

TTLock Smart Access Controller

Available on the App Store

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TTLock

20251202_V5

User Manual

Introduction

This device is a standalone access controller works with TTLock APP. It supports managing the users (PIN, E-key, Mifare Card) through the APP, also can use APP to unlock. The keypad supports firmware updates, and software functions can be extended through firmware updates.

APP E-key, PIN, Mifare card users can be specified the expiry date (start time - end time), only within the expiry date can unlock. APP supports multiple languages.

This user instruction is suitable for all TTLock access devices from the supplier, including TTLock RFID, TTLock Keypad, TTLock Fingerprint, TTLock Face, TTLock QR Code.

Specifications

Bluetooth / WIFI Mobile Phone	BLE Bluetooth (Ble 5.0), 2.4G WIFI Android 4.3/IOS7.0 above
PIN User Capacity	Custom password: 250 dynamic password: No limitation
Card User Capacity	1000
Card Type	13.56MHz Mifare card, M1 card
Fingerprint User Capacity	100 or 500 optional (For Fingerprint version only)
Face Capacity	100 (For Face version only)
QR Code Capacity	No limitation (For QR Version)
Multi-language	English, Spanish, French, German, Italian, Russian, Portuguese, Serbian, Malaysian, Japanese, Vietnamese etc.
Card Reading Distance	2~4 cm
Keypad Capacitive TouchKey	
Operating Voltage	12V DC
Working Current	≤80mA
Lock Output Load	≤2A
Operating Temperature	-20℃~+60℃
Operating Humidity	0%RH~98%RH
For Outdoor	Waterproof, IP67

Wiring

Wire Color	Function	Notes
Red	Power +	12V Voties DC Regulated Power Input
Black	GND	Ground
Yellow	OPEN	Request to Exit (REX)
Green	NC	Normally closed Relay Output
Brown	COM	Common Connection for Relay Output
White	NO	Normally Open Relay Output
Blue	Doorbell A	Contact for Doorbell
Grey	Doorbell B	Contact for Doorbell
Green	COM	Contact for Doorbell

Note: Doorbell connection is available for Keypad & Face version only

Diagram

Common power supply:

Exit Button

Power 12V DC/5A

Electric strike: NO

Electric Bolt: NC

Common Power Supply

Power + Power-

Door Bell A

Door Bell B

Keypad

Attention: Install a 1N4004 or equivalent diode is needed when use a common power supply, or the keypad might be damaged. (1N4004 is included in the packing)

Access Control Power Supply:

Power 12V DC/5A

NC COM NO YES GND Push

Exit Button

Yellow

Red

Black

White

NO

COM

COM

NC

KeyPad

3. Add Device

Add device by clicking '+' on the screen or '≡' on the left. Click "Door Lock" to add.

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4. Send eKey

eKey can be Timed, Permanent, One-time or Recurring. **Timed:** means specific time period, for example, 2020/1/1 9:00am ~ 2020/2/1 5:00pm
Permanent: Will be valid permanently
One-time: The One-time eKey is valid for ONE hour and can only be used ONCE.
Recurring: It will be cycled. For example, valid at 9:00am~6:00pm every Monday ~ Friday during April ~ Oct.

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5. Generate Passcode (NOT available for RFID only version)

Passcode can be Permanent, Timed, One-time, Erase, Custom, or Recurring.
The Passcode MUST be used at least ONCE within 24 hours from Current Time, or it will be SUSPENDED for Security Reasons.
Permanent: Will be valid permanently.
Timed: means specific time period, for example, 2020/1/1 9:00am ~ 2020/2/1 5:00pm.
One-time: The One-time Passcode can only be used ONCE.
Erase: This password is VALID for 24 hours from Current Time. Caution - All Passwords used on this keypad will be DELETED on using this Passcode.
Custom: Configure your own Passcode (4~9 digits) with custom valid period.
Recurring: It will be cycled. For example, valid at 9:00am~6:00pm (Every Weekends, Weekdays, Mon. Tue. Wed. Thur. Fri. or Daily etc.)

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6. IC Cards (Card type: 13.56MHz Mifare card, M1 card)

Users can Clear IC cards, Add IC card, Upload IC cards(from the keypad), Check IC cards' records, Manage IC cards (delete specific IC cards or change specific card's Valid Period)
Clear IC cards will DELETE all the cards.
Add IC cards can be Permanent or Timed.

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7. Fingerprint (For Fingerprint version only)

Users can be Timed User or Permanent User or Recurring User, Each User can set Valid Time.
Note: If Reset All Fingerprints for this Lock will be DELETED.

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8. Face (For Face version only)

Users can reset the face users or adjust the sensitivity.
Note: When face device enter into sleeping mode, press 9 # to wake up the device first, and then scan face to unlock.

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9. QR Code (For QR Version only)

Users can be Timed User or Permanent User, or Recurring User. After generating the QR Code, you can send it to visitors via SMS; Email, social media, etc

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10. Authorized Admin

Users can Create Admin, Freeze Admin, Delete Admin, Change Admins' Valid Period and Check records.
Admin can be Timed or Permanent.

