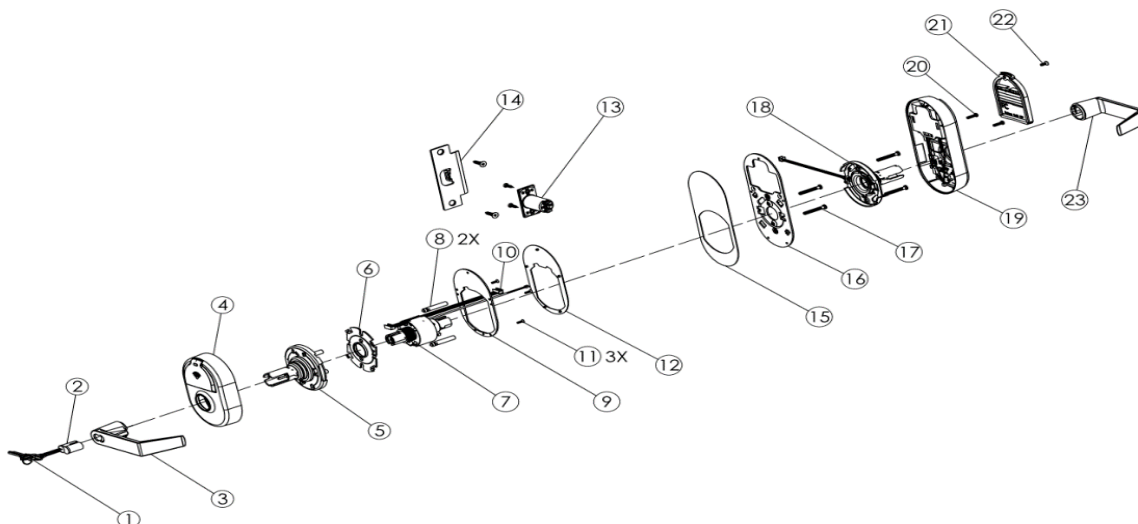


CX-SERIES INSTALLATION INSTRUCTIONS

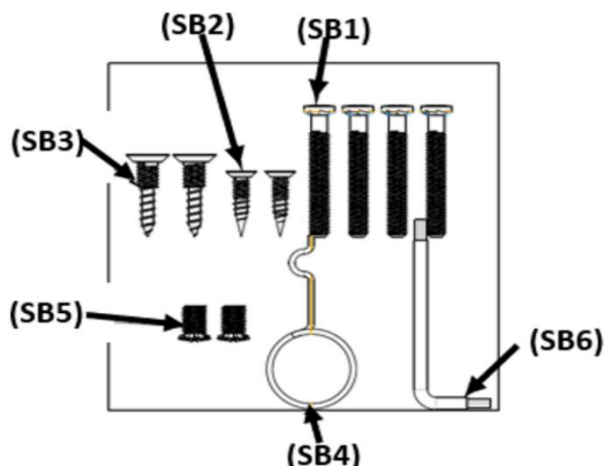


A. CHECKLIST (4 AA Batteries Included)

FOR DOOR AND FRAME PREPARATION INSTRUCTIONS, SEE APPENDIX A OR GO TO PROXESS.COM

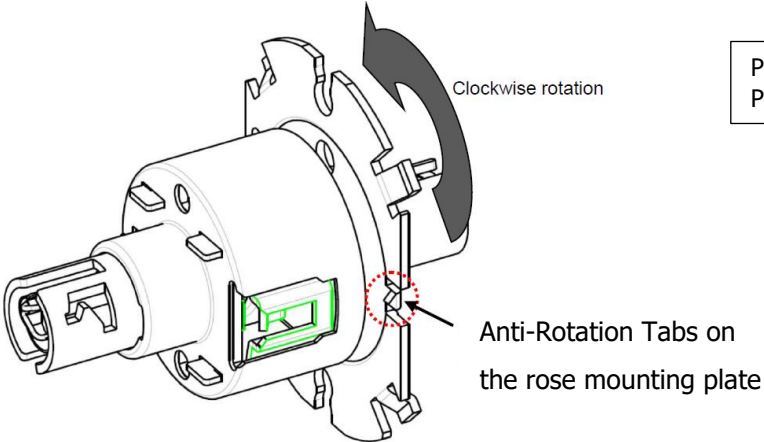
Parts List: Each Proxess CX-Series lockset includes

