GET SMART

# THE CONNECTED SHOP



## SMART DOOR LOCK
### USER MANUAL

**THE CONNECTED SHOP**

Welcome to the Next Gen Smart Lock User Manual. Your easy, step-by-step guide to install, set up, and connect your Next Gen Smart Lock. The device is designed to be easy-to-use and to replace all modern door knobs—be it on the main door, bedroom door knobs, and so on. The locks can also be utilized as a smart lock for a sliding door and traditional swing doors. Please follow this installation guide to get you set up. Should you need further instructions, you can always reach us by chat, phone or email.

# SUMMARY

## I. Device Installation

## II. Initialization

## III. Mobile App Connection

## IV. Device Functions

4. Functions

    a) Remote Functions over Mobile App
    b) Dynamic Password

## V. Additional Information

5. Other Notes

# PACKAGING DETAILS
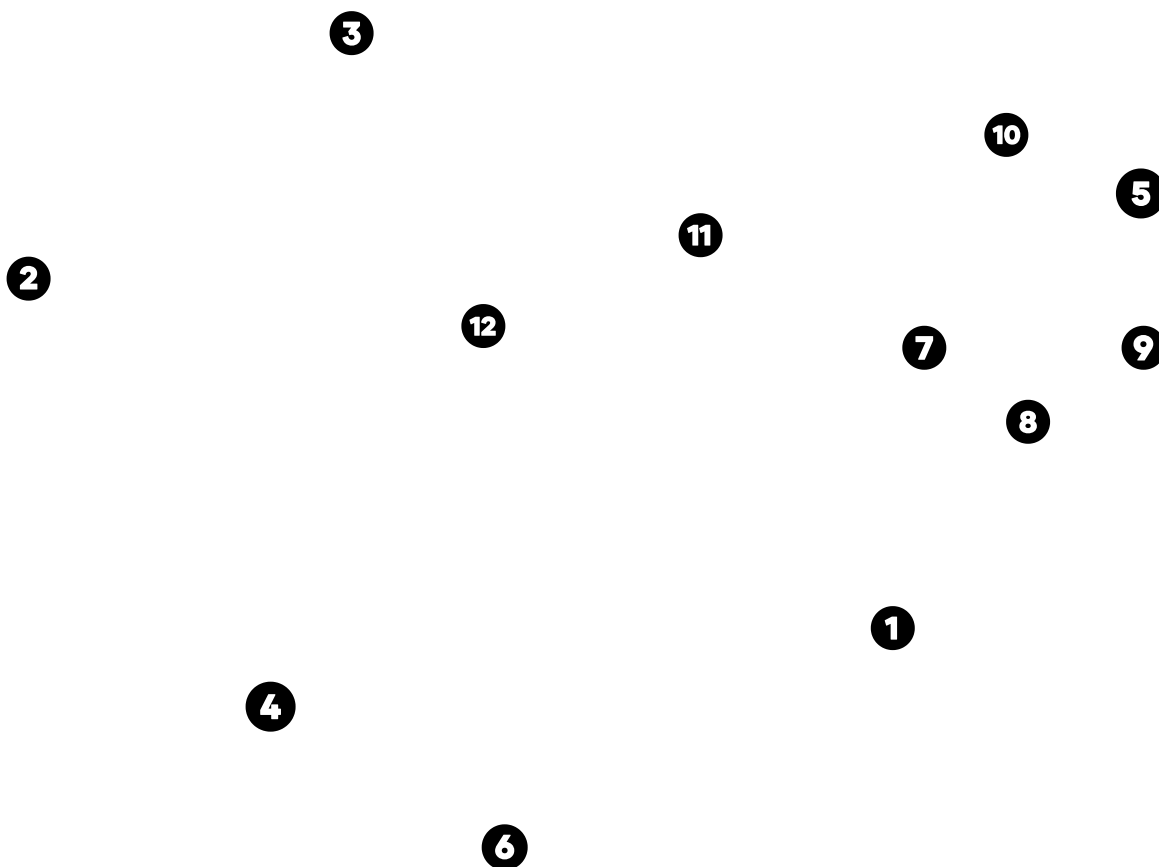
| | | | | |
|---|---|---|---|---|
| 1 | Front Smart Lock Handle | | 7 | Lock Screws |
| 2 | Mortise and Mortise Screws | | 8 | Connecting Screws |
| 3 | Strike Plate | | 9 | Mechanical Key |
| 4 | Cylinder Lock | | 10 | Key Fobs/Cards |
| 5 | Metal Rod | | | |
| 6 | Back Smart Lock Handle | | | |

