1. Front Body (Front Body, installation on the outside of the door)

Pull down Emergency Cover

9V Emergency battery (Sold separately)
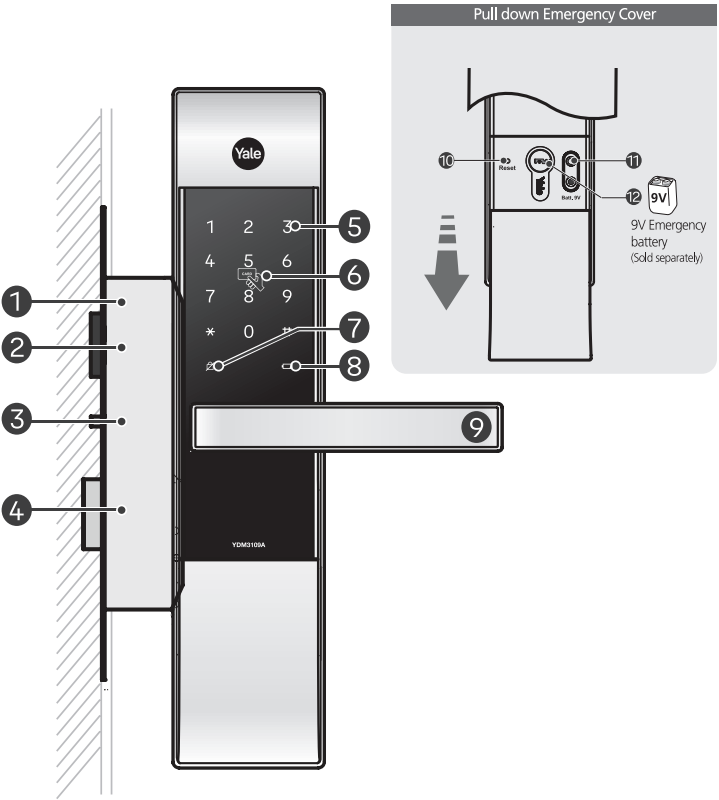
2. Basic Contents

Basic Contents

Front Body | Main Body | Lock Case

- User Manual
- Installation Guide
- AA Batteries X 4
- Mechanical Keys X 2
- RFID Key Tags X 4
- Striker Plate
- Screws

Optional Accessories
- Remote Controller
- Remote Control Module
- Bluetooth Module

3. Specifications

Parts		Specifications	Remarks
Front Body		68.6(W) X 306.6(H) X 27(D)(70.6)mm	Operating temperature -15~55℃ (5~131℉)
Main Body		72.8(W) X 306.6(H) X 37(D)(80.8)mm	
Lever		Zinc die-casting	
Card Key		4ea	Up to 100 keys
Works for		4ea 1.5 VV alkaline batteries (Operating Voltage: 4.5~6V)	Last up to 1year (10times used a day)
Lock case		Steel and SUS430	
Option	Remote Controller	Wireless	Optional
	BLE module		

※ Battery life may vary depending on temperature, moisture levels, frequency of use and the quality of battery used.

4. Main Body (Main Body, installation on the inside of the door)
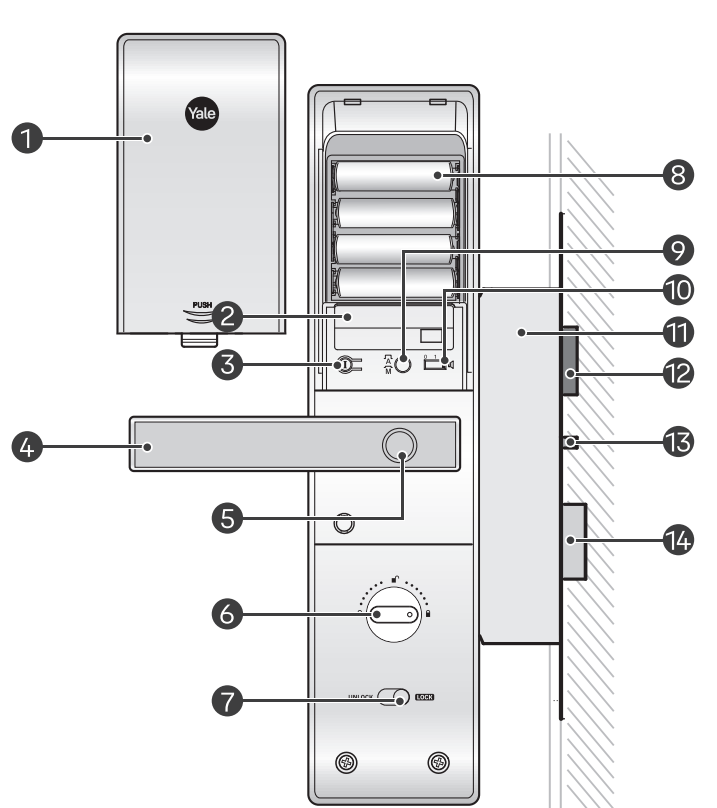
5. Front Body

①	Lock case
②	Latch Bolt
③	Automatic Locking Sensor
④	Dead Bolt
⑤	Keypad(10-Key)
⑥	RFID Key Tag Reader
⑦	Dead Bolt Jam Lamp
⑧	Low Battery Indicator
⑨	Lever
⑩	Reset Button
⑪	Emergency Power Supply Terminal
⑫	Emergency Mechanical Key Slot

