



# Saflok HH6

## Portable Programming Device

### User Reference Guide



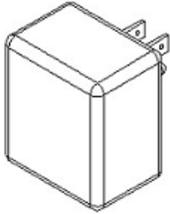


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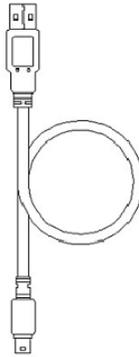
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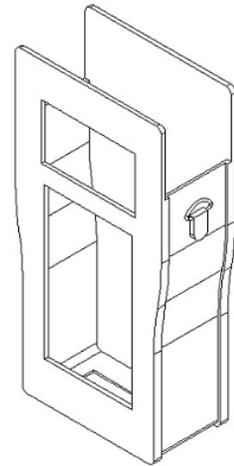
# Accessories



**Power Adapter**  
P/N: 126-513412  
**International Adapter**  
P/N: 126-513481-Kit



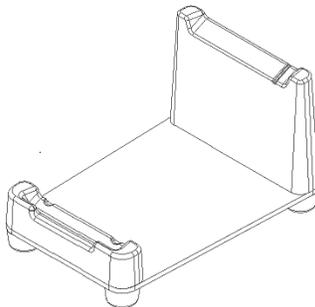
**PC interface cable/Power Cable**  
P/N: 011-512884



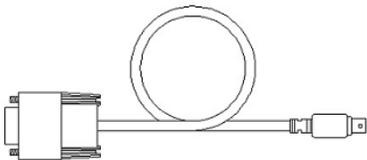
**HH6 Case**  
P/N: 999-513684



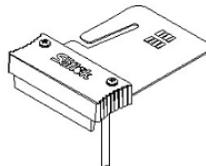
**ELPS Unit**  
P/N: 75700



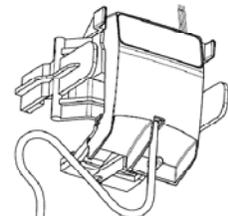
**HH6 Base**  
P/N: 74380



**RFID Probe**  
P/N: 71690



**Smartcard Probe**  
P/N: 74370



**RT Lock Probe**  
P/N: 063-512592  
**RT/Openways Probe**  
P/N: 063-512592-MOW

## HH6 Initial Setup

**\*\*\* Important \*\*\*** Please review HH6 installation information and tips thoroughly

### Charging Instructions

An initial charge of 12 hours is required before using the device. The HH6 device will function on battery power without requiring a charge for approximately 4 – 5 hours. When the battery reaches a critically low level, the HH6 will beep. The HH6 Device can be kept charged by using the provided wall outlet USB charger or by leaving the HH6 connected to the Client PC whenever possible.

Note: Some PC's may disable USB power when the PC is in hibernation or sleep mode. In order to take advantage of the properties of NiMH batteries and also prevent problems from improper use, Saflok recommends a full charge (using the provided AC wall outlet charger for 12 hours). A full charge of the HH6 battery is required once a week. If the HH6 unit is not charged, it may become unstable.

### HH6 Installation Information/Tips:

The HH6 will be identified as a USB mass storage device by Windows. Some antivirus/firewall software or Windows group policies may be configured to block USB devices, such as flash drives. Ensure you configure any software that could block USB devices to allow the Saflok HH6 to connect to your PC.

The HH6 requires read/write permissions to the computer's hard drive and to its own USB mass storage device. In some cases, the settings or permissions of the User/PC will not allow the HH6 to perform these tasks and the HH6 may fail in unexpected ways. Please ensure that the Saflok Client runs with sufficient rights to allow the HH6 device read/write access to the computer's hard drive and to the device's mass storage itself. User Account Control may need to be disabled on Windows Vista/7/Server 2008 or later. Contact your IT administrator for more information.

Configure the HH6 drive (Kaba M-Unit USB Device) properties Removal Policy to allow "Quick Removal".

Disable the option to Boot from USB in the system BIOS, or make sure that the HH6 is not connected to the computer when rebooting. Otherwise the computer may attempt to start from the HH6 which will cause Windows not to start. To resolve, unplug the HH6 and reboot the computer.

## Client Configuration

1.1 To activate the HH6 you must first configure it in System 6000 Client. Select Terminal Settings under the System tab.

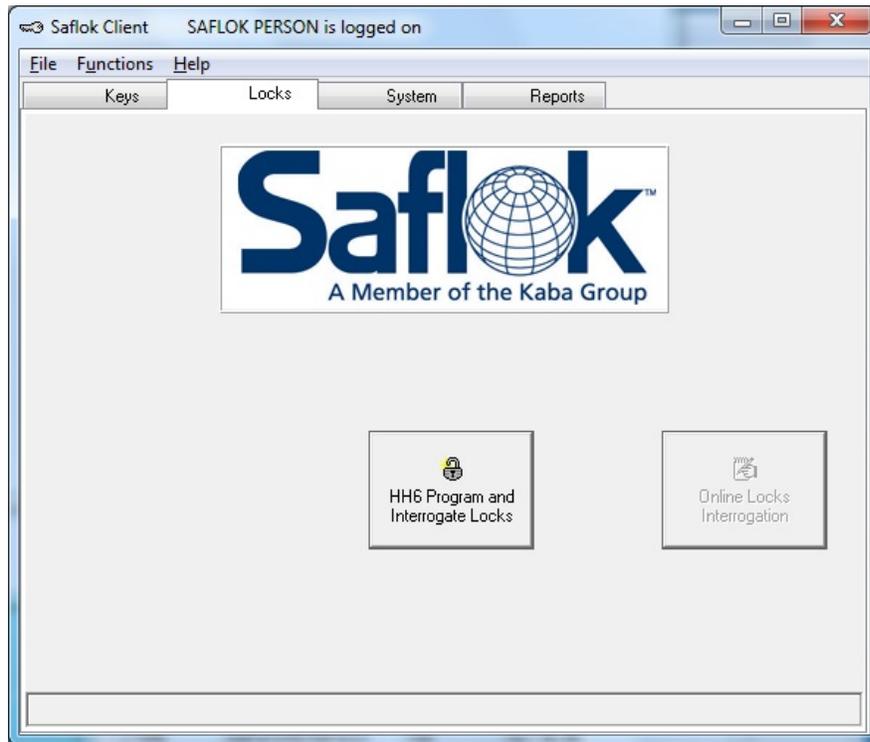


2. Select the USB LPI Device button, select OK



3. Once the HH6 is configured in the Terminal Settings tab, select Locks tab and you will see the HH6 Program and Interrogate locks Option.

*\*Note: Online Locks Interrogation option will be available with an online locking system.*



## Login

Each time the HH6 is powered on, you will be prompted for your login name and password (configured in System 6000 Client). If there is no configuration file loaded on the HH6, you will first be prompted to synchronize with the PC running Saflok System 6000 Client. (See below for how to synchronize). *\* The HH6 password can be disabled at the customer's request. The default is password protected.*

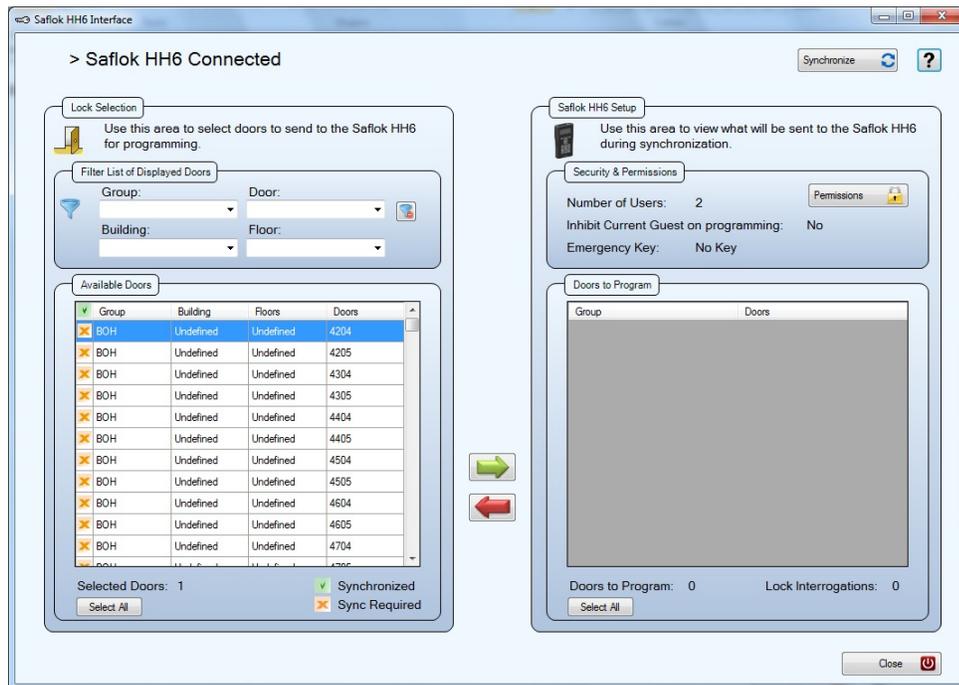
## Synchronize HH6

1. Configure users, if required, in System 6000.
2. Start the System 6000 Client on the PC you have installed the software to support the HH6 and select HH6 Program and interrogate Locks.

3. Connect the HH6 to the PC using the supplied USB cable. The HH6 will be recognized and the program will state that the unit is connected.



4. Select Synchronize. Unit will reboot and prompt you for a password (configured in System 6000 client). The keypad is set up to enter numeric key data before it enters alpha data.



