ACTstandalone

ACT 5e prox

Operating and Installation Instructions

ACT Product Code: ACT 5e prox

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ACTstandalone

Robust and Reliable.

ACT.eu

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Installation Notes

- Remember to Factory Default the ACT 5e prox before programming.
- Remember to place the supplied varistors across the terminals of the door strike coil to protect the relay contacts.
- Don't mount the ACT 5e prox unit near RF sources (e.g. mobile phones, radio transmitters, etc) or metal surfaces.
- Never use the on-board relays to switch AC mains voltage. An external relay, electrically isolated from the ACT 5e prox, should be used for this purpose.
- Remember to change the programming code.
- When ordering new cards or fobs specify ACTRFID. (Note: ACT 5e prox will NOT work with HID cards or fobs.)

Important

As with any Access Control system, always ensure there is an alternate means of escape in the event of the unit failing to operate due to power loss or in the event of fire.

Product Specification

Number of Users	50 (50 PINs and 50 Cards)
Number of Relays	2
Supply Voltage	12 - 24V AC or DC
Current Consumption	60mA (nominal), 130mA (maximum)
Operating Temperature	-10 to +50 degrees C
Door Open Time	0 -255 seconds
Relay Contact Rating	5A / 50Vac
Keypad Size	Flush Mount: 100 x 110 x 20mm Surface Mount: 128 x 94 x 18.5mm
Keypad Weight	220 grams
Water Resistance	High IP67
Construction	Rugged Polycarbonate housing with stainless steel keys and potted electronics.

Ordering Information

Product	Product Code
Proximity card	ACTProx ISO-B
Proximity fob	ACTProx Fob-B
Proximity half shell card	ACTProx HS-B
Proximity card with magnetic stripe	ACTProx DUO-B

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30 Second Programming Guide

1. **Enter Programming Mode.**
   On the digital keypad press button ✖. Input the programming code (default is 9999). The LED will flash amber.

2. **Change User 1 Code**
   On the digital keypad press button 0. Input 01 (for User 01). Input the new User 1 code (4 digits).

3. **Add User 1 Card**
   On the digital keypad press button 5. Input 01 (for User 01). Present User 1's card twice.

4. **Change Programming Code**
   On the digital keypad press button 0. Input ✔. Input the new programming code (4 digits).

5. **Exit Programming Mode**
   On the digital keypad press button ✖. The LED turns red and programming mode has been exited.

6. **Record User Code and Card**
   Enter the details of the Users and their associated codes and card numbers on the User List provided in this manual.

The ACT 5e prox is now ready for normal use.

Note: The ACT 5e prox may be returned to its factory default condition at any time by entering the programming mode and pressing button ✔ three times.

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Programming Summary

Code	Function	Default
0	Change PIN code	1234 – User 1, 9999 - Programming Code
1	Relay Combinations	Timed Relay 1
2	Set Door Relay Time	5 seconds
5	Add User Card	
6	Delete User's Card	
7	Delete Card Number	
30	Card or PIN	On
31	Card or PIN	Off
32	Card and any PIN	Off
40	Permanent Backlight	On
41	Auto Backlighting	Off
80	Check User PIN	
81	Check User Card	

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ACT 5e prox Programming

On the digital keypad press the button ✖ and input the programming code (initially 9999).

The LED will flash amber while in programming mode. To exit the programming mode either press button ✖ or do not activate any key for 30 seconds.

- If the LED flashes green during programming, then a card presentation is expected.
- If the LED flashes red, then a keypress is expected.
- While the ACT 5e prox is busy performing a task, (e.g. Defaulting memory, adding cards), the green led will turn on and the buzzer will sound an elongated tone.

Changing User PIN Codes: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation	Example: Assign code 7529 to user 7	
1	0	Change PIN codes	0	Change PIN codes
2	00-49	Enter 2 digit User Number 00-49	07	User 7
3	0000-9999	4 digit code – 0000 deletes User code	7529	PIN code

**Remember to update the user list document at the back of this manual after adding a PIN or Card*

Adding Cards: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation
1	5	Add Card
2	00-49	First user to be assigned card
3	Present Card	First Card (lowest number card) assigned to first user
4	Present Card	Last Card (highest number card) assigned to last user

Cards may only be assigned to users that do NOT have a card already assigned. When adding cards to the ACT 5e prox, check which users already have cards by using option 81 (see page 7).

