



LockView® 2.1 software Instruction Manual

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CompX
SECURITY PRODUCTS

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INTRODUCTION

The LockView® program creates a database of users and locks on the computer it is loaded onto. Each user in this "local computer's" database is assigned a slot in every lock the user has access to. A lock's internal memory is divided into 250 slots that store user information. Each lock can have up to 250 users.

The local computer with the LockView® program loaded onto it has the ability to connect to locks and update the lock's memory to correspond with its own database. It also is able to gather and manipulate a lock's audit trail, or past operation log. Audit trail information contains the lock's name, the name of the user attempting to gain access, the credential used, if access was granted or denied, and the date and time of each interaction.

Read and follow the instructions given in this manual to understand and operate the LockView® program.

COMPONENTS



Keypad Unit
EL-2004-KP



Magstripe Unit
EL-2004-MS



Magstripe / Keypad Unit
EL-2004-MSKP



Prox Card Unit
EL-2004-PR



Prox Card / Keypad Unit
EL-2004-PRKP



USB Adapter w/Cable



Serial Adapter w/Cable (optional)

INSTALL THE LOCKVIEW™ SOFTWARE

1. Insert the LockView™ CD into the CD ROM drive.

An install screen appears with three options:

- ➔ Install LockView™ v2.0,
- ➔ Install Adobe Acrobat®, and
- ➔ LockView™ Manual (pdf).

2. Select an option.

3. If the LockView™ Software did not autorun:

- ➔ Select Windows **START** button in bottom left corner of computer screen.
- ➔ Select **RUN**.
- ➔ Select **BROWSE**.
- ➔ Look in the appropriate CD ROM drive.
- ➔ Select the "LockView™ Setup.exe" file.

4. Follow all the on screen instructions to load program.

5. Plug in the USB adapter to the computer.

- ➔ "Found new hardware" will display. The USB driver for the LockView™ USB adapter needs to be installed.

6. Reboot the computer so the USB drivers automatically install.

7. If the USB drivers do not install, follow these steps:

- ➔ Right click on the My Computer icon on desktop.
- ➔ Select Properties.
- ➔ Select Hardware tab.
- ➔ Select Device Manager.
- ➔ Double click on (yellow ?!) USB Device.
- ➔ Select tab.
- ➔ Select Update Driver.
- ➔ The computer will need to be restarted after driver installation.
- ➔ Reopen Device Manager and click on Universal Serial Bus controllers to see if Windows is seeing the CompX Fort eLock2 USB adapter.



*The person installing LockView® must have **ADMINISTRATIVE RIGHTS** on the computer where LockView® will be installed.*

OPERATION

Load the LockView® software. Double click the LockView® icon on the desktop to open and run the LockView® program.



NOTE: If the LockView® ODBC entry was not created properly, it will need to be created manually, refer to INTERFACE OPTIONS.

LOCKVIEW® LOGIN

For first time login, enter “admin” under operator name and also under password, then press OK. Passwords are case sensitive.

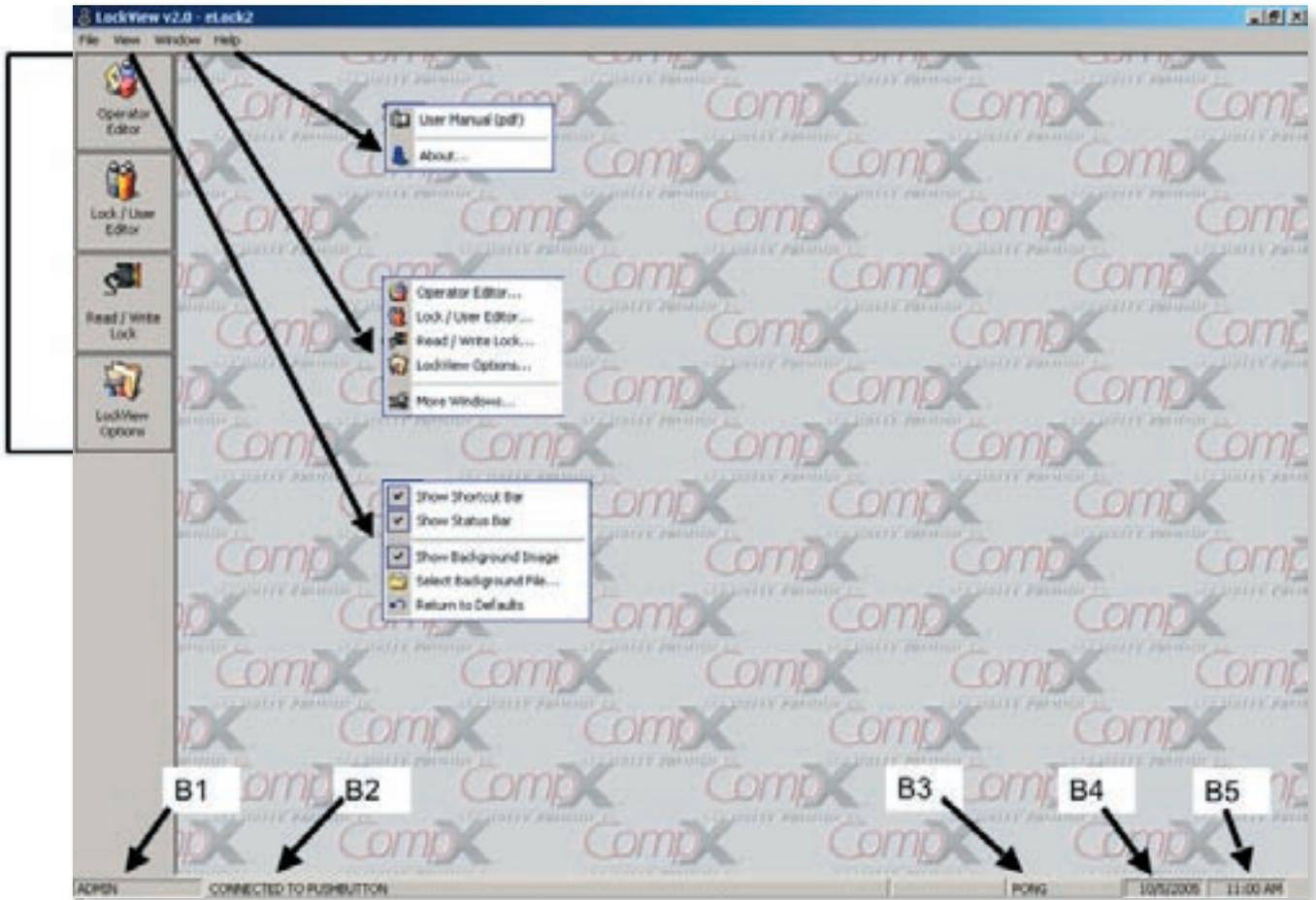
- ➔ After an operator has been added to the LockView® program, use of personalized operator name and password should be used for login.

NOTE: There is NO security while logged in under “admin.” The “admin” user should be deleted immediately to ensure database security.

Once login is accepted, the opening screen will display and operation of the program can continue.

OPERATION continued

SCREEN INFORMATION



FILE DROP DOWN MENU – Used to EXIT program.

VIEW DROP DOWN MENU – Used to display or eliminate the shortcut and/or status bars on the program screen. Also used to display or eliminate the background image, select another background image from a saved file, or return program to default settings.

WINDOW DROP DOWN MENU – An optional way of accessing these programming menus:

- ➔ Operator Editor,
- ➔ Lock/User Editor,
- ➔ Read/Write Lock,
- ➔ LockView® Options, and
- ➔ More Windows

HELP DROP DOWN MENU – Will open a PDF version of the LockView® Operators Manual.

A — SHORTCUT BAR - Contains quick start buttons for the operator editor, lock/user editor, read/write lock, and LockView® options menus. The shortcut bar can be displayed or hidden, refer to the VIEW drop down menu.

B — STATUS BAR - Shows LockView® program status information including:

B1 — Current Operator Login Name.

B2 — Connection to lock status. This can also be used as a quick start button to connect/disconnect to a lock for upload or download purposes. Click the box once to connect or disconnect.

B3 — Connection time to a lock.

B4 — Current LockView® local computer date.

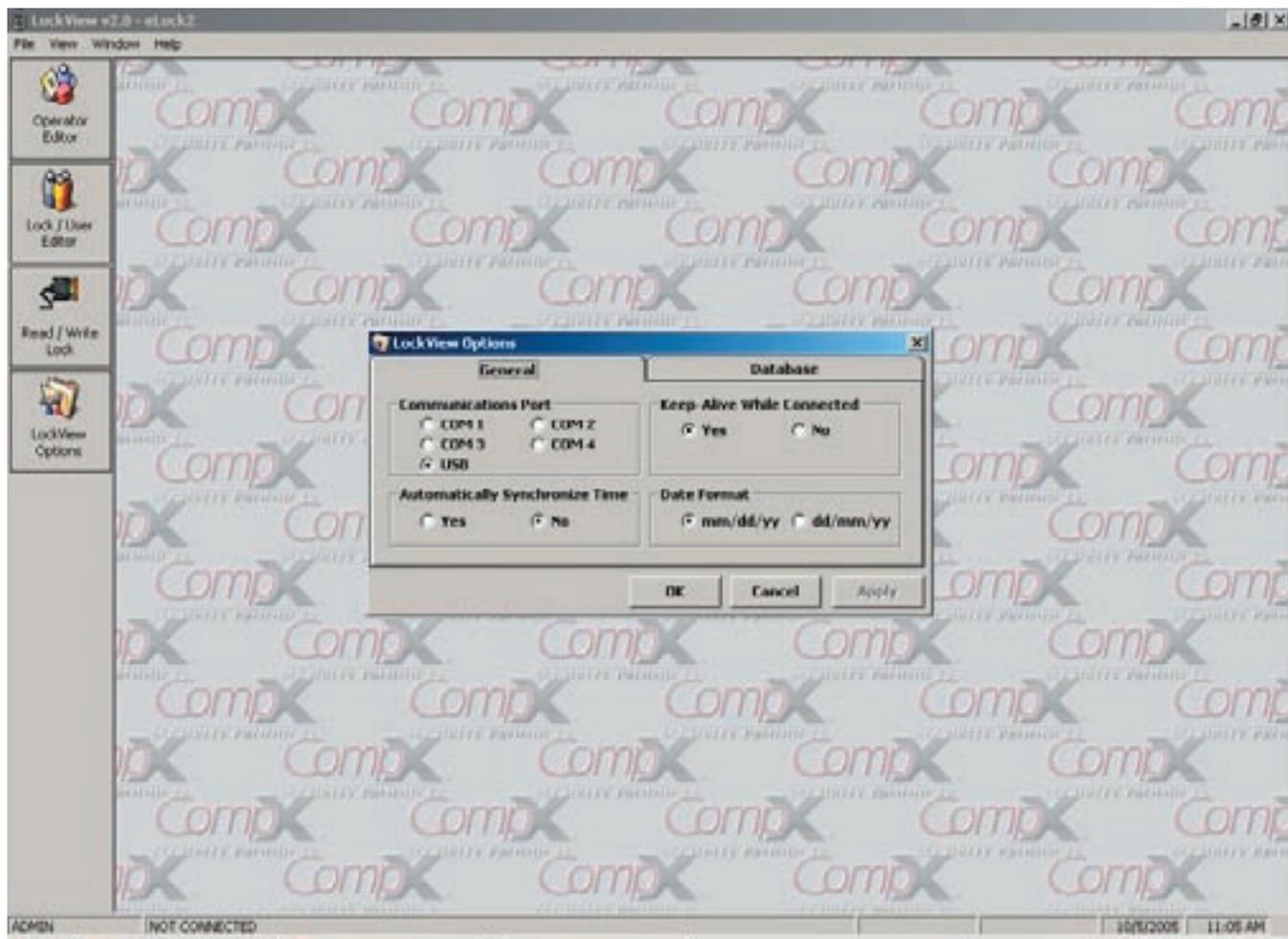
B5 — Current LockView® local computer time.

The status bar can be displayed or hidden, refer to the View drop down menu.

LOCKVIEW™ OPTIONS

The LockView® options window allows the operator to make changes to the database location on the computer as well as other changes to the behavior of LockView®.

When the LockView® software is run for the first time, it creates an ODBC entry called “LockView®.” If there was an error creating the ODBC entry on startup, a prompt may appear to select or create an entry.



1. Select the LockView® options window.

DATABASE FILE LOCATION

Use this window to change the location of the database file.

If the LockView® ODBC entry was not created properly, it will need to be created manually.

1. Select the database tab from LockView® options window.
2. Press the (...) button to open the ODBC Data Source Administrator
3. Select the user dsn tab and press add.
4. Select microsoft access driver(*.mdb) from the list and press finish.
5. The “Data Source Name” field can be given any name, but it is recommended to name it “LockView®”.
6. The “Description” field can be left blank.
7. Press the select button and select the file named “LockView.mdb”, which will be located in your installation path, “C:\Program Files\LockView2.0\”.
8. Press ok.

