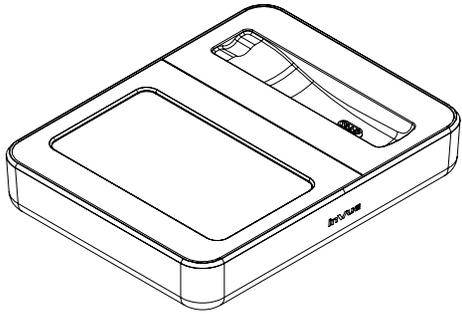


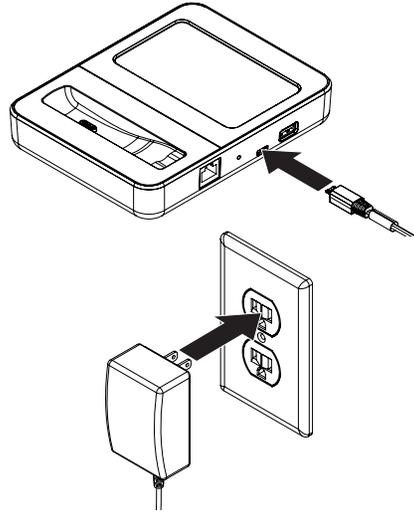


OneKEY OneKEY Manager

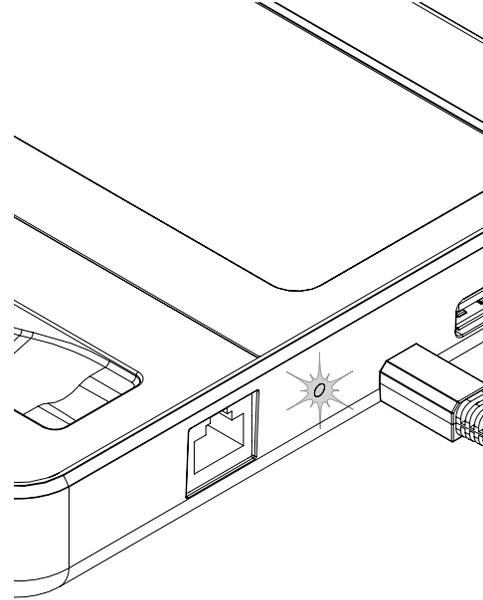


1 Section 1: OneKEY Manager Installation

Place the OneKEY Manager where desired and plug the PS512 power supply into the port on the back of the Manager. Plug the power supply into a power outlet.

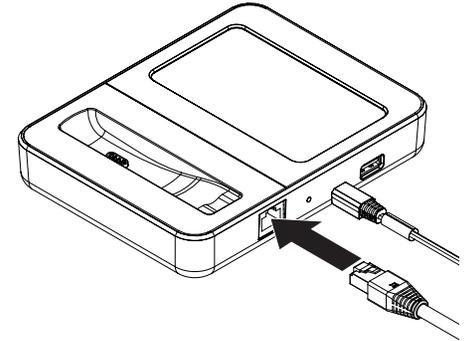


2 The LED on the back of the OneKEY Manager will illuminate, indicating that it is receiving power.



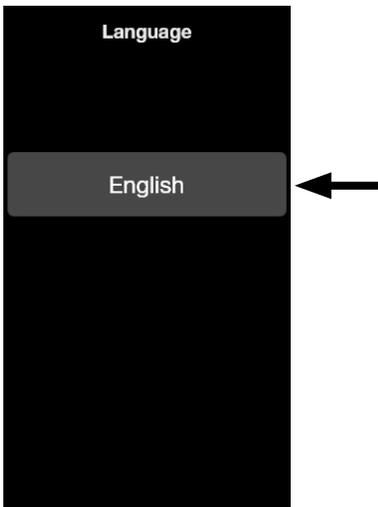
3 Plug the network cable into the ethernet port on the OneKEY Manager. Follow the screen prompts to set up the OKM

Note: If not using LIVE Access, it is not necessary to connect the OKM to the internet.



