

**Operation instructions  
Keyper M100**

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# Function and Operation

## 1. Terminology, function key description

- **Administrator information:** refers to the administrator's fingerprint, password or card.
- **Unlock information:** refers to the input fingerprint, password or card information (including administrators and ordinary users).
- **\*\* key:** Used to delete an input or return to previous step during setup.
- **# key:** Used as a confirmation key.
- **ID:** ID no. is given for each registration.

## 2. Initial State (Factory Reset State)

- Any fingerprint, card or password can be unlocked in the initial state.
- After the administrator information is registered, only the enrolled fingerprint, card or password can be used to unlock the door.
- To operate the action as shown in the table below, enter the shortcut key in the initial state then press # to confirm:

Shortcut key	Feature	Function description
*#00#	Check the software version	Check the current software version
555666999#	Turn on/off anti-tamper switch	Turn on/off the anti-tamper alarm function
888#	Turn on normal mode	When this function is enabled, you can open the door by simply pressing the handle.

## 3. Enter the Setting Mode

- Touch the keypad to light up the screen, then press "\*" followed by the "\*\* #" key to enter the Setting Mode.
- In the Setting Mode, enter the administrator code, then press "#" to proceed  
**Note:** The default administrator password is 123456

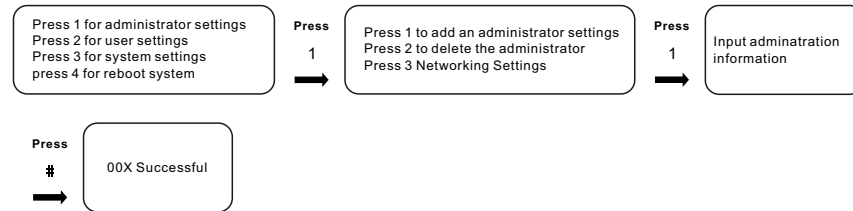
\*The images in this manual are for reference only; please refer to the actual product.

## 4. Administrator Setting

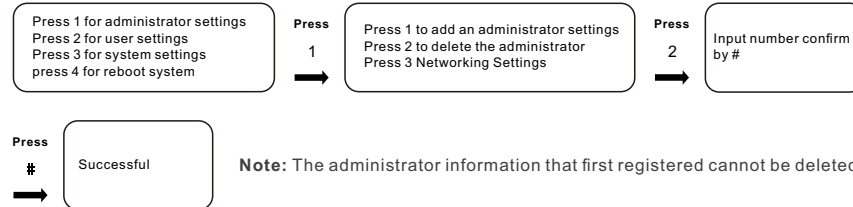
The system supports registration of up to 9 administrator profiles (ID No. from 001 - 009)

### ● Register Administrator Information (Password/Fingerprint/Card)

**Note:** During the input process, the fingerprint must be entered 5 times. The password should contain 6 - 8 digits and must be entered twice for confirmation, then press “#” key to proceed. For card registration, tap the card once only.

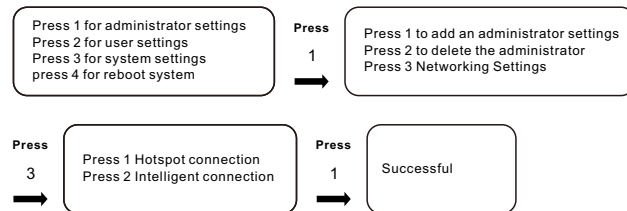


### ● Delete Administrator Information



### ● Networking Settings

Hot spot connection – Configure for Tuya App Connectivity

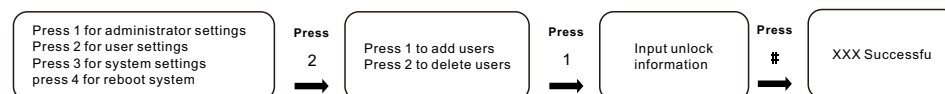


## 5. User Settings

The User Information ID will start from 010 up to 300.

