

ACT

Access Control Technology



ACT5prox

Operating & Installation Instructions

18-00042

Installation Notes

- Remember to Factory Default the ACT5prox before programming
- Remember to place the supplied varistor across the terminals of the door strike coil to protect the relay contacts
- Don't mount the ACT5prox units near RF sources (Eg mobile phones, radio transmitters, computer monitors) or metal surfaces.
- Don't power the unit from a switch-mode power supply. Use a linear regulated power supply.
- Never use the on-board relay to switch AC mains voltage. An external relay, electrically isolated from the ACT5prox should be used for this purpose
- Remember to change the programming code.
- When ordering new cards or fobs specify ACTRFID. ACT5prox will NOT work with HID cards or fobs.

Important

As with any Access Control system, always ensure 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.

Product Specification

Number of Users	50 (50 unique PINs and 50 Cards)
Supply Voltage	12 - 24V AC or DC (linear PSU)
Current Consumption	60mA (nominal), 100mA (maximum)
Operating Temperature	-10 to +50 degrees C
Door Open Time	0 - 255 seconds
Relay Contact Rating	5A / 500Vac
Controller Size	Flush Mount 100 x 110 x 20 mm Surface Mount: 100 x 110 x 35 mm
Controller Weight	200 grams
Water Resistance	High IP67
Construction	Rugged Polycarbonate housing with stainless steel keys and potted electronics.

Ordering Information

Pin & Prox Reader:	ACT5prox
Proximity Card:	ACTProx ISO-B
Proximity Fob:	ACTProx Fob-B
Proximity Half Shell Card:	ACTProx HS-B
Proximity & Magnetic Stripe Card:	ACTProx DUO-B

30 Second Programming Guide

(For typical Standalone System)

1. Enter Programming Mode.

On the digital keypad press button ✕. Input the programming code (default is 9999).
The LED will flash amber.

2. Change User 1 Code

On the digital keypad press button 0. Input 01 (for User 01). Input the new User 1 code (4 digits)

3. Add User 1 Card

On the digital keypad press button 5. Input 01 (for User 01). Present User 1's card twice.

4. Change Programming code

On the digital keypad press button 0. Press ✓. Input the new programming code (4 digits)

5. Exit Programming Mode

On the digital keypad press button ✕. The LED turns red and programming mode has been exited.

5. Record User Code and Card

Enter the details of the Users and their associated codes and card numbers on the User List at the back of this manual.

The ACT5prox is now ready for normal use.

Note: The ACT5prox may be returned to its factory default condition at any time by entering the programming mode and pressing Button ✓ three times.

The logo for Access Control Technology, featuring the letters 'ACT' in a bold, sans-serif font. The 'A' and 'C' are connected at the top, and the 'T' is slightly offset to the right.

Access Control Technology

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Programming Summary

Code	Function	Default
0	Change PIN code	1234 – User 1, 9999 - Programming Code
1	Set Toggle Mode	Off (Timed Relay)
2	Set Door Relay Time	5 seconds
5	Add User Card	
6	Delete User's Card	
7	Delete Card Number	
30	Card or PIN	On
31	Card and PIN	Off
32	Card and any PIN	Off
40	Permanent Backlight	On
41	Auto Backlighting	Off
80	Check PIN User	
81	Check Card User	

ACT5prox Operation

The ACT5prox is a simple, easy-to-use access control unit combining digital keypad and proximity technology. The unit supports up to 50 users, each with a unique PIN code and proximity card/fob. Each unit is contained in rugged polycarbonate housing, with stainless steel keys and potted electronics, allowing for indoor and outdoor installation. **Keypad backlighting enhances the ACT5prox functionality at night or in poor light conditions.**

Programming the unit is achieved via the keys, LED and buzzer. Cards and PIN codes can be programmed into the ACT5prox very quickly. **ACT recommends that Users and their associated PIN and Card are recorded in the User List at the end of the manual.** Make copies of this sheet and enter each Users details on it. This will allow users to be deleted later on, even if a card is lost or a user forgets their PIN code. **Blank User List forms can be downloaded from the Resource Centre on the ACT website, www.accesscontrol.ie**

A valid card or PIN will allow access through the ACT5prox unit. For maximum security, the unit may be programmed to require all users to enter a PIN code after presenting a card.

