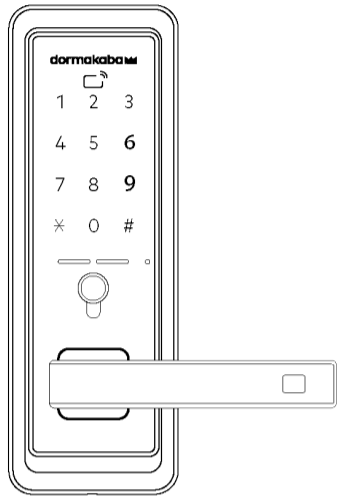


ML330

Password / RFID card / Spare key



Cautions

- Make sure to read this user manual before using the product.
- For your safety, change the password regularly.
- Do not reverse the poles of the batteries because doing so may cause liquid leakage or rupture.
- When the battery set is discharged, replace all the batteries at the same time.
- Do not mix new batteries with partially discharged or fully discharged batteries.
- Do not install, disassemble, or repair the product by yourself.
- Use a dry, superfine cloth to clean the product.
- Do not press the buttons with sharp objects, such as gimlets or pins, or insert sharp objects into the product.
- Do not use the product for other purposes than digital door lock.
- Be careful not to let water into the product.
- Do not apply a heavy force to the product.
- Keep the product warranty card for A/S service.

Make sure to install the product by an installation engineer. Any product malfunction occurred if it is not installed by designated engineer will cause A/S service charges.

Troubleshooting

Symptom	Solution
The product is not powered on	Check whether the battery set is inserted properly or discharged. Check the battery insertion direction and the pole marks. Replace all the batteries with new ones.
The passwords cannot be registered	Open the battery cover, press "[Register]" button, and retry registering by referring to the password registration method that was specified in the user manual.
The door will not open after inputting the password followed by "*" button	Check if the password entered is correct. The password cannot be registered if the keypad lamp turns off. Therefore, enter the password again after turning on the keypad lamp by touching it with a hand.
The door will not open although the registered information is authorized with a password / RFID card	Use an emergency battery (9 V). It might be a system failure, contact our service center.
Alarm is on and sounds like, "beep beep beep"	This alarm indicates that the battery set should be replaced. Make sure to replace all the batteries with new ones.
The auto lock mode does not work	Try to reset auto lock mode. If the battery set is discharged, you can hear the sound when pressing the buttons, but the product will not work. Therefore, replace all the batteries with new ones.

Product Specifications

Installation condition	Non-fire rated door	Door thickness: 40–75 mm
Opening type	Password	4–12 digits (Up to four passwords may be registered)
	RFID card	Up to 100 RFID cards may be registered.
Rated voltage	DC 6V	LR6 1.5 V AA alkaline battery
Emergency power supply	DC 9V	Alkaline battery (sold separately)
Overheating detection	Temperature sensor	72 ± 5°C (lab environment), 62 ± 5°C (general environment)
Material	Outdoor unit	Al, Zn, ABS
	Indoor unit	Zn, ABS

Product Warranty Sheet

Model name	
Serial No.	
Purchase (installation) date	
Installation service shop name	
Installation engineer name	
Telephone No.	
Address	

- When you request for a repair service, you need to present this warranty sheet, which indicates the purchase date.
- The warranty service for this product will be provided based on the details that were inputted on the product warranty sheet.
- When you purchase this product, have its seller input the purchase date on the product warranty sheet because the free warranty service period starts on the purchase date.
- The functions and design of this product are subject to changes without notice for the improvement of its performance.

dormakaba services information

Thanks for purchasing dormakaba smart locks. We provide warranty services for our door lock products. To ensure your rights, please read the following clauses carefully.

