

Cencon Version 4 System Reference Manual

Kaba Mas Welcome

Kaba Mas, part of the world-wide Kaba group, is the world's leading manufacturer and supplier of high security, electronic safe locks. Its complete line of self-powered, battery, and mechanical locks meets virtually every safe lock requirement. Kaba Mas is dedicated to satisfying end-user needs for security, safety, and convenience. We welcome you to the world of Kaba Mas security and Cencon®.

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Manual Conventions

The Cencon Reference Manual is a comprehensive guide that contains information on the procedures you need to work with Cencon locks. This manual provides detailed information on Cencon features and step-by-step procedures for using the software. Some conventions that are followed are:

- The Smart Keys needed for a particular operation will be shown beside the flowcharts that describe the operation.
- The screens shown in the manual that speak to inserting a key in a reader may depict either the use of the 2-port USB Key Box or the 4-port Key Reader in association with the PCI card.
- Input to the PC will be shown in bold type.
- The screen samples may not look exactly as they do on your system depending on which version of the Windows operating system you are using. Some samples in this document are from Windows XP and some are from Windows Vista.
- Highlighted items:

Note

Indicates a point to consider.

Important Note

Indicates information that is very important to know.

Helpful Hint

Indicates a technique or method that works well.

Caution

Indicates the need for care and caution to be observed during a procedure or process.

Warning

Indicates the possibility of loss of data or system integrity.

Before reading the Cencon Getting Started Guide, you should be familiar with basic Windows concepts and techniques. For detailed information, refer to your Windows documentation.

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Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.0

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.

General Operations

- Changes / New Features
 - Replaced outdated DemoShield CD installation interface with HTML based installer.
 - Added Cencon main screen icon and report menu item to open URL for Kaba Mas web site technical support.
 - Added Favorites group to Cencon main screen. Support is provided to drag-drop icons to and from the Favorites group, or to add and delete icons using a right click menu on the icon.
 - Added attempt to search for an existing Cencon database installation under the selected database catalog, and if one is found, it will fill in the user option for the database schema. This is to help prevent customers from becoming confused about database schema.
 - Added check during startup of application to determine if the full version of the .NET 4 framework is correctly installed on the host system. Displays a warning if not installed and exits before attempting to load libraries from the .NET 4 framework.
- Fixed Issues
 - Corrected operation of various keyboard hot key accelerator operations.
 - Corrected check for a valid database before giving the user the opportunity to create the first user logon.
 - Eliminated flickering from Cencon main frame form.
 - Corrected display issue during database checks and logon. Dialogs were potentially hidden behind database check status form.
 - Corrected slow load times of 64 bit application versions.
 - Corrected MapPoint sessions not started by Cencon being closed when Cencon is closed.

User Operations

- Changes / New Features
 - Added search items for users to the 'Find Users' dialog of the Cencon User Operations report:
 - Added search item for users who have exceeded their permitted total number of lock dispatches.
 - Added search item for user dispatch enabled starting date and ending date range.
 - Added search item for user key model.
 - Added search item for user is legacy import flag.
 - Added button to generate a random combination for Bank Mode users to the 'Add a New User' dialog.
 - Revised database operations for renaming a user to no longer require the internal creation of a temporary user while renaming a user. The database manipulation for renaming a user has been set up in a stored procedure called CENPWDV4_1_CHANGE_USERID for efficiency.
 - Added new table column: Is Legacy Import

This is a flag indicating that the lock is an import from a legacy version of Cencon, such as the CenBank 4 software. If a bank mode user key is marked as being a legacy import, then reinitialization of the bank mode user key is not permitted, as security data unavailable from the legacy system would be lost.
- Fixed Issues
 - Corrected drop down list in 'Add a New User' dialog showing disabled roles. Disabled roles are no longer shown in the drop down for user type in the 'Add a New User' dialog.

Restricted users to performing query of the user, user history, or user archive tables to querying only roles for which they are authorized. Previously a blank query would result in users from other roles.

- When using Change Multiple Users to edit region, region control is active, and one or more special supervisors is being affected, a warning is displayed that setting the region will not affect special supervisors.
 - Added additional check to RelnitKey form to check for legacy CenBank keys being reinitialized without available correct security data (not available for import from CenBank). This is based on the Is Legacy Import flag being set for the user.
 - Corrected initial placement of Create First Logon Form when first displayed.
 - Corrected memory leak of database object not being cleaned up in Create First Logon Form.
 - Fixed errors with restoring Windows logon users from the User History Report to the active user table.
 - Open Issues
 - The User Operations report sort of the user type is based off of the numeric security level identifier for the user. The user role is not being used in the sort. This is to be changed in a following version of Cencon / Centran.
-

Lock Related Functions

- Changes / New Features
 - Added operation to display the routes containing the selected lock to the Lock Operations report and Lock report.
 - Added new table columns to the Lock database table:
 - Time Zone - This is the time zone that the lock was initialized to. Previously this value was not saved when a lock was initialized with a daylight savings time table.
 - Low Battery Date - This is the date/time that a close seal was received that indicated that the Cencon Gen 2 lock had a low clock battery. It is cleared upon receiving close seal indicating that the Cencon Gen 2 lock no longer has a low clock battery.
 - Duress Date - This is the date/time that a close seal was received that indicated that the Cencon Gen 2 lock had been opened under duress. It is cleared upon receiving close seal indicating that the Cencon Gen 2 lock was not opened under duress.
 - Is Legacy Import - This is a flag indicating that the lock is an import from a legacy version of Cencon, such as the CenBank 4 software.
 - Added the following fields to the Lock report:
 - Address 1
 - Address 2
 - City
 - State / Province
 - Postal Code
 - Country
 - Time Zone
 - Low Battery Date - This is the date/time that a close seal was received that indicated that the Cencon Gen 2 lock had a low clock battery. It is cleared upon receiving close seal indicating that the Cencon Gen 2 lock no longer has a low clock battery.
 - Duress Date - This is the date/time that a close seal was received that indicated that the Cencon Gen 2 lock had been opened under duress. It is cleared upon receiving close seal indicating that the Cencon Gen 2 lock was not opened under duress.
 - Is Legacy Import - This is a flag indicating that the lock is an import from a legacy version of Cencon, such as the CenBank 4 software.
 - Added support for dynamically setting the lock name the same as the lock serial number while filling out fields in the 'Activate Lock' dialog.
 - Removed support for lock groups.
 - Added support for bank mode users to be independently set for different locks on one SA key while filling out fields in the 'Activate Lock' dialog. Optionally, the bank mode users can still be all set the same for the locks in the 'Activate Lock' dialog.
 - Added dedicated 'Select User' dialog for use when browsing for a user, instead of making use of the User Operations report.
 - In the 'Activate Locks' dialog, if the bank branch selection is changed and a bank mode lock is currently selected to edit

the bank user selection tab will be brought to the front.

- Added Google Maps and Bing Maps as available options for mapping lock locations.
- Added search items for locks to the 'Find Locks' dialog of the Lock Operations / Lock report:
 - Added search item for lock time zone ID.
 - Added search item for lock is legacy import flag.
- Added 'Print' operation to the Shelve Locks dialog. This will create an HTML based Lock Summary report which can be used to save or print the locks set up for being shelved along with the dispatched user combinations.
- Fixed Issues
 - Made 'Add to Route' operation work the same as 'Add to Collection'. The selected lock is added to the open route lock list if one is open, otherwise the 'Select Route' dialog is displayed.
 - The 'Activate Locks' dialog browse for user operation should not show DS1963 based lock users if a Gen 1 lock is in the list of locks being activated. This has been corrected.
 - The 'Activate Locks' dialog message displaying the bank key limits properly displays the available number based off of the lock model.
 - Gen 1 lock: "You can add ___ more bank users with a total limit of 32".
 - Gen 2 lock: "You can add ___ more bank users with a total limit of 100."
 - The 'Add Users to Bank Locks' dialog no longer adds more users than is allowed for the lock when selecting 'Add All'. Additionally a message at the bottom of the dialog displays the available number based off of the lock model.
 - Gen 1 lock: "You can add at most ___ more bank mode users to the lock." with a total limit of 32.
 - Gen 2 lock: "You can add at most ___ more bank mode users to the lock." with a total limit of 100.
 - The 'Activate Locks' dialog lock activation in single mode grays out the second user entry text box and browse button, if the selected lock mode being activated is in single mode.
 - The 'Verify Shelve Locks' dialog now displays the number and mode of locks shelved in the same manner as the 'Activate Locks' dialog shows locks activated.
 - The 'Export Locks to XML' dialog now displays the number and mode of locks exported in the same manner as the 'Activate Locks' dialog shows locks activated.
 - The 'Activate Locks' dialog now dynamically updates data in the lock list as the user enters in data for the currently selected lock.
 - Allowing the dispatch of a DS1963 user key to a Gen 1 lock for activating or shelving a lock has been corrected.
 - The Lock Serial Communications Audit report now saves its location and size for next time it is opened.
 - The Lock Dispatch, Reassign, and Close dialogs are all now resizable, due to screen resolution issues when remoting in from a separate system in Windows.
 - Locks with international addresses will correctly map using the Google, Bing, and MapQuest options. Added proper support for Country portion of lock address. If you are using the Microsoft MapPoint software, that software only supports specific areas depending on the version purchased.
 - Changed usage of the user's combination count. This value is now dynamically updated based off of the currently dispatched locks. If any of the following operations are done affecting a user, the user's combination count will automatically be corrected:
 - Dispatch
 - Reassign
 - Close
 - Force Delete
 - Restored Delete
 - Replace
 - Undo Replace
 - Unassign
 - Force Close
 - Corrected operation for updating descriptive data for a lock not also updating the data in open lock log records. This could result in left over references to Regions and Customer IDs in the open lock log that does not match the lock. The referenced Regions and Customer IDs could not be renamed or deleted until the lock was closed out.
 - Lock Report, Open Lock Report, and Collection Lock Reports don't give user any prompts before adding locks to a route,

which must have its lock listing open. These now prompt like Lock Operations now.

- Show only DS1994 key users in selection list for Shelve Locks form when Gen1 lock is being shelved. Reject in Shelve Locks form processing DS1963 users selected for dispatch to shelve locks that include a Gen1 lock.
- Corrected dispatch issue with route lock report dispatching to the wrong route name if it was open to another route previously to the current one.
- The following lock operations were not properly checking the dispatch limit from the user authorizations for the user being dispatched for the operation:
 - Activate
 - Update Activate
 - Shelve
- When shelving a lock, if the FLM key that your attempt to dispatch to is disabled, you will get a message stating 'Shelve Successful' but it will then fail for the key not being active. This has been corrected.
- Corrected display of menu items based off of authorizations for current user. Restricted users were being displayed some menu items that they were not authorized to use.
- Corrected unauthorized lock modes from being displayed in the various lock reports. Previously if a user was not authorized to query for a certain lock mode, and they did not specify a lock mode in their search criteria, they would see all the lock modes. This is now limited to just what lock modes the user is authorized for.
- Fixed unassigned Open Call specification does not cause the Flags tab to be painted in lock searches.
- Fix incorrect column sorts in Log History, and Log Archive reports.
- Added scrollbars to remote serial connect tab pages.
- Fixed Deleted Lock History table context menu had Undo Replacement for unauthorized users.
- Fixed issue with Close Lock form not closing a lock with the close seal unless the lock was looked up from the database first. The close seal was being cleared when just the lock serial number and the close seal was entered, and Close was selected. The entered close seal is now being read from the form before attempting to look up the lock and update the form.
- Fixed an error with the calculation of memory space needed for activating locks on a single red SA (DS1996) key. If more locks were selected than the key would hold, the data written to the key to activate the locks would be corrupted.
- Corrected issue with removing locks from Activate Lock dialog lock list while the list is scrolled resulting in an error.
- Open Issues
 - If an existing shelved lock serial number is selected as a replacement lock, the Replace Lock operation is not automatically delete the shelved entry for the replacement lock and place it in the lock history table. Instead, it displays a warning, and the shelved entry has to be manually deleted before proceeding.
 - A database deadlock can occur if two database operations involving the route lock table occur within 2-3 milliseconds of each other. This issue is being evaluated. One of the operations will fail, and the matching database transaction be rolled back. The work around is to retry the failed operation. This should occur very infrequently, due to the timing required.
 - The Microsoft MapPoint Europe / North America mapping option is not supported by the 64 bit version of the Cencon software. The Microsoft MapPoint software is only available in 32 bit. A 64 bit version is not currently available.

Lock Collection Operations

- Changes / New Features
 - Added menu options to Lock Collections report that were available from the Lock Operations Report, to include:
 - Add To Route
 - Rename Lock
 - Add Users to a Bank Mode Lock
 - Remove Users from a Bank Mode Lock
 - Initialize a Key to Resynchronize Lock (Gen2)
 - Cancel a Resynchronize Lock Operation (Gen2)
 - Resynchronize the Database with Lock Data (Gen2)
 - Additionally, menu separators were added to be more consistent with other lock reports.
 - Added search filter to Lock Collections report.
 - Implemented search filter to be able to query Lock Collections report, as well as search based off of data related to the

locks contained by the different lock collections.

- Fixed Issues
 - In the Collection Listing report, you had to manually refresh the report to see the locks that were added to the collection. This has been changed to automatically refresh the report when a lock is added to the collection.
-

Route Operations

- Changes / New Features
 - Added search filter to Route and Archived Route reports.
 - Implemented search filter to be able to query the Route and Archived Route reports, as well as search based off of data related to the locks contained by the different routes.
 - Added support for restoring multiple routes at a time from the Archived Route Report.
 - Added support for restoring multiple routes from archive in Route Archive report.
 - Fixed Issues
 - Corrected Route Listing Report row selection with mouse left down click toggling selection upon left up click.
 - Corrected error with archiving routes. The error was related to route names that had SQL control characters in them, and had to be re-parsed.
 - Corrected consistency of operations menu and context menu.
 - Corrected left up click toggling row selection in Route Listing report.
 - Fixed Route Selection dialog for adding locks to a route did not resize it's controls correctly when the dialog was resized.
 - Fixed Cencon Lock Serial Communications form not remembering position between times it is opened.
-

Region Operations

- Changes / New Features
 - Added search filter to Region report.
-

Bank Branch Operations

- Changes / New Features
 - Added search filter to Bank Branch report.
-

Customer Operations

- Fixed Issues
 - Change icon on customer information modified message to informational from warning.
-

Reporting Operations

- Changes / New Features
 - Fields in the key report for a bank user key that do not apply have been removed:
 - Combinations Currently Dispatched
 - Total Number of Combinations Issued
 - Maximum Number of Allowed Combinations
 - User Enabled Starting Date
 - Added column headers to tab delimited and CSV text file export.
 - Updated the way searches for lock modes can be conducted, to allow combinations of different lock modes to be searched for.
 - Color coded search dialog page tabs to indicate if a tab has a search selection made. Search Dialog Tabs with a search selection made are shaded green.
 - A new feature to do statistical analysis of the activity log and archived activity log has been added, under a new icon named Reporting. This can be used to generate statistics and graphs on the following types of events:

- Dispatches
- Force Delete of Unshelved Lock
- Manager Force Close w/o Seal
- Lock Activations
- Lock Shelves
- Fixed Issues
 - Updated Edit menu between different reports for consistency of user interface. The arrangement of menu items in the Edit menu was not consistent between reports.
 - Disabled copy menus if no row or rows are selected in a report.
 - When a report or other dialog was minimized, and the icon for the report or dialog was selected from the Cencon main screen, the report or dialog would remain minimized. This has been corrected. If an icon for a report or dialog is selected, and that item is already open but minimized, the report or dialog will be brought back up to the front.
 - Key Report for Lock Time Set Key has been updated to match formatting used by Lock Serial Communications Audit report.
 - Corrected report 'File->Save' vs. 'File->Save As' behavior. 'File->Save' would always work as 'File->Save As'. This has been corrected.
 - Display of time values now indicates if the time was during DST.
 - Changed Audit, Audit Archive, Lock Log History, Archived Lock Log History, Deleted Lock History, User History, Archived User History and Archived Route search pull downs to use information from the selected table. It was possible for regions, customers, etc, to be referenced in the history tables that have since been deleted.
 - Fixed sort order for search form drop-downs that get their information from individual tables and removed extraneous blank entry.
 - Changed search forms that are used for more than one report to display the help for the appropriate report.
 - Corrected how report menu items are updated, so that opening menus by sliding the cursor over or by using the arrow keys works properly.
 - Fixed issue with sort of description field in Audit Report and Audit Archive Report not being intuitive.
 - Corrected sort by customer number being present in some reports, where that column is no longer displayed.
 - Corrected closing an archive dialog with the close button closing the parent report.
 - Changed the Key Report to display lock audit dumps even if there is invalid data. The invalid audit records are highlighted in yellow.
- Open Issues
 - The Audit report and Archived Audit reports sort the description field based off of the event type. This is due to the description field being dynamically generated based off of the event type. The description field is not an actual database field.

Authorizations

- Changes / New Features
 - Added a Category column to the Authorization Definition report. The Authorization Definition report now displays Name, Type, and Category.
- Fixed Issues
 - Performance improvements have been made to the 'Add Operations to Role' dialog. The method used by the dialog to query data from the Cencon database was inefficient, and this has been corrected.
 - 'Edit Operation Data' is now disabled for operations that do not have any settings to be edited. The Close FLM / Route operation and Dispatch FLM / Route operation are the only ones that can be edited.
 - There is not a separate Authorization Operation for creating a Windows Logon User, rather than a key based user.

CenTran

- Changes / New Features
 - CenTran will now multi-thread incoming transaction processing. If multiple transactions are awaiting processing, they will be processed simultaneously. This greatly improves performance if multiple transactions are being sent from different sources.

- Modified XML parsing used in CenTran to cache pre-parsed schema, instead of re-parsing it with each received file. This reduces the overhead of the XML processing of received transactions, and improves performance.
- Added support for new lock table fields in CenTran transactions and schema:
 - Time Zone
 - Low Battery Date - This is the date/time that a close seal was received that indicated that the Cencon Gen 2 lock had a low clock battery. It is cleared upon receiving close seal indicating that the Cencon Gen 2 lock no longer has a low clock battery.
 - Duress Date - This is the date/time that a close seal was received that indicated that the Cencon Gen 2 lock had been opened under duress. It is cleared upon receiving close seal indicating that the Cencon Gen 2 lock was not opened under duress.
 - Is Legacy Import - This is a flag indicating that the lock is an import from a legacy version of Cencon, such as the CenBank 4 software.
- Added support for new user table fields in CenTran transactions and schema:
 - Is Legacy Import - This is a flag indicating that the lock is an import from a legacy version of Cencon, such as the CenBank 4 software.
- Added check during startup of application to determine if the full version of the .NET 4 framework is correctly installed on the host system. Displays a warning if not installed and exits before attempting to load libraries from the .NET 4 framework.
- Fixed Issues
 - Corrected case insensitivity issue for Region, CustomerID, and Bank Branch name in CenTran transactions.
 - Changed CenTran to look up and use the database's representation of Region, Customer ID, and Bank Branch Names when updating user, lock, and route records. This ensures that the text case matches the other entries in the database.
 - Corrected error with CenTran force close on Close Route operation. Corrected IfForcedClosed value being properly converted from XML input, to accept either 1 or 'true' as valid.
 - Corrected the LED usage for prompting for keys.
 - Corrected issue with ASCII extended data values being invalid for XML data output by CenTran.
 - Fixed issue with zero length files being left in the input queue. These files are now automatically deleted after the specified timeout for processing received files.
 - Corrected unauthorized lock modes from being returned in the various lock table queries. Previously if a user was not authorized to query for a certain lock mode, and they did not specify a lock mode in their search criteria, they would see all the lock modes. This is now limited to just what lock modes the user is authorized for.

CenconDBSetupUtility

- Changes / New Features
 - Added attempt to search for an existing Cencon database installation under the selected database catalog, and if one is found, it will fill in the user option for the database schema. This is to prevent customers from becoming confused about database schema, and attempting multiple database setups under different schema.
 - Will now re-set up database table default column values and default constraints. If a default column constraint is not set up correctly on the Cencon database, it will set it up.
 - Now has the option to resize the database files used for the selected database catalog. This is to improve performance, rather than having multiple resize events occur during database operations.
 - Added both 32 Bit and 64 Bit versions of the CenconDBSetupUtility to the install disk. There were performance differences between the two versions, depending on the type of operating system the host computer was.
 - Greatly improved performance of setting audit event strings in the Audit / Audit Archive tables. This was through the addition of an Audit Event Name table (CENAUDEVENTNAME), which maps audit event codes to audit event names.
 - Added support for User Configuration table (CENPWDCONFIG). This table is used for user specific configuration settings.
 - Added support for new database views and indexes to support new Cencon / CenTran functionality.
 - Authorization Operation Name / Authorization Definition View and Index
 - User / Lock Log Dispatch Index
 - Added support for correcting additional possible invalid data values:
 - Invalid Region references.

- Invalid Customer references.
- Duplicate User Key Serial Number records.
- Duplicate User ID records.
- Duplicate Lock Log records.
- Duplicate Region records.
- Duplicate Customer records.
- Setting Customer ID references that are spaces to NULL.
- Setting Region references that are spaces to NULL.
- Added reporting support for new tables and views.
- Added support to the import of data from legacy file formats for Cencon and CenBank to set a flag Is Legacy Import on imported users and locks. This is a flag indicating that the lock is an import from a legacy version of Cencon, such as the CenBank 4 software. If a bank mode user key is marked as being a legacy import, then reinitialization of the bank mode user key is not permitted, as security data unavailable from the legacy system would be lost.
- Added check during startup of application to determine if the full version of the .NET 4 framework is correctly installed on the host system. Displays a warning if not installed and exits before attempting to load libraries from the .NET 4 framework.
- Added support to remove leading / trailing spaces from string fields that are used in indexes.
- Changed user interface when selecting database catalog to display dropdown list of catalogs for selection, instead of being typed in.
- Added support for displaying what constraints were dropped / added.
- Added support to automatically configure the ODBC connection with the created catalog.
- Fixed Issues
 - Added check during startup of application to determine if the full version of the .NET 4 framework is correctly installed on the host system. Displays a warning if not installed and exits before attempting to load libraries from the .NET 4 framework.
 - Modified check for Cencon database version in the CenconDBSetupUtility to correctly check build level of the database.
 - Added check in CenconDBSetupUtility to prevent maintenance option from being run on a non-matching version database.
 - Changed creation of schema to match usage of schema in Microsoft SQL 2005 and later. A database schema is no longer required to be associated with a user.
 - Corrected incompatibility with using a case sensitive database collation on the selected Microsoft SQL database. The database might or might not be case sensitive, depending on the selected database collation.
 - Corrected error with import of legacy users in CenconDBSetupUtility. Password was being incorrectly encrypted, even though blank.
 - Modified CenconDBSetupUtility to require admin privileges to allow ODBC connections to be set up correctly.
 - Corrected issue with CenBank imports allowing blank user names. Added support to CenconDBSetupUtility to generate automatic name if left blank from legacy CenBank software.

CenconDriverInstaller

- Changes / New Features
 - Updated installation of 32 Bit / 64 Bit Cencon Key Box and Cencon PCIO card driver versions to 10.21.
 - Added check during startup of application to determine if the full version of the .NET 4 framework is correctly installed on the host system. Displays a warning if not installed and exits before attempting to load libraries from the .NET 4 framework.
- Open Issues
 - The driver installer does not upgrade the previous Cencon Key Box / Cencon PCIO card driver versions 10.10 to 10.21. The Cencon / CenTran software maintains compatibility back to driver version 10.10.

CenconDBEstimator

- The Cencon Database Estimator has been removed from the Cencon / CenTran 4.1 installation as being unneeded.

