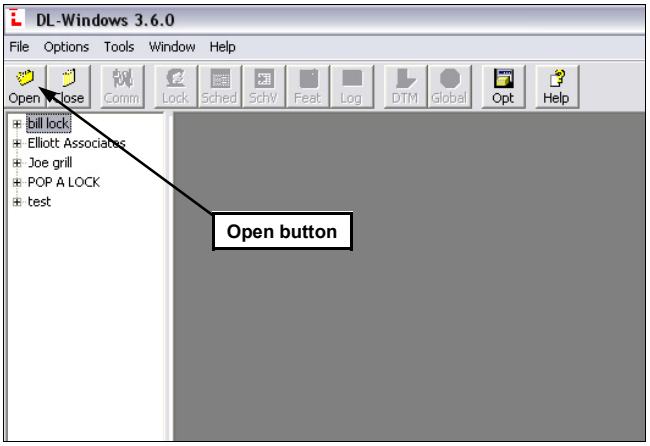
ALARM LOCK
345 Bayview Avenue
Amityville, New York 11701
For Sales and Repairs 1-800-ALA-LOCK
For Technical Service 1-800-645-9440
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DL-WINDOWS™
V3.6.x QUICK START GUIDE

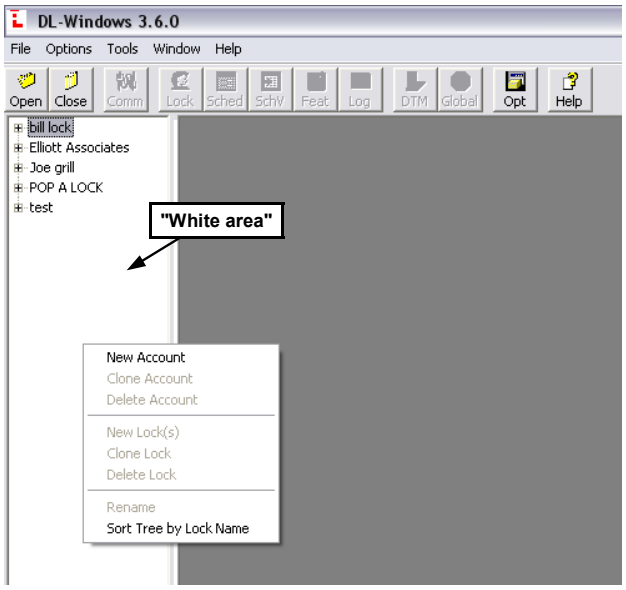
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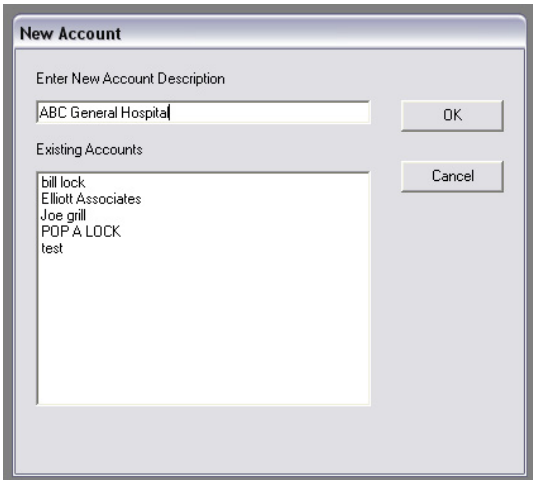
1. **To open DL Windows**, click the "**DL Windows**" icon on the desktop. Click the "**Open**" button to open existing Accounts or to create new Accounts.



2. **To create a new Account**, right-click in the white area on the left side of the screen. From the pop-up window, click "**New Account**".