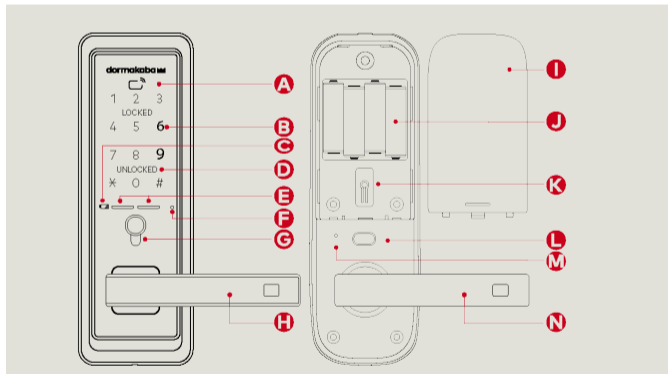
1. We provide one year free warranty for the door locks bought from our authorized sales channels and used correctly from the date of purchase.
2. When you buy the product, please ask the seller for invoice and keep it properly.
3. After installing the lock, please supervise the installation staff to fill out the product warranty card, and the seller will register product information according to the Receipt.
4. Warranty Card and invoice are required for warranty.
5. If you need repair service, please contact the seller or call our service hotline, and our authorized unit will provide repair services.
6. The above warranty shall not be applied to the following:
 - Warranty period expires;
 - The product model and bar code on the Warranty Card do not match the lock;
 - Warranty Card is altered without permission;
 - The lock is installed by unqualified personnel;
 - The lock is disassembled or modified without permission;
 - Damage is caused by force majeure (earthquake, fire, flood, etc.).

For more information of the warranty clauses, please refer to our official website or call the local hotline.

www.dormakaba.com



Part names



- | | |
|---|-------------------------------|
| Outdoor unit | Indoor unit |
| A RFID card reader | I Battery cover |
| B Keypad | J Battery |
| C Battery warning lamp | K [Register] button |
| D Status indication lamp | L [Manual lock] button |
| E Emergency power supply terminal | M LED lamp |
| F [Reset] button | N Indoor handle |
| G Emergency keyhole cover, emergency keyhole | |
| H Outdoor handle | |

Components

The components are subject to changes depends on the installation environment.

- Mortise
- Mortise shaft
- Striker
- Screw
- Battery
- RFID card
- Remote control (sold separately)
- User manual
- Installation manual
- Installation paper pattern

Enter the registration mode

- | | |
|---|--|
| Authorize with an administrator password | Authorize with an administrator RFID card |
| 1. Press [Register] button | 1. Press [Register] button. |
| 2. Input an administrator password | 2. Put an administrator RFID card on the reader |
| 3. Press [#] button | |

- Not inputting anything for 10 seconds will cancel the authorization.
- An error will occur if entering less than 6 digits or more than 12 digits password and cancel the authorization.
- When entering an administrator password, press [*] button will reset the entry.
- Press [#] button without any entry or press [Register] button during authorization will cancel the authorization.

Register password

Make sure to register a password while the door is open

Change administrator password * Default password: 123456

1. Enter the registration mode
2. Press [0] button
3. Enter a 6 to 12 digit administrator password, and press [#] button



- Administrator password cannot be identical to an existing user/guest password.

Register a user password

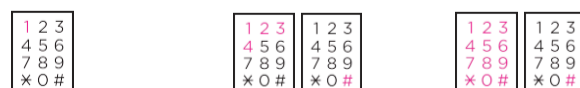
1. Enter the registration mode
2. Press [1] button
3. Enter a 4 to 12 digit user password, and press [#] button



- Repeat step 3 before the keypad lamp turns off will register another user password. (Up to four passwords can be registered)
- User password cannot be identical to an existing administrator/guest password.

Register a user password with an address

1. Enter the registration mode, and press [1] button
2. Select and press an address among 1–4, and press [#] button
3. Enter a 4 to 12 user password, and press [#] button



- Repeat step 2 and 3 before the keypad lamp turns off will register another user password. (Up to four passwords can be registered)
- User password cannot be identical to an existing administrator/guest password.