6. Main Body

①	Battery Cover
②	Module Accessory Slot (Optional)
③	ⓘ Registration button
④	Lever
⑤	Safe Handle Button
⑥	Manual Thumb Turn
⑦	Internal Forced Lock Switch
⑧	1.5V AA Alkaline Batteries (4PCS)
⑨	Auto/Manual Lock Button
⑩	Volume Control Switch
⑪	Lock Case
⑫	Latch Bolt
⑬	Automatic Locking Sensor
⑭	Dead Bolt

7. Setting Menu

Master Mode: Only a designated person who knows 'Master PIN Code' has authority to set features.
Normal Mode: If no user is assigned with master code without a designated person, anyone who knows 'User PIN Code' has authority to set features.
Visitor Code: Users with Visitor Code can only open the door with no access to change settings.
Onetime Code: The onetime code is used only once for unlocking the door lock and automatically deleted after usage.
User Slot Number: It should be 2 digits(like '01', '02'…'99', '00') and available in advanced mode.

Icon	Description
🖐	Touch the Keypad of the Front Body with your palm to begin
✱	Press ✱ button on the Keypad
♯	Press ♯ button on the Keypad
ⓘ	Press ⓘ (Registration) button in every steps to start or complete the session
CARD	Enter User RFID Key Tag (Up to 100 Users)
U PIN CODE	Enter User Code (4 ~ 10 digits)
M PIN CODE	Enter Master Code (4 ~ 10 digits)
V PIN CODE	Enter Visitor Code (Only 4 digits)
O PIN CODE	Enter Onetime Code (Only 4 digits)
UN	User Slot Number should be 2 digits (like '01'…'99' and '00': Location of 100th user slot must be assigned "00" instead of "100".)
▢	Rotation area to add more features

8. Product Features

Yale Access App
Yale Access gives you the peace of mind of knowing who and what you love is safe - no matter where you are- just at the touch of your smartphone.

Smart Touchpad – Auto Lock
The door Locks when you touch the palm on the keypad.

3 minute Lock Out Feature
After five (5) unsuccessful attempts of an invalid code or RFID key tag, lock out mode is activated for 3 minutes.

Smart Etiquette
When entering a pin code on the keypad, the user can open the door lock in silent mode.

Fake PIN Code
Security enhancement to enter any number before or after entering a password to prevent the PIN code from being exposed.

Internal Forced Lock
It is a security-enhancing function that 'disables' authentication methods such as passwords and RFID key tags from outside when setting up functions indoors.

External Forced Lock
It is a security-enhancing function that an alarm goes off if someone opens door from inside when setting up functions outside.

Other features and Benefits
- Remote Controller (Optional): This option may not be available depending on your country or local dealer.
- Network Module/Controller (Optional): It allows door lock to connect with Home network controller.
- Intrusion/Broken Alarm.
- Low Battery Alarm and Emergency Power Supply.

9. Normal Mode (Default Mode)

Normal mode is for convenient mode for anyone with user code to change various settings.

1 ➝ 12 (Registration process)											✱ Continue / ⓘ Complete
1	2	3	4	5	6	7	8	9	10	11	12

User Code — Only 1 User

| Registration | ⓘ | U New | | | | | | | | | | |

RFID Key Tag — Up to 100 Users

| Registration | ⓘ | ⓘ | 🗀 | ⓘ | | | | | | | | |

Visitor Code — Only 1 User

| Registration | U PIN CODE | ⓘ | 1 | ♯ | | | | | | | | |
| Delete | 3 | ♯ | U PIN CODE | ♯ | ✱ OR ⓘ | | | | | | | |

Visitor Code registration: 1 ♯ V PIN CODE ♯ ✱ OR ⓘ

Onetime Code — Only 1 User, Automatically deleted after use

| Registration | U PIN CODE | ⓘ | 2 | ♯ | 1 ♯ O PIN CODE ♯ ✱ OR ⓘ | | | | | | | |
| Delete | 3 | ♯ | U PIN CODE | ♯ | ✱ OR ⓘ | | | | | | | |