- Fixed Issues

- Fixed titles on pages in the History section and Appendices of the Reference manual.
-
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.1

Lock Related Functions

- Changes / New Features

- Updated lock serial numbers for Cencon Gen 2 locks to the following lock ranges:

Lock Serial Number Start	Lock Serial Number End
1	105299
662227	670000
680001	700099
847704	850000
875224	877499
937001	939999
941000	4 billion

Locks that do not fall into these ranges of locks are Cencon Gen 1 locks.

Cencon Gen 2 locks are color coded on the reports in Cencon. Light blue indicates a fully activated Gen 2 lock. Light gray indicates a Cencon Gen 2 lock activated as Cencon Gen 1 lock.

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.2

Centran Related Functions

- Changes / New Features
 - Changed Centran validation to allow use of a 0000 company number.
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.3

Lock Related Functions

- Fixed Issues
 - Modified database access to correct possible database deadlock while updating the lock dispatch log table. This involved a change to how record locking was being done during dispatch, reassign, and close database transactions. Also modified the Cencon database view CENPWD_LOGDISPATCH to be set as WITH (NOLOCK) to prevent the view from causing unnecessary locking with operations unrelated to the user dispatches.
 - Modified database access to improve performance over a wide area network. This primarily affects wait times for loading drop down menus.
 - Modified the lock shelve, shelve from pending shelve, force shelve, delete, and force delete operations to remove entries for the affected lock from any routes.
-

Route Operations

- Fixed Issues
 - Corrected Route Lock Report properly displaying the route name in the title and on printed reports. The route name was not being displayed. The route name is now added to the default title for the Route Lock Report for display of the report and for printing. The default title is first, then a dash separator, and then followed by the route name.
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.2580 (BETA)

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.
-

General Operations

- Changes / New Features
 - Removed usage of groups with locks. The group field has been replaced by using regions.
 - Removed customer number from display in various dialogs. The customer number field usage has been replaced by customer name.
 - Updated tool tips for user entry in various dialogs.
 - Added support for using an Oracle database management system to host a Cencon database.
 - Removed separate definition of database schema and catalog in database connection settings.
 - Fixed Issues
 - Corrected various issues with import of legacy files from previous version of Cencon and Cenbank software.
 - Corrected field length limits for user entry in various dialogs.
 - Corrected various issues with support for translation.
-

User Operations

- Changes / New Features
 - Added bank user search on find lock forms.
 - Fixed Issues
 - Fixed allowing spaces in bank user ID in add new user dialog.
 - Fixed allowing spaces in bank combination in add new user dialog.
 - Changed Windows authentication based logon users to be upper case for better compatibility with case sensitive database installations, such as Oracle.
 - Fixed search window to display lock serial number as a search field.
-

Lock Related Functions

- Fixed Issues
 - Fixed lock serial numbers not having leading zeros out to 6 or 9 digits, depending on serial number size.
 - Fixed importing xml files issue about users and user locks not being correctly inserted.
 - Added UI fixes to Import XML file including clear form.
 - Fixed search window to display Userid as a search field.
-

Route Operations

- Fixed Issues
 - Fixed problem with restoring a deleted route.
-

Region Operations

- Fixed Issues
 - Changed Regions to only be upper case for better compatibility with case sensitive database installations, such as Oracle.

Bank Branch Operations

- Fixed Issues
 - Fixed underscores allowed in bank branch dialog.
-

CenTran

- Changes / New Features
 - Changed CenTran to operate as a Windows service.
 - Added management support for CenTran through a HTML5/CSS3 web interface.
 - Added an web service implementation for CenTran, with a subset of functionality from the XML file transactions.
 - Added support for remote administration of a Cencon Gen 2 or higher lock across a network. These functions are used by CenTran Agent services installed at ATMs for managing attached Cencon locks.
-

CenTran Configuration Manager

- New Product
 - The CenTran Configuration Manager is installed with the CenTran service to facilitate installing, starting, stopping, and uninstalling the CenTran service. It is used to assist users in managing the CenTran service, where CenTran no longer has a direct user interface.
-

CenTran Agent

- New Product
 - The CenTran Agent is a Windows service for installation at ATMs. It supports communications with a Cencon Gen 2 or higher lock connected by USB to the ATM console computer. It supports the following functions:
 - Remote management of the Gen 2 lock across the ATM communications network.
 - Notification of events occurring at the Cencon Gen 2 or higher lock to installed ATM software.
 - Reading current lock status upon command from installed ATM software.
 - Notification of events occurring at the Cencon Gen 2 or higher lock to a CenTran web service to update the Cencon database with the audit of events.
 - Automatic closure of dispatched calls in the Cencon database by accessing a CenTran web service.
-

CenconDBSetupUtility

- Changes / New Features
 - Added support for using an Oracle database management system to host a Cencon database.
 - Added various user interface enhancements and additional data checking.
 - Regions are folded to upper case.
 - Userids are folded to upper case.
 - Empty routes are deleted.
 - Remove duplicate regions
 - Duplicate Userids are deleted.
 - User must be database server admin to run db setup utility.
-

CenconDriverInstaller

- Changes / New Features
 - Added support for the Cencon USB Interface Box driver installation.
 - Added support for a silent driver installation, to support the Cencon Agent silent installation.
- Open Issues
 - The driver installer does not upgrade the previous Cencon Key Box / Cencon PCIO card driver versions 10.10 to 10.21.

Documentation

- Changes / New Features
 - Added documentation for Cencon Gen 2 Swing Bolt lock.
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.2722 (BETA)

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.

General Operations

- Changes / New Features
 - Completely rewrote the Cencon reports under the .NET user interface libraries. The Cencon reports had been implemented under the Microsoft Foundation Classes (MFC) for user interface. The change to using .NET allowed for better error reporting from within the Cencon reports. The reports were the last Cencon user interface item to still be using the older Microsoft Foundation Classes (MFC).
 - Added support for Oracle to require only a limited access logon. Database access to Oracle no longer supports a separate schema, by customer request. The ODBC database access to Oracle must be using a default schema that contains the Cencon database.
- Fixed Issues
 - Corrected some user interface issues for adding locks to new routes and new collections.
 - Various small user interface corrections.

Lock Related Functions

- Changes / New Features
 - Added support for displaying network address column for locks in various reports, including search and sort support.
 - Added support for additional ranges of Gen 2 lock serial numbers under a million:

Lock Serial Number Start	Lock Serial Number End
1	105299
662227	670000
680001	700099
847704	850000
875224	877499
937001	939999
941000	4 billion

Any lock serial numbers over a million automatically indicate a Cencon Gen 2 lock, and are not compatible with software prior to Cencon / Centran 4.0.

Note - This change was also included in the Cencon / Centran 4.1.1 patch release.

- Fixed Issues
 - Corrected issue with replace lock. The flag for unassigned was not being cleared on new lock being added to the database, if the lock being replaced was unassigned.

Route Operations

- Fixed Issues
 - Added foreign key to Route Lock table in Cencon database to ensure data integrity.

Activity Log Operations

- Changes / New Features

- Added support for searching by event type.

CenTran

- Changes / New Features
 - Added support for Lock Log Query Operations under web service:
 - Read lock log data by lock name / mode.
 - Read lock log data by lock serial number / mode.
 - Query lock log data.
 - Query lock log data count.
 - Query lock log history data.
 - Query lock log history data count.
 - Query lock log archive data.
 - Query lock log archive data count.
 - Added web service handler for cross domain browser request headers.
 - Changed web service calls to POST as appropriate, instead of GET, for proper implementation of REST model of web service.
 - Added dedicated web service end point for Centran Agent support, to operate at a lower level of authentication.
 - Added initial HTTPS support for web service access using security certificates for encryption.
 - Added example configuration files for setting up Centran operations to install.
 - Implemented Centran support for outputting lock combinations in a format suitable for display.
 - Added support for Oracle to require only a limited access logon. Database access to Oracle no longer supports a separate schema, by customer request. The ODBC database access to Oracle must be using a default schema that contains the Cencon database.
- Fixed Issues
 - Fixed check to installer HTA files to evaluate if Centran installer had already been run.
 - Corrected an issue with Centran reading an excessive number of lock audit records to evaluate events at a lock over remote communications. This fix speeded up how fast the lock events are evaluated.

CenTran API

- Changes / New Features
 - Added support for User Name / Password based authentication.
 - Added support for Windows Active Directory based authentication.

CenTran Configuration Manager

- Changes / New Features
 - Added initial support for creating self signed certificates for easy configuration of Centran secure communications across HTTPS.

CenTran Agent

- Changes / New Features
 - Added statistics support for number of bytes sent to / received from the lock.

CenTran Web Client Template

- New Product
 - Adds HTML based client interface for Centran web service operations. This is used as a light weight web browser replacement for Cencon. The intent is to facilitate customer integration of Centran into their business systems through a web browser interface. This is an initial partial implementation of this product, to be distributed on the Centran installation CD.

Provided support for transactions not supported by Centran web service as Centran file based transactions. This is implemented using a proxy through the deployed web server. The web server has to be co-located with Centran for this to operate correctly.

- Adds a Javascript API for support the Centran web service transactions.

CenconDBSetupUtility

- Changes / New Features
 - Added additional reporting of DBMS driver and operating system.
 - Added support for Oracle to require only a limited access logon. Database access to Oracle no longer supports a separate schema, by customer request. The ODBC database access to Oracle must be using a default schema that contains the Cencon database.

Documentation

- Changes / New Features
 - Updated Cencon documentation for user interface changes.
 - Updated Cencon / Centran Getting Started Guide with Oracle support changes.
 - Removed PDF versions of older documentation.
 - Updated Centran Getting Started Guide for changes in setup with certificates.

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.2769 (BETA)

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.

General Operations

- Changes / New Features
 - Added Oracle instantclient drivers to Cencon / Centran installation.
- Fixed Issues
 - Corrected overly long string copy operations into limited size fields possibly resulting in an exception under Cencon / Centran.

Lock Related Functions

- Fixed Issues
 - Corrected error with activation of Cencon Gen 2 lock with serial number under a million being activated using a red SA key. The wrong combination was being dispatched, as for a Cencon Gen 1 lock instead of a Cencon Gen 2 lock. This error was only present in the Cencon / Centran 4.1.5.2722 Beta. It was not present in previous versions.

CenTran

- Changes / New Features
 - Enable Centran to use a key box managed by the Cencon Key Box Agent.
 - Added additional field to result record for transactions to indicate if a failed transaction was appropriate to be retried or not. This is for support of the Centran Agent operations at an ATM.
 - Added file based support and web service support for the following transactions:
 - Add user key based on specified remote communications to a Cencon USB Key Box
 - Edit user key based on specified remote communications to a Cencon USB Key Box
 - Read user key based on specified remote communications to a Cencon USB Key Box
 - Delete User
 - Added file based support for the following transactions:
 - Query Lock Status Across Network
 - Query Lock Audits Across Network
 - Evaluate Lock Event Across Network

These items were previously only available under web service based transactions.
 - Added web service support for the following transactions:
 - Change User Name
 - Read User Data By Name
 - Read User Data By Key Serial Number
 - Update User Data

These items were previously only available under file based transactions.
 - Changed fields for identifying lock remote communications access to allow support for future alternate methods of connecting.
- Fixed Issues
 - Updated Centran schema because of ip addresses being passed by anyURI data type was not being validated.
 - Removed Centran support for changing Bank Mode user bank branch. This would invalidate the data on the user's key.

- Added support directly under Centran for automatically setting up URL access control list registration.
 - Added support directly under Centran for automatically setting up SSL certificate registration.
 - Added metadata line to Centran HTML management interface to not go into configuration mode when accessed by Internet Explorer in intranet.
-

CenTran API

- Changes / New Features
 - Added support for new transactions to match Centran.
 - Changed fields for specifying lock remote communications to match Centran.
-

CenTran Configuration Manager

- Fixed Issues
 - Removed usage / support for NCrypt encryption library due to compatibility requirement back to Windows Server 2003. This limits the self signed certificate creation to older encryption libraries, which is not as secure. The requirement to continue to support Windows Server 2003 was by customer request.
 - Updated Centran Configuration Manager to open Centran browser URL for management interface based on certificate name set.
-

CenTran Agent

- Changes / New Features
 - Added support for additional field in result record for transactions to indicate if a failed transaction was appropriate to be retried or not.
-

CenTran Keybox Agent

- New Product
 - Service to support remote Centran access to a Cencon USB Keybox across a network.
-

CenTran Web Client Template

- Changes / New Features
 - Added Lock Report and Route Report web client support.
-

CenconDriverInstaller

- Changes / New Features
 - Updated to Jungo driver level 11.0.0 for support of USB devices. This replaces Jungo driver level 10.2.1 from previous releases of Cencon / Centran. This driver can not be used by earlier releases of software. This software release requires the install / update of the Jungo driver. Note - An update to the Jungo driver level 11.1.0 for the next release is pending.
 - The updated Jungo driver level 11.0.0 adds Windows 8 compatibility, as well as various bug fixes.
-

Documentation

- Changes / New Features
 - Updated the Centran Programming Guide to match the new transactions for User Key transactions, etc.
 - Updated Cencon / Centran Getting Started Guide Oracle documentation.
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.2810 (BETA)

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.

General Operations

- Fixed Issues
 - Corrected report titles not being printed from reports.
 - Corrected issue where main Cencon window remained on top of various report windows, such as Lock Report and User Operations.
 - Corrected .NET 4 launch condition requirement for install for Cencon 32/64 bit. This was improperly set to .NET 3.5 SP1.
 - Added the install file for updating operating system Root Certificate Authority certificates to TrustedRootCAUpdates directory on the install image for support of driver installation on legacy or out of date operating systems.

Lock Related Functions

- Fixed Issues
 - Modified database SQL operations to avoid database deadlocks for lock dispatch, reassign, close, assign, and unassign. Also modified database view for user number of lock dispatches with log table to avoid database deadlocks. Evaluation of database deadlocks for Oracle is still pending for a following beta release.
 - Updated database SQL operations to use a forward only cursor when possible to improve wide area network operations. Evaluation of forward only cursors with Oracle is still pending for a following beta release.

Route Operations

- Fixed Issues
 - Corrected force shelve lock, force delete lock, serial shelve lock, shelve lock and shelve pending lock operations not removing the affected lock from entries in the route lock table.

CenTran

- Changes / New Features
 - Added support for using named pipe to communicate configuration settings with the Centran service. The user interface for the Centran Configuration Manager has been updated to include all of the Centran management operations. Note - This provides an alternate method of managing Centran, instead of using the Centran web management interface. Due to SSL not working correctly on Windows Server 2003, the web management interface is not available.
- Fixed Issues
 - Corrected Centran threads for web service support not immediately cleaning up web service objects upon thread closing. Web service objects were being cleaned up upon thread object finalizer, which would occur later.
 - Corrected default values for event log limit for Centran. The correct values are a limit of 50000 entries with a granularity of 1000 entries for truncating the event log.
 - Corrected .NET 4 launch condition requirement for install for Centran 32/64 bit. This was improperly set to .NET 3.5 SP1.
 - Updated Centran usage of SQL compact for event logging to version SQL Compact 4 SP1

CenTran Configuration Manager

- Changes / New Features
 - Added support for using named pipe to communicate configuration settings with the Centran service. The user interface for the Centran Configuration Manager has been updated to include all of the Centran management operations. Note -

This provides an alternate method of managing Centran, instead of using the Centran web management interface. Due to SSL not working correctly on Windows Server 2003, the web management interface is not available.

- Added support for limited self signed certificates to be generated for compatibility with Windows Server 2003. Note - SSL for Windows Server 2003 is not operating correctly with the limited certificates available to be generated on Windows Server 2003.
-

CenTran Agent

- Fixed Issues
 - Corrected Centran Agent install so it is for all users.
-

Cencon Keybox Agent

- Fixed Issues
 - Corrected Cencon Keybox Agent install so it is for all users.
-

CenconDriverInstaller

- Changes / New Features
 - Updated to Jungo driver level 11.1.0 for support of USB devices. This replaces Jungo driver level 10.2.1 and 11.0.0 from previous releases of Cencon / Centran. This driver can not be used by earlier releases of software. This software release requires the install / update of the Jungo driver.
 - The updated Jungo driver level 11.0.0 and 11.1.0 adds Windows 8 compatibility, as well as various bug fixes.
-

Documentation

- Changes / New Features
 - Added release notes for Cencon / Centran 4.1.3 branch release to ongoing beta release.
 - Updated Centran Getting Started Guide with updated user interface for managing Centran.
 - Fixed Issues
 - Added missing image file for Cencon Getting Started Guide documentation for database setup.
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.2818 (BETA)

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.
-

General Operations

- Changes / New Features

- Expiration of BETA releases:

Cencon now recognizes a fixed life for the Version 4 beta release of 180 days after the date of creation by Kaba Mas. Upon Cencon beta expiration, Cencon logon will be prohibited. Cencon will warn the user of impending beta expiration via popup messages.

CenTran now recognizes a fixed life for the Version 4 beta release of 180 days after the date of creation by Kaba Mas. Upon CenTran beta expiration, audit records reporting the CenTran beta expiration will be generated at CenTran startup.

Lock Related Functions

- Fixed Issues

- Corrected operation to set time for a lock across a network not updating the lock record with a changed time zone id.
-

CenTran

- Changes / New Features

- Added support for using a local system named pipe to communicate with the Centran service. This is to support applications running on the same computer as the Centran service, with minimal configuration required. The Centran API has been updated to support this communications method.

Note: Centran web service transactions that are HTTP GET operations will default to the default dispatcher ID when operating across a named pipe, as there is not a field to pass the dispatcher ID. This will be re-examined in a future release.

- Added support for the following remote lock management transactions to Centran and the Centran API:

- Remote Lock Activate
 - Remote Lock Add Users
 - Remote Lock Delete Users
 - Remote Lock Shelve
 - Remote Lock Set Time
 - Remote Lock Set Single Dual Access
 - Remote Lock Resynchronize Dispatching
 - Remote Lock Resynchronize Users
 - Remote Lock Reboot

- Fixed Issues

- Corrected evaluation of Centran's check for security data being correct. The reason for the security information not being set up correctly was not being correctly identified.
-

CenTran Configuration Manager

- Fixed Issues

- Corrected the method by which the named pipe for communications of configuration data to Centran was being opened

and closed. The named pipe communications were not being closed properly and were timing out.

- o Corrected Centran Configuration Manager not updating the display of data after setting the default dispatcher.
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.2829 (BETA)

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.
-

General Operations

- Changes / New Features
 - Enabled double buffering on Cencon .NET DataGridView based reports to improve repaint performance.
-

CenTran

- Changes / New Features
 - Added support for the read key transaction to update the returned user record with the data as read from the key.
 - Added support for the read key transaction to return the user audit records from the key. Note: These audit records are a different format from the audit records being returned from the Cencon audit table or the lock.
 - Added support for the following user table query transactions to Centran web service and the Centran API. Note: These user table query transactions were previously only supported by XML file based operations.
 - User Table Query
 - User Table Query Count
 - User History Table Query
 - User History Table Query Count
 - User Archive Table Query
 - User Archive Table Query Count
 - Added additional support for Centran BETA expiration:

When a transaction is initiated in a BETA version of CenTran that is within 60 days of expiration, an entry will be posted to the Cencon database audit table and to the event log stating that the Centran BETA installation is near expiration.

When a transaction is initiated in a BETA version of CenTran that is past the BETA expiration date, an entry will be posted to the Cencon database audit table and to the Centran event log stating that the Centran BETA installation has expired. The requested transaction will be halted and a return code indicating failure due to the CenTran BETA expiration will be returned to the transaction initiator.

- Fixed Issues
 - Corrected a runtime error from occurring when displaying the Event Log via the Centran Configuration Manager after the remote transaction "Set Lock Time Across Network" has been executed against a shelved lock.
 - Corrected the html links being generated as part of the Centran RSS Feed for lock events / errors.
-

CenconDBSetupUtility

- Changes / New Features
 - Added primary key to legacy configuration database table for support of hot database backups.
 - Added primary key to log archive database table for support of hot database backups.
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.2849 (BETA)

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.

General Operations

- Changes / New Features
 - Cencon Lock Operations report will automatically refresh and display the correct status after the Verify Shelve Locks action.
 - Cencon reports can be refreshed using the F5 key.
 - Ctrl-F will initiate the Find function on Cencon reports.

CenTran

- Changes / New Features
 - Added support to Centran to accept and use persistent agent connections. This is to avoid network connectivity issues with clients running a Cencon Keybox Agent or an ATM console computer running a Centran ATM Agent being behind a firewall.
 - Added support for Centran to check BETA expiration dates of Centran ATM Agents and Cencon Keybox Agents.
 - Added support for the following route transactions to Centran web service and the Centran API. Note: These route transactions were previously only supported by XML file based operations.
 - Add a Route
 - Read a Route
 - Update a route
 - Delete a Route
 - Add Locks to a Route
 - Read Locks on a Route
 - Delete Locks from a Route
 - Dispatch All Locks on a Route
 - Dispatch Locks on a Route
 - Reassign All Locks on a Route
 - Reassign Locks on a Route
 - Close Locks on a Route
 - Route Table Query
 - Route Table Query Record Count
 - Route Lock Table Query
 - Route Lock Table Query Record Count
 - Added support for the following activity log transactions to Centran web service and the Centran API. Also added support for additional search fields with activity log table searches. Note: These activity log transactions were previously only supported by XML file based operations.
 - Activity Log Table Query
 - Activity Log Table Query Record Count
 - Activity Log Archive Table Query
 - Activity Log Archive Table Query Record Count
 - Added support for the following region transactions to Centran web service and the Centran API. Note: These region

transactions were previously only supported by XML file based operations.

- Region Table Query
- Region Table Query Record Count
- Fixed Issues
 - Corrected update route correctly auditing changing a route customer ID.
 - Corrected web service search of log and lock tables not checking the mode restrictions for the user authorization to restrict what mode of lock data is returned.
 - Corrected file based transactions not checking the following user authorization attributes:
 - Current dispatcher for transaction authorization role not having log on authorization set.
 - Current dispatcher for transaction being disabled from logging on.
 - Current dispatcher for transaction being outside of their enabled start / end period for access.
 - Failed transactions were not always being audited. Several instances of this have been corrected.
 - Corrected an error with the lock sequence being used incorrectly when closing a lock dispatched on a route under the web service processing. This error did not affect closing locks using file transaction processing.
 - Corrected Centran API not returning the record counts correctly from user table query record count transactions.
 - Corrected the default dispatcher ID set for use with Centran having to be upper case for use with Oracle.

Centran Agent

- Changes / New Features
 - Added support to initiate and maintain a persistent network connection with Centran. This is to avoid network connectivity issues with the client being behind a firewall.

Cencon Keybox Agent

- Changes / New Features
 - Added support to initiate and maintain a persistent network connection with Centran. This is to avoid network connectivity issues with the client being behind a firewall.

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.2954 (BETA)

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.

General Operations

- Changes / New Features
 - Added support for caching dialog combobox drop down data at Cencon startup. All drop down selections of region, bank branch, and customer entries now have a button beside of them in dialogs to refresh the cached data as needed.
 - Updated dialog box drop downs for region, customer id, and bank branch to allow typing with suggestions from the list of possible items. Users with very large sets of data were having problems selecting items due to the size of the drop down list.
 - Made database query speed tuning improvements for sets of strings, to improve performance of retrieving large lists of strings from the database. This affects the loading of dialogs.
 - Improved performance of database checks at Cencon startup, by making them operate in parallel (multi-threaded) to hide network latencies for the individual database queries for checking each table. Each database table check operates in it's own thread.
 - Changed versioning of Cencon Reference Manual and Centran 4 Programming Guide documentation to be versioned based off of the program version.
 - Added text description of error codes to Cencon audit report record description display.
 - Added javascript fix for frame index scroll position when reloading documentation page for Cencon Reference and Centran programming guide.
 - Removed upper case SQL constraint for Cencon database region table.

