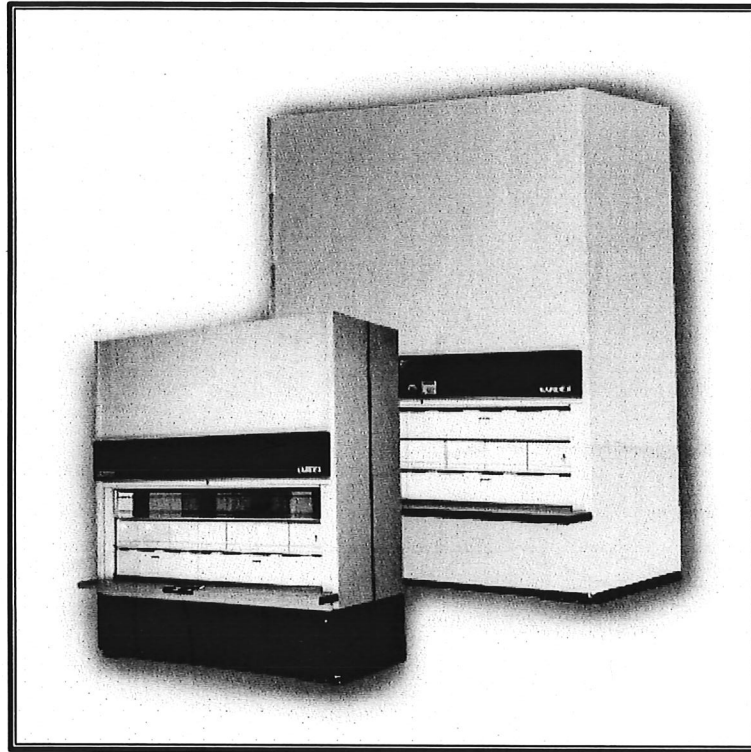


Lektriever 2000 Industriever 6000A



Supervisor Programming Manual

For firmware version 1.4+
Revised - 4/1/03

KARDEX[®]
Information & Materials Management Systems

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Lektriever 2000 Security Features

Overview

The Lektriever 2000 security system utilizes passcodes and a motorized door to control access to items stored in the machine.

The passcode prevents unauthorized operation and requires individual user permission to access specific storage levels (shelves). The motorized door is normally closed to protect stored items.

The motorized door is only opened when a user has permission to access the selected level. The door is automatically closed when the console is locked and when a new level is selected.

A manually operated door may be used to provide overall machine security (but not to individual levels) by parking a preprogrammed, low security or locking carrier in front of the operator access opening when the machine is not in use.

A supervisor may assign the passcodes and level access. The supervisor must access the machine with a special supervisor passcode (Supercode). The Supercode has access to all levels and can change passcode and level access assignments.

In addition to programming passcodes, level locks, console timeout and parking level, a supervisor may program the following.

1. Whether the overhead worklight automatically turns on or off when the machine is turned on and off.
2. Whether a motorized door automatically opens and closes when the machine is turned on and off.
3. Whether the Door key must be held pressed to close the door.
4. Whether Door related security features should be enabled.

Lektrievers are available in many sizes and with different door options. This document explains security features that may be used on most machines but some options may be machine dependent.

Security Features

Automatic Security Door

A motorized door operating in security mode, may be used with all security options.

Motorized security doors are expected to be used with a fixed posting board.

The door may be different from a standard door in that it only opens to expose only one level (usually one carrier). A door that opens for more than one carrier will be limited in its ability to control access to media.

In security mode, the machine always closes the door before running and only opens the door when the selected level is positioned at the operator access opening. Safety is enhanced since no moving parts are accessible and security is increased since only selected levels are exposed.

In security mode, the Up and Down keys on the console are disabled since the machine will only run with the doors closed and Level Locking requires a level number to be entered to access a level.

In standard automatic mode, the door is opened when the machine is accessed and remains open until the door is closed, the console is locked and when power is turned off. The door may be opened or closed with the Door key.

A manually operated door may be used with some of the features but security will be limited.

Two Carrier Security Method

A standard motorized door that opens to expose two carriers may be used with full security features by restricting access to two carriers at a time (rather than just one carrier at a time).

A level number would be assigned to pairs of carriers (rather than each carrier).

This method may be used with following the conditions.