- Door Preparation Template
- Cylindrical Lever Lockset with Installation Instructions
- Exterior lock assembly (include housing, lever and cylinder drive unit)
 - Removeable core
 - Exterior Lever
 - Exterior housing (includes plastics and light pipes)
 - Exterior Rose
 - Chassis (includes chassis, plate, and thru posts)
 - Exterior Backplate
 - Exterior Gasket
- Interior lock assembly
 - Interior Lever
 - Interior Housing (includes battery cover and screws)
 - Interior Rose
 - Interior Backplate
 - Interior Gasket
- Hardware box includes:
 - Interior lever
 - Exterior lever
 - Latch
 - ASA Strike Plate
 - Screw Pack includes:
 - (SB1) Hager mounting screws M5 x 38mm x4pcs
 - (SB2) Flat head tapping screws #8x3/4" x2pcs
 - (SB3) Flat head tapping screws #12-24 x 18mm x2pcs
 - (SB4) Lever release tool
 - (SB5) Hager mounting screws M6 x 10mm x2pcs (optional)
 - (SB6) Torx Wrench

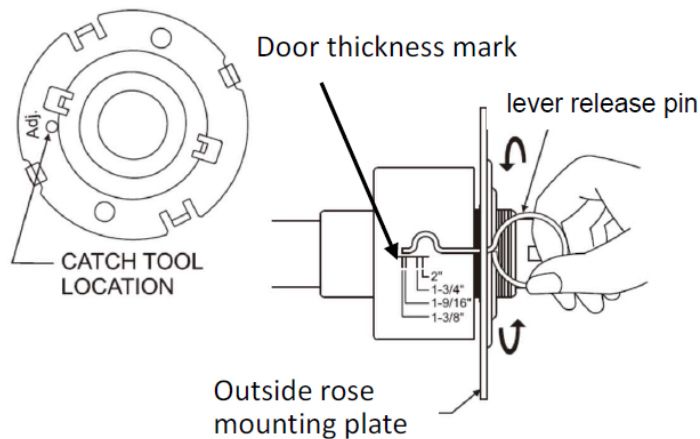


B. ADJUST FOR DOOR THICKNESS

Install exterior rose mounting plate onto the lock body by rotating it clockwise. Pay attention to the installation direction of mounting plate's anti-rotation tabs, they should be pointed toward the door.

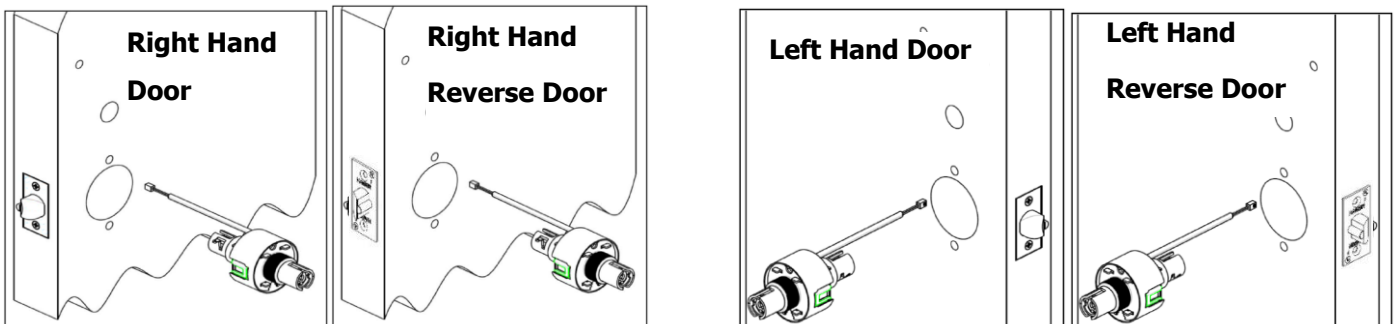


1. Please follow the steps below:
 - a. Rotate exterior rose mounting plate toward cylindrical chassis.
 - b. Put the lever release tool into the allocated position of exterior rose mounting plate per the illustration below.
 - c. Rotate exterior rose mounting plate to door thickness by using the lever release tool.