ACT5prox Programming

On the digital keypad press the button **x** and input the programming code (initially 9999). The LED will flash amber while in programming mode. To exit the programming mode either press button **x** or do not activate any key for 30 seconds.

- If the LED flashes green during programming, then a card presentation is expected.
- If the LED flashes red, then a keypress is expected.
- While the ACT5prox is busy performing a task, (eg. Defaulting memory, adding cards), the green led will turn on and the buzzer will sound an elongated tone.

Changing User PIN Codes: Enter Programming Mode, then Press

Step	Keypad Entry	Operation	Example: Assign code 7529 to user 7	
1	0	Change PIN codes	x 9999	Enter programming
2	00-49	Enter 2 digit User Number 00-49	0	Change PIN codes
3	0000-9999	4 digit code – 0000 deletes User code	07	User 7
			7529	PIN code
			x	Exit programming

**Remember to update the user list document at the back of this manual after adding a PIN or Card*

Adding Cards: Enter Programming Mode, then Press

Step	Keypad Entry	Operation
1	5	Add Card
2	00-49	First user to be assigned card
3	Present Card	First Card in Batch (lowest number card) assigned to first user
4	Present Card	Last Card in Batch (highest number card) assigned to last user

Cards may only be assigned to users that do NOT have a card already assigned. When adding cards to the ACT5prox, check which users already have cards by using option 81 (see page 7).

Example: Assign card 0000200036 to user 21:		Example: Assign card 0000200036 to user 21 using the keypad:	
Keypad Entry	Operation	Keypad Entry	Operation
x 9999	Enter programming	x 9999	Enter programming
5	Add card	5	Add card
21	User 21	21	User 21
Present card	Card number 0000200036	0000200036	Enter 10 digit card number
Wait 2 seconds		0000200036	Enter 10 digit card number
Present Card	Card number 0000200036	x	Exit programming
x	Exit programming		

Change Programming Code: Enter Programming Mode, then Press

Step	Keypad Entry	Operation
1	0	Change Programming code (Default 9999)
2	Press ✓	
3	0000-9999	New 4 digit programming code

Set Door Relay Time: Enter Programming Mode, then Press

Step	Keypad Entry	Operation
1	2	Set Door Relay Time – (default 5 seconds, maximum 255 seconds)
2	0	Buzzer sounds indicating timing... wait required period
3	✓	End setting Door Relay Timer

Set Toggle Mode: Enter Programming Mode, then Press

Step	Keypad Entry	Operation	Example: Assign Toggle made to user 12	
1	1	Set Toggle Mode	✗9999	Enter programming
2	00-49	Enter 2 digit User Number 00-49	1	Set Toggle Mode
3	0 or 1	0 = Relay Toggle, 1 = Relay Timed	12	User 12
			0	Relay toggle
			✗	Exit programming

Deleting User's Card: Enter Programming Mode, then Press

Step	Keypad Entry	Operation	Example: Delete user 10's card	
1	6	Delete User's Card	✗9999	Enter programming
2	00-49	First user to delete	6	Delete cards
3	00-49	Last user to delete	10	User 10
			10	User 10
			✗	Exit programming

Deleting Card Number: Enter Programming Mode, then Press

Step	Keypad Entry	Operation
1	7	Delete card number
2	10 digit card number	10-digit Card number with leading zeroes. Eg. Card 54321, enter 0000054321

Check if User has no PIN Assigned: Enter Programming Mode, then Press

Step	Keypad Entry	Operation
1	80	Check if user has no PIN already assigned
2	00-49	User 0-49
		Keypad will flash the green led and sound high-pitched tone if the user has NO PIN code assigned. It will flash red and sound low-pitched tone, if the user has a PIN code.

Check if User has no Card Assigned: Enter Programming Mode, then Press

Step	Keypad Entry	Operation
1	81	Check for user with no card assigned
2	00-49	User 0-49
		Keypad will flash the green led and sound high-pitched tone if the user has NO card assigned. It will flash red and sound low-pitched tone, if the user has a card.