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11. Records

Super Admin can check all opening records. Admin can check his own and his eKey's opening records. Common user can only see his own opening records.

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12. Settings (Device Setting)

Check / Change Master Code

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Basics

Basic info about the device

Unlock Remotely	Available only when using a Gateway (Optional) or a device with WIFI Version
Auto Lock	Auto lock time can be set from 5s~60s or custom, default: 5s
Passage Mode	Normally Open Mode
Lock Sound	ON / OFF
Privacy Lock	Not available
Reset Button	Not available
Lock Clock	Time Calibrating
Diagnosis	Not available
Read Operation Records	All records stored
Firmware Update	Firmware update

12.1 Attendance

Before turning on, it will ask the user to create a company first.

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12.1.1 Attendance Management

Users (Usually Admin) can set the attendance rules in the APP. Admin will need to Add Staff, Set Working Time, Set Workday, Set Holiday

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Check Attendance Report

Can check the Early List, Late List, Working Hard List Daily or Monthly.

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13. Settings (APP Setting)

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13.1 Touch to Unlock

After turning on, users can touch the keypad panel to open the lock when the APP is ON.

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13.2 Lock Users

Users can check all the users information here (including valid or expired)

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13.3 Lock Group

Users can create groups to better manage the keys.

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13.4 Transfer Lock

This step will transfer all the permissions of the device to another user (Use with caution)

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13.5 Transfer Gateway

Same with Transfer Lock (Use with caution)

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13.6 Language

APP supports multiple languages: English, Spanish, French, German, Italian, Russian, Portuguese, Serbian, Malaysian, Japanese, Vietnamese etc.

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13.7 Screen Lock

This feature allows the users to access APP after being verified with Fingerprint/Password.

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14. Remote Unlock Function

(For Bluetooth version only, need to buy an extra Gateway)
The Wi-Fi gateway is a must to enable the remote unlock function, please refer the parameters below.

Light Status

When the gateway is power on:
• Light flashes alternately with red and blue;
• Stand by mode, ready for connection.
• Blue light: working mode
• Red light: network failure

14.1 Pair the Gateway with APP

① Activate the App on mobile
② Press the button
③ Select the [Gateway]
④ Select [G2]
⑤ Add Gateway
⑥ Select WiFi and enter password
⑦ Finish pairing gateway
⚠ Notice: If times out, please power on the gateway and try it again.

14.2 Remote Unlock

Under the lock setting, you shall first turn on the remote unlock function as the below photo, then you can click the unlock sign near the round circle, there is one tip for remote unlock, you can click it and unlock the door remotely.

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Keypad Operation

Function	Operation on Keypad
1. Change Master Code	- If there is no mobile phone add the keypad device (that's to say: no Super Admin). * 12 # 123456 # (New Master Code) # (New Master Code again) # (Master Code Length: 4-9 digits) - If there is a mobile phone added the keypad device (Super Admin existing): Please change the Master Code through the APP. Refer to Page 10.
2. Add Passcode	* 80 # (Master Code) # (Passcode) # (Passcode length: 6~9 digits) * 71 # (Master Code) # (Passcode length: 6~9 digits)
3. Delete Passcode	This step will delete all passcodes except the Master Code. Note: After deleting on the device, the user information will be updated only after opening the door once.
4. Change Passcode	* 10 # (Old Passcode) # (New Passcode) # (New Passcode again) # (Passcode length: 6~9 digits)
5. Add IC Card	* 80 # (Master Code) # (Read IC Card)

6. Delete IC Card

* 69 # (Master Code) # (This step will delete all IC Cards. Note: After deleting on the device, the user information will be updated only after opening the door once.)

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7. Add Fingerprint

* 80 # (Master Code) # (Read fingerprint 4 times)

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8. Delete Fingerprint

* 70 # (Master Code) # (This step will delete all Fingerprints. Note: After deleting on the device, the user information will be updated only after opening the door once)

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9. Add Face

* 81 # (Master Code) # (Scan Face on the device)

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10. Delete Face

* 79 # (Master Code) # (This step will delete all Faces. Note: After deleting on the device, the user information will be updating only after opening the door once.)

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9. Unlock

Read (valid Card) to unlock
Read (valid passcode #) to unlock
Press (valid fingerprint) to unlock
Scan (valid face) to unlock

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10. Temporary Normally Open

When the door is opened (not close yet), press 123#, the keypad will stay in Temporary Normally Open status until an valid user read on the keypad, then the keypad returns to normal status.

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11. Passcode Security

For high security the keypad allows you to hid your correct Passcode with other numbers up to a max of 16 digits.

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12. * Key

Functions of * key:
- Can delete number when input passcode
- Can exit from the programming mode
- Press * 3 times, can turn off the keypad baccklit

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9. QR Code (For QR Version only)

Users can be Timed User or Permanent User, or Recurring User. After generating the QR Code, you can send it to visitors via SMS; Email, social media, etc

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9. Add Face

* 81 # (Master Code) # (Scan Face on the device)

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9. Unlock

Read (valid Card) to unlock
Read (valid passcode #) to unlock
Press (valid fingerprint) to unlock
Scan (valid face) to unlock

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