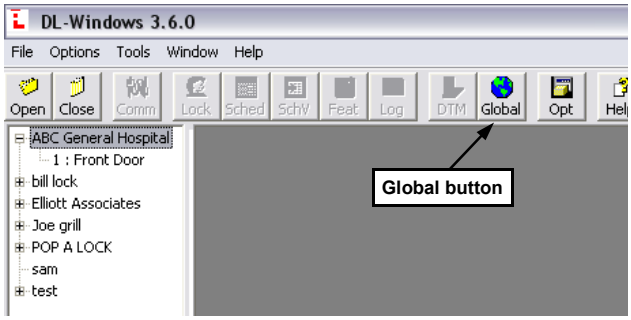
3. **Type a New Account Description**, and click "**OK**".



4. **Click "No"** when asked to create new locks (this will be done in a later step).

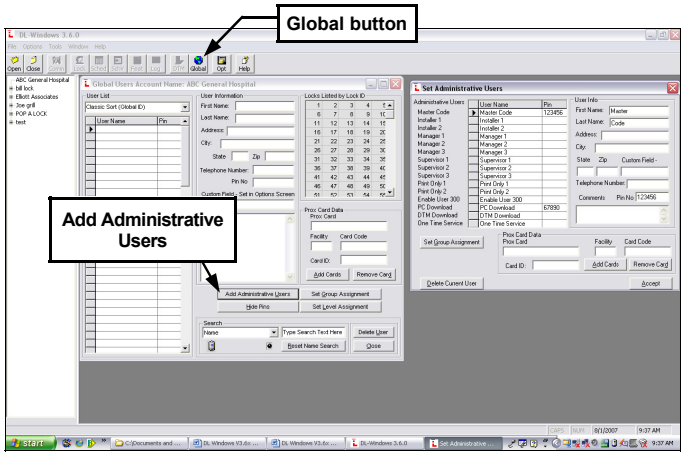


5. **To open your newly created Account** or an existing Account, double-click the Account name in the Account list (on the left side of the screen). The **Global** button will illuminate.

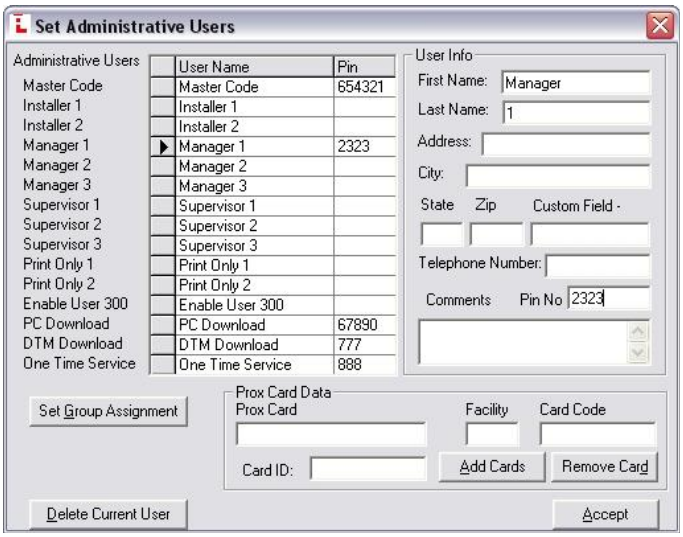


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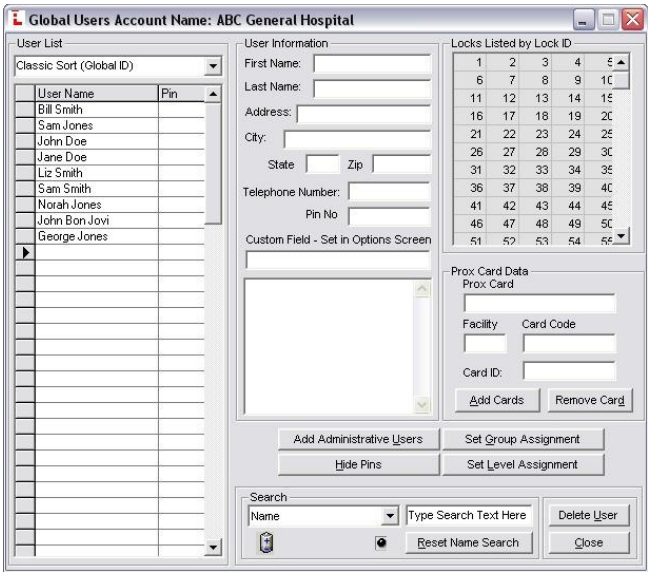
6. **Double-click** the "**Global**" button to open the **Global Users Screen**. Double-click the "**Add Administrative Users**" button to set the User Codes for the *Master*, *Managers*, *DTM*, *PC Download*, etc.