Programming ACT5prox Options Enter Programming Mode, then Press

Step	Keypad Entry	Operation
1	30, 31,32,40 or 41	2 digit option number
2	0 or 1	0=Off, 1= On

Option	Function	Default	Operation
30	Card or PIN	On	When set, a valid Card or valid PIN will open the door.
31	Card and PIN	Off	When set, only users with both a Card and PIN are admitted. Cards are assigned to a particular user using the <i>Adding Cards</i> function (function 5) and PINs are assigned using the <i>Changing PIN Codes</i> function (function 0).
32	Card and any PIN	Off	In this mode, a valid card and any valid PIN code will open the door. This mode allows all users to have a common PIN code to use with their cards.
40	Permanent Backlight	Off	When set, the keypad illumination is always on. This option will override option 41 (Auto Backlighting)
41	Auto Backlighting	On	When set, the keypad illumination is normally off, but will switch on in response to any key being pressed, or when a card is presented or while in programming mode. This option is overridden by option 40 (Permanent Backlight). To prevent any illumination, turn off options 40 and 41.

Restoring Factory Defaults

Enter Programming Code followed by **✓✓✓**. This restores the ACT5prox to its default settings.

If the Programming Code has been forgotten, it may be set to 9999 by:

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. Programming Code is now set to 9999.

Note: The keypad will not operate correctly without LK1 in place.

Defaulting memory takes 3-4 seconds. During this time, the buzzer will sound an elongated tone.