LOCKVIEW™ OPTIONS contined

COMMUNICATIONS PORT

Select which com or usb port the LockView® software will run through. The operator can select:

- ➔ COM 1
- ➔ COM 2
- ➔ COM 3
- ➔ COM 4
- ➔ USB

NOTE: *If LockView® is set for serial port, all programs (specifically PDAs) using the same serial port as the LockView® serial connection must be “shut down” before running the LockView® program.*

AUTOMATICALLY SYNCHRONIZE TIME

If yes is checked, every time LockView® connects to a lock it will automatically synchronize the time with the computer if the time differs by more than 5 minutes.

If no is checked, LockView® will ask the operator to update the locks real time clock if it differs by more than 5 minutes.

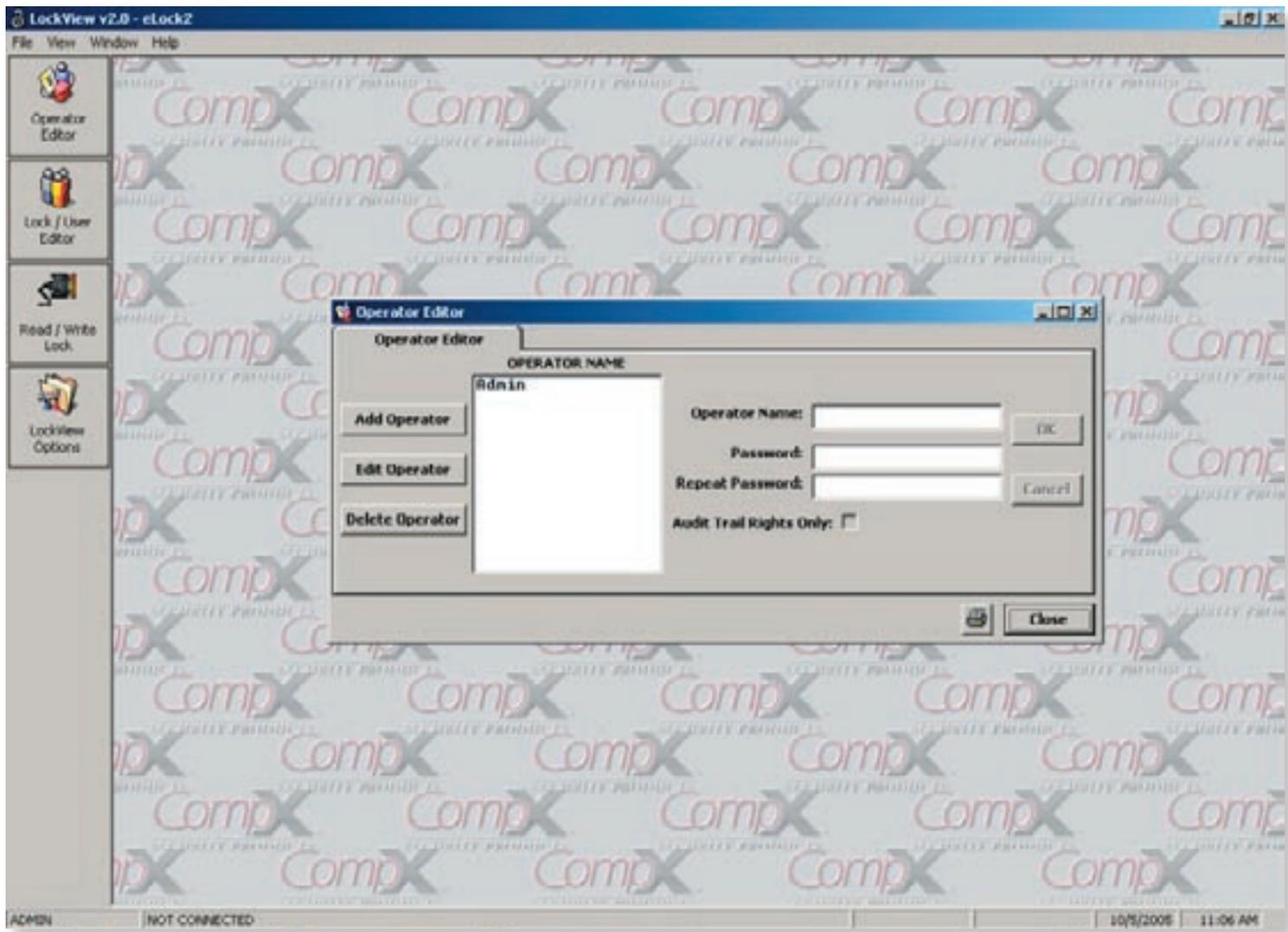
OPERATOR EDITOR

The operator editor window allows the operator to assign new operators to the LockView® software program. These additional operators can be given full access or audit trail rights only. While the operator editor window is open, one or more operators can be added, edited, or deleted, as necessary.

- ➔ The deletion of the logged in operator is prohibited.

NOTE: After the first operator is added to the LockView® software, it is important to Logout and login as the new operator, and then delete the “admin” operator.

NOTE: First operator added to the LockView® program should be given full access rights, not audit trail rights only.



TO ADD A NEW OPERATOR

1. Select the operator editor window.
2. Select ADD OPERATOR to create a new operator.
3. Enter the new operator's name and password.
 - ➔ Password needs to be entered twice for verification.
 - ➔ If Audit Trail Rights Only is chosen, that operator will only be able to retrieve and view audit trails.

OPERATOR EDITOR continued

NOTE: *Passwords are case sensitive and four characters minimum.*

4. Select ok when done.
5. Select close to close the operator editor tab.

TO EDIT AN OPERATOR

1. Select the operator editor window.
2. Select operator name and then select edit operator to edit an operator's information.
3. Select ok when done.
4. Select close to close the operator editor tab.

TO DELETE AN OPERATOR

1. Select the operator editor window.
2. Select operator name and then select delete operator to delete an existing operator.

NOTE: *Deletion of the currently logged in operator is prohibited.*

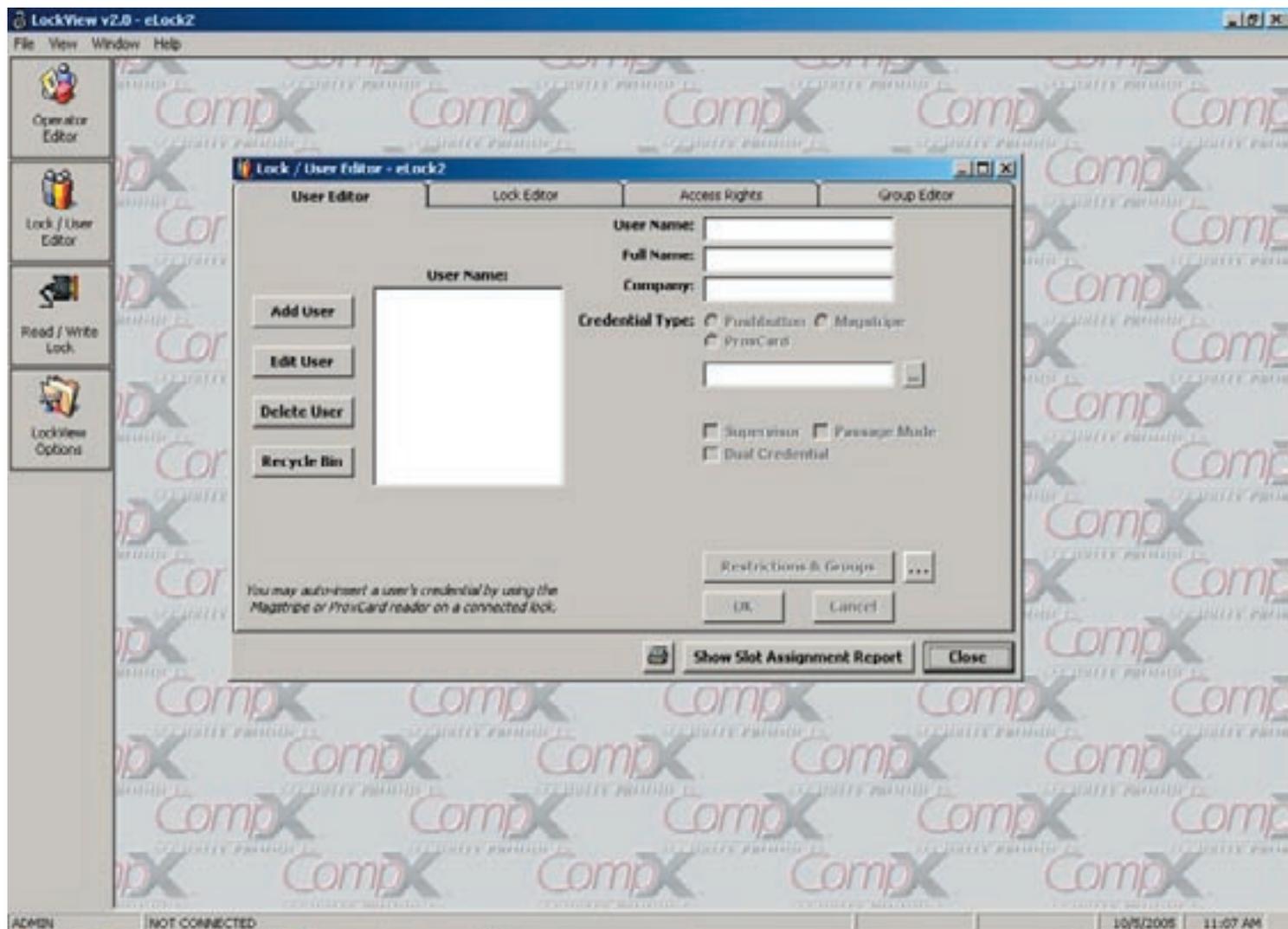
3. Select close to close the operator editor tab.

LOCK / USER EDITOR

The lock/user editor window allows the operator to modify the lock and local computer databases.

USER EDITOR

The user editor tab is used to add, edit or delete users from the local computer database.



TO ADD A NEW USER

1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the user editor is open. If not, select the user editor tab.
2. Select Add user to create a new user in the local computer database.
3. Enter the new user's personal information.
 - ➔ User name must be four characters in length minimum.
4. Enter the new user's credential information.
 - ➔ If a lock is connected at the time, scan the magstripe or prox card to automatically enter this information.
 - ➔ If the user is to have a PIN credential, press the more info button next to the pushbutton PIN # field to automatically generate a random PIN number 4 to 14 digits long.

NOTE: Use of the more info button is optional and not required to generate a PIN credential.

- ➔ A user can have one "primary" credential (PIN, prox card, or mag stripe) but could have a secondary PIN credential if they have dual credential rights.

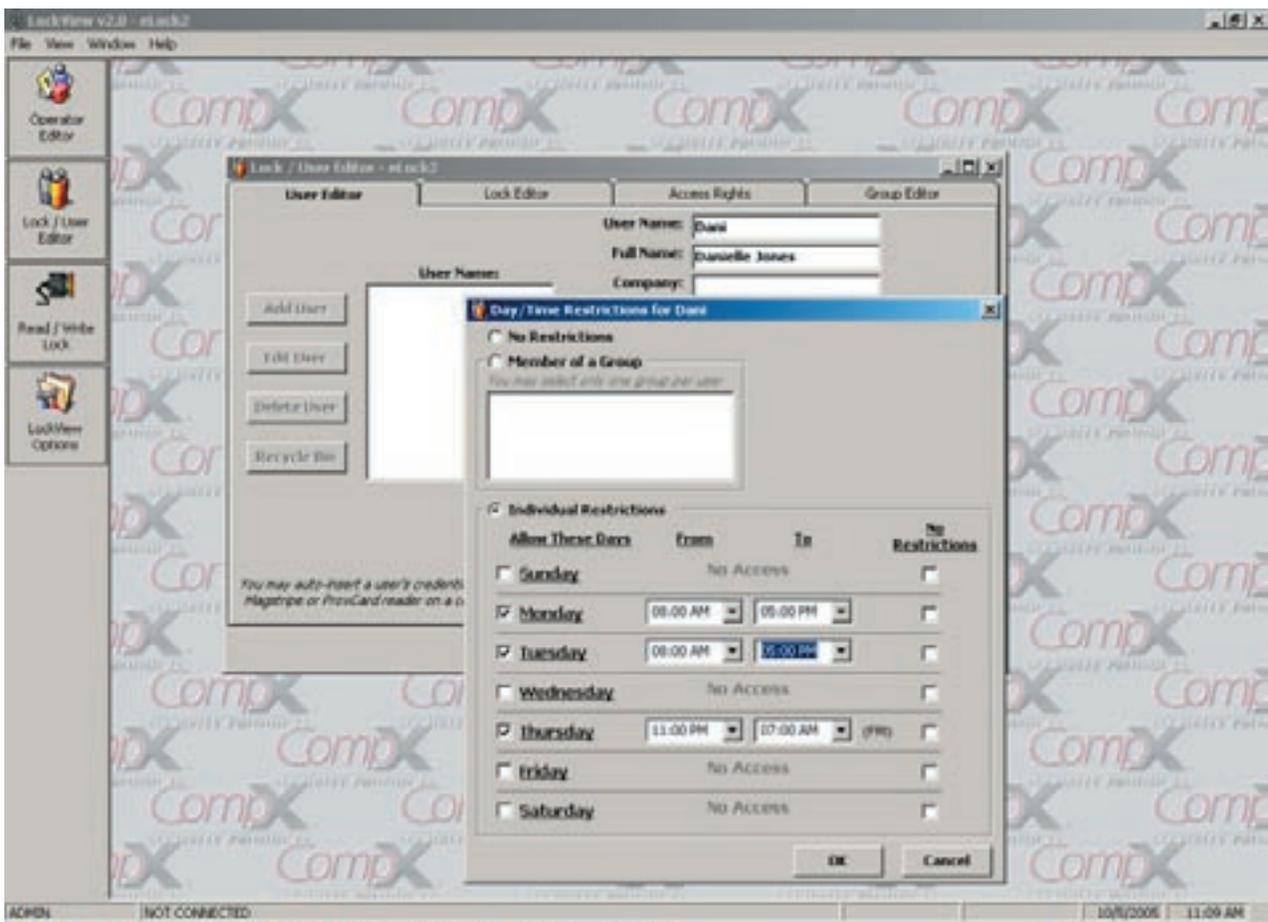
LOCK / USER EDITOR continued

NOTE: If a user only has a prox card credential, they cannot be added to a lock that uses a mag stripe. If a user only has a mag stripe credential, they cannot be added to a lock that uses a prox card.

