

# PROGRAMMING GUIDE

## Schlage Button Signals

The color of the Schlage button indicates the status of the lock.

### Orange

- the lock is in programming mode

### Green

- a correct user code was entered
- the programming process is complete

### Red

- an incorrect user code was entered
- there was an error in programming
- low batteries
- red blinking indicates critically low battery

## Codes

Control of the lock is simply managed via a six-digit Programming Code and four-digit User Codes.

### PROGRAMMING CODE

(Six Numbers)

- The lock comes preset with one unique default Programming Code. It can be found on the stickers, one on the back of the keypad assembly and one on the front of this User Guide.
- Used to put the lock in programming mode.
- DOES NOT unlock the lock.
- The first four numbers must be different from all of the User Codes currently in the lock.
- If you forget the Programming Code, you can reset the lock to factory settings, which restores the default Programming Code. See **Restore Factory Settings** on page 15.

### USER CODES

(Four Numbers)

- The lock comes preset with two unique default User Codes. They may be found on the stickers, one on the back of the keypad assembly and one on the front of this User Guide.
- Used to unlock the lock.
- These four numbers must be different from the first four numbers of the Programming Code.
- Up to 19 possible User Codes can be stored in the lock at one time.

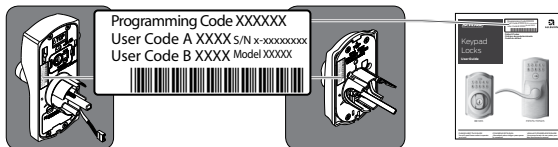
## Default Code Locations

The Default User Codes and Programming Code are located in two places:

### Back of the Keypad

- » You must remove the Keypad from the door to see this sticker.

### Front of this User Guide



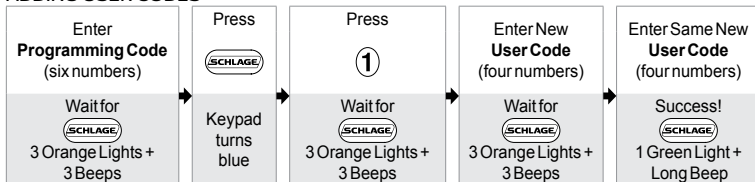
## Basic Controls

» Write your programming code here for easy access. Also see **Record Your Codes** on page 13 for space to record User Codes.

PROGRAMMING CODE					

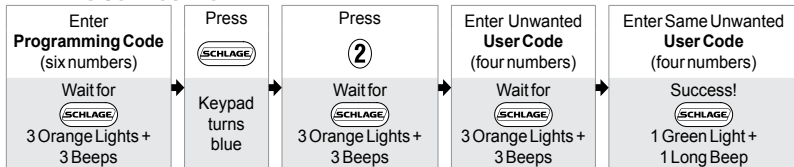
» If you make a mistake during programming, press the Schlage button repeatedly until the keypad lights blue. Then start over.

### ADDING USER CODES\*

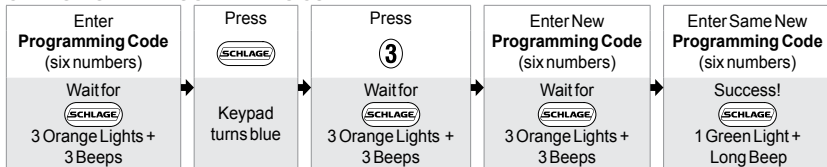


\* These four numbers must be different from the first four numbers of the Programming Code.

### DELETING USER CODES



### CHANGING THE PROGRAMMING CODE\*



\* The first four numbers must be different from all of the User Codes currently in the lock.

## Want to see a video?

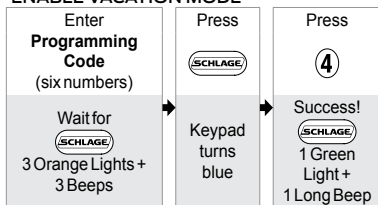


Browse to [answers.schlage.com](https://answers.schlage.com) and search on "How to Program Keypad Lock" for a video. Other videos and information are also available.

# Enhanced Controls

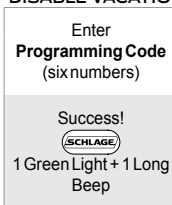
Schlage's keypad locks were designed with added features that allow you to adapt the lock to your needs. Additional features that you can choose to use include:

## ENABLE VACATION MODE

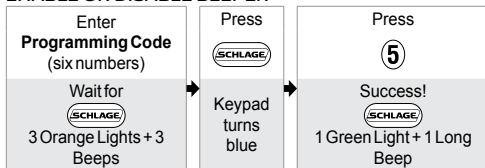


When enabled, no User Codes will unlock the door, preventing any unauthorized attempts of entry when no one is home for a prolonged period of time.

## DISABLE VACATION MODE

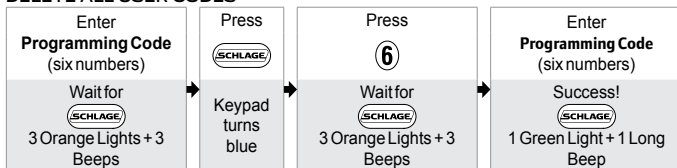


## ENABLE OR DISABLE BEEPER



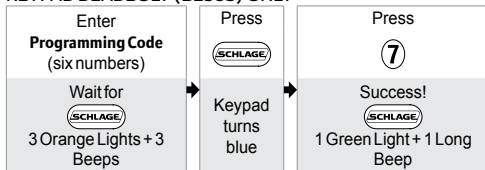
The beeper can be turned off if desired. Beeps will still sound during programming.  
 » The beeper may not be audible to everyone.

## DELETE ALL USER CODES



Removes ALL User Codes from the lock.

## ENABLE OR DISABLE LOCK & LEAVE KEYPAD DEADBOLT (BE365) ONLY



Enabled by default. When enabled, the deadbolt can be locked from the outside by pressing the Schlage button and rotating the thumbturn. When disabled, a User Code must be entered before rotating the thumbturn. Disabling this feature keeps an unauthorized person from locking the door from the outside.