

ENGLISH

# ID LOCK 202 MULTI

INSTALLATION MANUAL



INSTALLATION FILM  
[IDLOCK.NO/202GUIDE](#)

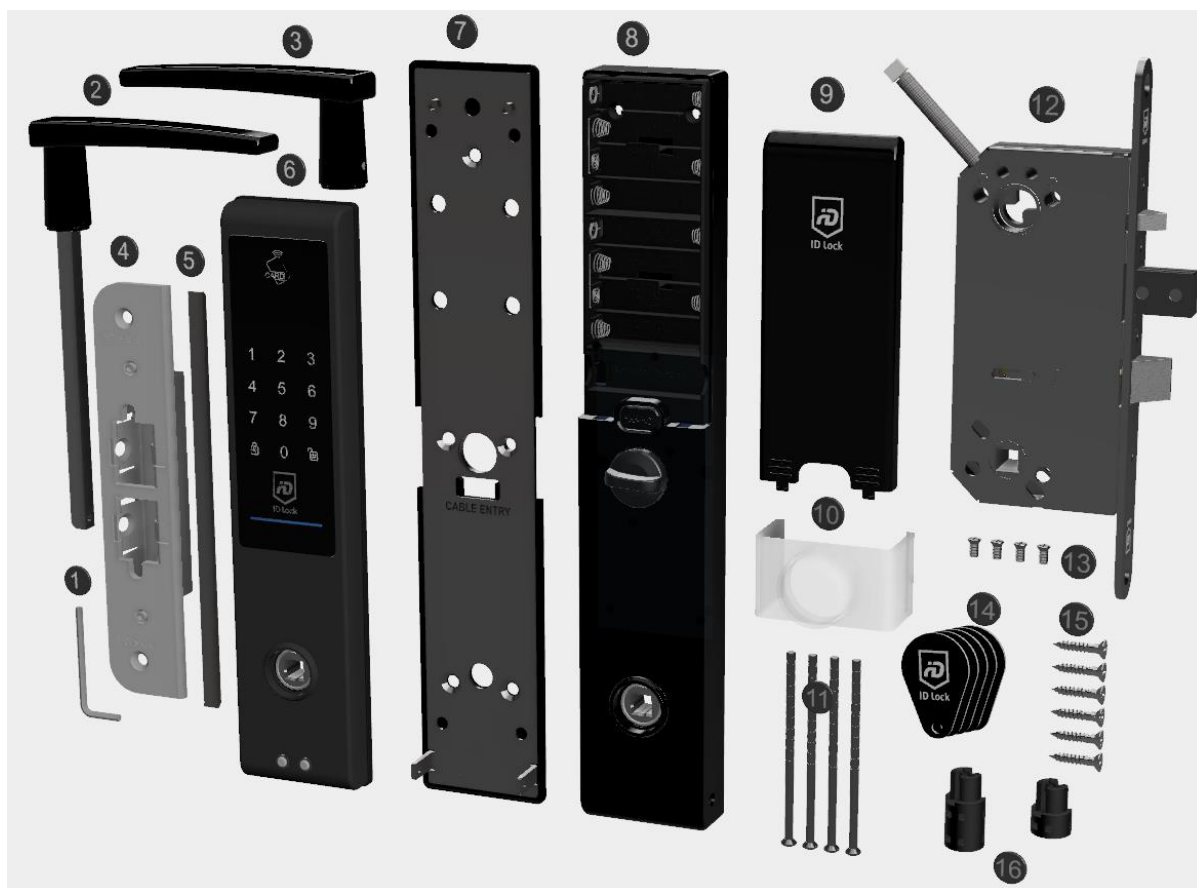


Figure 1 – Contents

#### Parts list

- |    |                                      |
|----|--------------------------------------|
| 1  | Allen wrench                         |
| 2  | Outside handle                       |
| 3  | Inside handle                        |
| 4  | Strike plate                         |
| 5  | Strike plate adapter                 |
| 6  | Outside unit                         |
| 7  | Inside backplate                     |
| 8  | Inside unit                          |
| 9  | Battery cover                        |
| 10 | Thumb turn protective cover          |
| 11 | Cuttable screws                      |
| 12 | Mortise lock                         |
| 13 | Inside unit screws                   |
| 14 | 3x RFID key fobs                     |
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## Introduction

Welcome to a keyless everyday life with ID Lock 202 Multi which has been designed as an easy to install, easy to use, safe and secure electronic door lock for Scandinavian doors.

