

GENERAL INFORMATION:

- The lock is available with an Optional Master USB key that can reset the lock. If the lock is in public mode, the master key will reset it back to public mode and open the lock. If the lock is in private mode, the master key will reset back to private mode and reset the password back to the default factory password of 1234.
- Both public and private mode are available but the lock default setting is PUBLIC mode
- In public mode, when the lock is locked a RED indicator light will flash one time every 3 seconds.
- When the buzzer gives out sound 3 times with a RED indicator light means low voltage.
- When a password is wrong an alarming sound di...di...di...will go off 3 times, with flashing GREEN light.
- Auto-alarm will be activated when input wrong password 4 times and the lock will be dead for 60 seconds.

FORGOTTEN PASSWORD:

If you have a forgotten password, use a Master USB Key to reset the lock back to the factory default settings. Contact OFGO STUDIO for further assistance if needed at service@ofgo.com

BATTERY REPLACEMENT INSTRUCTIONS

To replace the batteries in the DH3 Digital Lock, follow these steps:

1. Open the locker door to access the back of the digital lock.
2. Remove the set screw located at the bottom of the black plastic housing.
3. Remove the plastic cover to access the battery compartment.
4. Replace the existing batteries with two new AA batteries. Ensure that the batteries are installed in the correct orientation, as indicated inside the battery compartment.
5. Reattach the plastic cover and reinstall the set screw.

Low-Battery Emergency Access

If the battery voltage is too low to open the locker door, connect an external power supply to the lock's USB Type-C port. This will temporarily power the lock, allowing you to enter your code and open the locker door.

The USB Type-C port is located on the left side of the digital lock.

HOW TO OPERATE:When in PUBLIC MODE:

- To set a *temporary password* in Public Mode:
 - Input any password consisting of 4-15 digits and press KEY ⇄ symbol (for example 1234 + ⇄), when you hear a long di... sound, and the green indicator light is on, the temporary password has been set and the latch will withdraw locking the lock.
 - To unlock your locker, enter in the same password and press + KEY ⇄ symbol (for example 1234+ ⇄)
- A temporary password can only be used 1 time.
- A red indicator light will flash every 3 seconds, indicating the lock has already been taken.

When in PRIVATE MODE:

- To unlock in Private mode:
 - Input factory default password 1234+ KEY ⇄ Symbol, buzzer gives out a long di...sound, when the GREEN indicator light is on the latch will withdraw automatically within 3 seconds.
- To lock in Private mode: Press the KEY ⇄ symbol
- If you type an incorrect number, Press “C” during operation to exit your selection and restart again.
- To change the password in Private Mode:
 - Step 1 = Input current user password + C (for example 1234+C), buzzer gives out a long di sound, Press C again for at least 2 seconds, until you see a flashing Green Indicator light.
 - Step 2 = Input a new password, and press the KEY ⇄ symbol (for example 4356+ ⇄)
Note: Passwords can consist of 4 to 15 digits

CHANGING BETWEEN MODES:

To Turn ON PRIVATE MODE:

Contact OFGO STUDIO for the Factory Default Management Password.

Step 1 = To turn on Private mode: Input factory default management password + KEY  symbol, buzzer gives when the GREEN indicator light is on.

Step 2 = Press the KEY  symbol again for at least 2 seconds, the green indicator light flash,

Step 3 = Input “4 3” + KEY  symbol, when you hear a long di... sound, it means Private Mode has been turned on.

To Turn OFF PRIVATE MODE (and go back to public mode):

Contact OFGO STUDIO for the Factory Default Management Password.

Step 1 = To turn off Private mode: Input factory default management password + KEY  symbol, buzzer gives when the GREEN indicator light is on.

Step 2 = Press the KEY  symbol again for at least 2 seconds, the green indicator light flash,

Step 3 = Input “4 4” + KEY  symbol, when you hear a long di... sound, it means Private Mode has been turned off. (Public mode has turned back on)