

makfa

ELECTRONIC HOTEL LOCK SYSTEM SA2- SA2D

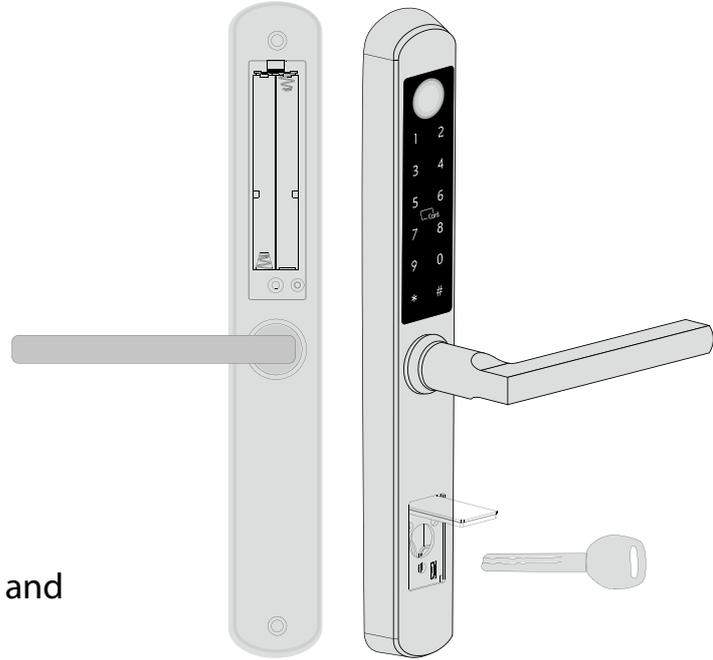


USER GUIDE

Dear user,
Thank you for entrusting your valuable belongings to us.

GENERAL FEATURES

- Made of stainless steel material.
- Illuminated touch-type buttons.
- Opening feature with card.
- Opening feature with phone.
- Opening feature with password.
- Opening feature with fingerprint.
- Opening feature with mechanical key.
- Remote opening feature requires a gateway.
Remote and voice opening feature with Amazon Alexa and Google Home
- Waterproof and moisture-proof.
- Opening feature with mechanical key.
- Passed low voltage, electromagnetic compatibility, and vibration tests.

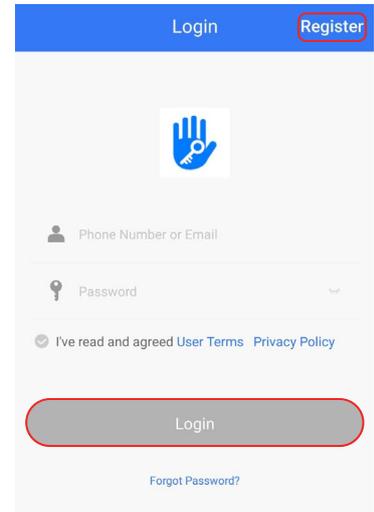


TECHNICAL SPECIFICATIONS

Product Name	: Makfa Electronic Smart Lock.
Product Code	: SA2 - SA2D
Card Type	: 13.56 mhz
Reader	: Microwave
Password unlocking	: Yes
Card unlocking	: Yes
Fingerprint	: Yes
IP65	: Yes
Power Input	: 4 Pieces of Alkaline AAA Batteries
Static Current	: <15 uA
Working Current	: <150mA
Low Voltage Warning	: Yes
Driver	: Micro Motor
Lock Type	: There are various lock preferences
Operating Life	: Over 300,000

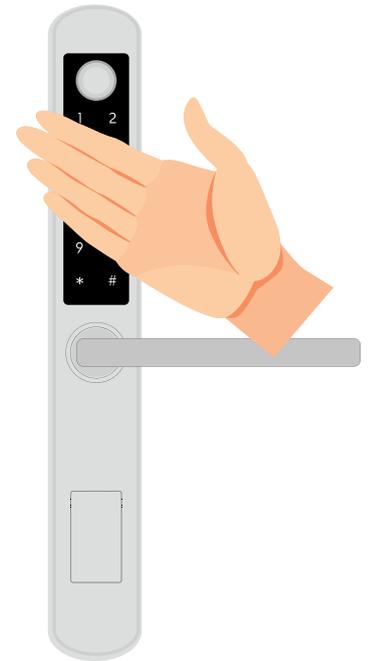
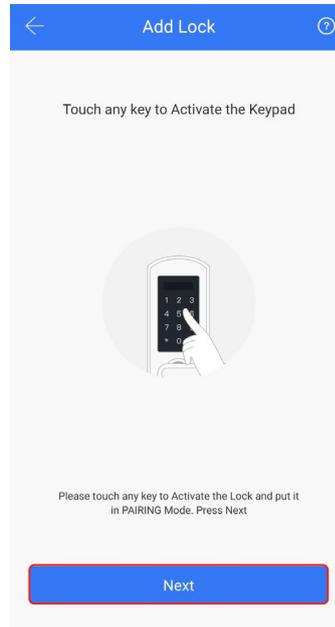
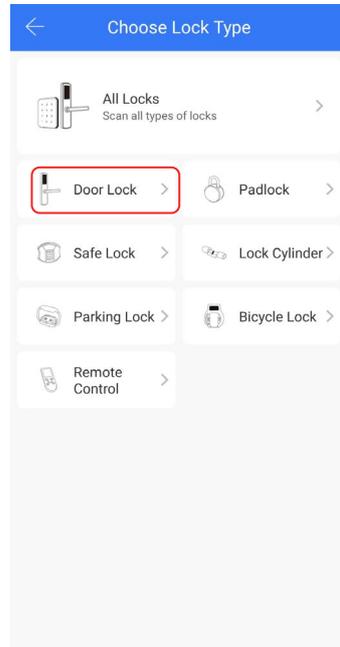
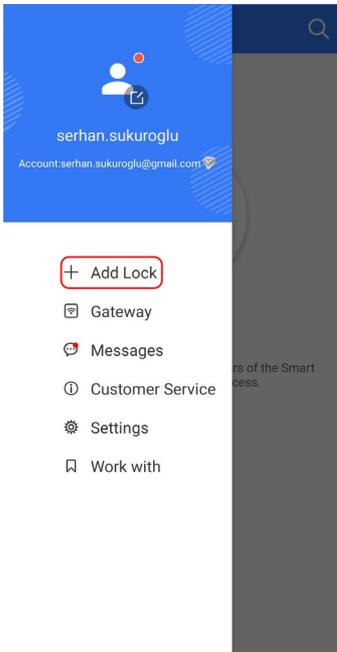
INSTALLING THE APPLICATION ON A MOBILE DEVICE

- You can install the application on your phone by scanning the QR code. You can sign up or log in by selecting "Register" or "Log in".

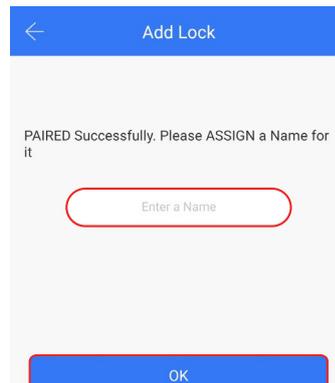
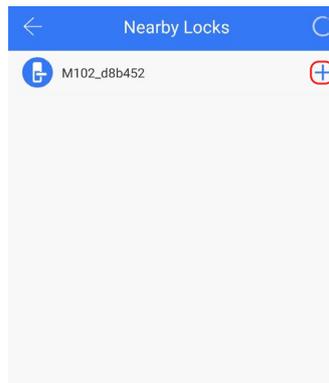


TO PAIR THE LOCK WITH THE APPLICATION

- From within the application touch "Add Lock".
- Touch "Door Lock".
- "Touch" Next
- Touch the front panel of your lock.



- Touch the "+" symbol next to it.

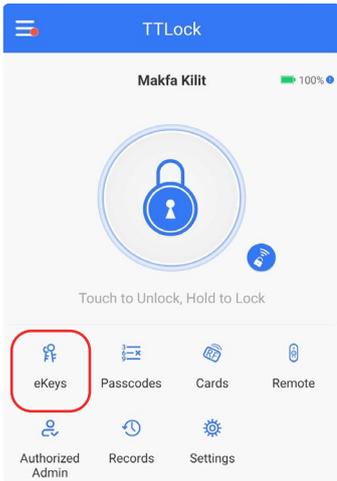


- Enter the name of the lock in the "Enter name" field on the side and tap "OK"
- Your lock has been added to the application.

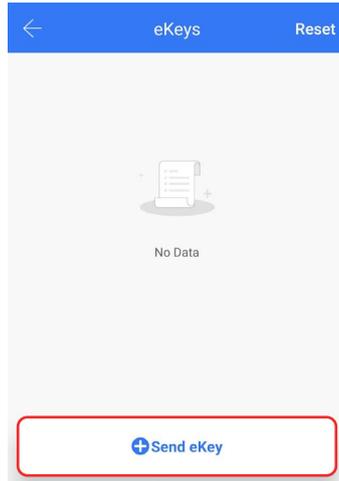
TO UNLOCK YOUR LOCK FROM ANOTHER DEVICE

- To open from another device, first open the TTLock app on the device where you have registered the lock.

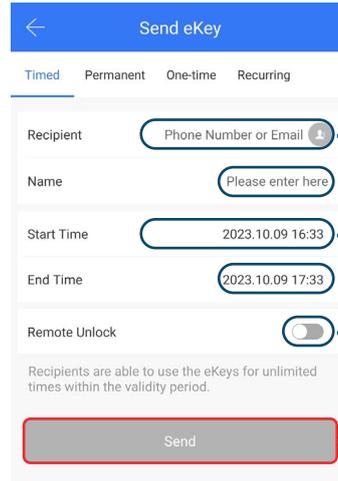
- Touch "eKeys"



- Touch "Send eKey"



- You are setting the scheduled start and end date and time.



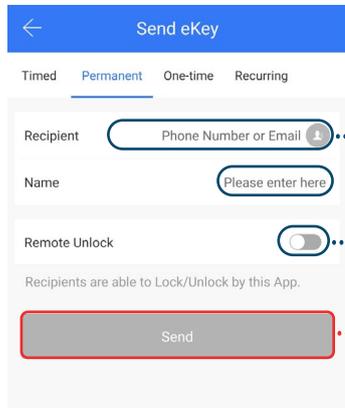
Enter a phone number, email, and name.