Register a guest password - One-time password

1. Enter the registration mode
2. Press [4] button
3. Input a 4 to 12-digit guest password, and press [#] button



- Guest password cannot be identical to an existing administrator/user password.
- The guest password will go invalid after using it to open the door.
- Not inputting anything for 10 seconds will cancel the registration.
- When entering an administrator, a user, or a guest password, press [*] button will reset the entry.
- Press [#] button without any entry or press [Register] button during authorization will cancel the authorization.

Register a RFID card

Make sure to register a RFID card while the door is open.

Register an administrator RFID card

1. Enter the registration mode
2. Press [0] button
3. Put the administrator RFID card on the reader



- Repeat step 3 before the keypad lamp turns off will register another administrator RFID card. (Up to 10 RFID cards can be registered)
- Administrator RFID card cannot be identical to a user RFID card.

Register an administrator RFID card with an address

1. Enter the registration mode, and press [0] button.
2. Select and press an address from 1 to 10, and press [#] button
3. Put the administrator RFID card on the reader



- Repeat step 2 and 3 before the keypad lamp turns off will register another administrator RFID card. (Up to 10 RFID cards can be registered)
- Administrator RFID card cannot be identical to a user RFID card.

Register a user RFID card

1. Enter the registration mode
2. Press [2] button
3. Put the user RFID card on the reader



- Repeat step 2 and 3 before the keypad lamp turns off will register another user RFID card. (Up to 100 RFID cards may be registered)
- User RFID card cannot be identical to an administrator RFID card.

Register a user RFID card with an address

1. Enter the registration mode, and press [2] button
2. Input an address to be registered (1–100), and press [#] button
3. Put the user RFID card on the reader



- Repeat step 2 and 3 before the keypad lamp turns off will register another user RFID card. (Up to 100 RFID cards may be registered)
- User RFID card cannot be identical to an administrator RFID card.

- Not inputting anything for 10 seconds will cancel the registration.
- Press [#] button without any entry or press [Register] button during authorization will cancel the authorization.

Enter the deletion mode

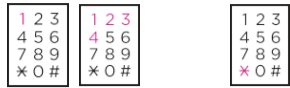
- | | |
|---|--|
| Authorize with an administrator password | Authorize with an administrator RFID card |
| 1. Press [Register] button for three seconds | 1. Press [Register] button for three seconds |
| 2. Input an administrator password | 2. Put an administrator RFID card on the reader |
| 3. Press [#] button | |

- Not inputting anything for 10 seconds will cancel the authorization.
- An error will occur if entering less than 6 digits or more than 12 digits password and cancel the authorization.
- When entering an administrator password, press [*] button will reset the entry.
- Press [#] button without any entry or press [Register] button during authorization will cancel the authorization.

Delete a password

Delete a password

1. Enter the deletion mode
2. Press [1] button, and input an address (1-4) to be deleted
3. Press [*] button



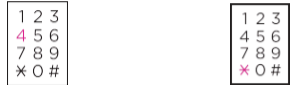
Delete all user passwords

1. Enter the deletion mode
2. Press [1] button
3. Press [#] button for three seconds



Delete a guest password

1. Enter the deletion mode
2. Press [4] button
3. Press [*] button



Open the door from outside with a password

In General authorization mode

1. Touch the keypad with a hand
2. Enter an administrator, a user, or a guest password
3. Press [#] button



- Press [*] button before step 2 will open the door in mute.
- A series of virtual numbers can be entered before or after step 2 while the virtual number function is activated for opening the door.

In Double authorization mode

1. Touch the keypad with a hand
2. Enter an administrator, a user, or a guest password
3. Press [#] button and enter an administrator password or put user RFID card on the reader

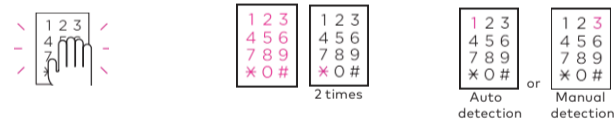


- Setting a double authorization for guest passwords is not allowed.
- A double authorization will not work for RFID card.
- Press [*] button before step 2 will open the door in mute.
- A series of virtual numbers can be entered before or after step 2 while the virtual number function is activated for opening the door.