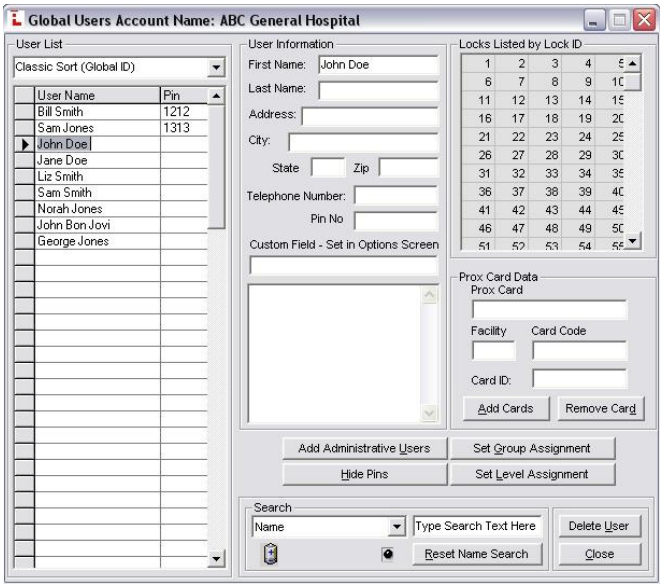
7. **Determine your pin and/or Prox codes** for the Administrative users. When finished, click the "**Accept**" button.



8. **Add "Basic Users"** to the **Global Users Screen** (add all names first, then go back and add pin codes and/or proximity cards).



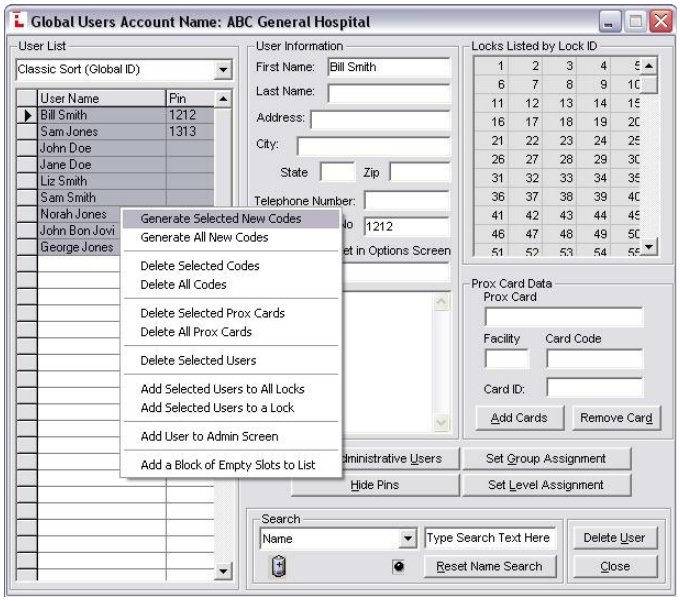
9. **Add Pin codes** one at a time by either:
   - highlighting individual names and typing each code individually (see image below), or
   - right-click a name, then have the software create a 6-digit random code from the pop-up window.