### ● Register User Information (Password/Fingerprint/Card)

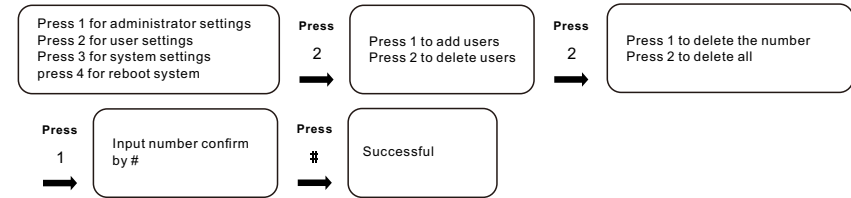
**Note:** During the input process, the fingerprint must be entered 5 times. The password should contain 6 - 8 digits and must be entered twice for confirmation, then press “#” key to proceed. For card registration, tap the card once only.



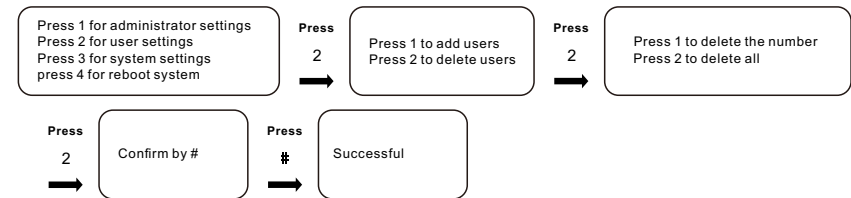
**Linked lock pairing:** To link the lock to a gate lock, input the user information at the gate lock instead.

2 (Note: not all door lock can be linked to the gate lock)

### ● Delete User - Delete by ID



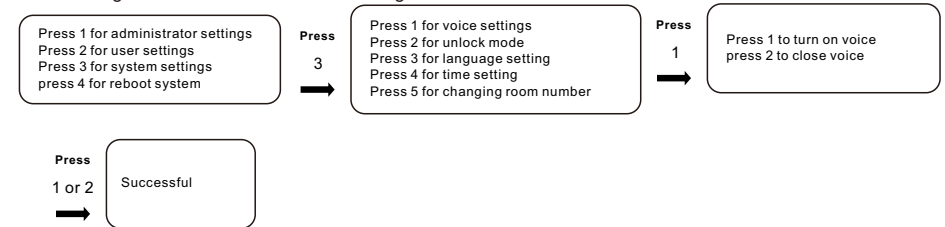
### ● Delete User - Delete All



## 6. Set the system

### ● Voice Settings

This setting enables or disables the voice guidance

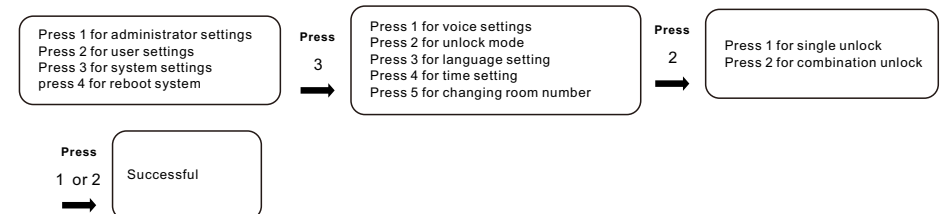


### ● Unlocking mode

This setting sets the lock to operate in one-way or two-way unlocking mode.

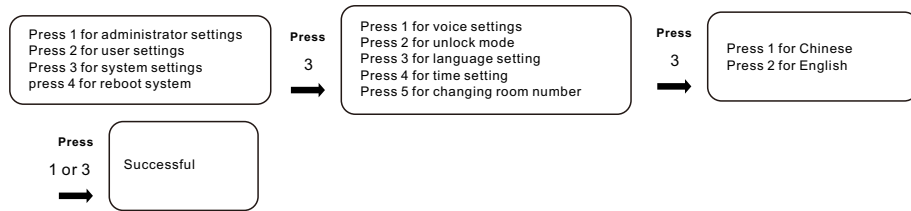
Single unlock : Unlock with 1 way

Combination unlock : Unlock with 2 ways

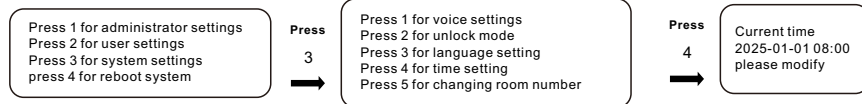


### ● Language setting

This allows you to choose between English and Chinese.