Example: Assign card 0000200036 to user 21:	
Keypad Entry	Operation
✖9999	Enter programming
5	Add Card
21	User 21
Present card	Card number 0000200036
Present card	Card number 0000200036
✖	Exit programming

Example: Assign card 0000200036 to user 21 using the keypad:	
Keypad Entry	Operation
✖9999	Enter programming
5	Add Card
21	User 21
0000200036	Enter 10 digit card number
0000200036	Enter 10 digit card number
✖	Exit programming

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Change Programming Code: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation
1	0	Change Programming code (Default 9999)
2	Press ✔	
3	0000-9999	New 4 digit programming code

Set Door Relay Times: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation
1	2	Set Door Relay Time – (default 5 seconds, maximum 255 seconds)
2	0 or 1	0 = Relay 1 1 = Relay 2 Buzzer sounds indicating timing… wait required period
3	Press ✔	End setting Door Relay Timer

Set Relay Combinations: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation	Example: **Set user 12 to activate relay 2 when access granted**	
1	1	Set Relay Combinations	1	Set Relay Combinations
2	00-49	Enter 2 digit User Number 00-49	12	User 12
3	0 - 3	0 = Relay 1 Toggle 1 = Relay 1 Timed 2 = Relay 2 Timed 3 = Relay 1 and 2 Timed	2	Relay 2 Timed

Deleting User's Card: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation	Example: **Delete User 10's card**	
1	6	Delete User's Card	6	Delete cards
2	00-49	First user to delete	10	User 10
3	00-49	Last user to delete	10	User 10

Deleting Card Number: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation
1	7	Delete card number
2	10 digit card number	10-digit Card number with leading zeroes. E.g. Card 54321, enter 0000054321

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Check if User has no PIN Assigned: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation
1	80	Check if user has no PIN already assigned
2	00-49	User 0-49
		Keypad will flash the green led and sound high-pitched tone if the user has *NO* PIN code assigned. It will flash red and sound low-pitched tone, if the user has a PIN code.

Check if User has no Card Assigned: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation
1	81	Check for user with no card assigned
2	00-49	User 0-49
		Keypad will flash the green led and sound high-pitched tone if the user has *NO* card assigned. It will flash red and sound low-pitched tone, if the user has a card.

Programming ACT 5e prox Options: Enter Programming Mode (✖*9999*), then press:

Step	Keypad Entry	Operation
1	30, 31,32,40 or 41	2 digit option number
2	0 or 1	0=Off, 1=On

Option	Function	Default	Operation
30	Card or PIN	On	When set, a valid Card or valid PIN will open the door.
31	Card and PIN	Off	When set, only users with both a Card and PIN are admitted. Cards are assigned to a particular user using the ***Adding Cards*** function (function 5) and PINs are assigned using the ***Changing PIN Codes*** function (function 0).
32	Card and any PIN	Off	In this mode, a valid card and any valid PIN code will open the door. This mode allows all users to have a common PIN code to use with their cards.
40	Permanent Backlight	On	When set, the keypad illumination is always on. This option will override option 41 (Auto Backlighting).
41	Auto Backlighting	Off	When set, the keypad illumination is normally off, but will switch on in response to any key being pressed, or when a card is presented or while in programming mode. This option is overridden by option 40 (Permanent Backlight). To prevent any illumination, turn off options 40 and 41.

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Restoring Factory Defaults

Enter Programming Code followed by ✔✔✔. This restores the ACT 5e prox to its default settings.

If the Programming Code has been forgotten, it may be set to 9999 by:

1. Remove the power from the unit.
2. Remove link LK1 at the back of the unit.
3. Apply power to unit.
4. Replace link LK1.
5. Programming Code is now set to 9999.

Note: The keypad will not operate correctly without LK1 in place.
Defaulting memory takes 3-4 seconds. During this time, the buzzer will sound an elongated tone.