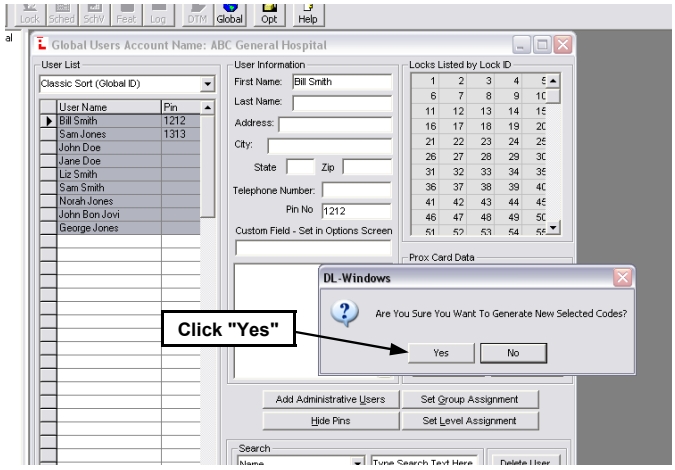


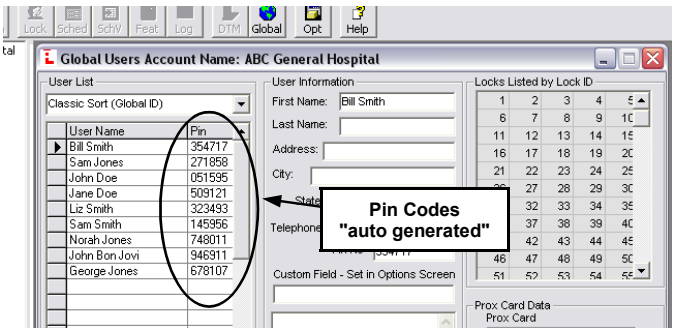
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The software can "auto-generate" 6-digit random codes for multiple users at one time:

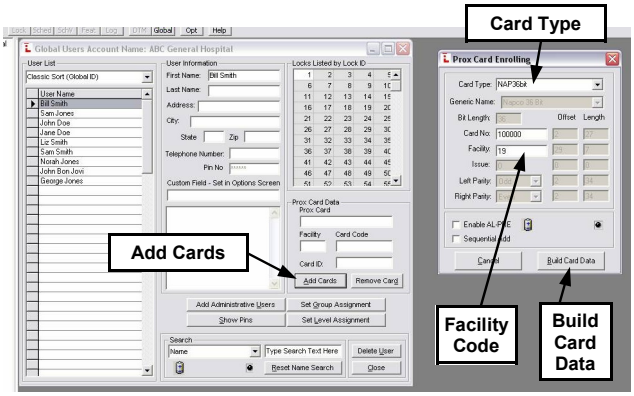
- Click to highlight the first name;
- Press and hold the shift key;
- Click to highlight the last name;
- Right-click the highlighted area;
- From the pop-up window, click "**Generate Selected New Codes**".



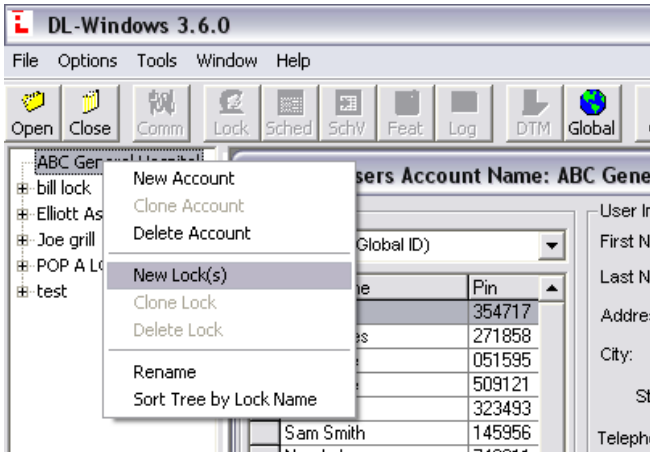




Add proximity cards to users. Select a user, click the "**Add Cards**" button and choose the correct Card Type, Card No. and Facility Code. When using HID Prox cards from Alarm Lock, choose "**Nap 36**" as the Card Type, "**19**" for the Facility Code, and simply type the card number embossed on the card itself. When finished, click the "**Build Card Data**" button