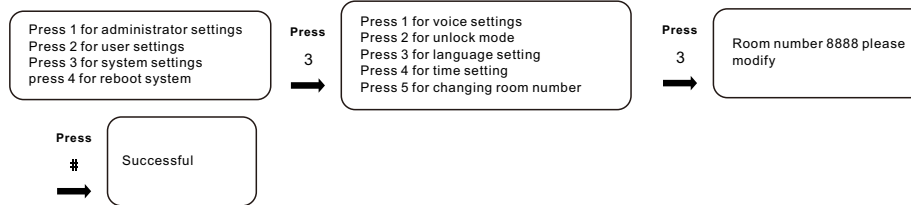


### ● Time setting



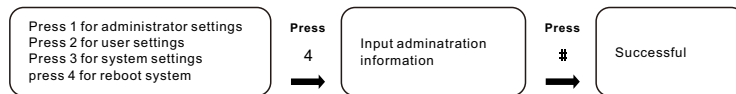
Note: Time & Date setting : yyyy-mm-dd hh:mm

### ● Changing room number



Note: The default lock number is 8888. Enter the 4-digit number and press # to set the lock number.

## 7. Restore factory Settings



Factory Reset Setting can also be done by pressing the "Reset" button on the rear panel for 6 seconds follow by "#" key. After reset, all unlocking information and records will be cleared.

This action cannot be undo.

## Other Instructions

- **5 Mins Lock Out:** If unauthorized unlocking information is entered incorrectly for more than 5 consecutive times within 5 minutes, the system automatically enters the invalid input state. The invalid input state lasts for 5 minutes.
- **Fake Password Function:** You can add some irrelevant codes before or after the password, then press # to confirm. The password must be included in the input. The irrelevant code can add up to 16 digits.
- **Low Battery Warning:** When the battery power is low, a low-battery alarm will sound each time the door is unlocked. The lock can still operate approximately 50 times after the warning. If unlocking becomes delayed by around 5 seconds, please replace the batteries immediately before further use. The product uses four 1.5V Alkaline AA batteries.
- **Doorbell Function:** Press the doorbell icon on the front panel of the lock to ring the bell
- **Mechanical Key:** The keyhole is at the bottom of the lock. It is advised to keep at least 1 key out of the house for emergency use when needed.
- If no operation is performed for more than 10 seconds, the system automatically exits.

## Tuya APP Operation Instructions

### Step 1 App Download



Download Tuya APP

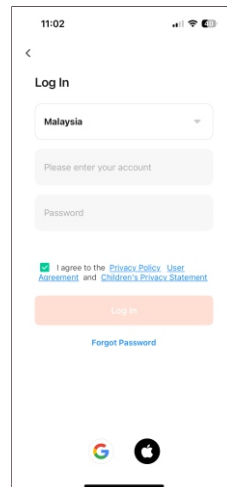
### Step 2 App Registration and Login

#### App Registration:

For new users, please register by clicking “Sign Up.” A verification code will be required to complete the registration. Once verified, you can set your password.

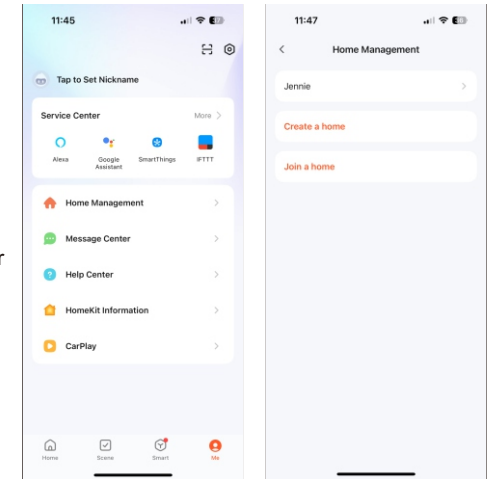
#### Login:

After registration, log in to your account using your credentials.