At [idlock.no](http://idlock.no) you will find up-to-date installation and user manuals for both ID Lock 202 Multi and add-on modules. You will also find an assembly film on ID Lock's YouTube channel that should be used when installing the door lock on your door in addition to this manual and the quick guide provided in the sales box.

Carefully read the ID Lock Terms of Use and Precautions before installing your ID Lock 202 Multi.

## Terms and conditions

ID Lock 202 Multi must be installed in compliance with this user manual. Malfunctions caused by either willfully, neglected, or unqualified use or installation, or in disagreement with our terms, conditions, or user manuals, will waive any rights to file complaints. Reckless or irresponsible use or installation may lead to one or more of the following results: Product failure, loss of property, or harm to people.

The operating temperature range is -25°C to 70°C. When installed in coastal areas, corrosion may occur on exposed parts.

The outside unit has a high degree of protection to water and dust. It is resistant to water spray from all directions. The lock is not resistant to pressure washing or similar.

ID Lock is suited for most doors manufactured in accordance with SIS 817383 (1978 and newer). ID Lock cannot be held responsible for any eventual customizations of the door. ID Lock cannot be held liable to replace any items other than the product, regardless of direct or indirect cause.

At least one RFID key fob must be programmed, and kept in case it is needed for emergency unlocking.

The lock must be updated to the latest available version for all functions to be available.

Check your lock with 9V batteries before you start using your lock.

## Maintenance

ID Lock 202 Multi requires some maintenance to ensure safe operation and a nice appearance. All moving parts of the product come fully lubricated from the factory, but may in some cases need to be lubricated when it is put into use.



The moving parts of the mortise lock and the thumb turn should be lubricated annually with a thin, flowing oil, such as sewing machine oil or bicycle chain oil. NB! Do not use chemical-based lubricants as they can damage the lock's surface treatment.

If the lock is installed outdoors, the external part should be cleaned more frequently than the internal part, preferably once a month. The touch panel on the ID Lock is made of acrylic. This is a plastic that does not tolerate alcohol-based or acid-based cleaning agents. Using these can cause the material to crack, become dull, and scratch more easily. It is important to clean the touch panel, and it can be washed with a moist microfiber cloth to avoid scratches.

Cleaning is carried out with clean water on a cloth (preferably microfiber). Do not use solvents and soap. Washing with microfiber and water keeps the lock sparkling clean, free from dirt and bacteria.

The frequency of cleaning and lubrication must be assessed based on the usage pattern. The lock must be washed at least 2-3 times a year in order for the surface to be preserved and be sparkling clean.

## Precautions

We know that you know how to use batteries and how to recycle them, but we are obligated to include these lines of precautions in our manual:

ID Lock 202 Multi must be used with Alkaline batteries only. Use 4 or 8 batteries of the same brand. Replace all batteries at the same time. ID Lock 202 Multi is rated 6 VDC. Replacement of a battery with an incorrect type can defeat a safeguard. Disposal of batteries used on your ID Lock into fire or a hot oven, or mechanically crushing or cutting of a battery, can result in an explosion. Leaving batteries in an environment extremely high temperature can result in an explosion or leakage of flammable liquid or gas. A battery subjected to extremely low air pressure may result in an explosion or leakage of flammable liquid or gas.

 This symbol indicates DC voltage.



This product bears the selective sorting symbol for Waste electrical and electronic equipment (WEEE). This means that this product must be handled pursuant to European directive 2012/19/EU in order to be recycled or dismantled to minimize its impact on the environment.

As a user you can choose to give this product to a competent recycling organization or to the retailer when you buy a new electronic product.

## Preparations

### Latch and mortise lock

Use a screw driver to adjust the latch on the mortise lock so it is in the same direction as the one you removed from your door. The adjustment is shown in figure 2.