1. The posting board is installed in a fixed position so that a standard motorized door can completely close. (Note that a full size door takes longer to open and close.)
2. Level numbers are assigned (during installation) to every other carrier (pairs of carriers) so that selecting a level always exposes two carriers when the door is open.
3. The carriers are to contain media that do not require each level to be positioned exactly at the level of the posting board since only one of the carriers will actually be posted.

For example: File folders may be quite acceptable but trays may not.

However, carriers with full height trays could still be used by installing in every other position so that level numbers are assigned to the trayed carriers, which will post correctly. The second carrier of the pair will be above the posted carrier and might be acceptable if it only contains file folders, for example.

The Supervisor

The supervisor is an important part of the machines security system.

The supervisor referred to in this manual is defined as the person who is responsible for controlling access to the contents of the machine by establishing operating procedures to use the machines security features effectively, assigning passcodes, level access privileges, training operators, etc.

Most programming features are available to the supervisor by using the SuperCode passcode. To maintain a secure environment, the supervisor is expected to keep this passcode and all other programmed security information secret and in a safe location.

Supervisor Passcode

The supervisor passcode (Supercode) allows the supervisor to change all of the available security features.

The Supercode number is assigned during installation but may be changed later. (See 'To change the Supervisor Passcode'.)

The Supercode should be treated as secret passcode and stored in a safe place since it permits all security features to be altered.

DO NOT USED THE SUPERCODE AS A USER PASSCODE. (Instead, the supervisor may assign a passcode for their use that have no levels locked so that full access is provided.)

Record the new Supercode on a security chart for future reference.

If the supercode is lost or forgotten, contact a Kardex dealer to reset the code.

User Passcodes

Up to 32 users may be assigned a unique passcode by a supervisor. A valid user passcode must be entered before the machine can be operated.

When used with a motorized door operating in security mode, the door will open automatically if there are no levels locked out to the passcode user. The door remains open and the user has access to the entire machine.

When used with the Level Lock feature, the door will only be opened when a level is selected that is unlocked to the passcode user. Otherwise, access will be denied and the door will remain closed.

When used with the AutoPark feature, the console is locked when the programmed AutoPark level is brought to the operator station.

When used with the Autolock Timer feature, the console will be locked when the timeout period has expired.

Pressing the Done key, closing the door or turning off power will lock the console and require a passcode to be entered again.

A supervisor may activate/deactivate passcodes and program a passcode for each user. (See 'To Add, Change or Delete a passcode'.)

Level Lock

Level Lock locks out individual levels from a user. Each passcode user may be given access to (or locked out of) any combination of levels. Selecting a locked level will simply result in an 'Access Denied' message.

Level Lock is to be used with a motorized door operating in security mode. The door is automatically closed before the machine moves to bring an unlocked user level to the operator station, and then the door is opened. Locked levels are never moved past an open door.

Level Lock cannot be used with manually operated doors.

A supervisor may activate/deactivate the Level Lock feature for every passcode user and specify which levels are locked/unlocked for each user. (See 'To lock or change access to levels'.)

AutoPark

AutoPark positions a predetermined level at the operator station when the Done key or ON/OFF key is pressed or the AutoLock Timer expires.

When used with a motorized door, the AutoPark can position a common level at the operator station for quick access or may be used to position a low security level at the operator access in the event that the security door is forced open.

When used with a standard manually operated door, the AutoPark can position a level with low security items at the operator station (making all other items inaccessible).

The user should always press the **Done** key when finished using the machine.

A supervisor may activate/deactivate the AutoPark feature and program the level. (See 'To set the parking level'.)

The Done key

Pressing the Done key indicates the operator is finished using the machine and access should be secured.

The machine may automatically close a motorized security door, AutoPark a level at the operator station and passcode lock the console.

When used for security applications, the user should always press the Done key when finished using the machine.

AutoLock Timer

After a programmed amount of time with no machine activity, the AutoLock Timer can passcode lock the console, automatically close a motorized security door and AutoPark a level at the operator station.

Use this feature limit extended periods of time with the door open in the event that an operator forgets or walks away without closing the door (pressing the Done key).

When passcodes have been assigned, the console will be locked when the timeout expires. A passcode must be entered to unlock the console again.