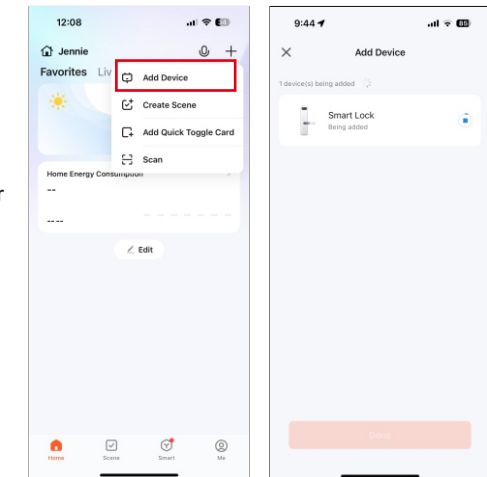
### Step 3 Create Home

- After successfully registering and logging in, tap on the “Me” icon to create your home under “Home Management”.
- Each account can create and manage multiple homes, with devices grouped by rooms within each home.
- You can also set role permissions for device management on the same page.



### Step 4 Add Devices

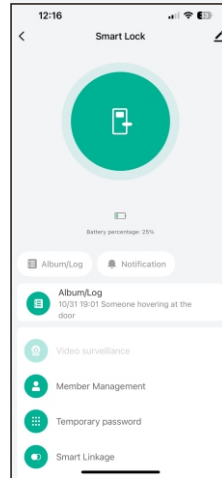
- in the “Home” page, click the “+” icon on the top right corner to **Add Device**.
- Follow the **Net Config Setting** (refer pg 5) to connect the lock to the App.
- Look for the lock and connect to your home Wifi.
- Once succeeded, press finish



## Step 5 Features of the App

In the App, you could

- **Remotely control the lock** - When the doorbell is pressed, the app allows you to approve or reject access.
- **Check the lock's activity** - View detailed logs of all entries and actions
- **Set a temporary password** - Create one-time or time-limited access codes
- **Add members** - Grant family members or guests access to the lock



## Parts Kit

Door thickness (MM)	Sleeve M5*φ8*M5	Screw		Square Bar
		Top mounting screw(s)	Bottom mounting screw(s)	
40-50	35MM	M5*30MM	M5*50MM	Protrudes 20mm from the door panel after installation Trim the excess part that protrudes
50-65	35MM	M5*40MM ( M5*95 Cutting)	M5*60MM ( M5*95 Cutting)	
65-75	60MM	M5*30MM	M5*50MM	
75-100	60MM	M5*60MM ( M5*95 Cutting)	M5*80MM ( M5*95 Cutting)	

Refer to the guide above for the appropriate accessories needed for installation.

## Important Notes

- Do not install the product in an outdoor environment with direct exposure to weather.
- Do not use the device in the environment at too high or too low temperature, never expose the device under strong sunshine or too wet environment. The suitable temperature for the product and accessories is -25°C~+80°C.
- To prevent dirt on keypad and fingerprint area sensor, we recommend to use soft cloth for wipes. Do not spray water directly or wipe with chemicals such as benzene, gasoline or alcohol.
- It is recommended to replace / recharge the battery immediately when "replace the batteries" reminder is triggered to avoid any inconvenience.
- Do not use rechargeable batteries. Only alkaline batteries are recommended.
- When the battery is out, an emergency power supply can be provided through the emergency power supply port via type-C USB cable for emergency access (not for charging)

- Warning:
  - replacement of a battery with an incorrect type that can defeat a safeguard;
  - disposal of a battery into fire or a hot oven, or mechanically crushing or cutting of a battery, that can result in an explosion;
  - leaving a battery in an extremely high temperature surrounding environment that can result in an explosion or the leakage of flammable liquid or gas; and
  - a battery subjected to extremely low air pressure that may result in an explosion or the leakage of flammable liquid or gas.
- 
- The mortise may be damaged if the door is closed hard with the deadbolt protruded.
  - Please keep at least 1 mechanical key override out of the house (office / parents' house) for emergency use when needed.
  - Do not attempt to disassemble the digital door lock by your self. By doing so, you may get an electronic shock and damage the product.
  - Do not use force with a tool onto the product.