Enter the start and end time.

To unlock remotely, activate the button.

Touch the 'Send' button.

- It can be used until the permanent key is deleted.

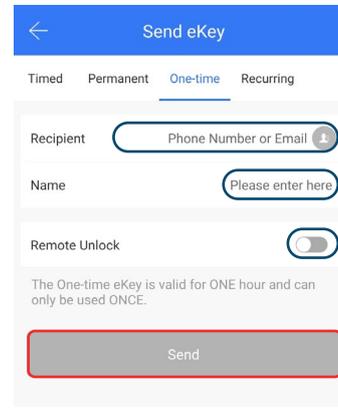


Enter a phone number or email and name.

To unlock the lock remotely, activate the button.

Touch the 'Send' button.

- It becomes invalid after one-time use.

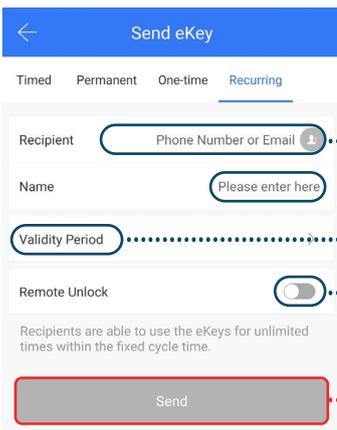


Enter a phone number or email and name.

To unlock the lock remotely, enable the button.

Touch the 'Send' button.

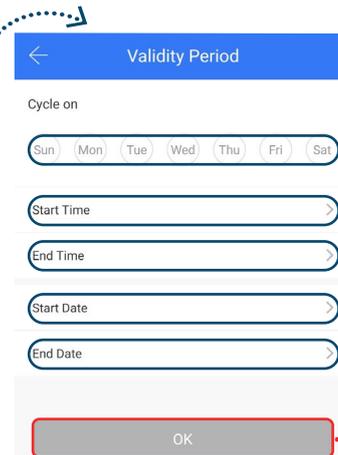
- The recurring key cycle duration can be adjusted.



Enter a phone number or email and name.

To remotely unlock the lock, enable the button.

Touch the "OK" button.



Set the day

Set the start time.

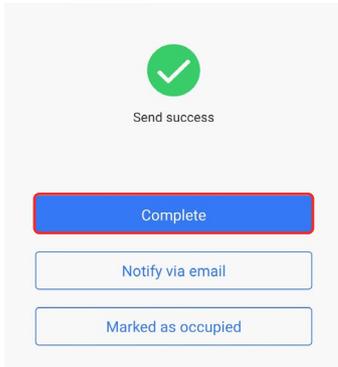
Set the end time.

Set the start date.

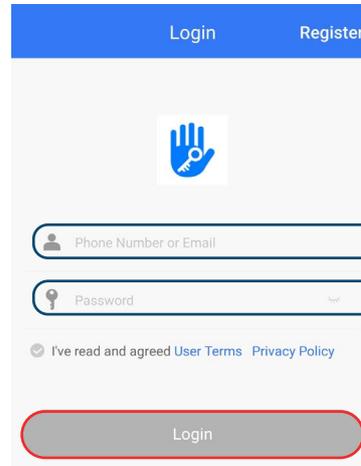
Set the end date.

Touch the "OK" button.

■ Touch "Complete"



■ Install the application on the device you want to unlock, then touch 'Log in'.



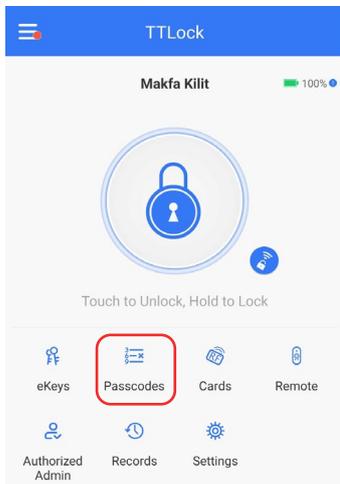
.....> Enter your email address.

.....> Enter the password sent to your email.

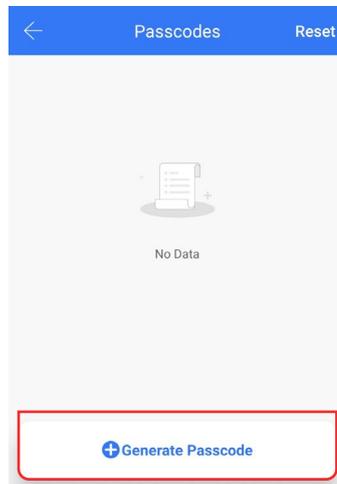
■ To use the remote lock unlock feature, please obtain your gateway device.

CREATE USER PASSWORD

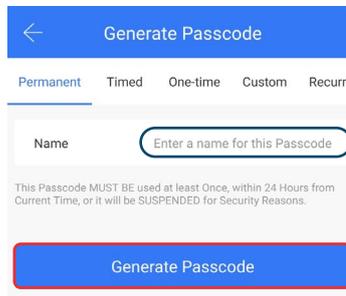
■ Touch "Passcodes"



■ Touch "Create Passcode".



■ If you create a permanent password, you can use it until it is deleted.

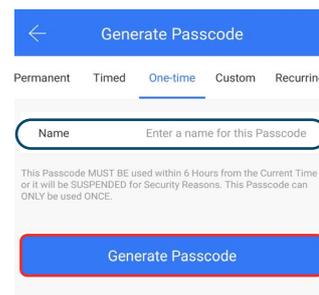


.....> Enter a name for the password you want to create.

.....> Touch the "Generate Passcode" Button.

■ You can now enter your passcode into the keypad and press the "#" button to unlock the lock.

■ If you create a one-time password, you can only use that password once.

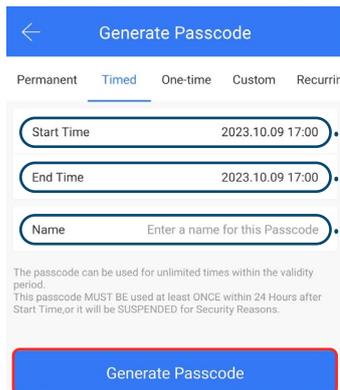


.....> Create a name for the password.

.....> Touch the "Generate Passcode" button.

■ You can now enter your passcode into the keypad and press the "#" button to unlock the lock.

■ If you create a timed password, you can use it until the scheduled time expires.



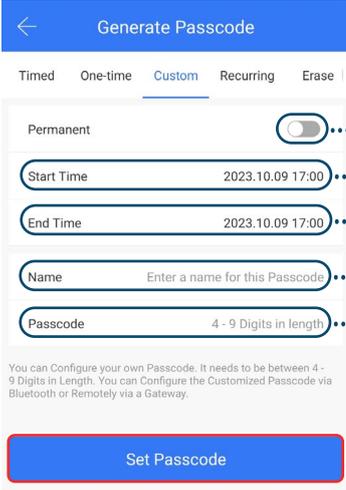
.....> Set the start time.

.....> Set the end time.

.....> Create a name for the password.

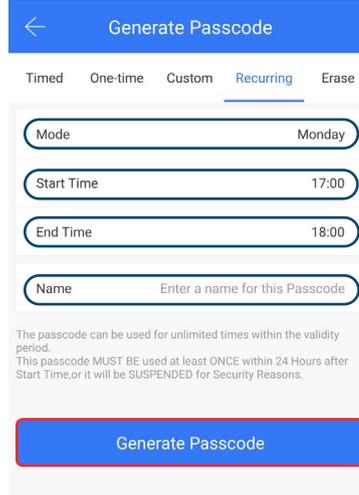
.....> Touch the "Generate Passcode" button.

- In the "Custom" password, you can enter your own password. You can set it as permanent or with an expiration time.



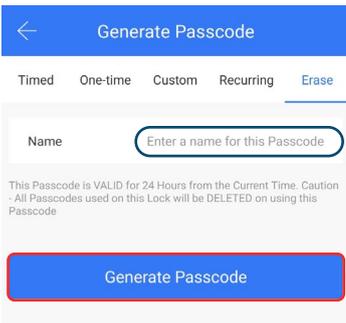
- Enable the button for a permanent password.
- Set the start time.
- Set the end time.
- Create a name for the password.
- Create a password with 4-9 digits.
- Touch the "Set Passcode" button.

- In the "Recurring" password, you can set the cycle. You can also set the start and end times for the day.

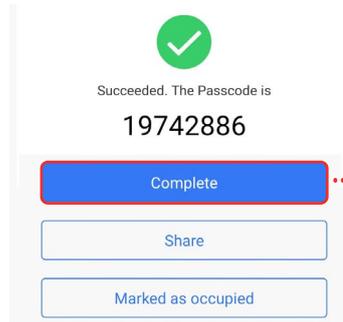


- Select the day.
- Set the start time.
- Set the end time.
- Create a name for the password.
- Touch the "Generate Passcode" button.
- You can now enter your passcode into the keypad and press the "#" button to unlock the lock.

- In the "Erase" password, a 24-hour valid password is created.



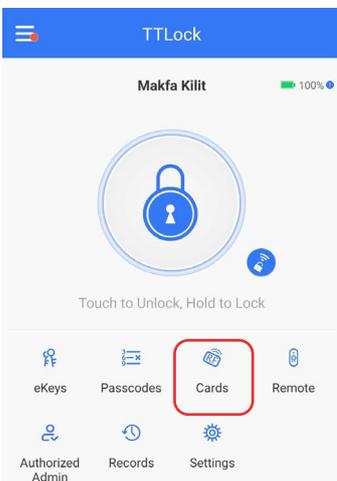
- Enter a name for the password you want to create.
- Touch the "Generate Passcode" button.



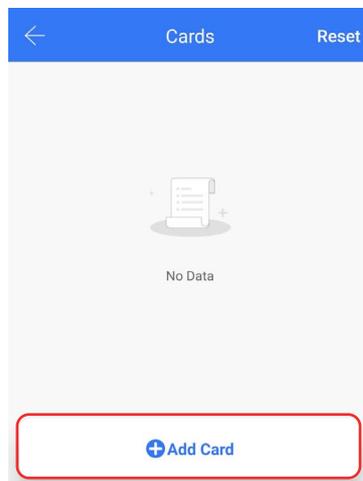
- Touch the "Complete" button.
- You can now enter your passcode into the keypad and press the "#" button to unlock the lock.

