

THE CEU EMERGENCY CODES IS DIVIDED TO 2 DIFFERENT CODES:

- Manager Code (Initial manager code is 3 3 3 3)
- Opening Code (Initial opening code is 4 4 4 4)

HOW OPEN THE SAFE WITH CEU

■ SWITCH THE UNIT ON

PLEASE NOTE NEW CEU HAS NOT A SWITCH ,SO YOU CAN INPUT THE CODE DIRECTLY

Step1# Input the manager code : **3 3 3 3** (On the screen will appear: **3 3 3 3- -**)

Step2# Press **ENTER (#)**,the word “**GOOD**” will appear on the screen.

Now the CEU is programmed and ready for entering into the second code.

Step3# Input the opening code : **4 4 4 4** (On the screen will appear: **4 4 4 4- -**)

Step4# press **ENTER(#)**.The LED display on the CEU and safe will show “ **OPEN**” and “**OPENED**” , then the safe door will be opened.

HOW MODIFY THE MANAGER CODE & OPENING CODE

■ MODIFY THE MANAGER CODE SWITCH THE UNIT ON

Step1# Press **twice** the **CLEAR(*)** key button ,the word “**PROG**” will appear on the screen.

Step2# Enter into the **current existing manager code** (original code is **3333**) ,then press **CLEAR(*)** key and “ **1**”. The word “**NEW- C1**” will appear on the screen.

Step3# Input a new **4** digits code and press **ENTER(#)**.The word “**DONE**” will appear on the screen,that means you have modified the “manager code “ successfully.

■ HOW MODIFY OPENING CODE

Step1# Press **twice** the **CLEAR(*)** button. The word “**PROG** ”will appear on the screen.

Step2# Enter into the **current existing opening code** (original code is **4444**),then press **CLEAR(*)** key and “ **2**” The word “**NEW- C2**”will appear on the screen.

Step 3# Input a new 4 digits code and press **ENTER(#)**.The word “**DONE**” will appear on the screen. that means you have modified the “opening code “ successfully.

READ LAST 100 TIMES OPENING / CLOSING RECORDS

Step1# Connect the CEU with the safe .Please make sure that the CEU has been plugged into cable the socket at the bottom of Front panel and the connection is tight and right . **IMPORTANT**

Step2# Press “*” button **twice** , and the LED display will show “**PROG**”

Step3# Input “**7510 * 8**”, **CEU** will start read the records from the **SAFE** , and when the LED display counted to 100 and show “**END**”, this means CEU has completed reading of the audit trail.



FOR EMERGENCY CASE RESETTING CEU

If you forget one of the two codes (manager code or opening code),you may make an emergency process in order to reset the CEU code:

Step1# Press twice the **CLEAR(*)** button.The word “**PROG**” will appear on the screen.

Step2#Input the code **9101**.Press “*” button and “**9**”

Step3# The word “**RESET**” will appear on the screen..

Now the CEU code has been reset to the factory preset code “**3333, 4444** “

And the CEU serial code has been reset to factory preset code “**0 0 0 0 0 0**”

PLEASE NOTE THIS PROCESS SHOULD BE DONE JUST BY THE HOTEL'S MANAGER.

SERIAL CODE SETTING

IMPORTANT EXPLANATION:

Series code of safes and accessorial CEU just like the ID number of product. Only when they are accordant, You can use the CEU to open the safes. To guarantee the customers' safety, we will set the different series code Of safes and CEU when they are purchased by the different customers or say end-users.

Please note that the serial code of safes is fixed, but you may modify CEU's serial code according to the following instruction and only when you forget the opening code or manager code and **have reset the CEU**, you need to reset the series code of CEU. And once you execute emergency operation to restore them to **3333** and **4444**, you also restore the back-up series code of CEU to **"000000"** synchronously.

Step1# Press twice the **CLEAR (*)** button. The word **"PROG"** will appear on the screen

Step2# Press **"7510 * 5"** and the word **"NEW"** will appear on the screen.

Step3# Enter **new serial code (should be same as safe's serial code)** and press **ENTER (#)** button, Then the word **"AGAIN"** will appear on the screen

Step4# Enter the serial code again and press **ENTER (#)** to confirm. The word **"DONE"** will appear on the screen, the new serial code has been set successfully.

HOW TO MODIFY THE ROOM NUMBER WITH CEU

Step1# Connect the CEU with the safe, Press **"*"** button **twice**, and the LED will show **"PROG"**

Step2# Input **7510**, and press **"*6"**, the display will read **"NO."**, then Key in the any combination of 4 digits that your desire and press **"#"** to save your setup.

Explanation:

- 1) You should modify it to be in consistent with real room number in hotel.
- 2) When you browse the records from CEU by software, they will be automatically Identified from which room and you had better save the records as a file named room number. In this way, you can check them clearly in the future.

SOME INFORMATION SHOW ON THE LED DISPLAY AND HELP:

ERROR – It means that the code is wrong or you didn't follow the instructions.

solution : Just check the code you input and repeat the process.

ERROR 1- There is a pressure bothering the locking bolts from retracting to open the safe.

solution : Press the door inward, and release the pressure on the locking bolt.

Try to open the safe by inputting the code again.

BA-HI/LO- Battery high/low – the condition of the batteries.

The batteries will last for 12 months for normal use. (**USE 4 pcs of AA / LR6 alkaline battery only**)

■ **You have to switch off the CEU, so the battery will not be wasted.**

VIEW THE RECORDS USING THE SOFTWARE:



After using the CEU to read the records from the safes, please connect it to **COM port** of computer with **PCC**.



Open the audit trail software and then press “**Read Records**” button. Please press any key on the CEU to active it before press “**Start**” button. When status bar indicate 100%, the operation of reading records from CEU has been finished successfully. Then, you can use the software to browse, print off these records.