATING & CHANGING INSTRUCTIONS-SPIN DIAL LOCK

Before operating the lock or changing the combination, READ THESE INSTRUCTIONS THOROUGHLY.

At the top of the dial ring an index is provided for normal dialing and opening. At the side of the opening index, a changing index is provided for use only when setting a new combination.

This is a precision lock; therefore, extreme care must be used to align the combination numbers with the index.

Turn the dial slowly and steadily. If, after turning the correct number of revolutions, any number is turned beyond the index, the entire series of combination numbers must be re-dialed. **DO NOT TURN BACK TO REGAIN A PROPER ALIGNMENT WITH THE NUMBERS.** Each time a selected number is aligned with the opening index, a revolution is counted.

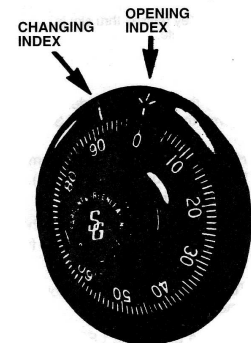
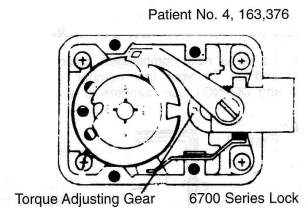


Figure 1.

TO UNLOCK ON A FACTORY SETTING

TO UNLOCK ON FACTORY SETTING – TURN DIAL LEFT FOUR (4) TURNS, STOPPING ON 50. TURN DIAL RIGHT UNTIL THE BOLT RETRACTS.

TO UNLOCK ON A 3 NUMBER COMBINATION-For Example 50-50-50

- Turn dial to the LEFT four (4) turns, stopping when 50 is aligned with the opening index, on the fourth revolution
- Turn dial to the RIGHT three (3) turns, stopping when 50 is aligned with the opening index, on the third revolution
- Turn dial to the LEFT twice (2), stopping when 50 is aligned with the opening index, on the second revolution
- Turn dial slowly to the RIGHT until the bolt retracts
- Turn the vault door handle and pull open the door

TO LOCK

- Close the vault door and turn handle
- Turn dial to the LEFT at least four (4) full revolutions

CHANGING TO A NEW COMBINATION

Make up a new combination selecting three (3) sets of numbers of your own choosing. Do not use numbers between 0 and 20 for your last number. (e.g. 46-82-13). For maximum security, do not use numbers ending in 0 or 5 and do not use numbers in a rising or falling sequence (Example: 35-50-75 is not as good a combination as 54-38-72).

Figure 2.



Wing on Key passes thru slot in lock plate.

Figure 3.

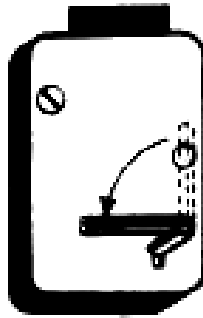
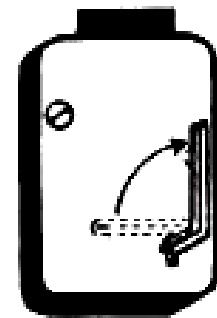


Figure 4.

