

OPERATING INSTRUCTIONS

CARD LOCK

ARCTIKO

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1. Components

The card lock system is dependent on 3 main components:

1.1



Arctiko unit with the electric lock installed

The unit must have the card lock installed and activated.

1.2



MASTER and USER rfid cards

USER cards are used for unlocking the door and accessing the settings on the unit.

MASTER cards are used to manage the USER cards. The MASTER cards are used exclusively for administration purposes and cannot be used to open the door or access menus.

1.3



USB flash drive

The usb drive is required for registering and managing the MASTER cards.

It is **STRONGLY** recommended to use the flash drive only for this purpose and keep it secure as this drive gives access to change and modify which cards have access to manage the system.

During the first use a file named "security.txt" containing the key for editing MASTER card access is stored on the USB-drive. **DO NOT DELETE THIS FILE** as it is not possible to change MASTER card settings without it.

2. Turning on the card lock

2.1



Before the card lock can be used it must be switched on. The on/off switch is located in the top of the refrigerator/freezer.

The switch is located behind a locked hatch to prevent unauthorized access. To access it, use the enclosed key. (The keys are attached to the power cord during shipping.)

Whenever the hatch is opened the lock is temporarily immobilised.

2.2



To activate the lock press the switch.

When I is pressed the lock is switched on.

When O is pressed the lock is switched off.

The lock can be opened manually by pulling the wire.

In emergency cases the card lock can be bypassed by opening the hatch, turning off the lock and pulling the wire to force the lock in open position.

2.3



The card reader is mounted on the top panel of the unit.

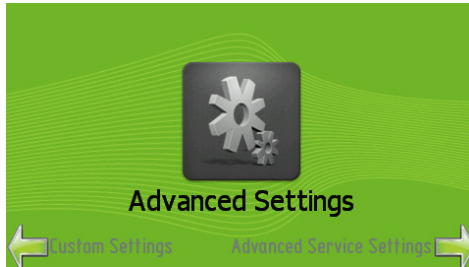
Hold the card within 5cm of the reader to use the card.

If multiple cards are held to the reader at the same time the display will show a wrong card error. If so try again with only one card.

3. Registrating MASTER cards

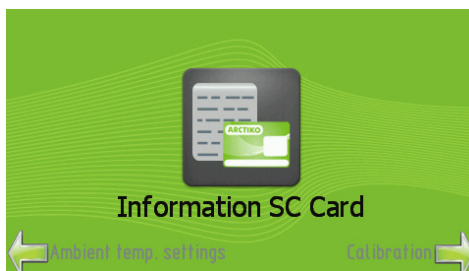


3.1



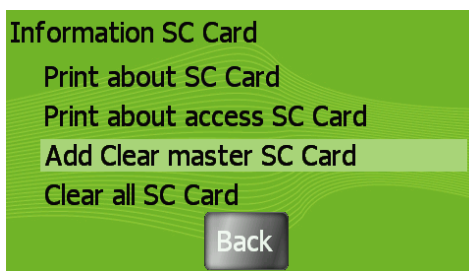
Enter Advanced Settings.
The password for Advanced Settings is needed.

3.2



Enter Information SC Card.

3.3



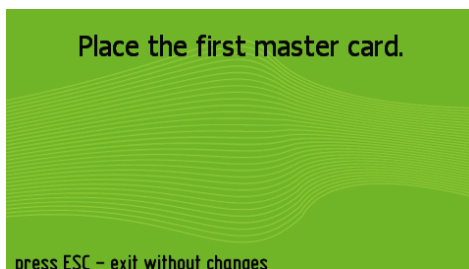
Select Add Clear MASTER SC Card

3.4



Connect the USB flash drive.

3.5



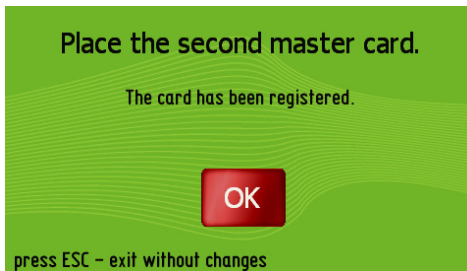
Place the first MASTER card on the reader.