NOTE: Two users cannot have the same PIN, prox or magstripe credential, this includes users in the recycle bin. If a credential is "recycled," the person who previously had the credential must be completely removed from the program, including from the recycle bin.

5. If the new user has supervisor rights, check the supervisor box next to the credential information being supplied.
 - ➔ Supervisor rights are especially useful for programming locks without the LockView® software.
6. If the new user has passage mode rights, check the passage mode box next to the credential information being supplied.
 - ➔ Passage mode allows the lock to change it's state (lock/unlock) by pressing # after any user with passage mode rights has shown their credential.
7. If the new user has dual credential rights, check the dual credential box next to the credential information being supplied.
 - ➔ Dual credential users are users that are required to show two separate credentials to a lock before it will open.
 - ➔ Dual credential users must use an additional number after their primary credential information is given to open a lock.
 - ➔ If the user has a PIN/PIN dual credential, the PIN numbers must be different.
 - ➔ Primary and secondary PINs are NOT interchangeable.
8. If the new user has day and time restrictions to access a lock, select RESTRICTIONS & GROUPS to open the day/time restrictions screen.

NOTE: The next screen is of a new users restrictions being added to the local computer database.



LOCK / USER EDITOR continued

Example: This new user has access to locks on Monday, Tuesday, and Thursday with Thursday being a late shift that ends Friday morning.

9. Fill in the time slots the new user can access the locks, or check the all day box if the user has all day access.
 - ➔ When filling in time slots, LockView® will automatically wrap a day.
(Example: 11 p.m. Monday - 7 a.m. Friday.)
10. Select OK when done.
11. Select OK when done with day/time restrictions.
12. Select OK when done.
 - ➔ If Invalid message appears, the credential trying to be used is already taken by another user.
13. Select close to close the user editor tab.

TO EDIT A USER

1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the user editor is open.
If not, select the user editor tab.
2. Select user name and then select edit user to edit the user's information.
3. Select OK when done.
 - ➔ Any changes made to users must now be uploaded into the locks the users have access to.
4. Select close to close the user editor tab.

TO DELETE A USER(S)

1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the user editor is open.
If not, select the user editor tab.

NOTE: Before deleting a user, it is recommended the user's access rights be removed from all locks. This ensures the user is deleted and will not be accidentally reinstated into the local computer database.

2. Select user name and then select delete user to delete an existing user from the local computer database.
 - ➔ When a user is deleted from the user editor, they are moved to the recycle bin.
3. Select close to close the user editor tab.

RECYCLE BIN

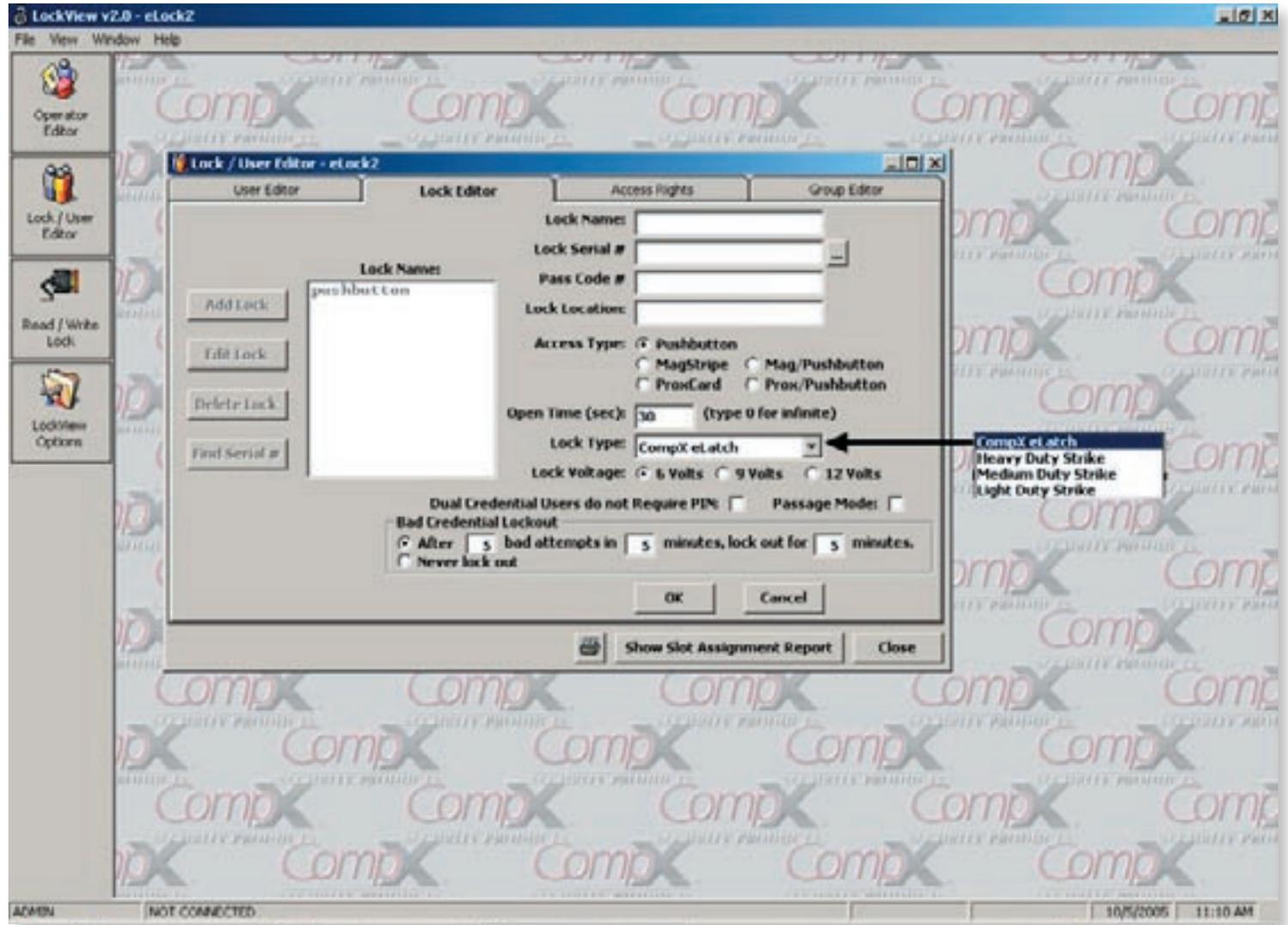
If a user is deleted from the program database, they are moved into the recycle bin. Once in the recycle bin, the user can either be restored to the database or completely deleted from the database.

NOTE: Two users cannot have the same PIN, prox or magstripe credential, this includes users in the recycle bin. If a credential is "recycled", the person who previously had the credential must be completely removed from the program, including from the recycle bin.

LOCK / USER EDITOR continued

LOCK EDITOR

The lock editor tab is used to add, edit, or delete locks from the database.



TO ADD A NEW LOCK

1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the lock editor is open. If not, select the lock editor tab.
2. Select Add lock to create a new lock in the database.
3. Enter a name for the new lock being created.
 - ➔ Lock name must be four characters in length minimum.
4. Enter the lock's serial and passcode numbers.
 - ➔ The lock's serial and passcode numbers are on a decal included with the lock.
 - ➔ The lock location can also be entered if desired.
 - ➔ If the lock is connected at the time, press the more info button next to the serial # field to automatically enter the serial number from the lock.
5. Check the magstripe, prox card, magstripe/pushbutton, or prox card/pushbutton box if the lock being entered is provided with one of these user interfaces.
 - ➔ It is not possible to edit a lock's mag stripe or prox card status. If the status needs to be changed, the lock must be deleted and remade with the appropriate interface checked.

LOCK / USER EDITOR continued

6. Enter a number in seconds to program how long the latch will stay open.
7. Select the type of lock in the lock type box.
 - ➔ If a 12 volt strike is connected, select the smallest size lock type that will keep the internal solenoid pulled in after it opens. This will save on battery power.
 - ➔ If a 12 volt strike is connected, the primary battery power must be 12 volts.
8. Check the lock voltage box for the appropriate voltage for the lock.
 - ➔ Lock voltage selection will set where the low battery indicator threshold is set at. If this is set wrong the low battery indicator will not be set at the correct threshold.
 - ➔ Ex. A 12 volt lock will activate the low battery indicator at 9 volts. A 6 volt lock will activate the low battery indicator at 4.5 volts.
9. If the new lock has passage mode, check the passage mode box next to the lock type information being supplied.
 - ➔ Passage mode allows the lock to change it's state (lock/unlock) after any user's credential has been shown for that lock.
10. If the new lock has dual credential capabilities and you do not wish dual credential users to have to enter both credentials, check the dual credential users do not require PIN box. This will allow dual credential users to access the lock by showing their primary credential only.
 - ➔ Any dual credential users in the new lock database will only have to their primary credential to open a lock, they are not required to enter a PIN.
11. Each lock is provided with an incorrect credential lockout feature, called a **bad credential lockout**. From the factory, the lock is set such that if 5 invalid credentials (PIN numbers, Prox cards, or magstripe cards) are presented to the lock within 5 minutes time, the lock will NOT accept any credential for a period of 5 minutes; even valid credentials and reset codes. If the number of incorrect credentials or either of the time periods need to be adjusted, enter the desired number of credentials or minutes desired in the correct boxes.

NOTE: *If it is desired to turn this feature off, check the NEVER LOCKOUT check box.*

12. Select OK when done.

NOTE: *The lock's internal memory must match the database for:*

- ➔ *access type*
- ➔ *lock type*
- ➔ *open time*
- ➔ *dual user does not require PIN*
- ➔ *lock voltage*
- ➔ *bad credential lockout*

To review the lock settings and database information, open the lock settings tab under read/write lock and update as necessary.

13. Select close to close the lock editor tab.

TO EDIT AN EXISTING LOCK

1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the lock editor is open. If not, select the lock editor tab.
2. Select lock name and then select edit lock to edit a lock's information.
 - ➔ A lock's access type and dual credential status cannot be edited.
3. Select OK when done.

NOTE: *The lock's internal memory must match the database for:*

- ➔ *access type,*
- ➔ *lock type,*
- ➔ *open time,*

LOCK / USER EDITOR continued

- ➔ dual user does not require PIN
- ➔ lock voltage
- ➔ bad credential lockout

To review the lock settings and database information, open the lock settings tab under read/write lock and update as necessary.

4. Select close to close the lock editor tab.

TO DELETE A LOCK(S)

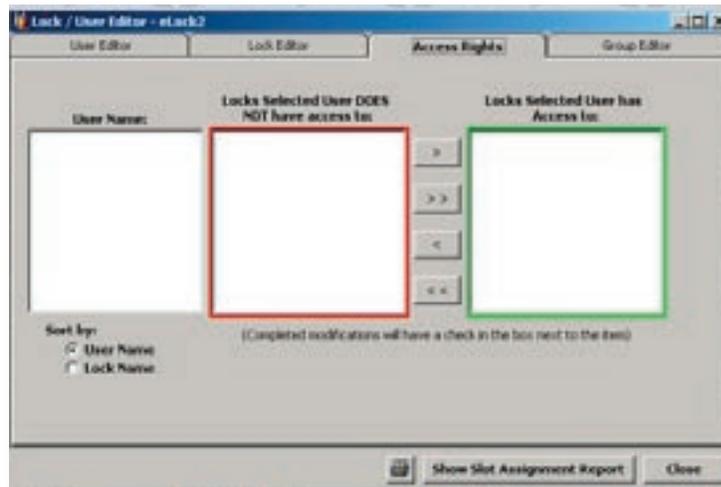
1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the lock editor is open. If not select the lock editor tab.