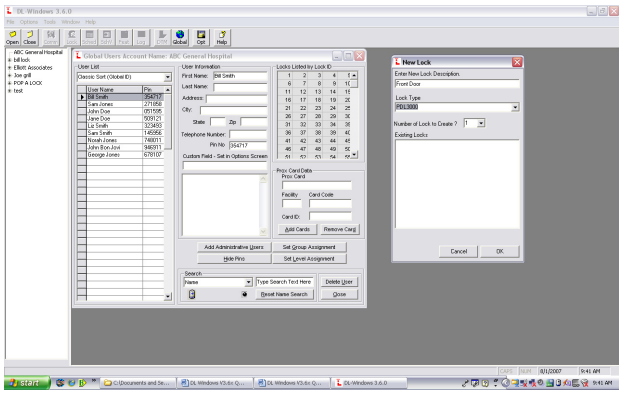


10. **Create Locks.** Highlight the Account in which you want to create one or more locks. Right-click and click "**New Lock(s)**" from the pop-up window.

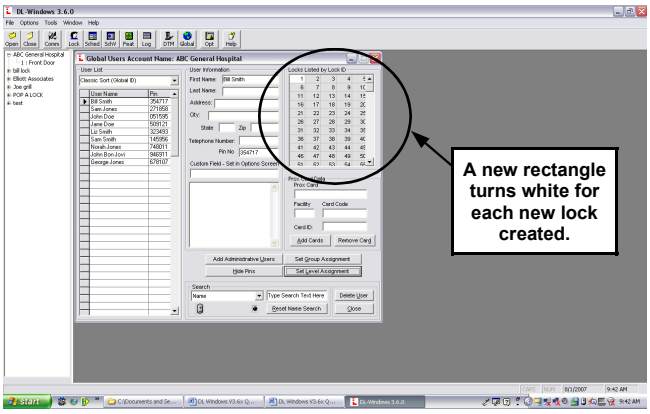


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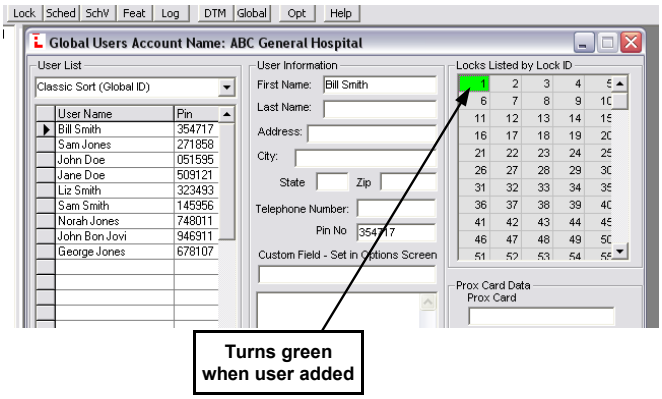
Type a new lock description, choose your lock type (using manufactures part numbers) and the number of locks you want to create. When finished, click "**OK**".



Please note that for each lock created, each rectangle will turn white (no longer grayed-out) in the "Locks Listed by Lock ID" chart. Up to 2000 locks may be created within each Account, and a maximum of 100 Accounts are allowed within each DL Windows Software installation.

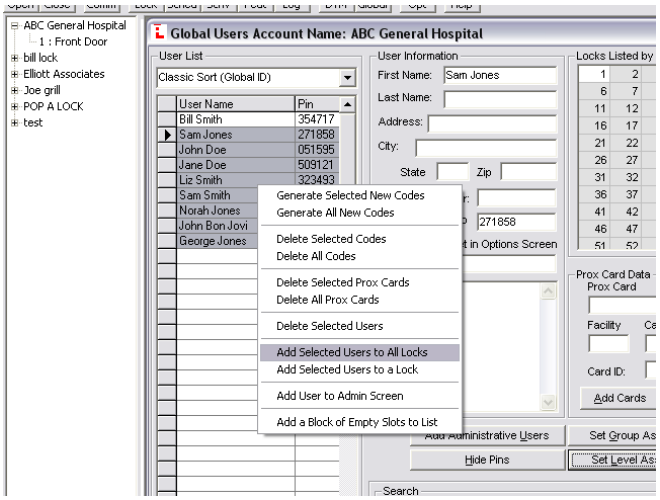


11. Add Users to Locks. Simply highlight the users name from the list, then double-click the desired lock(s). When the Lock ID rectangle turns green, the user is added to the lock.



