

How to use the key chip

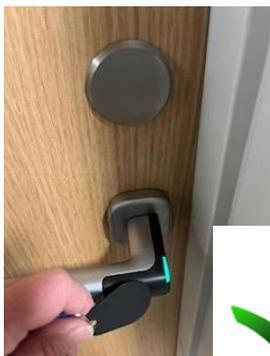
Please note, that the door can lock after you receive access to the room - while the access token is inside the room.

Please read the information below:

Access to the room:

Place the access token on the door handle once - **then open the door without having the access token in your hand** - if the light turns green, the door is unlocked.

If it is red, access is denied, and the door remains locked. Contact the supervisor or the office.



Place the access token once, then remove the access token



Open the door without the access token in your hand



Do not open the door with the access token in the same hand you have the access token in, because the door handle turns red, and the door is now locked!! NB - when you leave your room the door is now locked, and you cannot enter the room without your access token!

When you leave the room and want the door to be locked:

Place the access token twice on the door handle - if it is red, the door is locked.



When you are in the room and you want the door to be locked:

When you are in the room and then want the door to be locked, you must actively lock the door with the twister - if the dot is red, the door is locked.



If you grab the door handle from the inside, the lock function is reset from the inside - this means that the door is not locked anymore. The door is now unlocked from both the outside and the inside.



Good advice - try it out while the supervisor is at work (ask the supervisor) - this will help you get to know the system.

IN SHORT:

- Place the access token once on the doorhandle
- Open the door without the access token in your hand
- Then follow the instructions on how to lock the door when needed.