NOTE: Before deleting a lock, it is recommended to remove all access rights to the lock from all users. This ensures the lock is deleted and will not be accidentally reinstated.

2. Select lock name and then select delete lock to delete an existing lock from the local computer database.
3. Select close to close the lock editor tab.

ACCESS RIGHTS

The access rights tab is used to choose which locks the users can have access to, in the database.



Currently, each lock is limited to 250 users and supervisors.

1. Select the access rights tab from the lock/user editor window.

NOTE: Select user name or lock name to view access rights organized by user name or lock name. In steps 2-4, the window is set for user name.

2. Select which user's access rights are going to be modified.
 - ➔ All locks in the left column, the selected user does not have access to.
 - ➔ All locks in the right column without a check mark in the box, the selected user DOES NOT have access to.
 - ➔ All locks in the right column with a check mark in the box, the selected user does have access to.
 - ➔ The check mark will not appear until the new information is uploaded to the lock(s).

NOTE: An unchecked box in the right column means information has not been uploaded into the lock yet. A write changes operation must be completed to update the lock.

3. To change access rights for a single lock, select lock from the list and:
 - ➔ press the appropriate single arrow button between the two columns, or
 - ➔ double click on the lock name.

LOCK / USER EDITOR continued

4. To change access rights for all the listed locks:
 - ➔ switch one lock at a time (refer to step 3), or
 - ➔ press the appropriate double arrow button between the two columns.
 - ➔ Changing an item on the screen changes the local computer database ONLY, the contents of the lock(s) do not automatically change. The local computer database and a lock's database are two separate and distinct databases. They will not read the same until one is updated to match the other. Refer to read/write lock for updating the lock database.

NOTE: *If there is a change to a user's status, such as supervisor, time based access, passage mode, etc. the box on the right will be unchecked. A write changes operation will need to be completed to update the lock.*

- ➔ Access rights can also be organized by lock name. If organized by lock name, refer to steps 2-4 but substitute lock access rights for users access rights.

SLOT ASSIGNMENT REPORT

A lock's internal memory is divided into 250 slots. The slot assignment report shows the slot assignments of all the users in the local computer database. Each slot will contain user information such as user name, company name and slot number designation.

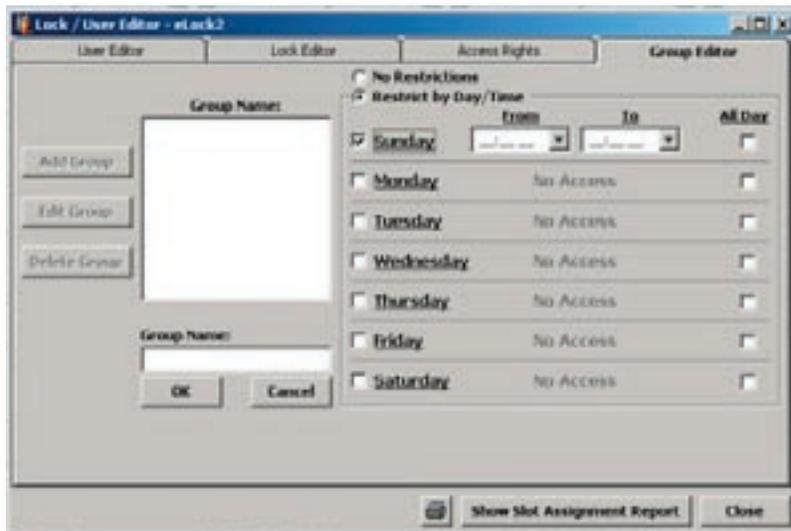
- ➔ Users and supervisors are given slot numbers 001 - 250.
- ➔ All slots are three digits, ex. 001, 002, 003 etc.
- ➔ This report might differ from the read slots report from the lock database.

This report shows:

- ➔ User name,
- ➔ Full name,
- ➔ Company name,
- ➔ Lock name,
- ➔ Access type (magstripe, or prox card, etc.),
- ➔ Supervisor rights, and
- ➔ Slot number designation.

GROUP EDITOR

The group editor tab is used to add, edit, or delete groups from the local computer database. This option makes it easier to add or delete users from a group. Users in a group will all have the same time based access to locks.



LOCK / USER EDITOR continued

TO ADD A NEW GROUP

1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the group editor is open.
If not select the group editor tab.
2. Select ADD GROUP to create a new group in the local computer database.
3. Enter the new group's name.
4. If the new group has no restrictions, check the no restrictions box.
5. If the new group has restricted access to locks, check the days the group is not restricted.
6. Fill in the time slots the new group can access the locks, or check the all day box if the group has all day access.
 - ➔ When filling in time slots, LockView® will automatically wrap a day.
(Example: 11 p.m. Monday - 7 a.m. Tuesday.)
7. Select OK when done.
8. Select CLOSE to close the group editor tab.

TO EDIT A NEW GROUP

1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the group editor is open.
If not select the group editor tab.
2. Select group name and then select EDIT GROUP to edit the group's restriction information.
3. Select OK when done.
4. Select CLOSE to close the group editor tab.

TO DELETE A GROUP(S)

1. Select the lock/user editor window.
 - ➔ If the lock/user editor window is already open, make sure the group editor is open.
If not select the group editor tab.

NOTE: *If you delete a restriction group, all users assigned to it will be set to "No Access."*

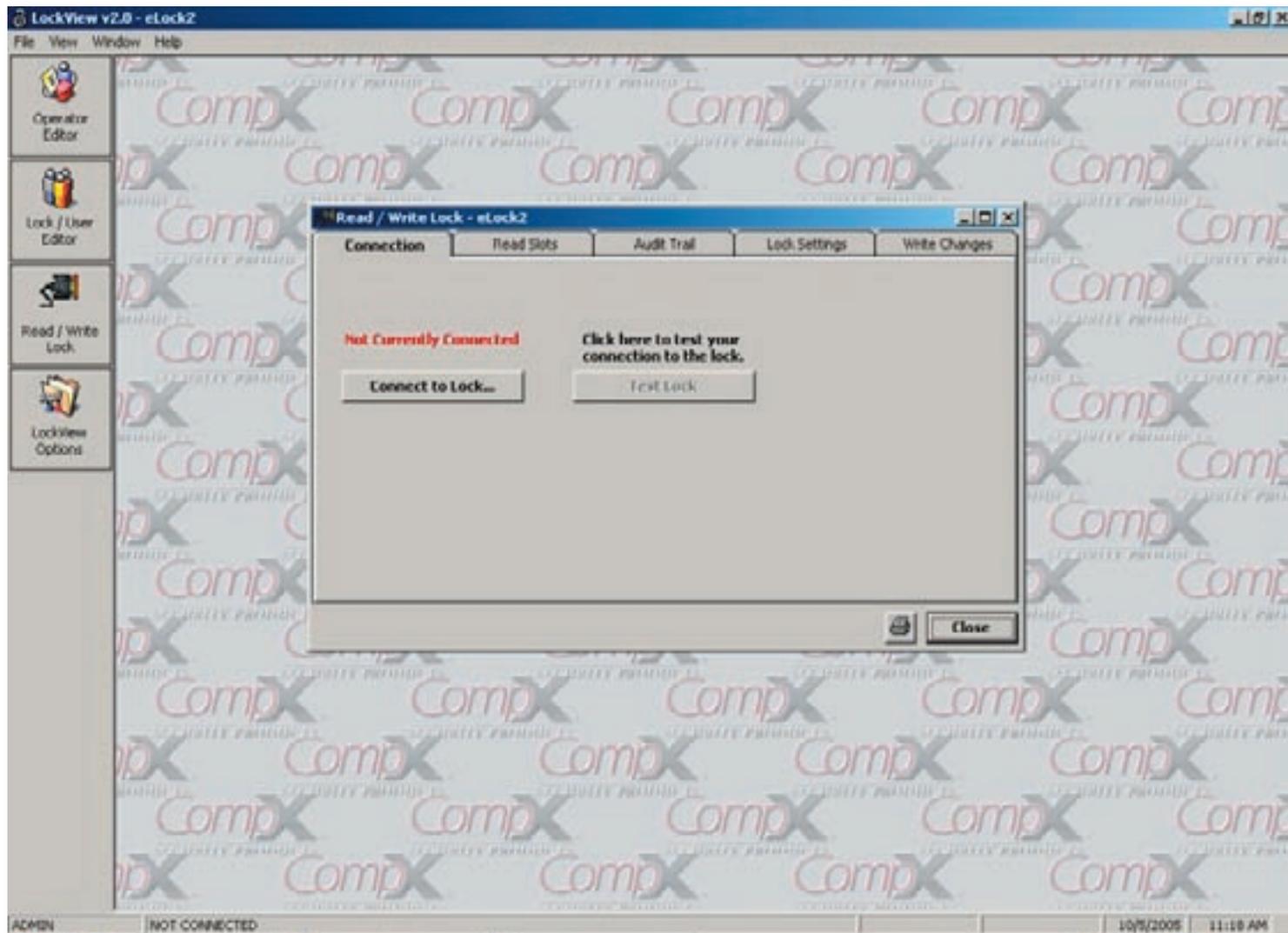
2. Select group name and then select DELETE GROUP to delete an existing user from the local computer database.
3. Select CLOSE to close the group editor tab.

READ / WRITE LOCK

The read/write lock window contains five (5) tabs that allow the operator to upload the database from a lock and download the audit trail from a lock.

CONNECTION

The connection tab allows the operator to view the status of the connection and to connect or disconnect to/from a lock.



➔ If LockView® is set for serial port, all programs (specifically PDAs) using the same serial port as the LockView® serial connection must be “shut down” before running the LockView® program.

TO CONNECT TO A LOCK:

1. Select the read/write lock window.
 - ➔ If the read/write lock window is already open, make sure the connection tab is open. If not, select the connection tab.
2. Route the 6 wire RJ11 cable from the lock to the LockView® serial or USB adapter.
3. Plug the adapter into the serial or USB port of the computer loaded with the LockView® software.
 - ➔ Verify the correct serial port, com 1, com 2, com 3, com 4, or usb is chosen in the interface options window.

NOTE: If the LockView® serial adapter does not fit the computer properly, a small male/female serial cable is needed.

READ / WRITE LOCK continued



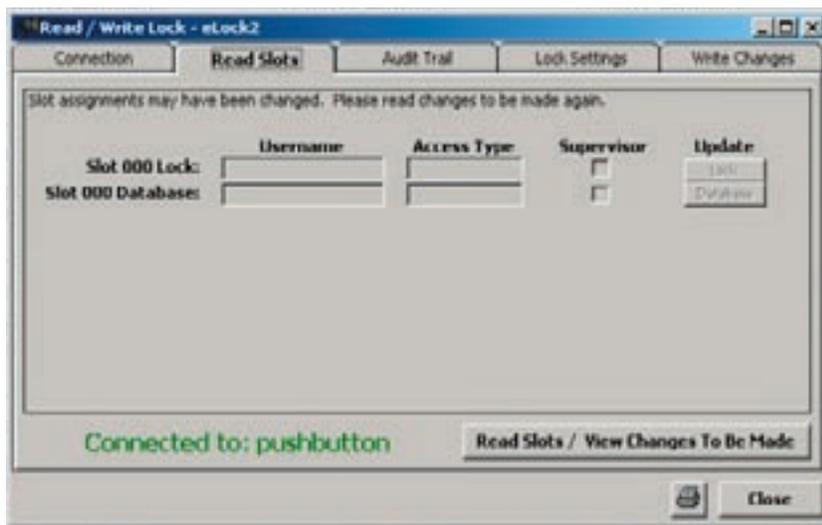
4. Press the connect to lock... button.
 - ➔ The quick connect button on the status bar can also be pressed to make a connection to the lock, refer to B2 on page 6.

If there are problems with the lock connection:

- ➔ Press the test lock button to test the connection of the cable and lock.

READ SLOTS

The read slots tab allows the operator to view the slots assigned to users in the database along with the actual contents of the slots in the lock. If the local computer database and the lock contents for a numbered slot do not match, the information in the corresponding slots will be printed in different colors. The operator will also have the option to update the lock or database per each slot.



A lock must be connected to the computer with the LockView® software to view the read slots page.

1. Select the read slots tab from read/write lock window.
2. Connect to a lock, refer to connection.
3. Press the read slots/view changes to be made button to start the data acquisition and display.
4. The lock and local computer database slot assignment report displays. This report shows:

LOCK DATABASE INFORMATION

- ➔ User name,
- ➔ Access type,
- ➔ Slot number, and
- ➔ If they have supervisor rights.