C. LOCK HANDING AND REHANDING (IF NECESSARY)

1. Determine the hand of your door. The product is set up for **Right Hand** by default.



D. Hardware Installation Steps

STEP 1

Install the latch in the door. The latch tube prongs should project into the chassis hole.



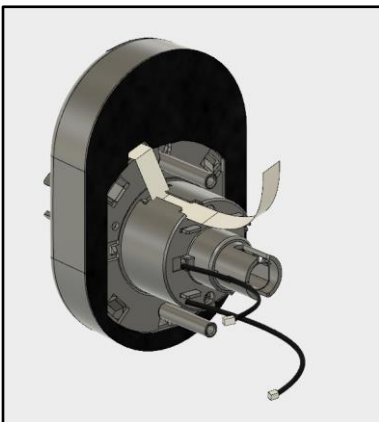
STEP 2

Install the strike plate, checking to make sure that the position of the deadlocking plunger is aligned against the strike plate.



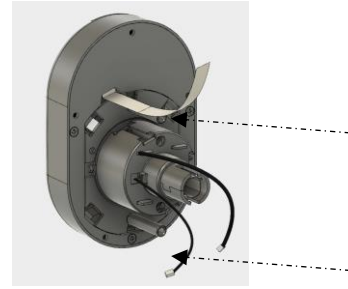
STEP 3

Ensure the cable from the exterior board is properly routed through the cylindrical lock chassis by first inserting one edge, then pressing the other into the cable slot.



STEP 4 (To Re-hand if Necessary)

1. To re-hand the lock chassis, begin by removing both the through bolt posts. See arrows below.



2. Remove the lock chassis and rotate both the internal mechanics and the chassis 180 degrees to accommodate the hand of the door. You will not need to remove the exterior gasket or backplate.

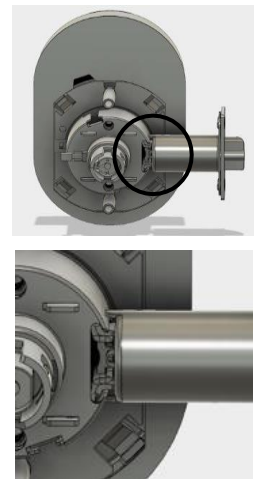
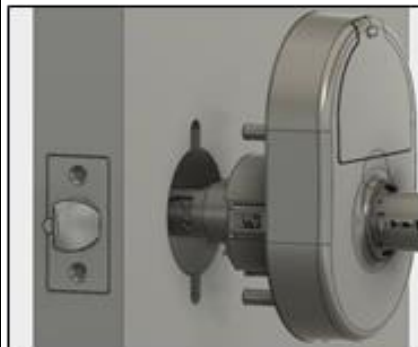
3. Replace through bolt posts.



Re-handed lock chassis to accommodate left-handed door

STEP 5

Slide the lock chassis through the chassis hole in the door, ensuring that the chassis engages the latch.