THE CONNECTED SHOP

# STEP BY STEP SMART LOCK INSTALLATION GUIDE

Battery Box

Unlock Button

Lock Button

Manual Knob

Night Vision Camera

Face Recognition Module

Touch Keypad

Card Reader

Doorbell Button

Lock Button

Fingerprint Reader

Cylinder Hole & USB Charging Port

423mm

38mm    26mm    25mm    38mm
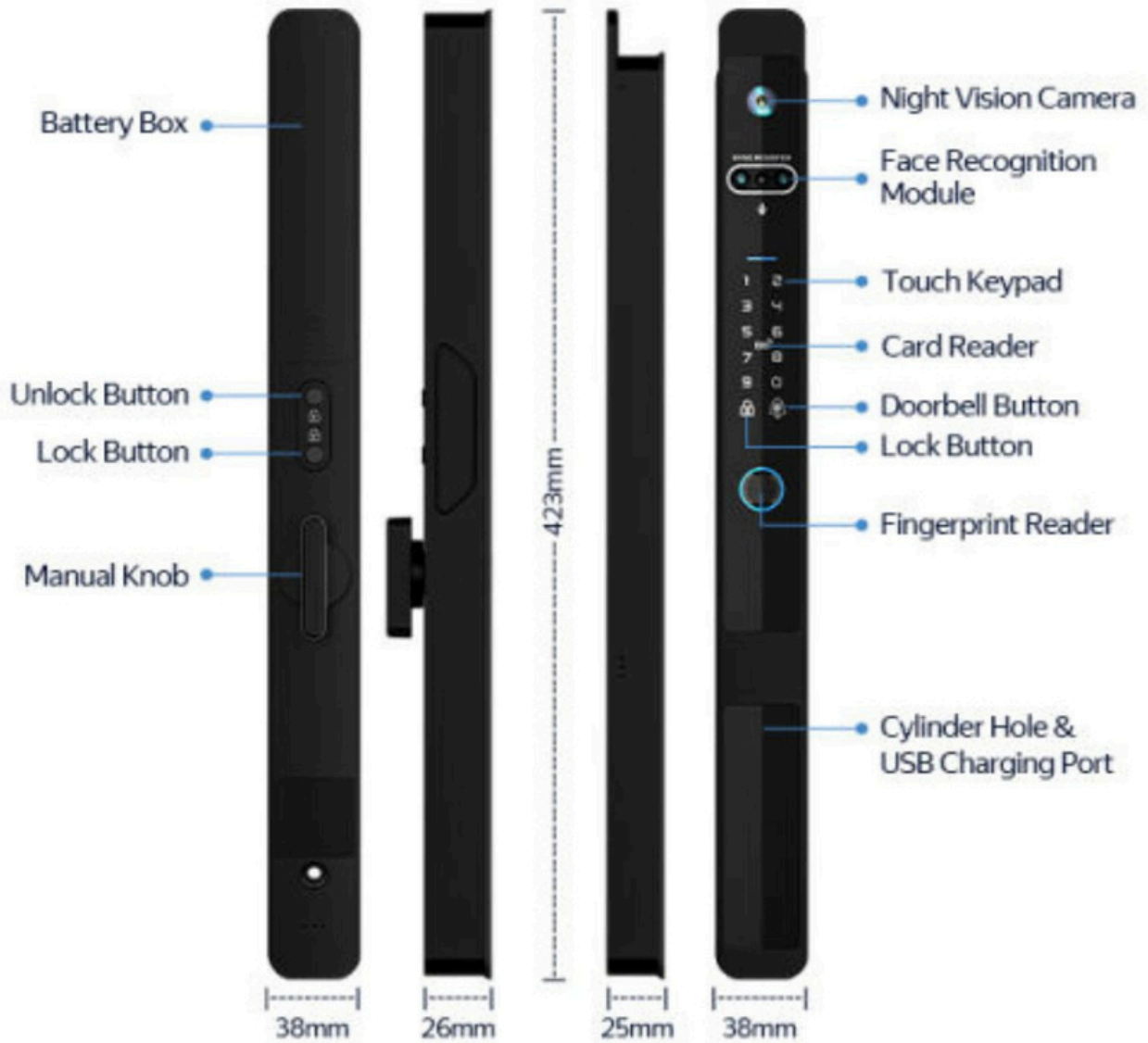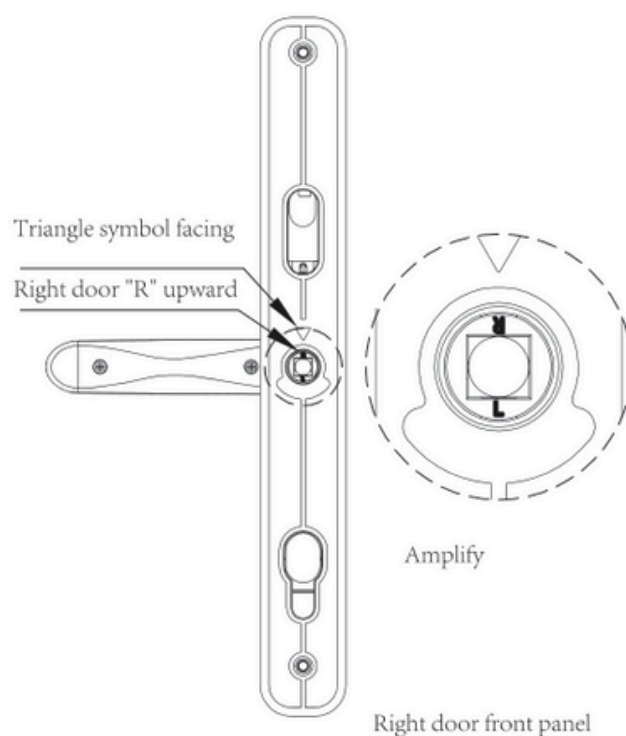
## 1. BEFORE INSTALLATION
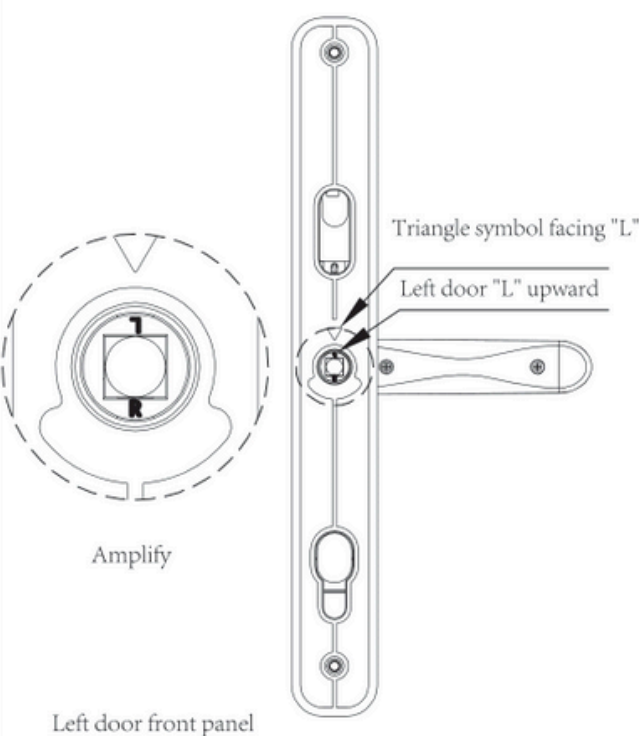
### B. Change Clutch Direction (Optional)

Before you install all the parts, you have to make sure that you **ADJUSTED THE CLUTCH DIRECTION** accordingly. The clutch is found at the **back of the front/outside lock panel where the keypad is located**.