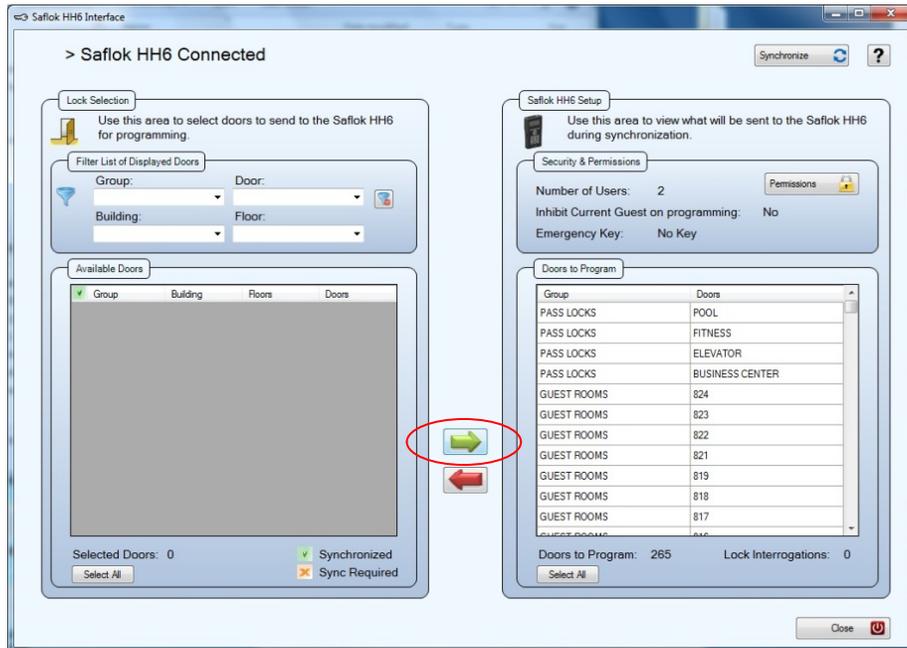
## The keypad



1. Three customized buttons on top, only active when selections are present at the bottom of screen.
2. The arrow buttons are used to navigate through a menu or to make changes when you are prompted to change preset values. Use the Enter button to activate the option selected.
3. The Home button will take you back to the previous menu until you return to the home screen.
4. Power button.

## Lock Programming

1. Select HH6 Program and Interrogate Locks under the Lock tab in System 6000 Client (figure 1).
2. Connect HH6 to computer via USB cable.
3. Select door you want to program from Available Door list and move selected item to the Doors to Program box using the green arrow.



4. Select Synchronize.



*\*Note: > Download time will vary depending on amount of rooms selected.*

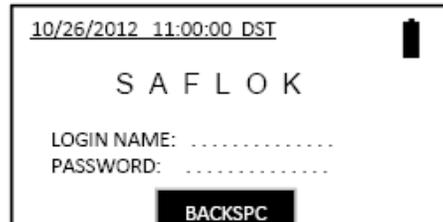
5. Unit will complete synchronization and prompt you to remove HH6.



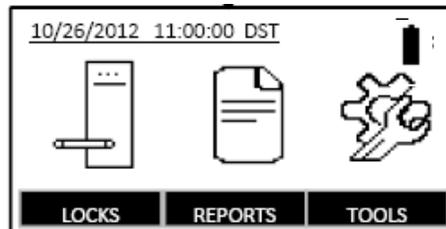
6. Remove HH6 and log in.

***\*Important: Do not plug ELPS device into HH6 while programming.***

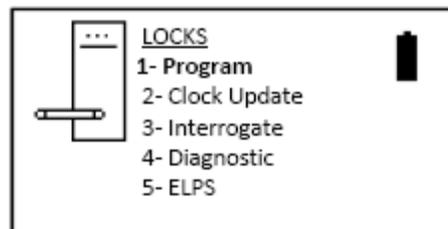
***\*Note: Loading of the Config file may take up to several minutes depending on the amount of doors selected.***



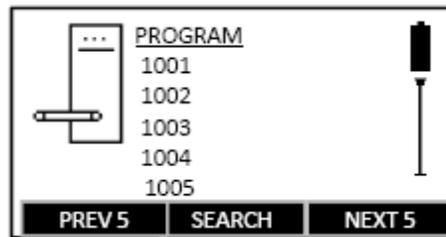
7. Select Locks from the main menu on the HH6.



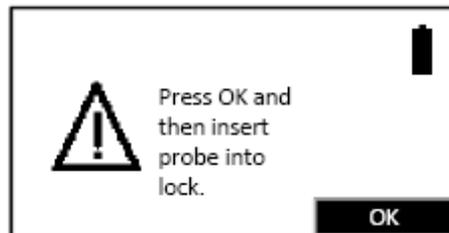
8. Select option 1: Program Locks.



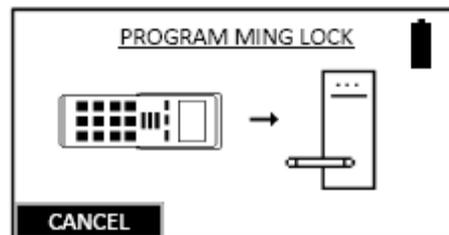
9. Select the lock from the list and press enter.



10. Select OK and then insert probe into lock.

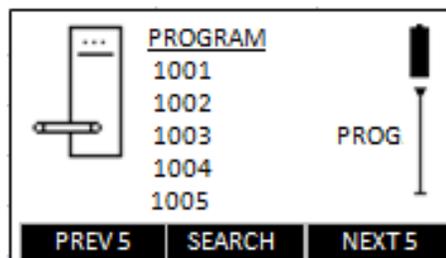


*\*Note: You will see this screen and hear an audible when the HH6 is communicating with the lock.*



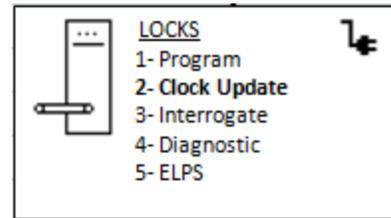
11. The screen will display the door has been programmed successfully once programming is complete.

12. Lock will then show as programmed on HH6 screen.

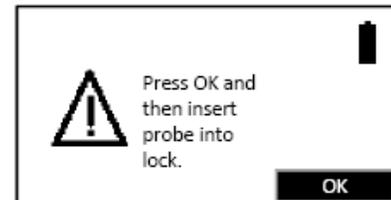


## Updating Lock Clock

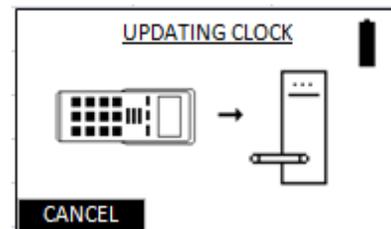
1. within the locks menu, Select Clock Update



2. Press OK, then insert probe.

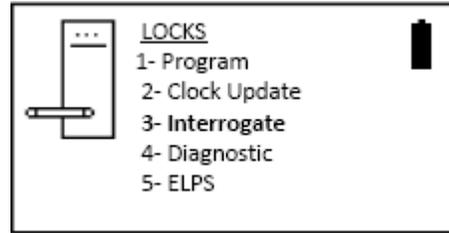


3. Once the Locks time and date has successfully been updated, the HH6 will prompt you remove probe.



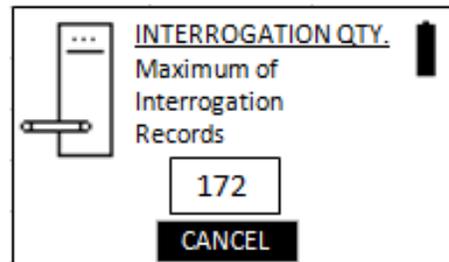
## Interrogating Locks

1. Select Locks, next Interrogate (Option 3).

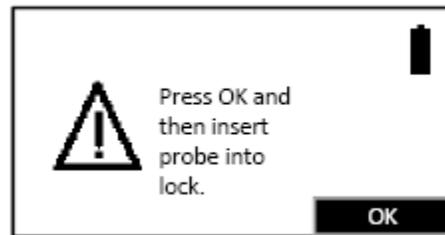


2. Use arrow keys (white buttons, above and below the enter button) to select number of records.

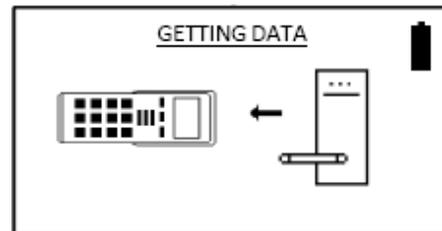
*\* Note: To adjust default amount of interrogation records, go to Tools menu/User Interface/Interr. Qty.*



3. Select OK and then insert probe into lock.

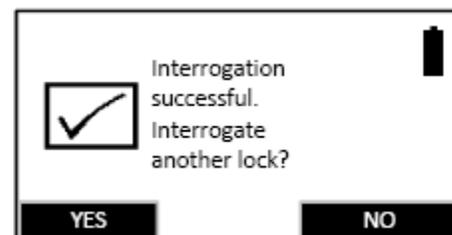


4. HH6 will interrogate lock.

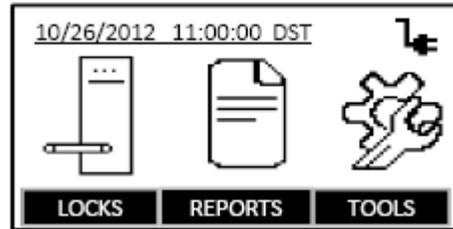


5. HH6 will show lock interrogated successfully.

*\*Note: You can continue interrogating additional locks by selecting YES*



- To view Interrogation on HH6 select Reports on the home screen.

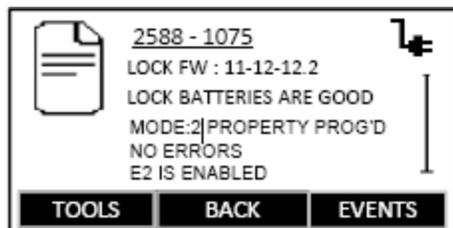


- Select lock interrogation you wish to view.

