

Your hub connected lockset supports three types of pin codes.

- A Permanent Pincode will stay working until it is deleted or changed.
- A One-time Pincode must be used within 6 hours and will only work once.
- A Custom Pincode will work until it reaches its set end date.
- You may have multiple Permanent and One-time Pincodes, but only one Custom Pincode per lockset.

Setting Permanent and One Time Pincodes

STEP 1	STEP 2	STEP 3
STEP 1 Swipe on your access point and tap "More".	STEP 2 Tap on "Generate Pincode"	STEP 3 Select either Permanent or One-time. A Permanent Pincode will stay working until it is deleted or changed. A One- time Pincode must be used within 6 hours and will only work once.
	e)	One-time •⊫
Show All Access Points	Lock Generate Passode Settings Contact Support Show All Access Points	Custom
STED 4		DONEL
STEP 4 Set a name for your Pincode an	nd tap "Save".	Your Pincode will be generated for you and ready to use!

Setting Custom Pincodes

S



P 2 ap on "Generate Pincode"	STEP 3 Select "Cus	tom".
GEOKEY Access Points	Generate Pinc	Υ ode
Office #1	Permanent	+
Office #1 🛞 Status: Available	One-time	+
Access Batery Lock Generate Passode Settings Contact Support	Custom	*
	<u>∂</u>	=

STEP 4

t your Pino fore tappi	code and nar ng "End Date
Genera	GEOKEY ate Pincode
Name	Custom
Pincode	2023
End Date	Auto-generate Pincode
You can Configure your o between 4 – 8 Digits in L Customized Passcode via Gateway.	wn Passcode. It needs to be ength. You can configure the a Bluetooth or Remotely via a
	Save
ĉ	. ⇒

STEP 5



00

 11^{23} 12 13

CANCEL OK

23

²² 10

April 2023

5

12 13 14 15 19 20 21 22

> 27 28 29 4 5 6

Sun Mon Tue Wed Thu

28 29 30 31

25

۲

Fri Sat

CANCEL OK

After setting Name, a Tap	g your End date and Pincode. "Save".			
< 6	GEOKEY			
Gen	erate Pincode			
Name	Custom			
Pincode	2023			
End Date	Auto-generate Pincode 30-04-2023 13:32			
You can Configure you between 4 – 8 Digits i Customized Passcode Gateway.	You can Configure your own Passcode. It needs to be between 4 – 8 Digits in Length. You can configure the Customized Passcode via Bluetooth or Remotely via a Gateway.			
	Save			



Checking Pincodes

S	TEP 1	STEP 2	STEP 3
	Swipe on your access point and tap "More".	Tap on "Pincodes" Image: Constant Support Image: Contact Support	Tap on the Pincode you would like to view. You will see the pincode, when it was made, who made it, and when it expires. Image: Custom Custom Custom Custom Custom Concerner Permanent Image: Custom Custom Custom Custom Concerner Permanent Image: Custom Custom Custom Custom Custom Concerner Permanent Image: Custom Cu
	Show All Access Points	Show All Access Points	





If you encounter any problems while setting up your Pincodes, feel free to reach out to our Support Team!

support@geokeyaccess.com

1 (888) 348-9905

www.geokeyaccess.com