4 Select the Language. Confirm by pressing “Yes”.

Note: Not all languages may be supported at the time of launch. Additional languages will be added through periodic updates.



Section 2: Enrolling the OneKEY Manager (OKM) in Access Manager

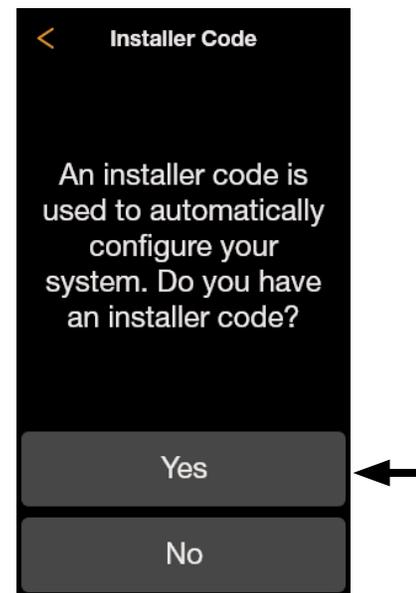
Before beginning, ensure that you have a valid InVue LIVE Access account and the following information

- Your Site URL (for example “https://customer.invue-am.com”)
- Your Manager PIN
- Your Administrator User Name & Password
- Your Administrator User Pin
- Your OKM Installer Code (not needed if using the OKM without LIVE Access).
- The TCP port for the OKM

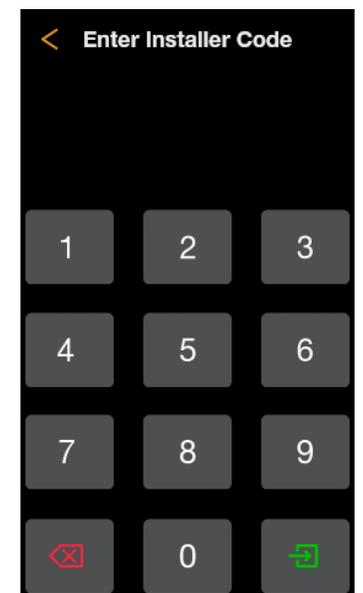
If you do not have any of these credentials, please reach out to the InVue Customer Service Team.

- NA / LATAM // 704.752.6513 • 888.55.INVUE
- EMEA // +31.23.8900150
- APAC // +852.3127.6811

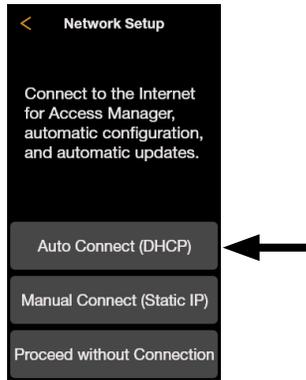
5 Select “Yes” to proceed and enter your OKM Installer Code. Select “No” if not using LIVE Access.



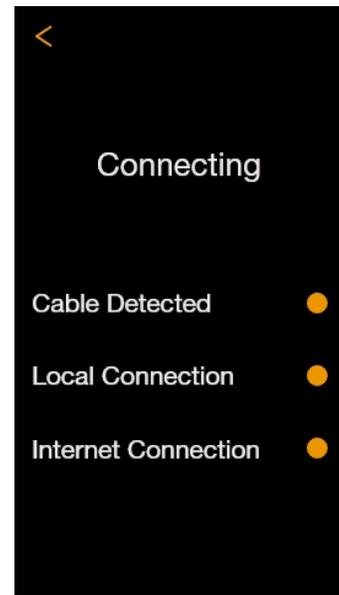
6 Enter your OKM Installer Code.



- 7 Select which option best suits your installation
- **Auto Connect (DHCP)** - Best suited for most installations
 - **Manual Connect (Static IP)** - Will need to be coordinated between your IT department and InVue Customer Service
 - **Proceed without Connection** - Select this is not using LIVE Access and not connected via ethernet.