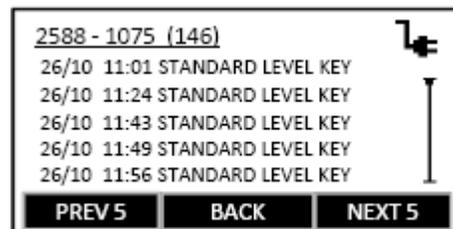
*\*This will reflect your property number and lock number*



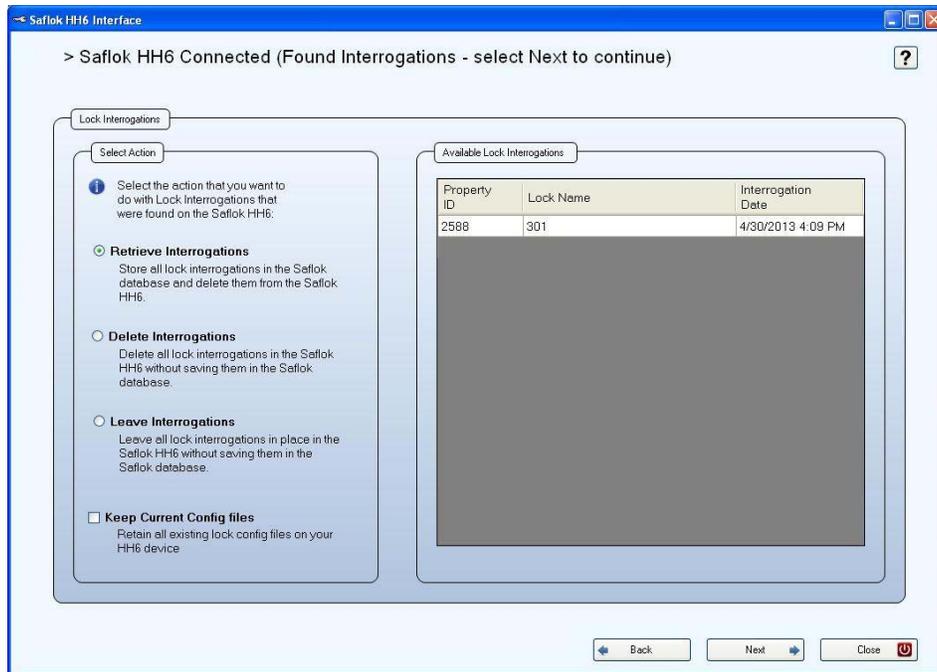
- HH6 will display lock information.



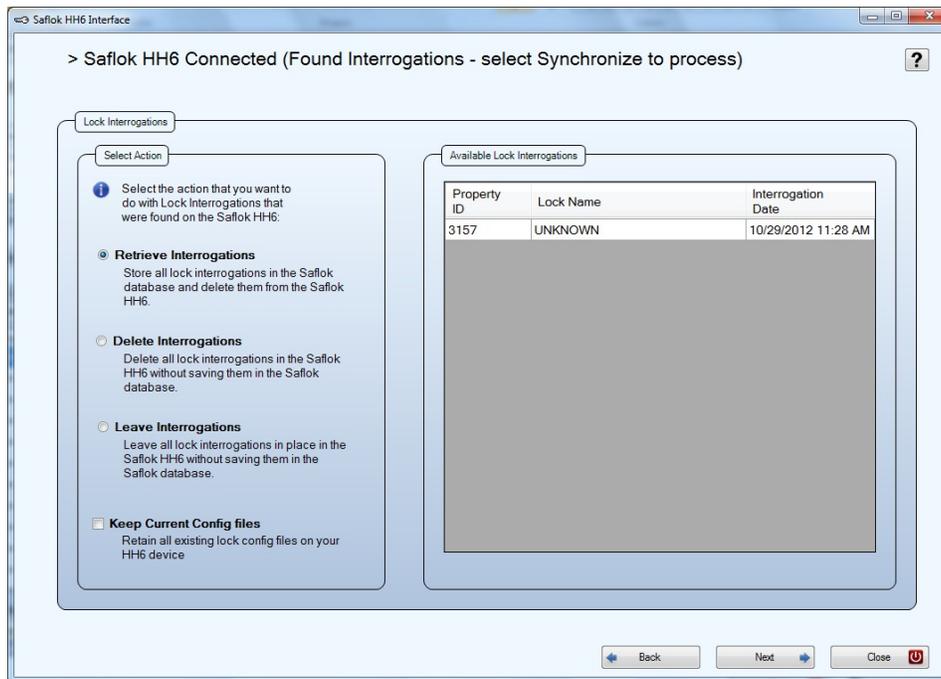
- Select Events to see all interrogation events. Select Enter on highlighted event to get more details.



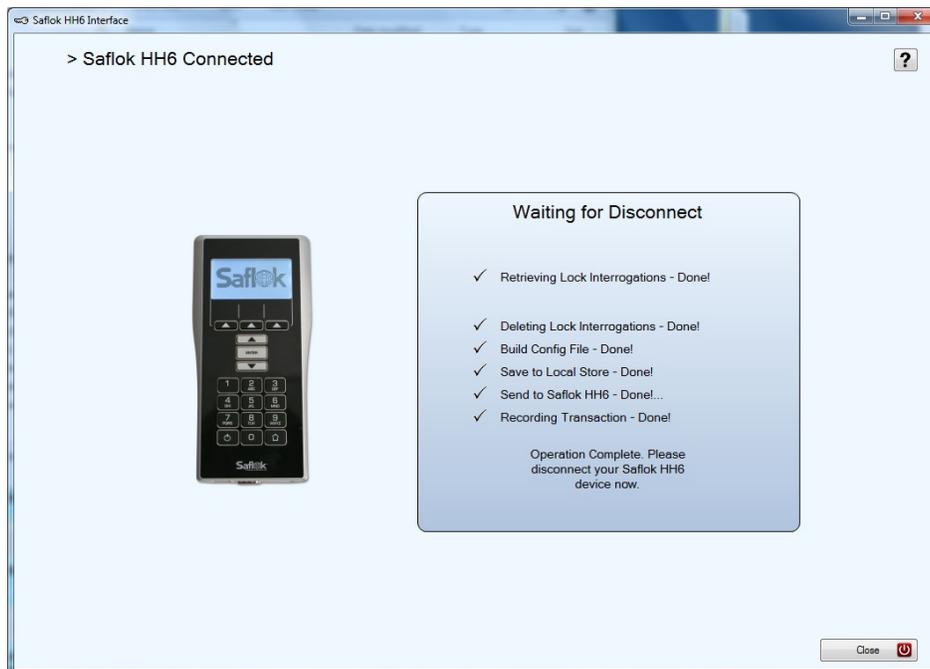
10. To view interrogation reports in System 6000 client, select HH6 Program and Interrogate locks and connect unit. Interface will state Interrogations found. Select next to continue.



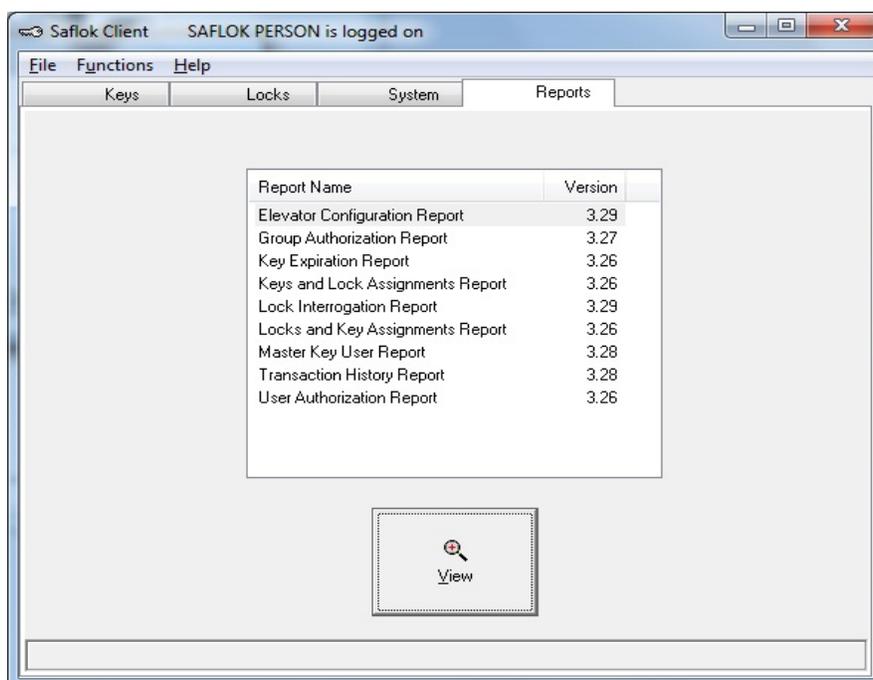
11. Select retrieve Interrogations and select Next.



12. Interrogation file will be saved and removed from HH6.



14. Disconnect HH6 unit and select Lock Interrogation Report under the Reports tab in Saflok Client



15. Select desired interrogation report and then select View.

\* You can either preview the report or print the report

Number Of Records: 342    Sort Field:  Name     Interrogation Time    Refresh

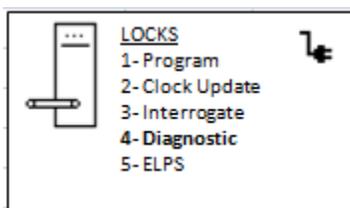
Property #	Name	LED Diagnostics Done	Entries Interrogated	Clock Updated	Interrogation Time
2588	202	Yes	Yes	Yes	11/10/2011 02:45 PM
2588	204	No	Yes	No	02/04/2011 02:43 PM
2588	204	No	Yes	No	02/04/2011 04:29 PM
2588	204	Yes	Yes	No	01/06/2011 08:45 AM
2588	204	Yes	Yes	No	01/06/2011 10:14 AM
2588	204	Yes	Yes	No	01/06/2011 11:37 AM
2588	204	Yes	Yes	No	01/06/2011 12:06 PM
2588	204	Yes	Yes	No	01/06/2011 12:37 PM
2588	204	Yes	Yes	No	01/10/2011 03:12 PM

View    Copy    Delete    Close

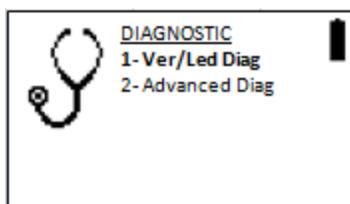
## LED Diagnostics

The Ver/LED Diag command will give you lock firmware information as well as the last lock error code and details. This is very helpful information when troubleshooting a problem with a lock.