When used with a motorized door operated in security mode, the AutoLock Timer can automatically close the door (after an operator warning).

When used with AutoPark, a programmed level will be automatically positioned at the operator station. If a manually operated door is open, the operator will be warned before the movement begins.

A supervisor may activate/deactivate the timeout and program the timeout period. (See 'To set the automatic timeout'.)

Using AutoPark to Improve Access Time

To enhance access speed, the AutoPark feature may be used with or without a motorized door to position a frequently accessed carrier at the operator access area when the console is locked or the Done key is pressed. When this level has been pre-positioned (parked) at the access opening, no machine movement will be necessary when this level is selected.

Information

Press the Info key and then press the Secure (F4) key to display security information such as user passcode information, the AutoLock Timer value and the AutoPark level.

When using a user passcode, the passcode user number is displayed. When using the supervisor passcode, the number of passcodes (users) are displayed.

Service Switch

All of the automatic features require the machine to be connected to power and the Service Switch to be ON. Then machine is normally turned ON and OFF at the operator console.

When power is connected to the machine and the Service Switch is ON, a passcode system will start with the console locked when power is turned ON at the console and a motorized door may try to close if it had been left open.

Remote Mode

Remote Mode connects the Lektriever to a remote computer and provides the same level of security as Manual Mode.

You can always enter Remote Mode by pressing the Remote key, even if the console is locked. Pressing the Manual key to change back to Manual Mode will lock the console if passcodes are used and any programmed user levels remain locked in Manual Mode.

If the Lektriever does not have a motorized door, many of the following door related security functions are not available. However, the AutoPark feature can still be used to park non-secure levels at the operator station when the Done key is pressed or the AutoLock Timer expires. With at least one passcode assigned to limit Manual Mode access, only the remote computer can make a selection in Remote Mode.

The assigning of manual passcodes and the manual locking of levels for Manual Mode controls how a motorized door operates in Remote Mode but the actual manual passcodes and levels locked are not used by the remote computer. However, the remote computer may ask for another code before it will make a selection, depending on the application.

If one or more manual passcodes have been assigned, the door will close or remain closed in Remote Mode until the remote computer sends the next level selection. The selected level will be posted and the door will then open and remain open for all subsequent level selections until the Done key is pressed, the Manual key is pressed or the AutoLock Timer expires.

If one or more users have any levels locked, the door will also close or remain closed in Remote Mode until the remote computer sends the next level selection. The door will always close when the remote computer sends the next level selection and will only open when the selected level has been posted behind the door. The door will remain open until a the remote computer makes a new selection, the Done key or Manual key is pressed or the AutoLock Timer expires.

In Remote Mode, all level selections are provided by the remote computer and the UP and DOWN console keys are disabled. The Door key will always close the door but may not open it again, depending on the security level used. The AutoLock Timer and AutoPark feature will still close the door and park a level if they have been set in Manual Mode.

Guideline for programming security features and using the worksheet

Using the attached worksheet is not required but you may find it helpful in organizing your security requirements and to provide a record of your final settings. Keep the worksheet in a secure place when finished.

The best way to start is to make a copy of the attached worksheet, fill it out using the following guidelines and then make the corresponding changes to the machine by following the Programming Instructions listed in this document.

1. Choose the levels that will be accessible to each user.

If every passcode user is to have access to the entire machine then you do not need to lockout any levels. The factory default is for all levels to be unlocked when a passcode is first assigned. Skip the rest of this step.

If more than one user is to be allowed access to different levels, then each combination of levels must be determined and a passcode chosen for each combination.

Using the worksheet, make a note about the contents stored (or to be stored) on each level. The notes will help you decide how to assign level access to different groups or users.

With a particular user or group in mind, start with the User 1 column and circle the word 'Lock' for each level that you do NOT want that user or group to access.

Consider the next user or group and do the same thing with the User 2 column. Mark additional columns if more combinations are needed.

There are no restrictions to the level access combinations. You could leave some levels accessible (unlocked) to all users and some that are only accessible to each specific user.

Note that although this is the first step on the worksheet, the level access settings cannot actually be programmed into the machine until a passcode has been programmed for each user. Finish the worksheet before programming the machine!

2. Choose the passcode for each user.

A passcode controls basic access to the machine but it may additionally be used to limit a user to specific storage levels within the machine. A passcode should be thought of as a key to unlock a specified combination of levels.