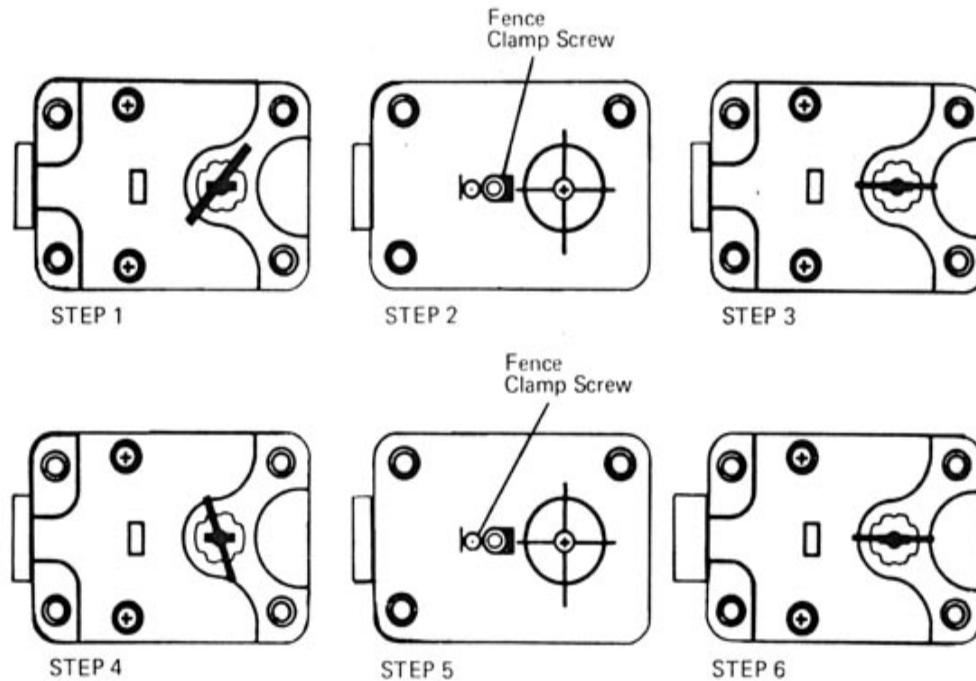


CAUTION: After changing the lock combination, try the new combination several times before closing the vault door.

- Using the changing index, dial the existing combination as explained in the first three steps in the TO UNLOCK ON A 3 NUMBER COMBINATION section (refer to previous page). * The lock leaves the factory with all three (3) numbers of the combination set on 50.
- Hold the dial with the last number at the changing index, and insert the changing key into the hole in the back of the lock (see figure 2). Insert the key until the wing is entirely inside of the lock and comes to a positive stop.
- Turn the key ¼ turn to the LEFT (see figure 3). With the changing key in this position, turn the dial to the LEFT four (4) turns, stopping when the first number of the newly selected combination aligns with the changing index on the fourth revolution.
- Turn the dial to the RIGHT three (3) turns, stopping when the second number is aligned with the changing index on the third revolution.
- Turn the dial to the LEFT twice, stopping when the third number is aligned with the changing index on the second revolution. While holding the dial in this position, turn the changing key back to the right and remove it (see figure 4). The new combination you have chosen is now set in the lock*.

***REMEMBER TO TEST YOUR NEW COMBINATION BEFORE YOU CLOSE THE VAULT DOOR.**

KEY LOCK - KEY CHANGING INSTRUCTIONS



Back of key lock bolt (vault side)

1. Insert your key and rotate it clockwise.
2. Turn the fence clamp screw (on the back of the lock) with a 3/32" allen wrench four (4) turns counterclockwise.
3. Rotate the key clockwise and remove it.
4. Insert the new key and turn it counterclockwise until it stops.
Caution: Make sure the key does not move from the stop position while tightening the clamp screw.
5. Tighten the fence clamp screw (turn it clockwise).
6. Rotate the key counterclockwise to lock.
7. Test the lock for proper operation.

Note: The unique key for your ATM was set at WRG. These instructions are provided so that multiple locks can be keyed alike in the field.

Model 6120 Motorized Electronic Combination Lock

INTRODUCTION

- The Sargent & Greenleaf Model 6120 Motorized Electronic Combination Lock is shipped from the factory with a factory master code only. It is 1 2 3 4 5 6 #. This code is used to open the lock and set or change all of its codes. You should set the lock to your own unique master code immediately.
- The Model 6120 will always open on the master code. At your discretion, it can also be set to accept up to eight (8) different user codes in addition to one (1) master code. The master code holder is responsible for maintaining the number of active users programmed into each lock. The master code is designated as code #1, and the user codes (if set) are designated by user I.D. number 2, 3, 4, 5, 6, 7, 8, and 9. The user codes do not exist until they are programmed into the lock.
- Each time a button is pressed and the lock accepts the input, it emits a chirp, and the LED on the keypad momentarily lights up.
- All codes must contain six (6) digits or six (6) letters. Any digit or letter can be used as many times as you wish. For instance, the following codes (while not recommended) will operate the lock:

5 5 5 5 5 # or J J J J J J #

- All codes end with #. This signals the lock that you have finished entering all digits of the code.
- If you pause for more than ten (10) seconds between pressing buttons when entering a code, the lock will assume you do not want to continue, and it will reset itself to the original code. To open the lock, begin the code entry sequence from the first entry.
- If you realize you have pressed an incorrect button when entering a code, press * or simply pause ten (10) seconds or more, then begin entering your code again.
- If four (4) incorrect codes are entered in a row, the lock will shut down for a period of up to fifteen (15) minutes. This is a security feature. Pressing any button during the lockout period will cause the timer to go back to fifteen (15) minutes. Do not touch any of the keypad buttons during the timeout period.

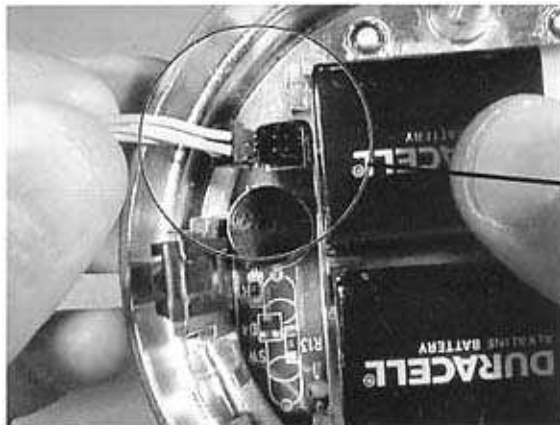
TO OPEN THE LOCK

Press the code digits or letters in order followed by the #. The lock bolt will retract for six (6) seconds, allowing you the time to operate the vault handle and open the door. **Note: Do not try turning the vault handle until after the code has been entered.** The Model 6120 will lock automatically when the vault handle is turned back to the locked position.

IN CASE OF TROUBLE

If your lock should fail to open when a valid code is entered, check for the following:

- The bolt work of a safe can, under certain conditions, place pressure on the side of the lock's bolt. This is often caused by something inside the safe pressing against the door or by something caught between the safe door and its frame. When this occurs, the lock will not operate properly. To relieve side pressure on the lock bolt, move the safe's handle to the fully locked position, then re-enter a code. The lock should open.
- If the lock chirps when keys are pressed, but will not open, the batteries may be drained to the point that they will not operate the lock's motor. Follow the battery replacement procedure in this section of the manual.
- If the lock makes no sound when any of the keys are pressed, dead batteries are likely to be the cause. Follow the battery procedure in this section of the manual.
- If the lock makes no sound when the keys are pressed, but the batteries have been checked and found to be good, a loose keypad connector may be the cause. Pull the keypad away from the base as described in the battery changing procedure. Check to make sure the wire connector is firmly seated into its receptacle when aligned correctly.



Wire connector being inserted into the receptacle on the keypad circuit board.

If all of the preceding remedies have been exhausted and the lock still does not open, contact a qualified safe technician (locksmith) in your area for professional service.