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Figure 1: ACT 5e prox 2R Wiring Diagram for Strike Lock

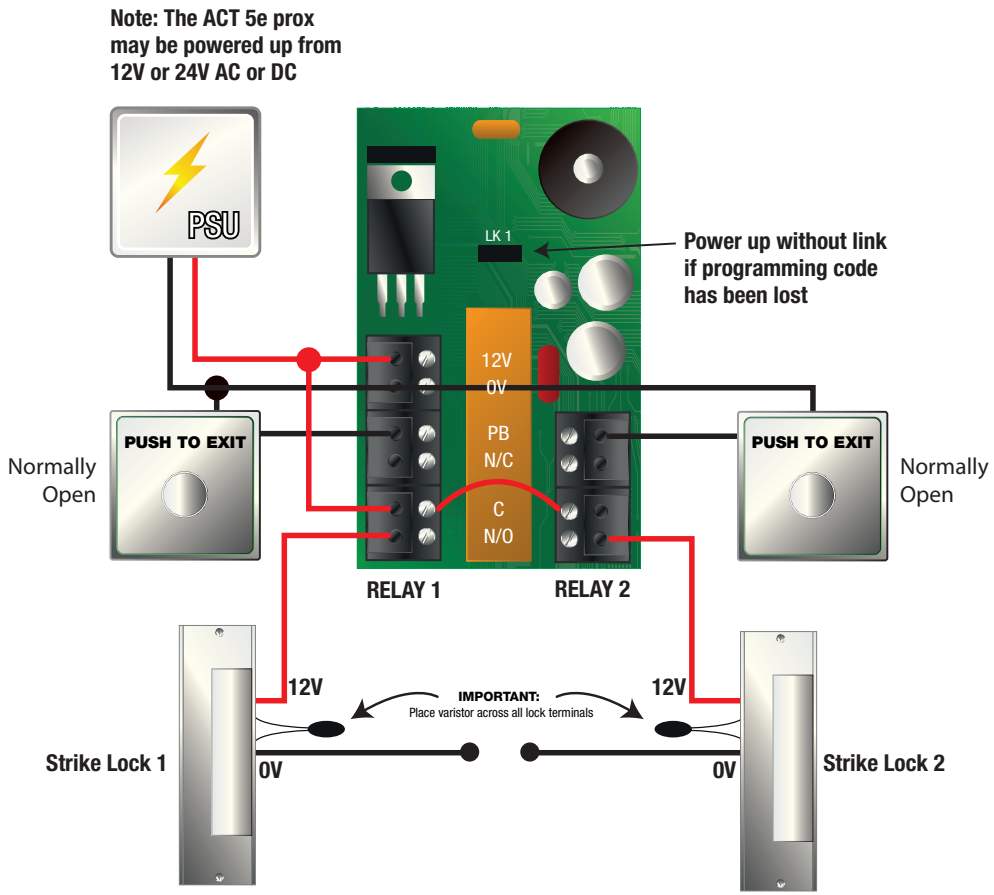

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Figure 2: ACT 5e prox Wiring Diagram for Magnetic Lock

