

**Add a User PIN or add a key fob**

Always make a note of the User ID's when adding a User PIN or key fobs

Star \*(Master Code 666666) # Hash

Enter 1 (Then enter the first User ID which will be 1) # (Enter your PIN or present key fob) # \*  
to exit

**Adding a second or third User PIN or key fob**

Note the User ID MUST be the next sequential number

Star \*(Master Code 666666) # Hash

**Second user** Enter 1 (Then enter the first User ID which will be 2) # (Enter your PIN or present  
key fob) # \* to exit

**Third user** Enter 1 (Then enter the first User ID which will be 3) # (Enter your PIN or present  
key fob) # \* to exit

**Delete a User PIN or key fob**

Star \*(Master Code 666666) # Hash

3 (Enter the User ID) # \* to exit

**Change a User PIN (No need to enter program mode for this)**

Star \*(User ID#) (Old PIN #) (New PIN #) (New PIN #)

**Delete all PINs or key fobs**

\*(Master Code 666666) #

Enter 30000# (for relay 1) Or 90000 # (for relay 2)

\* To exit

**Reset to Factory Default:**

This will reset the K401-E to the factory default but all card/PIN information will still be retained

This procedure will also require reprogramming of the Master Add and Delete Cards

**NOTE:** This is also useful if the original Master Add and Delete Cards have been lost

1. Power down the K401-E
  2. Press the \* (Star) button and hold, at the same time power up the keypad
  3. Release the button and wait until the amber LED shines
- (Parts 4 & 5 must be undertaken within 10 seconds)**
4. Present any 125KHz proximity EM card or the Master Add Card (provided) to the K401-E.  
This card is now the Master Add Card
  5. Present any 125KHz proximity EM card or the Master Delete Card (provided) to the K401-E.  
This card is now the Master Delete Card

When the red LED begins to blink, the K401-E has been successfully reset