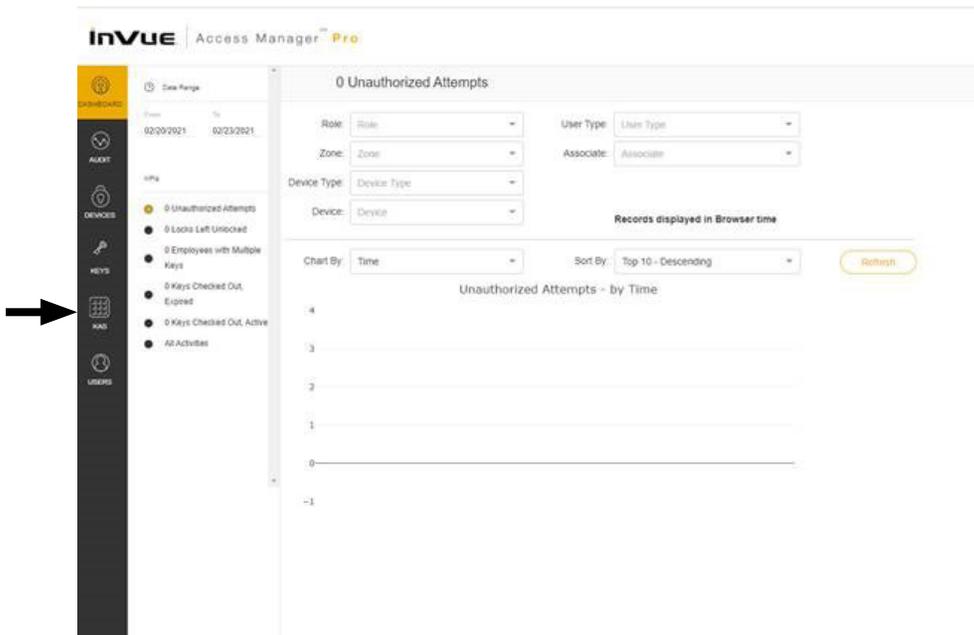
- 8 The OKM will display a connection status screen.



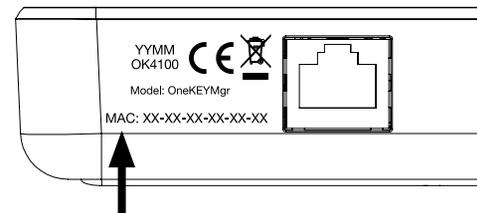
- 9 Once successfully connected, the OKM will update the settings. At this time, the OKM will appear in LIVE Access. Log in to that platform to continue the installation.



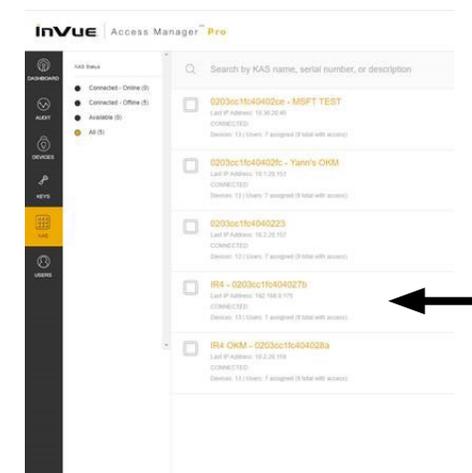
- 10 Once logged in to LIVE Access, select the KAS/OKM icon on the left hand side of the screen.