Fig 1 ACT5prox Wiring Diagram for Door Strike Locks

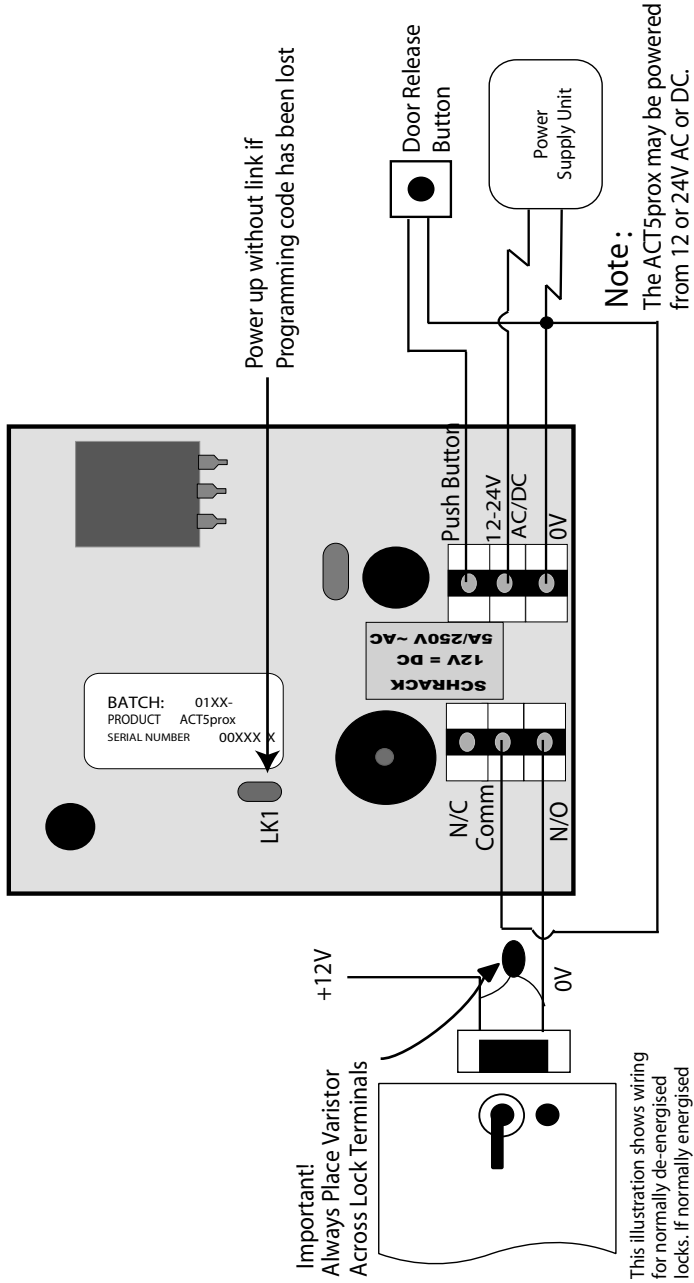


Fig 2 ACT5prox Wiring Diagram for Mag Lock

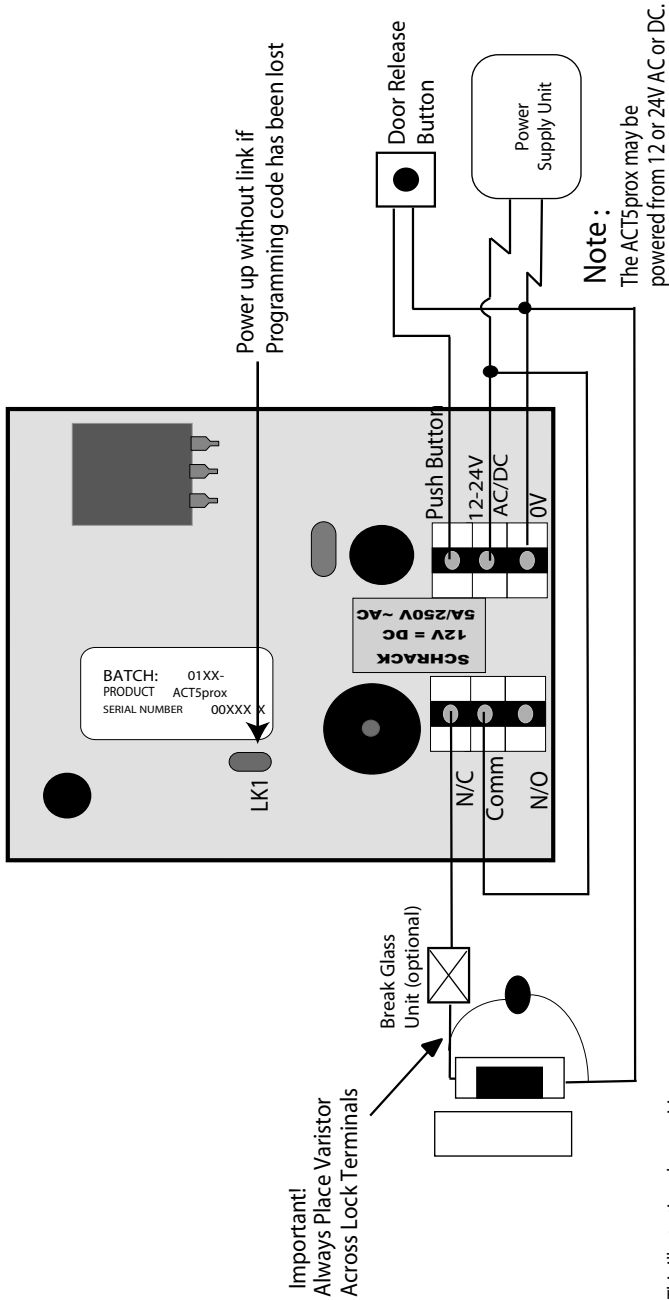


Fig3 Mounting instructions for flush mount unit

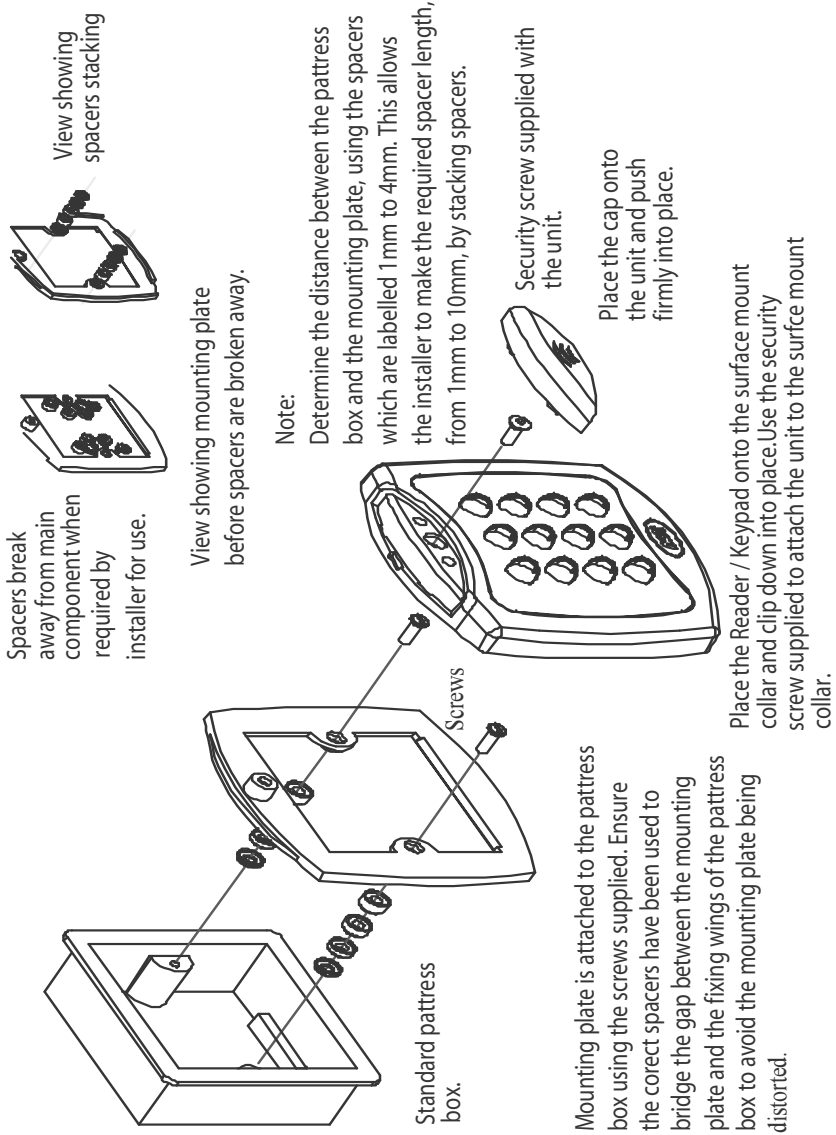