CREATE USER CARD

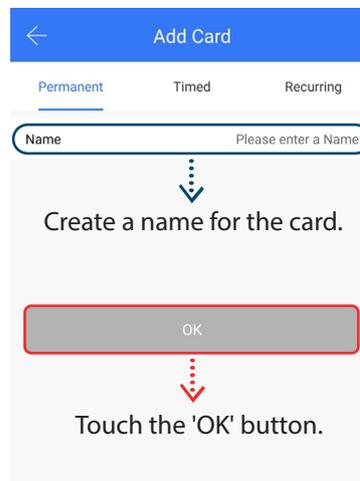
- Touch "Cards"



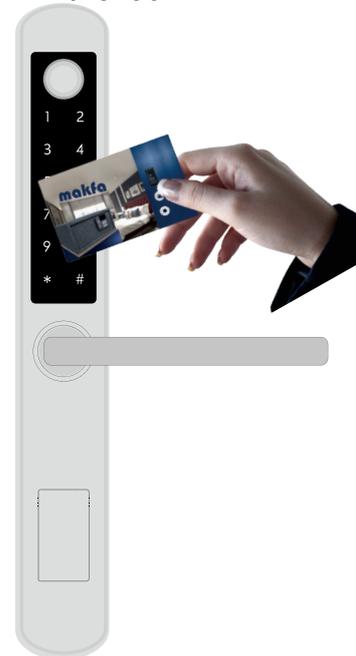
- Touch "Add Card"



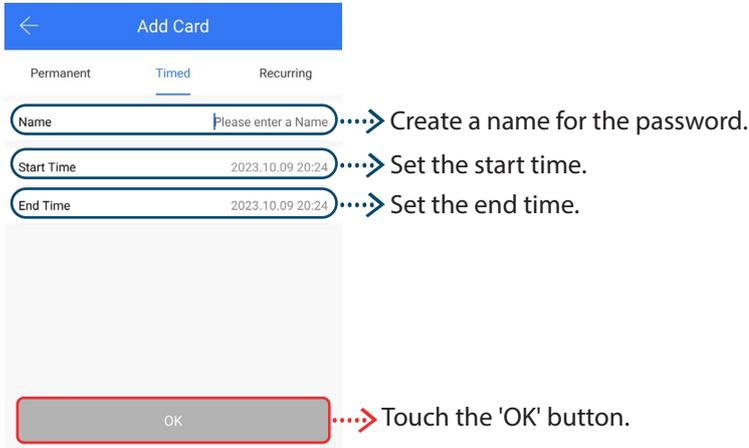
- It can be used until the permanent card is deleted.



- Read the card on the lock.



- You are setting the scheduled start and end date and time in the "Timed" mode.



Permanent Timed Recurring

Name Create a name for the password.

Start Time Set the start time.

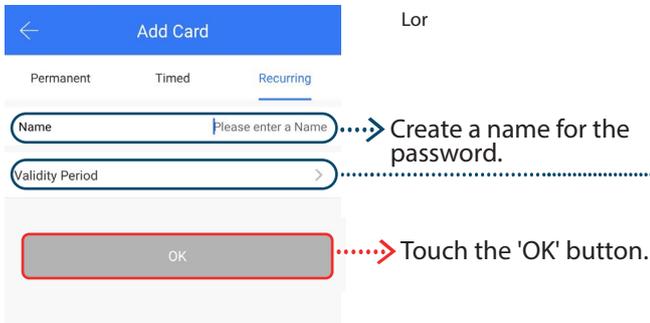
End Time Set the end time.

OK Touch the 'OK' button.

- Read the card on the lock.



- The recurring key cycle duration can be adjusted.



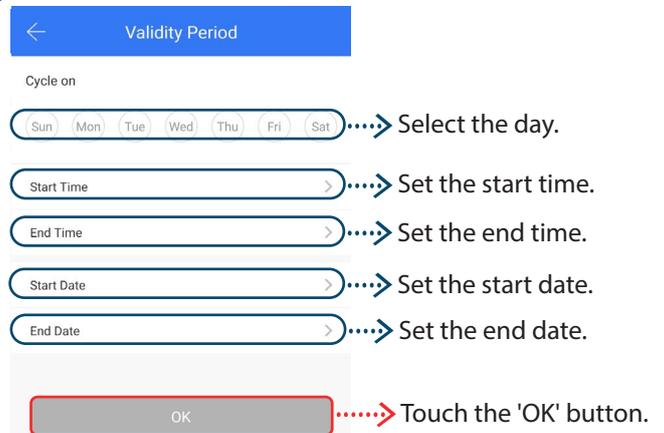
Permanent Timed Recurring

Name Create a name for the password.

Validity Period Touch the 'OK' button.

OK

- In the recurring password, the cycle can be set. The start and end times of the day can be set.



Validity Period

Cycle on

Sun Mon Tue Wed Thu Fri Sat Select the day.

Start Time Set the start time.

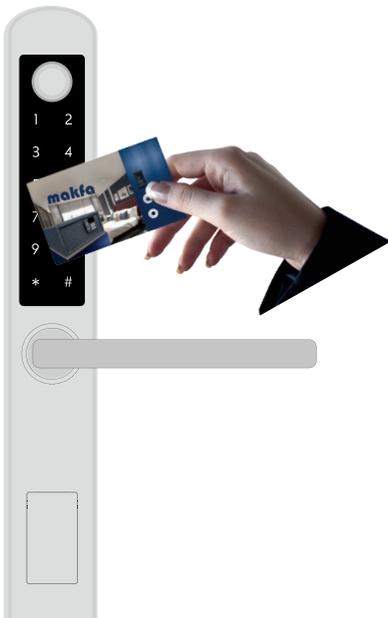
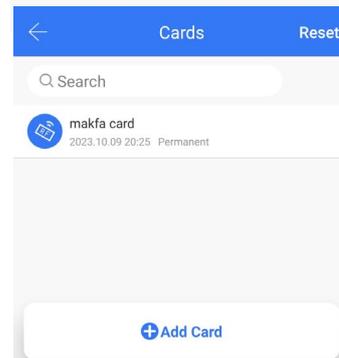
End Time Set the end time.

Start Date Set the start date.

End Date Set the end date.

OK Touch the 'OK' button.

- Read the card on the lock.

Cards Reset

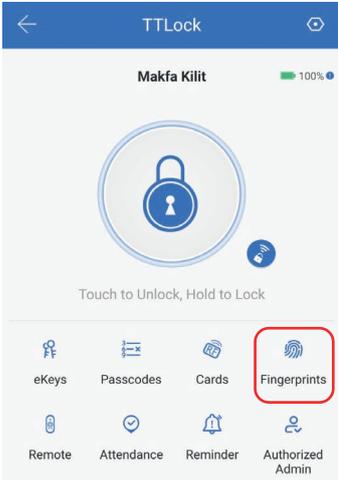
Search

makfa card
2023.10.09 20:25 Permanent

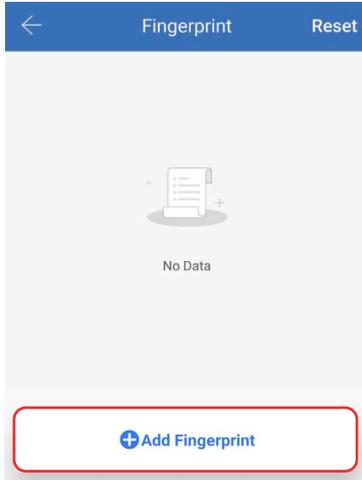
Add Card

CREATE USER FINGERPRINT

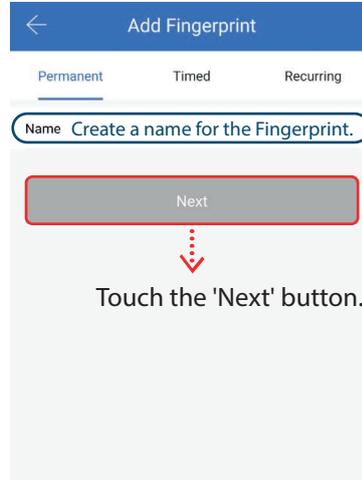
Touch 'Fingerprints'



Touch 'Add Fingerprint'



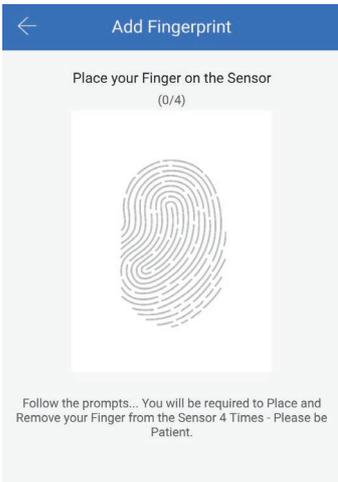
It can be used until the permanent is deleted.



Touch the 'Start' button.



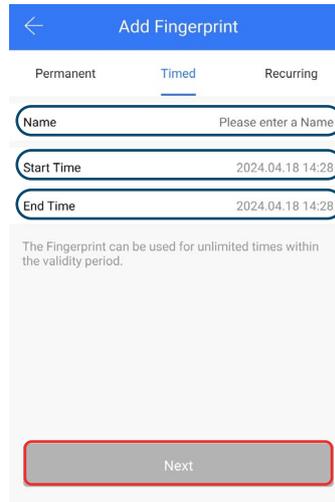
Scan your fingerprint on the lock four times.



When the green light turns on, your process is complete.



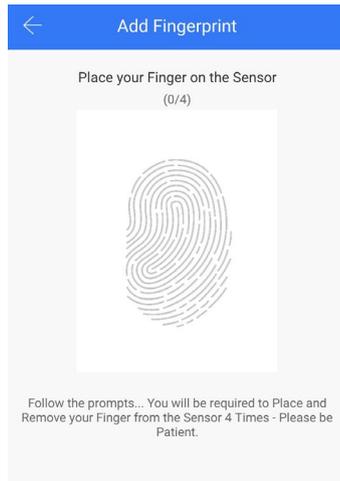
You are setting the scheduled start and end date and time in the "Timed" mode.



Touch the 'Start' button.