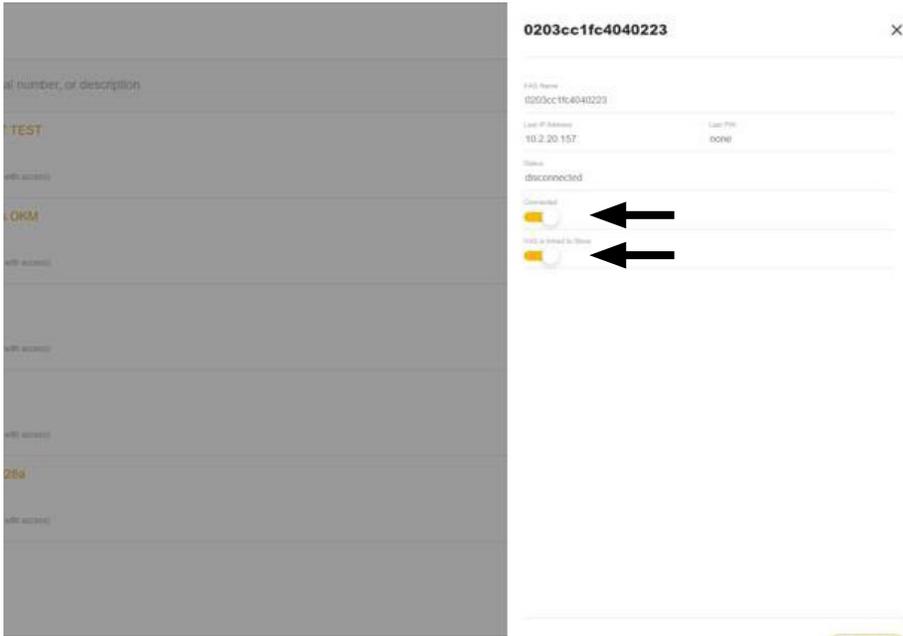
- 11 Locate the MAC address on the back side of the OKM, near the ethernet port.



- 12 Match that to the corresponding entry in LIVE Access.

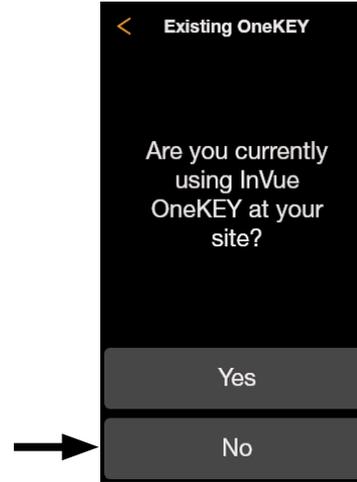


- 13 Ensure that the OKM is both Connected and Linked to the site. Return to the OKM to finish setup.

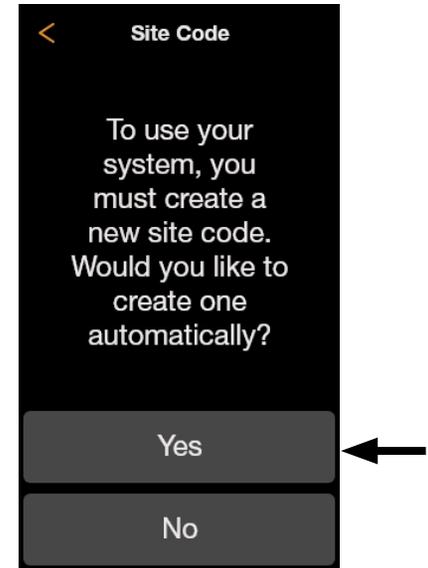


- 14 **Section 3: Create New Site Code**

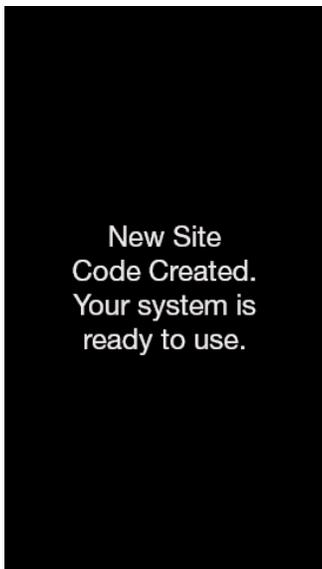
You will then be asked if you are already using an InVue Onekey at your site. Select “No” for a new installation. Select “Yes” To transfer a code from an existing key (See Section 5).