LOCAL COMPUTER DATABASE INFORMATION

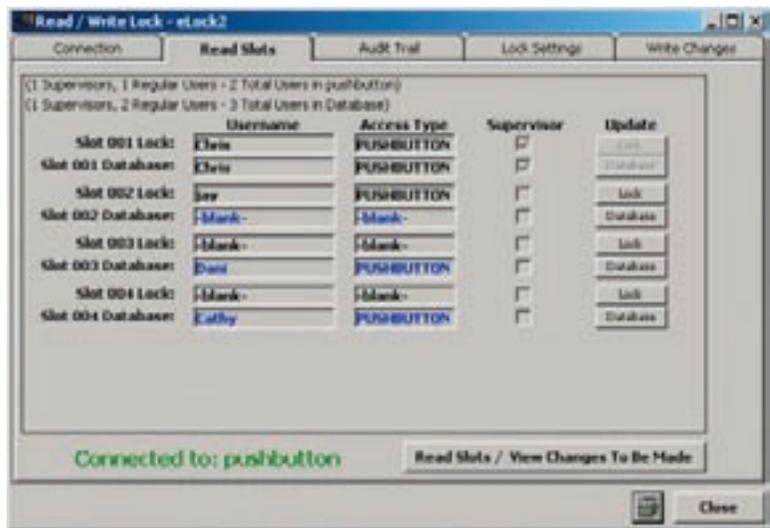
- ➔ User name,
- ➔ Access type,
- ➔ Slot number, and
- ➔ If they have supervisor rights.

READ / WRITE LOCK *continued*

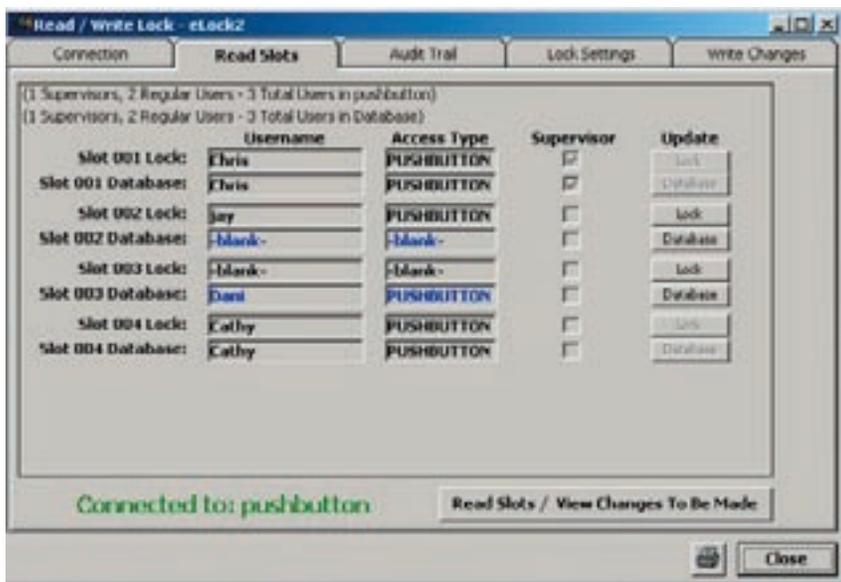
This report also shows if information in the slot database of the lock differs from the slot in the local computer database. This is illustrated with blue text, compared to black text. If the entry in the local computer database is in orange, the users information in the database has been modified and will need to be updated within the lock's database.

This read slots screen shows:

- ➔ *Four slot assignments for the local computer database and a lock titled "CompX eLock"*
- ➔ *Slots 002, 003, and 004 of the local computer database do not match the lock's database.*



5. The update buttons, on the right side of the tab screen, will allow a direct manipulation of the corresponding slot only.
 - ➔ Press the lock button to update the lock to match the local computer database, or
 - ➔ Press the database button to update the local computer database to match the lock.
 - ➔ Once an update button has been pressed for a slot, the contents of that slot in the lock will then match the contents of that numbered slot in the database.

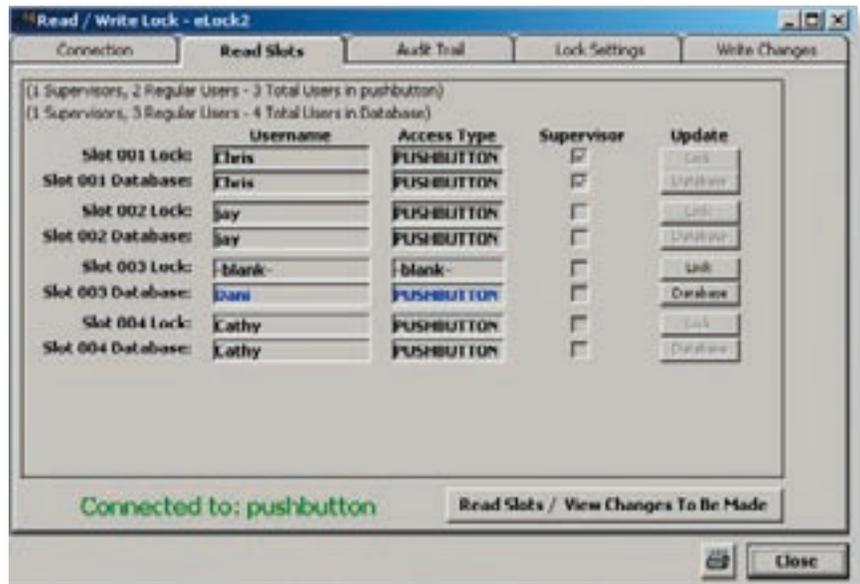


The UPDATE LOCK button was pressed for slot 004. The local computer database and lock database for slot 004 now matches and user Cathy now has access to the CompX eLock®.

READ / WRITE LOCK *continued*

The **UPDATE DATABASE** button was pressed for slot 002. The local computer database and lock database for slot 002 now matches and user Jay is now listed within the local computer's database.

NOTE: Go to the write changes tab in the read/write lock window to update the entire lock or user database simultaneously.



AUDIT TRAIL

The audit trail tab allows the operator to retrieve the audit trail from the lock they are connected to. An audit trail is a log of a lock's past operation. These logs include information such as the name of a user attempting to gain access, name of the lock being accessed, what type of credential is being used, and date and time of attempted access. A full audit trail is maximum 1500 entries. The audit trail screen will also allow viewing and manipulation of already retrieved audit trails.



- ➔ A lock must be connected to the computer with the LockView® software to retrieve the audit trail.
- 1. Select the audit trail tab from read/write lock window.
- 2. Connect to a lock, refer to connection.
- 3. Select current or full audit trail type to display.
 - ➔ Current audit trail will show everything from the last audit trail of the lock until current.
 - ➔ Full audit trail will show every attempted access from the beginning of the lock history, maximum 1500 entries.

READ / WRITE LOCK *continued*

4. Press the retrieve audit trail from lock button to start the data acquisition and display.
5. The audit trail log for the connected lock displays.

LOG INFORMATION INCLUDES:

- ➔ Name of the lock being audited
- ➔ Name of the user that attempted access to the lock
- ➔ The credential that was used by the user
- ➔ If the user is a dual credential with "PIN required"
- ➔ If access was granted to the user
- ➔ Date and time of attempted access
- ➔ If access was denied to the user due to time restrictions

Lock Name	User Name	Type of Access	Status	Date of Entry	Time of Entry
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:49:04 AM
pushbutton	Dani	PUSHBUTTON	Access Granted	10/05/05	11:49:02 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:49:00 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:48:58 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:48:54 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:52 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:50 AM
pushbutton	Jay	PUSHBUTTON	Access Granted	10/05/05	11:48:48 AM
pushbutton	Jay	PUSHBUTTON	Access Granted	10/05/05	11:48:46 AM
pushbutton	Jay	PUSHBUTTON	Access Granted	10/05/05	11:48:44 AM
pushbutton	Dani	PUSHBUTTON	Access Granted	10/05/05	11:48:40 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:39 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:38 AM
pushbutton	Dani	PUSHBUTTON	Access Granted	10/05/05	11:48:34 AM
pushbutton	Dani	PUSHBUTTON	Access Granted	10/05/05	11:48:32 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:28 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:26 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:48:22 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:20 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:48:18 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:14 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:48:10 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:48:08 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:48:06 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:48:04 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:48:02 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:44:20 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:43:52 AM
pushbutton	User Not Found	PUSHBUTTON	Access Denied	10/05/05	11:38:36 AM
pushbutton	Chris	PUSHBUTTON	Access Granted	10/05/05	11:38:26 AM

To view an older audit trail entry, select an historical audit trail log file and press the view log button.

6. The tool bar at the bottom of the audit trail display allows the operator to close, print, save to an external text file, filter or sort the audit trail log information.

THE AUDIT TRAIL LOG CAN BE FILTERED ACCORDING TO:

- ➔ User Name, or
- ➔ Type of Access.

THE AUDIT TRAIL LOG CAN BE SORTED ACCORDING TO:

- ➔ User Name,
- ➔ Type of Access, or
- ➔ Date and Time.

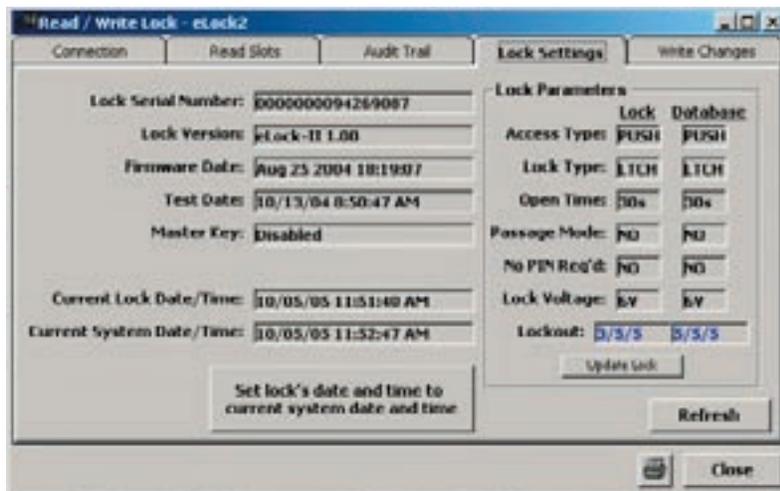
7. After an audit trail has been received, it will reside in the main audit trail tab box along with the date and time of retrieval.
8. Retrieved audit trails can be viewed, deleted and archived by selecting the appropriate button.

NOTE: When a lock is connected, the audit trail screen will show the old audit trail logs for that lock only. When NO lock is connected, the audit trail screen will show the old audit trail logs for ALL locks.

READ / WRITE LOCK *continued*

LOCK SETTINGS

The lock settings tab allows the operator to view the operating characteristics and parameters of the lock they are connected to. The internal time of the lock and the computer are displayed on this screen. If the time differs, the operator has the option of updating the lock to match the computer.



A lock must be connected to the computer with the LockView® software to view the operating characteristics of the lock.

1. Select the lock settings tab from read/write lock window.
2. Connect to a lock, refer to connection.
3. The lock and local computer database characteristics and parameters display.

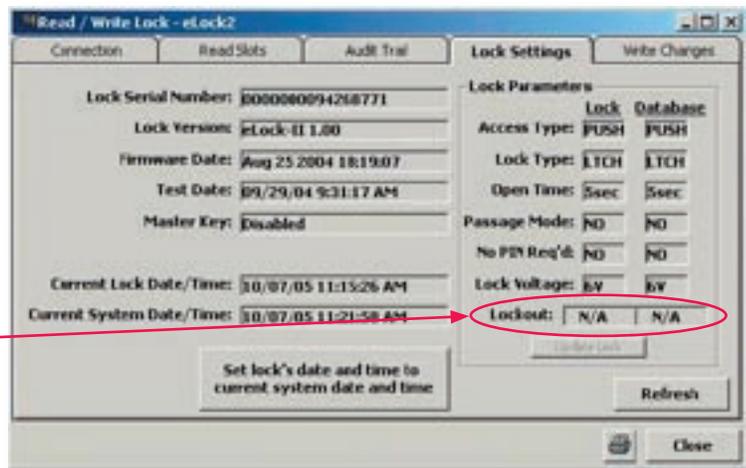
This screen shows:

- ➔ Lock access type
- ➔ Lock type
- ➔ Open time
- ➔ Passage mode
- ➔ No PIN required
- ➔ Lock Voltage
- ➔ bad credential lockout

This report also shows if information in the lock database differs from the information in the local computer database. This is illustrated with blue text, compared to black text.

- ➔ The lock parameter information can be found and/or edited by opening the lock editor tab.
4. Press the refresh button to compare lock data to local computer database data.
 5. The update button at the bottom of the tab screen will allow a direct manipulation of the lock database.
 - ➔ Press the update lock button to update the lock to match the local computer database.
 - ➔ Once the update button has been pressed, the contents in the lock will then match the contents of the local computer database.
 6. Press the set lock's date and time to current system date and time button to synchronize the lock and system date and time.
 - ➔ The lock will automatically update daylight savings time in the spring and fall if the computer it is connected to is set to automatically update.
 - ➔ To check this setting, double click the clock in the bottom right of the computer's start bar, then click on "Time Zone." There is a box there for automatic daylight savings time.