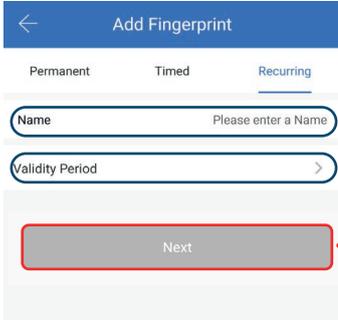
Scan your fingerprint on the lock four times.



When the green light turns on, your process is complete.



- The recurring key cycle duration can be adjusted.



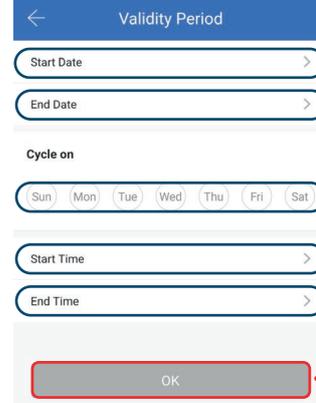
.....> Create a name for the Fingerprint.

.....> Touch the 'Next' button.

- Touch the 'Start' button.



- In the recurring password, the cycle can be set. The start and end times of the day can be set.



.....> Set the start date.

.....> Set the End date.

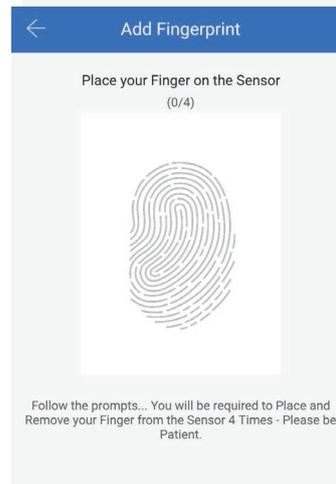
.....> Select the day.

.....> Set the start time.

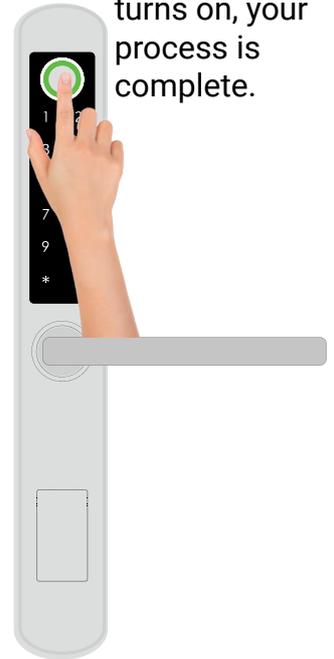
.....> Set the end time.

.....> Touch the 'OK' button.

- Scan your fingerprint on the lock four times.



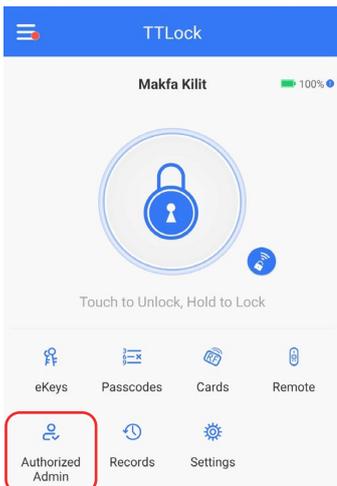
- When the green light turns on, your process is complete.



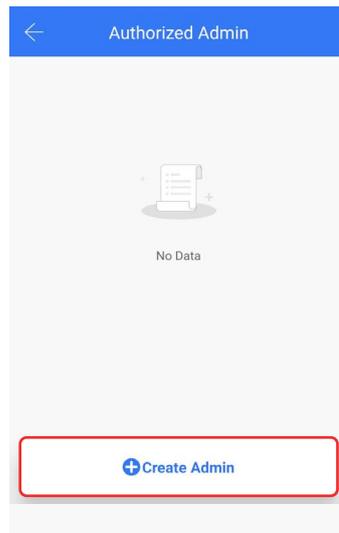
CREATE AUTHORIZED ADMINISTRATOR

The authorized administrator can create and delete electronic keys, passwords, finger print and cards.

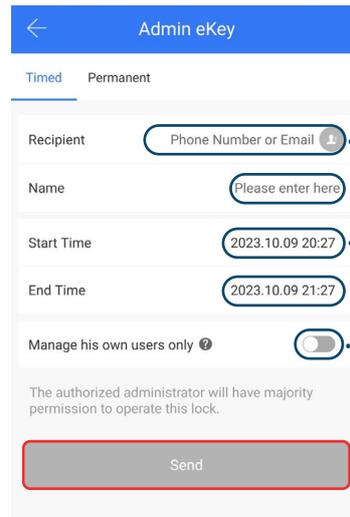
Touch "Authorized Admin"



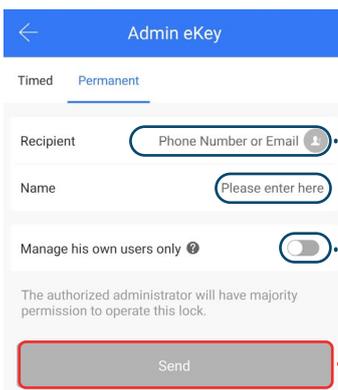
Touch "Create Admin"



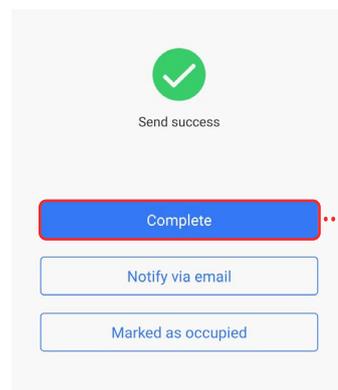
You are setting the scheduled start and end date and time.



It can be used as long as the permanent administrator electronic key.

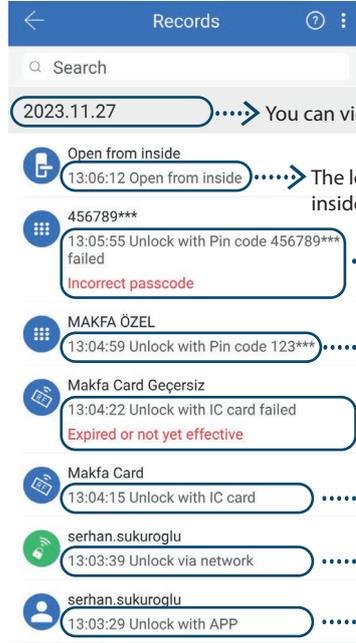
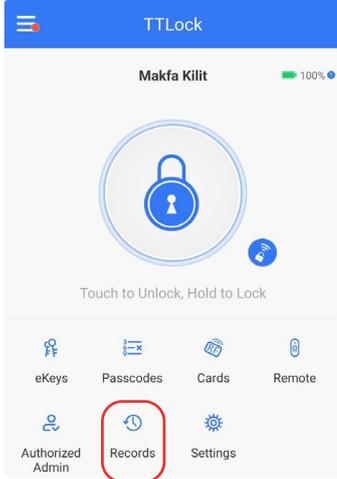


A permanent admin key has been created.



YOU CAN TRACK THE RECORDS

“Touch” Records



2023.11.27> You can view the date of records from this section.

Open from inside
13:06:12 Open from inside> The lock being opened at 13:06:12 means it has been opened from inside or by the lock's language.

456789***
13:05:55 Unlock with Pin code 456789*** failed
Incorrect passcode> At 13:05:55, an attempt was made to unlock the lock with the password 456**, but it failed due to an incorrect password entry.

MAKFA ÖZEL
13:04:59 Unlock with Pin code 123***> The lock was opened with the "Makfa Private" password at 13:04:59.

Makfa Card Geçersiz
13:04:22 Unlock with IC card failed
Expired or not yet effective> Saat 13:04:22 de Daha önce oluşturulmuş geçersiz kart ile kilit açılmaya çalışılmış ama kart geçersiz olduğu için kilit açılmamış

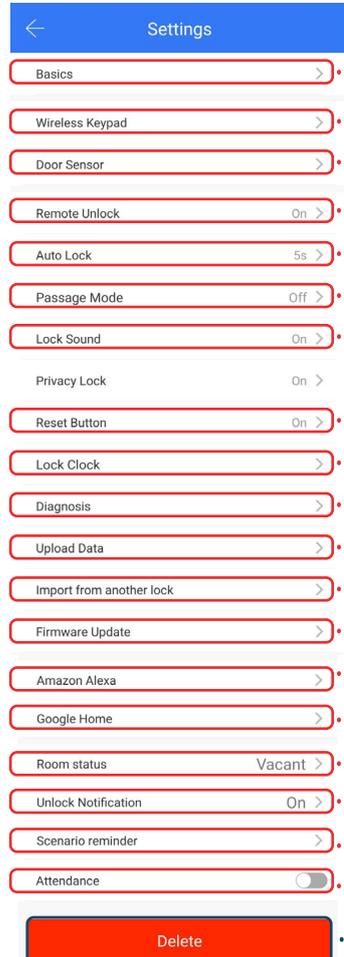
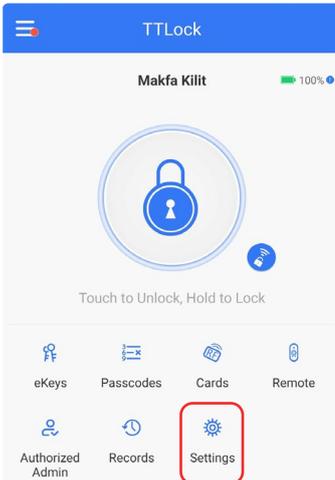
Makfa Card
13:04:15 Unlock with IC card> At 13:04:22, an attempt was made to unlock the lock with a previously created invalid card, but the lock remained closed as the card was invalid.

serhan.sukuroglu
13:03:39 Unlock via network> At 13:03:39, the lock was remotely unlocked via the application.

serhan.sukuroglu
13:03:29 Unlock with APP> The lock was unlocked via the application at 13:03:29.

OTHER SETTINGS

Touch “Settings”



You can see the lock number, MAC ID, battery, and validity period. You can change the lock name and administrator PIN code, and create a lock group

Wireless Keypad> You can add a wireless keypad as an extra feature to this lock.