- 15 Select “Yes” to have the OKM create a site code.



- 16 The OKM will then generate a site code. You can proceed to section 5.



- 17 **Section 5: Transferring an Existing Site Code**

You will then be asked if you are already using an InVue Onekey at your site. Select “Yes” if already using a OneKEY (any generation) at your site.



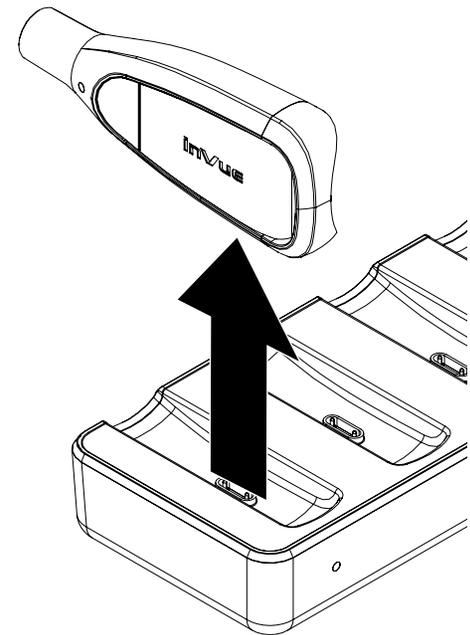
- 18 **Section 4a: IR4**

You will be prompted to place a Key with the existing Site Defined Code (SDC) onto the OKM.

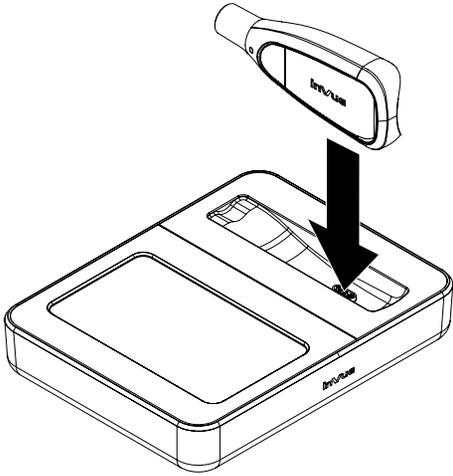
Note: If transferring the SDC from a legacy IR3 system, refer to Section 4b.



- 19 Once charged, remove a OneKEY from the charger.



- 20** Place the Key onto the contacts on the OKM.

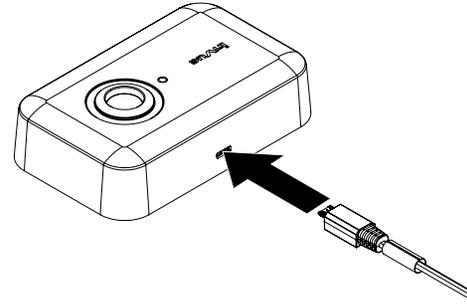


- 21** If you receive this screen Proceed to Section 5.
If you do not receive this screen, please contact InVue Customer Service for further assistance.

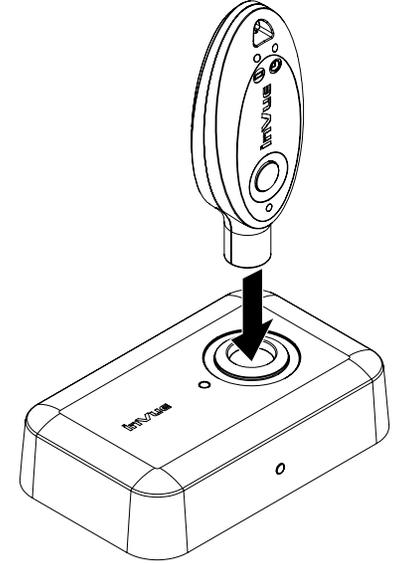


- 22** **Section 4b: IR3**
If currently using the IR3 version contact InVue Customer Service to obtain a new IR2 Programming Station (PK4401) and power supply (PS512). Plug the power supply into the NEW Programming Station.