3.6



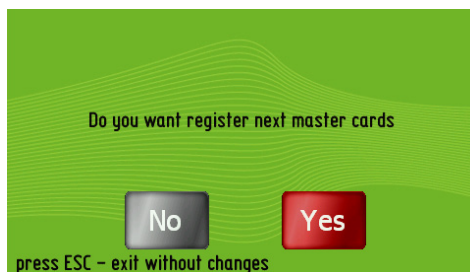
A secondary card can be attached to the first card so both cards will be needed to add or edit the USER cards.

3.6b



If a sencondary card is chosen, place the second MASTER card on the reader.

3.7



If more MASTER cards needs to be registrated, choose Yes. Remember that is not possible to add new MASTER cards after this.

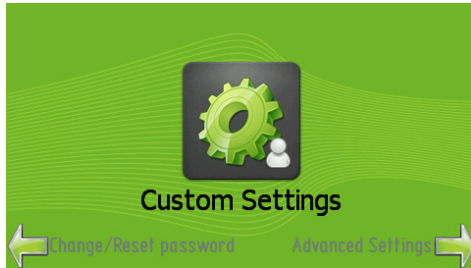
To add more MASTER cards later, all registrated MASTER cards will be cleared.

NOTE:

1. After finishing the registration new MASTER cards can not be added. If more card needs to be added the MASTER cards will be cleared and all MASTER cards need to be registrated again. Please plan ahead to avoid having to registrate all cards again.
2. During the first registration of MASTER cards a file name "seciurity.txt" will be created in the folder "DATA" on the USB flash drive. DO NO DELETE OR MODIFY THIS FILE. It is unique for every device and is needed for clearing and registering MASTER cards.

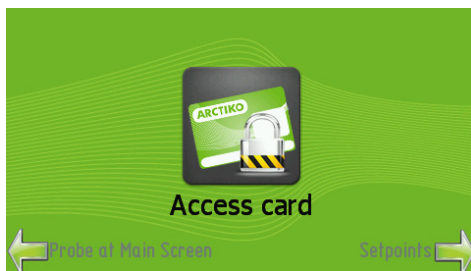
4. Registrating USER cards

4.1



Enter Custom Settings

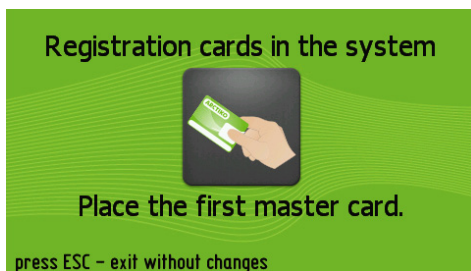
4.2



Enter Access card.

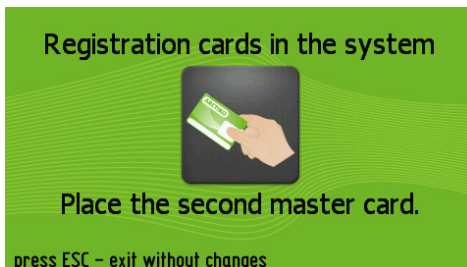
Note: If a MASTER card have not been registered the error "You have not registered mastercard" will appear and the process of registering a MASTER card will be initiated (See 2. Registrating MASTER cards)

4.3



Place the first MASTER card on the reader.

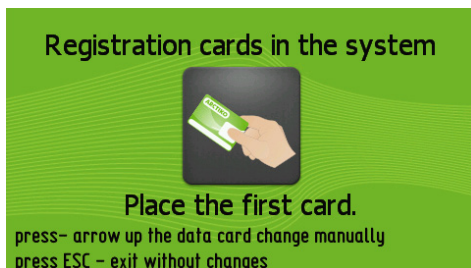
4.3b



If a secondary MASTER card has been added to the first card, the display will show a request for that card.

Place the secondary card on the reader.

4.4



Now the controller is ready to add a USER card.

Place the card you want to registrate on the card reader or press the up arrow if you want to enter the card number manually.

4.4b



By pressing up a hexadecimal keyboard appears allowing you to manually enter the card number.

