

# Electronic RFID Locker Lock System Models 2154 / 2254 User Guide Version 1.20



**ZEPHYR**  
**LOCK**

*Innovative locking solutions for the locker industry*

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# 1. Understanding the 2154/2254 RFID Locker Lock

## 1.1 The 2254 / 2255 RFID Locker lock

The 2254 / 2255 locker locks are operated by Keypad function with Control Card and Management Card override. In addition, locks can be programmed to function with User Card. Model 2254 RFID Lock is for a right hinged door and Model 2255 RFID Lock is for a left hinged door.

## 1.2 2154 / 2155 (Same as above minus keypad function)

Model 2154 is for a right hinged door & Model 2155 is for a left hinged door

## 1.3 System Card Types and Functions:

- Owner Card
  - Delete Control Card registration in the lock
  - Register New Control Card in the lock
- Control Card
  - Supervisory access, removes User's 4 digit passcode.
  - User Card delete & registration
  - Add additional User Cards
- Manager Card
  - Supervisory access without removing User's 4 digit passcode or assigned card
- User Card
  - Two types of User Cards can be set by the Locker Management System:
    - User Card for Permanent Use
    - User Card for Day Use
- Clear Card
  - Delete the User information in the memory of the lock; (Owner, Control and User)
- Data Collection Card
  - Collect log data from the lock, and download the data to PC through the LOS program
- Time/Control Card change
  - Time Setting & New Control Card registration

## 2. Types of Lock Operation

The 2154 / 2155 & 2254 / 2255 locks are designed to work for the various operation requirements by a simple set-up process. The following operation modes are pre-programmed based on End-User requirements.

### 2.1 Day Use

- User can select any empty locker
- LED lamp can be programmed on request to blink to represent that the locker is in use
- Control Card removes 4 digit passcode or assigned User Card and sets lock to unlocked position
- Manager Card gives User supervisory access without removing existing 4 digit passcode or assigned User Card

### 2.2 Permanent Use (Pre-Assigned Mode)

- 2154 / 2155 allows Administrator to assign specific User Card to locker
- 2254 / 2255 allows User to select their own personal 4 digit passcode
- Control Card sets passcode back to default 1-2-3-4. Can also assign new User Card or delete old User Card from lock
- Manager Card gives User supervisory access without removing existing 4 digit passcode or assigned User Card

The 2154 / 2254 & 2254 / 2255 RFID locks have many custom programming features such as time-based operation, zone-based Control Cards and audit trail.

### 3. Basic operation of the Lock

#### 3.1 Permanent Use Mode

Open & Close by Passcode: (2254 / 2255 only)

- 1.) Default Passcode: 1-2-3-4
- 2.) Press “ZEPHYR” button plus 4 digit passcode then “ZEPHYR” button again
- 3.) Close – Lock bolt automatically re-engages after several seconds

4.) To change Passcode:

Press “ZEPHYR” button plus old passcode, then “ZEPHYR” button again plus new passcode. Repeat: press “ZEPHYR” button plus new passcode then “ZEPHYR” button again

Note: Passcode can be changed only when the lock is unlocked

Open & Close using the RF Card Key (2154 / 2155 & 2254 / 2255)

- 1.) (2154 / 2155) Press “ZEPHYR” Button and touch the User Card to the lock face
- 2.) (2254 / 2255) The RF Card Key can be used instead of the keypad: Press “ZEPHYR” Button and touch the User Card to the lock face
- 3.) When the user selects to operate by the RF Card Key (2254 / 2255), the default passcode 1-2-3-4 will be erased from the lock; However, the User passcode and the default passcode will not be deleted
- 4.) When the user wants to set a new passcode (2254 / 2255), the process is the same as in “Change Passcode” while the lock is in the unlocked position. The default passcode 1-2-3-4 cannot be used as a User passcode

5.) When the Control Card is used, the User passcode will be set back to the default passcode: 1-2-3-4



### **3. (continued) Basic operation of the Lock**

#### **3.2 Day use Mode**

Open & Close by Passcode: (2154 / 2155 & 2254 / 2255)