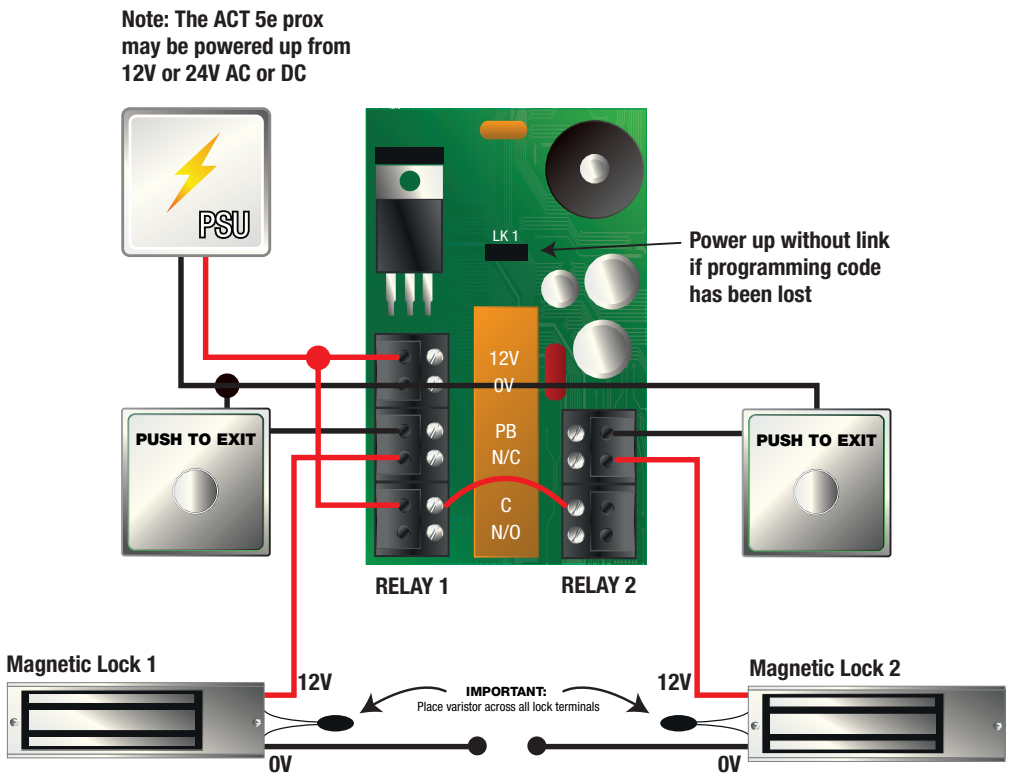

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Figure 3 – Mounting instructions for surface mount unit