4.5



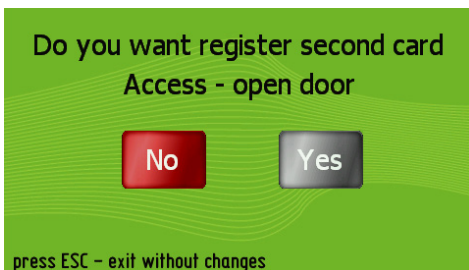
After scanning or entering the address of the card, the card can be given a name. This makes it easy to differentiate between card in the logs. Enter the name and select OK to continue.

4.6



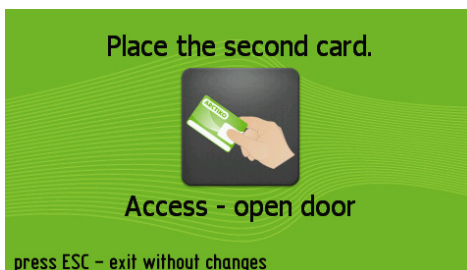
Choose whether the card should have permission to open the door.

4.7



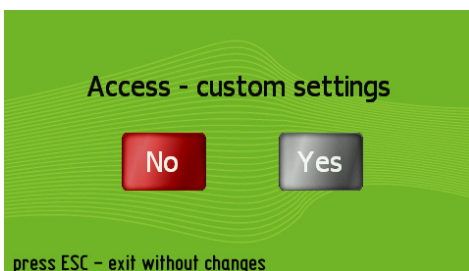
A secondary card can be attached to the first card so both card will be needed to open the door.

4.7b



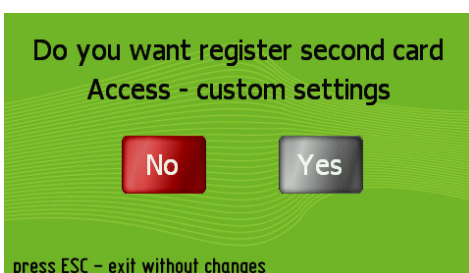
If adding a second card is chosen, the display will ask for the second card to be put on the reader.

4.8



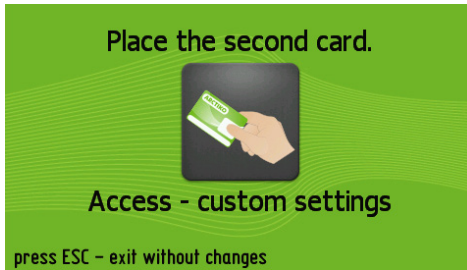
Choose whether the card should have permission to enter Custom Settings.

4.9



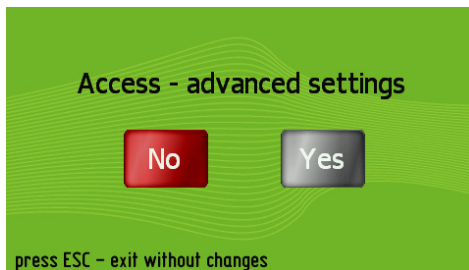
A secondary card can be attached to the first card so both card will be needed to access the Custom Settings.

4.9b



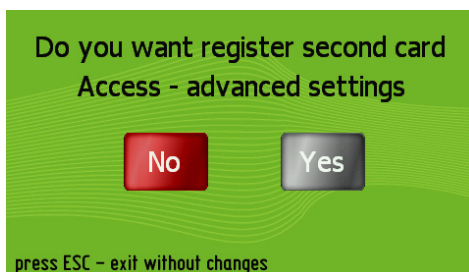
If adding a second card is chosen, the display will ask for the second card to be put on the reader.

4.10



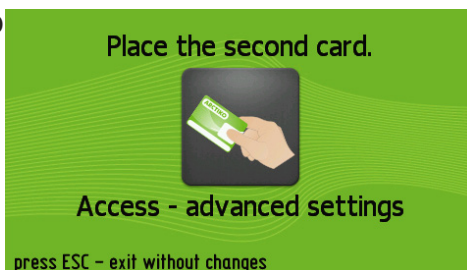
Choose whether the card should have permission to enter Custom Settings.