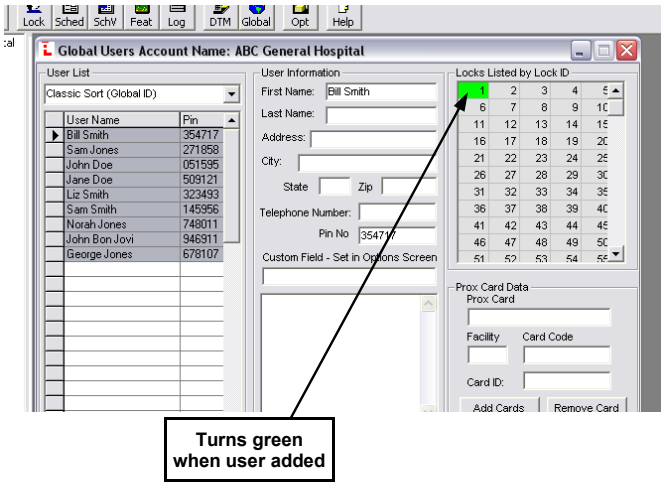
You may also add multiple users to a specific lock --or-- to ALL locks in your Account:

- Click to highlight the first name;
- Press and hold the shift key;
- Click to highlight the last name;
- Right-click the highlighted area;
- From the pop-up window, click "**Add to All or Add to A Lock**".



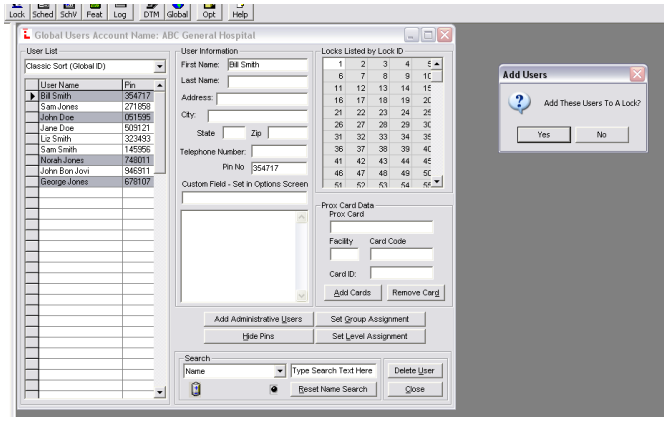


Again, when the Lock ID rectangle turns green, the user is added to the lock.

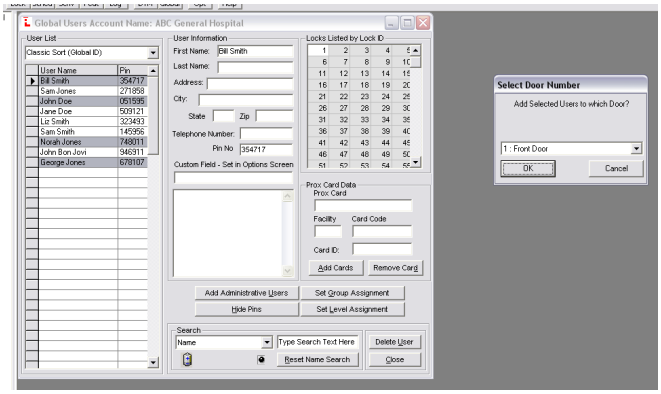


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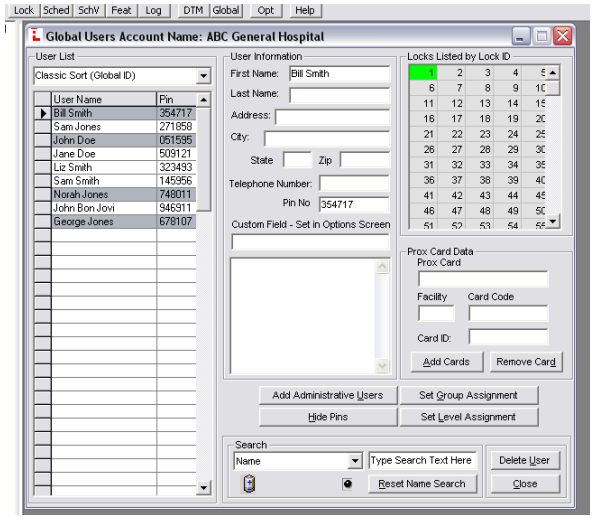
To add specific users to a specific lock, click to highlight only those users to be added, and click "**Yes**" in the **Add Users** pop-up...