Usually, you don't need to assign a separate passcode to every user. Several users may share the same passcode if they are allowed access to the same levels. Give each user the passcode that corresponds to the combination of levels they are allowed to access.

If every user is to have access to the entire machine then only one passcode is needed. However, you may still wish to assign a password to different groups of users if you think you may need to restrict or change the access for each group at a later date.

You need to assign a passcode number for every user column that you marked up on the worksheet. If you did not mark any levels locked then only one passcode is actually required.

To change a passcode later without changing the level locks, use the change passcode procedure rather than deleting the old and add a new passcode. If you delete a passcode, all of the level locks for that passcode will also be deleted.

If you do not want to use the passcode feature, then delete all passcodes.

3. Choose the AutoPark Level.

You may choose a level to be 'parked' at the operator station when the user is done or the machine is locked.

If you do not want to use the AutoPark feature, then choose level 0 (zero).

4. Choose the AutoLock Timer value.

This timeout may be set to automatically lock the machine after a specified time if the user forgets to press the Done key.

After a 10 second operator warning, the machine will automatically close the door and AutoPark the machine if the specified time expires without any machine activity. During the warning, the user may cancel the timeout and the timer will be restarted.

Use a value that is only long enough for an operator to conveniently use the machine without activating the timeout. A value that is too short will be a nuisance. An excessively long value may avoid occasional timeouts but will also leave the machine unlocked for an extended period of time.

The timeout value must be entered in the machine as seconds. To convert minutes to seconds, multiply the desired number of minutes by 60 to get the total number of seconds.

If you do not want to use the AutoLock Timer feature, then choose 0 (zero) seconds.

5. Choose a new Supervisor Passcode.

The factory default Supercode is '1234'. You should change this code to your own secret number to prevent unauthorized access.

6. Program the machine

With the completed worksheet, select the security menu and program the worksheet values in the following order.

1. Program options. (See 'To Program Options'.)
2. Program passcodes. (See 'To Add a Passcode'.)
3. Program user levels that are Locked out. (See 'To Lock or Change Access to Levels'.)
4. Program the AutoPark level number. (See 'To Set the AutoPark Level'.)
5. Program the AutoLock Timer value. (See 'To Set the AutoLock Timer'.)
6. Program the Supervisor Passcode. (See 'To Change the Supervisor Passcode'.)

Any of these options may be changed at any time.

Programming Instructions

To Set Auto Work Light (for each console)

This option automatically turns ON and OFF the overhead fluorescent light when the ON key is pressed.

If the work light is sometimes left ON during the night when the machine is turned off, then select NO to allow manual light control. The console Light key can always control the light.

Dual Access - The rear (or second) console may be set independently of the front.

- | | |
|--|---|
| 1. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | While in Manual mode, press the Info key. |
| 2. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Info...
Bal Srvc Test Opts</div> | Press Opts (F4). |
| 3. <div style="border: 1px solid black; padding: 5px; display: inline-block;">SuperCode:
(or Start for info)</div> | Enter the Supervisor Passcode number (default is 1234) and press Enter. |
| 4. <div style="border: 1px solid black; padding: 5px; display: inline-block;">0codes,0s,Park 0
Pass Level Opts</div> | Press Opts (F3). |
| 5. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Options...
Time Park Light Door</div> | Press Light (F3). |
| 6. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Auto work light? No
Yes No</div> | <p>Press Yes (F1) to have the overhead work light to automatically turn ON and OFF when the console ON/OFF key is pressed.</p> <p>Press No (F2) to control the light manually with the Light key.</p> |

To Set Motorized Door Options (for each console)

The motorized door may be programmed to require the Door key to be held pressed while the door is closing or to close automatically without holding the key. It can also be programmed to automatically open and/or close the door when power is turned on and off and

The console Door key can still control the door (except when passcode protected).

Dual Access - The rear (or second) access may be set independent from the front.