4.11



A secondary card can be attached to the first card so both card will be needed to access the Advanced Settings.

4.11b



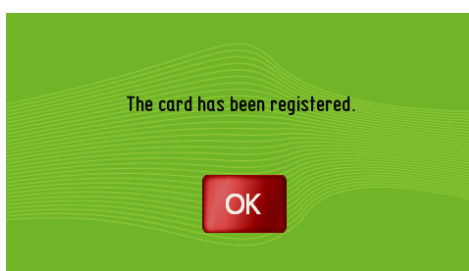
If adding a second card is chosen, the display will ask for the second card to be put on the reader.

4.12



Check that the data are correct.
If not press no to redo the setup.

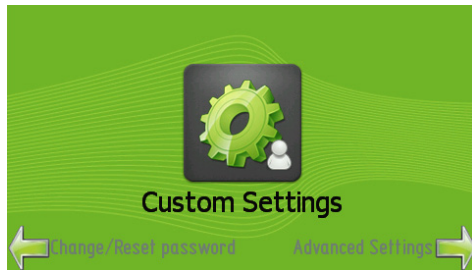
4.13



Confirmation of the cards being added to the system.

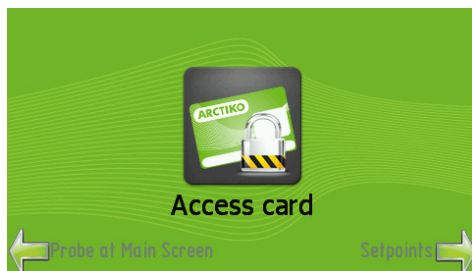
5. Editing access permissions of USER cards

5.1



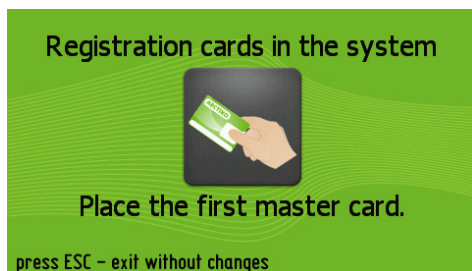
Enter Custom settings

5.2



Enter Access card

5.3



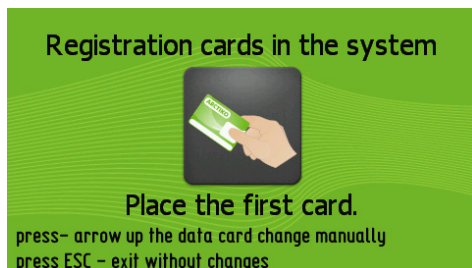
A secondary card can be attached to the first card so both card will be needed to open the door.

5.3b



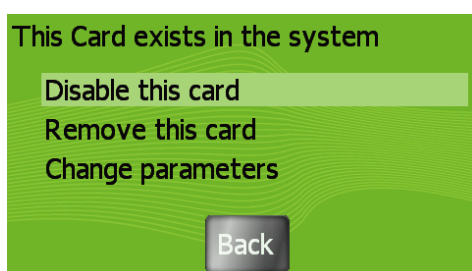
If adding a second card is chosen, the display will ask for the second card to be put on the reader.

5.4



Choose whether the card should have permission to enter Custom Settings.

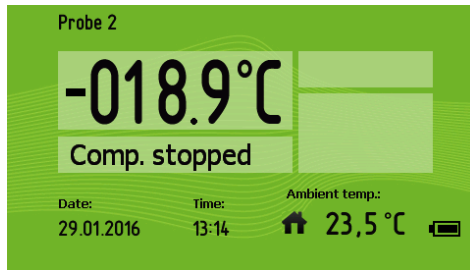
5.5



A secondary card can be attached to the first card so both card will be needed to access the Custom Settings.

