ACT 10 Digital Keypad

Installation and Configuration Instructions

VANDERBILT

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• Directive 2014/30/EU (Electromagnetic Compatibility Directive)
• Directive 2011/65/EU (Restriction of the use of certain hazardous substances Directive)
The full text of the EU declaration of conformity is available at: http://van.fyi?Link=ACTother

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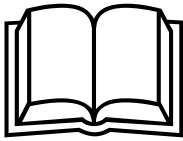
http://van.fyi?Link=ACT10_IG

Table of Contents

1 Installation Overview

- Always remember to factory default the controller before you start programming.

- Always remember to place the supplied varistor across the terminals of the door strike coil to protect the relay contacts.

- Never use the onboard relay to switch AC mains voltage. An external relay isolated electrically from the ACT 10 Digital Keypad should be used for this purpose.

- Don't forget to change the programming code to something known only to yourself.

As with any access control system, always ensure that there is an alternate means of escape in the event of the unit failing to operate due to power loss or in the event of fire.

2 30 Second Programming Guide

This instructions apply for a typical system.

1. **Enter Programming Mode**

   On the digital keypad press ✗. Input the programming code (default is 9999). The yellow LED flashes.

2. **Change User 1 Code**

   On the digital keypad press **0**. Input **1** (for User 1). Input the new User 1 code (4 digits).

3. **Change Programming Code**

   On the digital keypad press **0**. Input 🔔 . Input the new programming code (4 digits).

4. **Set Desired Relay Active Time**

   On the digital keypad press **2** then **0**. Allow the buzzer to sound for the desired period. Press 🔔 to stop. This period is now programmed into the relay timer.

5. **Exit Programming Mode**

   On the digital keypad press ✗. The yellow LED stops flashing.

The keypad is now ready for normal use.

> ℹ️ The keypad may be returned to its factory default condition at any time by entering the programming mode and pressing 🔔 three times.

> ⚠️ **Incorrect Code Lockout:** When three invalid codes have been entered in a row, the keypad will enter lockout mode for 20 seconds. During this time, the red indicator will flash and all user codes will be inactive.

2.1 For Door 2 operation

1. **Enter Programming Mode**
2. **Change User 2 Code**

   On the digital keypad press **0**. Input **2** (for User 2). Input the new User 2 code (4 digits).

3. **Assign User 2 to Door 2**
4. **Exit Programming Mode**

   User 2 code will now activate Door 2 relay.

3 Keypad Options

30	DOOR CHIME When set, whenever the door contact is opened, the built-in buzzer makes a chime sound and the buzzer output activates for 2 seconds.
31	SILENT OPERATION When set, the keypad operates silently, that is no audible tones (keypresses or confirm tones) are produced from the built-in buzzer.
32	PERMANENT BACKLIGHTING When set (default), the keypad illumination is always on. This option will override option 42 (Auto backlighting).
33	LOCKSAVER (ANTI TAILGATING) When set, and when the relay is active (following a valid code or button release), the relay timer is truncated to 2 seconds when the door contact opens. This ensures that irrespective of programmed relay time, the door will be locked as soon as it closes, and any person following will have to enter a code.
34	ALARM KEYPAD OPERATION When set, the keypad may be used as a remote keypad for an alarm system. The red and green indicators are controlled by the door contact and release button inputs respectively, and the built-in buzzer is controlled by the interlock input.
35	INTERLOCK When set, two or more keypads may be interlocked so that only one controlled door may be open at any one time. The interlock output is active whenever the relay is active or when the door contact is open. When the interlock input is active the release button and all codes are inactive, and the red indicator flashes. The interlock outputs and inputs of any number of keypads may be combined on a single wire.
36	SIX DIGIT CODES When set, all user codes and the programming code are six digits long. The default user one code becomes 123456 and the default programmer code becomes 999999.
37	TWIN CODES When set, two different codes must be entered within 15 seconds in order to open the door. The outputs activated are those which have been programmed for the first code to be entered.
40	DOOR FORCED ALARM When set, the buzzer output is activated if the door contact opens when a valid code has not been entered. The output is deactivated when a valid code is next entered. This is useful for monitoring fire doors etc.
41	GROUP DISABLE When set, the top five user codes (5-9) are inactive anytime the interlock input is activated. This restricts access to certain codes under external control (i.e an alarm system output or a time clock).
42	AUTO BACKLIGHTING When set, the keypad illumination is normally off, but will switch on in response to any key being pressed or while in programming mode. This option is overridden by option 32 (permanent backlighting). To prevent any illumination, unset options 32 and 42.
43	DOOR AJAR ALARM When set, and the door contact has been open for longer than the time programmed into the door ajar timer, the built-in and external buzzerssound intermittently. The buzzers may be silenced by closing the door and entering a valid code.
44	GUEST BUTTON When set, (default) and when the key on the keypad is pressed, the buzzer output is activated for the duration programmed into the guest buzzer timer.
45	FIRE ALARM OVERRIDE When set, the relay is held active whenever the interlock input is active, and the green indicator will flash. This is useful for allowing a fire alarm system to override controlled doors.
46	RELEASE BUTTON FOR SECOND DOOR When set, the keypad activates the door 2 relay which follows output 2's timer, this allows two doors to be controlled using one keypad.