Delete all RFID Key Tag credentials

| Delete | U PIN CODE | ⓘ | 3 | ♯ | U PIN CODE | ♯ | ✱ OR ⓘ | | | | | |

Bluetooth setting (Yale Access app)

| Registration | U PIN CODE | ⓘ | 7 | ♯ | Set up a new device in the app | |

Remote Contoller — Up to 5 Users

| Registration | U PIN CODE | ⓘ | 8 | ♯ | 1 ♯ SET Button ♯ ✱ OR ⓘ | |
| Delete | U PIN CODE | ⓘ | 8 | ♯ | 3 ♯ U PIN CODE ♯ ✱ OR ⓘ | |

Home Network Controller

| Registration | U PIN CODE | ⓘ | 9 | ♯ | 1 ♯ Controller ♯ ✱ OR ⓘ | |
| Delete | U PIN CODE | ⓘ | 9 | ♯ | 3 ♯ U PIN CODE ♯ ✱ OR ⓘ | |

Remote Controller
Set with registration button located on the top of remote controller. You can press it using a pin like the one shown in the image.

Please note following when pairing lock with Yale Access App.
- Depending on product type or FW version, app registration and door lock connection in normal mode may not be possible, so if registration is not possible, change from normal mode to master mode and try again.
  [App Registration in Master Mode: Master Pin Code=> [(Registration Button)=> 7 -> #]
- Because Yale Access Bluetooth App is only available in master mode, user code automatically changes to master code when registering APP in normal mode.
- Please be informed that all registered credentials will be deleted when changing mode or registering and deleting app.

10. Unlocking Door with Code

Palm touch → Enter the Code → Palm touch → OR → Enter the ✱ button
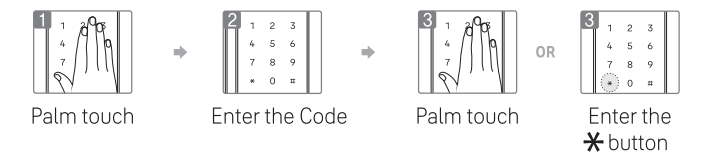
11. Unlocking Door with RFID Key Tag

Contact registered RFID Key Tag

12. Safe Handle Feature

Disable Safe Handle Setting

- Open the battery cover and take out a hex wrench.
- Keep pushing the safe handle button.
- Turn the fixing screw clockwise to fix the button.

Enable Safe Handle Setting

- Open the battery cover and take out a hex wrench.
- Turn the fixing screw anticlockwise until the safe handle button comes out.

13. Opening Door(Inside/Outside)

From Outside

Press the lever handle down to open door

From Inside

To open when Safe Handle Settings are enabled : Keep pushing the safe handle button. And then, Press the handle down to open the door.
To open when Safe Handle Settings are disabled : Press the lever handle down and open the door.

Internal Forced Lock

Close the door and then move the lock button to "LOCK" position.

14. Unlocking Door with Smart Etiquette

Palm touch for 3sec. → Enter the User PIN Code then touch the keypad with your palm → OR → Touch RFID Key Tag

15. Locking the Door(Inside/Outside)

Automatic Lock Mode(Inside/Outside)

5 SEC — In automatic lock mode, the lock automatically locked within 5 seconds after closing the door and detecting the automatic lock sensor.

Manual Lock Mode

🖐 The door locks when touching the keypad with the palm. (outside)

⊖ Use Thumb turn knob on the main body. (Inside)

16. Automatic/Manual Lock

Enable Automatic Lock

Release the button to set automatic lock mode on the main-body (after opening the battery cover)

Enable Manual Lock

Press the button to set manual lock mode on the main-body.

17. Unlocking Door with Fake Code

Palm touch → Enter the user code and fake code → OR → Enter the Fake Code and User code → Palm touch

18. External Forced Lock

Enable External Forced Lock : User Code

Palm touch → Enter the User PIN Code → Enter the # button for 5 Sec.

Enable External Forced Lock : RFID Key Tag

Contact RFID key tag on [RFID key tag reader] for 5 sec. until you hear 3 beeps.

Disable External Forced Lock

When the door is unlocked from outside based upon proper authentication, the External forced lock will be released.

19. Volume

The operation sound volume will be adjusted according to the Volume Switch setting.

0 1 2 : High   0 1 2 : Low   0 1 2 : Mute

20. 3 Minute Lock Out

All access mode from the external side are disabled for 3 minutes to deter unauthorized access.

Disable 3-minute Lock Out

- Open with inside door bar.
- Open the door with mechanical key.
- Press (I) button.

21. Alarm

Intrusion Alarm : The alarm goes off when someone forces the door open. For example, In case of an intrusion by opening a gap in the door while the door is locked.

Broken Alarm(Breakage Alarm) : The alarm goes off when the front part is completely separated from the main set. For example, forced removal of external product (front body).

Turn off alarm

- Enter the registered User code.
- Press (I) button for 5 seconds.
- Touch the registered RFID Key Tag.