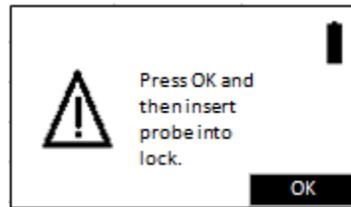
1. Select Diagnostic (Option 4) under the Locks main menu.



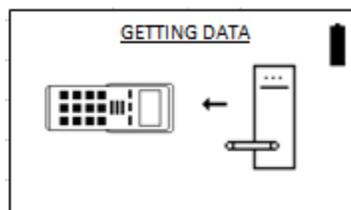
2. Select Ver/Led Diag (option 1) under the Diagnostic main menu.



3. Press OK then insert probe into lock.



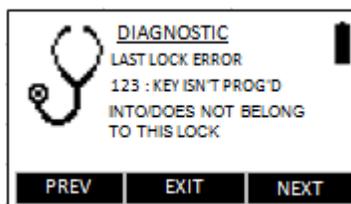
4. HH6 will retrieve data.



5. Lock information will be displayed—such as lock number and firmware versions.



6. Continue selecting next and the HH6 will display the last lock error and details.



## ELPS (Emergency Lock Power Supply)



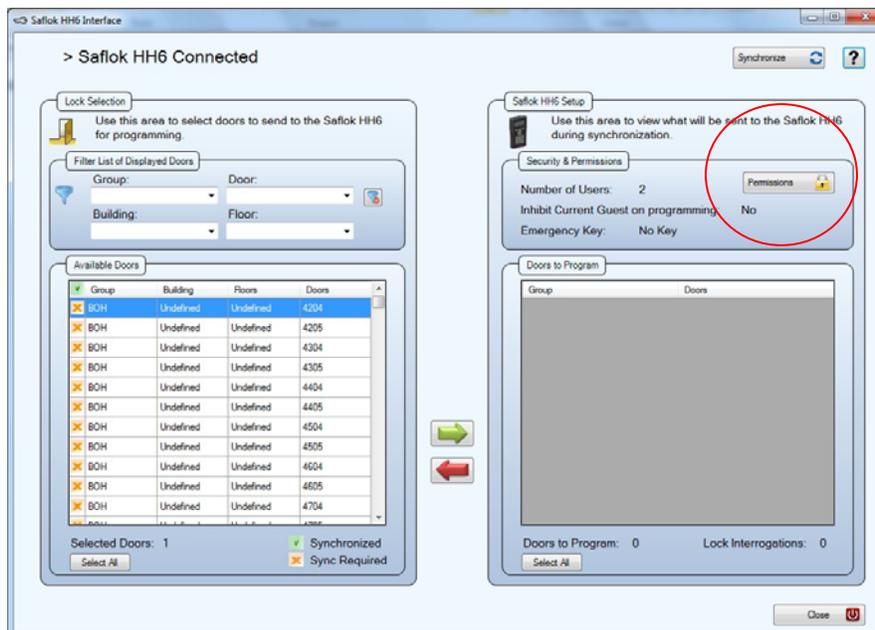
The ELPS adapter is used to open a door when the lock battery has died. See the ELPS box prepared for RFID and Magnetic card readers. The ELPS adapter uses a 6V lithium battery (Duracell 28L) for power.

*\*Note: ELPS is also only beneficial when the battery is low and the only component requiring replacement, as the ELPS is not an override tool for failure conditions on circuit boards or other parts in the lock.*

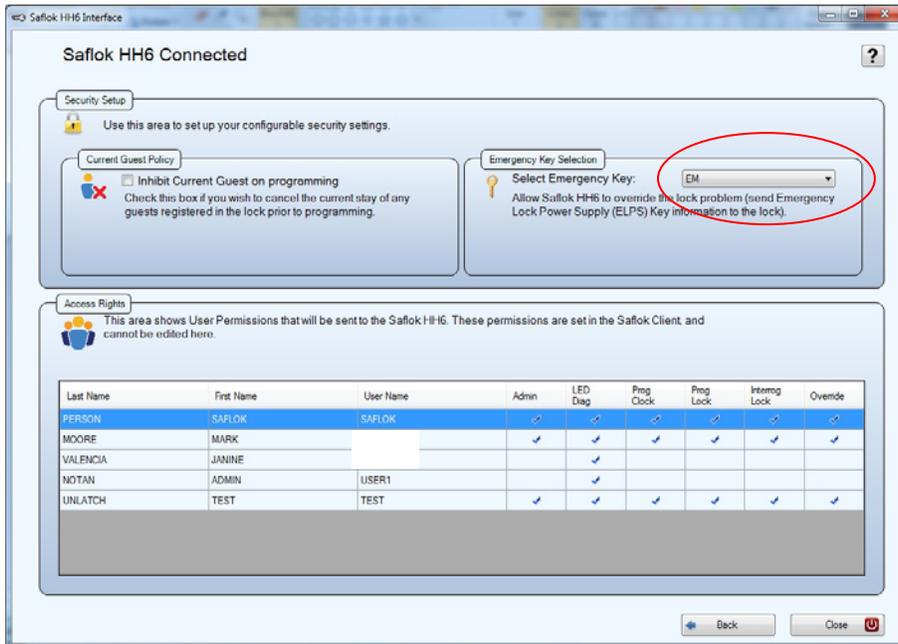
*\*Important: The only time the ELPS device should be plugged into the HH6 is for dead battery conditions. Do not connect the ELPS device when programming or interrogating locks.*

### Programming the ELPS key into the HH6

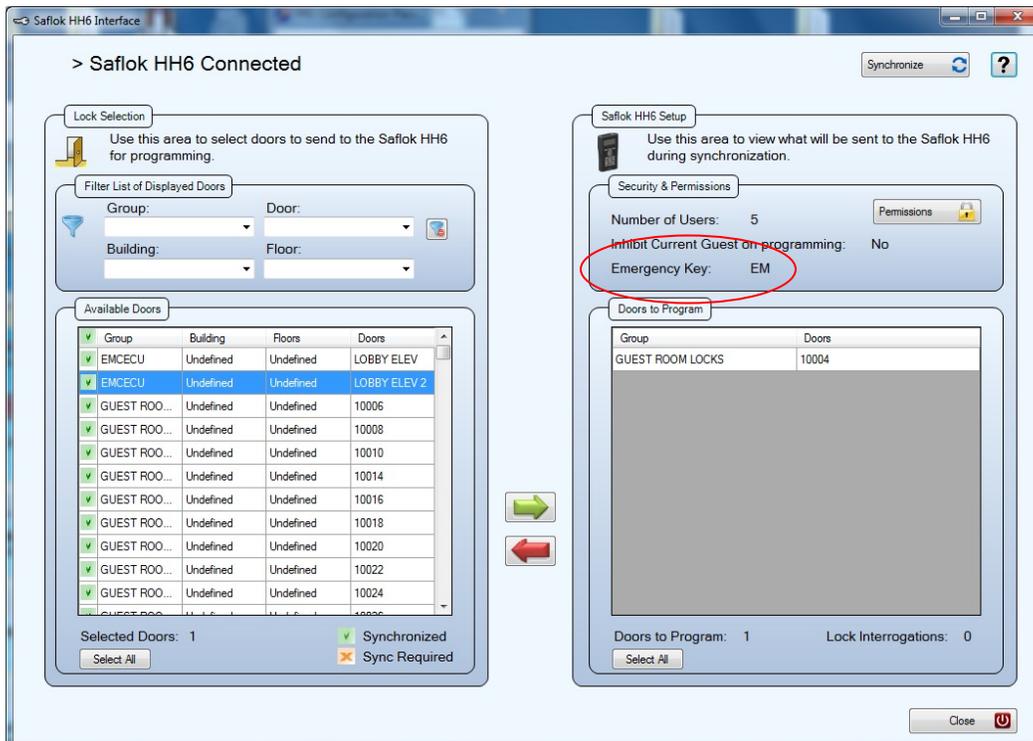
1. Select HH6 program and Interrogate from the Locks Tab and ensure HH6 is connected.
2. Once connected select the Permissions tab.



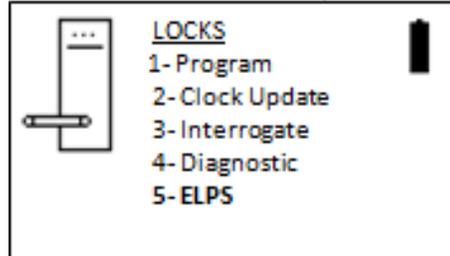
3. Use the dropdown box to select the Emergency Key you have configured in System 6000.



4. Select the Back button, now you will see the ELPS key configured.



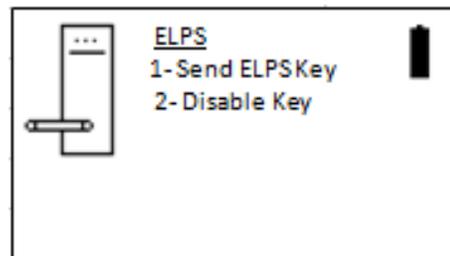
5. Select Synchronize.
6. Once synchronization is complete disconnect unit.
7. Log into HH6.
8. Select Locks.
9. Select ELPS (Option 5).



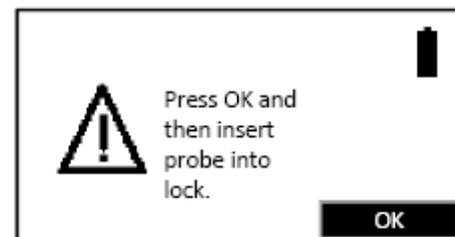
10. Connect the ELPS adapter to the bottom of the HH6 unit. This should be seated firmly into the HH6 device and secure using screws.

*\*Note: Ensure the ELPS adapter is connected properly before inserting the probe cable into lock.*

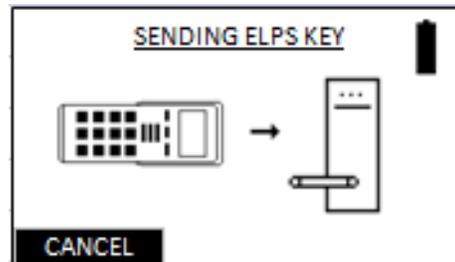
11. Select Send ELPS Key (Option 1).