- Not inputting anything for 10 seconds will cancel the authorization.
- Virtual number function can be used in order not to expose your passwords (However, the length of password plus the virtual number cannot exceed 21 digits, or it will end up with an error sound)
- Five attempts allowed before the authorization gets suspended for one minute. After that, you may try again.
- The guest password will go invalid after using it to open the door.

Set auto/manual detection with RFID card

1. Touch the keypad with a hand
2. Enter an administrator password, and press [1] button two times
3. Press [1] button: Auto detection
Press [3] button: Manual detection

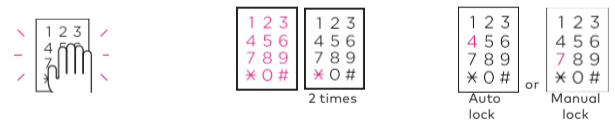


- Auto detection mode is set by default.
- In the manual detection mode, touching the keypad with a hand and put the RFID card on the reader will open the door.

Set auto/manual lock mode

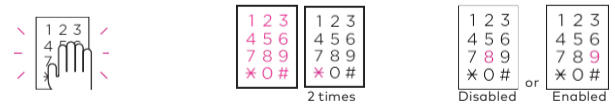
Set Auto/manual lock mode

1. Touch the keypad with a hand
2. Input an administrator password, and press [*] button two times
3. Press [4] button: Auto lock or [7] button: Manual lock



Set Auto/manual lock mode

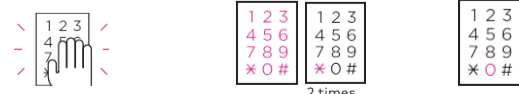
1. Touch the keypad with a hand
2. Input an administrator password, and press [*] button for two times
3. Press [8] button: [#] button: Disabled
Press [9] button: [#] button: Enabled



- Auto lock mode is set by default.
- In the initial setting of the manual lock mode, [#] button is not enabled.
- In auto lock mode, the door will automatically be locked in 2 seconds after it is closed.
- The door will not be automatically locked in manual lock mode.

Virtual number function

1. Touch the keypad with a hand
2. Input an administrator password, and press [*] button for two times
3. Press [0] button to activate or not

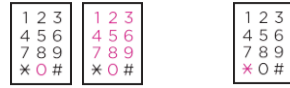


- By default, virtual number function is activated.

Delete a RFID card

Delete an administrator RFID card with an address

1. Enter the deletion mode.
2. Press [0] button, and input the address to be deleted (1-10)
3. Press [*] button



Delete an administrator RFID card

1. Enter the deletion mode
2. Press [0] button
3. Put an administrator RFID card on the reader



Delete all administrator RFID cards

1. Enter the deletion mode
2. Press "[0]" button
3. Press [#] button for three seconds



Delete a user RFID card with an address

1. Enter the deletion mode
2. Press [2] button, and enter the address to be deleted (1-100)
3. Press [*] button



Delete a user RFID card

1. Enter the deletion mode
2. press [2] button
3. Put a user RFID card on the reader



Delete all user RFID cards

1. Enter the deletion mode
2. Press [2] button
3. Press [#] button for three seconds



Open the Door from Outside with a RFID card

Put the RFID card on the reader

- In the double authorization mode, input a password first.
- In the RFID card manual detection mode, touch the keypad with a hand and put the RFID card on the reader.

Open door from outside with an emergency key

1. Push the emergency keyhole cover to the left.
2. Insert an emergency key in the keyhole, and turn it to the left/right will open the door.

Open door from inside

- Low down the handle will open the door when it is locked.

Lock door from outside

In auto lock mode

- The door will automatically be locked in 2 seconds after it is closed.

In manual lock mode (without [#] button)

- While the door is closed, touching the keypad with a hand will lock the door.

In manual lock mode (with [#] button)

- While the door is closed, touching the keypad with a hand and press [#] button will lock the door.

Lock door from inside

In auto lock mode

- The door will automatically be locked in 2 seconds after it is closed.

