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SL-70B

Fingerprint Compact Smart Lock

Admin & User Guide

CONTENTS

1• READ BEFORE USE

The SL−70B is a battery powered smart lock. It does not store user information nor transaction logs into it. The only way to unlock it from the outside is to use TimeTec Security Mobile App.

TimeTec Security Mobile App is password protected and you must first register an account before you can use it. The Bluetooth communication between SL−70B and TimeTec Security Mobile App is secured by a pairing password and an admin password.
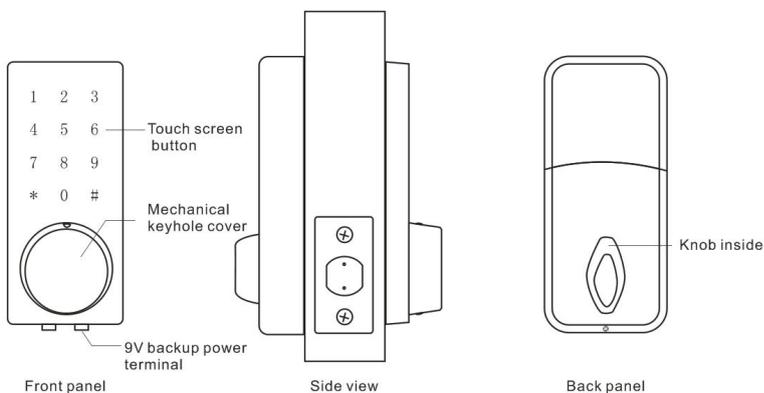
Download and install TimeTec Security Mobile App now to start adding and managing SL−70B. You can also use TimeTec Security Mobile App to create users and manage their access through SL−70B.

2 • INTRODUCTION

Dimensions
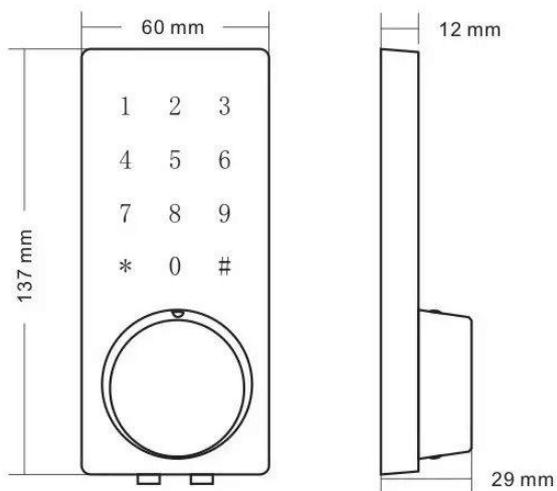
Terminal Overview

Note: When battery power is low, the SL – 70B will emit warning sound. Please replace the batteries. In case battery power runs out, use 9VDC battery as backup supply or mechanical key.

3 • THE TIMETEC SECURITY APP

By using TimeTec Security App, you can

- Send unlock command to SL-70B via Bluetooth
- Add and manage additional SL-70B into the App.
- Create login accounts for users to use the App to unlock SL-70B.
- Create temporary passes for users to unlock SL-70B during specific date and time.
- Create passcodes and sync with SL-70B for users to utilize passcode to unlock SL-70B.
- Receive push notifications whenever users unlock SL-70B.

Download TimeTec Security App

You must download TimeTec Security App in order to manage SL-70B Smart Lock. Please scan the QR code below to download TimeTec Security App from the Appstore or Play Store.

Note: The above battery must be 9V alkaline battery (6LR61).

Android   iOS

Register & Sign In To TimeTec Security App

1. Register an account using your email address from TimeTec Security App. You will then receive an email from TimeTec Security. Therefore, please follow the instructions in the email to activate your account.

2. Login to TimeTec Security App by using the registered email address and password.

Add Smart Lock

To add smart lock into your account, please follow the steps below:

1. Tap Menu > Smart Access > Configure Locks.

2. Under Nearby Lock > Tap Search to look for nearby smart lock.

3. Tap the smart lock name that appears on screen to add it into the list.

4. Scan the QR code (find it at the packing box or lock body) to get the smart lock serial number. Otherwise, you can also insert the serial number by referring to the serial number.

5. Tap Add Lock > App will validate the serial number with the server.

6. Insert the Pairing Password to connect to the smart lock. The default password is 123456. This is the first protection to block unauthorised Bluetooth connection from accessing the smart lock.

7. Insert the Admin Password to continue adding the smart lock. The default password is 00000000 (8 'zero'). This is the second protection to block unauthorised access from accessing the smart lock.