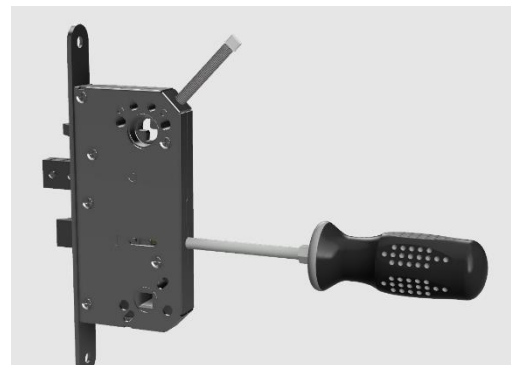


Figure 2 – Adjusting the latch

## Mounting

### Remove your old lock

Dismantle the strike plate, cylinder, and handles.

Follow the manual for your existing lock.

### Mounting the strike plate

1. Make sure the strike plate fits the slot in the door frame. *Make necessary adjustments if it does not fit properly.*
2. Insert the strike plate flush with the door frame. *Use the strike plate adapter in front of the strike plate.*
3. Fasten the 4 screws to the door frame. Start with the screw on the top and bottom as shown in figure 3. Then continue with the two screws in the middle.



Figure 3 – Mounting the strike plate

## Assembly of mortise lock and outside unit

1. Insert the mortise lock halfway into the door. Gently pull the cable towards the inside through the topmost opening (see figure 4).



Figure 4 – Mortise lock placement

2. The cable from the outside unit is gently pulled towards the inside and on the top side of the mortise lock. Pull gently until there is no leftover cable length.  
*Tips: Use the handle to keep the outside unit in place during the rest of your assembly process (see figure 5).*



Figure 5 – Handle and outside unit

3. The mortise lock is fastened with an even force until the back plate is parallel or flush with the door leaf.  
*Important! The distance between the front of the mortise lock and the strike plate should be between 2 - 5mm (see figure 6).*

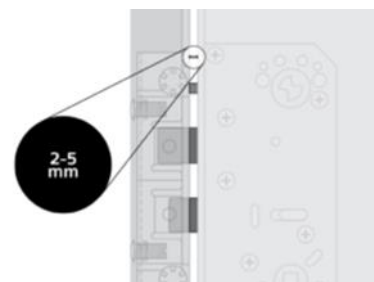


Figure 6 – Distance between mortise lock and door frame

4. The mortise lock adapter is inserted into the mortise lock from the inside. Choose the adapter best suited for your door's thickness. Have a look at the contents picture (figure 1) point 16 where you can see the mortise lock adapters.
5. Always try the shortest adapter first.

Figure 7 shows the mortise lock adapter inside the door.



Figure 7 – Mortise adapter

## Mounting the backplate and inside unit

### Inside backplate

1. The back plate is fitted to the outside unit as shown in figure 8.
  - a. The 4 cutting screws are cut to the correct thickness according to the thickness of the door. Use medium-sized pliers or a hacksaw to cut the screws.
 

*Important! The screws must not be shorter than the thickness of the door. Please try with one screw before cutting the rest.*
  - b. The cables are fed through the opening marked on the backing plate marked «CABLE ENTRY».
  - c. Be sure to lay the wires on the outside of the screws as shown in figure 9.
  - d. Tighten the backplate with the 4 screws so the backplate is no longer bent. Use a screwdriver (PH2) to secure the screws.
  - e. While tightening the screws, adjust the exterior unit and backplate to ensure that the lock is parallel to the door.



Figure 8 – Inside backplate



Figure 9 – Cable positioning



Figure 10 – Connecting cables

### Inside unit

2. When the backplate is attached, continue with the inside unit.
  - a. Connect the white socket from the mortise lock to the white socket marked «MORTISE LOCK»
  - b. Connect the black socket from the outside unit to the beige socket marked «OUTSIDE UNIT»
  - c. Place the inside unit on the backplate.
  - d. Attach the 2 screws to the bottom of the inside unit.
  - e. Attach the screws on the top of the inside unit.



Figure 11 – Attach inside unit

## Door handle

### Outside door handle

The outside unit has a square pin attached.

The door handle is inserted through the outside unit, through the mortise lock, and the inside unit.



*Figure 12 – Attach outside handle*

### Inside door handle

Your inside door handle can now be attached.

This has an included set screw. This is tightened with the Allen wrench in the package.



