How to Operate Model 2254/2255 RFID Electronic Lock

Shared Use Mode

To Close:
1.) Select any available/open locker. Red light will flash for lockers already in use
2.) Press “ZEPHYR” button
3.) Enter self-selected 4 digit passcode
4.) Press “ZEPHYR” button

To Open:
1.) Press ZEPHYR” button
2.) Enter your self selected 4 digit passcode
3.) Press “ZEPHYR” button

*The bolt stays open and the previous passcode is erased
*Open & Close by RF Card Key: Press “ZEPHYR” button and touch the Control Card or User Card to the lock face.

Permanent Use Mode

*Locks are shipped to accept default code 1-2-3-4 until Permanent passcode is set by user

Once lock is mounted, use the default code to lock the door:
1.) Press “ZEPHYR” button
2.) Press 1-2-3-4
3.) Press “ZEPHYR” button again

To change Passcode:
1.) Press “ZEPHYR” button
2.) Enter old 4 digit passcode (if programming lock for the first time, this will be 1-2-3-4)
3.) Press “ZEPHYR” button
4.) While lock is open, enter in new 4 digit passcode
5.) Press “ZEPHYR” button
6.) Enter new 4 digit passcode
7.) Press “ZEPHYR” button

Open & Close by Passcode:
1.) Press “ZEPHYR” button
2.) Enter in your 4 digit passcode
3.) Press “ZEPHYR” button again

*To Close – Lock bolt automatically re-engages after several seconds