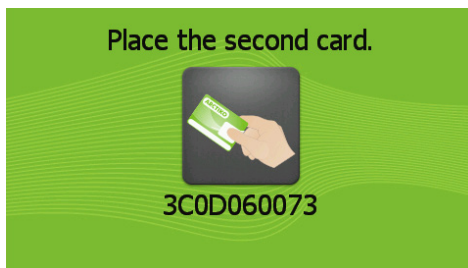
6. Unlocking the door

6.1



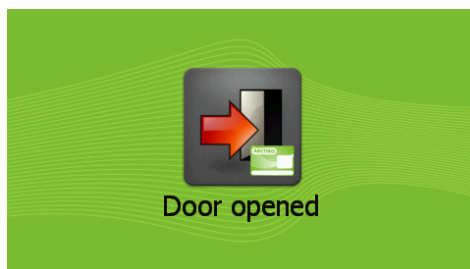
The door can be unlocked from the main screen.
Hold the USER card to the card reader.

6.1b



If a secondary card has been added to the first card,
the display will show a request for that card.
Place the corresponding card on the reader.

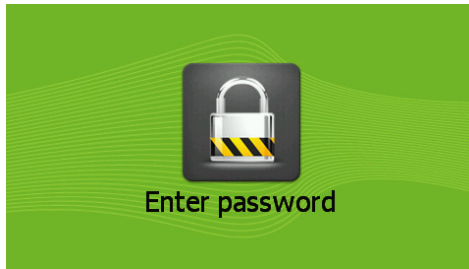
6.2



If the correct cards have been used the door lock will
open.

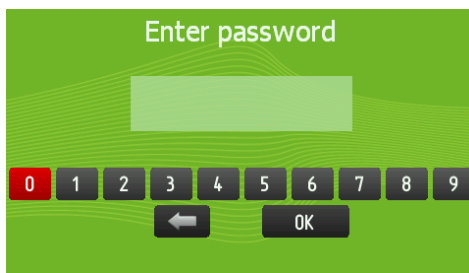
7. Access Custom or Advanced Settings

7.1



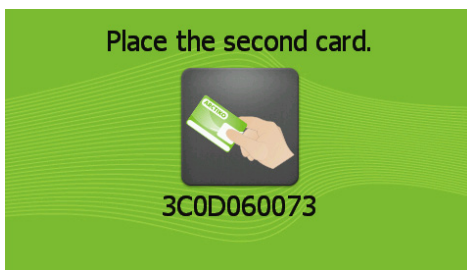
Enter the Custom or Advanced Settings menu.

7.2



When prompted for entering the password put the access card on the card reader.

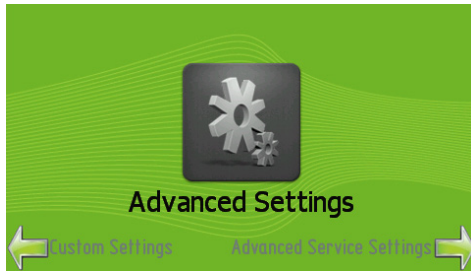
7.2b



If a secondary card has been added to the first card, the display will show a request for that card. Place the corresponding card on the reader.

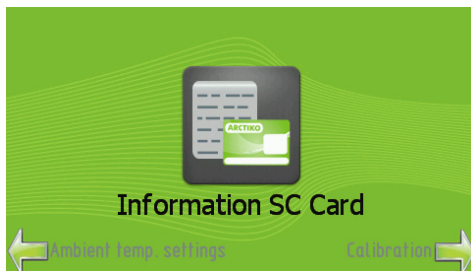
8. Downloading list of registered cards

8.1



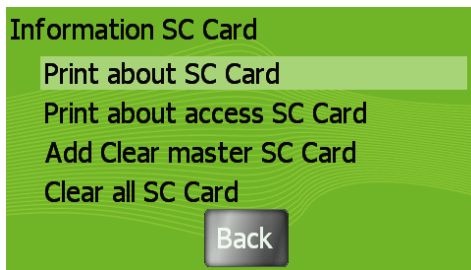
Enter the Advanced Settings menu.

8.2



Enter the Information SC Card menu.

8.3



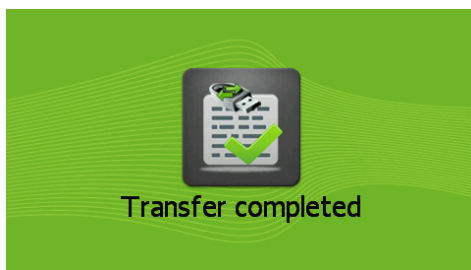
Choose "Print about SC Card".