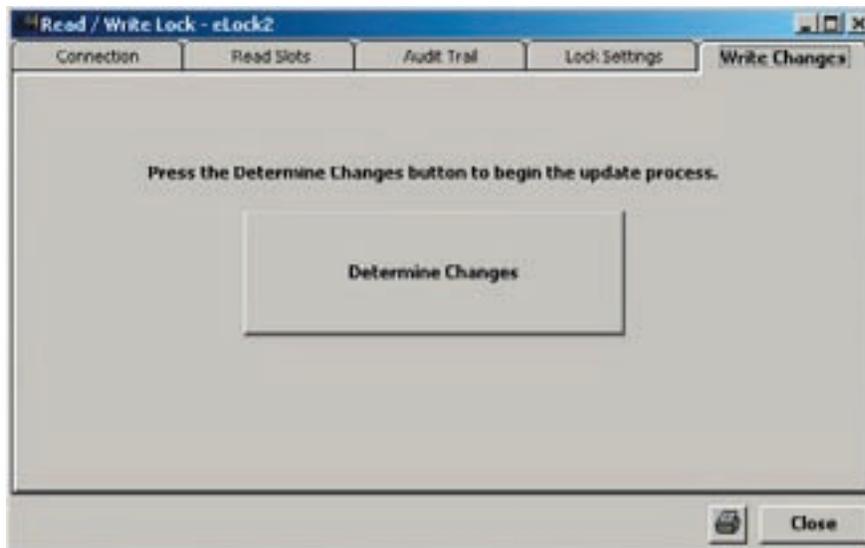
NOTE: If "N/A" appears in the "Lockout" area, the connected eLock is version 2.0; the variable lockout feature is not available on eLocks v2.0.



READ / WRITE LOCK *continued*

WRITE CHANGES

The write changes tab allows the operator to update the entire lock or local computer database simultaneously.



A lock must be connected to the computer with the LockView® software to update the lock or local computer database.

1. Select the write changes tab from read/write lock window.
2. Connect to a lock, refer to connection.
3. Press the determine changes button to start the update process.
4. After the changes have been determined, the number of changes are noted.



5. Press the update lock from database button to update the contents of the slots in the lock to match the local computer's database slot information. Press the update database from lock button to update the contents of the slots in the local computer database to match the lock's slot information.
 - ➔ Pressing one of these update buttons will make all of the changes to the lock or local computer database. If the operator is unsure of all the changes to be made, refer to the read slots tab to fully illustrate the changes.

NOTE: Go to the read slots tab in the read/write lock window to update a single slot in the lock or local computer database at a time.

READ / WRITE LOCK *continued*

EXAMPLE

Follow this example as two new users are added into the local computer database and then added into a lock's database.

1. Select the lock/user editor window.
2. Select add user and type in new user's information.

NOTE: Screens below are of new users being added to the local computer database.

Lock / User Editor - eLock2

User Editor | Lock Editor | Access Rights | Group Editor

User Names:

Add User | Edit User | Delete User | Recycle Bin

User Name: Ron
Full Name: Ron Stevens
Company: Security Inc.
Credential Type: Pushbutton Magstripe ProxCard
ProxCard Code: *****
 Supervisor Passage Mode Dual Credential

Restrictions & Groups ...

OK Cancel

You may auto-insert a user's credential by using the Magstripe or ProxCard reader on a connected lock.

Show Slot Assignment Report Close

Lock / User Editor - eLock2

User Editor | Lock Editor | Access Rights | Group Editor

User Names: Ron

Add User | Edit User | Delete User | Recycle Bin

User Name: Steve
Full Name: Steve Jones
Company: Security Inc.
Credential Type: Pushbutton Magstripe ProxCard
Pushbutton PIN: *****
Retype PIN: *****
 Supervisor Passage Mode Dual Credential

Restrictions & Groups ...

OK Cancel

You may auto-insert a user's credential by using the Magstripe or ProxCard reader on a connected lock.

Show Slot Assignment Report Close

User information for Ron and Steve is added into the local computer database by using the user editor.

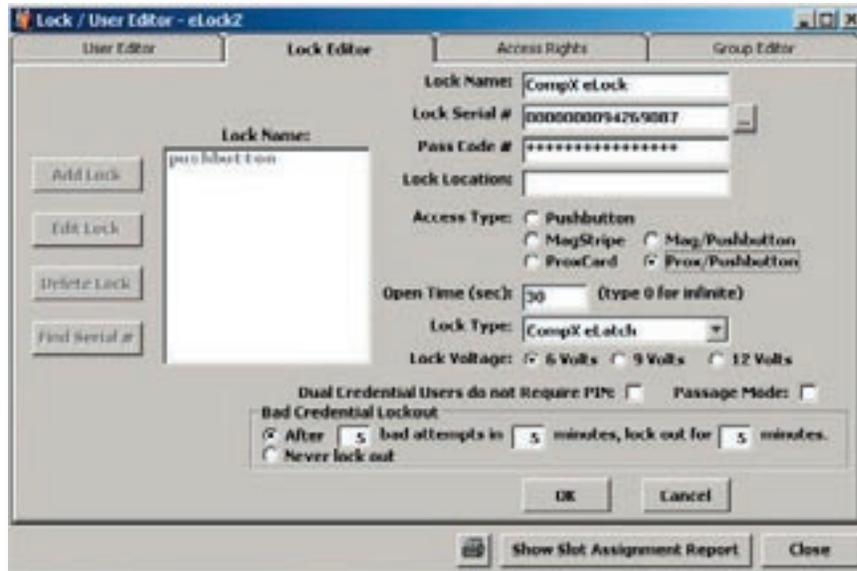
The new users do not have any access rights to locks, or cannot open locks, within the LockView® program, yet.

3. Open the lock editor tab
4. Select add lock.

READ / WRITE LOCK *continued*

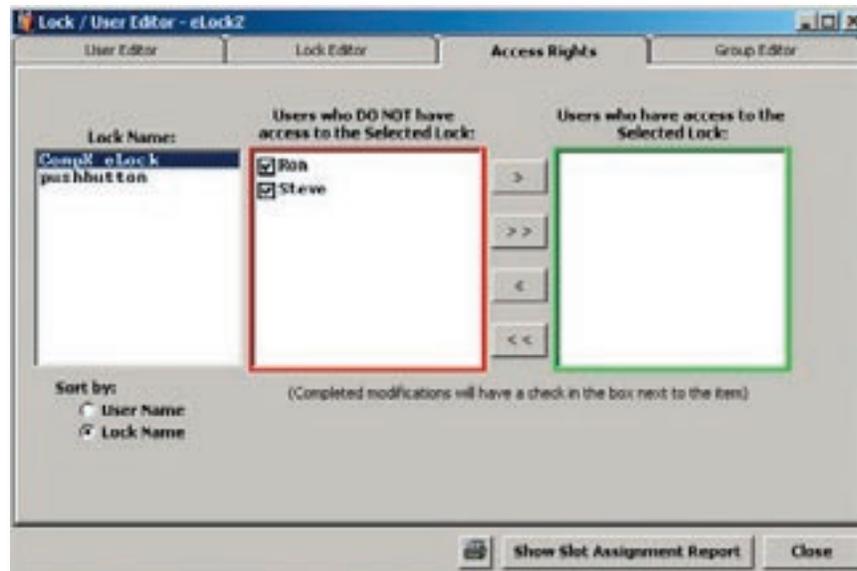
NOTE: The screen below is of a new lock being added to the local computer database.

Lock information for CompX eLock® is added into the local computer database by using the lock editor.

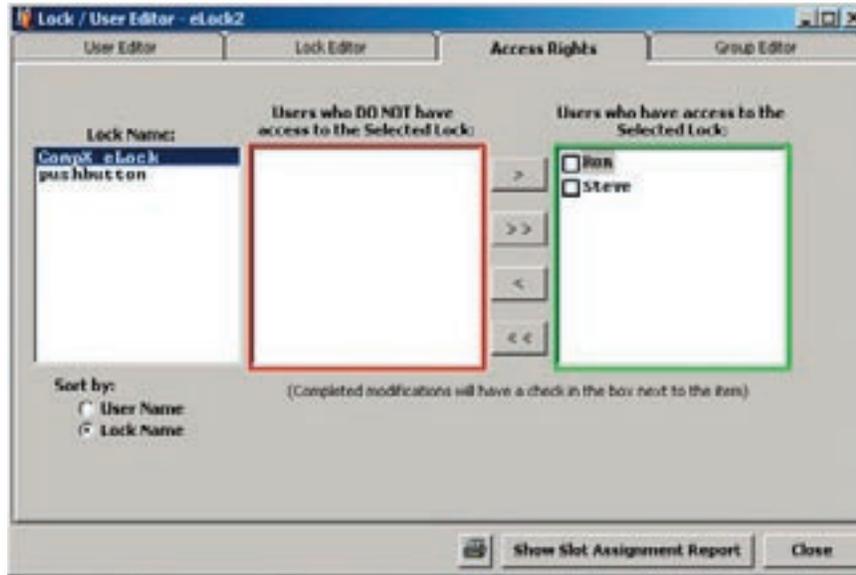


5. Open the access rights tab.

The screen below shows users Ron and Steve DO NOT have access to the CompX eLock®.



By highlighting Ron and Steve and selecting the appropriate arrow, these two new users are granted access to the CompX eLock® as it shows in the bottom screen (which is the contents of the local computer's database), but they still are not able to open the lock until they are uploaded into the lock's database. The two new users will not have a check mark next to their names and will not be able to open the CompX eLock® until they are uploaded into the lock's database. When they are uploaded, a check mark will appear in the box next to their names in the right column.

READ / WRITE LOCK continued

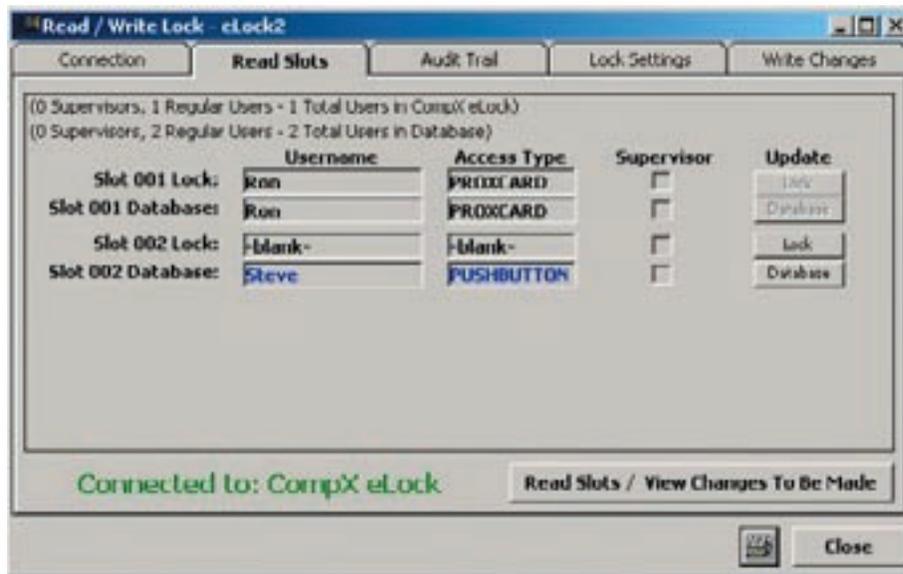
6. Connect to the CompX eLock®.
7. Select the read/write lock window.
8. Select the read slots tab and press the Read slots/view changes button.



This read slots screen is showing the new users Ron and Steve in the local computer's database in slots 001 and 002, but not in the CompX eLock® database. From the read slots screen, single slots in the lock or the local computer's database can be updated to read the same.

READ / WRITE LOCK continued

9. Press the update lock button for slot 001.



New user Ron is now updated in the CompX eLock® and the lock will now open for him.

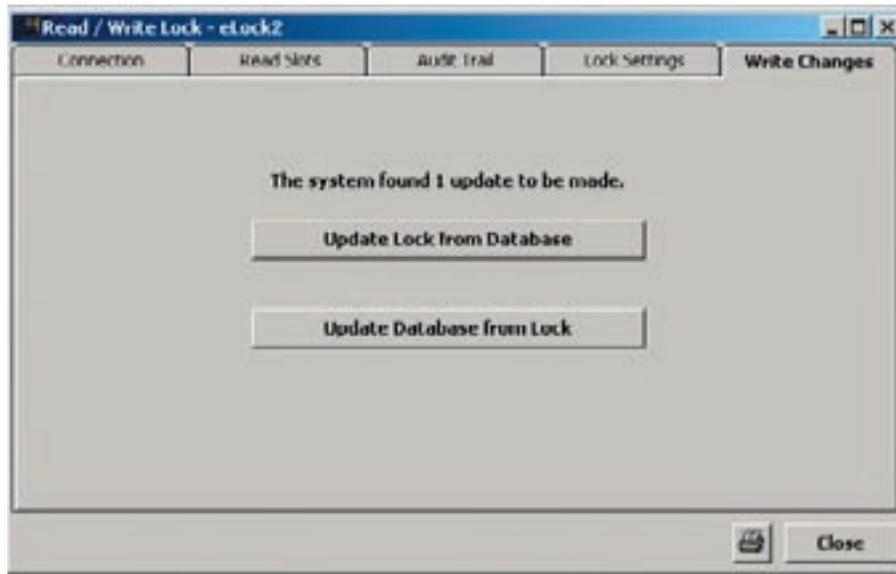
In the read slots screen, slots within the local computer database or within the lock can be updated one slot at a time. If the entire database for the local computer or the lock needs to be updated, this can be done in the write changes screen.