- | | |
|--|---|
| 1. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | While in Manual mode, press the Info key. |
| 2. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Info...
Bal Srv Test Opts</div> | Press Opts (F4). |
| 3. <div style="border: 1px solid black; padding: 5px; display: inline-block;">SuperCode:
(or Start for info)</div> | Enter the Supervisor Passcode number (default is 1234) and press Enter. |
| 4. <div style="border: 1px solid black; padding: 5px; display: inline-block;">0codes,0s,Park 0
Pass Level Opts</div> | Press Opts (F3). |
| 5. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Options...
Time Park Light Door</div> | Press Door (F4). |
| 6. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Door Options...
Press Start</div> | Press Start. |
| 7. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Open on PwrOn? No
Yes No</div> | Press Yes (F1) to have the door automatically open when power is turned ON at the console.

Note that the Security mode option can override this feature. |
| 8. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Hold key to close?Ys
Yes No</div> | Press No (F2) to avoid holding the door key pressed until the door is completely closed.

No more door options are available if this option is selected. |

9. **Close on PwrOff? No
Yes No**

Press Yes (F1) to have the door automatically close when power is turned OFF at the console.

Note that the Security Mode option may automatically close the door anyway, even if this option is not selected.

10. **Options...
Time Park Light Door**

Door options have been set.

Press ESC to until the original screen is displayed..

11. **Level: 1**

Ready for normal operation.

To Add User Passcodes (either console)

Passcode protection may be activated by adding at least one passcode. At least 30 different passcodes can be entered. Use several to control access to multiple machines.

Passcode protection prevents the machine from being operated in manual mode until a correct operator passcode has been entered. Once entered, the machine will operate normally until the machine is turned off, the mode is changed from Remote to Manual or the DONE key is pressed.

Passcode protection does not effect remote mode. In remote mode, only the remote PC can run the machine and it may incorporate its own form of passcode protection.

The console timeout may set to any value and will revert to a passcode protected mode after the machine has been inactive for the timeout period. For example, a 1 minute timeout will automatically protect manual operation 1 minute after an operator has selected a level and then walked away without pressing DONE.

Additionally, if an automatic door is installed, the door will also close when the console is becomes protected.

Example: Operator 1 may use the same passcode to access machine A and B but operator 2 may be given a different passcode that only allows access to machine B. Both machines would have Operator 1's passcode but only machine B would have the second operators passcode.

Passcodes may also be used to control access to individual levels within a machine if a motorized door is installed and "Level Locking" is activated. See To **Set Level Locking**.

Dual Access - The rear (or second) access console uses the same passcodes as the front.

1. **Level: 1**

Press the INFO key.

-
- | | |
|--|---|
| 2. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Info...
Bal Srvc Test Opts</div> | <div style="border-top: 1px solid black; padding-top: 5px;">Press Opt (F4).</div> |
| <hr/> | |
| 3. <div style="border: 1px solid black; padding: 5px; display: inline-block;">SuperCode:
(or Start for info)</div> | <div style="border-top: 1px solid black; padding-top: 5px;">Type the Supervisor Passcode number and press Enter.</div> |
| <hr/> | |
| 4. <div style="border: 1px solid black; padding: 5px; display: inline-block;">0codes,0s,Park 0
Pass level Opts Door</div> | <div style="border-top: 1px solid black; padding-top: 5px;">Press Pass (F1).</div> |
| <hr/> | |
| 5. <div style="border: 1px solid black; padding: 5px; display: inline-block;">0 codes used
Add Chg Del Super</div> | <div style="border-top: 1px solid black; padding-top: 5px;">Press Add (F1).</div> |
| <hr/> | |
| 6. <div style="border: 1px solid black; padding: 5px; display: inline-block;">New code: 123</div> | <div style="border-top: 1px solid black; padding-top: 5px;">Type new passcode and press Enter.</div> |
| <hr/> | |
| 7. <div style="border: 1px solid black; padding: 5px; display: inline-block;">0 codes used
Add Chg Del Super</div> | <div style="border-top: 1px solid black; padding-top: 5px;">The new passcode has been added.
Press ESC to until the original screen is displayed..</div> |
| <hr/> | |
| 8. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | <div style="border-top: 1px solid black; padding-top: 5px;">Ready for normal operation.</div> |

To Change a User Passcode (for either console)

Every passcode is associated with a User ID when the passcode is added.

To change a passcode, select the User ID and then enter the new passcode.

Dual Access - The rear (or second) access uses the same passcodes.

1. Level: 1

Press the INFO key.

2. Info...
Bal Srv Test Opts

Press Opt (F4).