12. Select OK when prompted and insert probe cable into lock.



13. ELPS key will be sent to the lock.

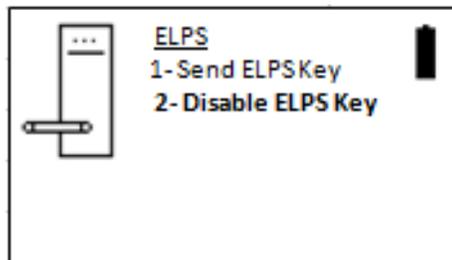


14. Success will be reported and door will unlatch.

*\*Note: Depending on Lock battery level, it may be necessary to repeat this procedure on certain locks.*



15. Once the ELPS has been used and is no longer required, select **Disable ELPS Key**. The ELPS key will no longer work until you reload the ELPS key using System 6000 Client.



## Auxiliary Terminal

The Auxiliary Terminal can be used at hotels for key encoding purposes. The Auxiliary Terminal feature is an ideal solution for adding additional encoding stations without requiring additional computers. This feature allows staff to make new and duplicate guest keys. The Auxiliary Terminal can serve as a backup method to encode keys if the property's PMS system is not functioning.



The requirements for Auxiliary Terminal are Saflok System 6000 and Saflok Interface Request Server (IRS). The encoder must be configured with a TCP/IP connection on the property network infrastructure.

The encoders and the hand held terminals do not contain or store any data files as the hand held receives information from the Saflok server through the software interface. The HH6 unit is connected to the Encoder using a serial cable (P/N 71982).

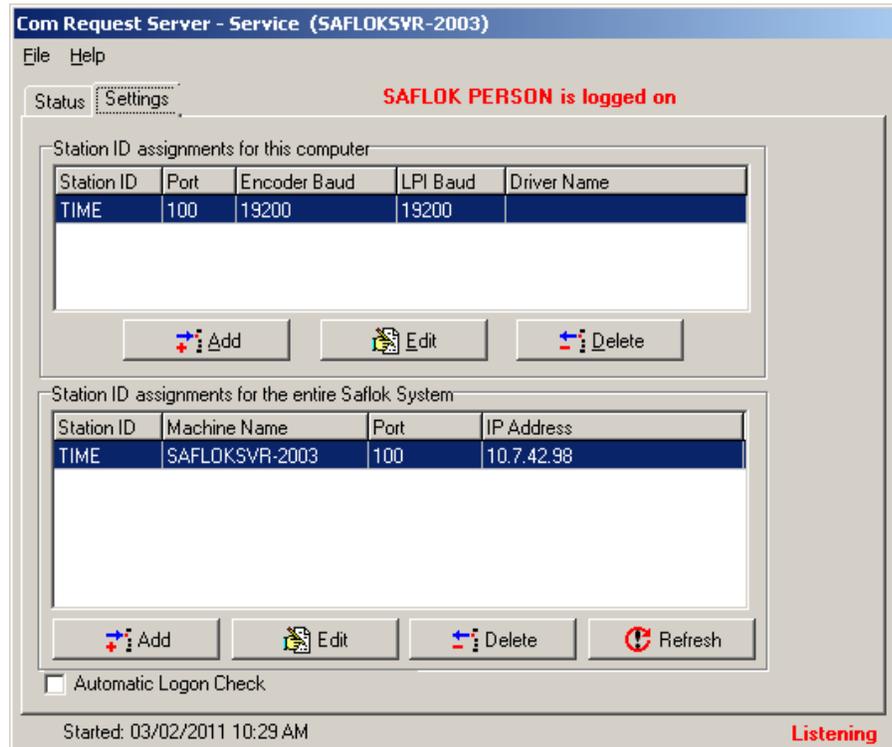
\* Important: Power is always on when the HH6 is in auxiliary terminal mode. Ensure the HH6 is plugged into AC power at all times.

## Configuring a TCP/IP Encoder

1. Double click on the CRS GUI shortcut on the desktop. Next, select the CRS in the system tray.

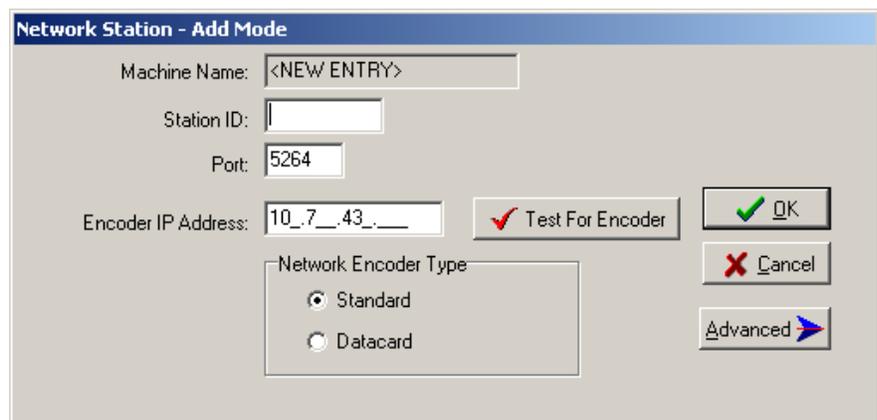


2. Click **File**, and then **Log on**. Enter your Username and password, and then click the settings tab.



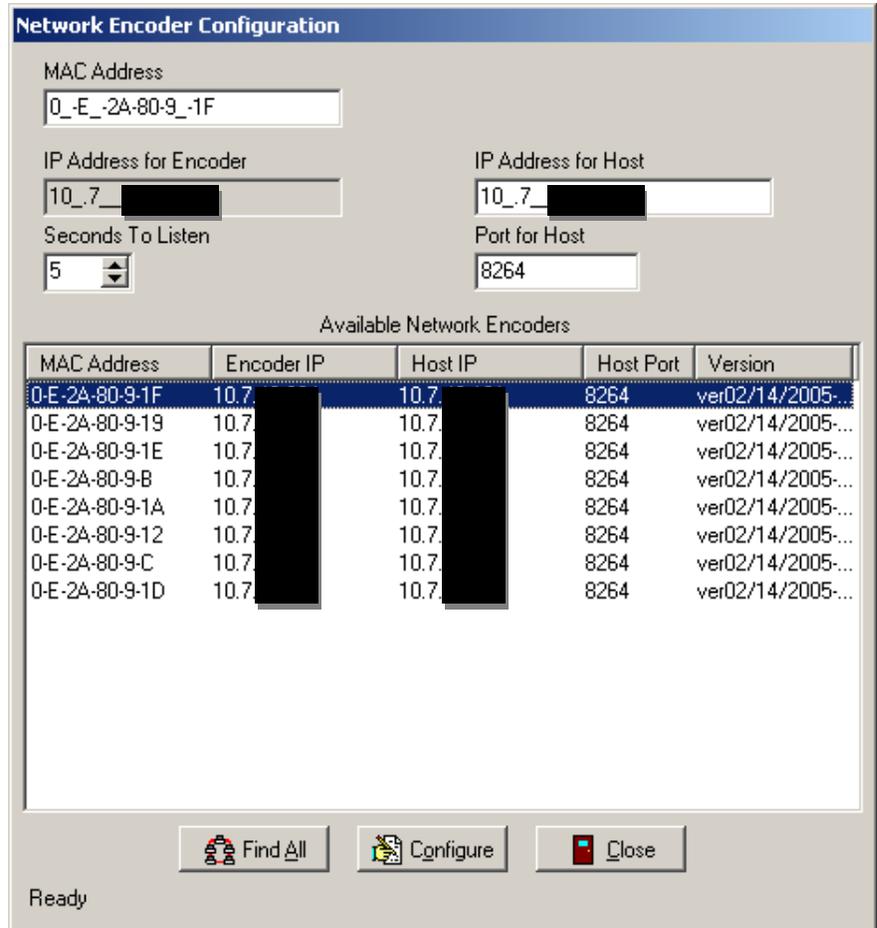
3. Click the **Add** button under the Station ID assignments for the entire Saflok System.

4. Enter the desired station ID for the encoder.



**\*Do not change the port number.**

5. Enter the desired IP address for the encoder, and click **Advanced**.



6. Click the **Find All** button. This will search the network for all available IP encoders, and list them by MAC Address. Each encoder has a label on the bottom of the unit that shows its MAC address.
7. Find the encoder you wish to configure in the list, and double click on it. Click **Configure**.
8. You will receive a message that the encoder accepted the command. Click **OK** to continue, and then click Close. Reset power to the encoder in order for the changes to take effect.



9. After the encoder has finished powering up, click the **Test For Encoder** button.



10. If the configuration is correct, you will see a success message. Click **OK** to continue, and then click **OK** to save the encoder settings.

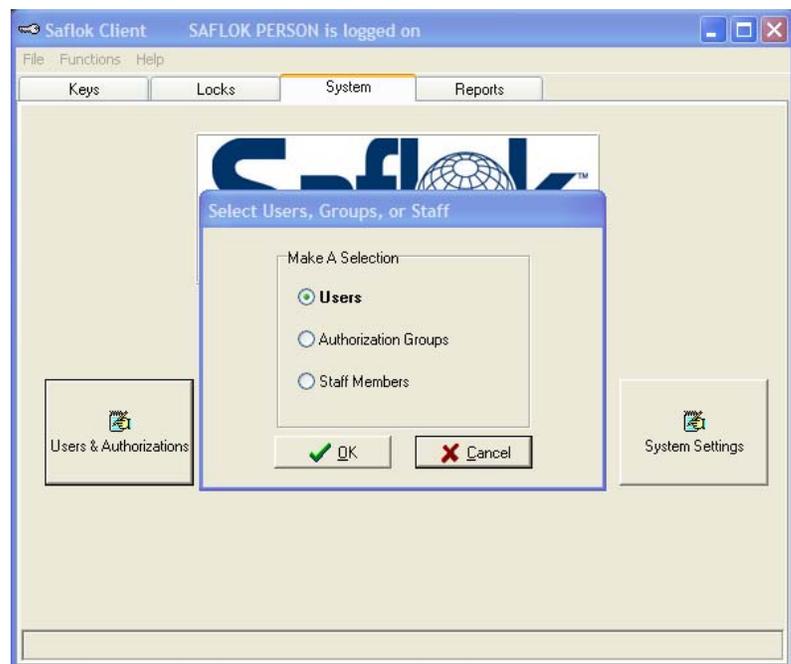
The encoder is now ready to be used.



