

## CHANGING YOUR CODE

### ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN

- ① Enter "zero" six times.
  - ② Enter your existing six (6) digit code one time.
  - ③ Enter your NEW six (6) digit code two times.
  - ④ If a mistake is made wait thirty (30) seconds and repeat steps ① - ③.
  - ⑤ Test lock operation several times before closing the door.
- **Valid Code Entry** - Double signal after valid six (6) digit code is entered.
  - **Invalid Code Entry** - Triple signal and old code is still valid.

## BATTERY LOW WARNING

- Repeated beeping during an opening indicates that the battery is low and needs immediate replacement.
- Uses one (1) 9-Volt Alkaline Battery. LA GARD recommends the use of Duracell™ or Eveready™ Alkaline batteries. LA GARD recommends the replacement of batteries at least once annually.

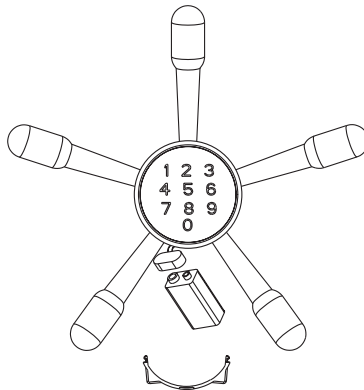
**If battery is depleted and will not allow lock to open, simply follow instructions below. Lock contains a non-volatile memory, even with batteries removed the lock will retain all programming.**

## CHANGING YOUR BATTERY

- ① Gently press in on both sides of the battery compartment cover and pull down to allow battery to drop down from the compartment.
- ② Remove 9-Volt Alkaline battery and replace with new one.
- ③ The connector is easily removed by unsnapping it from the two terminals on the top of the battery.

### CAUTION! Hold onto battery terminal to avoid pulling wires out of housing

- ④ Carefully push new battery into the battery compartment. Ensure that there are no wires trapped between the input pad and battery cover. Pinched cables can result in a short circuit.
- ⑤ Install the battery cover by placing one side of the cover in position and then pressing the other side into position with your finger.



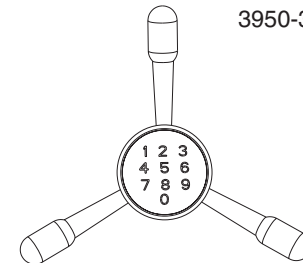
**Spokes are not supplied by LA GARD**



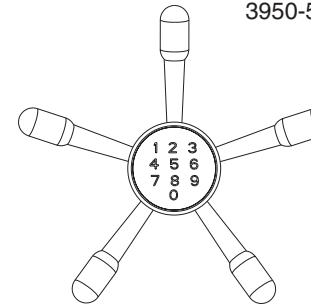
# COMMANDER

## 3950 Electronic Entry Device

### USER OPERATING INSTRUCTIONS



3950-3



3950-5

## FEATURES

**Please see Manager Instructions for additional features that may be activated on your unit.**

## USER CODE

- Open Lock
- Change Code

## WRONG TRY PENALTY

- Four (4) consecutive invalid codes initiates five minute delay period.

## LOW BATTERY WARNING

- Repeated audio and visual signal (LED flashing and repeated beeping) during opening indicates battery low.

## AUDIO AND VISUAL SIGNAL

- Double signal (LED flashes and unit beeps) indicates entry is valid or accepted.
- Triple signal indicates invalid or not accepted.

**Spokes are not supplied by LA GARD**

## OPENING THE LOCK

- ① Enter valid six (6) digit code.
  - ② The lock will indicate a valid code entry with a double signal.
  - ③ Within four (4) seconds, turn spoke handle to the open position.
  - ④ Pull door open.
- **Invalid Code Entry** - Lock will signal three (3) times.

## WRONG TRY PENALTY

- Entry of four (4) consecutive invalid codes starts a 5-minute delay period.
  - LED flashes red at ten (10) second intervals.
- At the end of the delay period, two more consecutive invalid codes will restart an additional 5-minute delay period.

**Entry will not respond to a single keystroke during delay period.**