10. Select the write changes tab and press the determine changes button.



When the determine changes button is pressed, the local computer database and the lock database are compared for differences.

READ / WRITE LOCK *continued*



In this case, the system found one update to be made. If the update lock from database button is pressed, all the needed updates, or non-matching slots, in the lock will be updated to match the slots in the local computer's database.

If the update database from lock button is pressed, all the needed updates, or non-matching slots, in the local computer's database will be updated to match the slots in the lock.

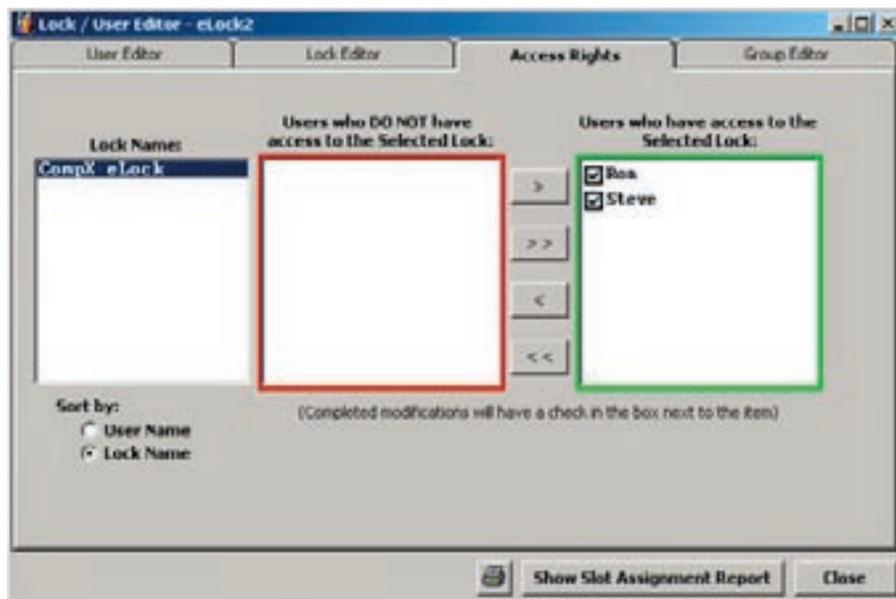
Press the update lock from database button to make the one update the system found to the lock's database.

Open the read slots screen and press the read slots/view changes to be made button to review the changes made to either the local computer's database or the lock's database.



The read slots screen should now show all corresponding slot numbers containing matching information.

READ / WRITE LOCK continued



The access rights screen now shows check marks next to new users Ron and Steve.

PROGRAMMING A LOCK WITHOUT LOCKVIEW™

A lock/user programmer can perform a factory reset or a user reset of a lock, or add or delete users and supervisors from a lock without being connected to the local computer with the LockView® software.

NOTE: *No keypad refers to locks without a keypad and can only be accessed with a magstripe, or prox card credential. With a keypad refers to locks with keypads and can be accessed with a PIN credential.*

EXAMPLE: *When programming a lock without a keypad the lock will assign the next available slot to the credential being entered.*

EXAMPLE: *When programming a lock with a keypad, the lock/user programmer can designate which slot the credential will fill.*

The credential will also need to be available to delete it from a lock with no keypad. If the credential is not available or the slot number is not known, everything within the lock would need to be deleted to make sure the credential is deleted.

EXAMPLE: *A credential was added to a lock with the lock assigning the next available slot number. The credential now needs to be deleted. The slot number the credential resides in is not known and the credential was lost. In order to delete this credential completely from the lock, everyone in the lock needs to be deleted.*

EXAMPLE: *A credential was assigned a slot in a lock with a keypad. The credential now needs to be deleted from the lock because it was lost. In order to delete this credential completely from the lock, delete the slot number that the lost credential resides in.*

FACTORY RESET

You must know the factory reset code that has been programmed into the lock. It can be any credential.

1. Enter factory reset code into lock.
 - ➔ The lock's factory reset code and delete all users code are on decals included with the CompX eLock®.
2. The lock will beep as it erases all of the memory.
 - ➔ The lock is now in factory mode.
3. Press and hold the # button until the beep stops.
4. Show a credential to the lock.
 - ➔ This credential has been entered into slot 001.
5. It is important to test the credential and verify the lock opens once.

The lock will stay in factory mode until the lock opens once.

ADD A USER TO A LOCK

NO KEYPAD

1. Access the lock with a supervisor credential.
 - ➔ The green light will give slow brief flashes and the operator has to perform the next step before it turns off.
2. Press and hold the # button until the beep stops.
3. Show a new credential to the lock.

The user has now been entered into the next available slot.

WITH A KEYPAD

1. Access the lock with a supervisor credential.
 - ➔ The green light will give slow brief flashes and the operator has to perform the next step before it turns off.
2. Press and hold the # button until the beep stops.
3. Type a three (3) digit number that identifies a blank slot, followed by the # button.
 - ➔ If the slot is not blank the lock will play error tone.

PROGRAMMING A LOCK WITHOUT LOCKVIEW™ *continued*

EXAMPLE: *To program slot 006 of the lock, type "006#"*

4. Type a PIN followed by the # button, or show a credential.
 - ➔ If entering a PIN, the # button must be pressed.
 - ➔ If entering a card, # does not need to be pressed.
 - ➔ Pressing * after entering one (1) or more digits will clear the entry.
 - ➔ Pressing * at any time will exit programming mode.

The user has now been entered into the chosen slot or the next available slot if a slot was not indicated.

ADD A SUPERVISOR TO A LOCK

NO KEYPAD

1. Access the lock with a supervisor credential.
 - ➔ The green light will give slow brief flashes and the operator has to perform the next step before it turns off.
2. Press and hold the # button until the beep stops.
3. Press and hold the # button until the beep stops a second time to add a supervisor.
4. Type a PIN followed by the # button, or show a credential.
5. Show a new credential to the lock.

The supervisor has now been entered into the next available slot.

WITH A KEYPAD

1. Access the lock with a supervisor credential.
 - ➔ The green light will give slow brief flashes and the operator has to perform the next step before it turns off.
2. Press and hold the # button until the beep stops.
3. Press and hold the # button until the beep stops a second time to add a supervisor.
4. Type a three (3) digit number that identifies a blank slot, followed by the # button.
 - ➔ If the slot is not blank the lock will play error tone.

EXAMPLE: *To program slot 006 of the lock, type "006#"*

5. Type a PIN followed by the # button, or show a credential.
 - ➔ If entering a PIN, the # button must be pressed.
 - ➔ If entering a card, # does not need to be pressed.
 - ➔ Pressing * after entering one (1) or more digits will clear the entry.
 - ➔ Pressing * at any time will exit programming mode.

The supervisor has now been entered into the chosen slot or the next available slot if a slot was not indicated.

DELETE A USER OR SUPERVISOR

NO KEYPAD

1. Access the lock with a supervisor credential.
 - ➔ The green light will give slow brief flashes and the operator has to perform the next step before it turns off.
2. Press and hold the * button until the beep stops.
3. Show a credential to the lock.

The credential shown has now been deleted from the lock.

PROGRAMMING A LOCK WITHOUT LOCKVIEW™ continued

WITH A KEYPAD

1. Access the lock with a supervisor credential.
 - ➔ The green light will give slow brief flashes and the operator has to perform the next step before it turns off.
2. Press and hold the * button until the beep stops.
3. Type the slot number to be deleted followed by the # button, then type the slot number followed by the # button a second time.

EXAMPLE: *To delete slot 092 of the lock, type "092#092#"*

The user or supervisor in the chosen slot number has been deleted.

DELETE ALL USERS (NOT SUPERVISORS)

To delete all the users within the lock's slots, show the pre-programmed delete all users credential to the lock. This will only delete the users and not the supervisors from the lock.

GLOSSARY OF TERMS

ACCESS RIGHTS – Ability for a user to open a lock.

AUDIT TRAIL – A log of a lock's past operation.

ARCHIVE – To save into history.

COM PORT – Serial port on computer used to connect to a lock.

CREDENTIAL – Pin, magstripe, or prox card used to open a lock.

DATE FORMAT – Date can be viewed as month/day/year or day/month/year and is selectable in the Interface Options window.

DUAL CREDENTIAL – After a user's primary credential is shown a secondary PIN credential must be shown to gain access to the lock.

FILTER BY – To view according to selection.

LOCAL COMPUTER DATABASE – The collection of data within the software.

LOCK EDITOR – Used to add, edit, or delete locks from the software database.

LOCK SERIAL NUMBER – Identification number.

LOCK SLOT DATA – Information contained within a lock slot.

MAGSTRIPE – Lock access credential.

ODBC – Pointer to your database on the local computer.

OPERATOR – Person with access to the LockView® software.

OPERATOR EDITOR – Used to add, edit, or delete operators from the LockView® software.

PASS CODE NUMBER – If the local computer does not have the correct pass code for the lock, the lock will not allow access. This is used for prevention of unauthorized use.

PASSAGE MODE – The lock will change its state (lock/unlock) after the this user's credential has been shown.

PROX CARD – Lock access credential.

PUSHBUTTON PIN – Lock access credential.

READ/WRITE LOCK – Menu used to connect to, read, or update a lock.

REBOOT LOCK – Used to reset the lock incase of problems.

RECYCLE BIN – Garbage receptacle for deleted users. Deleted users must be emptied from the Recycle Bin to be completely deleted from the program.

RESTRICTIONS & GROUPS – Day and time restrictions to access a lock.

SERIAL ADAPTER – Adapter found between the serial port and the lock's communication cable.

SERIAL PORT – Found on the back of a computer and used to transfer information via serial cable.

SLOT ASSIGNMENT REPORT – A listing of all users with access to a lock(s).

SLOTS – A lock's internal memory is divided into 250 slots that store users information. Each slot can hold a user or supervisor.

SOFTWARE DATABASE – The collection of information within the LockView® software.

SORT BY – To arrange according to user name, type of access, or date and time.

SUPERVISOR RIGHTS – Access granted to a user to program locks without the LockView® software.

SYNCHRONIZE – To make the information between the LockView® software and a lock the same.

USER DATABASE – The collection of data within the software.

USER EDITOR – Used to add, edit, or delete users from the software database.

USER OR REGULAR USER – Person with access to one or more locks.

WIRED AUDIT TRAIL – A means of gathering the audit trail through the telephone cable while directly connected to the lock.

COMPX ELOCK® QUICK PROGRAMMING GUIDE

1. GETTING STARTED:

- The unit is shipped with no user / supervisor codes
- Press and hold **#** until the beeping stops
- Input the new PIN (4 digit min) and press **#** or present new card
- This PIN / Card is now a supervisor in slot #001

2. ADD A USER:

- Input a valid supervisor PIN and press **#** or present valid supervisor card
- Press and hold **#** until beeping stops
- Input the new user PIN (4 digit min) and press **#** or present new card

3. ADD A SUPERVISOR:

- Input a valid supervisor PIN and press **#** or present valid supervisor card
- Press and hold **#** until beeping stops
- Press and hold **#** again until beeping stops
- Input new supervisor PIN (4 digit min) and press **#** or present NEW supervisor card

4. DELETE A USER OR SUPERVISOR:

- Input a valid supervisor PIN and press **#** or present valid supervisor card
- Press and hold ***** until beeping stops
- Input the PIN to be deleted and press **#** or present existing card to be deleted

5. ADD A USER WITH A SPECIFIC SLOT ASSIGNMENT:

- Input a valid supervisor PIN and press **#** or present valid supervisor card
- Press and hold **#** until beeping stops
- Enter slot number that will be assigned to user and press **#**
(example: to program slot 6 type 006 **#**)
- Input the new user PIN (4 digit min) and press **#** or present NEW card

6. DELETE A USER WITH A SPECIFIC SLOT ASSIGNMENT:

- Input a valid supervisor PIN and press **#** or present valid supervisor card
- Press and hold ***** until beeping stops
- Enter slot number to be cleared and press **#** (example: to clear slot 6 type 006 **#**)
- Enter slot number to be cleared again and press **#** (example: to clear slot 6 type 006 **#**)



NOTE:
Don't forget
to fill out and
return your
**WARRANTY
CARD!**

COMPX ELOCK ACCESSORIES



AC ADAPTER

Part Numbers:
EL-2004-9VWB
(for use with the CompX eLock® kit)

EL-2004-ACWB
(for use with 12V electric strikes)

List Price:
\$31.09



LATCH SPLITTER

(for running up to 2 latches)