In manual lock mode

- Press [Manual lock] button after the door is closed.

Set internal double lock

Set internal double lock

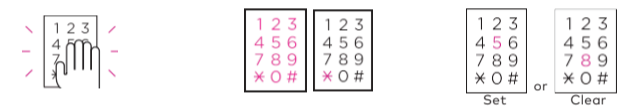
- Can Prevent opening the door from outside.
- While the door is locked, press [Manual lock] button for three seconds.

Release internal double lock

- Open the door by pushing down the handle.

Set double authorization mode

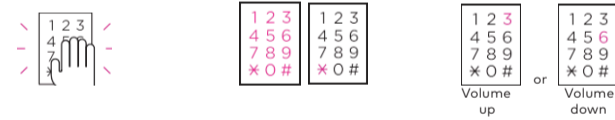
1. Touch the keypad with a hand
2. Input an administrator password, and press [*] button
3. Press [5] button: Set
Press [8] button: Clear



- Double authorization is not enabled by default.

Volume control

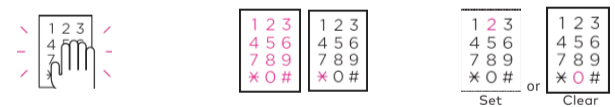
1. Touch the keypad with a hand
2. Input an administrator password, and press [1] button
3. Press [3] button: Volume up
Press [6] button: Volume down



- The volume can be adjusted by seven degrees.

Set door unlock alarm

1. Touch the keypad with a hand
2. Input an administrator password, and press [*] button
3. Press [2] or [0] to set or clear the alarm

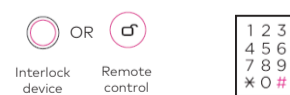


- Door unlock alarm is not enabled by default.
- In the door unlock alarm mode, alarm will go off if the door is not locked, and the LED lamp will blink for one minute.

Interlock/Remote control

Register an interlock/remote control

1. Enter the registration mode
2. Press [OPEN] button
3. Press [#] button



- Repeat step 2 before step 3 will register another interlock / remote control. (Up to five devices may be registered.)

Delete an interlock/remote control

1. Enter the deletion mode
2. Press [5] button
3. Press [*] button



- Registering a new device will automatically delete the one registered before.

Alarm functions

Dead bolt trapping alarm

If the dead bolt is trapped when the door is opened or locked, alarm will go off and sounds like "beep beep beep beep" for three times.

- If the alarm never stops and the product does not function properly, contract an installation engineer to adjust the product's installation position.

Low battery alarm

Alarm will go off if it is under low battery and sounds like "beep beep beep" once the product turns on.

- When the battery alarm goes off, using the product without replacing the battery will fully discharge the battery. Therefore, make sure to replace batteries when the alarm is on.
- When replacing the battery, replace with all new ones.
- Do not mix new batteries with partially discharged or fully discharged batteries.
- Do not use batteries made from different manufacturers.

How to use an emergency battery

1. Connect an emergency battery (9 V) to the emergency power supply terminals.
2. Input an administrator/user password, and press [#] button.
3. (In the double authorization mode) Put an administrator/user RFID card on the reader.

- If the product does not work because of discharged battery, buy a new one (9 V).

Break-in / Damage alarm

80dB alarm will go off if anyone attempts to damage the lock or force the door to open.

- If you remove the battery, input a password, or put the RFID card on the reader, the alarm will stop.

Overheat warning

When a high temperature (62°C ± 5°C) is detected, alarm will go off and the lock mode will be removed in case a fire broke out.

- If the indoor unit is exposed to direct sunlight for a long period, alarm will go off as well.
- If overheat is detected, internal double lock mode will be automatically removed.
- This alarm won't be off while the product is overheated.

Multiple entry failure alarm

Entering a nonregistered password or reading a nonregistered RFID card for five consecutive times will make alarm go off and disable authorization for one minute.

- Try to enter the right password or read the right RFID card after one minute to open the door.