1.) To Close: Press “ZEPHYR” button plus self-selected 4 digit passcode then “ZEPHYR” button again

2.) To Open: Press “ZEPHYR” button plus the same 4 digit passcode then “ZEPHYR” button again; The bolt stays open and the previous passcode is erased

Open & Close by RF Card Key: (2154 / 2155)

Press “ZEPHYR” button and touch the User Card to the lock face

*Note: After it is unlocked, any 4 digit password can be used to lock it. The User Passcode will be deleted each time the lock is opened*

#### **3.3 Emergency Open**

1.) If access to the locker is required without the User being present or if the User forgets their passcode or card, the Operator can open the lock with the Control Card or the Manager Card

2.) The Manager Card will open the lock without removing the User's 4 digit passcode or the assigned User Card

3.) The Control Card will open the lock, and reset the lock back to the original default position:  
(2254 / 2255) The lock will stay open for Day Use, and the default passcode of 1-2-3-4 for Permanent Use  
(2154 / 2155) The lock will stay open for Day Use, and User Card ID will be erased from the lock for Permanent Use

#### **3.4 Custom Programming**

1.) Custom programming features can be added upon request. Such features include, but are not limited to: Time-based Operation, Zone-based Operation, Zone-based Control Cards and Audit Trail

## 4. Indication Instructions

### 4.0 Indication Instructions

- 1.) All passcodes have 4 digits from 0-9
- 2.) Press “ZEPHYR” button which is the wake up button.  
The keypad and RFID will not operate before you press this button
- 3.) Open / Close GREEN LED on for 0.2 seconds and one beep sound for 0.2 seconds
- 4.) Successful programming - beep melody will play
- 5.) If an error is indicated, the RED LED blinks 3 times and sounds 3 beeps
- 6.) Low battery voltage is indicated by the RED LED blinking 5 times and sounding 5 beeps
- 7.) An incorrect passcode or input beyond 5 digits: (see #5 above), it will power off. You will need to press “ZEPHYR” button to wake up the keypad
- 8.) When the input is incomplete, after 5 seconds, (see #5 above), it will power off. You will need to press “ZEPHYR” button to wake up the keypad
- 9.) Lock will error out after five incomplete passcodes. Lock will be inoperable for one minute

## 5. Tone & LED Table

### 5.0 Tone & LED Table

Beep	LED	Description
1 x short beep	1 x Green (2 sec)	OK
3 x short beep	1 x Red (2 sec)	Operation Error
Do-Re-Mi Melody	1 x Red & Green in turn (2 sec)	Successful Set up / Mode Change / Time Setting
5 x short beep	5 x Red & Green	Low battery
Do-Re-Mi Melody	2 x Red & Green	Successful connection between front and back bodies
Melody	1 x Green	Successful registration of Owner Card / Control Card
Melody	1 x Green	Read Clear Card and delete the information of O/C/U in the memory of the lock
3 x 2 short beep	NONE	Latch is jammed; Push door closed and try again

## 6. Troubleshooting

Control Card registration in the lock has failed	1.) Control Card registration should be followed after deleting old Control Card in the lock by Owner Card. 2.) Put Control Card on lock before waiting time is out after Owner Card
Cannot open the lock with Control Card	Control Card is not registered in the lock. Please register the Control Card in the lock
Cannot use User Card after opening the lock	When the lock is opened by Control Card, registered User Card information was deleted. The registered lock ID in User Card needs to be deleted
Cannot open or close	Old User Card may be still in the memory of the lock. Erase card information from the lock with the Clear Card, then register again with the Control Card
When "ZEPHYR" button is pressed, five beep sounds with Red LED	Low battery sign. Please replace the batteries
Latch does not move, while Card and lock operates normally	Locker may be overstuffed causing the contents to press outward against the door. This can jam the bolt of the lock against the locker hasp. Push the locker door inward to relieve outward pressure allowing for the bolt of the lock to move freely