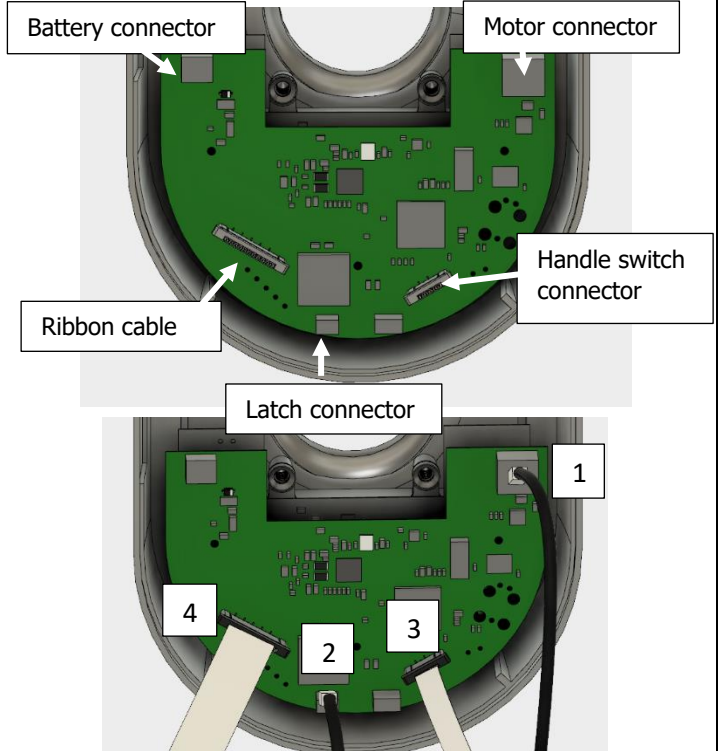
STEP 6

Place the back plate on the interior of the door with the upper and lower screws near the chassis. Wire the cable and wires as shown:

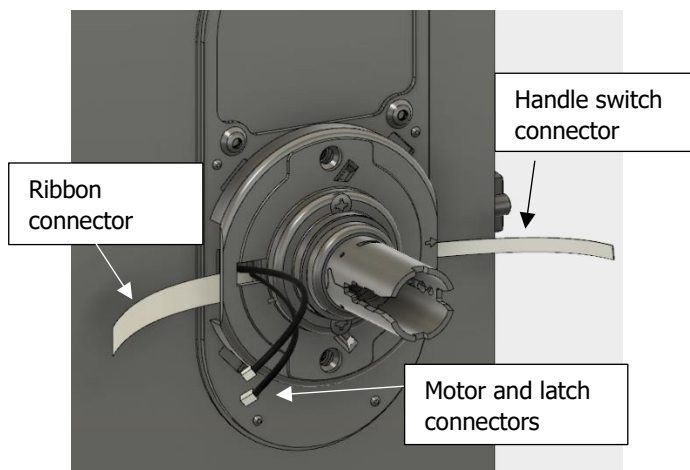
**STEP 8**

Connect the motor connector first, followed by the latch connector. Then connect the 4-pin handle switch connector. Connect the 10-pin cable last.

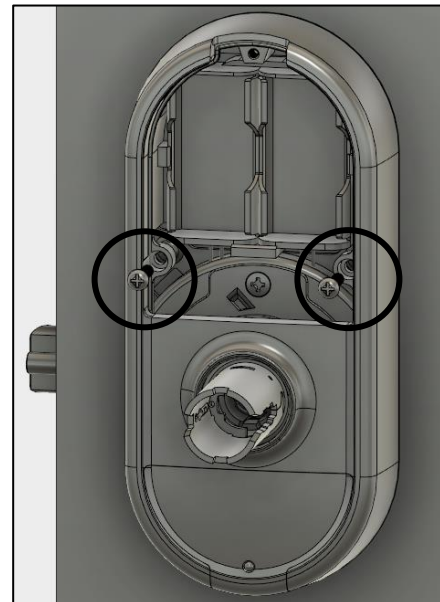
Note: The battery cable should already be pre-connected.

**STEP 7**

Place the interior rose liner on the interior back plate and screw in. Ensure that all wiring go through the oval holes in the rose liner. Ribbon and latch cables together when right-handed, ribbon and handle switch when left-handed.

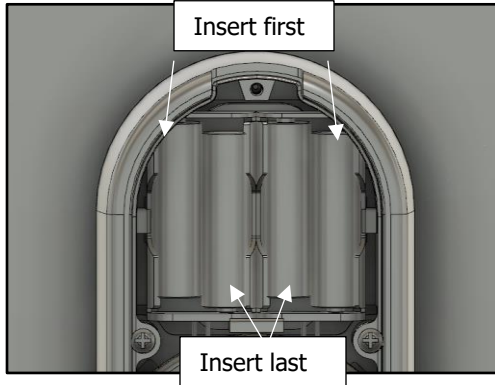
**STEP 9**

Place the motor wire on top of the handle assembly when installing the interior trim onto the back plate. Screw the interior trim onto the back plate using the two screws on the right and left of the battery hole.



STEP 10

Install the four AA batteries, beginning with the outer two.