*Figure 14 – Attach inside handle*



*Figure 13 – Tightening the inside handle*

### Control:

Verify that both the outside and inside handle is properly tightened. Adjust if needed.



## Mechanical function test

1. Perform a functional test of the moving parts of the lock with the door open.
  - a. Do both door handles move when using the outside and inside handle?
  - b. Does the dead bolt slide in and out without friction whilst using the thumb turn knob?
  - c. Can you push the sensor latch (top triangle), and does it slide nicely without problems?
2. If the answer is no to any of the above questions, check your installation. It may help to lubricate the sensor latch or dead bolt slightly.

## Adjusting the strike plate

The door frame should rest on the door gasket with moderate pressure. The pressure will vary between door types.

If the gasket doesn't fully seal the strike plate can be adjusted.

Use the included Allen wrench to adjust. The lower hex screw will usually need to be tightened a bit.

**IMPORTANT!** If the upper screw is adjusted; make sure that the deadbolt can move freely.

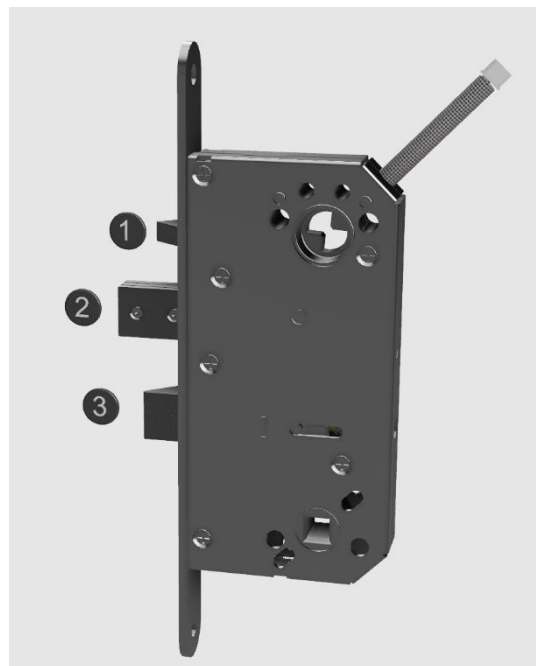


*Figure 15 – Adjusting the strike plate*

## Mortise lock moving parts

The moving parts in the mortise lock is referred to as such throughout the user manual and instructions on our website.

- 1 Sensor latch
- 2 Dead bolt
- 3 Latch (for handles)



*Figure 16 – Mortise lock moving parts*

## Configuration

### Important

Make sure you an alternate entrance or someone on the inside when configuring your lock. Alternatively, the door can always be left open while you test and you can "simulate" the door closes by holding down the sensor latch (see figure 16 on the previous page).

### Batteries

1. Use 4 or 8 alkaline AA-batteries (LR06). Only use new batteries of same type.
2. Leave the door in an open and unlocked position when inserting the batteries.



Figure 17 – Batteries

3. Remove one of the batteries so that only 3 batteries are inserted and test the emergency terminals on the outside by holding a 9V battery against the terminals. Make sure the touch panel wakes up and lights up.



Figure 18 – 9V battery

4. Remove the protective film from the touch panel (see figure 19).



Figure 19 – Remove the protective film

## Setup and PIN codes

### Set Master PIN

After the batteries have been inserted and the lock has started up, a Master PIN must be programmed, this is done as follows:

1. Activate the outside unit by waking the panel (the door must be open and unlocked)
2. Press [ New Master PIN ] [ \* ] [ Repeat Master PIN ] [ # ]
3. The LED bar flashes blue to indicate that a new PIN has been registered

If the panel has switched off before you have time to enter a new PIN code, activate the panel with a light touch.

*Important! Choose a PIN not easy for unauthorized persons to guess. We recommend 6 digits (or more).*

### User PIN.

You can program up to 25 personalized PIN codes. This is how it's done:

1. Have an open and unlocked door
2. Activate the panel and press [ \* ]
3. Press [ Master PIN ] [ \* ]
4. Press [ 3 ] [ \* ] [ Position 1 - 25 ] [ \* ]
5. Enter your desired PIN and finish with [ # ]

### Add RFID

Program at least 1 RFID tag for your lock (3 are included in the sales package). This is how it's done:

1. Have an open and unlocked door
2. Activate the panel and press [ \* ]
3. Press [ Master PIN ] [ \* ]
4. Press [ 5 ] [ \* ] [ Position 1 - 25 ] [ \* ]
5. Display the RFID tag in front of the CARD symbol at the top of the touch panel. The chip is now registered and the lock acknowledges with blue light.