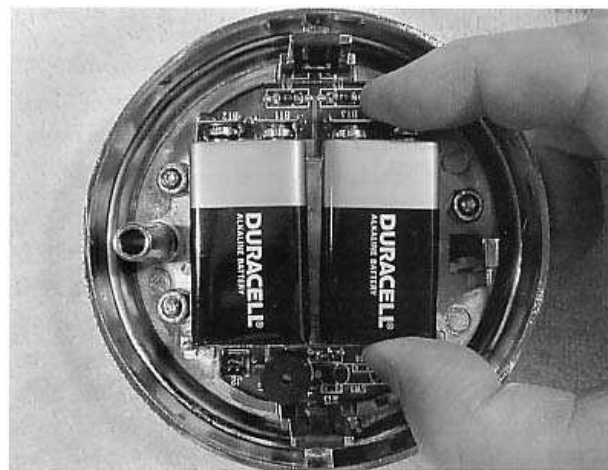
LOW BATTERY CONDITION

The Model 6120 uses two (2) 9-volt alkaline batteries. S&G recommends Duracell. If the batteries in your lock need to be replaced, twenty (20) consecutive beeps will be heard after the last number of the code and the # sign have been pressed. The batteries will have to be replaced before the lock will open.

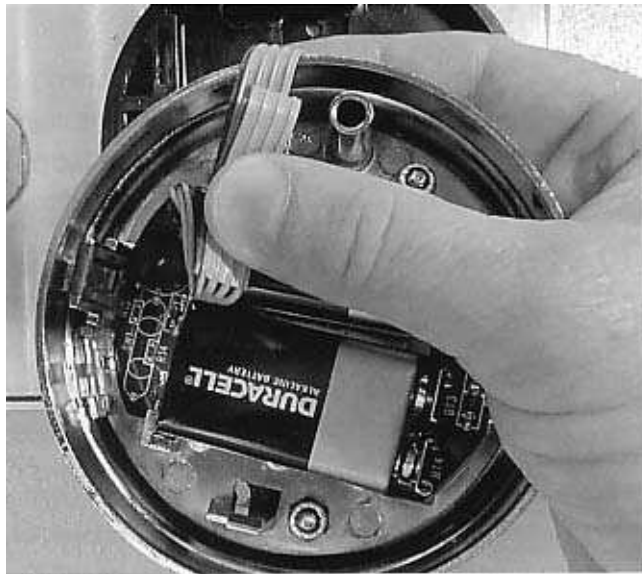
Battery Replacement Procedure

The lock will not forget any code during the battery change. The circuitry is designed to hold this information for extended periods even if there are no batteries installed.

- Remove the keypad from its mounting base by pulling the bottom of the keypad housing away from the base. Grip the keypad housing as shown in the photograph for best results. Support the keypad so that the wires, which are attached, are not pulled or stretched. Do not let the keypad hang from its wires.
- Turn the keypad over and remove both batteries. This is best done by grasping the bottom of a battery and pulling it gently away from the keypad circuit board. Do not use any type of tool to pry a battery from its holder.
- Install new batteries by pushing them directly into the battery connectors attached to the keypad circuit board. It's important to support the connectors so that they do not get bent during battery insertion. The connectors are designed to make it difficult to install a battery incorrectly. Pay close attention to battery polarity so as not to damage a connector by forcing a battery into it.



- Hold the keypad housing close to the mounting base while you put the excess wire into the housing. Position the wire away from the spring clips that hold the keypad housing to the mounting base.
- Align the spring clips with the receptacles in the base. Using steady pressure, push the keypad housing back into its mounting base. Don't allow any of the wires to be damaged by contact with the spring clips. The keypad housing will snap into place on the base.
- Check the master code and all user codes at least three times with the vault door open. Close the vault door only after the lock has been thoroughly checked for proper operation.



Note: The 6120 lock will operate with just one (1) 9-volt battery attached to either connector. Using a single battery will not harm the lock in any way.

S&G® Z02 D-Drive™ Electronic Safe Lock 2004 Series

The S&G® Z02 D-Drive™ lock combines ease of operation with security and flexibility. Its advanced electronic circuit design makes it easy to open and easy to change codes. Follow these instructions carefully to get the best possible use from your lock.