## Configuring Users

### Inputting Users

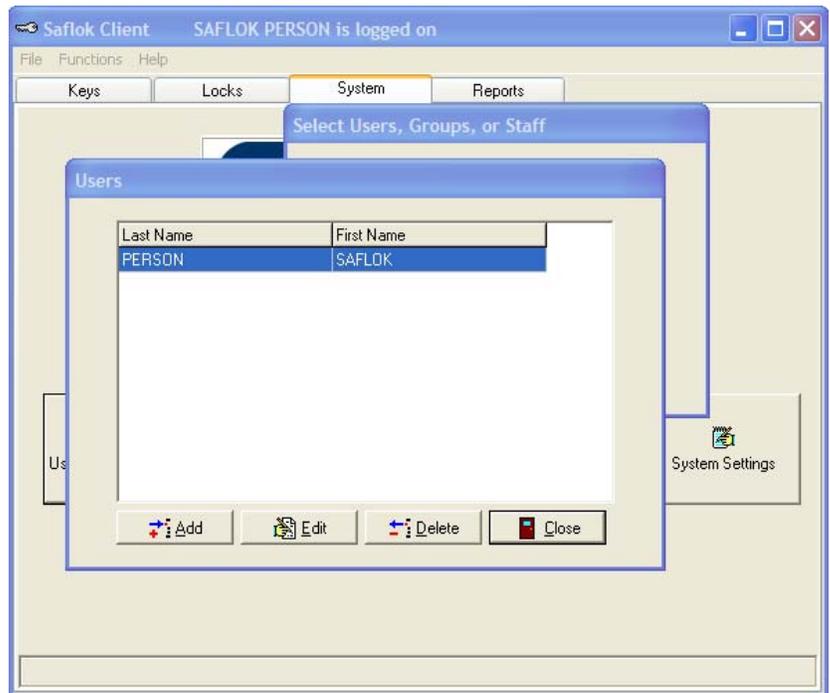
1. From the System tab, click on the Users & Authorizations radio button. A selection of Users or Authorization Groups will appear.
2. Select **Users** to add new users and edit or delete existing users on the system.
3. Click **OK** after making selection.



If a system user is to be added, click on **Add**.

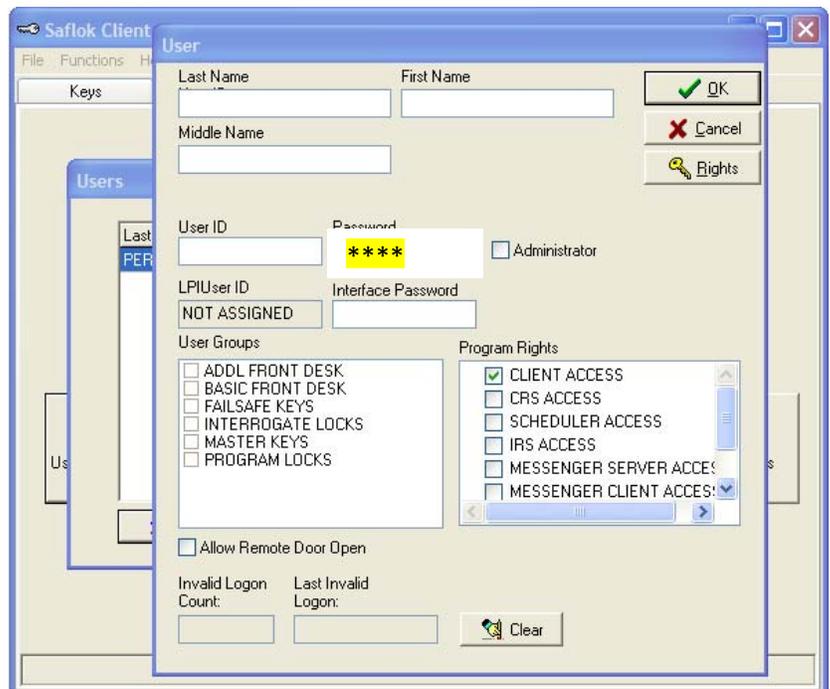
If an individual's ID, password, or authorizations is to be changed, locate the individual, click on their **name**, and click on **Edit**.

If an individual no longer needs to access the Saflok System, locate the individual, select their name, then click **Delete**



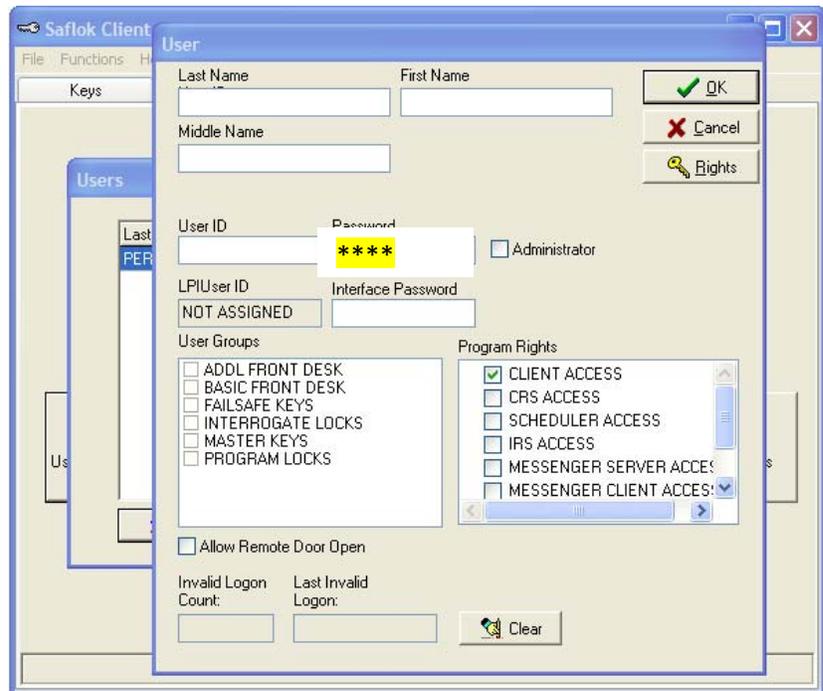
5. When selecting Add, the User screen will appear. Enter the person's **Last Name, First Name, User ID, and Password**.

\* Input a password in the interface password field for Auxiliary Terminal login purposes. All transactions require a user login. This is a separate password that is used from Saflok Client and will be used to log in to the hand held.



6. When clicking the **Administrator** box, the person will have Authorization for all transactions, only persons with High Level access should have this authorization. For all other users, clicking the **boxes** under User Groups, gives the user that authorization group.

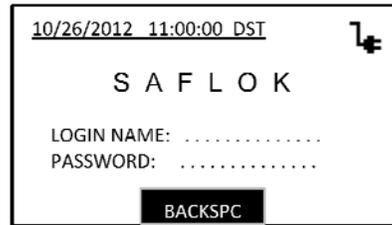
7. For more specific individual authorizations, click the **Rights** button.



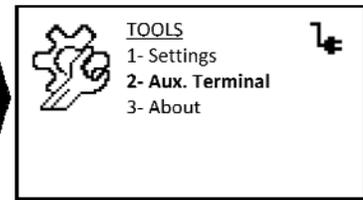
*\*Note: Checking the **Allow Remote Door Open** check box will give the user permission to use the ELPS LPI emergency key override feature.*

## Configuring Auxiliary Terminal in the HH6 Terminal

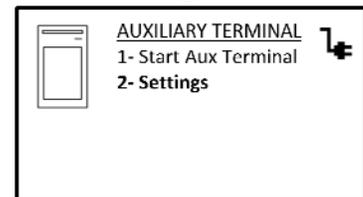
1. Log in using the interface password assigned to user.



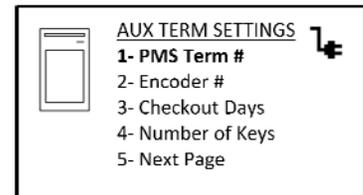
2. Select the Tools option, next select option 2 – Aux. Terminal.



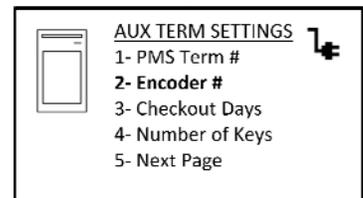
3. Select option 2- Settings



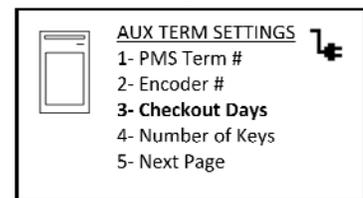
4. The PMS Terminal # should match the encoder station number the Aux. Terminal is connected to. *\*Note: Numeric Station number only.*



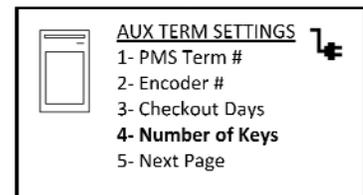
5. The Encoder # should match the encoder station number the Aux. Terminal is connected to.



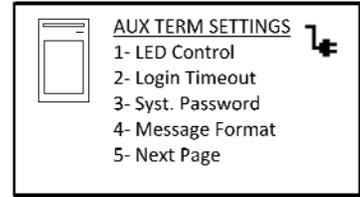
6. Configure the checkout default days. *\*The default can be overwritten at the time of encoding a key.*



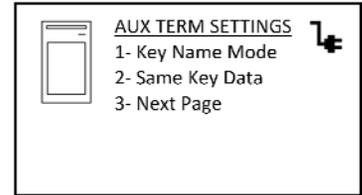
7. Configure the Number of keys to encode default. *\*The default can be overwritten at the time of encoding a key.*



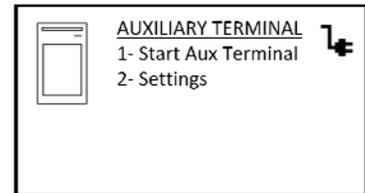
8. The Login Timeout can be configured from 1 to 255 minutes to require a password to perform transactions on the HH6.