Door Sensor> It gives an alert and alarm when the door is forcibly opened or when the door is opened and closed. You will need a door sensor for this. You need a gateway to use this feature. If you set the mode to 'Open', you can remotely unlock your lock.

Auto Lock 5s> You can add a delay to the lock's locking time.

Passage Mode Off> In the passage mode, you can set the days and hours during which you will leave the lock open. The lock will remain open during that time period.

Lock Sound On> You can turn the sound from the lock on or off.

Privacy Lock On >

Reset Button On> If you put the lock in the "Open" position, you can reset your lock with the reset button.

Lock Clock> You can update the lock's clock.

Diagnosis> It is used when there is an identification problem.

Upload Data> It uploads lock data to the server.

Import from another lock> Transfers information about the other lock.

Firmware Update> It updates the lock's software.

Amazon Alexa> If you get the gateway device, you can control it with Alexa through voice commands. You can also create routines with your other devices.

Google Home> If you get the gateway device, you can control it with Google through voice commands. You can also create routines with your other devices.

Room status Vacant> You can set the room status, whether it's vacant or occupied.

Unlock Notification On> This process allows you to receive notifications when the lock is unlocked. You will need a gateway for this.

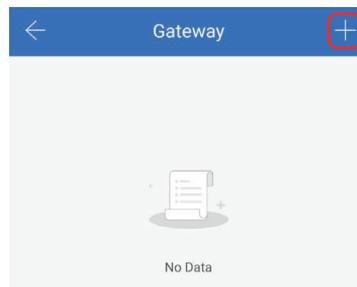
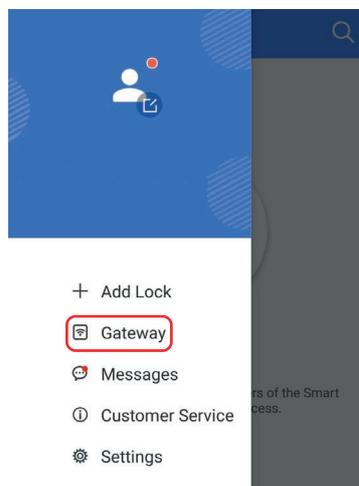
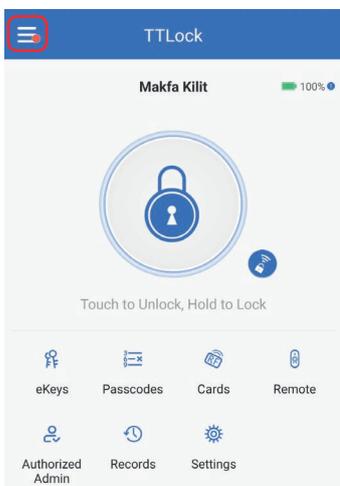
Scenario reminder> You can set up smart scenarios with this button. You can also configure low battery warnings here.

Attendance> You can create a company and see when the staff members clock in.

Delete> If you touch the "Delete" button, the lock will be deleted.

ADDING A GATEWAY TO THE APPLICATION

- You can remotely unlock and manage the lock with the "GATEWAY." You can also remotely unlock it with Google Home and Amazon Alexa.
- To add the gateway "GATEWAY" to the application, open the TLock application.
- Touch the symbol in the image below.
- Touch "Gateway."
- Touch the "+" sign.
- Select the "G2" Wi-Fi model.



- Disconnect and reconnect the USB cable of the gateway "GATEWAY."
- Touch the "+" sign.



.....> Select your Wi-Fi network.

.....> Enter your Wi-Fi password.

.....> Give the gateway a name.

.....> The MAC address of the gateway.

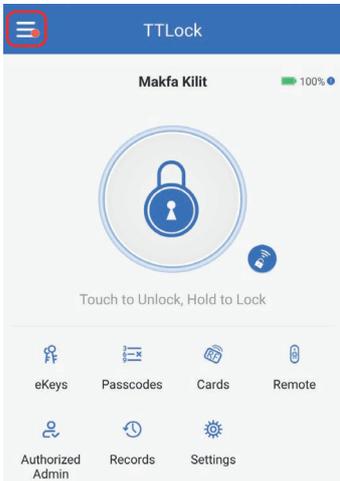
.....> Tap the "OK" button.

- It supports 2.4 GHz Wi-Fi for lower power consumption and longer range but does not detect 5 GHz and 6 GHz Wi-Fi networks.

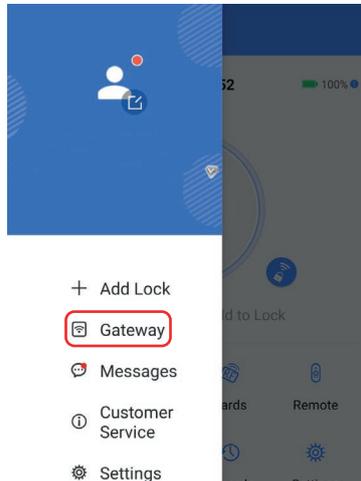
Static IP> You can assign a static IP.

ADDING GATEWAY LOCKS

Touch the symbol in the image below.



Touch the Gateway.

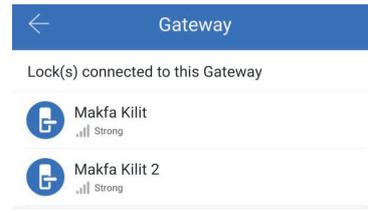
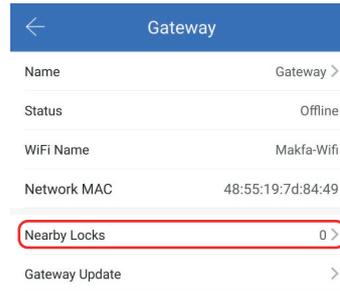


Touch your Gateway.



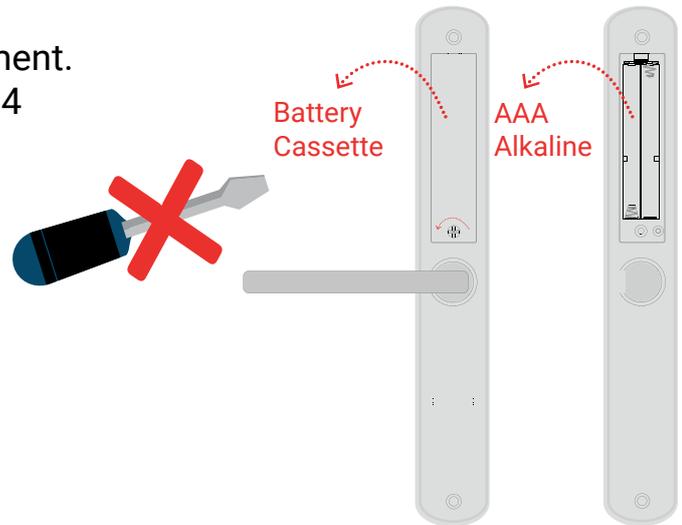
Slide your finger across the empty white area. Wait.

Touch "Nearby Locks."



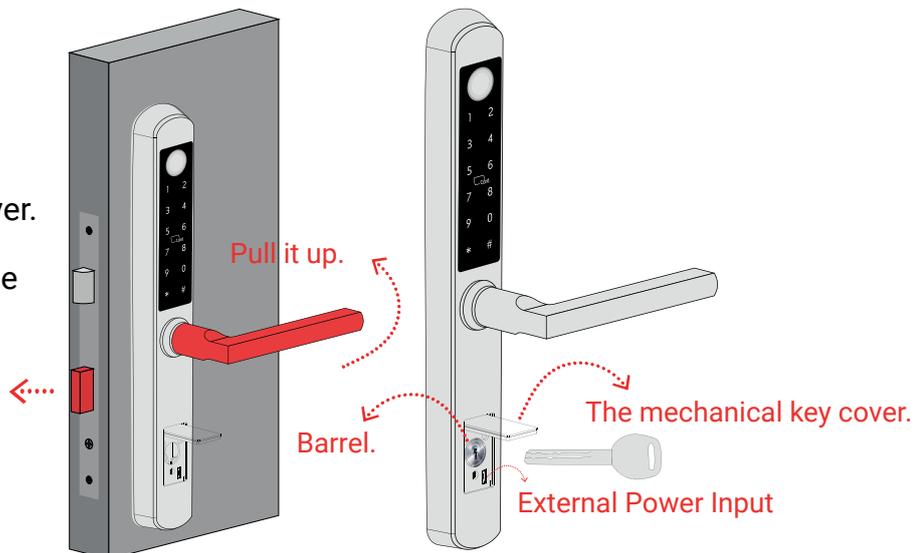
CHANGING THE BATTERIES OF YOUR LOCK

- Loosen the screw on top of the battery compartment. After opening the cover upwards, carefully insert 4 pieces of AAA alkaline batteries into the battery compartment, paying attention to their polarity.
- PLEASE OPEN THE COVER BY HAND AND DO NOT DRILL THE LOCK!!!!**



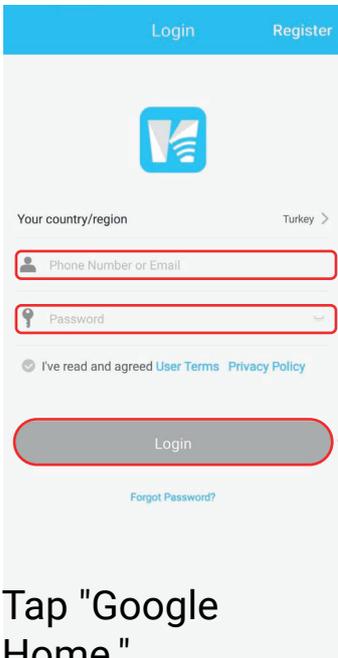
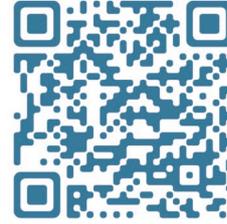
USAGE OF THE MECHANICAL KEY

- Underneath the mechanical key cover, there is a mechanical key slot.
- You can supply external "DC6V" power from underneath the mechanical key cover.
- You can lock the mechanism by lifting the handle upwards.



ADDING LOCK TO GOOGLE HOME AND REMOTELY UNLOCKING

- To add a lock to Google Home, you need to have a "gateway" for the gateway.
- To add a lock to Google Home, download the Sciener Smart Lock application.
- Enter your TTLock login information.
- Enter the verification code received on your email or phone.