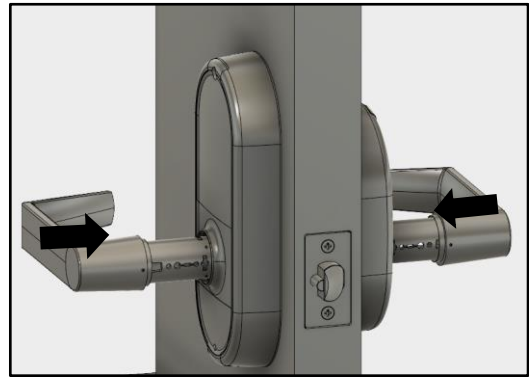
After the batteries are properly installed, the lock should beep once and the motor will run. **The lock is then in the locked position.**

STEP 11

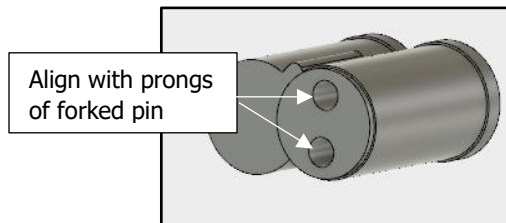
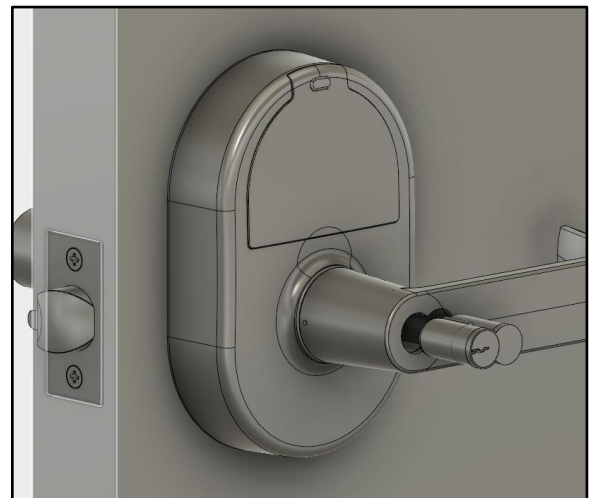
Screw the battery cover onto the trim.

**STEP 12**

Install the levers onto the outside and inside of the door. See tips for exterior handle prior to installation.

**STEP 13**

Install the removable core.



Once the removable core is aligned with the forked pin in the lock, insert the control key and turn clockwise 15 degrees to retract the locking lug, then insert the core into the lever. Turn the control key back counterclockwise 15 degrees to engage the core and remove the key.

E. Now that the hardware is installed, see "Software Solutions" in this manual to locate your software resources and begin programming.

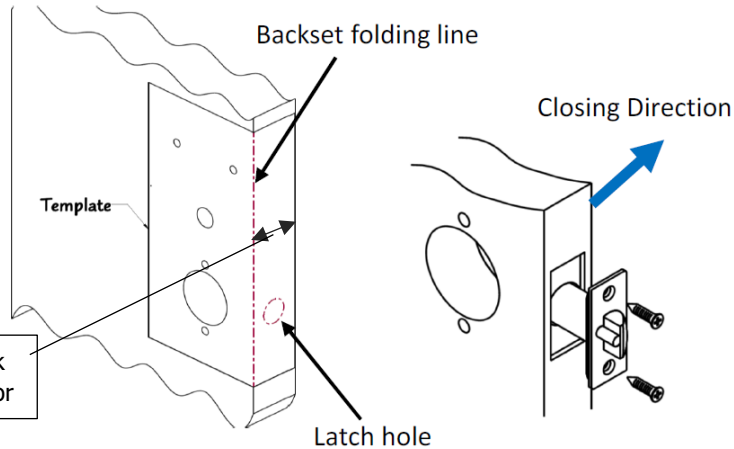
A. CHECKLIST

Tools for Door Preparation

- Drill
- Drill Bits: 1" (31/32" for drive in latch), 13/16", 3/8", 5/16"
- Hole Saw: 2-1/8"
- Phillips Screwdriver, #2
- Hammer
- Chisel

