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Hopinlock Minik10 Management Quick Start Guide

1. Download to Mobile Device and Log in

The Hopinlock works on NFC-enabled Android devices and can only be downloaded via the link below; Ensure that your permission settings are correct on your device, download will begin automatically.
http://hopinlock.com/app/hopinlockmanagerv2.03.apk
Log in with the account information provided with your registered account details provided by your supplier to begin. Once logged in, tap Profile Settings. In this tab, you can change your authorised Hopinlock user information.

2. Menu

Activating certain parameters in the menu can create security vulnerabilities as assigned-tasks can be repeated. The settings that can be changed in the main menu include: profile settings, adding and deleting zones, opening all locks, deleting all locks, changing master password of all locks, resetting all locks to default factory settings, cancelling all tasks, event logs, general settings and information.

SEARCH ICON	SORT ICON	GENERAL SETTINGS	MAIN MENU
This allows you to search for a lock by its assigned number. Note: All locks from all zones with the same lock number will appear.	The sort icon will allow you to sort the list of zones by name, by lock count and by task count. You can also sort locks by cabinet number, zone or by task.	This is where the general settings for the Hopinlock are set such as remembering the master password and allowing permanent tasks to be set. It also has the option for a manual backup.	This is the main menu and has a list of features including adding zones, deleting zones, opening all locks, deleting all locks, changing the master password to all locks, resetting all locks to factory default settings, cancelling all active tasks, event logs and also accounts.

3. Adding a Zone

In the menu, the first step is to load a 'zone' or area. When a zone is added for the first time, it will ask you for the name of the zone. It is important to use a name that easily identifies the zone or area for ease of management. An example of a good zone name would be: "Staff lockers, level 1" Or "Staff lockers 1-200". Once a zone has been added it will appear on the home screen with the zone name, the number of locks currently in the zone and current tasks.
To delete the zone, open the main menu and select delete zone. You can also sort the order in which zones appear, by name, by lock count and by task count.

4. Adding a Lock

Once you have selected the zone to add locks too, simply present your device's NFC area to the keypad of the lock to add it. The app will confirm with a small beep and open the lock settings screen. In this section you can nominate the lock to its zone, give the lock a number and give the lock a description. To edit a locks name,zone and description, tap and hold the lock you wish to change. To change multiple lock settings at once, tap on the lock and select the programing parameters that you would like to apply and select 'write to all locks' in which you will then need to enter the Master Code.

5/89 Derby St, Silverwater NSW 2128
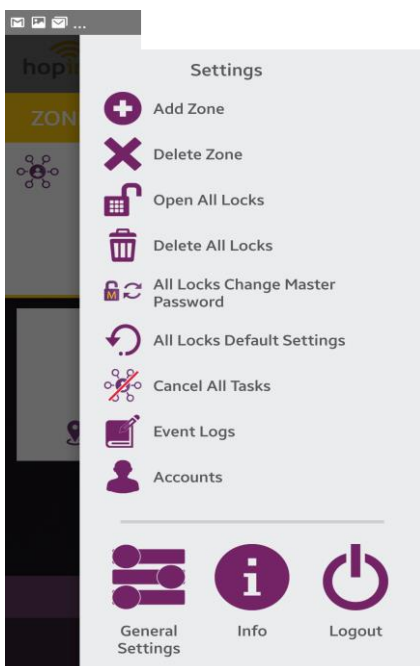1300 311 556
sales@ksq.com.au
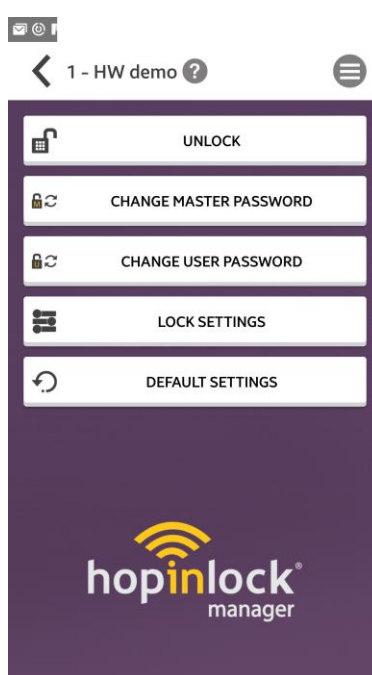www.ksq.com.au