Introduction

- The S&G® Z02 D-Drive™ lock is shipped from the factory in single user mode with a factory master code only. It is 1 2 3 4 5 6 #. This code is used to open the lock and set or change all of its codes. If the safe maker or your dealer sets a new master code, he will advise you of the change. You should set the lock to your own, unique master code before storing anything of value in the safe.
- The S&G® Z02 D-Drive™ lock will always open on the master code. At your discretion, it can also be set to accept up to five different user codes. The master code holder is responsible for maintaining the number of active users programmed into each lock. The master code is designated as code #1 and the user codes (if set) are designated by user I.D. numbers 3, 4, 5, 6, and 7.
- Each time a button is pressed, the lock acknowledges it by sounding a “chirp,” and the LED on the keypad will light momentarily as the “chirp” sounds.
- All codes must contain six digits or six letters. Any digit or letter can be used as many times as you wish. For instance, the following codes (while not recommended) will operate the lock: 5 5 5 5 5 5 # OR J J J J J J #
- All codes end with #. This signals the lock that you have finished entering all digits of the code.
- If you pause more than 10 seconds between button presses when entering a code, the lock will assume you do not want to continue, and it will reset itself to the original code. To open the lock, begin the code entry sequence again from the first step.
- If you realize you have pressed an incorrect button when entering a code, press * or simply pause ten seconds or more, then begin entering your code again.
- If four incorrect codes are entered in a row, the Z02 D-Drive™ lock will shut down for a period of five minutes. This is a security feature. Pressing any button anytime during the lockout period will reset the timer to its maximum penalty time. Do not touch any keypad buttons for a period of at least five minutes, then enter any valid code(s) to open the lock. The lock can also go into the lockout period during programming if it interprets an incorrect programming sequence as four or more consecutive incorrect code entries. If the lock emits a long error tone (brap) during repeated programming attempts, it may be in lockout mode. Do not press any buttons for five minutes, then try again. The S&G® Z02 D-Drive™ lock is extremely versatile, and therefore somewhat complex to program. These detailed programming instructions are followed by a condensed, two page quick programming reference designed for anyone who is already familiar with the lock’s various features.
- For UL installations, the maximum number of user codes is one.

S&G® Z02 D-Drive™ Electronic Safe Lock 2004 Series

To Open the Lock

Make sure the keypad is turned counterclockwise to stop. Press the code digits or letters in order, followed by #. Then, within six seconds, turn the keypad clockwise about 70 degrees, until it comes to a positive stop. Do not put any pressure on the safe handle until after the keypad has been turned. To re-lock the Z02 D-Drive™, turn the keypad back counterclockwise to stop.

Note: The Master Code Holder is responsible for maintaining the number of active users programmed into each lock.

In Case of Trouble

If your lock should fail to open when a valid code is entered, check for the following:









- The bolt work of a safe can, under certain conditions, place pressure on the side of the lock's bolt. This is often caused by something inside the safe pressing against the door or by something caught between the safe door and its frame. When this occurs, the lock will not operate properly. To relieve side pressure on the lock bolt, move the safe's handle to the fully locked position, make sure the keypad is turned counterclockwise to stop, then re-enter a working code. The lock should open.
- If the lock "chirps" when keys are pressed, but it will not open, the batteries may be drained to the point that they will not operate the lock's solenoid. Follow the battery replacement procedure in this manual.
- If the lock makes no sound when any of the keys are pressed, dead batteries are likely to be the cause. Follow the battery replacement procedure in this manual.
- Your lock may be in penalty mode. If the lock interprets your button presses as four or more incorrect codes in a row, it will lock you out for five minutes. If you press any keypad button within this five minute period, the penalty timer increments to its full five minute period all over again. Simply refrain from pressing any buttons for at least five minutes, they re-try your code.

If all of the preceding remedies have been exhausted and the lock still does not open, contact a qualified safe technician in your area for professional service.

Setting / Changing / Deleting Codes

The Master Code

The master code can perform all programming functions for the lock. The master code can be changed, but the lock will not allow you to delete it. The factory master code is 1 2 3 4 5 6 #. We strongly suggest you change it to a six-digit code of your own choosing before storing anything of value in your safe. Only the holder of the master code can change the master code. The sequence is:

Press SG * () #      1 * () #  () #  
(74) existing master code new master code new master code

If the long error tone (brap) sounds at any time during the changing procedure, you have made an error. The old master code is retained.