This is to make sure that the smart lock will lock properly. It should be **according to the direction of their front/outside door handle**. If they have the door handle to the **Left**, then the **L should be in the upward position** pointed by the arrow and vice versa.



Right door clutch direction adjustment:

Left door clutch direction adjustment:

Triangle symbol facing
Right door "R" upward

Triangle symbol facing "L"
Left door "L" upward

Amplify

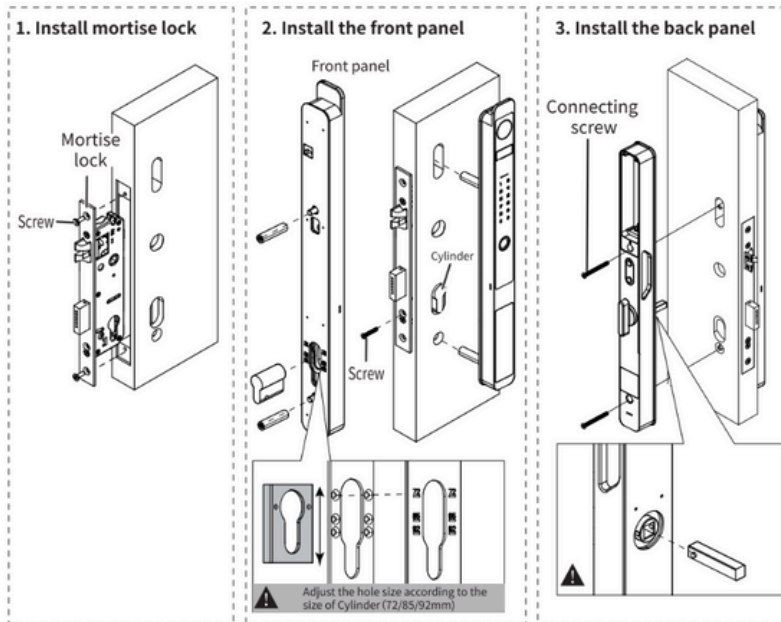Amplify

Right door front panel

Left door front panel

### Important Notes:

If the clutch direction is not adjusted correctly, the smart lock will not lock properly even though it will say it is **"locked"**.

To know that you have adjusted it correctly, the smart door lock cannot be opened when you push the handle downward from the outside unless you input a user information (i.e. fingerprint/passcode/card/wrist band).
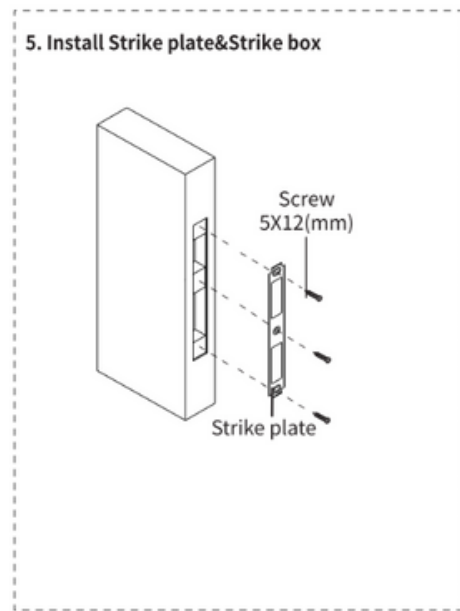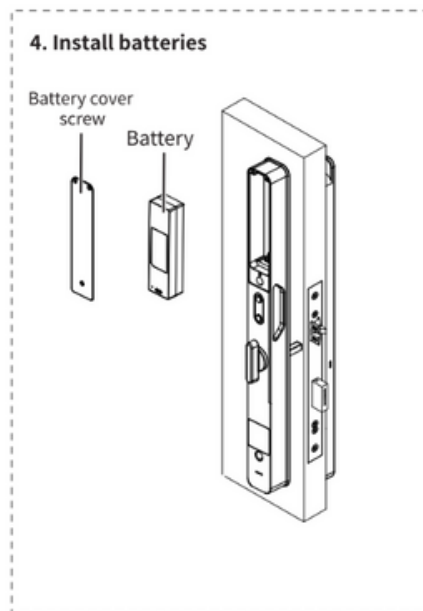
# 1. INSTALLATION



1. Install mortise lock

Mortise lock

Screw

2. Install the front panel

Front panel

Cylinder

Screw

⚠ Adjust the hole size according to the size of Cylinder (T2/85/92mm)

3. Install the back panel

Connecting screw

⚠

**A.** Start by removing your current lock. This is generally done by unscrewing the bolts and pulling out your current door knob.

**B.** Insert your new Mortise and Strike Plate into the door frame. Tighten the Mortise Screws on the top and bottom sides. Making sure the latch bolt is on the top side of the lock.

**C.** Insert the Cylinder Lock with the Cylinder Fixing Screw.

**D.** Make sure the keyhole is facing the exterior side of the door. Insert and rotate the keyhole to make sure the bolt is retracted smoothly, and then fix the screw.



4. Install batteries

Battery cover screw

Battery

5. Install Strike plate&Strike box

Screw 5X12(mm)

Strike plate

## 1. INSTALLATION

**E.** Affix the Front Door Handle to the door. Insert the Metal Rod into the middle hole behind the handle. The positioning pin will pop out and hold in place. Install the handle by passing the Metal Rod through the door with the use of the Lock Body Screws.

**F.** Insert the power cord of the Front Handle through the door to connect it to the Back Door Handle.

**G.** After both handles are fixed with the **Lock** Screws, install the batteries in its compartment. Place the cover on top and close it with the screws.