Lock Related Functions

- Changes / New Features
 - Added support for Cencon Remote Shelve Change Key database configuration setting to control if a change key is required to be in the lock for a remote shelve to be done. This is to require that some is at the lock for the lock to be remotely shelved. This affects the remote shelve operation in Cencon and the remote shelve transaction in Centran.
 - A lock can now be added to the Shelve Locks dialog via the use of a search dialog. Additional locks can now be added to the list of the Shelve Locks dialog after the initial selection of locks. The Shelve Locks dialog is now accessible from the Locks section of the main Cencon panel.
- Fixed Issues
 - Updated database query used during lock dispatch operations to correctly get the user dispatched combo count for from the log table, without interfering with table locking.
 - Modified Cencon so that the Key Report for an SA shelve key with multiple locks, written in old versions of Cencon, will display all locks.
 - Modified Cencon so the Key Report for an SA "init/shelve/add bank user/delete bank user" key will display the correct value for the "Number of Locks On Key" value, even when multiple locks are contained on the SA key.
 - Fixed missing lock reboot after serial close of FLM mode lock from Cencon Lock Serial Communications dialog.
 - Modified Cencon so that on the Activate dialog, the Branch Users column of the Bank Users tab in the Activate Locks dialog will be refreshed when either the Region or the Bank Branch Name fields are changed.
 - Modified Cencon so that:
 - On the key report for SA Shelve Key, the title for the column reporting the action date and time is labeled as Lock Shelve Date instead of Lock Activation Date.
 - On the key report for SA Initialization and Shelve Keys, the date and time reported for the action performed at each lock is now accurate.

- o Modified the Cencon lock rename function so that locks assigned to a route can be renamed.

Caution

The Centran XML Schema (CentranTransac.xsd) has grown larger than the previous default namespace buffer sizes used by the Centran web service. The example configuration files for Centran have been modified to demonstrate setting up the needed buffer sizes used by the Centran web service.

If you are using a previous Centran configuration file, you will need to adjust the specified buffer sizes in the same manner as the new example configuration files, or use one of the new example configuration files and adjust as needed.

CenTran

- Changes / New Features

- o Added support for Cencon Remote Shelve Change Key database configuration setting to control if a change key is required to be in the lock for a remote shelve to be done. This is to require that some is at the lock for the lock to be remotely shelved. This affects the remote shelve operation in Cencon and the remote shelve transaction in Centran.
- o Moved Centran service named pipe configuration from being internally set up in a fixed manner to being set up under configuration file.
- o Added support for the following query transactions to Centran web service and the Centran API:
 - Authorization Definition Query
 - Authorization Definition Query Count
 - Authorization Operation Name Query
 - Authorization Operation Name Query Count
 - Authorization Role Query
 - Authorization Role Query Count
 - Bank Branch Query
 - Bank Branch Query Count
 - Customer Query
 - Customer Query Count
- o Added support for the following data management transactions to Centran web service and the Centran API:
 - Bank Branch Add
 - Bank Branch Update
 - Bank Branch Read
 - Bank Branch Delete
 - Customer Add
 - Customer Update
 - Customer Read
 - Customer Delete
 - Region Add
 - Region Update
 - Region Read
 - Region Delete
- o Added support for the following key transactions to Centran web service and the Centran API:
 - Read Key Information
- o Added support for the following lock management transactions to Centran web service and the Centran API:
 - Delete Shelved Lock

- Added support for the following lock remote management transactions to Centran web service and the Centran API:
 - Set Lock Open Delay Window Across Network
 - Removed overwrite flag option on Customer Add as being unnecessary.
 - Fixed Issues
 - The buffer sizes for the Centran web service had to be adjusted due to the size of the Centran XML schema. See the above warning note about the Centran configuration files having to define larger buffer sizes for the Centran web service.
 - Made connection pool threads stop more gracefully and completely (stop open TCP connections and clear connection pool thread pointers).
 - Corrected errors with Bank Branch back end functions, including incorrect check for authorization.
 - Added fault reporting for exceptions for the Centran web service. Previously there would not be a web service response containing details of the fault.
 - Corrected manner that XML validation was being done between threads in Centran. The previous manner of sharing the xml reader settings was unsafe. Sharing the xml schema set is thread safe. Changed XML validation for files to use Microsoft XML parser.
 - Removed duplicate code for Centran processing of dispatcher authorization.
 - Corrected audits created for error for updating lock.
 - Corrected audits created for error for unassigning lock.
-

Centran Agent

- Changes / New Features
 - Frame the agent details structure sent to Centran by the agents to allow us to know whether the transmission failed.
 - Update Centran Agent and Cencon Key Box Agent documentation to switch from frames to using CSS.
 - Added Centran persistent connection information to Centran Agent installation documentation.
 - Enable changing of persistent connection parameters in the Centran Agents with the change configuration command and display with the agent status command.
 - Fixed Issues
 - Ensure that the Centran and Cencon Key Box Agents wait for a device to be attached, so they know when to open their pass-through ports.
 - Fix connection-closed check in pass-through processing for agents that was not being called frequently enough.
 - Added proper key box agent screen shots, delete unused images and update documentation for all three agents.
-

Centran Agent for .Net 3.5

- Changes / New Features
 - Made the .NET 3.5 Centran Agent reinstaller script check whether the driver needs to be replaced.
 - Change .NET 3.5 Centran Agent documentation to use CSS rather than frames for left-side navigation
 - Fixed Issues
 - Ensure that the Centran and Cencon Key Box Agents wait for a device to be attached, so they know when to open their pass-through ports.
 - Fix connection-closed check in pass-through processing for agents that was not being called frequently enough.
 - Added proper key box agent screen shots, delete unused images and update documentation for all three agents.
-

Cencon Keybox Agent

- Changes / New Features
 - Frame the agent details structure sent to Centran by the agents to allow us to know whether the transmission failed.
 - System tray application displays the persistent connection identifier for the key box agent.
 - Made the install/service activation functions atomic for the key box agent.
 - Replace the Cencon Key Box Agent System Tray Monitor icon with one that actually looks like a key box.
 - Add a Programs menu entry for starting the Cencon Key Box System Tray Monitor on installation.

- Update Centran Agent and Cencon Key Box Agent documentation to switch from frames to using CSS.

- Fixed Issues

- Ensure that the Centran and Cencon Key Box Agents wait for a device to be attached, so they know when to open their pass-through ports.
 - Fix connection-closed check in pass-through processing for agents that was not being called frequently enough.
 - Added proper key box agent screen shots, delete unused images and update documentation for all three agents.
-

Cencon API

- Fixed Issues

- Updated Centran SOAP API to have client connection clean up in function to handle possible exception occurring.
 - Corrected error with XML validation error list not being cleared between calls to Centran API.
-

Centran XML Input Output Example

- Changes / New Features

- Update CentranXMLInputOutputExample to allow the specification of TcpClient connections for remote lock and key box operations.
 - Added support for new transactions as described above for Centran.
-

Cencon Database Setup Utility

- Fixed Issues

- Corrected CenconDBSetupUtility not properly handling non default schema for Microsoft SQL database.
 - Change table names used in uppercasing Windows logon IDs in CenconDBSetupUtility to include schema qualification as appropriate for database.
-

Cencon Version 4 System Reference Manual

Cencon / CenTran Release Notes

Version 4.1.5.3097

Notes

- Translation of different versions of Cencon has to be completely redone. There are potential changes to the resource files and to the XML string translation files that will not be correct or compatible between different versions of Cencon.
-

General Operations

- Changes / New Features

- Added support for Oracle to require only a limited access logon. Database access to Oracle no longer supports a separate schema, by customer request. The ODBC database access to Oracle must be using a default schema that contains the Cencon database.
- Added Oracle instantclient drivers to Cencon / Centran installation.
- Completely rewrote the Cencon reports under the .NET user interface libraries. The Cencon reports had been implemented under the Microsoft Foundation Classes (MFC) for user interface. The change to using .NET allowed for better error reporting from within the Cencon reports. The reports were the last Cencon user interface item to still be using the older Microsoft Foundation Classes (MFC).
- Removed usage of groups with locks. The group field has been replaced by using regions.
- Removed customer number from display in various dialogs. The customer number field usage has been replaced by customer name.
- Updated tool tips for user entry in various dialogs.
- Added support for using an Oracle database management system to host a Cencon database.
- Removed separate definition of database schema and catalog in database connection settings.
- Cencon reports can be refreshed using the F5 key.
- Ctrl-F will initiate the Find function on Cencon reports.
- Updated database SQL operations to use a forward only cursor to improve wide area network operations. This improves performance and allows compatibility with newer Microsoft runtime libraries for Windows 8. Because of using forward only database cursors, large reports on Cencon that do not fit into memory can not be scrolled through to load records as needed. Only the initial set of records that could fit into the client system memory will be loaded and can be accessed.
- Improved threading of Cencon reports to allow simultaneous report operations.
- Made database query speed tuning improvements for sets of strings, to improve performance of retrieving large lists of strings from the database. This affects the loading of dialogs.
- Improved performance of database checks at Cencon startup, by making them operate in parallel (multi-threaded) to hide network latencies for the individual database queries for checking each table. Each database table check operates in it's own thread.
- Added support for caching dialog combobox drop down data at Cencon startup. All drop down selections of region, bank branch, and customer entries now have a button beside of them in dialogs to refresh the cached data as needed.
- Updated dialog box drop downs for region, customer id, and bank branch to allow typing with suggestions from the list of possible items. Users with very large sets of data were having problems selecting items due to the size of the drop down list.
- Expiration of BETA releases:

Cencon now recognizes a fixed life for the Version 4 beta release of 180 days after the date of creation by Kaba Mas.

Upon Cencon beta expiration, Cencon logon will be prohibited. Cencon will warn the user of impending beta expiration via popup messages.

CenTran now recognizes a fixed life for the Version 4 beta release of 180 days after the date of creation by Kaba Mas. Upon CenTran beta expiration, audit records reporting the CenTran beta expiration will be generated at CenTran startup.

- Corrected compatibility issue with Microsoft SQL DATETIME format. This would only occur with French set as the language for SQL Server system messages and French_CI_AI set as the database collation. This may be a potential Microsoft SQL server bug.
 - Fixed Issues
 - Corrected various issues with import of legacy files from previous version of Cencon and Cenbank software.
 - Corrected field length limits for user entry in various dialogs.
 - Corrected various issues with support for translation.
 - Corrected overly long string copy operations into limited size fields possibly resulting in an exception under Cencon / Centran.
 - Corrected report titles not being printed from reports.
 - Corrected .NET 4 launch condition requirement for install for Cencon 32/64 bit. This was improperly set to .NET 3.5 SP1.
 - Added the install file for updating operating system Root Certificate Authority certificates to TrustedRootCAUpdates directory on the install image for support of driver installation on legacy or out of date operating systems.
 - Enabled double buffering on Cencon .NET DataGridView based reports to improve repaint performance.
 - Corrected Cencon main window not receiving user focus when application is first being run.
 - Known Issues
 - There is a possibility of a database deadlock when using Oracle as your Database Management System (DBMS). This can possibly occur if multiple database operations are happening simultaneously from multiple Cencon clients or from Centran with multiple simultaneous transactions. This will be resolved in the next software release. Note - Previous database deadlock issues involving Microsoft SQL have been resolved in this release.
-

User Operations

- Changes / New Features
 - Added bank user search on find lock forms.
 - Added lines to the user key report for legacy FLM, Route and Bank keys to indicate the time the key was read and the amount of drift.
 - Fixed Issues
 - Fixed allowing spaces in bank user ID in add new user dialog.
 - Fixed allowing spaces in bank combination in add new user dialog.
 - Changed Windows authentication based logon users to be upper case for better compatibility with case sensitive database installations, such as Oracle.
-

Lock Related Functions

- Changes / New Features
 - Added support for displaying network address column for locks in various reports, including search and sort support.
 - Added support for additional ranges of Gen 2 lock serial numbers under a million:

Lock Serial Number Start	Lock Serial Number End
1	105299

662227	670000
680001	700099
847704	850000
875224	877499
937001	939999
941000	4 billion

Any lock serial numbers over a million automatically indicate a Cencon Gen 2 lock, and are not compatible with software prior to Cencon / Centran 4.0.

Note - This change was also included in the Cencon / Centran 4.1.1 patch release.

- o Added support for Cencon Remote Shelve Change Key database configuration setting to control if a change key is required to be in the lock for a remote shelve to be done. This is to require that some is at the lock for the lock to be remotely shelved. This affects the remote shelve operation in Cencon and the remote shelve transaction in Centran.
- o A lock can now be added to the Shelve Locks dialog via the use of a search dialog. Additional locks can now be added to the list of the Shelve Locks dialog after the initial selection of locks. The Shelve Locks dialog is now accessible from the Locks section of the main Cencon panel.
- Fixed Issues
 - o Fixed lock serial numbers not having leading zeros out to 6 or 9 digits, depending on serial number size.
 - o Fixed importing xml files issue about users and user locks not being correctly inserted.
 - o Added UI fixes to Import XML file including clear form.
 - o Fixed search window to display Userid as a search field.
 - o Fixed search window to display lock serial number as a search field.
 - o Corrected some user interface issues for adding locks to new routes and new collections.
 - o Corrected issue with replace lock. The flag for unassigned was not being cleared on new lock being added to the database, if the lock being replaced was unassigned.
 - o Modified database SQL operations to avoid database deadlocks for lock dispatch, reassign, close, assign, and unassign. Also modified database view for user number of lock dispatches with log table to avoid database deadlocks. Evaluation of database deadlocks for Oracle is still pending for a following release.
 - o Corrected operation to set time for a lock across a network not updating the lock record with a changed time zone id.
 - o Cencon Lock Operations report will automatically refresh and display the correct status after the Verify Shelve Locks action.
 - o Updated database query used during lock dispatch operations to correctly get the user dispatched combo count for from the log table, without interfering with table locking.
 - o Modified Cencon so that the Key Report for an SA shelve key with multiple locks, written in old versions of Cencon, will display all locks.
 - o Modified Cencon so the Key Report for an SA "init/shelve/add bank user/delete bank user" key will display the correct value for the "Number of Locks On Key" value, even when multiple locks are contained on the SA key.
 - o Fixed missing lock reboot after serial close of FLM mode lock from Cencon Lock Serial Communications dialog.
 - o Modified Cencon so that on the Activate dialog, the Branch Users column of the Bank Users tab in the Activate Locks dialog will be refreshed when either the Region or the Bank Branch Name fields are changed.
 - o Modified Cencon so that:
 - On the key report for SA Shelve Key, the title for the column reporting the action date and time is labeled as Lock Shelve Date instead of Lock Activation Date.
 - On the key report for SA Initialization and Shelve Keys, the date and time reported for the action performed at each lock is now accurate.
 - o Modified the Cencon lock rename function so that locks assigned to a route can be renamed.
 - o Fixed a issue with remote communications to the Cencon Gen 2 lock. The check for the Cencon Gen 2 lock being available for doing remote communications was sometimes timing out. Additionally, the delayed responses from previous checks with the lock were being interpreted as errors in communications. The communications timeout for checking for the Cencon Gen 2 lock responding has been extended and any delayed responses are now being handled correctly.
 - o Fixed possible serial communications exception with Cencon / Centran with the lock, where the lock network connection can be occupied by another application connecting at the same time as Cencon / Centran.
 - o Fixed Cencon serial resync bank users operation with the Lock Serial Operations form from trying to download users from

lock with 0 users, causing exception in the progress bar.

- Changed the serial activate of lock to save state of lock if fails to receive response for activate from lock. If the lock receives the command but the connection prevents the response from being received by Cencon / Centran, the lock might actually be activated. If not, the lock can be deleted back from the database. If the lock was actually activated, the user is not locked out from the lock.
 - The remote serial shelve of the lock was not allowing a shelve if the lock was dispatched. Fixed serial shelve of lock to also close the lock if it is dispatched. If the option to require a change key or remote administration enabled at the lock is selected in Cencon / Centran, then the lock must have been dispatched and opened in order to insert the change key or to enable remote administration.
-

Route Operations

- Fixed Issues
 - Fixed problem with restoring a deleted route.
 - Added foreign key to Route Lock table in Cencon database to ensure data integrity.
 - Corrected force shelve lock, force delete lock, serial shelve lock, shelve lock and shelve pending lock operations not removing the affected lock from entries in the route lock table.
-

Activity Log Operations

- Changes / New Features
 - Added support for searching by event type.
 - Added text description of error codes to Cencon audit report record description display.
-

Bank Branch Operations

- Fixed Issues
 - Fixed underscores allowed in bank branch dialog.
-

CenTran

- Changes / New Features
 - Changed CenTran to operate as a Windows service.
 - Added an web service implementation for CenTran, matching the XML file transactions. This web service implementation supports HTTPS operations for REST and SOAP protocol web service calls. It also supports local named pipe communications. The web service authenticates users based off of either user name / password or windows authentication.

The setup of the Centran web service is done primarily by editing the Centran configuration file. The configuration file defines the web service endpoints and settings to be used by Centran.

Setup of self signed certificates for Centran is supported by the Centran Configuration Manager, however use of a certificate authority server is recommended.

The Centran service continues to support XML file transactions and legacy file transactions.

- o Added management support for CenTran through a HTML5/CSS3 web interface.
- o Added RSS support for the Centran web service for being notified of lock errors.
- o Added support for using named pipe to communicate configuration settings with the Centran service. The user interface for the Centran Configuration Manager has been updated to include all of the Centran management operations. Note - This provides an alternate method of managing Centran, instead of using the Centran web management interface. Due to SSL not working correctly on Windows Server 2003, the web management interface is not available.
- o Implemented Centran support for outputting lock combinations in a format suitable for display.
- o Added support for Oracle to require only a limited access logon. Database access to Oracle no longer supports a separate schema, by customer request. The ODBC database access to Oracle must be using a default schema that contains the Cencon database.
- o Added file based support and web service support for the following user transactions:
 - Add user key based on specified remote communications to a Cencon USB Key Box
 - Edit user key based on specified remote communications to a Cencon USB Key Box
 - Read user key based on specified remote communications to a Cencon USB Key Box
 - Read key information based on specified remote communications to a Cencon USB Key Box
 - Delete User
- o Added support for the read key transaction to update the returned user record with the data as read from the key.
- o Added support for the read key transaction to return the user audit records from the key. Note: These audit records are a different format from the audit records being returned from the Cencon audit table or the lock.
- o Added support for remote administration of a Cencon Gen 2 or higher lock across a network. Added support for the following remote lock management transactions to Centran and the Centran API:
 - Query Lock Status Across Network
 - Query Lock Audits Across Network
 - Evaluate Lock Event Across Network
 - Remote Lock Activate
 - Remote Lock Add Users
 - Remote Lock Delete Users
 - Remote Lock Shelve
 - Remote Lock Set Time
 - Remote Lock Set Single Dual Access
 - Remote Lock Set Lock Open Delay Window
 - Remote Lock Resynchronize Dispatching
 - Remote Lock Resynchronize Users
 - Remote Lock Reboot
- o Added support for Cencon Remote Shelve Change Key database configuration setting to control if a change key is required to be in the lock for a remote shelve to be done. This is to require that some is at the lock for the lock to be remotely shelved. This affects the remote shelve operation in Cencon and the remote shelve transaction in Centran.
- o Added support for the following lock management transactions to Centran web service and the Centran API:
 - Delete Shelved Lock
- o Added support for the following bank branch transactions to Centran and the Centran API:
 - Bank Branch Query
 - Bank Branch Query Count
 - Bank Branch Add
 - Bank Branch Update
 - Bank Branch Read
 - Bank Branch Delete

- o Added support for the following region transactions to Centran and the Centran API:

- Region Add
- Region Update
- Region Read
- Region Delete

- o Removed overwrite flag option on Customer Add as being unnecessary.

- o Added the following additional fields to the output lock records:

- NetworkAddress
- NetworkPort
- DisplayIssuedComboUser1Seq1
- DisplayIssuedComboUser1Seq2
- DisplayIssuedComboUser1Seq3
- DisplayIssuedComboUser2Seq1
- DisplayIssuedComboUser2Seq2
- DisplayIssuedComboUser2Seq3
- CloseSealLength
- BankModeUserNameArray

- o Added the following additional fields to the output audit records:

- GroupName
- Description
- auditPK
- User1Key
- User2Key
- LogonKey
- LockTransactionCategory
- LockTransactionType
- LockTransactionEvent
- LockCloseSeal
- LockFullSealCount
- IsLockClockBatteryIsLow
- IsLockDuressComboUsed
- IsLockCloseSealValid
- LockAbbreviatedDeviceID
- LockOpenTime
- LockCloseTime
- IsPossibleLockErrorOrIntrusion
- LockAuditIndex
- DatabaseLockAuditIndex
- ClientIPAddress
- LockIPAddress

Many of these additional fields is to support saving remotely network connected lock audit trails in the Cencon database.

- o Added support for Cencon Gen 2 Locks being dispatched, reassigned, and closed using the Centran legacy binary file transactions. This is limited to identifying locks by lock names that are no longer than 10 characters and do not contain any international characters. Any Cencon Gen 2 Locks with lock serial numbers a million or higher will have their lock serial number reported back as 000000, since the longer serial numbers will not fit within the fields of the legacy binary file transactions.

See Appendix D of the Centran 4 Programming Reference Manual for details of using the legacy binary file transactions with Cencon Gen 2 locks.

- Fixed Issues

- Fixed check to installer HTA files to evaluate if Centran installer had already been run.
- Corrected an issue with Centran reading an excessive number of lock audit records to evaluate events at a lock over remote communications. This fix speeded up how fast the lock events are evaluated.
- Added support directly under Centran for automatically setting up URL access control list registration.
- Added support directly under Centran for automatically setting up SSL certificate registration.
- Added metadata line to Centran HTML management interface to not go into configuration mode when accessed by Internet Explorer in intranet.
- Corrected Centran threads for web service support not immediately cleaning up web service objects upon thread closing. Web service objects were being cleaned up upon thread object finalizer, which would occur later.
- Corrected .NET 4 launch condition requirement for install for Centran 32/64 bit. This was improperly set to .NET 3.5 SP1.
- Updated Centran usage of SQL compact for event logging to version SQL Compact 4 SP1
- Corrected evaluation of Centran's check for security data being correct. The reason for the security information not being set up correctly was not being correctly identified.
- Corrected a runtime error from occurring when displaying the Event Log via the Centran Configuration Manager after the remote transaction "Set Lock Time Across Network" has been executed against a shelved lock.
- Corrected the html links being generated as part of the Centran RSS Feed for lock events / errors.
- Corrected update route correctly auditing changing a route customer ID.
- Corrected web service search of log and lock tables not checking the mode restrictions for the user authorization to restrict what mode of lock data is returned.
- Corrected file based transactions not checking the following user authorization attributes:
 - Current dispatcher for transaction authorization role not having log on authorization set.
 - Current dispatcher for transaction being disabled from logging on.
 - Current dispatcher for transaction being outside of their enabled start / end period for access.
- Failed transactions were not always being audited. Several instances of this have been corrected.
- Corrected Centran API not returning the record counts correctly from user table query record count transactions.
- Corrected the default dispatcher ID set for use with Centran having to be upper case for use with Oracle.
- Added fault reporting for exceptions for the Centran web service. Previously there would not be a web service response containing details of the fault.
- Corrected audits created for error for updating lock.
- Corrected audits created for error for unassigning lock.
- Corrected Centran Service startup at computer operating system startup not able to start processing because of not being able to access the database. The Centran Service will retry to start processing in the event of the database being unreachable, the Cencon Keybox not being ready yet on the USB bus, or the Cencon Keybox not being present.
- Corrected Centran potentially reading an input transaction file while the file is still being written by the 3rd party application. Centran will now poll for the input transaction file being available for exclusive access, and then read the transaction file. This allows a much lower delay time to be set for Centran before attempting to read an input transaction file. It also ensures that an input transaction file is read correctly by Centran.
- Fixed the Evaluate Lock Event Across Network transaction from preventing access to the key box for other concurrent transactions with Centran.
- Fixed possible exception from Centran when cleaning up the remote serial connection for operations with a lock across a network.