9. Once all HH6 Auxiliary Terminal settings have been configured, press the Home button to go back to the Settings menu.

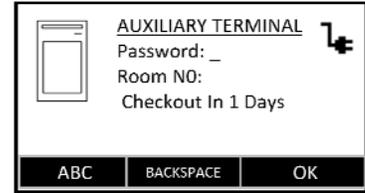


10. Select option 1- Start Aux Terminal. \* You will see pass levels progressing as the HH6 terminal connects to the IRS application. Once this process has completed, you will see the password screen.



## Encoding a keycard using HH6 Auxiliary Terminal

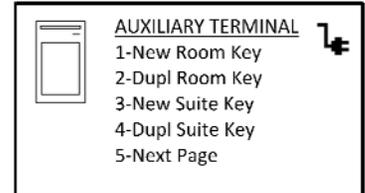
1. Input password, then press Enter.
2. Input the room number, press Enter
3. Input the checkout date if the default number of days needs to be adjusted, and then select OK.



4. Select the key type you are creating, press Enter.

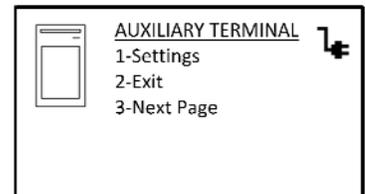
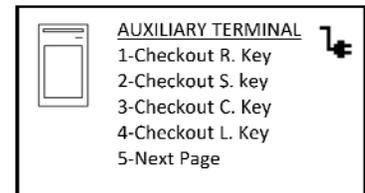
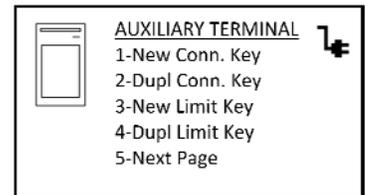
*\*Input pass level if applicable that applies.*

5. Input the amount of keys (maximum 9)



6. Insert or present the keys when prompted by encoder.

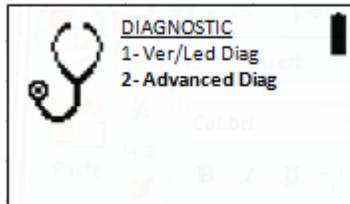
*\* Once completed, you will receive a notice the request was successful and the keys were made.*



## Advanced Diagnostics

The Advanced Diag Option will show you more lock details, including the lowest processor recorded battery voltage level. This level is more accurate for determining lock battery status than measuring with a volt meter.

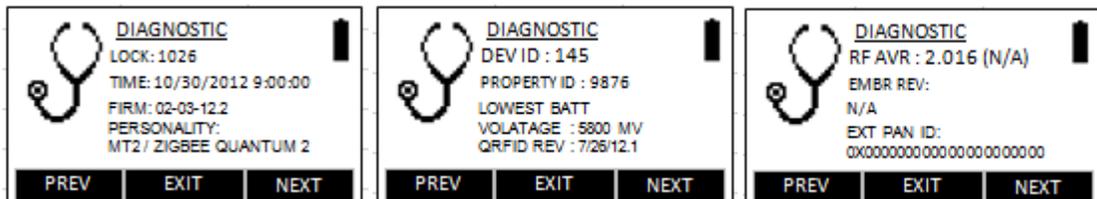
1. Select Advanced Diag under the Diagnostic main menu (Option 2).



2. Insert probe into lock first before selecting OK. \*Note this is a different method than the LED Diag\*



3. HH6 will display lock information...continue hitting next to see all available lock information including lowest battery voltage reported.



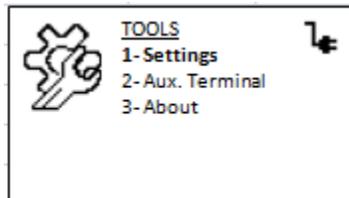
## User settings

There are several different configurable user settings found in the Settings menu under the Tools main menu page.

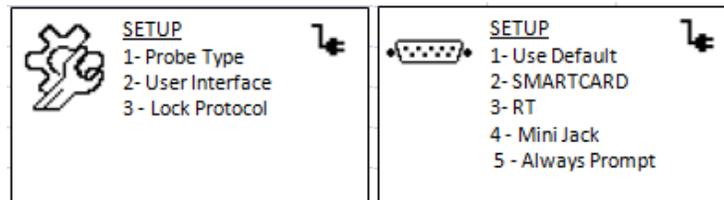
1. Select Tools at the HH6 main menu page.



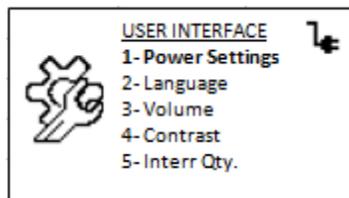
2. Select Settings.



3. Select Probe Type.



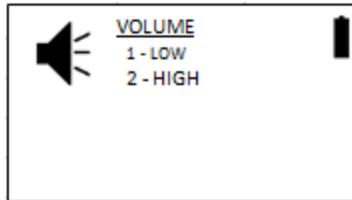
4. Select Power Settings



5. Configure backlight and power off timeouts. Use the UP and DOWN arrow keys to change values and press the enter key to select.



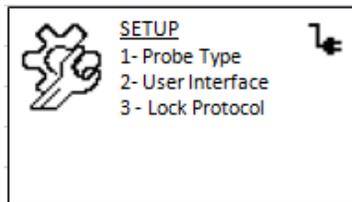
6. Select Volume and configure for high or low.



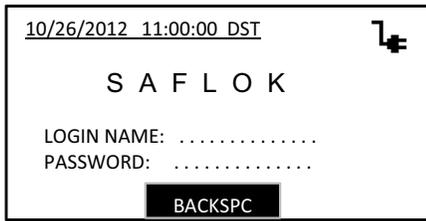
7. You can also change the contrast settings and change the pre-set value for number of interrogations by entering the Contrast and Interrogations Qty menus.

### Lock Protocol Menu

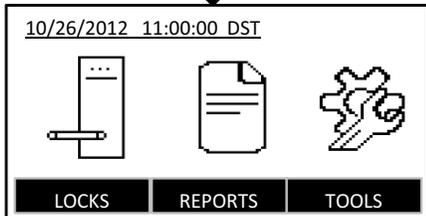
\*\*\* Contact Saflok Technical Support for assistance with these settings.



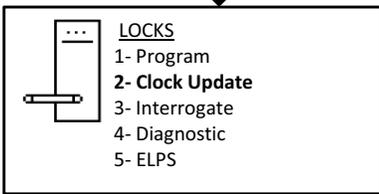
# HH6 Menu Screen Map



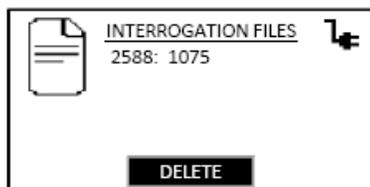
(HOME screen)



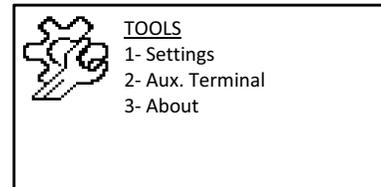
(MENU screen)



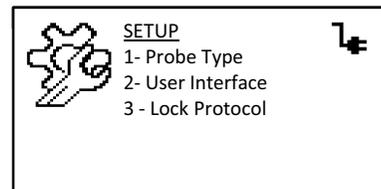
(LOCKS screen)



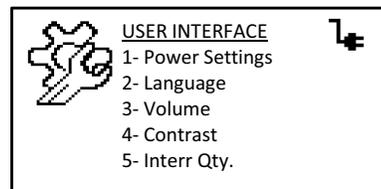
(REPORTS screen)



(TOOLS screen)



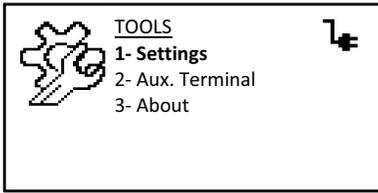
(SETUP screen)



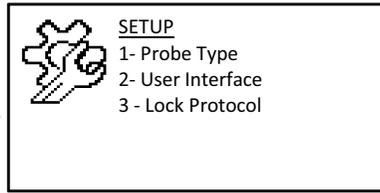
(USER INTERFACE screen)

## Tools Menu

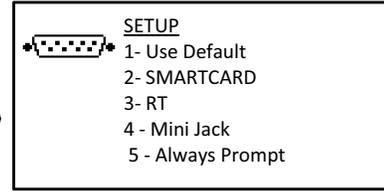
### 1. Settings



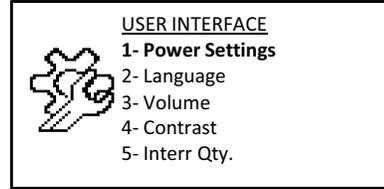
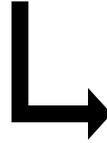
(Tools screen)



(Setting options)

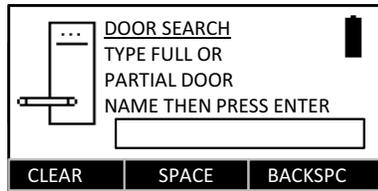
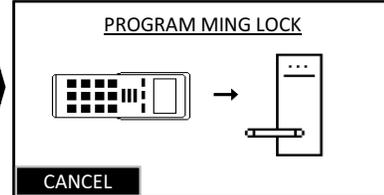
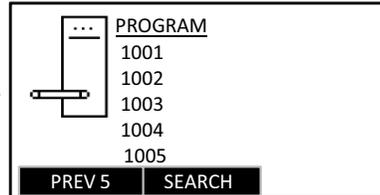
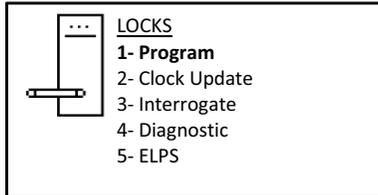


(Probe Type screen)