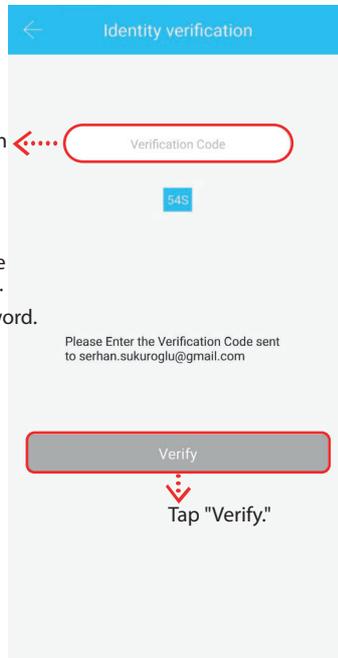


Enter the verification code.

Enter your phone number or email.

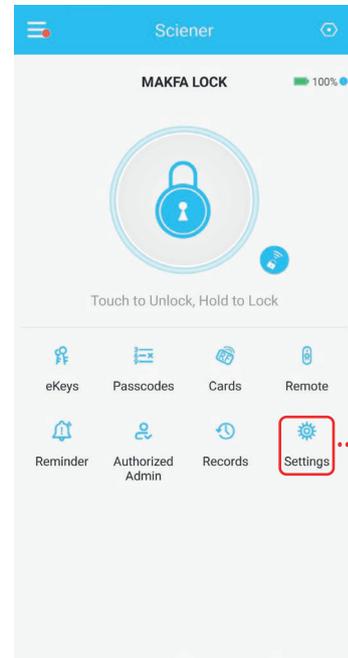
Enter your password.

Tap "Login."



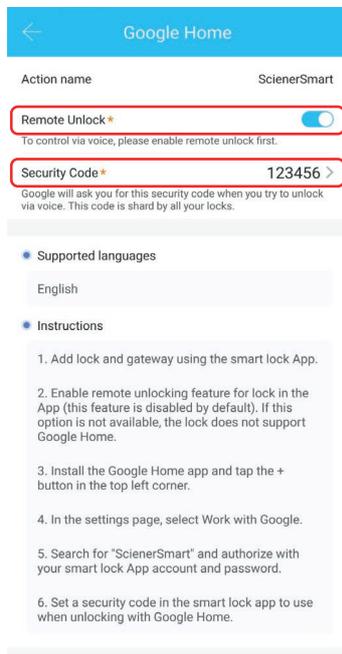
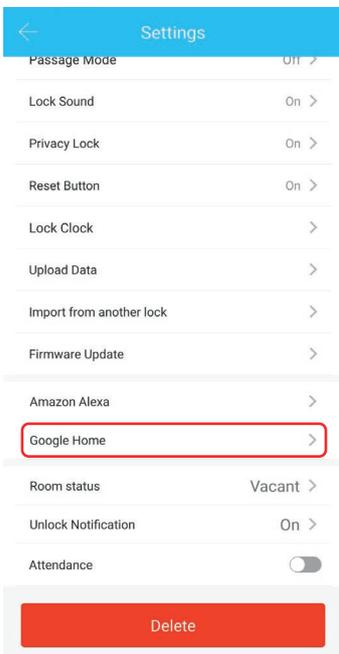
Please Enter the Verification Code sent to serhan.sukuroglu@gmail.com

Tap "Verify."



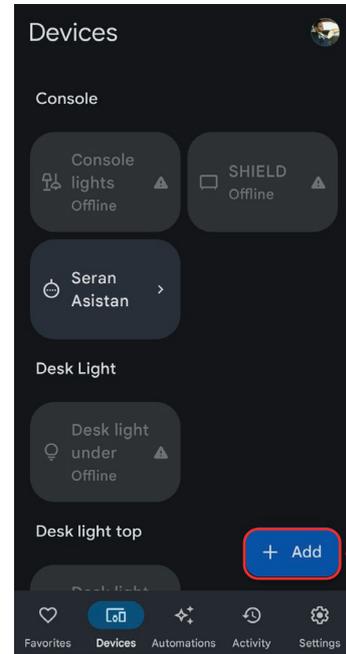
Tap on "Settings."

- Tap "Google Home."



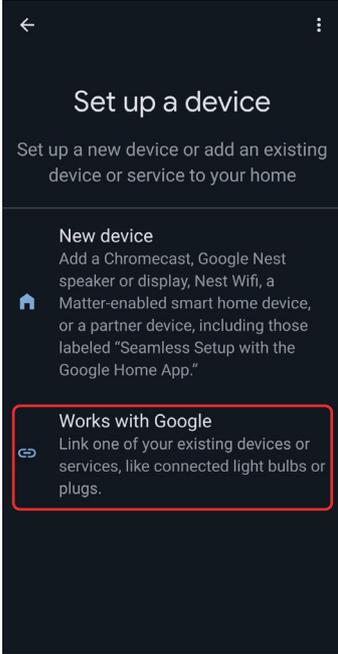
Enable remote lock unlocking.

Enter the security password.

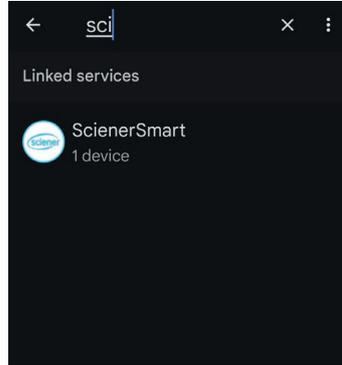


Tap "Add."

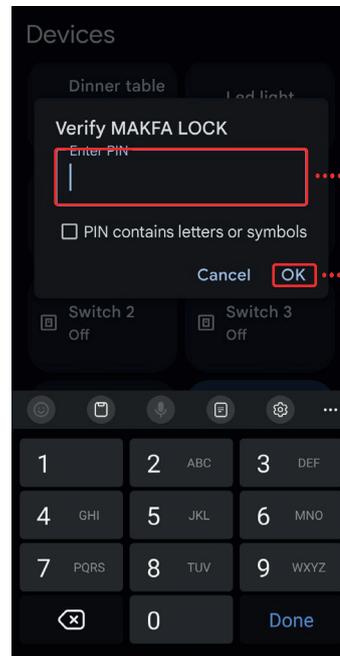
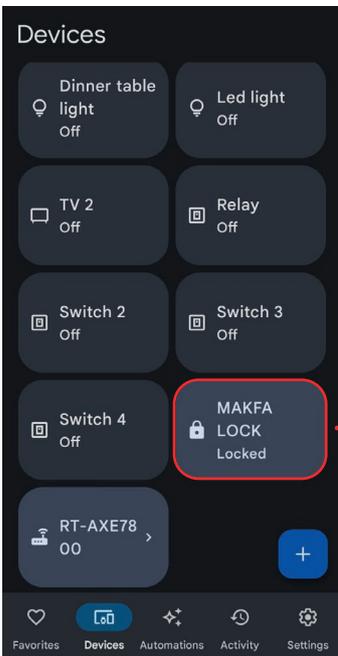
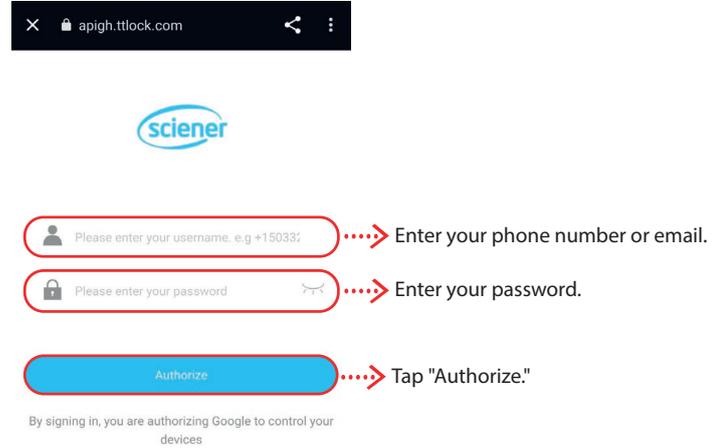
Tap "Works with Google."



Type "ScienerSmart" in the search bar.



Enter your TTLock login information.

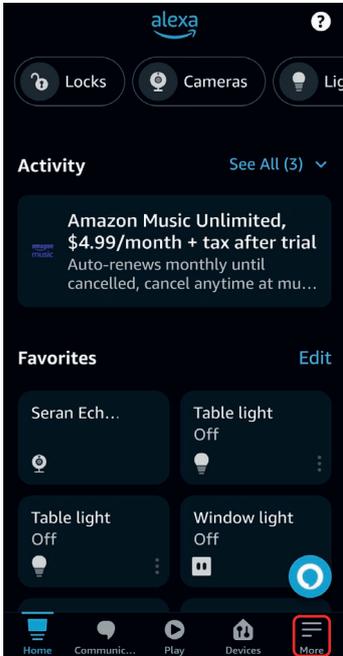


To activate your Google assistant with a voice command, "Hey google, unlock [lock name] lock" or by stating your 4 or 6 digit PIN code.

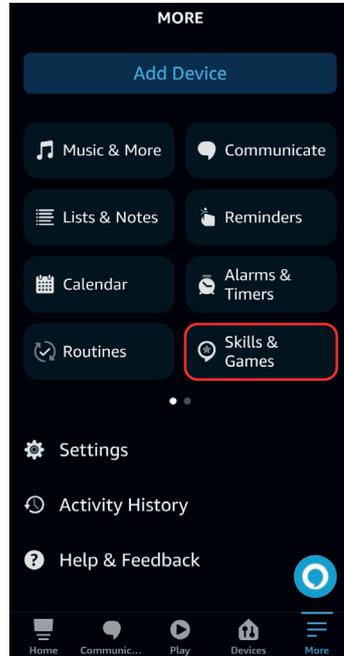
Google home, you can create routines.