CenTran Configuration Manager

- New Product

- The CenTran Configuration Manager is installed with the CenTran service to facilitate installing, starting, stopping, and uninstalling the CenTran service. It is used to assist users in managing the CenTran service, where CenTran no longer has a direct user interface.

- Added support for using named pipe to communicate configuration settings with the Centran service. The user interface for the Centran Configuration Manager has been updated to include all of the Centran management operations. Note - This provides an alternate method of managing Centran, instead of using the Centran web management interface. Due to SSL not working correctly on Windows Server 2003, the web management interface is not available.
 - Added initial support for creating self signed certificates for easy configuration of Centran secure communications across HTTPS.
 - Added support for limited self signed certificates to be generated for compatibility with Windows Server 2003. Note - SSL for Windows Server 2003 is not operating correctly with the limited certificates available to be generated on Windows Server 2003.
 - Fixed Issues
 - Corrected the method by which the named pipe for communications of configuration data to Centran was being opened and closed. The named pipe communications were not being closed properly and were timing out.
 - Corrected Centran Configuration Manager not updating the display of data after setting the default dispatcher.
-

CenTran API

- Changes / New Features
 - Added support for new transactions to match Centran.
 - Added support for Centran web service across HTTPS / REST, SOAP, and local named pipe.
 - Added support for web service User Name / Password based authentication.
 - Added support for web service Windows Active Directory based authentication.
 - Fixed Issues
 - Updated Centran SOAP API to have client connection clean up in function to handle possible exception occurring.
 - Corrected error with XML validation error list not being cleared between calls to Centran API.
-

Centran XML Input Output Example

- Changes / New Features
 - Update CentranXMLInputOutputExample to allow the specification of TcpClient connections for remote lock and key box operations.
 - Added support for new transactions as described above for Centran.
-

CenTran Web Client Template

- New Product
 - Adds HTML based client interface for Centran web service operations. This is used as a light weight web browser replacement for Cencon. The intent is to facilitate customer integration of Centran into their business systems through a web browser interface. This is an initial partial implementation of this product, to be distributed on the Centran installation CD.
 - Provided support for transactions not supported by Centran web service as Centran file based transactions. This is implemented using a proxy through the deployed web server. The web server has to be co-located with Centran for this to operate correctly.

- Adds a Javascript API for support the Centran web service transactions.

Cencon Database Setup Utility

- Changes / New Features
 - Added support for using an Oracle database management system to host a Cencon database. Added support for Oracle to require only a limited access logon. Database access to Oracle no longer supports a separate schema, by customer request. The ODBC database access to Oracle must be using a default schema that contains the Cencon database.
 - Updated warning for database version. SQL Server 2008 R2 and higher or Oracle 10g and higher is supported. Older database versions are not supported.
 - The User must be database server admin to run CenconDBSetupUtility against Microsoft SQL.
 - Added various user interface enhancements and additional data checking.
 - Windows logon Userids are folded to upper case.
 - Empty routes are deleted.
 - Remove duplicate regions.
 - Duplicate Userids are deleted.
 - Added additional reporting of DBMS driver and operating system.
 - Added primary key to legacy configuration database table for support of hot database backups.
 - Added primary key to log archive database table for support of hot database backups.
- Fixed Issues
 - Removed usage / support for NCrypt encryption library due to compatibility requirement back to Windows Server 2003. This limits the self signed certificate creation to older encryption libraries, which is not as secure. The requirement to continue to support Windows Server 2003 was by customer request.
 - Updated Centran Configuration Manager to open Centran browser URL for management interface based on certificate name set.
 - Corrected CenconDBSetupUtility not properly handling non default schema for Microsoft SQL database.
 - Change table names used in uppercasing Windows logon IDs in CenconDBSetupUtility to include schema qualification as appropriate for database.

CenconDriverInstaller

- Changes / New Features
 - Updated to Jungo driver level 11.1.0 for support of USB devices. This replaces Jungo driver level 10.2.1 and 11.0.0 from previous releases of Cencon / Centran. This driver can not be used by earlier releases of software. This software release requires the install / update of the Jungo driver.
 - The updated Jungo driver level 11.0.0 and 11.1.0 adds Windows 8 compatibility, as well as various bug fixes.

Documentation

- Changes / New Features
 - Updated Cencon documentation for user interface changes.
 - Updated the Centran Programming Guide to match the new transactions.

- Updated Cencon / Centran Getting Started Guide with Oracle support changes.
- Updated Centran Getting Started Guide with updated user interface for managing Centran.
- Removed PDF versions of older documentation.
- Updated Centran Getting Started Guide for changes in setup with certificates.
- Changed versioning of Cencon Reference Manual and Centran 4 Programming Guide documentation to be versioned based off of the program version.
- Added javascript fix for frame index scroll position when reloading documentation page for Cencon Reference and Centran programming guide.
- Added Appendix E - Lock Audit Data to describe the lock audit data returned by Centran.
- Fixed Issues
 - Fixed bad reference links to related lock operations from software operation entries. Added missing references for related Gen 2 Swing Bolt lock operations from software operation entries.

Cencon 4 Reference Manual

Chapter 1 - Introducing Cencon 4

1.1 The Cencon 4 Software Package

The following items are required to implement the Cencon 4 Software:

- Cencon 4 Server License Kit: (Single Server Option - p/n 201190)
 - Install CD (Includes Cencon 4 Software, Cencon Database Setup Utility, Software Reference Manual, and Adobe Reader)
 - Cencon 4 Single Server License Certificate
 - Software Getting Started Guide
 - Quick Reference Cards (1 set)
 - Cencon Software Maintenance & Support (CSM&S) Agreement Form
 - 1 Change Key
 - 7 Cencon Smart Keys:
 - 2 red SA Keys
 - 3 black Logon Keys
 - 1 white Clock Set Key (for Gen2 locks)
 - 1 grey ReSync Key (for Gen2 locks)
- Mode Authorization License(s) (One or more)
 - Bank Mode (p/n 201191). Includes 2 green B keys.
 - FLM Mode (p/n 201192). Includes 2 blue F keys.
 - Route Mode (p/n 201193). Includes 2 yellow R keys.
- Cencon 4 orange Installation Key (p/n 202202) - Required to install Cencon 4 in conjunction with a USB Key Box on a new PC. Uniquely coded and tagged per company according to the mode licenses ordered. Packaged and shipped separately for security reasons.
- Cencon 4 Dispatch Kit: (p/n 201181)
 - Cencon USB Key Box - Uniquely coded per company.
 - USB cable

An Enterprise / Multi-Server License Kit also is available - p/n 201194. This kit option includes all items in the Single Server Option and all 3 Mode Authorization Licenses shown above. A Cencon 4 Enterprise / Multi-Server License Certificate is provided instead of the Single Server License Certificate. The Installation Key and Dispatch Kits are still required for implementation and are still ordered separately.

If you are missing any of the above items, contact Kaba Mas Technical Support at 1 (800) 950-4744.

Optional Order Items:

- Cencon 4 Software Maintenance & Support (CSM&S) Agreement
- Cencon On-Site Training for hands-on lock installation and complete lock and software operation. (2-day class required for new users.)
- CenTran 4 (XML) Software (p/n 201196)
- Cencon Key Maintenance Utility (KMU) Software Kit (p/n 201126)

(See www.KabaMas.com/cencon4 for more information.)

1.2 System Overview

Cencon 4 is a security program designed to control access to containers. It is capable of allowing one central location to monitor and control exactly who may access a particular lock and at what time (i.e., central control = Cencon.). Any number of locks may be controlled using Cencon, which is particularly well suited for companies that service Automated Teller Machines (ATMs). Through a combination of intelligent design and advanced technology, the Cencon system can achieve this control with no physical connection between the locks and the monitoring system.

Cencon 4 consists of three basic components:

1. [PC-Based Computer Program](#)
2. [High-Security Locks](#)
3. [Smart Keys](#)

The Cencon software controls access to Cencon locks in either or both of the following methods:

One Time Combination or "OTC" Method (FLM and Route Modes)

Locks utilizing this access method will change their combination each time they are opened. The monitoring computer is able to anticipate what the next combination will be through a secure software algorithm that is built into both the locks and the central monitoring unit. It is impossible for either field service or monitoring personnel to know what combination will open a given safe next without first dispatching that combination to a particular key. A record of all security activity, including dates, times, and persons involved, is automatically maintained in the software, in the locks, and to a lesser degree in the keys themselves.

Repeating Access Code or "RAC" Method (Bank Mode)

Locks utilizing this access method will open on a chosen combination for each key. The code chosen for a particular key can be reused to open the lock on a repeated basis, according to the access parameters established for this key, without requiring interaction with the software each time. Audit records of all lock activity, including dates, times and the persons involved, are automatically maintained in the locks and keys. This information may be reviewed through the Cencon computer program.

Access is further controlled by the advanced-design electronic keys known as Smart Keys. Once the lock is active in any of the modes, an opening can only occur with an OTC or RAC + the corresponding Smart Key. This dual token requirement of a physical device plus that user's known 6-digit number for opening the lock ensures security. If one of the two access tokens are compromised or lost, either the key or the combination, the lock remains secure. Audit information on locks, keys, and software may only be accessed by administrative personnel using the highest level of security safeguards. These audit records cannot be altered by anyone, not even those people who are granted the highest level of security in the system.

It is important that you understand how the entire system operates, even though many of the operations will be carried out by other personnel. Before you start using the program, be sure to read the next few pages. They tell you what this package includes, the equipment you need to use the software, and they identify the components of the system and describe the people who will be working with them.

1.3 Personnel Classifications

There are two primary categories of people who can interact with the Cencon System: Lock Users, who open and close the lock in a particular mode, and Software Logon Users, who perform operations at the PC. For those who work with the PC system, authorization to system functions is defined through the Cencon PC software itself. The Personnel Classifications as designated in the system are as follows:

1.3.1 Lock Users

When a Lock User has a Smart Key programmed under their name, they typically keep that key with them at all times, and do not share the key with any other person. A particular Lock User's key can be initialized for any 1 of the 3 modes. The Lock User key cannot be used to logon to the Cencon software.

1.3.1.1 First Line Maintenance (FLM)

These are the field technicians whose duties include ATM repair work and lock installation. Due to the nature of their work, FLM techs are typically unaware of exactly where they may be dispatched on any given day. Each FLM tech carries a specially encoded Personal Identifier (Blue FLM Key) that, along with a dispatched combination, is required to access the lock.

1.3.1.2 Route Service Personnel (RSP)

Route personnel are field service people whose duties primarily consist of removing deposits from ATMs and replenishing currency for customer withdrawal. In some regions of the world, these users who drive Armored Cars / Armored Trucks are said to work for CIT (Cash In Transit) companies. Typically they service established routes with little variation, following a predetermined schedule. Route personnel carry specially encoded Personal Identifiers (Yellow Route Keys) that, along with a dispatched combination, are required to access the lock.

1.3.1.3 Bank Users

Bank Users are people whose duties include removing deposits from ATMs and replenishing currency for customer withdrawal. Typically, they service the ATMs or safes only at the branch where they work. Bank Users carry specially encoded Smart Keys (green Bank keys), that identify them to the lock and are used along with a unique combination to access the safe. The access combination for a bank user is fixed until changed by that user.

1.3.2 Software Logon Users

The Cencon 4 software allows an unlimited number of unique Software Logon User types, called Roles, depending on what group of

menu options the user should be given access to. Prior to Cencon 4 software, there have been only 3 different levels of access (Dispatcher, Supervisor, and Special Supervisor), which are described below as examples. The software has several other default Roles, such as Reporting and Bank Mode Only, for example. The use of some of these default roles allows functions that were previously unique to auxiliary programs used with the Cencon locks (CenBank, CenDemo, Key Maintenance Utility, Activation Only) to be incorporated into the Cencon software, yet controlled to certain personnel. Although the default Roles are not changeable, any type of Logon User can be uniquely customized by copying the default role and renaming it as a new role. Each Logon Users can either use an initialized black Smart Key + his or her chosen password to access the software, or access can be allowed when the user is logged into the Windows Operating System using Windows Authorization. At least one Special Supervisor logon key is required to be created in the system, though all other software logon users can choose to use Windows Authorization or a black Logon key. The software logon keys cannot be used at the Cencon lock to open it. Below, the 3 Logon User types that were used in previous Cencon versions are described, as an example of what each role may have with the software. For more information on creating and using Roles see sect. [3.6.1 on Authorization Definitions](#).

1.3.2.1 Dispatcher

The Dispatcher works directly with the Cencon software to issue lock combinations and direct the operations of the FLM and Route personnel (Bank users are not dispatched). Locks are opened and secured through a coordinated effort between the Dispatcher and an FLM or Route person. Each Dispatcher is permitted access to only certain sections of the Cencon program, depending on how the authorization levels are defined for certain activities.

1.3.2.2 Supervisor

The Supervisor directs the operations of the Dispatchers. The Supervisor normally has access to levels in the Cencon software that are not available to Dispatchers, including the viewing of activity records and the creation of service routes. Each Supervisor is permitted access to only certain sections of the Cencon software, depending on how the authorization levels are defined for certain activities.

1.3.2.3 Special Supervisor

The Special Supervisor always has unrestricted access to all levels of the Cencon program, so tight control should be taken over which personnel has been given this role or has access to this key. Since the system is required to have at least one Special Supervisor user, many customers will choose to lock this key in a secure location and not use it for daily operation, but instead only bring it out to log in during special situations.

1.4 System Components

The three basic components of the system are as follows:

1.4.1 PC-Based Computer System

The PC-Based Computer System is actually comprised of hardware and software components. Cencon 4 supports both the Cencon PCI Adapter Card and the Cencon Key Box. The Cencon PCI Adapter Card is installed into an open PCI adapter slot inside the PC. The Cencon Key Box is installed by attaching its cable to any USB port on your computer. These devices contain information which serves as unique identification for a specific company's system.

Note

If a single company needs multiple stand-alone PC systems set up or multiple Cencon dispatching clients on the same network, multiple PCI Adapter Cards or Key Boxes can be issued to the same company with the same unique security code for that company burned into the device.

The Cencon PCI Adapter Card includes a second piece of hardware called the Smart Key Reader, consisting of 4 Smart Key ports. The key reader connects to the Cencon Adapter Card. Ports 0, 1 and 2 are configured as "read only" ports and are used for reading software logon keys only. Port 3 is used to create new keys and read audit keys. Because there are 2 versions of the Smart Key Reader, the location of Port 3 is described in 2 different ways: if the reader is the grey-colored, non-RoHS version (p/n 202019), Port 3 is the farthest from the key reader's cable. If the reader is the enclosed, black, RoHS-version (p/n 202212), Port 3 is the port on the far right-hand side.

Note

The non-RoHS version of the 4-port key reader (shown below on the left) is compatible with both older, plastic-fob keys and newer, metal fob keys. The RoHS version of the 4-port key reader (shown below on the right) is only compatible with the metal fob keys. The 2-port Cencon Key Box allows use of both metal and plastic-fob keys.



Shown above: P/N 202019. Non-RoHS-version Key Reader



Shown Above: P/N 202212. RoHS-version Key Reader

The Cencon Key Box has two Smart Key ports, each having a green and a red status light. The blue LED in the middle is a power indicator when the unit is plugged in via the USB cable. A flashing green light indicates the port where the key needs to be inserted. Typically, the left-side port is used for reading an install key or a software logon key. The right-side port is used for creating or reading the audits from user keys or red SA keys. If there is an error reading the key, the red light is illuminated.



Shown above: P/N 202201. Cencon Key Box

FCC Notice



CENCON KEY BOX MODEL 202201

The Cencon Key Box is manufactured by Kaba Mas LLC, 749 W. Short Street, Lexington, KY, 40508, U.S.A., 859-253-4744, [HTTP://www.kaba-mas.com](http://www.kaba-mas.com). This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

The software component is the PC-based Cencon 4 software. The software is designed to align itself with the internal software of the locks in generating unique One Time Combinations. Software functions also include the following:

- User Management
- Lock Management
- Lock Activation/Shelving
- Reports and Auditing

In order to logon to the system, an authorized Logon User's Smart Key would be inserted into the Key Reader, and the authorized user's password must be entered. Instead of using a software logon key, a Windows user can be set up in the Cencon 4 software and be validated by Windows Authentication. Any user who is given Cencon software logon authority can logon and use the Cencon program.

1.4.2 High Security Locks

The Cencon locks are highly-secured, advanced-design locks. The original design was first developed for use on United States Government safes containing classified material. There are currently 2 different models of the Cencon lock series that will operate in conjunction with the Cencon 4 Software. They are as follows:

- Cencon Gen2

- Cencon Gen1 (previously known simply as Cencon S2000)

Even though the locks are electromechanical, they require no wiring or batteries for opening the lock because they are self-powered. Power is generated by turning the dial knob on the lock to the left (counter-clockwise). After several turns of the knob, enough power is generated to allow the microprocessor in the lock to function. Combinations are then entered by pressing the numeric keys on the lock keypad, and a Smart Key is then presented to the lock's key reader. The software in the lock aligns itself with the PC software in generating unique One-Time-Combinations from the moment the lock is activated in FLM or Route mode.

Those users who are familiar with the operation of the Gen1 lock will notice few differences if operating the Gen2 lock as they did the Gen1 lock. However, many product enhancements exist with the Gen2 lock that are dependent on the type of PC equipment used to activate the lock.

See [Chapter 4 - Cencon Locks](#) for detailed information on the Cencon lock hardware.

1.4.2.1 Lock Operating Modes

Cencon locks may be set to operate in any of several different modes.

Note

It is important to note that any lock may be activated in two or more modes simultaneously (of the 3 modes not including shelved mode). These different modes in a lock can either all be controlled by the same company or by 2 or 3 different companies. Also note, once a certain company has activated one of the modes from their software, no other company can be in control of that particular mode until that mode's current controller deactivates (shelves) their control of that mode.

Shelved Mode

The Cencon lock opens on the fixed combination of 50-25-50 and does not require a key of any kind. This is the default factory mode that all new locks are in when they are shipped from Kaba Mas. It is also the mode that locks are placed in when they are completely shelved (i.e., all active modes) from service, i.e., they are not being used operationally as a security device.

Note

The Shelved Mode Combination can be changed to something other than 50-25-50. See ["Change Shelved Mode Combination"](#) in the System Start-Up section of this manual.

Route Mode

The Cencon lock requires the correct Route key and the correct OTC to open. After access is gained, the door closed, and the lock bolt extended, the Route key is presented to the lock to receive a Close Seal number. The Route mode user records and later relays the Close Seal to a Software Logon User. Multiple combinations may be issued to a Route Key as needed. In addition, the combinations to a predetermined list of locks (a route) may be issued to the Route person at the start of the work period. In this case the Close Seal numbers are automatically recorded in the Route person's Personal Identifier key when each lock is closed. At the end of the route the Close Seal numbers can be downloaded from the key into the Cencon computer or can be entered manually one by one, from a menu. If Two Person Integrity (TPI) is required, Route Mode may be set to require two different keys and combinations to open the lock (Route Mode with Dual Access).

FLM Mode

FLM Mode is similar to Route Mode, but typically each FLM user is only dispatched a single one-time-combination at a time. When the FLM user receives the Close Seal, a call is made to the Software Logon User, who enters the Close Seal into the Cencon software, freeing the FLM key to be dispatched to the next site which needs service. This mode is useful where the containers or locks may require periodic unscheduled maintenance. By default it is not possible to give more than one combination at a time to a particular FLM user, though this can be modified. This mode may also be set to require Two Person Integrity (FLM Mode with Dual Access).

Bank Mode

This is a special mode which allows the lock to be accessed by persons other than regular service personnel (typically bank employees) when the container is located at a bank. In Bank Mode, the lock will open repeatedly when using the confidential combination each unique to different authorized Bank user key, and will not issue a close seal number. Rather than receiving a close seal number, after the door is closed and the lock is secure, the Bank Mode User's key is presented to the lock to write a close audit record to the lock and the key. The bank personnel may change their combinations when desired by a simple procedure. Again, Two Person Integrity is an option (Bank Mode with Dual Access).

Bank locks may be set to operate with Time Delay when they are activated. If a lock is activated with Time Delay, the lock will only open after the Time Delay has expired and before the Window to Open (the time allowed after the Delay time to Open the lock before the lock resets) expires. When a lock is activated in Time Delay mode, the time delay applies to all Bank mode users.

1.4.2.2 Lock Storage Capacity

The maximum number of audit record lines that can be stored in a Cencon lock is around 500, depending on the access modes used, the type of lock and the type of audit records. After that limit is reached, the audit file will wrap around and begin overwriting the oldest

records. Because the audit storage capacity in the Gen2 lock exceeds the storage capacity of the SA key, in order to view the oldest audit records, it may be necessary to directly connect the lock to a Cencon software PC using a special cable. However, typically an auditor is most concerned about the most recent set of records, so the SA key audit proves to be more than sufficient.

Note

An open and a corresponding close operation are recorded in 1 audit record line if performed by the same key, when used with a lock in Single Mode; therefore, the maximum number of opens and closes in the Cencon lock could be twice the number of audit lines; therefore it could be more than 1000 audit records.

1.4.3 Smart Keys

Smart Keys are used by people who work with the Cencon system, whether it be at the PC using the software program or at the lock. A Smart Key is actually a Dallas Semiconductor electronic device imbedded in a plastic or metal fob. The keys are designed to be carried on a key ring like a traditional key. The keys are placed in the key reader attached to the PC and are initialized with unique data. The lock also has a key reader, where the Smart Key is presented, resulting in data verification and the writing of programming or audit records. These sophisticated electronic keys can securely hold large amounts of both temporary and permanent information.

1.4.3.1 Key Types

There are many key type designations, shown in the chart below, which can be classified into 3 different categories: Lock Users, Software Users, or Data Transfer Keys.

The Lock User and Software User keys are sometimes known as Personal Identifier (PI) Keys. They are called Personal Identifier Keys because they uniquely identify the owner of the key once they have been added to the system. The PI keys are meant to be programmed to 1 individual for audit purposes and are not meant to be shared, or else security will be compromised.

The Data Transfer keys are programmed at the Cencon software to be used at the lock for a particular function, and then brought back to the Cencon software. Although the Data Transfer keys are usually loaned to a particular employee who already has a Lock User key, the Data Transfer keys are not programmed with any restriction that requires any certain Lock User to only be able to use them.

Kaba Part	Abbreviation	Description	Category	Compatibility	Color	Shape	Button Type
202020	F	FLM mode personnel	Lock User	Gen1 & Gen2	Blue	teardrop (bent)	DS1994
202022	R	Route mode personnel	Lock User	Gen1 & Gen2	Yellow	teardrop (bent)	DS1994
202023	B	Bank mode personnel	Lock User	Gen1 & Gen2	Green (Teal)	teardrop (bent)	DS1427
202024	L	Logon to Cencon (Ex: D, S, SS)	Software User	all Cencon S/W versions	Black	teardrop (bent)	DS1991
212030	A	Additional logon to KMU	Software User	KMU software only	Orange	teardrop (bent)	DS1429
202021	SA	Supervisor Audit	Data Transfer	Gen1 & Gen2	Red	teardrop (bent)	DS1996
202202	IS	Install Cencon 4 Software	Data Transfer	Cencon 4 & above only	Orange	hourglass (flat)	DS1963S
202226	CS	Clock Set	Data Transfer	Gen2 + Cencon 4 only	White	hourglass (flat)	DS1922L
202224	RS	Re-Sync	Data Transfer	Gen2 + Cencon 4 only	Dark Grey	hourglass (flat)	DS1963S
202220	F*	FLM mode personnel	Lock User	Gen2 + Cencon 4 only	Blue	hourglass (flat)	DS1963S
202222	R*	Route mode personnel	Lock User	Gen2 + Cencon 4 only	Yellow	hourglass (flat)	DS1963S
202223	B*	Bank mode personnel	Lock User	Gen2 + Cencon 4 only	Green	hourglass (flat)	DS1963S

*Note - Old vs. New Lock User Button Types (DS1994 / DS1427 vs. DS1963S)

The button types used in the historic F, R, and B keys (DS1994 + DS1427) are being phased out due to aging irreplaceable equipment by the manufacturer. Kaba Mas will continue to sell this version of the keys for several more years. This version of the F, R, and B keys will continue to work on both Gen1 and Gen2 locks.