| 47 | DURESS CODES When set, and when a duress code is entered, the door is opened normally and output 2 is activated. A duress code is any valid user code with one added to the last digit. The output will be reset when a valid user code is entered. When the duress option is set, user codes which have 9 as the last digit should be avoided as there is no corresponding duress code. |

Incorrect Code Lockout: When three invalid codes are entered in a row, the keypad enters lockout mode for 20 seconds. During this time, the red indicator flashes and all user codes are inactive.

4 ACT 10 Digital Keypad Programming

To enter programming mode: on the digital keypad press ✗ and input the programming code (initially 9999). The yellow LED will flash while in programming mode. To exit programming mode either press ✗ or do not activate any key for 30 seconds.

4.1 Change user PIN codes

Enter programming mode, then press:

Step	Keypad Entry	Operation
1	0	Change PIN codes
2	0–9	Enter User Number 0–9
3	🔔	Programming code
4	000000–999999	4 or 6 digit code – 0000(00) deletes user

ℹ️ Default user codes:

- Programming – 9999(99)
- User 1 – 1234(56)

All others are inactive.

4.2 Set switched output combinations

Enter programming mode, then press:

Step	Keypad Entry	Operation
1	1	Set outputs.
2	0–9	User number 0–9.
3	0–7	Output function code.

Default function code is 1 (Relay Timed) for all users. When the door is toggled open, this is indicated by the green indicator flashing.

Function Code	Door Output	Door 2 / Output 2	Output 3
0	Toggled		
1	Timed		
2		Timed	
3	Timed	Timed	
4			Timed
5	Timed		Timed

Function Code	Door Output	Door 2 / Output 2	Output 3
6		Timed	Timed
7	Timed	Timed	Timed

4.3 Set timers

Enter programming mode, then press:

Step	Keypad Entry	Operation
1	2	Set timers.
2	0–4	Timer number. Buzzer sounds indicating timing. Wait required period.
3	🔔	Stop timing. Buzzer stops. Timer set.

Timers may be sent to any duration between 2 seconds and 4 minutes.