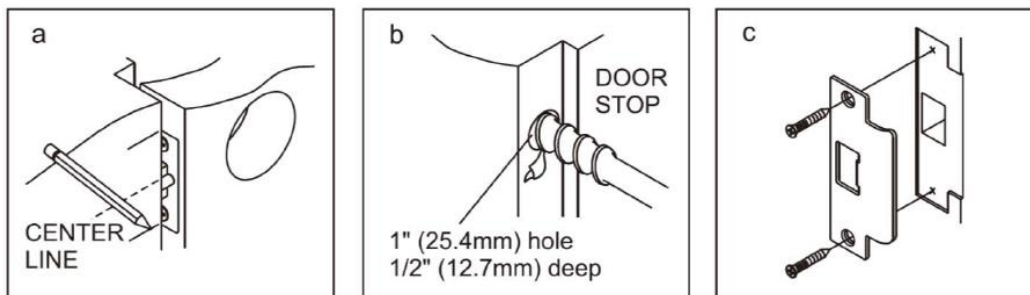
B. DOOR PREPARATION

1. Doors: Steel or Wood
2. Door thickness range: 1-3/8" (35mm) ~ 2" (51mm).
3. Match the Backset of your Proxess C-Series lockset to the corresponding installation (either 2-3/8" [60 mm] or 2-3/4" [70 mm] Backset).
4. Place the installation template onto the door and mark holes. Drill the 2 1/8" (54 mm) first, then drill the two 5/16" (8mm) holes for lock chassis mounting. Drill the 1" (25 mm) cross bore hole for the latch last.
5. Insert latch into 1" hole and hold it parallel to door face, mark outline and remove latch. Chisel 11/64" (4.3mm) deep or until faceplate is flush with the edge of the door. Insert latch into the 1" hole again, making certain that the latch bolt bevel faces direction of closing door (see section E for Lock Handing).
6. Secure the latch to the door using two #8x3/4" screws (SB2).



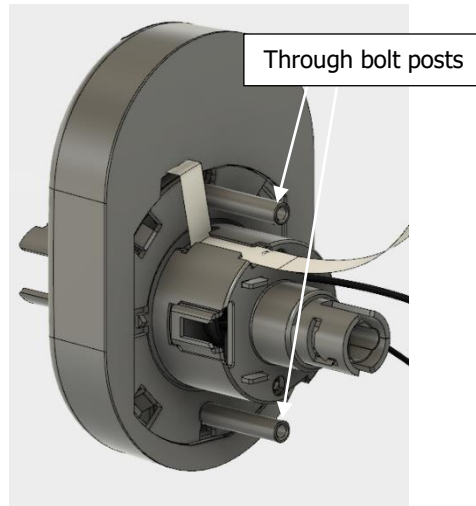
C. FRAME PREPARATION

1. Close the door and mark the horizontal line aligned to the strike.
2. Measure one half of door thickness from door stop to mark vertical center line of strike. Drill 1" (25 mm) hole, 1/2" (12.7 mm) deep at intersection of horizontal and vertical center lines.
3. Chisel out the jamb 3/32" (2.4mm) deep or until strike is flushed with jamb and then secure the strike to the jamb using two #12-24 x 1" screws (SB3).



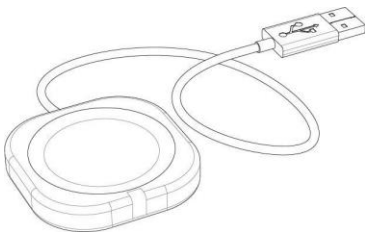
MODIFYING THE PROXESS GRADE 1 LOCK TO GRADE 2

Note that if you have an interior door that does not require a Grade 1 lock, the door does not need to be drilled out to accommodate the through bolt posts. Instead, you can change the lock to Grade 2 by simply removing the through bolt posts from the lock chassis and continuing with the installation.



ADDITIONAL RESOURCES

SERVICE EQUIPMENT



ENR™

Enrollment Reader and Programmer

Proxess' ENR™ makes the credential enrollment process intuitive and simple. Just place a credential on the desktop reader and a pop-up window automatically appears. From here you can create a new user, assign this card to an existing user, or view the details of an existing cardholder.