S&G® Z02 D-Drive™ Electronic Safe Lock 2004 Series

Battery Changing Instructions

Low Battery Condition

The S&G® D-Drive™ lock uses one 9-volt alkaline battery, which is housed in the keypad. We recommend Duracell® brand. If the battery in your lock needs to be replaced, twenty consecutive beeps will be heard after the last number of the code and # have been pressed. The battery will have to be replaced before the lock can be opened.

Note: A low battery simulator is built into the S&G® D-Drive™ lock so that you can familiarize yourself with how the lock sounds under a low battery condition. To activate the low battery simulator,

depress the * key for approximately three seconds, until the lock emits three chirps. Immediately enter your code. Each time you press a key, the chirp will sound distinctly different than it does during normal operation. Approximately two seconds after you enter the code and open the lock, it will revert to normal operation.

Battery Replacement Procedure

Always perform a battery change with the container door open. The lock will NOT forget your code(s) during battery change.

The circuitry is designed to hold this information for extended periods of time even if there are no batteries installed. Codes are stored in non-volatile memory.

Step 1—

Pull the yellow tab at the top of the keypad (Figure 1) toward you slightly. It is not meant to separate from the keypad. Once it's out, carefully turn the keypad ring counterclockwise to stop. Then pull the ring away from its base far enough to expose the battery compartment.

Step 2—Put your finger in the battery compartment, and carefully pull out the battery cables (Figure 2). There should be enough slack to allow you to pull the connector and old battery outside the compartment. Disconnect the old battery.

Step 3—S&G strongly recommends Duracell® brand alkaline batteries. No matter what brand is used, the battery must be alkaline. Align the battery and connector terminals, and snap the battery to the connector (Figure 3).



Figure 1



Figure 2



Figure 3

S&G® Z02 D-Drive™ Electronic Safe Lock 2004 Series

Battery Changing Instructions

Step 4—

Carefully slide the battery behind the keypad, into the cavity that is designed to hold it (Figure 4). Be sure the battery has dropped all the way to the bottom of the cavity.

Step 5—Gently place any excess wire into the cavity. Make sure it is not in a position to be caught between the keypad ring and the keypad base when the ring is pushed back against the base (Figure 5).

Step 6—Once the wires are safely positioned out of harm's way, push the keypad ring back up against the base, then turn it clockwise until the yellow tab snaps back into its normal position (Figure 6). Check your lock operation at least three times with the container door open before closing it.



Figure 4



Figure 5



Figure 6

ADA CLEAR FLOOR SPACE GUIDELINES

This information is copyrighted material from the 2006 IBC/ADAAG/ADA-ABA Guidelines Matrix.

4.2.4 Clear Floor or Ground Space for Wheelchairs.

4.2.4.1 Size and Approach. The minimum clear floor or ground space required to accommodate a single, stationary wheelchair and occupant is 30 in by 48 in (760 mm by 1220 mm) (see [Fig. 4\(a\)](#)). The minimum clear floor or ground space for wheelchairs may be positioned for forward or parallel approach to an object (see [Fig. 4\(b\)](#) and [\(c\)](#)). Clear floor or ground space for wheelchairs may be part of the knee space required under some objects.

4.2.4.2 Relationship of Maneuvering Clearance to Wheelchair Spaces. One full unobstructed side of the clear floor or ground space for a wheelchair shall adjoin or overlap an accessible route or adjoin another wheelchair clear floor space.