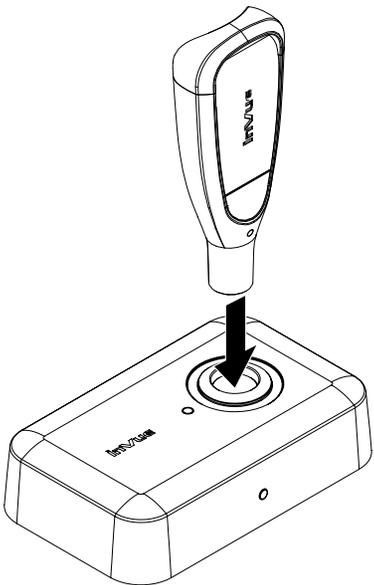
Note: If currently using IR3 keys with an IR2 Programming Station, use the existing station.



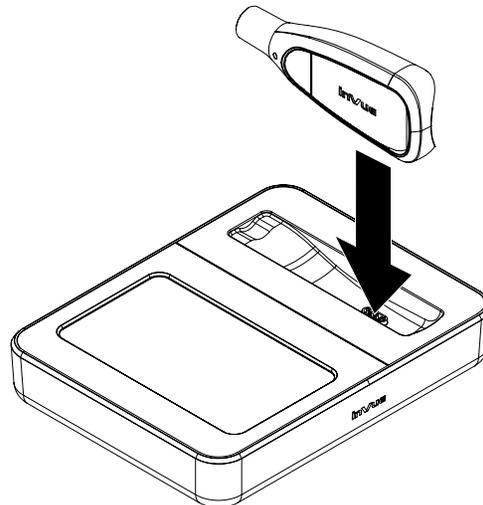
- 23** Place an IR3 OneKEY with the existing store code onto the Programming Station and press the button on the key to transfer the store code.



- 24** Place a new IR4 OneKEY onto the Programming Station and press the button on the key to retrieve the store code from the Programming Station.



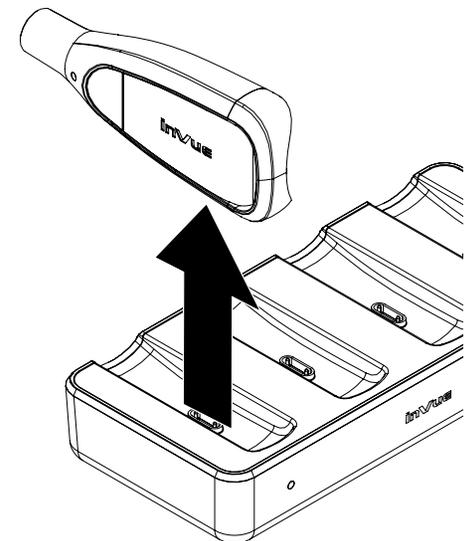
- 25** Place the coded IR4 OneKEY into the OKM.



- 26** If you receive this screen Proceed to Section 5.
If you do not receive this screen, please contact InVue Customer Service for further assistance.



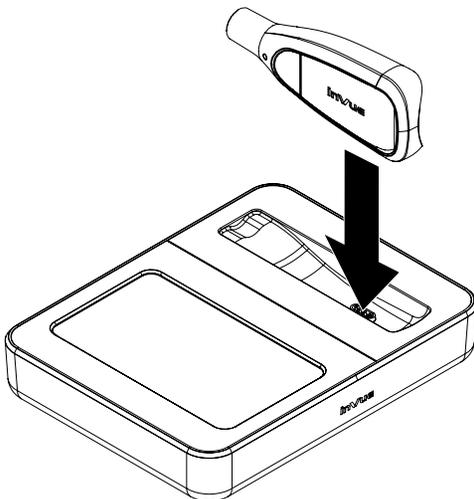
- 27** **Section 5: Checking out a OneKEY**
Remove a fully charged OneKEY from the charger.