ADDING LOCK TO AMAZON ALEXA AND REMOTELY UNLOCKING

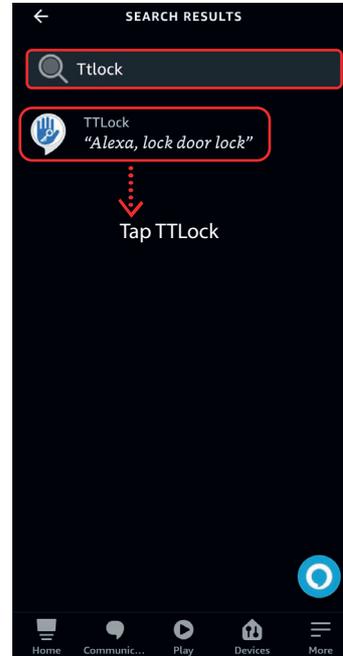
■ To add the lock to Alexa, tap "More."



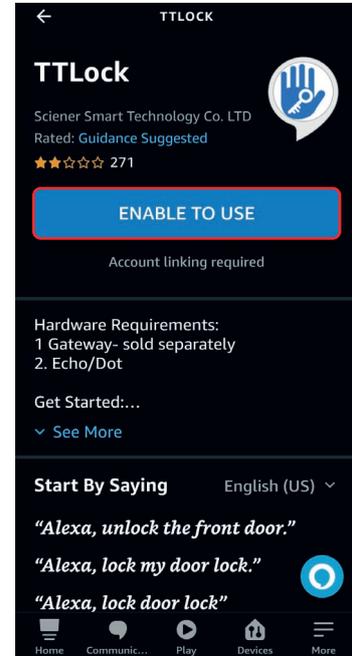
■ Tap "Skills & Games"



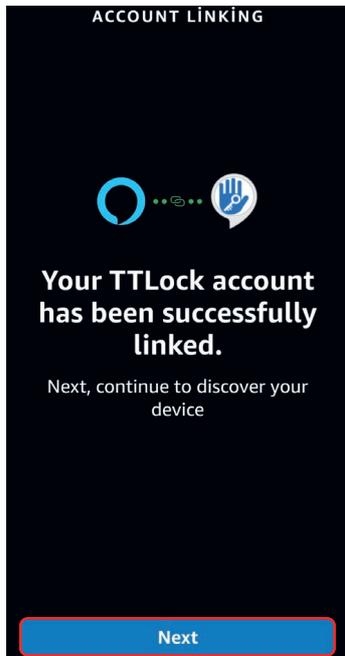
■ Search for "TTLock" in the search bar.



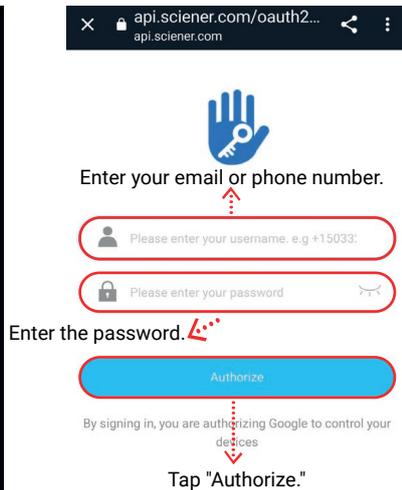
■ Tap "ENABLE TO USE."



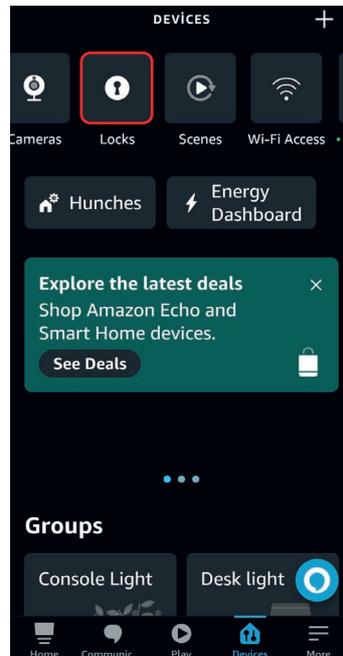
■ Tap "Next"



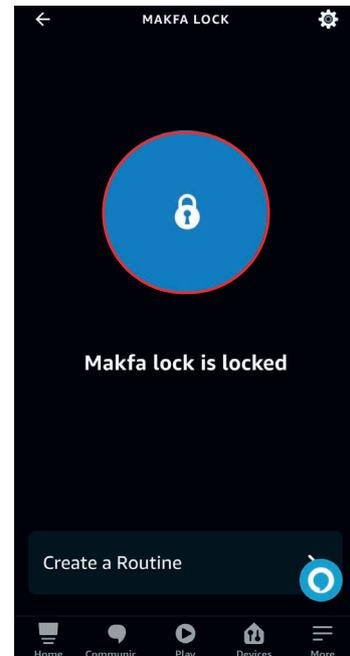
■ Enter your TTLock information.



■ Tap "Locks"



■ You can remotely unlock the lock by touching the lock icon.

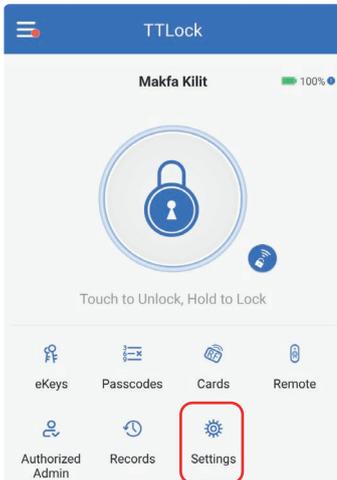


■ To activate your Alexa assistant with a voice command, "Alexa, unlock [lock name] lock" or by stating your 4-digit PIN code.

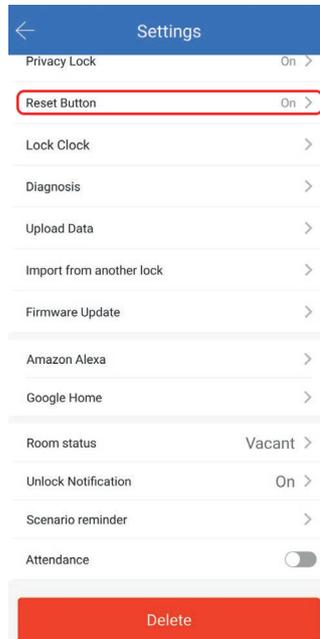
■ Amazon Alexa, you can create routines.

RESETTING YOUR LOCK

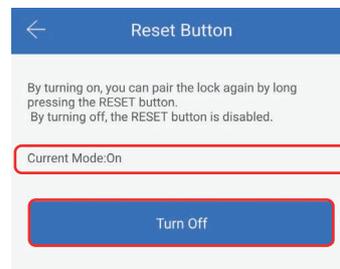
- Touch the "Settings" section.



- Touch the "Reset Button."

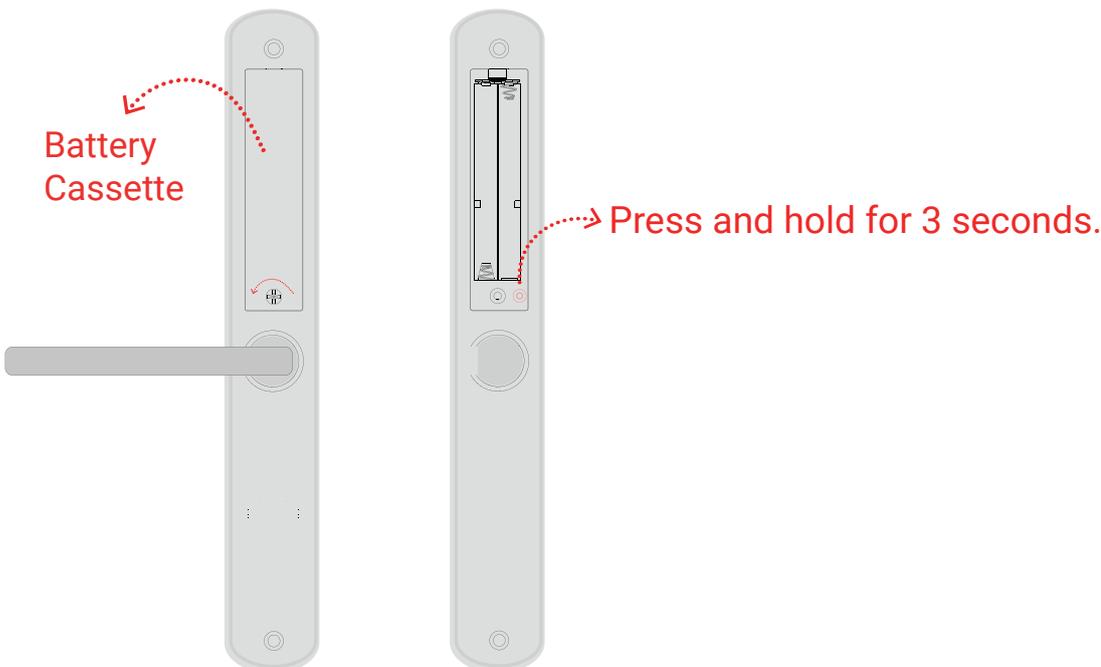


- Touch the "Turn On"



.....> Current mode: Set to On.
> If 'Turn on' is visible, touch it. If 'Turn off' is visible, do not touch.

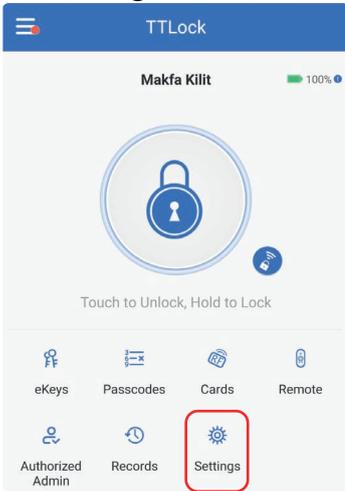
- Remove the battery cassette.
- Press and hold the reset button on the back of the front lock for 3 seconds, release when you hear a beep. You will hear another beep, indicating that the lock has been reset.



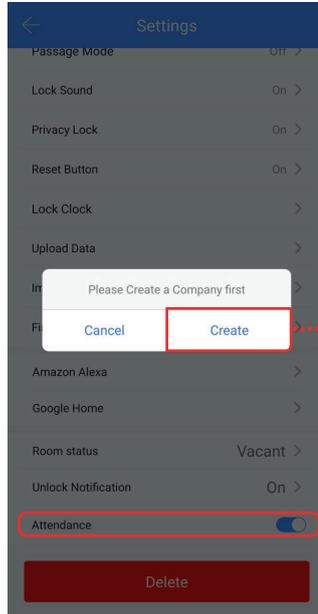
- If you leave the current mode off, your lock will not be reset. If you want to pair the lock with another mobile device, you need to delete the lock from your previous mobile device. Otherwise, your lock may become unusable.