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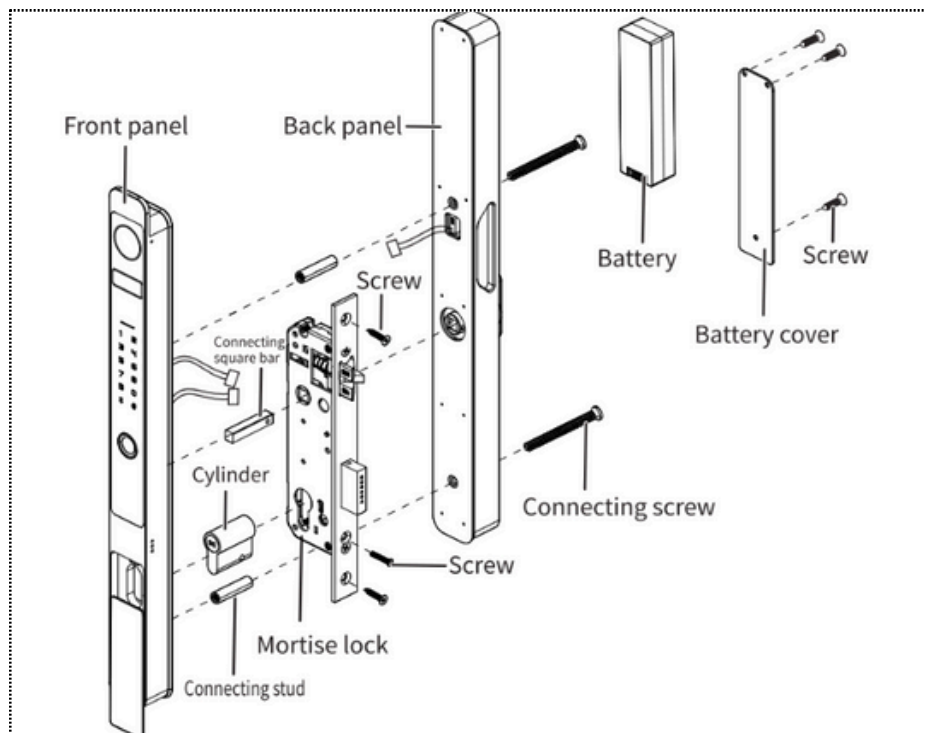
## 2. INITIAL STATE OF YOUR SMART LOCK

## Legend:

= to go back or return.

= to enter or confirm every time you input a code, and to request remote unlock and send a notification to your Tuya Smart app.

123456 = the default administrator information.

Note:
Under the initial state, any fingerprint, keycard, and password can unlock or open the smart lock.

**A.) Resetting the Smart Door Lock**

Activate the lock and press 4. Enter your administrator details. Press # to confirm reset.

## 2. INITIAL STATE OF YOUR SMART LOCK

**B.) Access Door Lock Settings (Step 1)**

- Touch the keypad to activate the lock. Enter your administrator details
- When no code/fingerprint/card has been added yet, the default administrator authorization or information is 123456 then press # to confirm.
- After the successful operation, you will hear the following voice command:

- "Press 1 - Create New User"
- "Press 2 - Delete User"
- "Press 3 - System Settings"
- "Press 4 - Factory Reset"

## 2. INITIAL STATE OF YOUR SMART LOCK

### C) Add Administrator

**Note:**

Make sure you have reset the lock before adding an administrator the first time.

The Administrator will be **User 00**. An administrator can be a passcode, a fingerprint, or a card.

- To add an Administrator the first time, you go to the settings by pressing * and # then **123456** then **#**.
- Then, press **1 for Admin Setting and press 1 again to add admin**

    - Input face ID 5 times
    - Input the intended fingerprint 4 times
    - Input a 4-10 digit password 2 times
    - Input an Keycard 1 time

- It will ask you to "**please enter again**" follow it and wait until it will confirm the registration and say "**Operation Succeed**"
- Once it will say "Operation Succeed", it means that it was successfully registered already but the lock will keep asking you to "Please enter the secret key". This means that you can add another user information (i.e. code/fingerprint/code) under that User but if you don't want to add any more, you can either press the star * key until you get back home or let it time out.

## 2. INITIAL STATE OF YOUR SMART LOCK

### D) Delete Administrator

You can only delete an administrator by resetting the lock.

To do so, activate the lock and press 4. Enter your administrator details. Press # to confirm reset.

## 2. INITIAL STATE OF YOUR SMART LOCK

### E) Add User

- Activate your Smart Lock and enter your Administrator details
- Then, press 1 to **"Add User"**
- Then, press 2 for User Setting
- Press 1 to add user

    - Input face ID 5 times
    - Input the intended fingerprint 4 times
    - Input a 4-10 digit password 2 times
    - Input an Keycard 1 time

## 2. INITIAL STATE OF YOUR SMART LOCK

**F) Delete User**

- Activate your Smart Lock and enter your Administrator details
- Then, press **2 for User Setting**
- **Press 2 to delete user**
- **Press 1 to delete a user or press 2 to delete all users**
- If you pressed 1, it will have a voice prompt, "**Please enter the User ID**"
- The normal users' User ID will start from 01 onwards because User 00 is the administrator, or from 10
- Determine what User ID you want to delete and press # after you enter the User ID to confirm (eg. **O3 #**)

- After the successful operation, press **'*'** to continue to add a user or delete another user or to exit the settings.