Future Availability: The DS1963S buttons will use the same colors as the historic F, R, and B keys, but can be differentiated by the shape of the key fob. They are not supported on Gen 1 locks or in Gen 2 locks activated in Compatibility Mode. The hour-glass shaped F, R, and B keys which use DS1963S buttons will only work with Gen2 locks activated in Full Gen2 Mode (activated with a USB Key Box).

Customers should tag and label the keys with the type of key and the user name that is defined in the system.

Lock User Keys:

The Lock User keys maintain internal audit trails which record opening and closing times. The DS1994 and DS1427 keys contain internal clocks which are set at the PC when the key is initialized for a specific user and when the Initialize Lock User Key Clock operation is performed. The DS1963 key audits are time-stamped using the clock found in the Gen2 lock.

FLM (F) Key

This blue PI key is used by FLMs by touching it to the key reader on the side of a Cencon lock. This key lets the lock know that the FLM is authorized to open that particular lock. It is also used to get audit counts from locks in FLM Mode. A report may be generated from this key at the PC system, showing the user's activity.

Route (R) Key

The yellow Route PI key is used very much like an FLM PI, but by Route Personnel. It uses the same electronic device used in the F key and therefore has the same characteristics and capabilities. A report may be generated from this key just the same as with the F key.

Bank (B) Key

The green (teal) Bank PI key is used very much like the FLM and Route keys except that the combination does not change between uses. A report may be generated from this key just the same as with the F key.

Software User Keys:

Logon (L) Key

This black PI key is used by an employee that has been given access to the Cencon software. The type of access the logon key has been assigned will depend on the authorization role given when it was initialized (Dispatcher, Supervisor, Bank Mode Only, etc.) This key must be inserted into the key reader at the Cencon PC client when the user is logging on to Cencon and may then be removed and secured. Users should log off during breaks and at the end of a work shift.

Note

In the Cencon 4 software, the logon key is *only* accessed during the logon process. To change the effective user, and/or region, one must log out of Cencon and log back in with the desired key in the reader.

Data Transfer Keys:

Supervisor Audit (SA) Key

The red Supervisor Audit key is initialized at the PC key reader with the information needed to take it into the field to activate locks, shelve locks, or audit a lock. A single SA key can be initialized to activate or shelve multiple locks. This key can also be used to retrieve audit records from locks, and to add and delete bank mode users from a lock. For Gen2 locks only, an SA key can be programmed to retrieve the list of bank users from a bank mode lock.

Install (IS) Key

The orange Install key is initialized by Kaba Mas with the information needed to identify the Cencon Customer and install Cencon on a computer. This unique key must be used during installations of Cencon 4 to allow a particular company's Key Box to be used on a particular PC. The company's unique security number programmed to the install key must also match the security number for that company programmed to all of their Key Boxes and PCI cards. The key and the tag attached to the key should be kept in a secure location after the installation process.

Clock Set (CS) Key

The white Clock Set key is initialized by Cencon 4 software and used to set the clock and the daylight savings time information in Gen2 locks.

Lock ReSynchronization (RS) Key

The dark grey Lock ReSync key is initialized by Cencon 4 software and used to resynchronize the data in the Cencon database with the data in a Gen2 lock.

1.4.3.2 Smart Key Operation

The Smart Keys used with Cencon provide a two-tiered approach to system security by requiring not only that anyone who opens a lock, or accesses system data on the computer has a key, but also that it is the correct type and has been properly initialized. For Lock User keys, the key is also used to provide a communications link between the central computer and the locks it controls. An audit trail of the Lock User key's activity is maintained inside the key itself.

The device that makes this possible is the Dallas Semiconductor iButton™ electronic device. This is the device in the key that looks like

a watch battery. Yet, it is much more. Inside the stainless steel container there is a battery, and, in some models, a quartz crystal driven timekeeping system that provides real-time clock capabilities. Each key also has a unique serial number built into it that can be read but never changed. For more detailed information about the iButton™, you can refer to the Dallas Semiconductor web site at www.maxim-ic.com.

The iButton™ device is mounted in a convenient plastic or metal housing that allows it to be carried on a key chain and also provides a handle for inserting the key into the key reader at the PC or on the lock. When the key is inserted into the key reader, electrical connection is established between the internal electronics and the lock. Once the data communication is established, the lock can read data from the key and save the time and other data into the key's memory. Which function the lock performs depends partially on which type of key is inserted and what mode the lock is in.

The memory in the key is used to transfer data from the computer to the lock and from the lock to the computer. The data read from the key by the lock is used to assure that the key's user is authorized to perform the requested function. Data is also stored in the key by the lock, such as the data from a lock audit download to an SA key. The key can then be read by the computer to provide a record of lock activity.

Another function of some of the keys is to provide a time stamped record of activities performed at the lock. For Gen1 locks, this is done by using the real-time clock capability of the key. Power for the key is from a lithium battery inside the key which can last up to ten years, depending on frequency of use and temperature variations. The battery is used to run the quartz crystal that provides the time base for the real-time clock but is not necessary for the memory functions. For Gen2 locks, the audit times and dates recorded to the lock and the keys come from the real-time clock in the lock, no matter what type of Lock User Key is used.

1.4.3.3 Key Storage Capacity

The Smart Keys used with Cencon also have limits on the number of records that can be stored in them. The maximum for each key is determined by the amount of memory in the key and the type of records stored. For example, the SA key can hold several hundred audit record lines, depending on how the lock was configured and the types of audits. (Note that the SA key can only hold the records for a single lock at a time). Lock User Keys will also hold between 15-30 audit record lines of information, depending on the access modes used, the type of lock and the type of audit records. After that limit is reached, the audit file will wrap around and begin overwriting the oldest records. Because each audit record line could contain both an open time and a close time if opened by the same key in single access mode, this equates to a maximum number of open and close records on a Lock User Key between 30-60 event records.

1.5 System Data Definitions

It is very important to understand the definition and usage of the data fields that are set in the Cencon PC software.

Note
<p>Date and Time Values</p> <p>All dates displayed by the Cencon software are in the international standard format defined by ISO (ISO 8601).</p> <p>Dates in this standard appear as follows: YYYY-MM-DD, where:</p> <ul style="list-style-type: none">• YYYY is the year [all the digits, i.e. 2012]• MM is the month [01 (January) to 12 (December)]• DD is the day [01 to 31]. <p>For example, "29th of December 2009", in this international format is displayed as 2009-12-29.</p> <p>The international standard notation for the time of day is hh:mm:ss where:</p> <ul style="list-style-type: none">• hh is the number of complete hours that have passed since midnight (00-23)• mm is the number of complete minutes that have passed since the start of the hour (00-59)• ss is the number of complete seconds since the start of the minute (00-59). <p>Midnight is represented by hh = "00".</p>

Region

Region Data Access Control is a security option available within the Cencon software. Region Control is active when the checkbox displayed in the 'Change Configuration Settings' screen has been selected. If the Region Control option is turned Off, then the Region field is optional data for locks, users, and routes, and lock users are not restricted from being dispatched to certain locks based on the region, nor are Logon users restricted to what data they can see and manage based on the region. If Region Control is turned On, it gives Cencon the ability to group users, locks, and routes into specific regions and then limit each user's access to only the users, locks and routes in their region. Every Cencon logon user would be assigned to either a Global

region or Local region. The classification of a Global region or Local region does not alter the restriction that a lock user assigned to a region can never be dispatched to a lock assigned to a different region. Assignment to a Global region vs. a Local region affects what a Cencon logon user (i.e. Dispatcher, Supervisor, etc.) can see and manage within the Cencon System. Special Supervisors are always assigned to a global region, by default.

Local region logon users

- Only have access to users, locks and routes in their own region.
- Do not have access to the region maintenance functions.
- May only create users, locks, and routes in their region.
- Can never dispatch a lock user to a lock in a different region.

Global region logon users

- Have access to all users, locks and routes, regardless of the region.
- Can never dispatch or reassign a lock user in 1 local region to a lock in a different region.
- Even lock user that is designated as Global can only be dispatched to locks that are designated as Global, not to locks with any local region.
- A global logon user is required to select the region to be used for activating or shelving locks before the locks to be activated or shelved are specified. FLM/RSPs to be used in the activate or shelve process must belong to the region selected by the dispatcher.
- A global logon user can change the region assigned to any user, lock, or route.

Database Preparation

- A common example of how region control can be used is that several existing regional databases within a particular company, all using the same PCI security code and Company ID, could be merged to form a single common database accessed by all users. The logon users at the various branches could be given local regional access, which would allow them to only see, manage, and add locks and users within their local region. The IT managers would only have 1 central database to manage and support rather than multiple regional databases. Customers should contact Kaba Mas for assistance or advice on this process.

See [Region Maintenance](#) for more information on Region Control.

Company ID

The value entered for this field is set during the original software installation and can be any four-digit number you wish to identify your company. You should choose a number that is, in some way, meaningful to your company, and yet complex. Once this ID is set, you cannot change it. You should also record this number, and keep it in a secure location, since the number is no longer visible during or after logging in to the Cencon 4 software. If you are a branch of a larger company, or you are upgrading, you must enter the Company ID that has already been chosen for your company. If you are planning to activate locks from Cencon running on a networked PC, the Company ID must be the same on all systems involved in the process.

Customer Names

The Customer Name is a unique identifier that allows optional grouping of locks, users, and routes (usually for specific customers). This is especially useful when a single company is servicing locks for multiple customers. Customer Names can also provide a way of grouping Locks that have similar characteristics, such as belonging to a branch bank, or being located in a certain geographical area, or any grouping that the organization controlling the locks finds useful.

1.6 System Precautions

Although the Cencon locks, the PCI cards, and the Cencon Key Box are designed to be easy to install and use, there are a few areas where caution needs to be exercised.

Caution

Electrostatic Discharge (ESD): Kaba Mas locks and PCI cards are well protected from ESD damage once they are installed, but can be damaged during the installation process if proper precautions are not observed. When handling the locks, follow these precautions:

- Everything on and around work stations which might come into contact with ESD sensitive devices should be conductive and connected to earth ground through a resistor. The purpose of the resistor is to prevent electrical shock in case something should come in contact with a voltage source.

- The technicians installing the locks and PCI cards should also be "grounded." Technicians can wear conductive wrist bands with "alligator" clips connected to a convenient source for earth ground. The stainless steel plate on the wrist band should directly contact the technician's skin.
- When handling the back covers of Cencon locks and the PCI cards, do not directly touch the electronic components.
- Handle the covers by the edges, being careful not to touch the connectors. Eliminate the use of all unnecessary plastics, paper, and synthetics during installation.
- In addition, all locks and PCI cards are shipped with static shielding material (that do not generate static charges) and an antistatic sleeve covering the cable end.
- Do not install the back cover assembly until the flex cable connectors have been seated into their proper positions. Touching these cables transmits ESD from the technician's body through the cables to the electronic components of the back cover.

The Cencon Key Box

Operators may become statically charged in a normal working environment. Inserting keys or just touching the Key Readers on the Cencon Key Box may cause the computer's Operating System (OS) to disconnect from the Cencon Key Box. In this instance, un-plug and re-plug the USB cable between the computer and the Cencon Key Box. In addition, an ESD strike may cause the Cencon 4 software to malfunction. In this case, re-start the Cencon 4 software and continue your operation.

1.7 System Processes

There are numerous system processes that involve integrating activity at the PC software with activity at the lock. It is important that these processes be completed in their entirety. The following is an overview of each of these processes with links to the detailed "How To..." section of this document.

1.7.1 Activate Lock from Shelved Mode

A lock's default mode is Shelved Mode. A key must first be programmed for "activation" and then used at the lock before it can become a functional security device. From the Cencon software a lock can be activated in FLM Mode, Route Mode, Bank Mode, or any combination of these modes at the same time. The lock activation key (SA key) must first be programmed at the PC. Depending on which mode(s) are to be activated, the appropriate lock user key(s) are also prepared at the PC. Then, these keys are taken to the lock, along with a standard Cencon change key, in order to perform the activation procedure.

Details:

[Activate Lock in FLM Mode](#)

[Activate Lock in Route Mode](#)

[Activate Lock in Bank Mode](#)

[Activate Lock in Route Mode from FLM Mode](#)

[Activate Lock in FLM Mode from Route Mode](#)

1.7.2 FLM/Route Service Call

A lock will need to be opened periodically by either an FLM Technician or a Route Person. First a combination must be dispatched from the Cencon PC System. The FLM or Route Person then takes the combination that was issued and their respective Personal Identifier Key to the lock. The lock is opened with the dispatched FLM or Route service combination, and the necessary service operations are performed. The lock is then closed and the Personal Identifier Key (F or R) is used to retrieve the Close Seal. The Close Seal is reported to the Cencon dispatcher to close the call.

Details:

[FLM/Route Service Call](#)

1.7.3 Route Call

When a Route is dispatched from the Cencon PC System, it may involve one or multiple locks and one or multiple visits to each lock. This involves using the Cencon software to first define a multi-lock route before the combinations for this route are ever dispatched. Once the combinations are issued, the Route Person takes those route combinations and the R Key to each of the respective locks in the route. A route may occur in a single day or can be spread over multiple days. Each lock is opened with the dispatched Route combination for that lock and the specific sequence of visitation to the lock. A single lock may be visited up to 3 times within a single route. Once the lock is open, the appropriate route activities are performed. The R key is then used to close the lock and obtain the close seal which is returned to the Cencon dispatcher to close the call. The close seal can be called in to the Dispatch center at the time a Lock is closed as with a single service call, or the Route person can wait until the route has been completed and can then turn in the R key to close the calls in the PC System with the key.

Details:

[Route Call](#)

1.7.4 Retrieve and Report on Audit Download from Lock

The audit records recorded in a lock may be written to an SA key which is then taken to the PC to be printed. The procedure is to use the Cencon software to initialize an SA key for the retrieval of the audit data. The key is then taken to the lock. The lock is powered up and the retrieve audit command is entered. The key is held to the key reader on the lock while the data is written into its memory. The key with the data now written in it is taken to the PC where the data is read and a report is either printed or displayed. No PI key is required and the lock does not have to be opened.

Details:

[Retrieve and Report on Audit Download from Lock](#)

1.7.5 Shelf Lock

A lock may be temporarily removed from active service by shelving it. This involves using the Cencon software to prepare an SA for the shelving and performing the shelf operation at the lock. The process is slightly different depending on the lock mode. Note that a lock can be shelved in multiple modes (FLM, Route, Bank) with the same key at the same time if the modes were activated on the same Cencon database.

Details:

[Shelve Lock in FLM Mode](#)

1.7.6 Add Bank User(s) To Lock After Activation

When a bank mode lock is activated, the users that are selected when the SA was programmed are added to the lock's authorization table. Additional users can be added at any time. The new users must first be added to Cencon if they do not already exist. Then the users must be given authorization to access the lock and the SA key is prepared at the PC to transfer the user data to the lock. This activity must be performed by an authorized Bank mode lock user because it requires that the lock be opened. This user must then take the SA Key and Change Key to the lock where users are going to be added.

Details:

[Add Bank Users To Lock After Activation](#)

1.7.7 Delete Bank User(s) from Lock

Part of maintaining the security of Bank Mode means deleting users from the lock when they no longer need access. This operation involves initializing an SA key with the information necessary to delete the users from the lock. A Bank mode lock user with opening authorization must then take the SA Key and Change Key to the lock where user(s) are going to be deleted, and open the lock to perform the Delete Users operation.

Details:

[Delete Bank Users from Lock](#)

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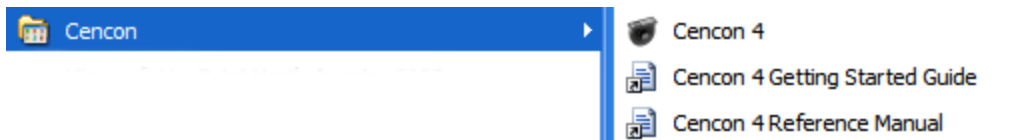
Chapter 2 - System Startup

2.1 Start the Cencon Program

The contents of this chapter are intended to assist you with System Start-up. Before you proceed, you should already have completed the activities found in the Cencon 4 Software Getting Started Guide (P/N 2058.075).

To start the Cencon program:

1. Select the Start icon from the Windows task bar.
2. Select the Programs menu item.
3. Select the Cencon menu item.

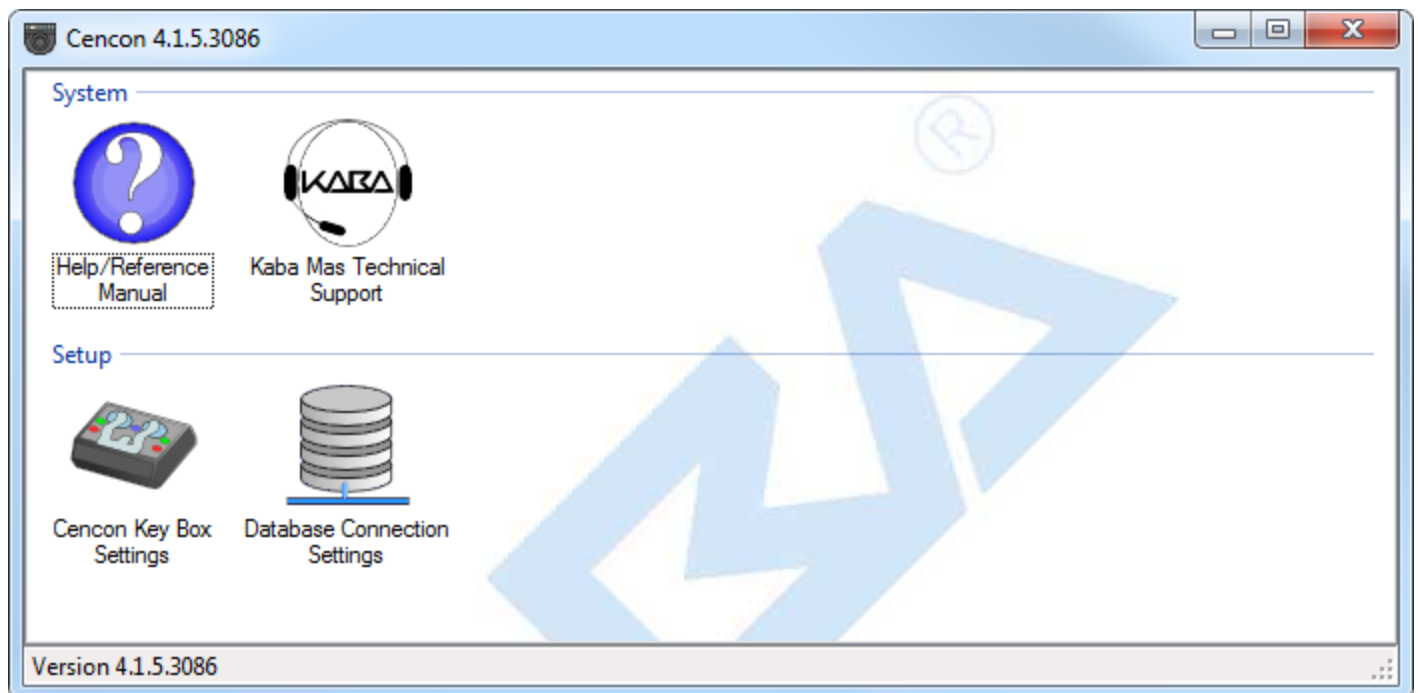


4. Select the Cencon 4.0 icon.

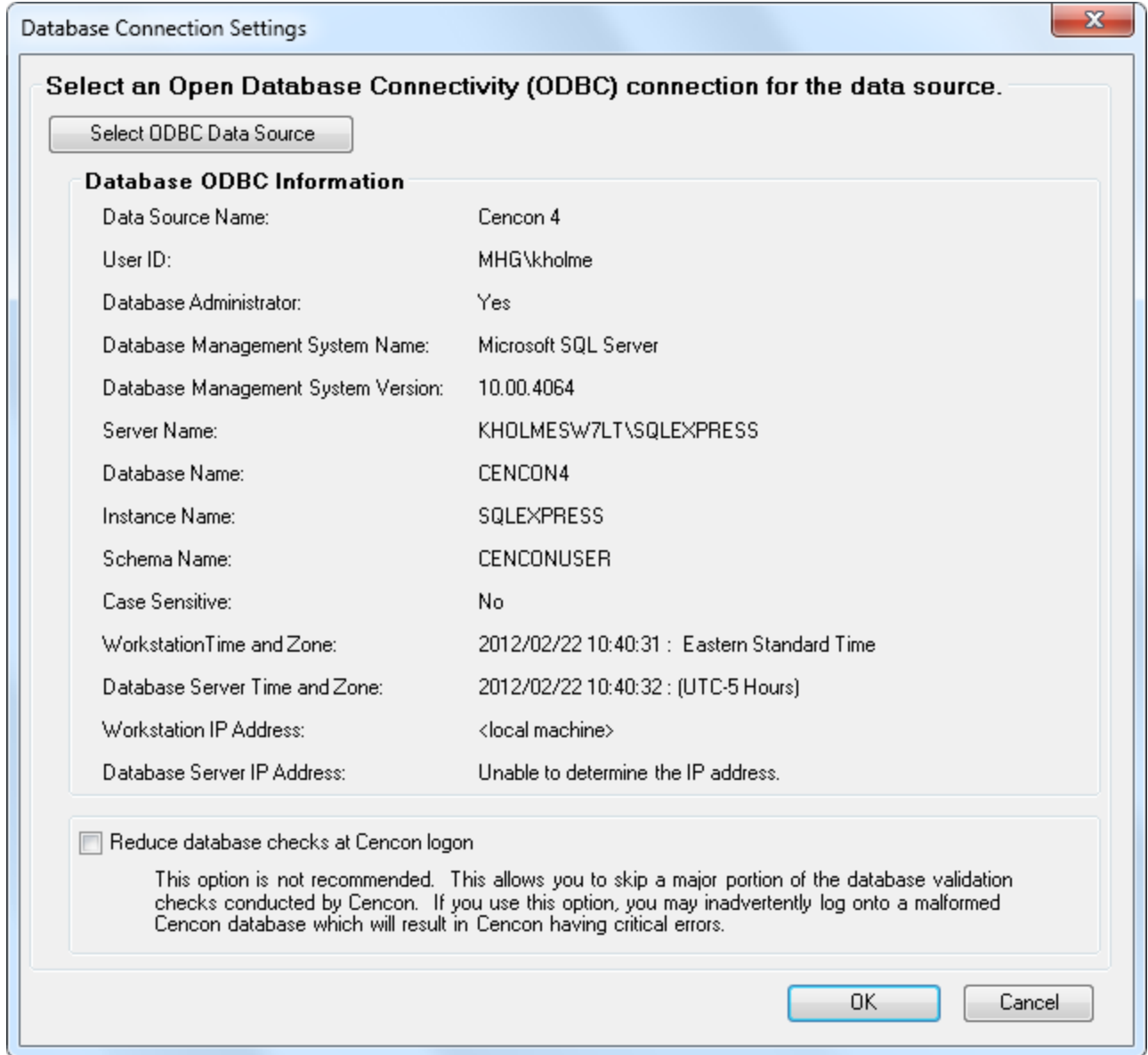


When you start the Cencon system, you may need to identify the database connection, depending on how the Cencon system configuration data is set.