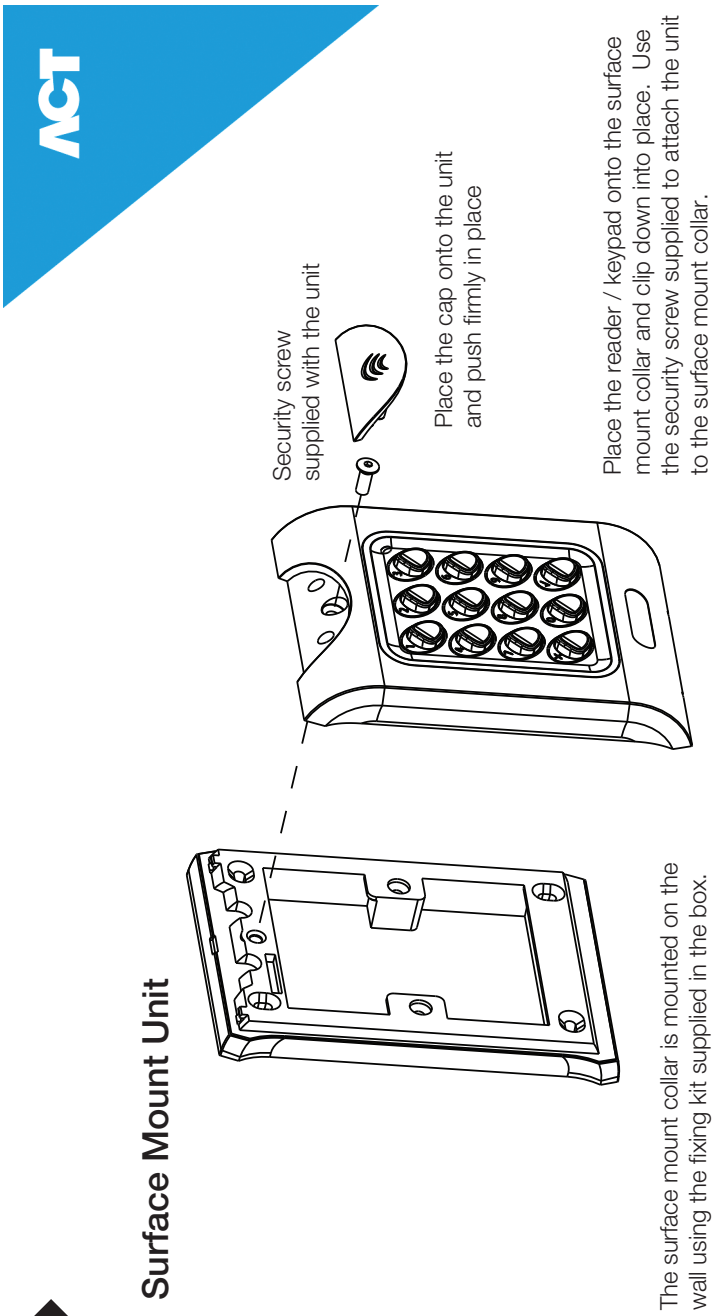

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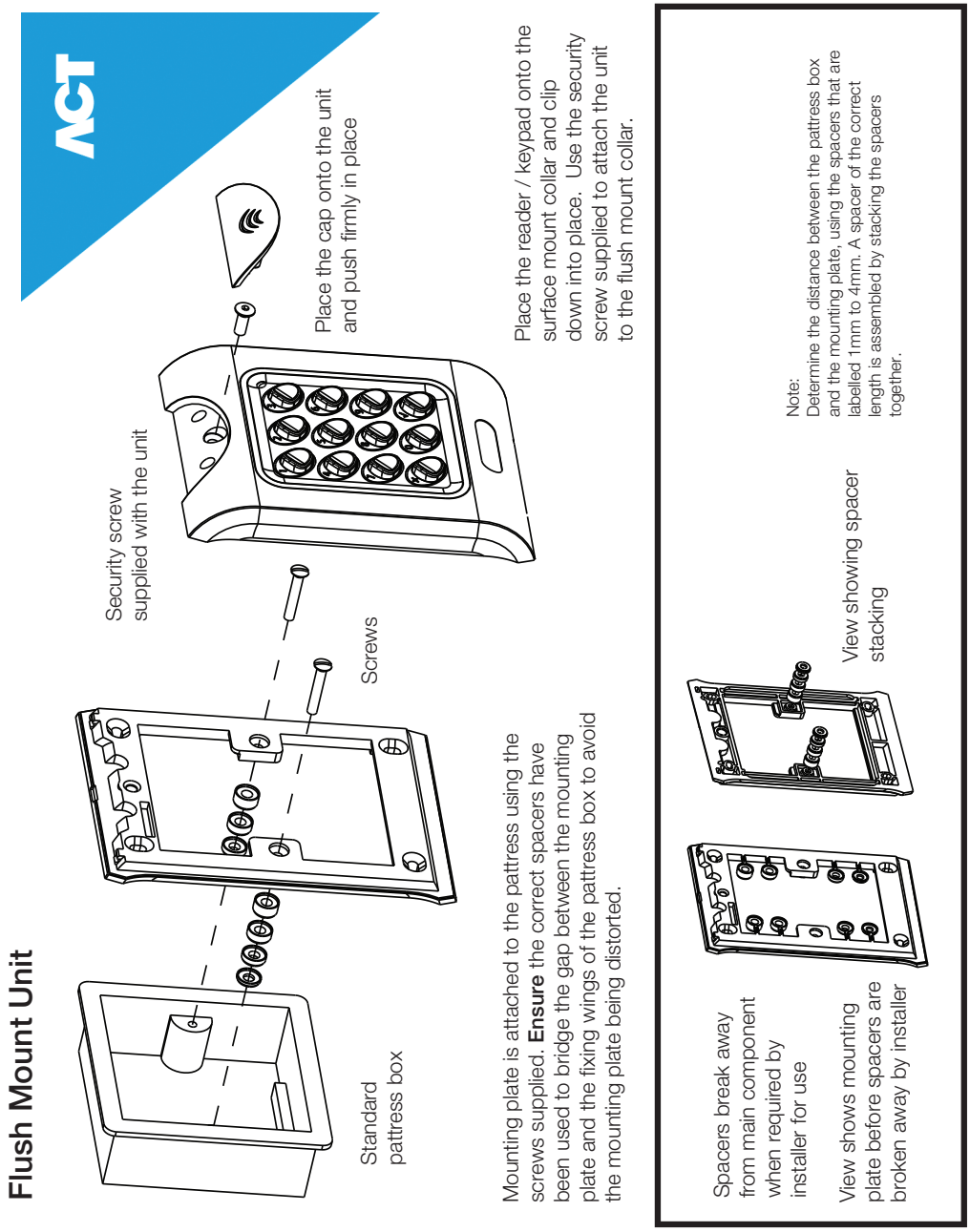
Figure 4– Mounting instructions for flush mount unit



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User	User Name	Card Number	Pin	Relay
00				
01				
02				
03				
04				
05				
06				
07				
08				
09				
10				
11				
12				
13				
14				
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48				
49				

Example:

12	John Smith	000200036	7529	1

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Use the tables below to record your wiring and make your next visit easier.

Location	
Date of Installation	

Device	Wire Colour
Power	
Relay 1	
Relay 2	
Push Button 1	
Push Button 2	
Break Glass 1	
Break Glass 2	

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