## 2. INITIAL STATE OF YOUR SMART LOCK

### G) Date and Time Settings

- Activate your Smart Lock and enter your Administrator details
- Follow the voice command and **press 3**
- Follow the voice command and **press 3**
- Follow the voice command to enter the Time and Date of the Smart Lock
- Modify based on the following format:
  - Year / Month / Day / Hour / Minute(e.g., 2211061205)
- **Press * to confirm**

## 2. INITIAL STATE OF YOUR SMART LOCK

### H) Volume Adjustment

- Activate your Smart Lock and enter your Administrator details
- Follow the voice command and **press 3**
- Follow the voice command and **press 1**
- Follow the voice command and continuously
    - **Press 1 (Increase the Volume)**
    - **Press 2 (Decrease the Volume)** in order to increase or decrease the volume, respectively

## 2. INITIAL STATE OF YOUR SMART LOCK

**I) Language Setting**

- Activate your Smart Lock and enter your **Administrator details**
- Follow the voice command and **press 3**
- Follow the voice command and **press 2**
- Follow the voice prompts and **press 2** for **English**

## 3. MOBILE APP CONNECTION

### a) Downloading the App

Download the application on the Google Play Store or Apple AppStore by searching "**Tuya Smart**" or by scanning the QR code below

### b) Logging in and Registering

**After Downloading the App**
- Select the country from which you will be using the device, usually the app will prompt it automatically
- You will be redirected to register via email where a verification code will be sent and proceed to enter it on the app in the allotted time limit
- Once the verification code has been entered into the app, you will be asked to set your password
- You will then have full access to the Tuya Smart Platform

Tuya Smart Logo

## 3. MOBILE APP CONNECTION
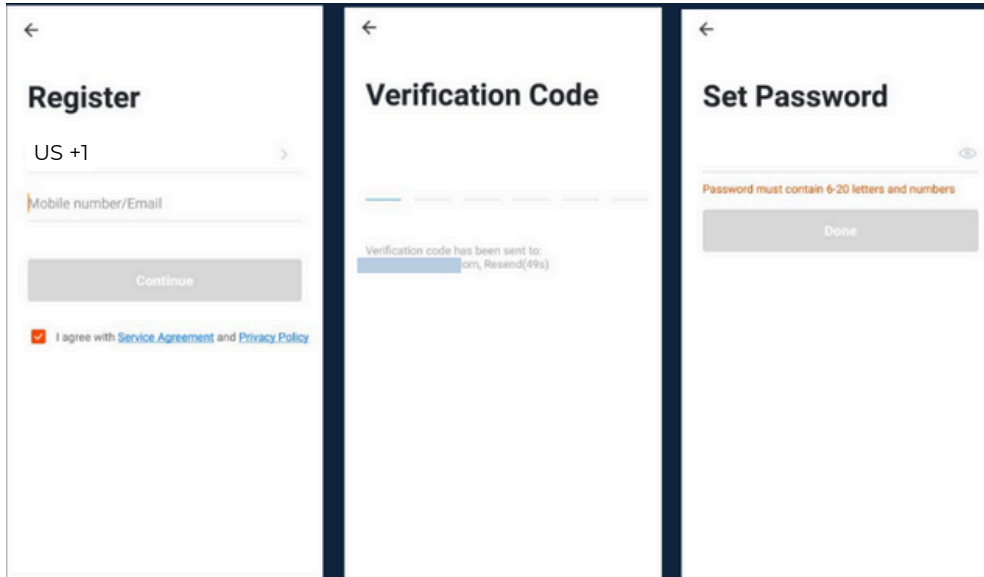
Should you be an existing user to the Tuya Smart Platform, log in using your email and password from the login page.
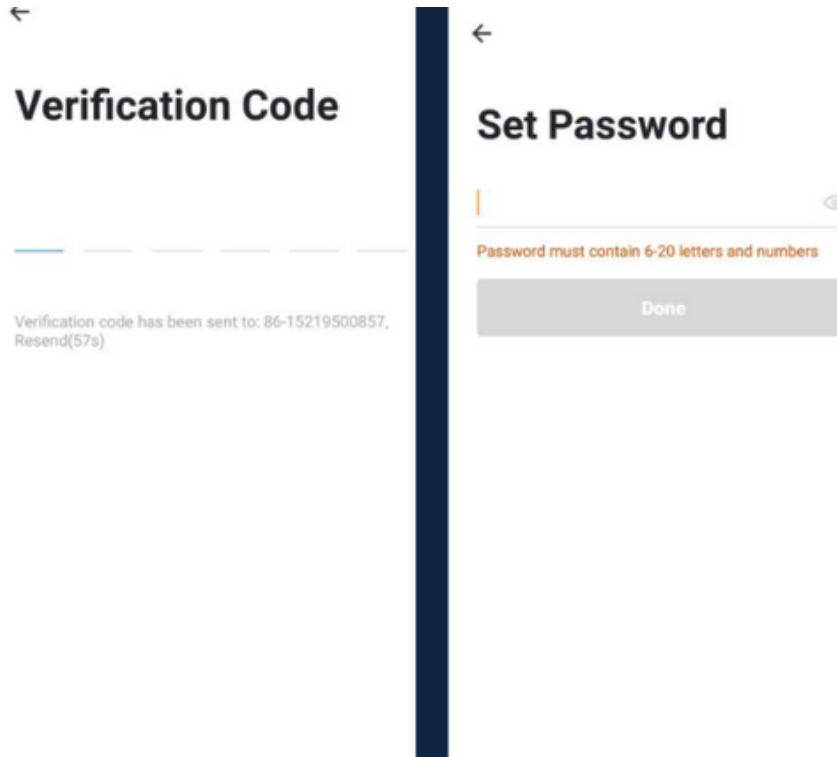
### c) Resetting your Password

In case you have forgotten your password and need to reset it, please follow the steps below:
- On the Login Page, when prompted for your email & password, click "Forgot Password" button located below the "Login" button
- Select the country from which you will be using the device, usually the app will prompt it automatically

## 3. MOBILE APP CONNECTION

**Verification Code**

Verification code has been sent to: 86-15219500857, Resend(57s)