Part Number:
EL-2004-LS

List Price:
\$175.67



UNAUTHORIZED ACCESS ALARM MODULE

Part Number:
EL-2004-AM

List Price:
\$279.38



MOTORIZED LATCH*

Part Number:
EL-2004-ML

List Price:
\$72.04



LATCH CABLE,* 24"

Part Number:
EL-2004-LC

List Price:
\$18.23



RJ 11 EXTENSION KIT, 4"

Part Number:
EL-2004-RJ KIT

List Price:
\$16.70



HID® PROX USER, SUPERVISOR CARD

Part Number:
EL-2004-PC *(no logo)*
EL-2004-PC-S *(CSP logo)*

List Price:
\$8.10 *(user card, no logo)*
\$8.43 *(supervisor card, CSP logo)*



MAGSTRIPE USER, SUPERVISOR CARD

Part Number:
EL-2004-MSC *(no logo)*
EL-2004-MSC-S *(CSP logo)*

List Price:
\$2.50 *(user card, no logo)*
\$2.87 *(supervisor card, CSP logo)*



LOCKVIEW® SOFTWARE KIT

(provided with 7ft., 6-pin RJ11 cable, 1-USB dongle, 1 LockView CD)

Part Number:
EL-2004-LV

List Price:
\$220.00



HID® PROX TAG

Part Number:
EL-2004-PT

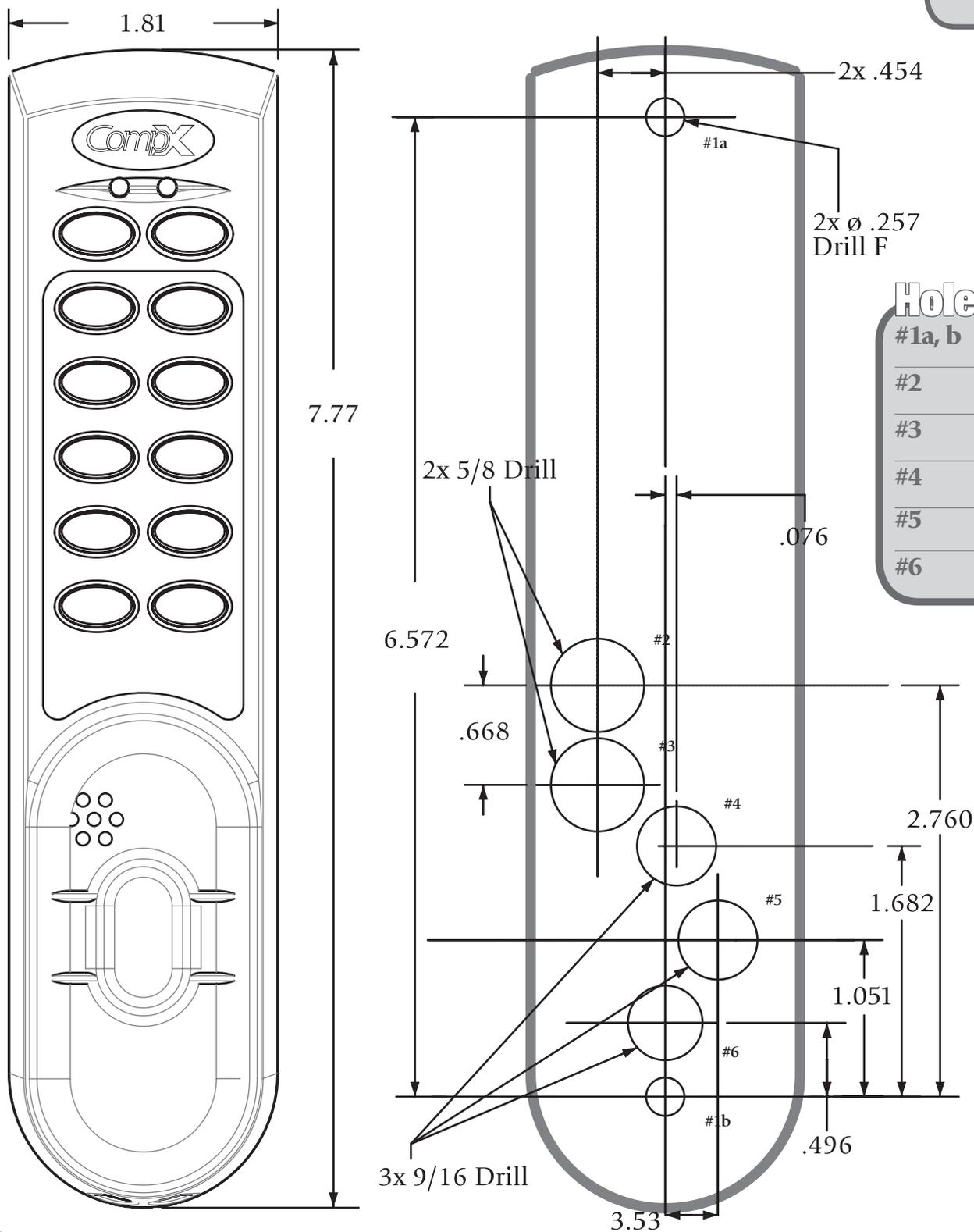
List Price:
\$11.05

ELOCK CUTOUT TEMPLATE

Use the diagrams below as a template for holes to be drilled and for mounting your CompX eLock®. Put this template on the **OUTSIDE** of the cabinet door where the eLock will go, and you can drill right through it to mount your CompX eLock®.



PLEASE SEE WARNING
on page 38.



Hole Function

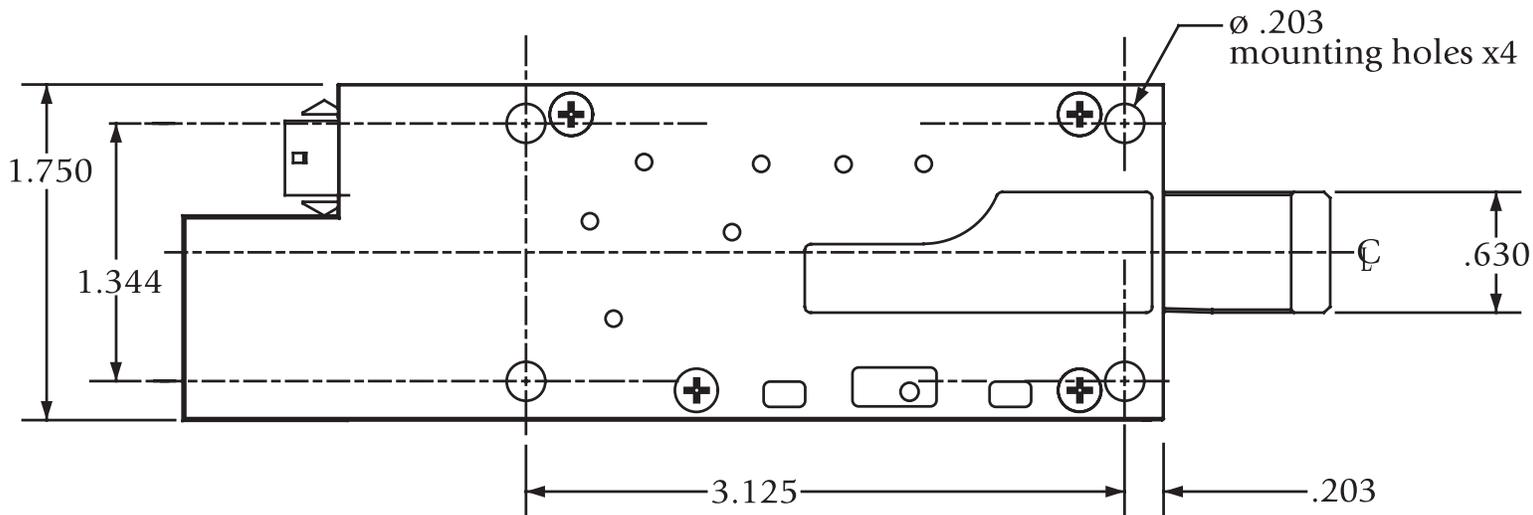
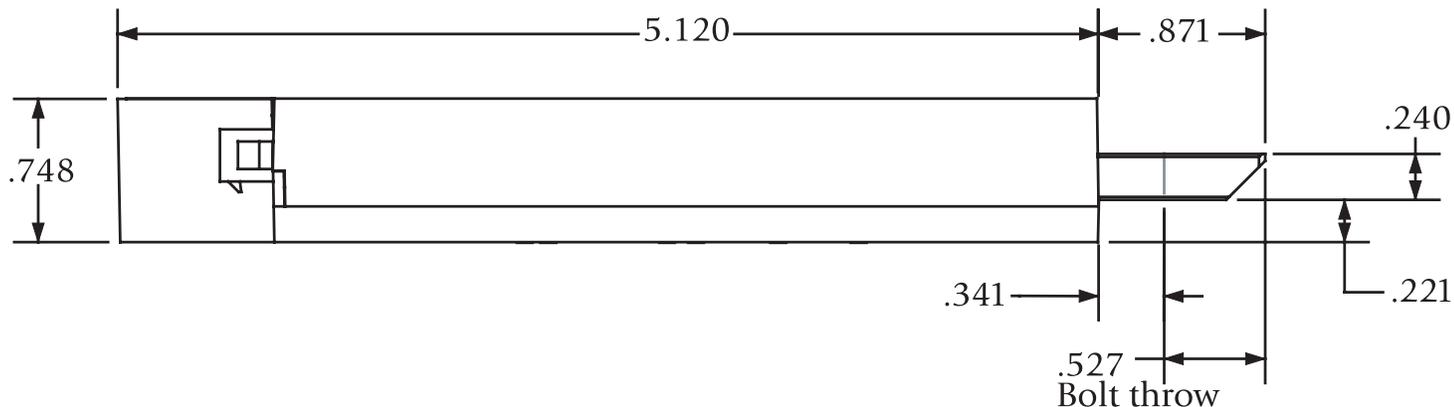
#1a, b	Mounting Holes <i>required</i>
#2	Battery Latch Cable <i>required</i>
#3	Alarm <i>optional</i>
#4	Battery Cable* <i>optional</i>
#5	RJ11 Port <i>required only if using LockView</i>
#6	AC Wall Adapter* <i>optional</i>

* If you're using a battery cable, then a wall adapter is not required. If you're using a wall adapter, then battery cable is not required.

Recommended Cabinet Cutout Pattern

LATCH CUTOUT TEMPLATE

Use the diagrams below as a template for holes to be drilled and for mounting your CompX eLock® latch. Put this template on the inside of the cabinet door where the latch will go, and you can drill right through it to mount your CompX eLock® latch.



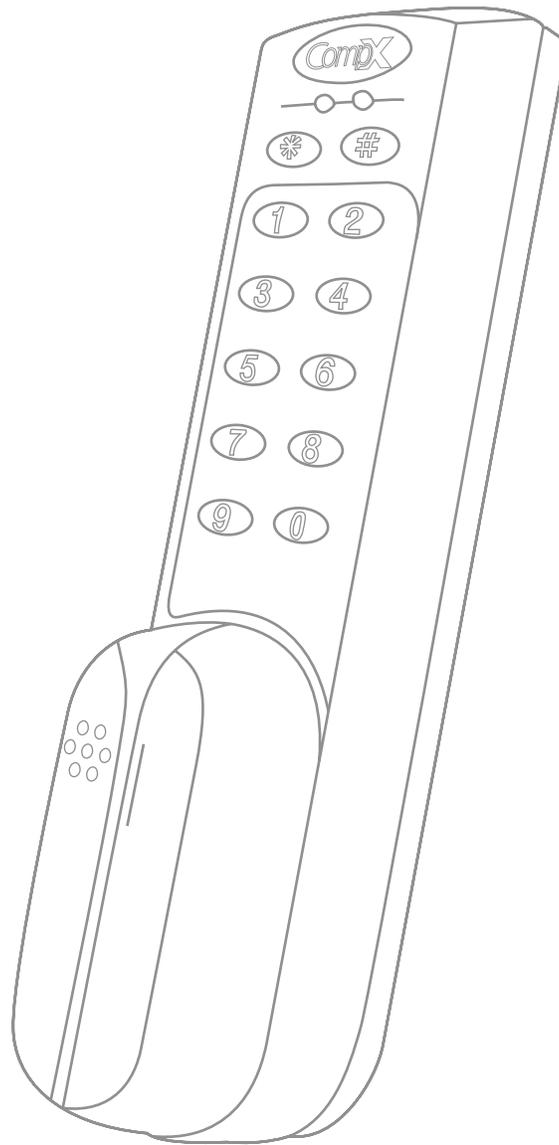
SCALE 1:1



WARNING: ——— 1"

Print this page and measure the line above. It is **ONE INCH LONG**. If it measures less than or more than one inch, the template measurements also need to be scaled accordingly.

FAILURE TO DO SO COULD RESULT IN MISDRILLED HOLES.



LockView[®] 2.1 software Instruction Manual

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