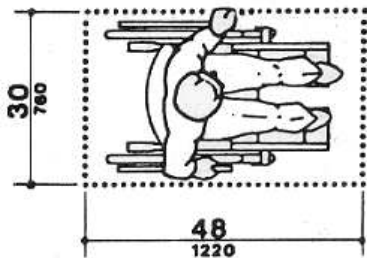


Figure 4a
Clear Floor Space

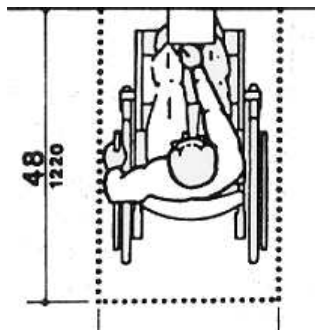


Figure 4b
Forward Approach

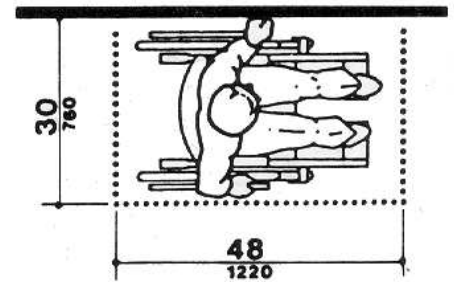


Figure 4c
Parallel Approach

4.2.5* Forward Reach. If the clear floor space only allows forward approach to an object, the maximum high forward reach allowed shall be 48 in (1220 mm) (see [Fig. 5\(a\)](#)). The minimum low forward reach is 15 in (380 mm).

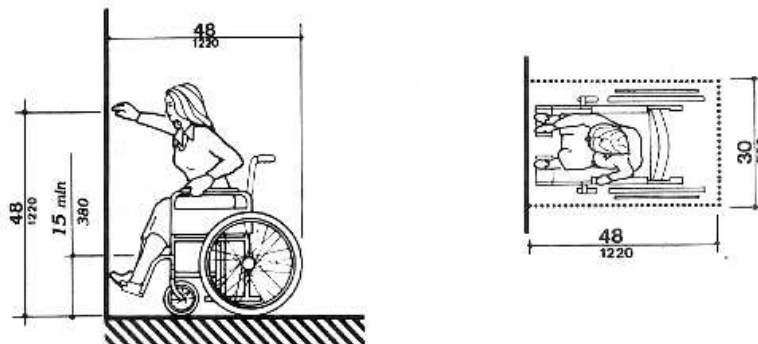


Figure 5A

4.27.4 Operation. Controls and operating mechanisms shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate controls shall be no greater than 5 lbf (22.2 N).

4.34 Automated Teller Machines.

4.34.1 General. Each automated teller machine required to be accessible by shall be on an accessible route and shall comply with 4.34.

4.34.2 Clear Floor Space. The automated teller machine shall be located so that clear floor space complying with 4.2.4 is provided to allow a person using a wheelchair to make a forward approach, a parallel approach, or both, to the machine.

4.34.3 Reach Ranges.

Forward Approach Only. If only a forward approach is possible, operable parts of all controls shall be placed within the forward reach range specified in 4.2.5 (48 inches).

Parallel Approach Only. If only a parallel approach is possible, operable parts of controls shall be placed as follows:

Reach Depth Not More Than 10 in (255 mm). Where the reach depth to the operable parts of all controls as measured from the vertical plane perpendicular to the edge of the unobstructed clear floor space at the farthest protrusion of the automated teller machine or surround is not more than 10 in (255 mm), the maximum height above the finished floor or grade shall be 54 in (1370 mm). Note that the new ADA-ABA guidelines state that the maximum height above the finished floor shall be 48 in (1220 mm).

Forward and Parallel Approach. If both a forward and parallel approach are possible, operable parts of controls shall be placed within at least one of the reach ranges in paragraphs (1) or (2) of this section.

4.34.4 Controls. Controls for user activation shall comply with 4.27.4.

4.34.5 Equipment for Persons with Vision Impairments. Instructions and all information for use shall be made accessible to and independently usable by persons with vision impairments.

(707.4) Privacy. Automatic teller machines shall provide the opportunity for the same degree of privacy of input and output available to all individuals.

**For more information on the ADA regulations visit their web site at
www.ada.gov**



A full-service ATM partner

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