*Important! Always test your RFID tag after it's programmed.*

## Menu

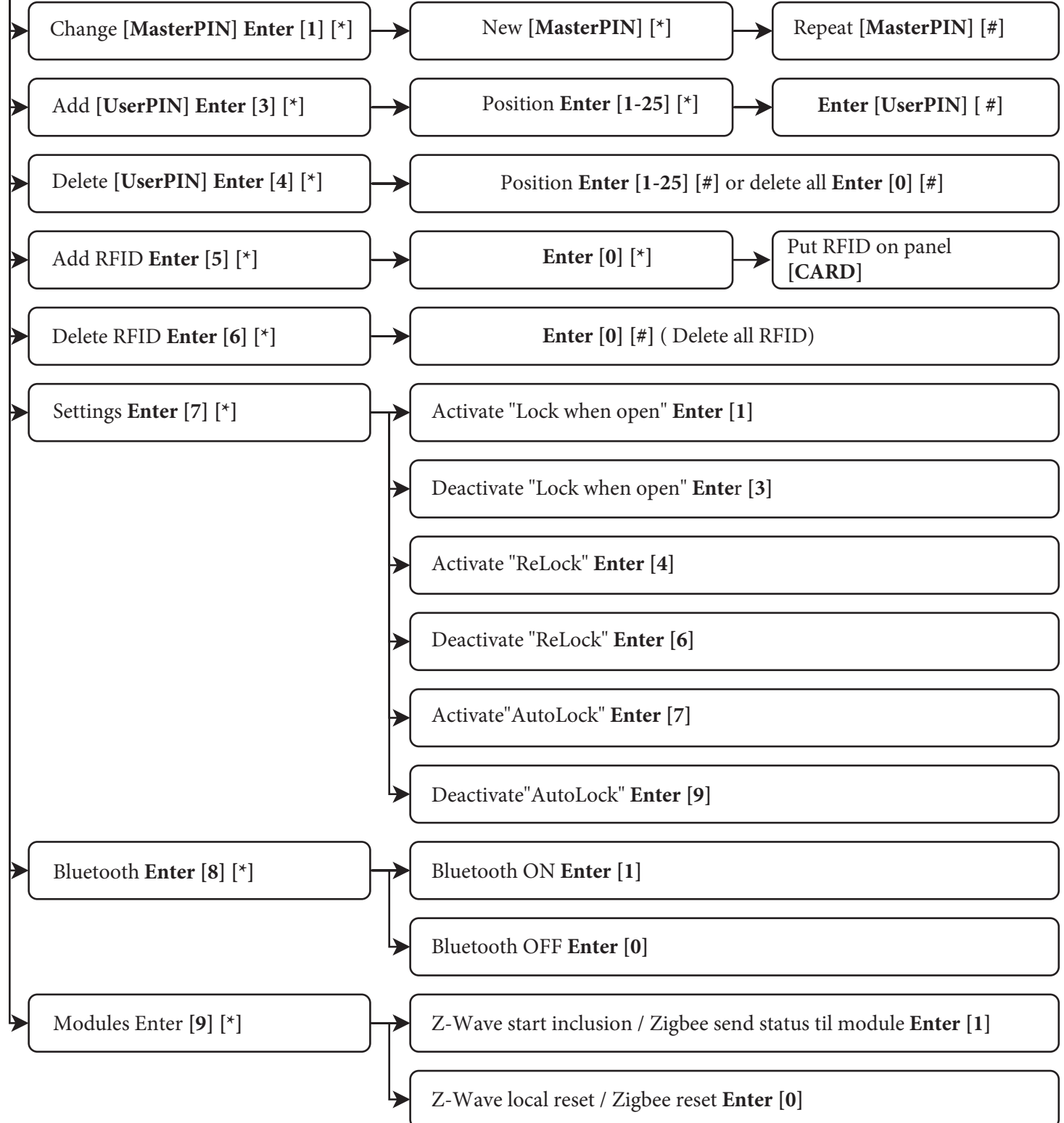
The menu can be activated in different ways. either with the door open and unlocked, or in a closed position.