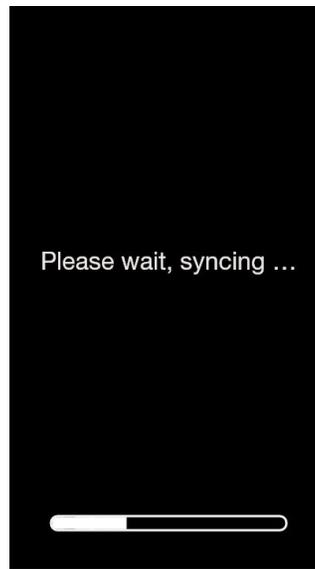
- 28 Ensure that this screen is displayed on the OKM.



- 29 Place the Key onto the contacts on the OKM.



- 30 The Key will sync with the OKM.

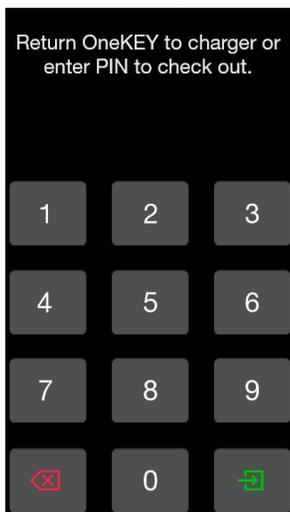


- 31 Select "Check out" to activate the Key.

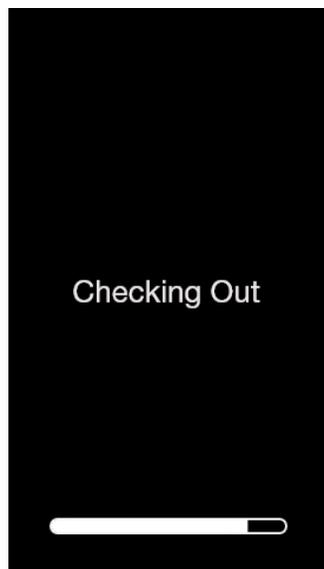


- 32 If using LIVE Access you will be prompted to enter your PIN to check out the key.

Note: If not using LIVE Access, use the touchpad and press "Check Out" to activate the Key.



- 33 The check out process will initiate.



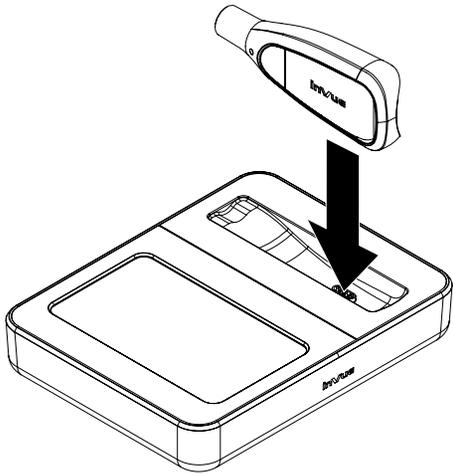
- 34 Your Key is now ready for use.



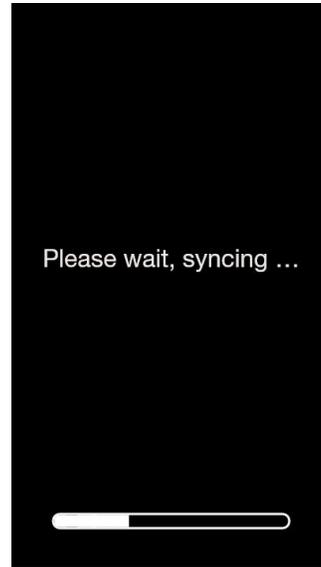
- 35 **Section 6: Checking in a OneKEY**
Ensure that this screen is displayed on the OKM.