Timer No.	Function	Default
0	Relay time.	5s
1	Output 2 time.	5s
2	Output 3 time.	5s
3	Door ajar time.	30s
4	Guest buzzer time.	2s

4.4 Set configuration

Enter programming mode, then press:

Step	Keypad Entry	Operation
1	30–37 or 40–47	Option number.
2	0 or 1	0 = Set 1 = Unset

Options are:

Option No.	Function	Default
30	Door Chime	Off
31	Silent Operation	Off
32	Permanent Backlighting	On
33	Locksaver (Anti Tailgating)	Off
34	Alarm Keypad Operation	Off
35	Interlock	Off

Option No.	Function	Default
36	Six Digit Codes	Off
37	Twin Codes	Off
40	Door Forced Alarm	Off
41	Group Disable	Off
42	Auto Backlighting	Off
43	Door Ajar Alarm	Off
44	Guest Button	On
45	Fire Alarm Override	Off
46	Second Door Release	Off
47	Duress Codes	Off

4.5 Restore factory defaults

Enter the programming code followed by 🔔 🔔 🔔 . This restores the ACT 10 Digital Keypad to its default settings.

If the programming code has been forgotten, set it to 9999 as follows:

1. Remove the power from the unit.
2. Remove link LK1 at the back of the unit.
3. Apply power to unit.
4. Replace link LK1.
5. Remove power again.
6. Restore power.

   The programming code is now set to 9999. Proceed with programming.

ℹ️   The keypad will not operate correctly without LK1 in place.

5 Typical ACT 10 Configuration

This diagram shows revision (3.1) of the ACT10. This unit may be used to control 2 doors as illustrated. Connections and programming for this unit are exactly the same as for previous versions, however the connector positions have changed as shown in the above diagram.
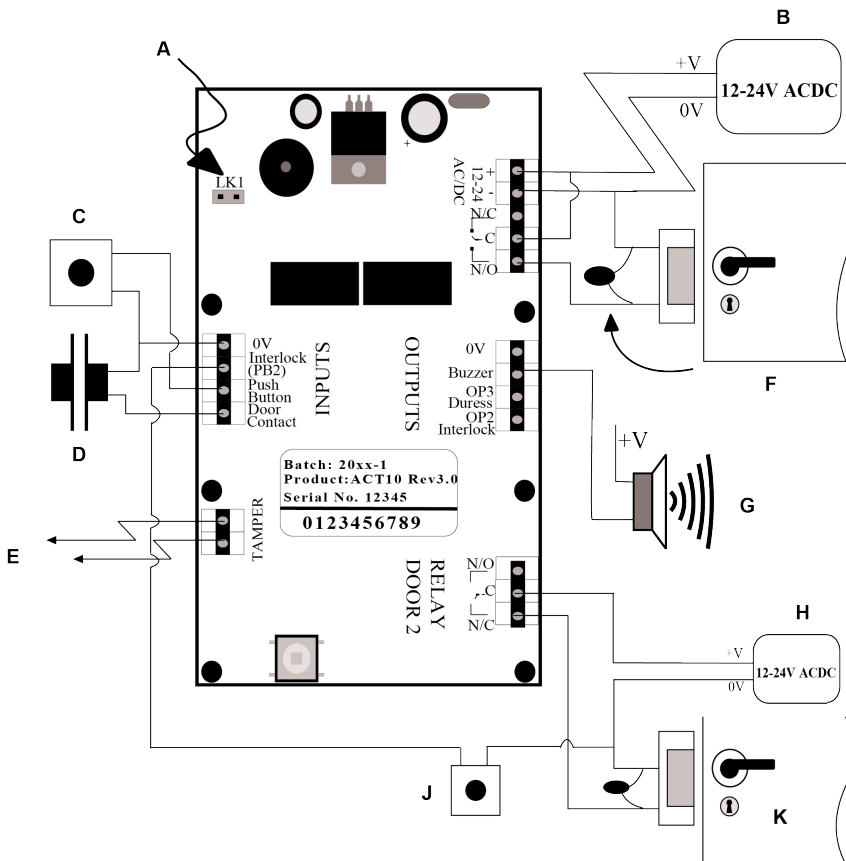
A	Power up without link if programming code has been lost.	**F**	Important: Always place varistor across all lock terminals.
B	Power supply.	**G**	Guest buzzer.
C	Door release button.	**H**	Power supply.
D	Door contact.	**J**	Door release button for Door 2.
E	Volt-free tamper contacts.	**K**	Door 2.

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