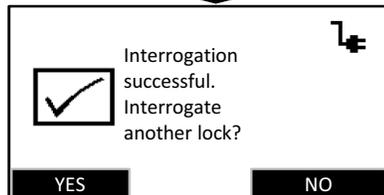
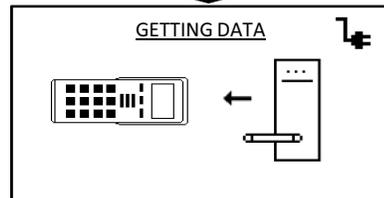
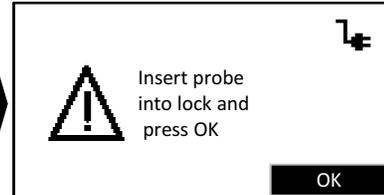
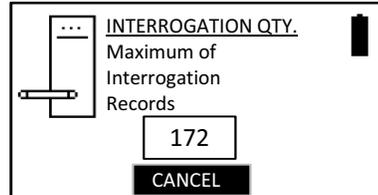
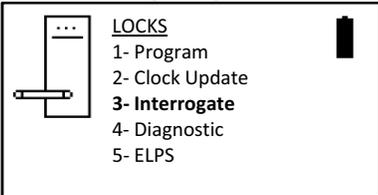


(User Interface screen)

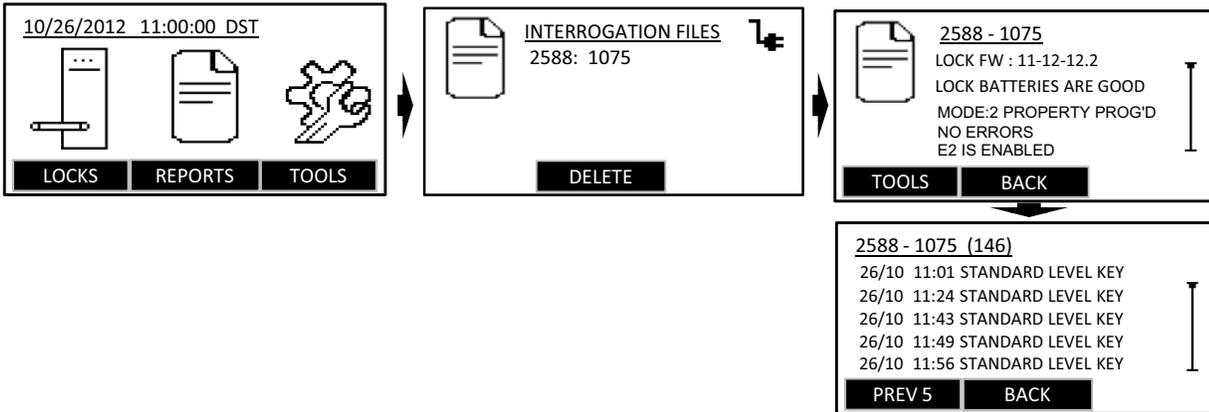
### Lock Programming



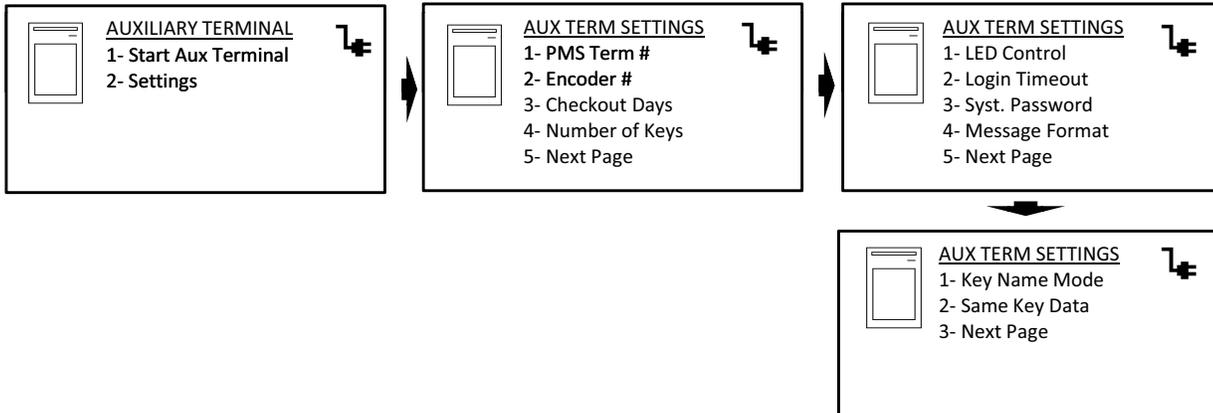
### Lock Interrogating



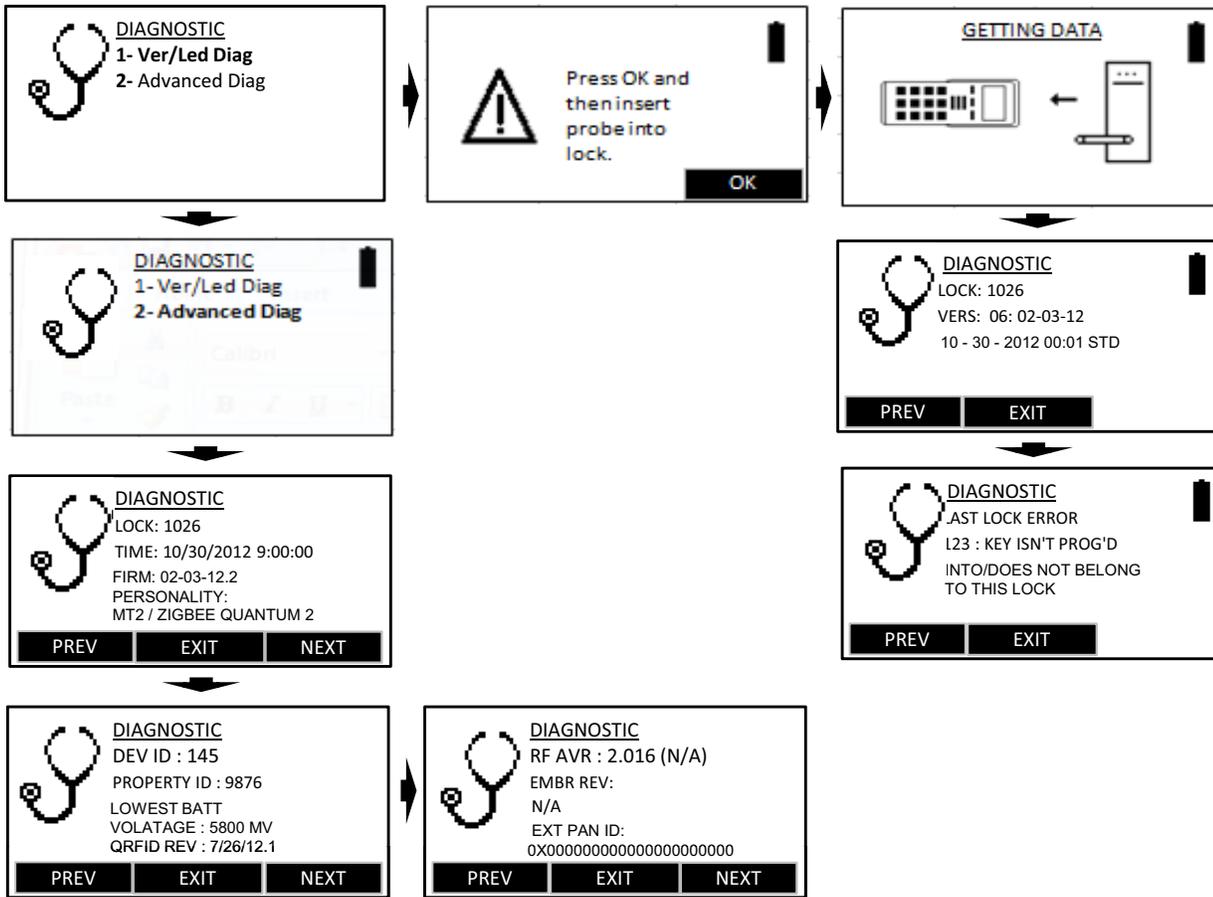
## Reports



## Auxiliary Terminal

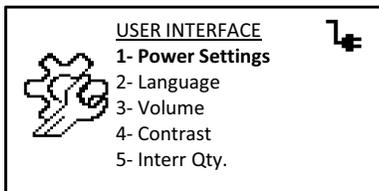


## Lock Diagnostics

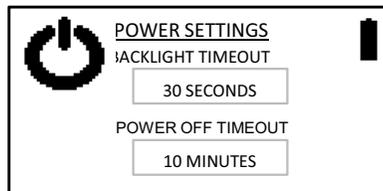


## User Interface Screens

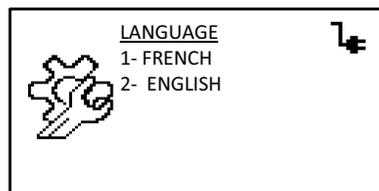
### Home Screen



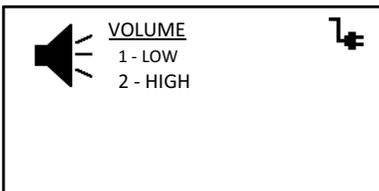
### 1. Power Settings



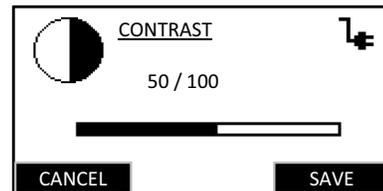
### 2. Language Options



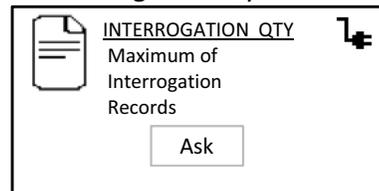
### 3. Volume



### 4. Contrast



### 5. Interrogation Qty.







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Manufactured under one or more of the following patents:

U.S.: 4,177,657; 4,411,144; 4,534,194; 4,890,870; 5,198,643;  
5,477,041; 5,820,177; 5,986,564; 7,051,561; D494,841; D501,131  
D512,899; D519,021 CANADA: 1,252,854; 1,298,902  
U.K. 2,010,375  
Other U.S. and foreign patents pending

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