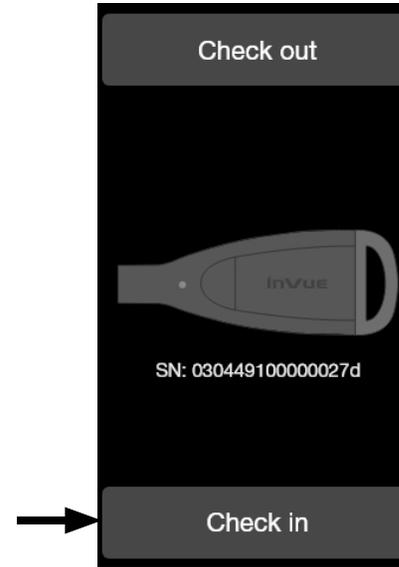
- 36 Place the Key onto the contacts on the OKM.



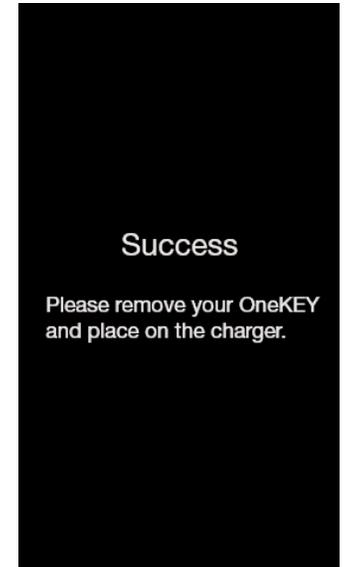
- 37 The Key will sync with the OKM.



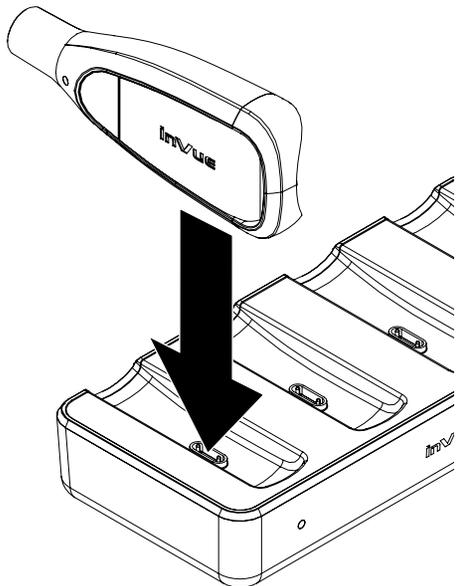
- 38 Once synced, this screen will appear. Select "Check in".



- 39 Once checked in, this screen will appear.



- 40 Return the Key to the charger for the next user.



Touchscreen Care Instructions:

- If the screen becomes dirty, use a soft clean cloth to gently wipe the surface.
- Do NOT use flux, water, acetone, ethanol, isopropyl alcohol, toluene or ammonia (glass cleaner) when cleaning the surface.

Battery Warnings:

- The Key & OneKEY Manager contain non-replaceable lithium ion batteries.
- The entire device should be recycled at an approved center for rechargeable batteries.
- Do not immerse in water.
- Do not place in a fire or excessive heat.
- Do not disassemble, puncture or pierce.

FCC Compliance

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation.

If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

ISED Regulatory Compliance

This device contains licence-exempt transmitter(s)/receiver(s) that comply with Innovation, Science and Economic Development Canada's licence-exempt RSS(s). Operation is subject to the following two conditions:

- (1) This device may not cause interference.
- (2) This device must accept any interference, including interference that may cause undesired operation of the device.

This equipment complies with IC RSS-102 radiation exposure limits set forth for an uncontrolled environment.

L'émetteur/récepteur exempt de licence contenu dans le présent appareil est conforme aux CNR d'Innovation, Sciences et Développement économique Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

- (1) L'appareil ne doit pas produire de brouillage;
- (2) L'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

Cet équipement est conforme aux limites d'exposition aux radiations IC CNR-102 établies pour un environnement non contrôlé.

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