5. If you see the following window, you have not selected a Cencon database:



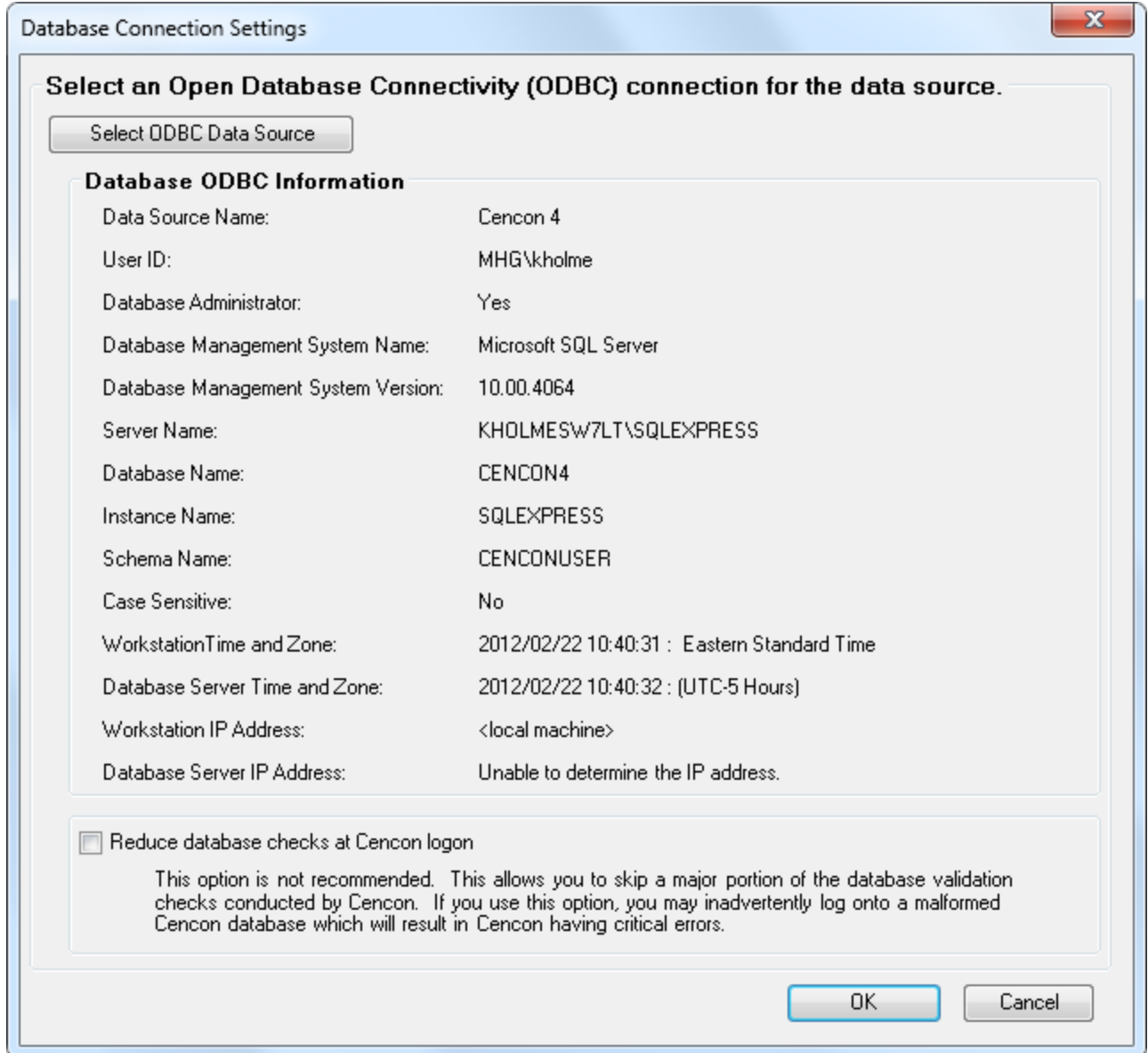
- Select "Database Connection Settings" to access the dialogs which allow you to identify the appropriate Cencon database.



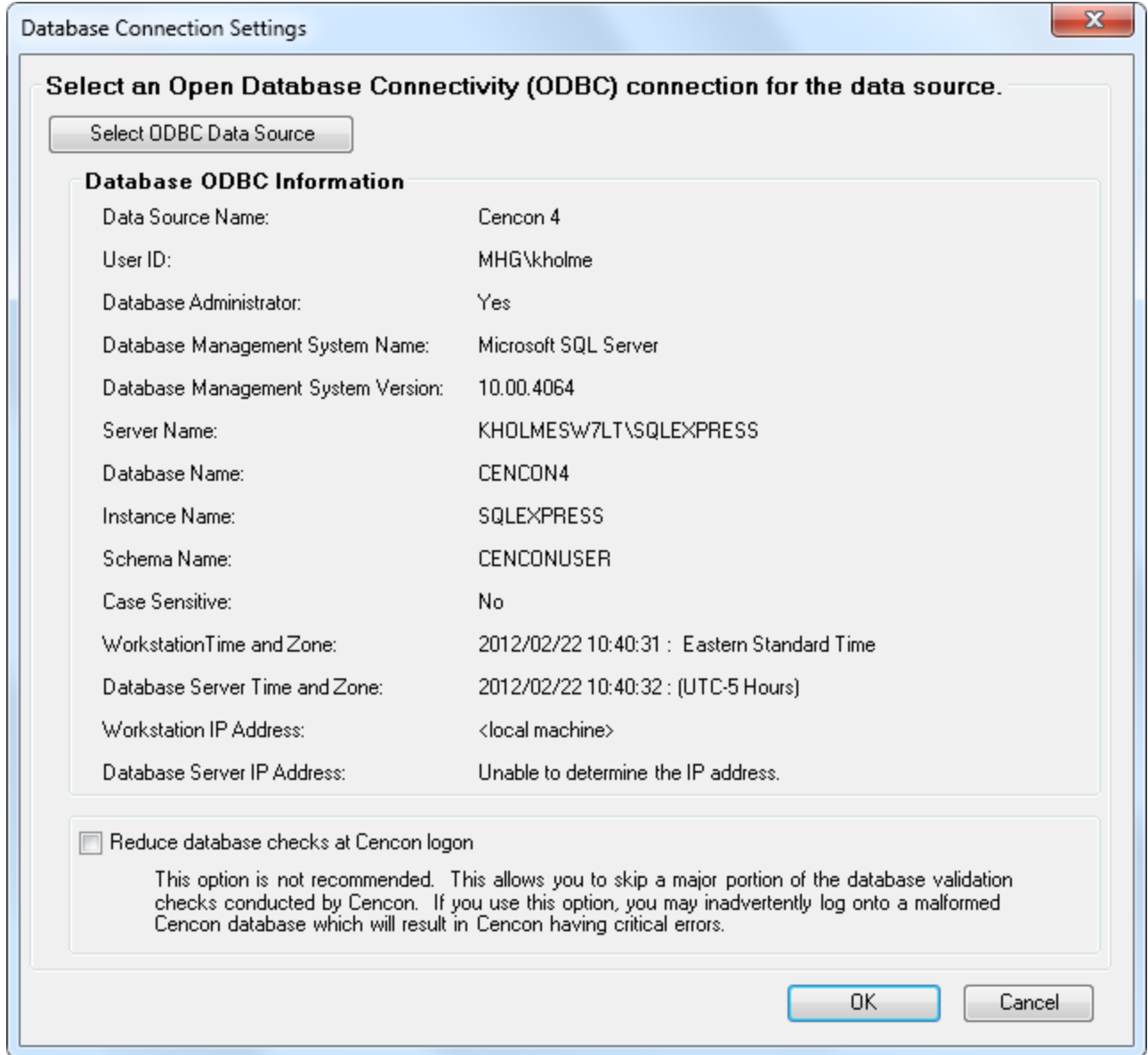
If the input field for "Set this ODBC Connection as fixed database logon" is checked, Cencon remembers the database connection for the next time the program is loaded.

Select the button labeled "Select ODBC Data Source" to select the ODBC connection for the database to be used with the Cencon system.

- Select the Catalog tab if you need to modify the database catalog name:

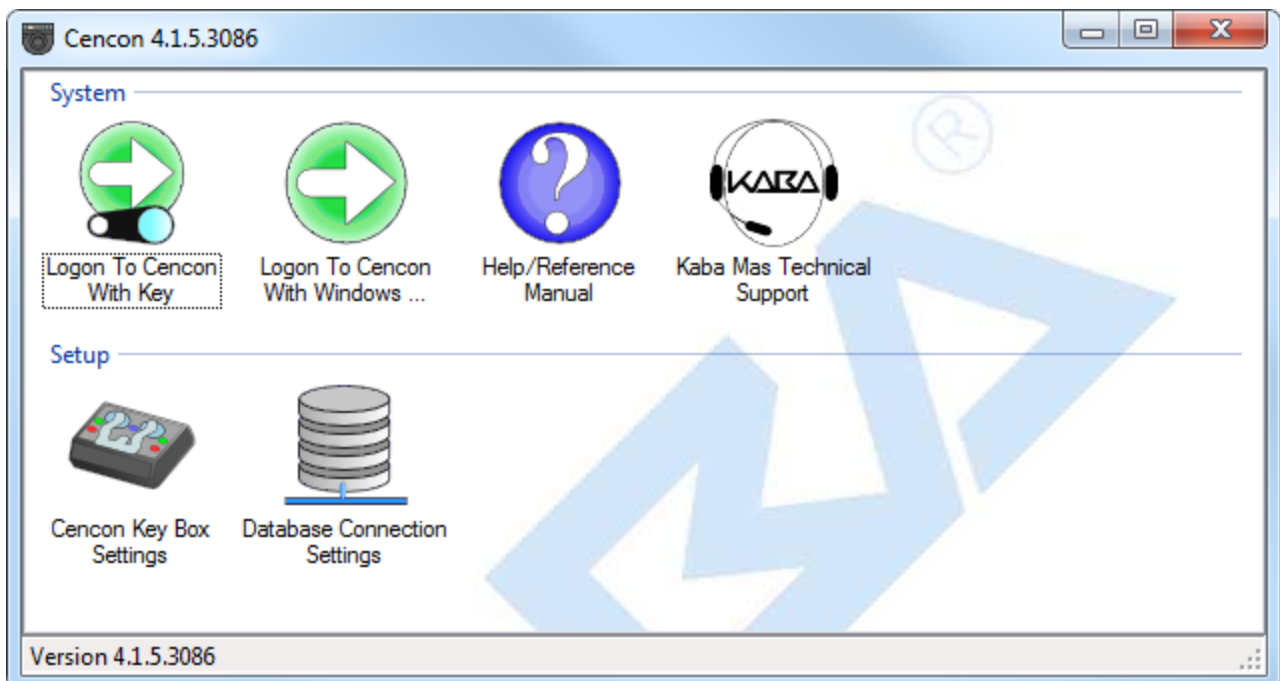


- Select the Schema tab if you need to modify the database schema:



If using the default schema of "dbo" with one of the versions of Microsoft SQL Server, (i.e. Microsoft SQL Server 2000, 2005, 2005 Express, etc) you do not have to update the schema name.

6. The following window is displayed when a database is successfully identified:

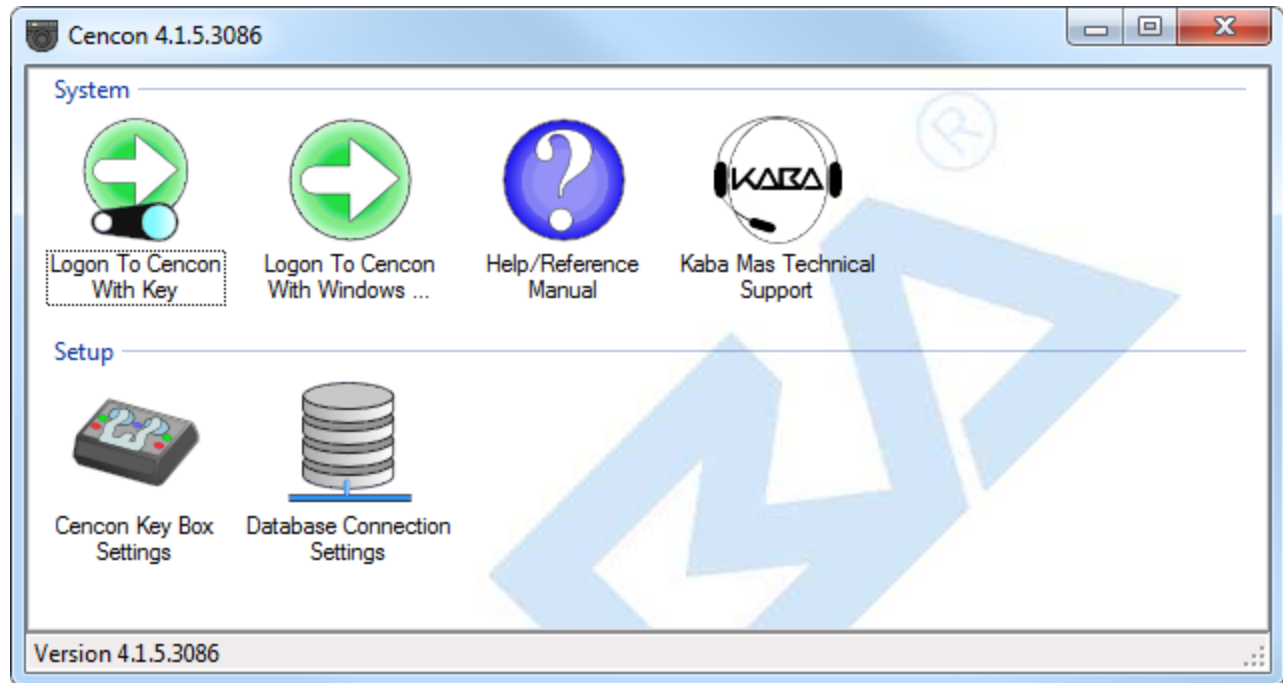


Continue with ["Logon to the Cenccon System"](#). You can also refer to the "Cenccon 4 Getting Started Guide" for additional details.

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2.2 Logon to the Cencon System

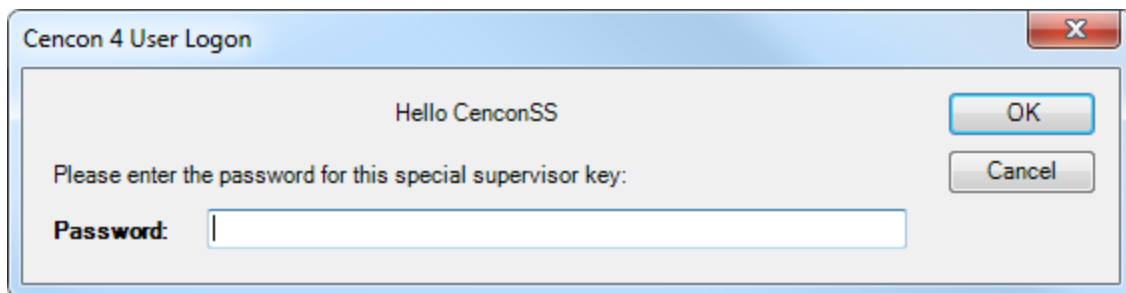
The Cencon startup window controls access to configuration settings and logon:



See the Cencon Getting Started Guide for details on the "Cencon Key Box Settings" and the "Database Connection Settings" functions.

Cencon allows a user to logon using either an authorized black Software Logon User key (such as Dispatcher, Special Supervisor, etc.). Additionally, a user may logon using their authorized Windows logon password.

1. To logon using a key, select Logon to Cencon with Key. Insert the black key in the proper port. If the key is recognized as valid, enter the password as requested:



Remember that this field is case sensitive and recognizes spaces as well as characters.

Note

You cannot logon to the system using a nickname, or a user ID. You must use the password specified for the key in the key reader. The key in the key reader identifies the user trying to log onto the Cencon System.

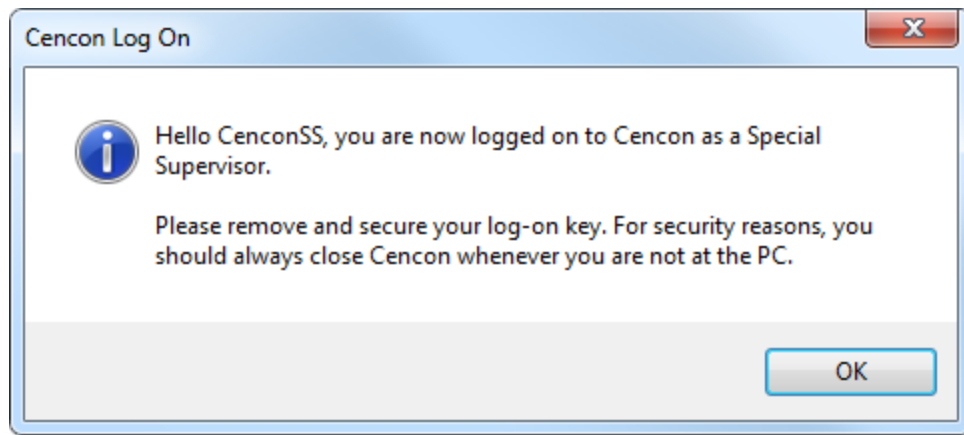
Hint

If a window is displayed indicating that the User ID doesn't pass authority check, first check to make sure that the appropriate key is in the reader and that the reader is properly connected.

2. To logon using a Windows Logon password, select Logon to Cencon with Windows Logon. Note that the Windows user name must already be set up as a user within Cencon (in the same manner as a user key).

Caution

The Cencon logon key is only accessed during the logon process. Once you are logged on, you should remove your key from the key reader and secure the key. You should also be sure to close Cencon when you leave the PC, as recommended by the following message:



After a successful logon, the Cencon Main Menu window is displayed. Some of the items may not be displayed on your system depending on your user authority settings.

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2.3 Main Window

The Main Window displays only those functions authorized for the current user. Related functions are grouped as follows.

Accelerator Keys

The following accelerator keys are programmed to access functions on the main window:

- F1 = Help
- Ctrl + A = Activate Locks
- Ctrl + D = Dispatch Locks
- Ctrl + K = Close Locks with Key
- Ctrl + L = Lock Operations
- Ctrl + R = Route Report
- Ctrl + S = Close Lock
- Ctrl + U = Add User Keys
- Ctrl + W = Add Windows Logon User

- Favorites:



Cencon gives you quick access to functions you use often by letting you add them to a Favorites group at the top of the main window. Cencon saves this Favorites information separately for each Cencon user.

The Favorites group is initially empty. You add a function to your Favorites group by dragging its icon from its home group and dropping it in Favorites, or by right-clicking on the icon and selecting "Add Operation To Favorites Group" from the popup menu. A new copy of the icon will appear in the Favorites group.

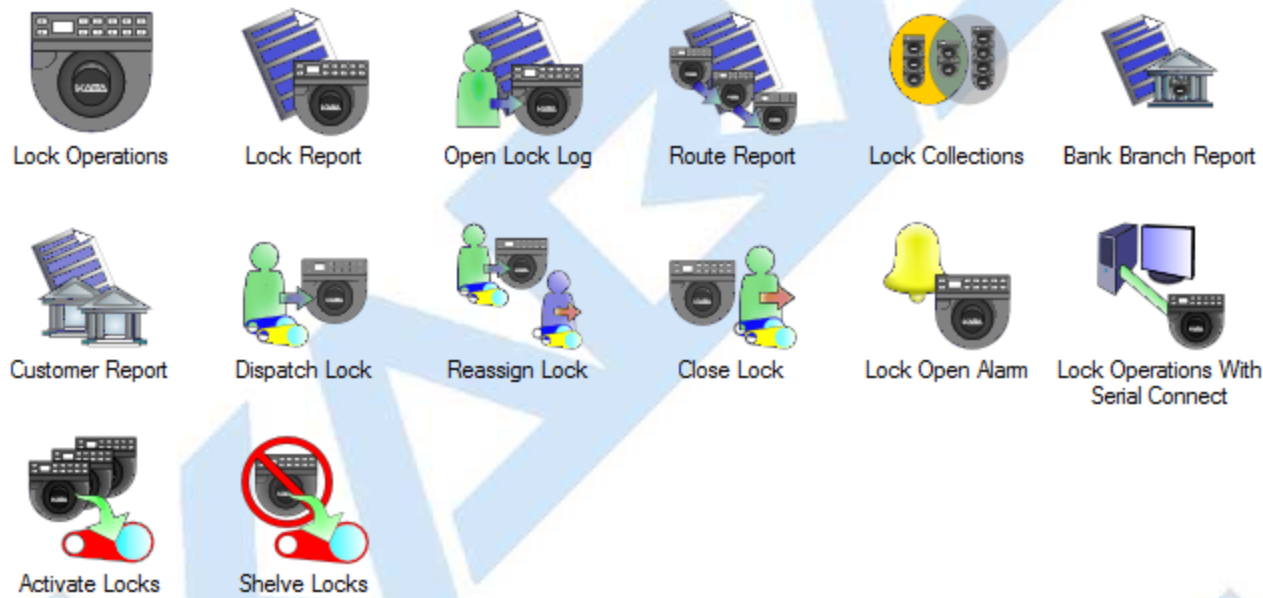
You delete a function from Favorites by dragging its icon out of the Favorites group and dropping it, or by right-clicking on the icon and selecting "Remove Operation From Favorites" from the popup menu.

Note

The drag-and-drop method of adding functions to and removing functions from the Favorites group is not available under Windows XP. Instead, you must use the popup menu method.