CREATING AN EMPLOYEE TRACKING SYSTEM

- Touch the "Settings" section.



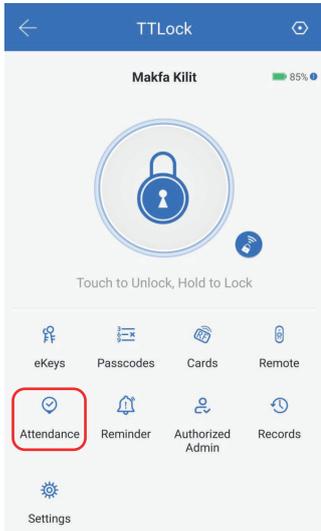
- Activate the "Attendance" section.



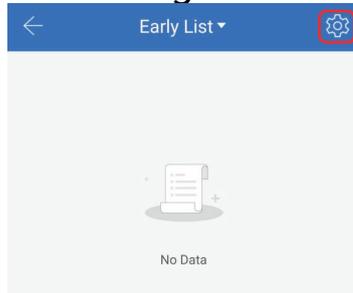
Enter the Company Name.
 Enter the company's working hours.
 Enter the company's working days.
 Touch OK.

- To create a company, touch the create section.
- Activate the "Attendance" section.

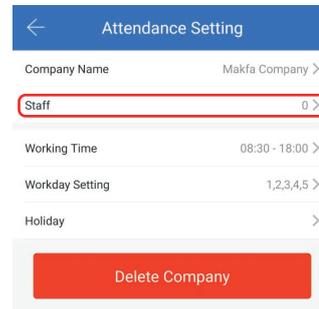
- Touch the "Attendance" section.



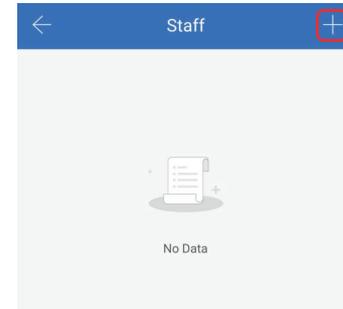
- Touch the "Settings icon".



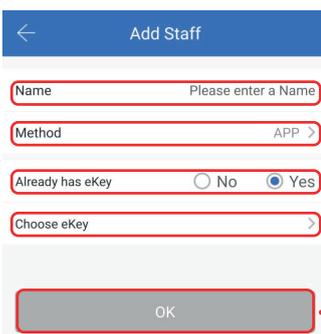
- Touch the "Staff" section.



- Touch the "+" icon.

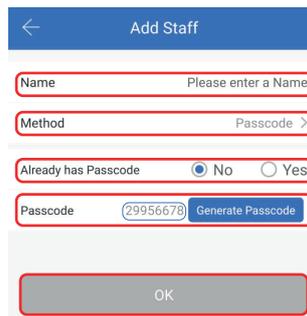


- Creating personnel to unlock the lock with the app.



- Enter the personnel name.
- Select APP.
- Select Yes.
- Select electronic key.
 If you haven't created an electronic key, refer to the section on unlocking your lock from another device.
- Touch OK.

- If you haven't created a personnel password before, create personnel to unlock with a password.



- Enter the personnel name.
- Select a Passcode.
- If you don't have a Passcode, select No.
- Touch to create a passcode. Your personnel can enter and exit with the passcode next to it.
- Touch OK.

- You can now enter your passcode into the keypad and press the "#" button to unlock the lock.

- If you have previously created a personnel password, create personnel to unlock with the password.

Add Staff

Name Please enter a Name> Enter the personnel name.

Method Passcode> Select a Passcode

Already has Passcode No Yes> If you have a Passcode, select Yes.

Choose Passcode >> Select the passcode you previously created.

OK> Touch OK.

- You can now enter your passcode into the keypad and press the "#" button to unlock the lock.

- If you haven't created a personnel card before, create personnel to unlock with the card.

Add Staff

Name Please enter a Name> Enter the personnel name.

Method Card> Select the key card.

Already has Card No Yes> If you don't have a card, select No.

Card Add Card> Go back to add card.

OK

- Scan the card on the lock.



- If you have previously created a personnel card, create personnel to unlock with the card.

Add Staff

Name Please enter a Name> Enter the personnel name.

Method Card> Select the key card.

Already has Card No Yes> If you already have a key card, select Yes.

Choose Card >> Select the key card you previously created.

OK> Touch OK.

- If you haven't created a personnel card before, create a permanent card personnel to unlock with the card.

Add Card

Permanent Timed Recurring> You can use the card until it is canceled.

Name Please enter a Name> Enter the personnel name.

OK> Touch OK.

- Touch OK. Your personnel can enter and exit with the permanent card.

Add Staff

Name Please enter a Name

Method Card

Already has Card No Yes

Choose Card >

OK> Touch OK.

■ Create a Timed Card

Permanent **Timed** Recurring → You are setting a Timed start and end date and time.

Name → Enter the personnel name.

Start Time → Set the start date and time.

End Time → Set the end date and time.

→ Touch OK.

■ Touch OK. Your personnel can enter and exit with the scheduled card.

→ Touch OK.

■ Create a Recurring Card

Permanent Timed **Recurring** → The recurring card Period duration can be set.

Name → Enter the personnel name.

Validity Period → Touch the validity period.

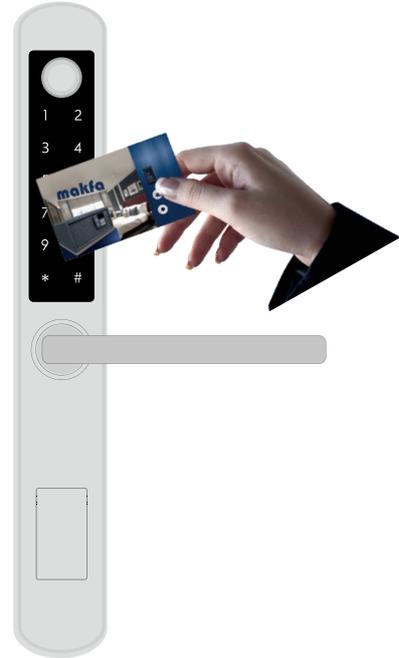
■ Touch OK.

→ Touch OK.

■ Touch OK. Your personnel can enter and exit with the recurring card.

→ Touch OK.

■ Scan the card on the lock.



← Validity Period

Start Date → Enter the start date.

End Date → Enter the end date.

Cycle on

Sun Mon Tue Wed Thu Fri Sat → Select the day.

Start Time → Set the start time.

End Time → Set the end time.

→ Touch OK.

■ Scan the card on the lock.



- If you have previously created a staff fingerprint, create a staff member who can unlock the lock with a fingerprint.

Add Staff

Name > Enter the staff name.

Method > Select the fingerprint.

Already Set the Fingerprint No Yes> If you already have the fingerprint, select 'Yes'.

Choose Fingerprint > Select the fingerprint you previously created.

OK> Touch OK.

- If you haven't previously created a staff fingerprint, create a staff member who can unlock the lock with a fingerprint.

Add Staff

Name > Enter the staff name.

Method > Select the fingerprint.

Already Set the Fingerprint No Yes> If there is no fingerprint, select 'No'.

Fingerprint > Touch to Add Fingerprint.

OK

- It can be used until the permanent is deleted.

Add Fingerprint

Permanent Timed Recurring

Name

Next

Touch the 'Next' button.

- Touch 'Start'.

Add Fingerprint

You will be required to Place your Finger to the Sensor several times. Please follow the prompts...

Start

- Scan your fingerprint on the lock four times.

Add Fingerprint

Place your Finger on the Sensor (0/4)

Follow the prompts... You will be required to Place and Remove your Finger from the Sensor 4 Times - Please be Patient.

- When the green light turns on, your process is complete.



- Touch 'Okay'. Your staff can now enter and exit using their fingerprint.

Add Staff

Name

Method

Already Set the Fingerprint No Yes

Fingerprint

OK> Touch OK.

- In timed fingerprint access, you set the start and end date and time.

- Create a name for the fingerprint
- Set the start time.
- Set the end time.

Touch the 'Next' button.

- Touch 'Start'.

- Scan your fingerprint on the lock four times.

- When the green light turns on, your process is complete.



- Touch 'Okay'. Your staff can now enter and exit with timed fingerprint access.

Touch the 'OK' button.

- In recurring fingerprint access, the Validity period duration can be set.

Create a name for the fingerprint.

Touch the 'Next' button.

- In recurring fingerprint access, the start and end time of the day can be set.

Set the start date.

Set the end date.

Select the day.

Set the start time.

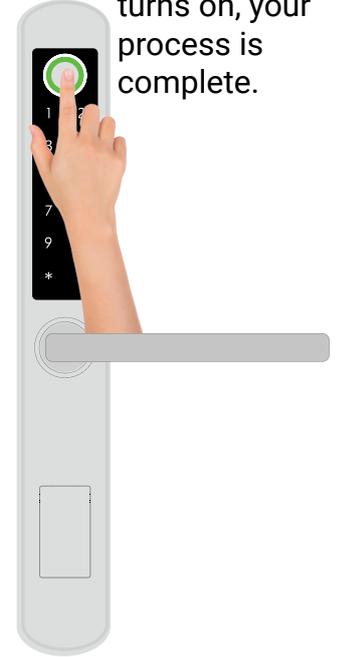
Set the end time.

Touch the 'OK' button.

- Touch the 'Next' button.
- Touch 'Start'.

- Scan your fingerprint on the lock four times.

- When the green light turns on, your process is complete.



- Touch 'Okay'. Your staff can now enter and exit with recurring fingerprint access.

.....> Touch the 'OK' button.

- To check the entries and exits of the personnel
- Touch the "Attendance" section.
- Touch the Personnel.

Paz.	Pzt.	Sal.	Çrş.	Per.	Cum.	Cmt.
	1	2	3	4		
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Category	Count
Late	1
Leave Early	0
No Record	18

Red indicates that the personnel is late.

Yellow indicates that the personnel left early.

Grey indicates that the personnel did not show up and that day is a holiday.