**Set Password**

Password must contain 6-20 letters and numbers

Done
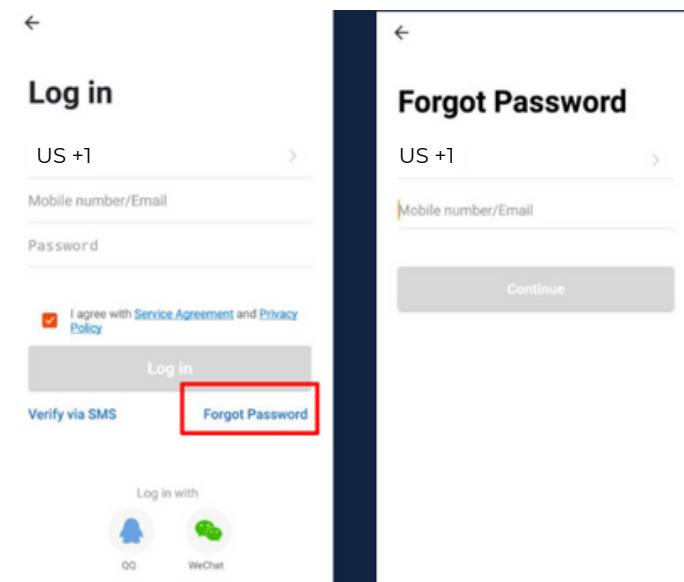
- You will be prompted to enter the email where a verification code will be sent and proceed to enter it on the app in the allotted time limit
- Once the verification code has been entered into the app, you will be asked to set your new password
- You will then have full access to the Tuya Smart Platform

In the case that you would like to change your password from the app, please follow the steps below:
- Tap the 'Me' tab on the bottom right hand corner of your screen
- Click 'Change Login Password'
- You will be taken to the 'Account Verification' page and then tap 'Get Verification Code' button
- This will send a verification to your registered email
- Enter the code in the app
- Proceed to enter the new password

## 3. MOBILE APP CONNECTION
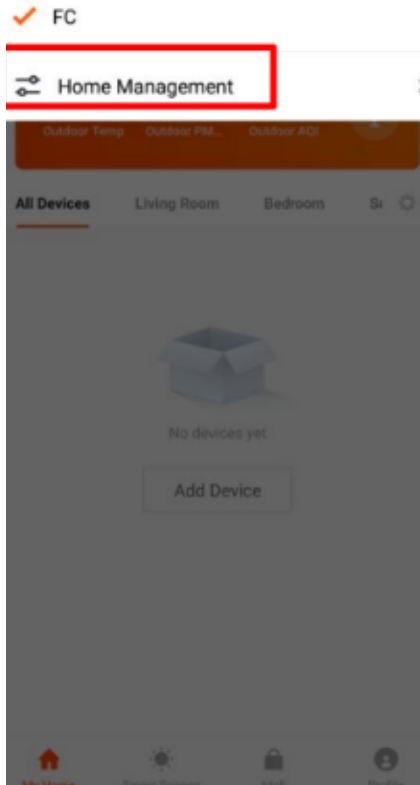
### d) Adding Locations

- Tap the button on the top-left corner of the screen & select 'Home Management' from the dropdown list

    - One account can manage multiple locations at the same time. The user can operate multiple devices in a single location by selecting it from the drop-down menu

- If you already have a Home setup, simply click 'Join a Home'. Otherwise, click 'Create a home'
- Enter the details on the screen
- Click Confirm

    - Other Household members can also control the smart devices that are registered in this household, but will not be able to modify, add, or delete devices
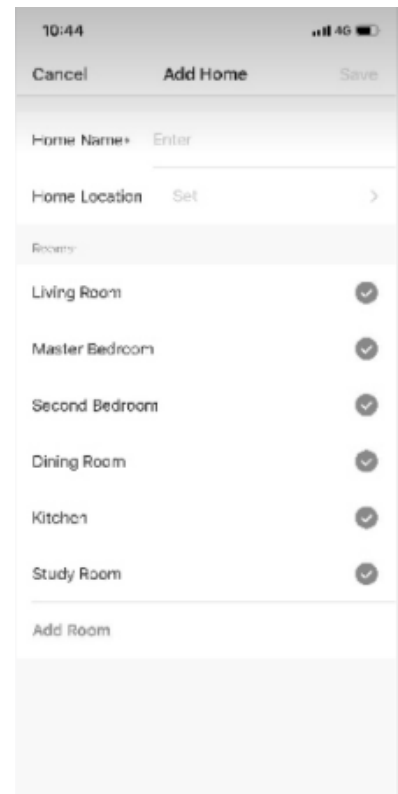
## 3. MOBILE APP CONNECTION

### e) Adding Devices

To add devices on the app, please follow the instructions below. Your devices and phone must be connected to the same 2.4GHz Wi-Fi network in order for this to work.
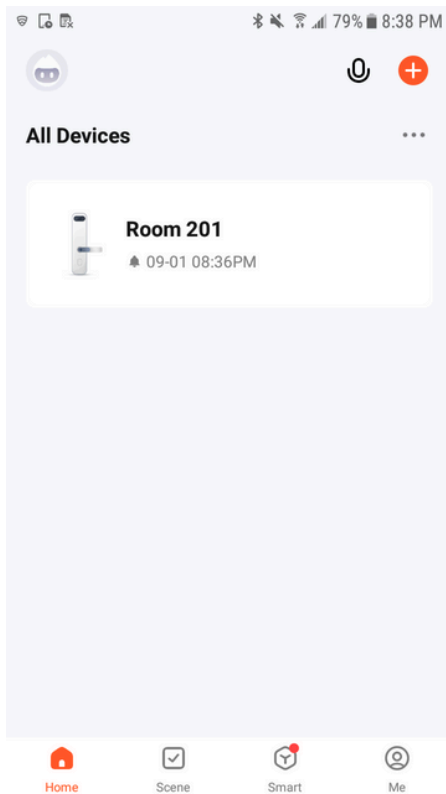
- **To connect it to the app, just touch anything on the** keypad of the lock **to light it up.**
- Then, press "1" and "#" then it will ask for administrator information, the default admin when nothing's added yet is **"123456"** then press "#" to enter the code.
- Then the hotspot is now turned on. Then make sure you downloaded the Tuya Smart app.