- Lock operations:

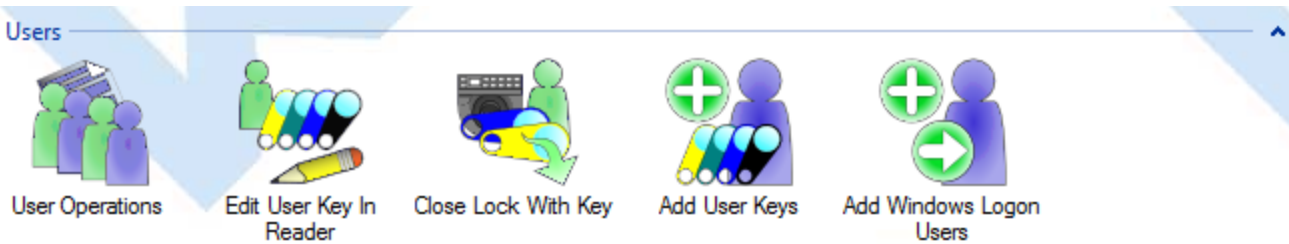
Locks



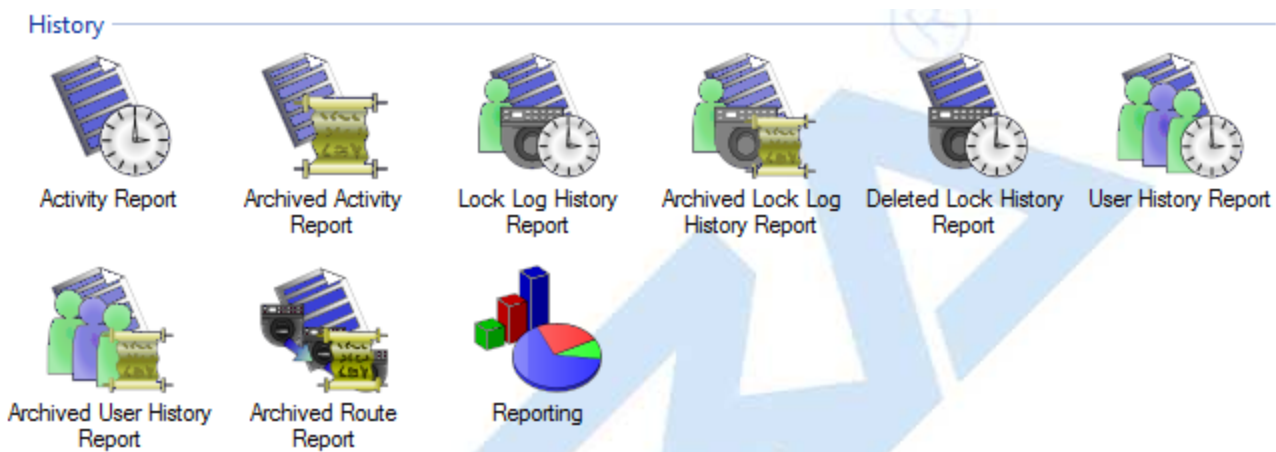
Note

The most commonly used functions (Dispatch, Reassign, and Close) are available via 2 methods. These are (A) by direct access from clicking the icons on the main menu, which requires typing in the lock name or lock serial number, and (B) from within the Lock reports, which allows you to search for the specific lock, right-click the line of that lock, and choose from basic operations to perform on that lock. Within this document, most of these basic functions are shown accessed via the icon on the main menu; however, depending on your operational use of the software, you may discover that leaving the Lock Operations report open, searching for the locks from there, and performing all dispatching and closing by right-clicking improves your personal daily efficiency.

- User operations:



- History operations:



- Key operations:

Keys



Initialize Audit
Download Key



Create a Retrieve
Bank Users Ke...



Initialize Lock User
Key Clock



Initialize Key To Set
Lock Time (Gen2)



Re-Initialize User Key



Key Report

- System operations:

System



Authorization Role
Report



Region Report



Change Configuration
Settings



Preference Settings



Security Hardware
Report



Logoff From Cencon



Help/Reference
Manual



Kaba Mas Technical
Support

These functions are access options pertaining to functions for customizing and maintaining your Cencon system.

Note

If any operational item is not displayed or is displayed in gray (disabled), that item is not available to the current user (usually because they are not authorized to access the function). Security of the Cencon system is based on the key in the key reader, the function being requested, and the authorization role assigned to the function by the manager who installed or customized your software. Refer to the Authorization Functions chapter for more detailed information.

2.4 Status Bar

The Status Bar is located at the bottom of the Cencon Main Menu screen. Prior to logon, this area displays the Cencon software version information. After logon, this bar displays the name of current logged on user, their assigned role, and region information (if region control is active).

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2.5 Lock Operation in Shelved Mode

Note

If you are operating a Cencon lock and -dL appears on the display during an operation, it indicates that you should dial Left (Counter Clockwise). The purpose is both to give the lock additional power and to ensure the lock bolt is fully extended.
CW= Clockwise; CCW = Counter Clockwise
Special Note: Please refer to section 4.3 for Cencon Swing Bolt Operations.

2.5.1 Open Lock in Shelved Mode

Each Cencon Lock is shipped from the factory in Shelved Mode. The One Time Combination feature which requires a Smart Key is not available when the lock is shelved. Instead, the Shelved Mode combination is used to open the lock without any Smart Key. The default Factory Combination is set to 50-25-50. Practice opening the lock in shelved mode with the default factory combination until you are comfortable with its operation. The default combination may be changed, in which case the new combination would be used to open the lock while in Shelved Mode. The correct opening procedure for a shelved lock is:

1. Power Lock → EC
Turn the dial to the left (CCW) until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Shelved Mode Combination → OPr
Enter the current Shelved Mode combination, whether it be the Factory Combination of 50-25-50 or a newly set Shelved Mode combination, by sequentially pressing those digits on the lock keypad. The LCD will display the numbers as the combination is entered. When the combination has been correctly entered, OPr will be displayed, meaning "OPen right".
3. OPr → Retract Bolt
Turn the dial to the right (CW) to retract the bolt.
4. Open Door
5. Close Door
6. Extend Bolt
Turn the dial a minimum of one complete rotation to the left (CCW) to extend the bolt.

Note

After opening and closing any lock, you should always check to ensure that the lock is physically relocked (i.e., bolt fully extended and locked in place) by turning the dial to the right. If the bolt does not retract, you can be assured the lock is secured.

Helpful Hint

At any point while entering the combination during an opening sequence, if you notice that an incorrect number was pressed on the keypad, you may clear the entire operation and start again by pressing the star (*) key. This allows you to return to the EC prompt without getting a wrong try error (lightning bolt).

Caution - Lock Out (LCO)

When the combination is incorrectly entered, a lightning bolt error will flash on the display (with no other numbers following it). To clear this error and start again, press and hold the star (*) key. Even in Shelved Mode, it is important to avoid getting 5 wrong combination attempts in a row without a successful opening in between because the lock will be put into Lock-Out condition, displaying, "LCO." Clearing the LCO condition in Shelved Mode requires waiting 5 minutes and then entering the correct combination.

Gen2 Locks

If there is a problem with the battery in the Gen2 lock when a lockout occurs, the lock must have power for the full timeout period. The display will alternately flash -dL and LCO to indicate this.

2.5.2 Change Shelved Mode Combination

Required Items: Change Key

For Cencon Locks with a code level of 71, or greater, you may change the Shelved Mode combination. You may change the default Factory Combination of 50-25-50 to a new combination to be used while the lock is still in Shelved Mode.

You can find how to determine the lock code level of a Cencon lock in [Appendix E - Determine Lock Level](#).

This is an option that is only available while the lock is in Shelved Mode and is intended only for temporary use after the ATM is deployed but before the lock is activated. It is not recommended to keep the Cencon lock in this Shelved Mode condition, due to lack of security and control.

Warning

If this combination is lost or forgotten, there is no alternate way to open the lock. Also, while in Shelved Mode, the Gen1 lock records no audits of lock openings. A Gen2 lock records data and time of openings; however, of course, there is no user recorded in the audit for these openings.

Once you have changed the combination for the first time, you have the ability to change the combination again to a different Shelved Mode combination or back to the Factory combination of 50-25-50.




Note

Once a lock is "activated" in any mode, the Shelved Mode combination returns to the Factory Default of 50-25-50.

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) is displayed.
2. EC → Enter Shelved Mode Combination → OPr
Enter the current shelved mode combination (either 50-25-50 or a changed Shelved Mode combination) by pressing those digits on the lock's keypad. The numbers will be displayed on the LCD as they are entered.
3. OPr → Retract Bolt
Turn the dial to the right (CW) to retract the bolt.
4. Open Door
5. Insert Change Key
Insert the change key into the change key socket on the back of the lock.

Warning

Do not close the door. Leave the door open during this process until you are comfortable opening the lock with the new combination.

6. Extend Bolt
Turn the Dial to the left (CCW) to extend the bolt.
7. Power Lock → 
Turn the dial to the left (CCW) until  (Change Key symbol along with Enter Combination) is displayed.
8.  → Press #8 → EcF
Press the # button followed by 8. EcF (Enter combination, Factory) will be displayed.
9. EcF → Enter Current Shelved Mode Combination → EnF
Enter the current shelved mode combination, EnF (Enter new Factory combination) will be displayed.
10. EnF → Enter New Combination → CnF
Select and enter the new combination. CnF (Confirm new Factory combination) will be displayed.
11. CnF → Enter New Combination → POC
Enter new combination again to confirm. POC (Pull Out Change key) will be displayed.

Warning

Record the new combination and store it in a secure place. If this combination is lost or forgotten, there is no alternate way to open the lock.

12. POC → Remove Change Key → EOP
Remove the change key. EOP (End Operation) is displayed.
13. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) is displayed.
14. EC → Enter New Shelved Mode Combination → OPr
Enter the shelved mode combination by pressing those digits on the lock's keypad.
The numbers will be displayed as they are entered.
15. OPr → Retract Bolt
Turn the dial to the right (CW) to retract the bolt.
16. Close Door
17. Extend Bolt
Turn the dial to the left (CCW) to extend the bolt.

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2.6 Cencon Versus CenTran Considerations

The following table identifies the differences in supported field lengths for the Cencon database and the CenTran transaction file (.ti / .to) structure.

Field Name	Allowed Length in CenTran 3.x & 4 with .TI / .TO Files	Supported Length in Cencon 4 & CenTran 4 with XML Files
Lock Name	10 characters	64 characters
Logon User ID	20 characters	64 characters
FLM User ID	20 characters	64 characters
RSP User ID	20 characters	64 characters
Nickname	10 characters	64 characters
Route Name	8 characters	64 characters
Lock Serial Number	6 digits	9 digits

If you are using the CenTran 4 XML transaction files, the allowed field lengths are the same as the length supported in Cencon. Please refer to the CenTran 4 Programming Guide found on the Kaba Mas website for more information. <http://www.kabamas.com>

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2.7 Prepare System for Operation

The following activities are required to prepare Cencon for operation.

Before Creating Users and Activating Locks...

Depending on how you are using Cencon, certain information must be predefined so that it is available for selection during the process of creating users and activating locks. This data includes:

- Bank Branches: If you are going to create any Bank users or locks, you must first define the Bank Branches to which they will be assigned using the [Bank Branch Report](#).
- User Types: If you want to assign a customized authorization role to any new users, you need to create the new user roles before creating the users. See [User Authorization](#) for more information.
- Region Definitions: If you are going to use Region control, you should first define your regions using the [Region Report](#).
- Customer ID: If you are going to assign a Customer ID to your users or locks, you should first define the Customers using the [Customer Report](#).

2.7.1 Add Additional Users

If you are following this documentation in order, and you have followed all the steps covered in the Getting Started Guide, and if you have just created an empty database and not imported or upgraded any previous Cencon files, at this point there is only one logon user in the system, a Special Supervisor key. To add additional software logon users follow the procedure outlined below.

FLM, Route, and Bank users are the personnel that will perform operations at the Cencon lock. It is necessary to add these personnel before Activating locks, because lock activation requires having one or more of these personnel in the system. You can add the FLM technicians, Route personnel, and Bank users at this time as well, again using the following procedure.

The following steps are only meant to provide a minimal overview of the procedure. See [Add a User](#) for detailed information.

1. Start the Cencon program and logon as a user, such as the SS key, who has the authority to add new users.
2. From the Main Window click on User Operations.
3. From the Search For Users Dialog select Search. (Press the Enter key to select Search to avoid using your mouse.)
4. When the User I.D. Report displays, select Operations > Add a User.
5. The "Add a New User" dialog opens. Insert the new user's key into the key reader.
6. Enter a name for the user in the User ID field.
7. Select the User Type.
8. Enter the User Password if this is a Software Logon Key. (The password is not required for FLM, Route, and Bank users).
9. If Region Control is active, select a region.
10. If this is a bank user, select a Bank Branch and enter a Bank User ID.
11. Select the Access Control tab to enter the appropriate access control restrictions for the user. If you are creating a supervisor or dispatcher key, this will control the times that the user can access the PC system (Special Supervisors always have access). If this is an FLM, Route, or Bank user, the information will control the times when the user can gain access to the locks.

Warning

If you define time access windows for your system users, be sure to take into consideration time orientation changes if applicable (i.e., Standard Time to Daylight Savings and vice versa). Your PC system will automatically adapt for these time changes, but the time windows carried in the keys will be off by an hour when your PC system goes to a different time

orientation. To alleviate this problem, you can have a +1 hour and -1 hour allowance in your time window. If security measures will not tolerate this type of allowance in the window, each user's key must be brought back to the system for updating when the time changes. The function in the PC Software that is used to update the keys is Change User Information function and is found in the User Operations Report. For more detail see the section on [Change User Information](#).

Caution

If you are using the time window capabilities of the system and you have a centralized dispatch center, keep in mind that accommodations will have to be made when adding FLM and Route Personnel to the system whose keys will be distributed to different time zones. The Window Opening Information will have to be adjusted by the difference (+/-) between the dispatch center and the time zone where the key will be sent.

12. Click on the Process button.

13. The User Created window opens. Click on "Yes" to add another user or "No" to exit.

Repeat steps 5 through 12 for any additional users that you would like to add at this time.

Once FLM and/or Route users are added to the system, they can be assigned to activate new locks or be dispatched to existing locks.

2.7.2 Activate Locks

Once you have active FLM, Route and/or Bank users in the system, you can activate locks. To activate a lock, you should know the following information:

- The name that you will assign to the new lock
- The FLM or Route person who will have the assignment of activating the lock (not needed for Bank mode activation).
- The lock's serial number (between 6 - 9 digits)

Note

The lock serial number can be obtained from the lock itself by powering the lock and pressing # 2.

- The mode in which the lock will be activated
- Any of the Optional Data about the ATM that you want stored in the database: address/location, Customer Name, ATM Serial #, etc.

There are a number of different activation scenarios, examples of which are covered later in this document. How you will activate the lock will depend on the following information:

- The mode(s) in which it will be activated
- Whether or not any other mode(s) are already active
- Whether you want to require Single combination access or Dual combination access

Detailed procedures for activating locks are found under [Activate Locks](#). In addition to these areas of reference, detailed procedural flow charts can be found in the Appendices.

The general flow of an activation can be summarized here. See also the System Process Flow Charts section of the manual.

You must first activate the lock in the PC system by programming a red SA key. The SA key is used to transfer information from the Cencon PC System to the Cencon Lock. You also will need the User ID of the FLM or Route Person who will be activating the lock (FLM and/or Route mode activation only).

Once you activate the lock in the PC system, you will need all of the following components to activate the actual lock:

- The programmed red SA Key
- The FLM or Route user's Personal Identifier Key (if activating FLM or Route mode)
- The activation combination
- A Change Key (Included in Instruction Kit for each lock)

The above items are taken to the Cencon lock and used to activate it. After the procedure to activate the lock at the lock is completed, the activation call needs to be 'closed' in the PC system. The person who activated the lock should relay the close seal number to the dispatch center so that the call can be closed. This 'close seal' number is either a two or four digit number that, when entered into the

program, tells the software that the activation call has been completed. The lock has been activated and is ready to be used for regular dispatches.

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2.8 Using the Cencon System

Cencon is designed so that almost all functions are accessed from the related report - you simply open the appropriate report, select locks, routes, or users and then an operation from the Operations or Administration menu. A few of the very common functions, such as Lock Dispatch and Lock Close, can also be accessed directly from icons on the main window.

Note

The Lock Operations icon on the main screen opens a version of the Lock Report which has been optimized for load performance. This report offers the same functions as the full Lock Report but displays only a minimal subset of the data. Plus, for your convenience, the Lock Operations report includes the dispatched user ID and the combination for each currently open call. Thus it should be your primary tool for working with locks.

The following is a sample of some reports and their operations:

[3.1.2 Lock Log Report](#) - Displays information on open locks.

- Close a FLM/RSP service call for the selected lock.
- Reassign a FLM/RSP service call to different FLM(s)/RSP(s).
- Unassign a FLM Service call so that the FLM may be assigned a call to another lock.
- Edit Lock Data for the selected lock.
- Display detailed information about the selected lock. See also [3.1.1.14 Individual Lock Report](#).

[3.1.1 Lock Report/Lock Operations Report](#) - Displays information on all locks.

Operational Functions:

- Dispatch a FLM/RSP to service the selected Lock.
- Close a FLM/RSP service call for the selected lock.
- Reassign a FLM/RSP service call to different FLM(s)/RSP(s).
- Unassign a FLM Service call so that the FLM may be assigned a call to another lock.
- Edit Lock Data for the selected lock.
- Display detailed information about the selected lock. See also [3.1.1.14 Individual Lock Report](#).

Administrative Functions:

- Activate locks and reissue activate keys
- Shelve locks
- Verify shelve
- Delete shelved locks
- Replace and undo replace locks
- Rename locks
- Force close and force delete
- Import locks from XML file and export locks to XML file

[3.1.3 Route Report](#) - Displays routes.

- Add a new route.
- Edit route data for the selected route.
- Delete the selected route(s).
- Rename the selected route.
- List a route for dispatching, reassigning, closing the locks on the route. See also [3.1.3.1 Route Listing Report](#).
- Import all route files (.RTE) found from the currently set route directory. This is for routes not stored in the Cencon database, created either by previous versions of Cencon or by third party software.
- Import a specifically selected route file.

[3.1.3.1 Route Listing Report](#) - Displays the locks associated with a specific route.

- Browse to add locks to the route. This allows you to select locks from the lock report that you want added to the route.

Remove the selected lock(s) from the route.

- Select users to service the route.
- Dispatch the locks on the route.
- Reassign the locks on the route.
- Close the locks on the route by menu, by manually entering close seals.
- Close the locks on the route by key, by reading close seals off of the dispatched route user's key.
- Display detailed information about the selected lock. See also [3.1.1.14 Individual Lock Report](#).

[3.2 User ID Report](#) - Displays information on Cencon users.

- Add a new key user and add a new Windows logon user.
- Change user information for the selected user(s).
- Delete the selected user.
- Rename the selected user.
- Display open locks that the selected user is currently dispatched to.

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3.0 Using Cencon Reports

The Cencon software provides report driven functionality. Almost every function is accessed by selecting items from the appropriate report (locks, users, routes, etc.) and then selecting a function to operate on the selected items. Direct access to a few frequently used functions is provided by icons on the main window.

Hint

The Lock reports are special cases in that the Lock Operations report is a subset of the full Lock report and is optimized to display and scroll quickly. Always use the Lock Operations report for accessing lock functions unless the additional data in the full report is needed.






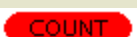
The display of each report is performed in a separate task from other Cencon processes. A report remains on the screen until you close it or exit. Cencon Report screens contain a Title Bar, Menu Bar, Column Headings, a grid that displays columns and rows of data, vertical and horizontal scroll bars, and a status bar. You may re-size, move or hide the panel and columns.

General Operation:

- The report generation may be cancelled at any time by closing the report window.
- Other Cencon functions may be used while the report is being generated.
- Operations on already displayed data may be performed while the report is being generated.
- Although Cencon's report generation process is optimized to communicate as efficiently as possible across networks, it is important to limit the amount of data displayed in order to achieve optimal performance. Cencon allows the user to filter the report data by displaying a Search screen before the report is generated (for the Lock Log, Locks, Users, Activity Log, and Customer reports).

The Search screen may be used to request specific ranges and types of data and thus reduce the amount of data communicated through the network.

- Some of the search dialogs have a large number of search parameters available for use. These dialogs have the parameters split up into categories on different tabs of the dialog. If a tab of a search dialog has one or more search parameters entered on that tab, and the contents of the tab are not immediately visible, then the tab will be highlighted in light green. This is to allow easy determination of where search parameters have been entered in the various tabs of the search dialogs.
- The search dialogs can remember and reload the previously entered search parameters. This option is enabled with a check box on each of the search dialogs.
- The search dialogs include the option of searching for "exact" matches or "starts with" matches. For example, if "Exact" is selected and a lock name of "lock1" is entered, the report will only display information for the lock named "lock1". If "Exact" is not selected and "lock1" is entered, the report displays data for all locks whose names start with "lock1" (lock12, lock12345, etc.).
- The following status messages are displayed in the bottom right corner of each report:

Status Icon	Description
	Retrieving and processing data for the report.
	The report has finished processing. All data is displayed.
	The report has finished processing but not all of the data fit into the computer's memory. When you scroll outside of the loaded data, additional records will automatically be accessed and some of the existing data will be removed to make room.
	An error has occurred and only part of the data is displayed. Check your network and database status and rerun the report.
	The user has started an operation and the report has stopped loading to avoid interference (and additional overhead) to the operation.
	The number of records for the report. Displayed only briefly during startup processing.

- An informational message is displayed at the bottom left of the report screen to indicate the number of matching records, the number of records which fit into memory, and the range of records shown in the display.

Example:

18 Lock log entries found. (18 records currently in memory.) (1 - 14 displayed.)

Cencon Data Table Reports also have color coding in order to differentiate types of activity and report field attributes. The following legend describes the meaning of colors in the Cencon Reports:

- White - Field cannot be edited. (In the case of Lock Reports = lock currently not dispatched; in User Report = user not currently dispatched.)
- Yellow - Field can be edited. (Only found in the Route Listing Report.)
- Light Red - Indicates an error condition. (In the case of Lock Reports = Gen2 lock currently has a ReSync key issued to it. Cannot dispatch.)
- Green - Indicates success. (In the case of Lock Reports = lock currently dispatched; in User Report = user currently dispatched.)
- Grey - Not applicable. (This field is not applicable to this lock or this user, for instance the Dual Mode User column for a lock in Single Mode.)

Important Note

Color coding is also used in the Lock Report and User Report to differentiate between different generations of locks and keys, which determines their compatibility with each other and with other functions in the software.

In the Lock Report, the Lock Name field will either be white, grey, or blue.

- White = Gen1 lock
- Grey = Gen2 lock activated in Compatibility Mode
- Blue = Gen2 lock activated in Full Gen2 Mode

In the User Report, the User Name field will either be white or blue.

- White = Current version of the F, R, or B key (DS1994 or DS1427).
- Blue = Future version of the F, R, or B key (DS1963S).

The software will display an error if an operation that is only possible with one version of lock is attempted with a different version of lock. For instance, if you attempt to dispatch a user highlighted in Blue (DS1953S key) to a lock that is highlighted in White (Gen1) or Grey (Compatibility Mode). To filter a report for a certain version of lock, use the radio button for Lock Model on the search screen, since the color coding for the lock name is not able to be sorted from the report.

Menu Bar

The Menu Bar contains the commands for operations that may be performed on the report. Some Menu Bar options are specific to each type of report, but some are common to all reports. From the displayed screen you can use the "File" menu to print the report or to save it to a file. You can also use the "Edit" menu to copy the report data to paste into another file or to convert to a graphic HTML format. In most of the reports, you can also sort the report data by selectable criteria.

File - Select the File command to display a drop-down list of file options.

- Close - Close the report and exit.
- Save - Save the report in a file. If this report has already been saved, the file name and format selected at that time are used again; otherwise, this is the same as "Save As".
- Save As - Save the report in a file using the file name provided by the operator and a format selected by the operator. Formats that may be selected are "Text Only (*.txt)", "Text (Tab delimited)(*.txt)" and "CSV (Comma delimited)(*.csv)".
- Print - Print the report. The Print panel appears, allowing you to specify the print options to be used.
- Print Preview - Display images of the printed pages.
- Page Setup - Display the "Page Setup" panel that allows you to specify the paper size, orientation and margins to be used when printing the report.

Edit - Select the Edit command to display a drop-down list of edit options.

- Copy - Copy the selected rows to the clipboard.
- Copy as HTML - Copy the selected rows to the clipboard in an HTML format.
- Find - Display a panel to allow you to specify the selection criteria to be used for selecting data for the report. The panel is unique for each report and is described in the help text for a report.

- Refresh - Refresh the data in the report display to include changes to data that have occurred since display of the report or the last refresh.

Hint

To Refresh the data on the report, as alternative methods from using selecting the Refresh option from the Edit drop-down along the report Menu, simply press Control + Z.
A 3rd method to Refresh the report is pressing the F5 key.

Font - Select the Font command to display a drop-down list of font options.

- Choose Font - Display the Font panel to allow you to select a Font and specify its characteristics.

Sort - The Sort command displays a drop-down list of the options available for sorting the report data. The options contain a 'By [column_name]' entry for each column in a report. See the 'Column Headings' section of the specific report topic for column names. See the "Column Headings" section of this topic for another way to sort report data.