22. Emergency power supply for discharged batteries

Contact 9V battery → Palm touch → Enter the User Code and Plam touch → OR → Contact RFID Key Tag

23. Power supply

One-on-one real life size
1.5V(LR6) Alkaline AA Battery

It may sustain 1 year if used 10 times a day. (Users are advised to use authentic Alkaline batteries.)
* Kindly dispose used batteries.

You must replace all 4 batteries in the following cases:
* The Low Battery LED on keypad flickers red.
* When low battery notification message is played.

RISK OF EXPLOSION IF BATTERY IS REPLACED BY AN INCORRECT TYPE. DISPOSE OF USED BATTERIES ACCORDING TO THE NATIONAL CODE OR RECYCLING PROGRAM.

24. Code Chart   Duplicate if necessary

PIN Code Management(Up to 100 Users.)		
User Type	User Name	PIN Code
Master		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		
User ___		

25. Master Mode

Master mode is a mode in which only the administrator can set the door lock and provide access to other users. 100 users passwords, 100 users RFID key tags and individual registration and deletion of one-time passwords enable efficient management of visitors.

1 → 14 (Registration process)	✳ Continue / (I) Complete
1 2 3 4 5 6 7 8 9 10 11 12 13 14	

Switch to master mode (from normal mode)

Change Mode: U (I) 4 # 1 # M # M (I)
(New) (Again)

Master Pin Code Change   Only 1 User

Registration: M (I) 1 # M # M # ✳ OR (I)
(New) (Again)

User Code   Up to 100 Users

Registration: M (I) 2 # 1 # UN # U # ✳ OR (I)
Delete: 3 # UN # ✳ OR (I)

RFID Key Tag   Up to 100 Users

Registration: M (I) 3 # 1 # UN # [CARD] # ✳ OR (I)
Delete: 3 # UN # ✳ OR (I)

Onetime Code   Only 1 User, Automatically deleted after use

Registration: M (I) 4 # 1 # 0 # ✳ OR (I)
Delete: 3 # M # ✳ OR (I)

Delete all credentials

Delete: M (I) 5 # M # ✳ OR (I)

※ **UN** User Slot Number should be 2 digits.
※ like '01' ... '99' and '00': Location of 100th user slot must be assigned "00" instead of "100".

Bluetooth setting (Yale Access app)

Registration: M (I) 7 # [Set up a new device in the app]

Remote Controller   Up to 5 Users

Registration: M (I) 8 # 1 # UN # SET Button # ✳ OR (I)
Delete: 3 # UN # ✳ OR (I)

Home Network Controller

Registration: M (I) 9 # 1 # Controller # ✳ OR (I)
Delete: 3 # M # ✳ OR (I)

Switch to normal mode (from master mode)

Change Mode: M (I) 6 # 1 # U # U (I)
(New) (Again)

※ All registered passwords and other credentials will be deleted when mode is changed.
※ Please install(register) the network module when you want to use a remote control or home network.

26. Important notes

Do not install the digital door lock in an outdoor environment.

Do not attempt to disassemble the digital door lock by yourself.

Do not spray water directly or wipe with chemicals such as benzene, gasoline or alcohol.

Do not use force with a tool onto the product.

When using, remember that someone else can see the password.

Make sure the door is closed properly when going out.

27. Safety and Warning

- Do not install the digital door lock in an outdoor environment.
- Do not attempt to disassemble the digital door lock by your self. By doing so, you may get an electronic shock and damage the product.
- Do not use force with a tool onto the product.
- Make sure to lock the door tight when you go out.
- Be careful not to hit the handle as it may cause injuries.
- Do not use water and any type of solvent to clean the product such as gasoline or benzene as they can cause damage to electronic circuit, deterioration and or paint peel-off.
- It is recommended to change User Code on a regular basis.
- In manual lock mode, make sure to double check whether the door is securely locked.
- When External Forced lock is set and unlock the door, the alarm will be activated.
- Do not use rechargeable batteries. Only alkaline batteries are recommended.
- Make sure to follow the above instructions to avoid any injuries.
- It cannot be guaranteed in a special conditions & environment such as water condensation, seaside.
- Warranty will not cover- exposure to dampness, excessive heat, excessive humidity and other extreme environmental conditions, corrosion, damage beyond repair, rusting, unauthorised modifications, unauthorised repairs, neglect, accident, alteration, acts of God, spillage of liquid or food particles.

Yale

User Guide

YDM3109A

RFID Key Tag / PIN Code / Key

Part of ASSA ABLOY

PLEASE READ INSTRUCTIONS BEFORE USE.
The functions and design of this product can be changed without prior notice for performance and quality improvement.

Packaging of this product can be recycled.

WEEE Note:
Waste electrical products should not be disposed of with household waste. Please recycle where facilities exist. Check your local authority or retailer for recycling advice.

CE   ISL-2006-00