3. SuperCode:
(or Start for info)

Type the Supervisor Passcode number and press Enter.

4. 0codes,0s,Park 0
Pass level Opts Door

Press Pass (F1).

1. 0 codes used
Add Chg Del Super

Press Chg (F2).

2. User ID: 1

Type the user ID number (1 – 32) of the passcode to be changed and press Enter.

3. New code: 456

Type a new passcode number and press Enter.

All Level Lock settings for that user will remain the same.

Record all changed passcodes on a security chart for future reference.

9. **0 codes used
Add Chg Del Super**

The passcode has been changed.

Record all changed passcodes on a security chart for future reference.

Press ESC to until the original screen is displayed..

10. **Level: 1**

Ready for normal operation.

To Delete User Passcodes (either console)

Enter the passcode to be deleted.

Dual Access - The rear (or second) access uses the same passcodes.

1. **Level: 1**

Press the INFO key.

2. **Info...
Bal Svc Test Opts**

Press Opt (F4).

3. **SuperCode:
(or Start for info)**

Type the Supervisor Passcode number and press Enter.

4. **1 codes used
Add Chg Del Super**

To delete a passcode...
Press Del (F3).

5. **Delete code:**

Type the code to delete and press Enter.

6. **1 codes used
Add Chg Del Super**

Or
To delete ALL Passcodes...
Press Shift key and press Del (F3).

**Delete ALL codes?
Press F1 if Yes!**

Press F1 to delete all passcodes.
Press ESC to cancel.

11. **0 codes used
Add Chg Del Super**

The passcode has been deleted.
Press ESC to until the original screen is displayed..

12. **Level: 1**

Ready for normal operation.

To Change the Supervisor Passcode (either console)

The supervisor may change the Supercode value at any time. If the Supercode value is lost or forgotten then the passcode can be restored from maintenance mode.

Dual Access - The rear (or second) access uses the same supervisor passcode.

1. **Level: 1**

Press the INFO key.

2. **Info...
Bal Srv Test Opts**

Press Opt (F4).

3. **SuperCode:
(or Start for info)**

Type the Supervisor Passcode number and press Enter.

-
- | | |
|---|--|
| 4. <div style="border: 1px solid black; padding: 5px; display: inline-block;">1 codes used
Add Chg Del Super</div> | Press Super (F4). |
| <hr/> | |
| 5. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Supercode: 1234
(2 - 9 digits)</div> | Type a new Supervisor Passcode and press Enter. |
| <hr/> | |
| 6. <div style="border: 1px solid black; padding: 5px; display: inline-block;">1 codes used
Add Chg Del Super</div> | Press ESC |
| <hr/> | |
| 7. <div style="border: 1px solid black; padding: 5px; display: inline-block;">0 codes used
Add Chg Del Super</div> | The supervisor passcode has been changed.
Press ESC to until the original screen is displayed.. |
| <hr/> | |
| 13. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | Ready for normal operation. |
-

To Lock or Change Access to Levels (either console)

Level Lock locks out individual levels from a user. Each passcode user may be given access to (or locked out of) any combination of levels. Selecting a locked level will simply result in an 'Access Denied' message.

Level Lock is to be used with a motorized door operating in security mode. The door is automatically closed before the machine moves to bring an unlocked user level to the operator station, and then the door is opened. Locked levels are never moved past an open door.

Level Lock cannot be used with manually operated doors.

A supervisor may activate/deactivate the **Level Lock** feature for every passcode user and specify which levels are locked/unlocked for each user. (See 'To lock or change access to levels'.)

Note that passcodes must already be assigned (see to add a passcode) and security for all levels is set to 'Unlock' when the passcode is first assigned.

Dual Access - The rear (or second) access is restricted by the same level locks.

-
- | | |
|--|--------------------------|
| 1. <div style="border: 1px solid black; padding: 5px; display: inline-block;">1codes,0s,Park 0
Pass Level Opts Door</div> | Press Level (F2). |
|--|--------------------------|

- | | |
|---|---|
| 2. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Edit level locking
for passcode:</div> | <hr/> Type the passcode of the user to edit and press Enter.

 |
| 3. <div style="border: 1px solid black; padding: 5px; display: inline-block;">OK,Editing User 1
Press Start</div> | <hr/> Press Start.

 |
| 4. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1 (unlocked)
Lock ... Back Next</div> | <hr/> Each level number is displayed and the status for this user (locked or unlocked).