8. After smart lock is added into the list, you can then start to use the App to manage the smart lock.

Repeat the steps above to add another smart lock into the list.

Unlock Smart Lock

You can use the App to send unlock command to smart lock via Bluetooth connection. Please follow the steps below:

1. Tap Menu > Smart Access > Unlock Doors.

2. App starts to search for nearby smart locks and display it on screen.

3. Tap Unlock next to the smart lock name in order to trigger unlock command.

Remove Smart Lock

When smart lock is no longer in use, you can remove it from the list. Please follow the steps below:

1. Tap Menu > Smart Access > Configure Locks.

2. Select the smart lock to remove > Swipe from right to left.

3. Tap Remove to remove the smart lock from the list.

Configure Smart Lock

This portion is for Super Admin to change the smart lock pairing password and admin password. It is recommended that you change these passwords during initial installation. Please follow the steps below:

1. Tap Menu > Smart Access > Configure Locks.

2. Tap Bluetooth to start connecting the smart lock (you can only configure the smart lock after the App is connected to the smart lock).

3. Tap the smart lock name to configure > Settings

4. Tap Pairing Password to change it.

5. Tap Admin Password to change it.

Note: Server will update the changes to all admins and users accounts accordingly.

Create Admin & Users

You can assign your families, relatives, friends and etc. to download the App and use it to manage the smart lock.

There are 3 levels which are:

• Super Admin: The smart lock owner (or the first person who adds the smart lock into the Mobile App) has the highest authority and he/she can add new Admin and User to access or manage the individual lock.

• Admin: The person assigned by Super Admin to use and manage the smart lock. Admin can add new Admin or User but is restricted to only allow for the usage or management of the supposed smart lock.

• User: The person assigned by Super Admin or Admin and can access the smart lock only.

To assign Admin and User, you must first create new user accounts. Please follow the steps below to create users.

1. Tap Menu > Manage Users.

2. Tap Add to start adding users.

3. Name the users and insert his/her email address.

4. Server will send invitation email to the user in order to notify him/her to register.

5. User registers and signs into the App to use it.

Note: The Mobile App will display a P to indicate users who have yet to create account and sign into the App. The P icon will disappear after the users sign into the Mobile App.

To grant the users access as Admin or User, please follow the steps below:

1. Tap Menu > Manage Users.

2. Tap the new create user name from the list

3. Tap Smart Access > Select the lock to assign this user to

4. Tap toggle to select User (if you want to assign this user as the Admin for this lock, tap to change their role into Admin).

5. Tap Back to save settings.

To have a quick check in determining the admins or users assigned to a smart lock, please follow the steps below:

1. Tap Menu > Configure Locks

2. Tap the smart lock to check > Manage Users

Note: You will find the list that displays all admins and users assigned to this smart lock. You can add new admin or new user from this page.

Create Access Group

You must configure Access Group in order to grant users access via the smart lock. For example, you can create the group 'Family' to allow your families to access the smart lock anytime; or you can create the group 'Maid' to allow your maid to only access during Saturday 10 am to 2pm for housekeeping purposes.

Please follow the steps below:

1. Tap Menu > Configure Locks > Tap the smart lock to configure access group.

2. Tap Access Group > Add > Name the access group.

3. Tap Access Time > Set the start and end time to allow access, or tap Full Day to grant full day access.

4. Tap Users > Select the users from the list to assign them into this access group

5. Tap Save.

Note: Server will notify these users about the changes done.

Create Temporary Pass

You can grant temporary access to an individual, whereby he/she can only unlock the smart lock at specific date and time. This is a One Time pass. In case you want to allow the individual to access the premise for multiple days, you will have to repeat the same steps. For example, if you want to allow your friend to stay at your home for 3 days due to his/her business trip.

Please follow the steps below:

1. Tap Menu > Configure Locks > Tap the smart lock to configure temporary pass.

2. Tap Temporary Pass > Add > Name the temporary pass.

3. Tap Access Time > Set the date, start and end time

4. Tap User > Select the user to assign the individual to this temporary pass.

5. Tap Save to save settings.

Note: Server will send notification to this person regarding the details of the temporary pass.

FOR USER TO USE TIMETEC SECURITY TO UNLOCK DOOR

1. Make sure admin already created your login account.

2. Register an account using your email address from TimeTec Security App. You will then receive an email from TimeTec Security. Therefore, please follow the instructions in the email to activate your account.

3. Login to TimeTec Security App by using the registered email address and password.

4. Tap Menu > Smart Access > Unlock Doors

5. App starts to search for nearby smart locks and display it on screen.

6. Tap Unlock next to the smart lock name in order to trigger unlock command.