8.4



Connect a USB flash drive.

8.5



Wait for the transfer to complete.

8.6

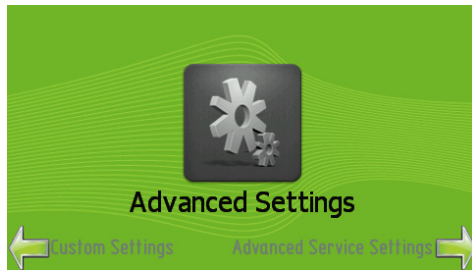
```
Status Card:  Master:
Number card:  2CA84E006C
Next card number:  -- --

Status Card:  Normal: Enable
Number card:  37C22C0073
Name card:    QQQ
Door open:    YES:      Next card:  -- --
Custom settings: YES:      Next card:  -- --
Advanced settings: YES:      Next card:  -- --
```

Example of list of registered cards.

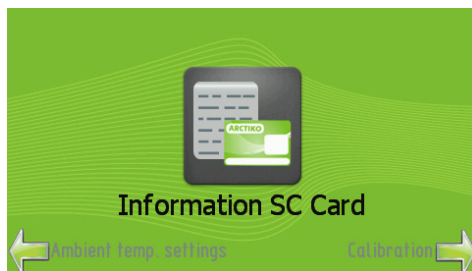
9. Downloading access logs

9.1



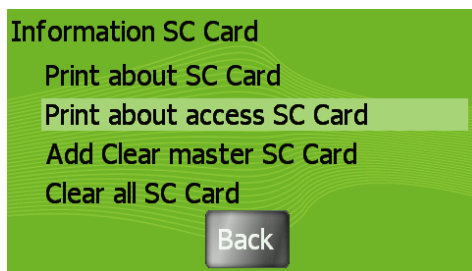
Enter the Advanced Settings menu.

9.2



Enter the Information SC Card menu.

9.3



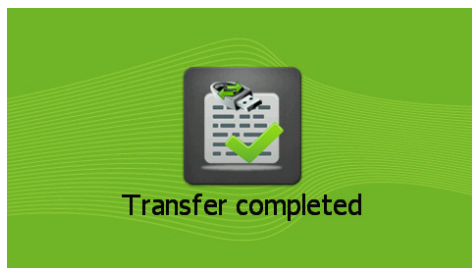
Choose "Print about access SC Card".

9.4



Connect a USB flash drive.

9.5



Wait for the transfer to complete.

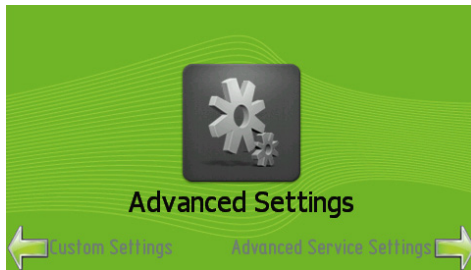
Example of list of registrated cards:

9.6

Nr	data	type of access	number card	name card	number second card	name second card
1	2016.01.12, 16:21.00	open_door: enabled	37C22C0073	Q		
2	2016.01.12, 16:21.00	open_door: card not registered in the system			unknown	
3	2016.01.12, 16:21.00	open_door: card not registered in the system			unknown	
4	2016.01.12, 16:21.00	open_door: card not registered in the system			unknown	
5	2016.01.12, 16:21.00	open_door: card not registered in the system			unknown	
6	2016.01.12, 16:21.00	open_door: card not registered in the system			unknown	
7	2016.01.12, 16:21.00	open_door: enabled	37C22C0073	Q		
8	2016.01.12, 10:06.00	open_door: card not registered in the system			unknown	
9	2016.01.12, 10:06.00	open_door: card not registered in the system			unknown	
10	2016.01.12, 10:07.00	open_door: card not registered in the system			unknown	