To activate the menu when the door is in an open and unlocked position, press the lock key on the inside for 3 seconds. Then you can press [ Master PIN ] [ \* ].

To activate the menu from the outside with the door closed and locked, Activate the panel, then press [ \* ] [ Master PIN ] [ \* ].

Keep the door open.  
Press the [Key button] on inside panel until the screen on the outside panel lights up.

Enter [MasterPIN] [\*]



## Factory reset

If you need to perform a factory reset, do the following:

- Remove the top and bottom battery.
- Press and hold the in the key button while inserting top and bottom battery.
- The lock will acknowledge with a melody, now you can release the key button.

After a factory reset the lock will have the highest security configuration:

- Automatic locking is activated
- Relock is activated
- Lock when open is activated
- Master PIN is reset

Program a new Master PIN after a factory reset, follow this process (see section "Set Master PIN" on page 10):

4. Activate the outside unit by waking the panel (the door must be open and unlocked)
5. Press [ New Master PIN ] [ \* ] [ Repeat Master PIN ] [ # ]
6. The LED bar flashes blue to indicate that a new PIN has been registered

Important! Always test the new Master PIN. Lock the door manually while it is in an open and unlocked position. Activate the touch panel and enter your [ \* ] [ Master PIN ] [ \* ]. The lock should now be unlocked. If the lock does not unlock, test again, or perform a factory reset if necessary.

## Daily use

### How to lock

There are two different locking modes on ID Lock 202 Multi:

#### Automatic locking mode

When automatic locking mode is activated (as it is with factory settings), the lock will simply lock itself 3 seconds after the door is closed.

#### Manual locking mode

When automatic locking mode is deactivated, you must perform an action to lock the door.

From the inside, turn the knob or press the key button. From the outside simply touch the panel and the door will be locked.

You will notice 2 red flashes and a melody with 5 beeps when the door is locked.

### How to unlock

From the outside, activate the panel by touching multiple digits on the touch panel. Press your PIN and # or present the RFID key fob in front of the symbol marked "CARD". From the inside simply turn the knob or press the key button.

You will notice 2 blue waves and a melody with 5 beeps when the door is locked.

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## Definitions

Door leaf:	Part of the door that opens/closes, simply called just door.
Door frame:	Part of the door where the door leaf is attached, also called door jamb.
Door hinges:	Parts of the door that fastens the door leaf to the door frame.
Mortise lock:	Part of the lock that is inside the door leaf.
Strike plate:	Part of the lock that is inserted to the door frame.
Outside unit:	Part of the lock that is assembled on the outside door leaf.
Cutting screw:	Screws that can be easily cut to adjust the length to door leaf depth.
Inside unit:	Part of the lock that is assembled on the inside of the door leaf.
Inside backplate:	The part where the cutting screws are inserted fastened to the outside unit. Placed on the inside of the door leaf.
Allen wrench:	Tool to adjust the strike plate and fasten the door handle.
Strike plate adapter:	Part for protecting the door frame against wear and making sure latches move with less friction over the strike plate edge.
Mortise lock adapter:	Connects the inside unit to the dead bolt.
Dead bolt:	Part of the mortise lock that locks your door (see figure 16).
Sensor latch:	Part of the mortise lock that senses if the door is open or closed (see figure 16).
Latch:	Part of the mortise lock that moves when using the handles (see figure 16).
Touch panel:	Part of the outside unit with the numbers 0-9, * and #
RFID reader:	Part of the outside unit marked CARD.
Key fob:	Also called RFID. Point 14 in the contents picture on page 1.
Automatic locking:	ID Lock will lock automatically when you close the door (3 seconds delay).
Relock:	ID Lock will relock if the door is not opened within 15 seconds after unlocking.
Manual locking:	When automatic locking is deactivated, you need to manually lock your door with the key button or by activating the touch panel.
Lock when open:	Activate by default, this means that you can force lock from the outside by holding the touch panel for a long time (more than 5 seconds).
Master PIN:	The code you need to change access menus.
Key button:	Inside the unit with a key symbol. Use it to lock/unlock and access the menu.



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