- To add a device, click the **'Add Device'** or tap the "**Plus button**" on the top-right corner of your screen and select **'Add Device'**

- This will bring up a list of devices. Go to '**Camera & Lock**' from the left side and then click **'Lock (Wi-Fi)'** to select your Smart Lock device
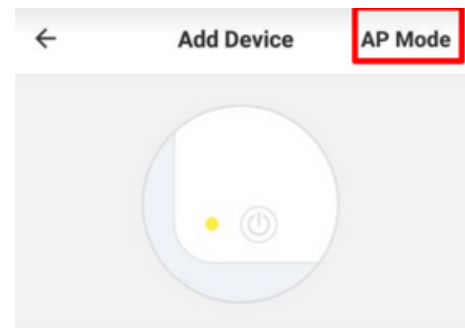
## 3. MOBILE APP CONNECTION
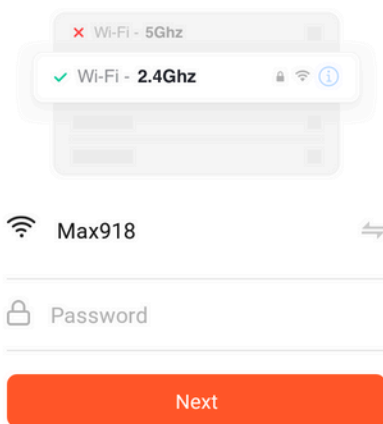
- You are going to be asked to connect it to your **2.4 GHz connection** in your home WiFi then **make sure you input the password correctly.** Then choose **AP mode** then **confirm the indicator is blinking** while doing this make sure that the <u>0 is blinking on the keypad</u> then you are prompted to go to your **Phone Settings** > **WiFi** > refresh the page and find the **Smart Life xxx** connection then connect to it.

Don't be worried if it will say "**no internet**" because that is the lock hotspot connection that will be connecting to your Home WiFi.

**Note:** Make sure also you are connected to the **2.4GHz** connection of your WiFi and not 5G or other connections **because it will not be able to add the lock to the app**.

- Check if the light indicator is blinking.
- Once you've tapped the **'Confirmation'** button, you will be asked to select the current status of the light indicator. Options are **AP Mode (**"Access Point mode" or by default, uses access points like a Wi-Fi Hotspot) or **EZ Mode** ("Easy-connect mode" which is most compatible if you will directly connect your phone to the Wi-Fi router)
     - Should you select the AP mode, you will have to connect your phone to the lock or device's hotspot before moving onto the next step
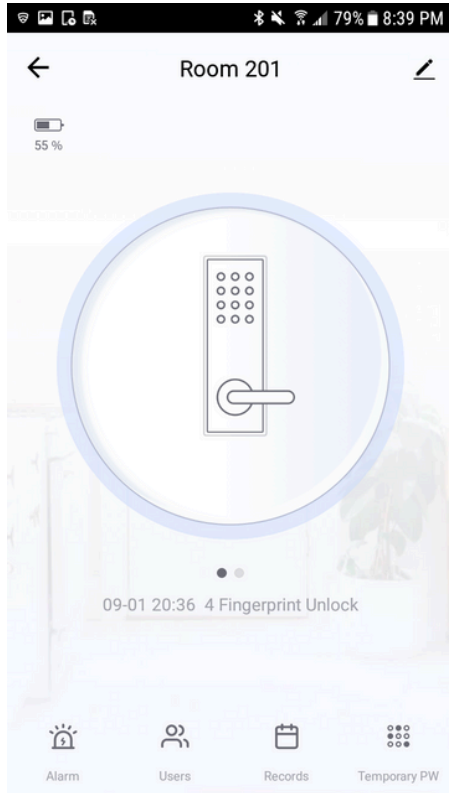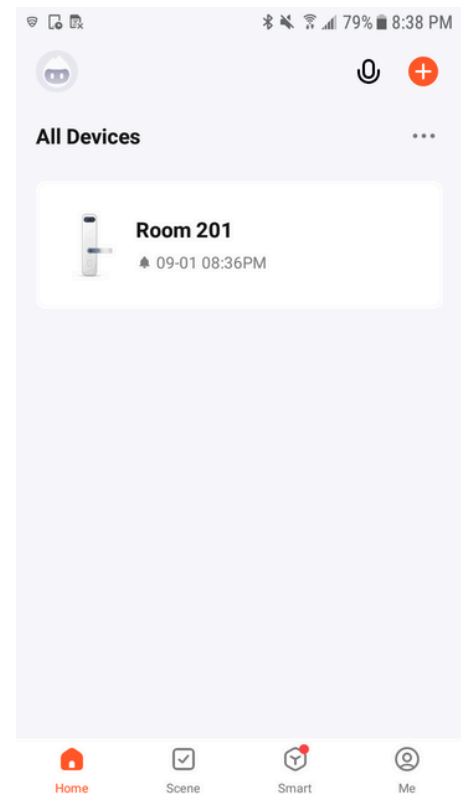
## 3. MOBILE APP CONNECTION



- Once you've completed these steps, make sure your phone and device are as close as possible. There will be a prompt from the lock and on the screen that pairing was a success

- Finish adding your device. Once this has been done successfully, you can go on to change the name of your device and control its functions
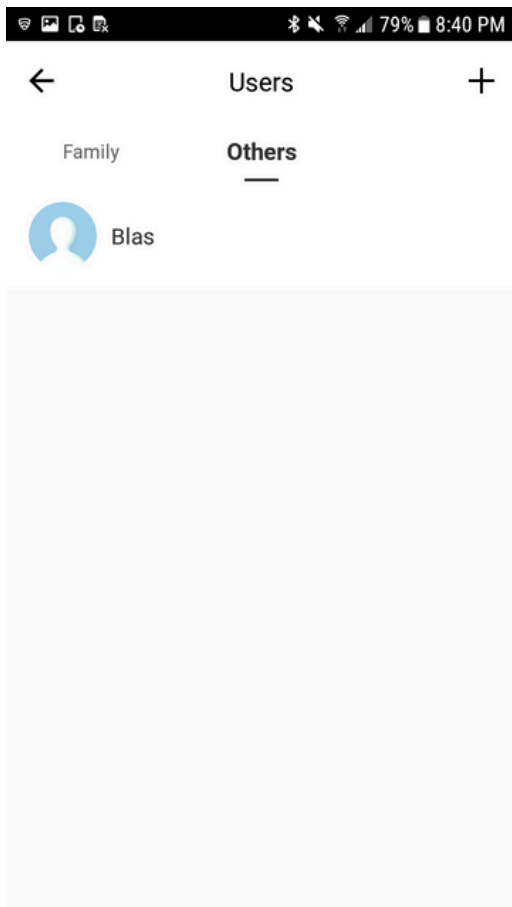
## 3. MOBILE APP CONNECTION