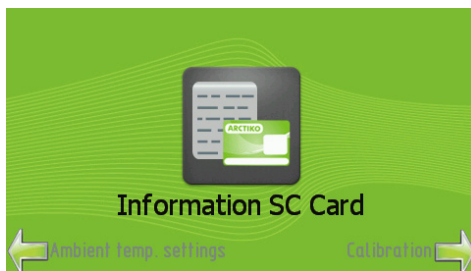
10. Clearing all cards

10.1



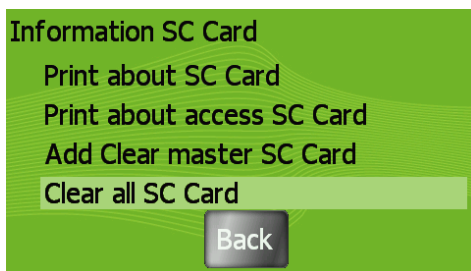
Enter the Advanced Settings menu.

10.2



Enter the Information SC Card menu.

10.3



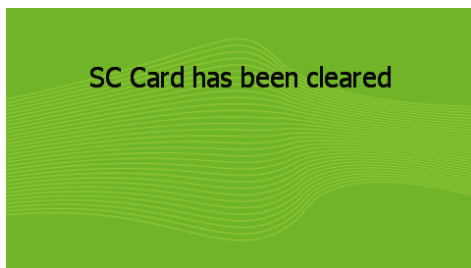
Choose "Clear all SC Card".

10.4



Connect a USB flash drive.

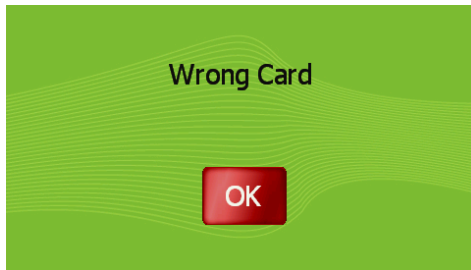
10.5



When finished the display will show the "SC Card has been cleared" message.

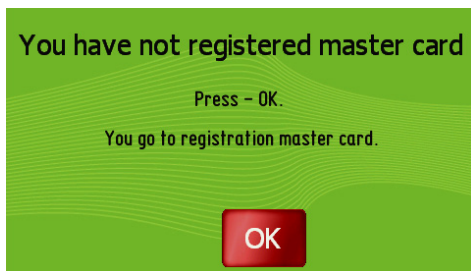
11. Error messages

11.1



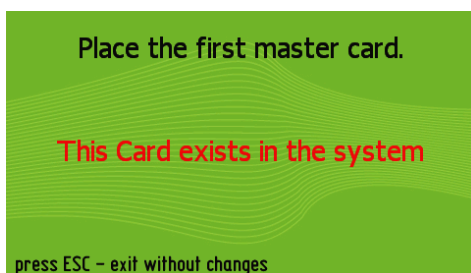
If a card, not registered as a USER card, is used on the card reader, the display will show a wrong card message. Please use a registered card or register the card using the proper registration procedure.

11.2



If entering the Custom Settings > Access card without having setup a MASTER card the display will show this error and redirect to the add MASTER card menu.

11.3



If trying to register a card, already registered as a USER card, as a MASTER card this message will be shown.

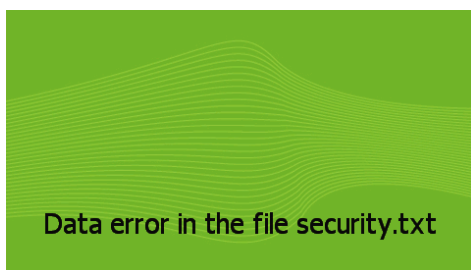
Use another card or delete the card from USER cards and try again.

11.4



The "DATA" folder and/or "securiury.txt" does not exist. Be sure to use the correct USB flash drive. If the correct "securiury.txt" has been lost or deleted please contact Arctiko Support for assistance.

11.5



The data of the the "securiury.txt" file is wrong or damaged.

Be sure to use the correct USB flash drive as the file is unique for each controller.

If the correct "securiury.txt" has been lost or deleted please contact Arctiko Support for assistance.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

[illegible]

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



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