NX™ Smart Credentials

Network on Card Smart Credentials

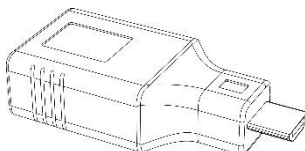
Proxess systems utilize the most advanced and flexible credential technology in the industry, DESFire EV2, and add six layers of protection, encryption and mutual authentication, providing the most secure credentials in the industry.



MPD Mobile Programming Device

Android Mobile Phone with no Sim Card

The Mobile Programming Device is used with the Proxess LoxIQ™ software to build door groups, access profiles, time schedules, and so much more. It can also be used to assign high security Network on Card credentials to personalized profiles with the Proxess Enrollment Reader and On-the-Go Converter. Proxess software is currently compatible with only Android devices. However, we are excited to develop software with IOS capabilities. Please check our website for the latest capabilities for Proxess products.



OTG On-the-Go Converter

The On-the-Go Converter is provided with the Mobile Programming Device and Enrollment Reader to assign credentials. Proxess offers OTG converters for both Micro USB and Type C devices.

For additional information about service equipment and Proxess products, please visit our website:

www.proxess.com

SOFTWARE SOLUTIONS

LoxIQ™

LoxIQ™ is a software app created by Proxess, LLC. Instead of requiring all the expensive components of an access system (approx. \$3k/dr), LoxIQ™ requires only the locks, a phone, and a programmer. Although the system has the capability of unlimited doors and users, it is typically implemented in smaller systems of 100 doors/users or less...Expandable to full server system software.

For more information about LoxIQ™, please visit our website:

http://www.proxess.com/Proxess/media/Proxess/Images/Graphics/loxiq_datasheet_4pg_06.pdf?ext=.pdf

ProxessIQ™

ProxessIQ™ is the scalable access control software, supporting Proxess intelligent wireless locksets and door controllers. A ProxessIQ™ system can begin with a single wire-free lockset and incrementally expand to an unlimited number of locations, doors and users.

For more information about ProxessIQ™, please visit our website:

<http://www.proxess.com/Proxess/media/Proxess/Documents/ProxessIQ-Scalable-ACS.pdf?ext=.pdf>

Proxess Sync™

The Proxess Sync™ mobile phone App synchronizes changes from the ProxessIQ™ software to locksets across the country. It is a simple to use configuration App, requiring just a click to perform the synchronizations. Strictly a performance App, it is secure and uncompromising. The App user simply clicks in Proxess Sync™ to have the changes securely made on the PC software executed at the lockset.

For more information about Proxess Sync™, please visit our website:

[http://www.proxess.com/Proxess/media/Proxess/Images/Solutions/Proxess-Sync-DS-Pg-1-\(1\).pdf?ext=.pdf](http://www.proxess.com/Proxess/media/Proxess/Images/Solutions/Proxess-Sync-DS-Pg-1-(1).pdf?ext=.pdf)

FCC STATEMENT

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communication. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one of the following measures:

Reorient or relocate the receiving antenna.

Increase the separation between the equipment and receiver.

Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

Consult the dealer or an experienced radio/TV technician for help.

FCC Caution:

Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment. This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Industry Canada Statement

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (e.i.r.p.) is not more than that permitted for successful communication.

Industrie Canada Déclaration

Conformément à la réglementation d'Industrie Canada, le présent émetteur radio peut fonctionner avec une antenne d'un type et d'un gain maximal (ou inférieur) approuvé pour l'émetteur par Industrie Canada. Dans le but de réduire les risques de brouillage radioélectrique à l'intention des autres utilisateurs, il faut choisir le type d'antenne et son gain de sorte que la puissance isotrope rayonnée équivalente (p.i.r.e.) ne dépasse pas l'intensité nécessaire à l'établissement d'une communication satisfaisante.

Industry Canada Radiation Exposure Statement

This Device complies with Industry Canada License-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Industrie Canada l'exposition aux radiations

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

UL STATEMENT

Outside lever is normally locked. Inside lever always allows egress.

Unit shall not interfere with the operation of Panic Hardware.

Wireless communications, Wi-Fi, Bluetooth, Door Position, and Request to Exit features are not part of UL Listed product.

Tested to compliance with UL 294 5th Edition Class I.