...then select the specific lock in the **Select Door Number** pop-up.

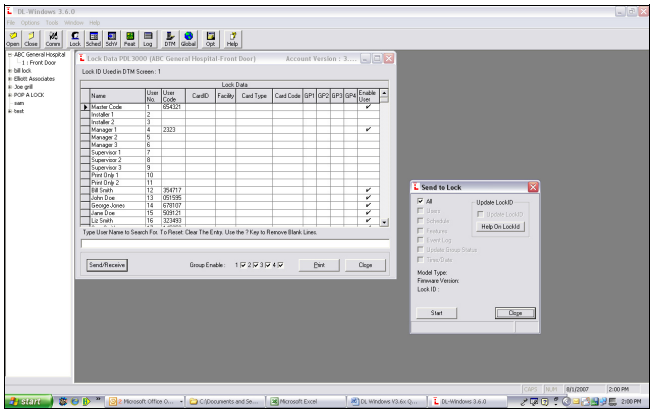


As shown in the image below, specific users have been added to a specific lock. A green Lock ID rectangle indicates the user is added to the lock.

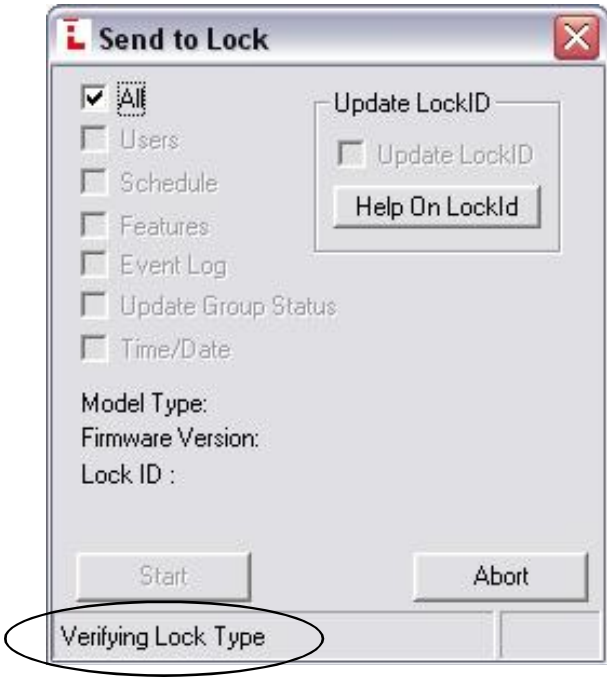


12. Send program to locks using your laptop:

- Double-click the lock you wish to program in the Account;
- Click the "**Send/Receive**" button;
- Click "**Send**";
- Click "**Start**";
- Enter the PC Download code you previously used in the Admin Screen.



While transmitting, look for the words "Verifying Lock Type" and then rolling numbers at the bottom of the "**Send to Lock**" screen. When finished, the message reads "**Transmission Complete**".



continued

Using your DTM-III to program the lock:

- Double-click the **DTM** button to open the "**DTM 3 Support**" screen.
- Under the "**DTM Function**" column, click the row for the lock you wish to program.
- Select "**Send Program to Lock**"
- Under the "**Selected**" column, double-click the row(s) for the lock(s) you wish to program. The check mark (✓) appears for each lock selected (the DTM-III can program up to 200 locks at one time).
- Click the "**Program DTM for Selected Locks**" button to start the transmission. As before, rolling numbers at the bottom of the screen indicate the software and DTM-III are transmitting the data.

