

Assembly and Installation of the BLACK X xPad

Tools Required

- Phillips head screwdriver
- Allen key (included)

Note: Keep the Allen key for future battery replacements.

1 Unbox and Prepare Components

Open the package and identify all components. Lay them out for easy access.

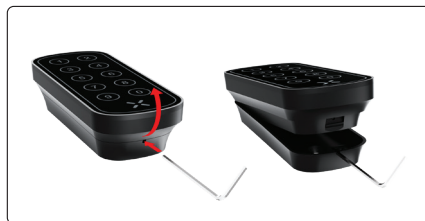
The package includes:

- 1 x xPad
- 1 x 3M adhesive pad
- 1 x Allen key
- 2 x Screws
- 2 x AAA Batteries



2 Remove the Back Cover of the xPad

Using the Allen key, remove the back cover of the xPad by inserting the tip into the designated hole at the bottom of the device.



3 Place the batteries

1. Open the battery compartment cover.
2. Insert the batteries, ensuring they are correctly positioned. The xPad will power on and emit a beep to confirm proper installation.



4 Pair the xPad with the BLACK X app

1. Open the BLACK X App, navigate to the lock you wish to pair with the xPad, and tap the Settings button.
2. In the Settings menu, select "xPad/xPad+", then tap "xPad" and "Add keypad".
3. On the xPad, locate the Pairing Key in the small hole just above the battery compartment, where the batteries are installed. Use the Allen key to press the Pairing Key button. The xPad will begin flashing to indicate pairing mode.
4. In the app, tap Continue to proceed.
5. Select your xPad from the list of available devices to complete the pairing process.
6. Close the battery compartment cover securely.

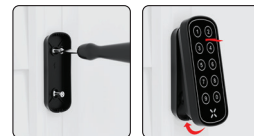


5 Secure the xPad to the Surface

Choose a suitable location for installing the xPad. Ensure it is within 10 feet (3 meters) of the lock for standard doors. For best performance, especially for steel doors, it is strongly recommended to place the xPad as close as possible to the door and lock to maintain the strongest Bluetooth connection.

Option 1 - Securing with Screws

1. Use the two screws and a Phillips head screwdriver.
2. Position the back cover of the xPad on the surface and secure it by inserting the screws into the two designated holes.
3. Slide the xPad into the back cover and ensure it is securely in place.



Option 2 - Securing with Adhesive Pad

Before installation ensure the mounting surface is clean, dry, and free from dust before applying the adhesive pad.

1. Peel off the backing from one side of the 3M adhesive pad.
2. Carefully place the adhesive pad on the back cover of the xPad, ensuring proper alignment.
3. Peel off the backing from the other side of the adhesive pad.
4. Stick the back cover of the xPad to the chosen position on the surface.
5. Slide the xPad into the back cover and ensure it is securely in place.



6 Passcode Setup

1. Open the BLACK X app.
2. Go to the Main Menu.
3. Select **Keypad Passcode**.
4. Select the lock you want to assign the code to.
5. Click **Generate Code**.
6. Select the desired passcode type from the top bar:
Custom, Timed, etc.
Note: "Custom" requires a BLACK X Wi-Fi Bridge.
7. Enter the required details.
8. Click **Set Passcode**.
9. You can then share the code via SMS or email or click **Complete**.

Important Notes

- **First Use Requirement:**
The passcode must be used within 24 hours of creation. If it is not used within this period, it may expire and require regeneration.
- **"Custom" Passcode:**
To generate a custom passcode, you must be near the device or use the BLACK X Wi-Fi Bridge for remote generation.
- **Scheduled Access:**
Scheduled access created for a future time will only work from the selected start time and cannot be used earlier.
- **Scheduled Access & Time Zones:**
When creating scheduled access, the entered time is based on the user's current local time. If the lock is located in a different time zone, the system automatically converts the entered time to the lock's local time zone.

For scheduled access, when the issuing party is in a different time zone, the entered time must be calculated

so that, after the automatic conversion, it matches the desired time at the lock's location.

Warning

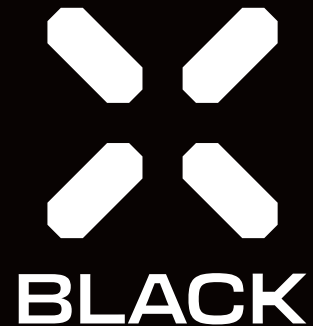
The lock always follows its own local time zone, as defined during setup. If time zone differences are not taken into account when creating scheduled access codes, the code may activate earlier or later than expected.

7 Online Instructions

Need help with installation
or have questions?



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