GENERAL SETTINGS

Master Password - In the general setting tab it allows you to select whether the master password is remembered and won't be required for future tasks or changes in settings. **WARNING -**This means that if selected, anyone with access to the device can also make changes to the lock settings.

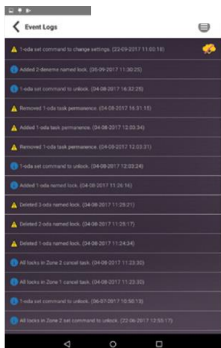Event Logs – All event logs can be accessed through the menu by clicking the event logs button.

MAIN MENU

GENERAL SETTINGS

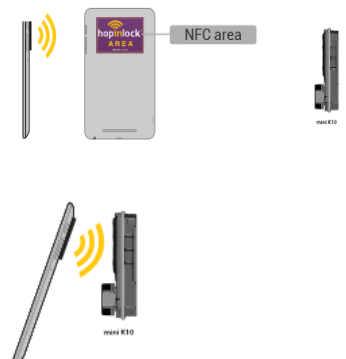### HOME SCREEN

EVENT LOG

TASKS

The icon ⊞ appears if the lock setting is assigned the unlock task.

When the master password change task is assigned, 🔒🔄 icon appears.

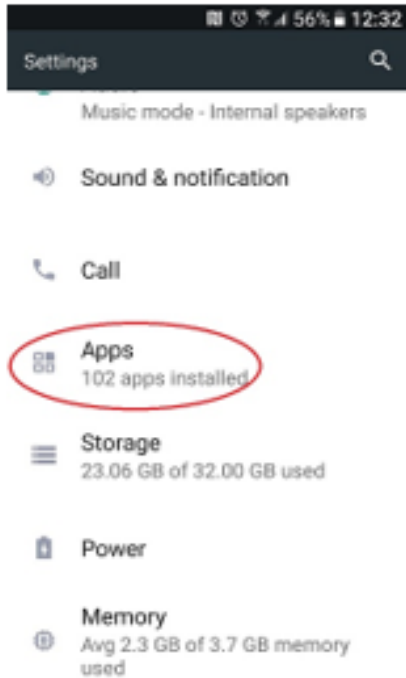The icon 🔒🔄 appears when the user is assigned to change the password.

The button 🔒 appears when the lock setting is changed and the write to the lock button is clicked.

When you return to the default settings, the icon ↺ appears.

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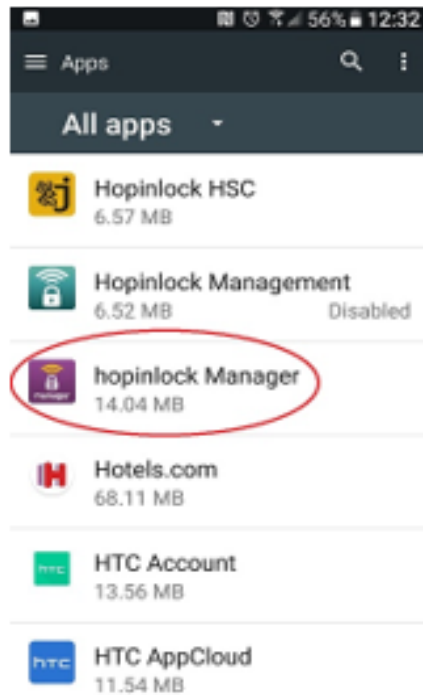1300 311 556
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Hopinlock permissions

Choose Apps in Settings Menu of mobile device

Select Hopinlock Manager

Open Permissions

Allow access to phone and storage