Press Lock (F1) to lock an unlocked level.

Press Back (F3) to skip to the previous level or Next (F4) to skip to the next level.

 |
| 5. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1 (locked)
Unlock ... Back Next</div> | <hr/> Press Unlock (F1) to unlock a locked level.

Press Back (F3) to skip to the previous level or Next (F4) to skip to the next level.

 |
| 6. <div style="border: 1px solid black; padding: 5px; display: inline-block;">1codes,0s,Park 0
Pass Level Opts Door</div> | <hr/> The lock for the level has been changed.

Record the security level changes on a security chart for future reference.

Press ESC to until the original screen is displayed.

 |
| 7. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | <hr/> Ready for normal operation.

 |

To Set AutoPark Level (either console)

The AutoPark feature positions a predetermined level at the operator station when the Done key or ON/OFF key is pressed or the console timer expires.

When used with a motorized door, the AutoPark can position a common level at the operator station for quick access or may be used to position a low security level at the operator access in the event that the security door is forced open.

When used with a standard manually operated door, the AutoPark can position a level with low security items at the operator station (making all other items inaccessible).

The user should always press the Done key when finished using the machine.

Dual Access - The AutoPark level is always parked at the front operator access.

- | | |
|---|--|
| 1. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | While in Manual mode, press the Info key. |
| 2. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Info...
Bal Srvc Test Opts</div> | Press Opts (F4). |
| 3. <div style="border: 1px solid black; padding: 5px; display: inline-block;">SuperCode:
(or Start for info)</div> | Enter the Supervisor Passcode number (default is 1234) and press Enter. |
| 4. <div style="border: 1px solid black; padding: 5px; display: inline-block;">0codes,0s,Park 0
Pass Level Opts</div> | Press Opts (F3). |
| 5. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Options...
Time Park Light Door</div> | Press Park (F2). |
| 6. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Parking Level: 0</div> | Type the level number to park at the front operator access when the Done key is pressed, the timeout occurs, or power is turned off.

Type 0 to disable the timeout feature. |
| 8. <div style="border: 1px solid black; padding: 5px; display: inline-block;">1codes,0s,Park 0
Pass Level Opts Door</div> | The parking level has been set.
Press ESC to until the original screen is displayed. |
| 9. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | Ready for normal operation. |

To Set Console Timeout Value (either console)

The console timeout can protect the machine after a specified amount of time has elapsed without any machine or console activity. The timeout function is similar to pressing the Done key.

After a specified time, the machine can passcode protect a console, close a motorized door, park a specified level at the operator opening and release the console in a dual access system.

Typical values might be 30 seconds to 30 minutes (1800 sec).

Dual Access - The same console timeout sets both front and rear (or second) console.

- | | |
|--|--|
| 1. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | While in Manual mode, press the Info key. |
| 2. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Info...
Bal Srvc Test Opts</div> | Press Opts (F4). |
| 3. <div style="border: 1px solid black; padding: 5px; display: inline-block;">SuperCode:
(or Start for info)</div> | Enter the Supervisor Passcode number (default is 1234) and press Enter. |
| 4. <div style="border: 1px solid black; padding: 5px; display: inline-block;">0codes,0s,Park 0
Pass Level Opts</div> | Press Opts (F3). |
| 5. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Options...
Time Park Light Door</div> | Press Time (F1). |
| 6. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Timeout(sec): 0</div> | Type the number of seconds the console will wait while there is no activity and press Enter.
(ex: 60 sec for 1 minute, 300 sec for 5 minutes, etc.)
Record the new timeout value on a security chart for future reference.
Type 0 to disable the timeout feature. |
| 10. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Options...
Time Park Light Door</div> | The timeout value has been set.
Press ESC to until the original screen is displayed. |
| 11. <div style="border: 1px solid black; padding: 5px; display: inline-block;">Level: 1</div> | Ready for normal operation. |

To View or Verify Settings

You can view or verify most settings by following the set or change instructions to display the current value and then press the **ESC** key to cancel without making any change.

You can Access Level settings can be viewed by following the change instructions and then pressing the **Next (F4)** key (instead of the Lock/Unlock change key).