### f) Adding Members

In order for others to gain access to a device, they will have to be added as members to the location/room.
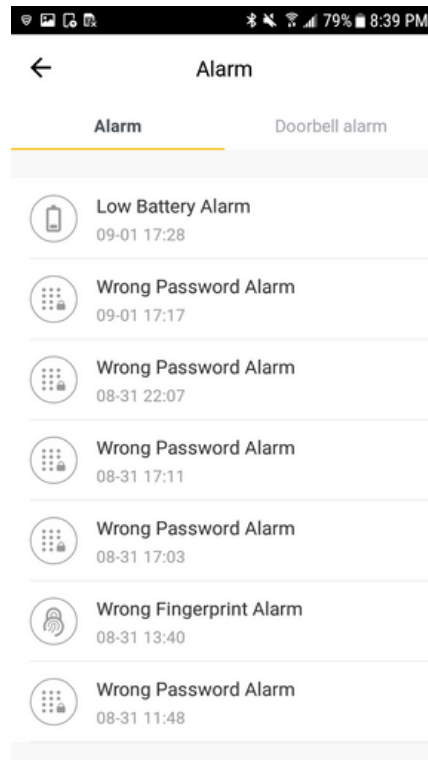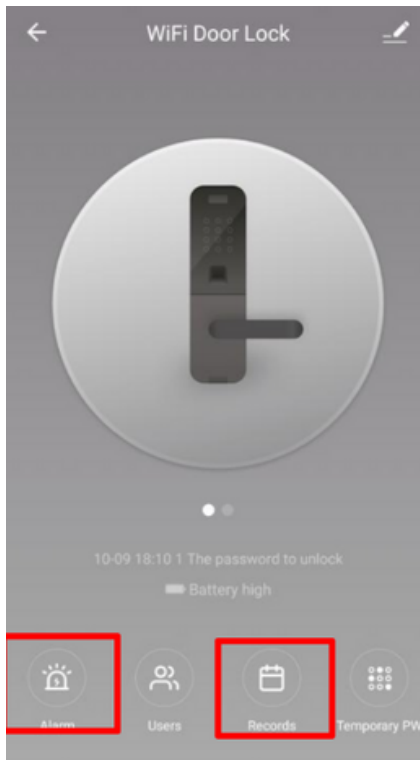
To add a member to the location, please follow the following steps:
- Tap the 'Me' tab at the bottom-right corner of your screen
- Click on 'Home Management'
- Select the location you would like to add the new member to
- Tap 'Add Member' and select how you would like to share the invitation to the new member
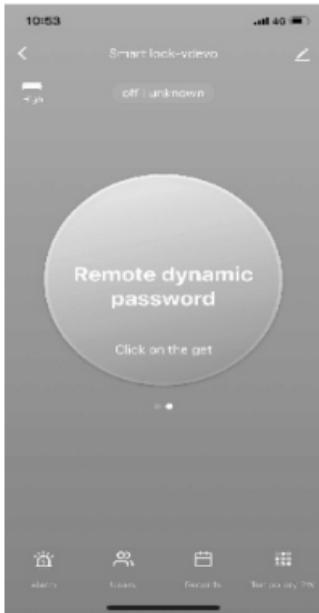
# 4. DEVICE FUNCTIONS

## a) Remote Functions via The Mobile App





- Select the Smart Lock you would like to use from the Home Page
- Click 'Alarm' to check the battery state
- Click 'Records' to check the unlock records

## 4. DEVICE FUNCTIONS

### b) Dynamic Password (optional)

- Click the 'Key' button on the phone screen to get your Dynamic Password (this is a short-term password that will last only for a few minutes)

- Enter the Dynamic Password to unlock the device

### c) Temporary Password (optional)

- On the Lock Screen tap the bottom-right 'Temporary PW' button
- Click 'Add'. Set your own Temporary Password, name of user, and the start and end date time. Make sure that the time on your mobile app and lock are synchronized
- Click 'Done' on the top-right corner to complete the operation
- Activate the lock pad and enter the code you've put in to activate the temporary-lock function and press '#' to confirm
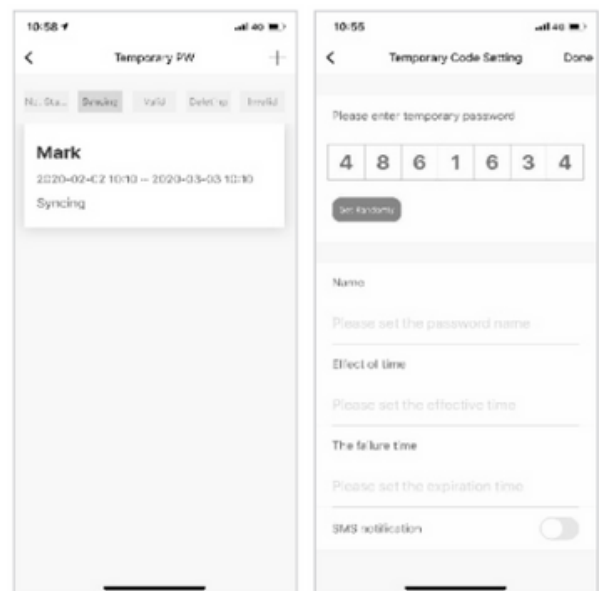
## 5. OTHER NOTES

- **To set up your network:** Press 1 for Admin Setting and press 3 for Network Setting. Press 1 for Hotspot connection.

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# Congratulations!

You have successfully installed your very own Next Gen Smart Lock.
Thank you for being a valued customer of The Connected Shop.

www.theconnectedshop.com