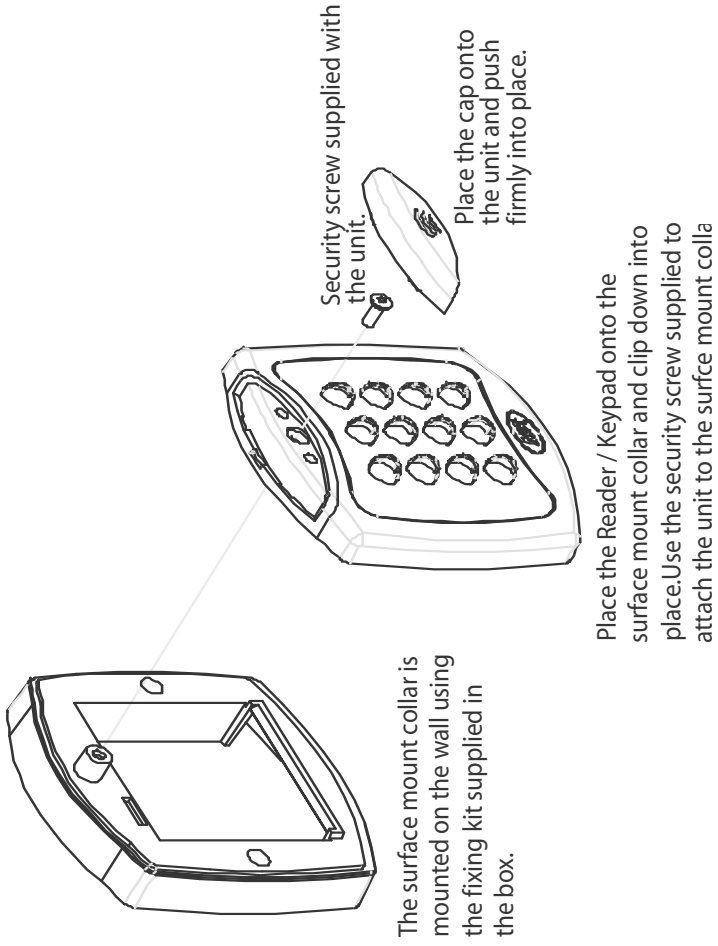


Fig 4 Mounting instructions for surface mount unit



User	User Name	Card Number	PIN	Toggle
1				
2				
3				
4				
5				
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10				
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