Passcodes values cannot be directly viewed. You can verify a passcode by unlocking the console with it.

Sample Security Setup

Kardex Security Worksheet

Machine: Personnel Dept

Supercode: 1234 AutoLock Timer (sec): 120 AutoPark (level): 1

(Enter passcode number assigned to each user)								
User 1	User 2	User 3	User 4	User 5	User 6	User 7	User 8	
Passcode	Passcode	Passcode	Passcode	Passcode	Passcode	Passcode	Passcode	Passcode
1111	2222	3333	4444					
(Circle 'Lock' if the user is denied access to this level. Default is 'unlock')								
Level	User 1	User 2	User 3	User 4	User 5	User 6	User 7	User 8
1	Lock	Lock	—	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock
	Lock	Lock	○	Lock	Lock		Lock	Lock

**This is a 10 carrier (level) machine
and the remaining levels are not used.**

Explanations:

- This security chart is for the machine in the Personnel Dept.
- The Supervisor passcode (Supercode) has been set to '1234'.
- The AutoLock Timer is set to 120 seconds (2 min.).
- The machine will park level 1 at the access opening when the Done key is pressed.
- This machine only has 10 levels (carriers) total.
- Four users have been assigned to the machine.
- User 1 (with passcode 1111) has access to all 10 levels.
- User 2 (with passcode 2222) has access to levels 1–5 (levels 6–10 are locked out).
- User 3 (with passcode 3333) has access to levels 1 and 6–10 (levels 2–5 are locked out).
- User 4 (with passcode 4444) has access to levels 1, 4, 5, 8, 9, 10 (levels 2, 3, 6, 7 are locked out).
- Unused passcodes (users) may be assigned later.

Resulting Level Access:

- Level 1 can be accessed by all users (and is the AutoPark level).
- Level 2 and 3 can only be accessed by user 1 and 2.
- Level 4 and 5 can only be accessed by user 1 and 2 and 4.
- Level 6 and 7 can only be accessed by user 1 and 3.
- Level 8, 9 and 10 can only be accessed by user 1, 3 and 4.

Kardex Security Worksheet

Machine: _____

Supercode: _____ AutoLock Timer (sec): _____ AutoPark (level): _____

		User 1	User 2	User 3	User 4	User 5	User 6	User 7	User 8
		<i>(Enter passcode number assigned to each user)</i>							
		P-code	P-code	P-code	P-code	P-code	P-code	P-code	P-code
Contents of level (for reference only)	Level	User 1	User 2	User 3	User 4	User 5	User 6	User 7	User 8
		<i>(Circle 'Lock' if the user is denied access to this level. Default is 'unlock')</i>							
	1	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	2	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	3	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	4	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	5	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	6	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	7	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	8	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	9	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	10	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	11	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	12	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	13	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	14	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	15	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	16	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	17	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	18	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	19	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	20	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	21	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	22	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	23	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	24	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	25	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock
	26	Lock	Lock	Lock	Lock	Lock	Lock	Lock	Lock

(for supervisor use, make copies if required)

Warranty Statement

Kardex warrants that each unit of Equipment, under normal use, shall conform in all material respects to any published specification and shall be free from defects in material or workmanship for a period of one year from the date of its delivery by Kardex, provided that the Equipment has not been tampered with or repaired by any person other than Kardex or its authorized agents, and provided further that the customer notifies Kardex in writing of any such defects immediately after discovery thereof. Kardex shall not be liable for any damage to any Equipment resulting from the misuse or negligence or if any alterations have been made to the Equipment which have not been authorized in writing by Kardex. The sole and exclusive obligation of Kardex under this warranty is limited, at the option of Kardex, to the replacement or reworking of the defective Equipment or the return of that portion of the purchase price applicable to the defective Equipment. This warranty does not cover defects, damage, or deterioration due to normal use, wear and tear, or exposure; normal maintenance services; replacement or service items; damage or defect due to misuse, alteration, negligence, or accident; or any Equipment modified or operated contrary to any instructions or specifications provided by Kardex. THE ABOVE WARRANTIES ARE GIVEN IN LIEU OF ANY OTHER REPRESENTATION OR WARRANTY, EXPRESSED OR IMPLIED, AND INCLUDING, BUT LIMITED TO, THE IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

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