Note that sorting from this menu is a toggle operation - if the data is not sorted on this column, the first click sorts it and a subsequent click undoes the sort. If the data is already sorted by clicking on the column header, clicking on the column name also undoes the sort.

Format - Because you may alter the widths of columns, change the order of columns and hide columns, Cencon stores the current form of the columns when you close a report and restores the report to the same format the next time you display it. The "Format" menu item allows you to restore the size and order of columns to their default definitions.

- Restore Default Column Widths - Restore all columns to their default widths.
- Restore Default Column Order - Restore all columns to their default order.

View - Select the View command to display a drop-down list of the View options.

- Status Bar - Click the Status Bar option to toggle display of the status bar. If the status bar is to be displayed the a check mark appears beside the option.

Help - Select the Help command to display a drop-down list of the Help options.

- Help Topics - Display Help text for the report. You may also display the Help text by pressing the "F1" key.
- Kaba Mas Technical Support - Open the Kaba Mas Technical Support web page in a web browser window.

Column Headings

The grey area at the top of each column contains the name of the column. Click the column heading to perform an operation on the entire column.

To resize a column, place the cursor on the right boundary of the column where it changes to a splitter cursor (↔) to allow you to operate on the right boundary. You may increase or decrease the width of a column, drag the right boundary of the column heading by placing the cursor on the right boundary and holding the left mouse button down. You may set a column width to the size of the longest text in the column by placing the cursor on the right boundary and double-clicking the left mouse button.

To hide a column, drag the right boundary to the left boundary. If a column completely overlays another column then there will be small gap at the top of the column boundary. You may reveal the overlaid column by placing the cursor over the right side of the boundary and dragging the boundary to the right. If you place the cursor over the left side of the boundary then dragging the boundary to the right expands the column to the left rather than revealing the hidden column.

To move a column, position the cursor within the column heading, hold down the left button and drag the left edge of the move cursor to the left edge of the destination column heading. If you are moving the column left then it will be moved to the right of destination column. If you are moving the column right then it will be moved to the left of the destination column.

Cencon remembers the appearance of the columns and maintains it in subsequent displays of the report. You may use the "Format" menu item to restore the columns to their default appearance.

To order rows by the data in a column, click on the column heading. An "Up Arrow" icon appears in the column heading to indicate ascending sequence and the rows appear in ascending order by the selected column. Click the column heading again to change the sort order to descending sequence and a "Down Arrow" icon appears in the column heading. Subsequent clicks on the sort column alternates between ascending and descending sequence.

If the report data is displayed on the screen and there are more lines than can be shown in the body display box, a vertical scroll bar will appear on the panel to allow you to scroll hidden lines into view. Most of the reports are also wider than the viewable screen shows. You can use the left and right scroll bar at the bottom of the window to shift data left and right for viewing. You can also maximize the window to show more data.

Status Bar

The Status Bar appears at the bottom of a report panel if the option has been selected by the View command on the Menu Bar. The left side of the Status Bar displays a message that shows the number of rows in the report.

Keyboard

Although the mouse is the primary means of navigating through and selecting entries in the reports, the keyboard can also be used for these purposes.

- Up Arrow, Down Arrow, Page Up, Page Down, Home and End - These keys allow the user to navigate through the report, selecting a single record. When used with the Shift key, these keys allow the user to select multiple adjacent records. When used with the Ctrl key, these keys allow the user to navigate through the report and to then select multiple non-adjacent records one at a time using the space bar.
- F10 - Opens the File dropdown menu. When used with the Shift key, F10 opens the popup context menu for the record or records currently selected in the report. Once a menu is opened, it can be navigated through using the arrow keys.

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3.1.1 Lock/Lock Operations Reports

For information on common usage of the reports, refer to the following section: [3.0 Using Cencon Reports](#)

These reports list information pertaining to Cencon locks. The Lock Operations report is a subset of the full Lock report and is optimized to display and scroll quickly. Always use the Lock Operations report for accessing lock functions unless the additional data in the full report is needed. The following Search screen is displayed prior to generating the report to allow filtering for specific lock records:

Find Locks

Fields | Flags | Ranges | Address/Description

Lock Name:

Lock Mode

Any FLM Route Bank

Lock Serial Number

Any

Specific:

Range:

Minimum:

Maximum:

Lock Model

All Locks

Gen 1 Only

Gen 2 Activated as Gen 1

Gen 2 Activated as Gen 2

All Gen 2 Locks

ATM Serial:

Region:

Service Branch:

Customer ID:

Dispatched User ID:

Time Zone ID:

Bank Branch Name:

Bank User ID:

Network Address:

Return only exact data matches

Remember Settings For Next Time Report Is Opened

The tabs in the search screen will be highlighted if they contain search settings that are not immediately visible.

Find Locks

Fields | Flags | Ranges | Address/Description

Audits (Minimum):

Start Date

Check Date Start: 2013-03-16 End: 2013-04-16

Last Used Date

Check Date Start: 2013-03-16 End: 2013-04-16

Low Battery Date

Check Date Start: 2013-03-16 End: 2013-04-16

Duress Date

Check Date Start: 2013-03-16 End: 2013-04-16

Return only exact data matches

Remember Settings For Next Time Report Is Opened

OK Cancel Help

Upon selecting 'OK', the locks matching the given search parameters will be displayed. Depending on the number of matching locks and the speed of your database connection, it may take several seconds for the locks to be displayed. You can still do operations with the report even while locks are still being loaded into memory. If your computer does not have enough memory to keep all of the locks in memory, then the report will fetch locks as needed depending on the portion of the report you are looking at. If this occurs, then the word 'Partial' will be displayed on the report status bar.

Sample Lock report:

Name	Mode	Serial	Audit	Start Date	Last Used	Status	Single Open	1 Route Seq Open	2 Route Seq Open	3 Route Seq Open	Unas Call Open
Test Lock 1	F	532145	2	2008-02-26 ...	2013-02-12 ...	Active	N	N	N	N	N
TestGen1Lock	B	100055	1	2009-11-10 ...	2013-03-12 ...	Active	N	N	N	N	N
TestLock 545604	F	545604	4	2007-09-19 ...	2007-09-19 ...	Shelved	N	N	N	N	N
TestLock 545604	R	545604	3	2007-09-21 ...	2007-09-21 ...	Shelved	N	N	N	N	N
TestLock 589424	F	589424	4	2007-09-19 ...	2007-09-19 ...	Shelved	N	N	N	N	N
VLK001	F	532001	23	2002-10-31 ...	2013-02-12 ...	Active	N	N	N	N	N
VLK001	R	532001	41	2002-11-01 ...	2013-04-10 ...	Active	N	Y	N	N	N
VLK002	F	532002	5	2002-10-31 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK002	R	532002	40	2002-11-01 ...	2013-03-07 ...	Active	Y	N	N	N	N
VLK003	F	532003	2	2009-09-16 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK003	R	532003	1	2009-09-16 ...	2013-03-07 ...	Active	Y	N	N	N	N
VLK004	F	534000	4	2003-02-04 ...	2013-02-12 ...	Active	N	N	N	N	N
VLK005	F	532005	5	2002-11-01 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK005	RD	532005	40	2002-11-01 ...	2013-02-11 ...	Active	N	Y	N	N	N
VLK006	F	532006	4	2009-09-16 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK006	R	532006	2	2009-09-16 ...	2013-03-07 ...	Active	N	Y	N	N	N
VLK007	F	532007	3	2002-11-01 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK007	R	532007	35	2002-11-01 ...	2013-03-07 ...	Active	N	Y	N	N	N
VLK008	F	001378237	2	2013-03-07 ...	2013-03-08 ...	Active	N	N	N	N	N
VLK008	R	001378237	1	2013-03-07 ...	2012-06-01 ...	Install	N	N	N	N	N
VLK009	F	532009	3	2002-11-01 ...	2005-03-31 ...	Active	N	N	N	N	N
VLK009	R	532009	29	2002-11-01 ...	2011-07-14 ...	Active	N	Y	Y	N	N

267 locks found. (267 records currently in memory.) (95 - 119 displayed.)

DONE

Sample Lock Operations report:

Name	Mode	Serial	Audit	Status	Single Open	1 Route Seq Open	2 Route Seq Open	3 Route Seq Open	Unass Call Open	FLM1/RSP1	Combo 1	FLM2/RSP2	Combo 2	Last Used	Customer I.D.	ATM Serial	F
Some Lock - C	F	123412	2	Active	N	N	N	N	N	TestingFLM				2007-08-13 16:22:02 (DST)			KI
Test Lock 1	F	532145	2	Active	N	N	N	N	N	rf3				2013-02-12 15:15:49			KI
TestGen1Lock	B	100055	1	Active	N	N	N	N	N					2013-03-12 17:02:32 (DST)	North Bank		KI
TestLock 545604	F	545604	4	Shelved	N	N	N	N	N	F3				2007-09-19 15:16:14 (DST)			KI
TestLock 545604	R	545604	3	Shelved	N	N	N	N	N	rjb7				2007-09-21 12:49:02 (DST)			KI
TestLock 589424	F	589424	4	Shelved	N	N	N	N	N	F3				2007-09-19 14:56:48 (DST)			KI
VLK001	F	532001	23	Active	N	N	N	N	N	rf2				2013-02-12 19:24:16			KI
VLK001	R	532001	41	Active	N	Y	N	N	N	nr1	43 45 82			2013-04-10 15:25:38 (DST)			KI
VLK002	F	532002	5	Active	N	N	N	N	N	fdave				2013-03-07 14:00:36			KI
VLK002	R	532002	40	Active	Y	N	N	N	N	nr2	96 95 55			2013-03-07 14:00:36			KI
VLK003	F	532003	2	Active	N	N	N	N	N	rf2				2013-03-07 13:59:29	some cust...		KI
VLK003	R	532003	1	Active	Y	N	N	N	N	nr2	40 50 55			2013-03-07 13:59:29	some cust...		KI
VLK004	F	534000	4	Active	N	N	N	N	N	rf1				2013-02-12 17:50:30			KI
VLK005	F	532005	5	Active	N	N	N	N	N	fjoel renamed				2013-03-07 11:16:46			KI
VLK005	RD	532005	40	Active	N	Y	N	N	N	nr1	57 68 61	nr2	13 63 92	2013-02-11 14:48:23			KI
VLK006	F	532006	4	Active	N	N	N	N	N	rf2				2013-03-07 11:15:50			KI
VLK006	R	532006	2	Active	N	Y	N	N	N	rjohn	29 03 48			2013-03-07 11:15:50			KI
VLK007	F	532007	3	Active	N	N	N	N	N	rf2				2013-03-07 14:17:30			KI
VLK007	R	532007	35	Active	N	Y	N	N	N	nr1	23 29 94			2013-03-07 14:17:30			KI
VLK008	F	001378237	2	Active	N	N	N	N	N	rf2				2013-03-08 08:41:51	North Bank		KI
VLK008	R	001378237	1	Install	N	N	N	N	N	rjoel01				2012-06-01 09:11:24 (DST)	Test		KI
VLK009	F	532009	3	Active	N	N	N	N	N	ftom				2005-03-31 08:43:23	some cust...		KI
VLK009	R	532009	29	Active	N	Y	Y	N	N	nr1	50 17 77			2011-07-14 09:57:29 (DST)	some cust...		KI
VLK010	F	532010	2	Active	N	N	N	N	N	fdave				2003-01-08 11:48:48			KI
VLK010	RD	532010	36	Active	N	N	N	N	N	rjohn		rbob		2011-05-13 12:59:18 (DST)			KI
VLK011	F	562011	3	Active	Y	N	N	N	N	rf1	40 06 58			2013-02-11 12:13:02			KI
VLK012	R	532012	4	Active	N	Y	N	N	N	rjb7	56 25 10			2013-02-27 11:16:20			KI
VLK013	F	532013	9	Active	N	N	N	N	N	fdave				2007-11-21 13:07:10			KI
VLK013	R	532013	12	Active	N	N	N	N	N	nr2				2013-03-11 13:46:05 (DST)			KI
VLK014	F	532214	2	Active	Y	N	N	N	N	rf2	76 71 81			2013-01-18 16:03:35	asdf	asdfasd	KI

267 locks found. (267 records currently in memory.) (94 - 125 displayed.)

DONE

Color Coding in the Report

The color coding of the names in the Lock Name column indicates the following:

- White The lock is a Gen 1 lock.
- Blue The lock is a Gen 2 lock, activated in Full Gen2 Mode.
- Gray The lock is a Gen 2 lock which has been activated in Gen 1 compatibility mode (using a previous version of Cencon software or using Cencon 4 with a Cencon PCI Card or using CenBank software.)

If all other fields besides the Lock Name are Green, the lock is Open. If all other fields besides the Lock Name are White, the lock is Closed.

Common lock functions may be performed on a selected lock using the Operations drop-down menu or by clicking the right mouse button to display a popup menu. Other lock functions are accessed from the Administration drop-down menu. The menu items are enabled depending on the status of the selected lock and the authority of the user. Items which are not authorized for the current user are displayed in grey in the drop-down menu and are not displayed at all in the popup menu.

Lock Report with Operations Menu:

The screenshot shows the 'Lock Report' application window. The 'Operations' menu is open, displaying various actions such as 'Dispatch', 'Close', 'Reassign', and 'Unassign'. The main table lists locks with columns for Name, Start Date, Last Used, Status, Single Open, and three Route Seq Open columns. The status of each lock is color-coded: Active (green), Shelved (white), and Install (grey).

Name	Start Date	Last Used	Status	Single Open	1 Route Seq Open	2 Route Seq Open	3 Route Seq Open	Unas Call Open
TestGen1Lock	2009-11-10 ...	2013-03-12 ...	Active	N	N	N	N	N
TestLock 545604	2007-09-19 ...	2007-09-19 ...	Shelved	N	N	N	N	N
TestLock 545604	2007-09-21 ...	2007-09-21 ...	Shelved	N	N	N	N	N
TestLock 589424	2007-09-19 ...	2007-09-19 ...	Shelved	N	N	N	N	N
VLK001	2002-10-31 ...	2013-02-12 ...	Active	N	N	N	N	N
VLK001	2002-11-01 ...	2013-04-10 ...	Active	N	Y	N	N	N
VLK002	2002-10-31 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK002	2002-11-01 ...	2013-03-07 ...	Active	Y	N	N	N	N
VLK003	2009-09-16 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK003	2009-09-16 ...	2013-03-07 ...	Active	Y	N	N	N	N
VLK004	2003-02-04 ...	2013-02-12 ...	Active	N	N	N	N	N
VLK005	2002-11-01 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK005	2002-11-01 ...	2013-02-11 ...	Active	N	Y	N	N	N
VLK006	2009-09-16 ...	2013-03-07 ...	Active	N	N	N	N	N
VLK006	R 532006	2009-09-16 ...	Active	N	Y	N	N	N
VLK007	F 532007	2002-11-01 ...	Active	N	N	N	N	N
VLK007	R 532007	2002-11-01 ...	Active	N	Y	N	N	N
VLK008	F 001378237	2013-03-07 ...	Active	N	N	N	N	N
VLK008	R 001378237	2013-03-07 ...	Install	N	N	N	N	N
VLK009	F 532009	2002-11-01 ...	Active	N	N	N	N	N
VLK009	R 532009	2002-11-01 ...	Active	N	Y	Y	N	N
VLK010	F 532010	2002-11-01 ...	Active	N	N	N	N	N

267 locks found. (267 records currently in memory.) (96 - 120 displayed.)

DONE

Note that operations are enabled/disabled based on whether they are appropriate for the selected locks.

Lock Report with Administration Menu:

Lock Report

File Edit Font Operations Administration Format Help

Activate Locks Ctrl+A
 Reissue Activate Key For Locks
 Update Activation of Gen2 Locks Activated in Compatibility Mode

Shelve Locks
 Verify Shelve Locks
 Delete Shelve Lock
 Reset Pending Shelve State (Bank Locks)
 Force Delete Of Unshelved Lock

Replace Lock
 Rename Lock

Manager Force Close w/o Seal

Import Locks From an XML File
 Export the Selected Locks To an XML File

Add Users to a Bank Mode Lock
 Remove Users from a Bank Mode Lock

Initialize a Key to Resynchronize Lock (Gen2)
 Cancel a Resynchronize Lock Operation (Gen2)
 Resynchronize the Database with Lock Data (Gen2)

Remote Serial Operations with Lock (Gen2)

Name	Last Used	Status	Single Open	1 Route Seq Open	2 Route Seq Open	3 Route Seq Open	Unas Call Open				
TestGen1Lock											
TestLock 545604	07-09-19 ...	Shelved	N	N	N	N	N				
TestLock 545604	07-09-21 ...	Shelved	N	N	N	N	N				
TestLock 589424	07-09-19 ...	Shelved	N	N	N	N	N				
VLK001	13-02-12 ...	Active	N	N	N	N	N				
VLK001	13-04-10 ...	Active	N	Y	N	N	N				
VLK002	13-03-07 ...	Active	N	N	N	N	N				
VLK002	13-03-07 ...	Active	Y	N	N	N	N				
VLK003	13-03-07 ...	Active	N	N	N	N	N				
VLK003	13-03-07 ...	Active	Y	N	N	N	N				
VLK004	13-02-12 ...	Active	N	N	N	N	N				
VLK005	13-03-07 ...	Active	N	N	N	N	N				
VLK005	13-02-11 ...	Active	N	Y	N	N	N				
VLK006	13-03-07 ...	Active	N	N	N	N	N				
VLK006	13-03-07 ...	Active	N	Y	N	N	N				
VLK007	13-03-07 ...	Active	N	N	N	N	N				
VLK007	13-03-07 ...	Active	N	Y	N	N	N				
VLK008	13-03-08 ...	Active	N	N	N	N	N				
VLK008	R	001378237	1	2013-03-07 ...	2012-06-01 ...	Install	N	N	N	N	N
VLK009	F	532009	3	2002-11-01 ...	2005-03-31 ...	Active	N	N	N	N	N
VLK009	R	532009	29	2002-11-01 ...	2011-07-14 ...	Active	N	Y	Y	N	N
VLK010	F	532010	2	2002-11-01 ...	2003-01-08 ...	Active	N	N	N	N	N

267 locks found. (267 records currently in memory.) (96 - 120 displayed.)

DONE

Operational Functions:

- [Dispatch](#) a user to service the selected Lock.
- [Close](#) a service call.
- [Close Locks](#) with User Key.
- [Close Locks](#) based on Verify of Open With Lock User Key.
- [Reassign](#) a service call to a different user.
- [Unassign](#) a Service call so that the user may be assigned a call to another lock. This operation pertains only to FLM mode locks (the menu item is disabled for Route mode locks).
- [Edit](#) Lock Data.
- [Display Lock Details](#).
- [Display the lock location on a map](#)
- [Add to Collection](#)
- [Add to Route](#)
- Display the users assigned to the bank lock: opens a user report which lists only the users assigned to the bank lock.
- Display the routes containing the selected lock: opens a route report which lists only the routes containing the selected lock.

Administration Functions:

- [Activate Lock](#)
- [Reissue an activate Key](#)
- [Update a Gen 2 lock activated as Gen 1](#)
- [Shelve Lock](#)
- [Verify Shelve](#)
- [Delete Shelved Lock](#)
- Reset Pending Shelve State (Bank Locks) - Allows you undo the shelving of a bank lock (and to reissue a shelve key for a bank lock if it is lost).
- [Force Delete of Unshelved Lock](#)
- [Replace](#)
- [Rename](#)
- [Manager Force Close w/o Seal](#)
- [Import Locks From an XML File](#)
- [Export the Selected Locks to an XML File](#)
- [Add Users to a Bank Mode Lock](#)
- [Remove Users From a Bank Mode Lock](#)
- [Resynchronize the Database with a Lock](#)
- [Remote Serial Operations with Lock \(Gen2\)](#)

Note

Some functions require the selection of a lock or multiple locks before the menu item is available. Other functions are not dependent on the highlighting of any lock before the function shows that it is available to select (for example: Activate Locks, ReSync the database with Gen2 lock data, read close seals from a key, etc.)

Cencon 4 Reference Manual

3.1.1.1 Activate Locks

The activation of locks is a joint effort between a Software Logon User and a Lock User. In this section we will only cover the activities of the Software Logon User.

Note

Multiple locks (and multiple modes) can be programmed for activation at the same time on the same SA key (red). The maximum number of locks/lock modes that can be activated on one SA key depends on several factors including which modes are activated, the version of the lock, and (if Bank mode is being activated) the number of Bank mode users. Typically, it is not recommended to attempt to exceed more than 15 lock activations on the same SA key. In some scenarios, an error will display when attempting to program the SA activation key for fewer locks, and in other cases, the error would not display until many more lock activations were attempted on the same key.

Before Activating Locks

Depending on how you are using Cencon, certain information must be predefined so that it is available for selection during the process of activating locks. This data includes:

- Bank Branches: If you plan to activate Bank locks, you must first define the Bank Branches to which they will be assigned using the [Bank Branch Report](#).
- Bank User: If you plan to activate Bank locks, you must add at least two bank users in the lock's assigned bank branch. See [Add users](#).
- FLM or Route User: If you plan to activate FLM or Route locks, you must add at least 1 lock user of that mode to dispatch when creating the lock activation key. See [Add users](#).
- Region Definitions: If you plan to use Region control, you should first define your regions using the [Region Report](#).
- Customer ID: If you plan to assign a Customer ID to your locks, you should first define the Customers using the [Customer Report](#).

From the Administration Menu of a Lock Report, click on Activate Locks. Note that if region control is active, the current logon user's region is automatically assigned to the new locks.

Activate Locks

Add Lock Load Lock Data Remove Lock Activate Locks Report On Key Add To Collection Print Clear Form Help

Name	Mode	Serial Number	Combo 1	Combo 2	M
1111111	Bank (S...	001111111			
1111111	FLM (Si...	001111111			
1111111	Route (...)	001111111			
222222	Bank (S...	222222			
222222	FLM (Si...	222222			
222222	Route (...)	222222			
333333	Bank (S...	333333			
333333	FLM (Si...	333333			
333333	Route (...)	333333			

Lock Data Bank Users

Serial Number	001111111
Name	1111111
FLM Mode	FLM Mode (Single user) ▼
Route Mode	Route Mode (Single user) ▼
Bank Mode	Bank Mode (Single user) ▼
ATM Serial Number	
Customer ID	▼
Service Branch	
Description 1	
Description 2	
Description 3	
Description 4	
User Defined 1	
User Defined 2	
User Defined 3	
User Defined 4	
Address 1	
Address 2	
City	
State/Province	
ZIP/Postal Code	
Country	
Bank Mode Time Delay	00
Bank Mode Time Window	00

User 1: Browse

User 2: Browse

Test Open Mode: FLM Route Bank

Region: GLOBAL ▼

Bank Branch Name: Bank Branch ▼

Lock Time Zone: (UTC-05:00) Eastern Time (US & Canada) ▼

The above selections apply to all the locks being activated.

To add new locks, press Add Lock for each different lock serial number to be added. This function creates an entry in the lock list and automatically fills in a default value for the Lock Name. To remove an entry from the list, highlight the appropriate row and press Remove Lock.

Select a row in the list of locks shown on the left-hand side of the screen, and enter the data for the lock on the right-hand side of the screen (Entries are required for the items in bold text on the Activation menu):

1. Enter the numeric Serial Number of the Lock. The lock serial number can be found on the original box in which the lock was shipped or by powering the lock and then pressing # 2.

Caution

Ensure that the Serial Number is entered in this field correctly, or else the SA activation key will give an error at the lock when attempting to activate it. Lock Serial Numbers may be from 6 to 9 digits. Any 0s in the first digits of the serial number can be ignored when typing the number into this field.

Hint

Since Cencon users often assign the lock name to be the same as the lock serial number, the lock name field is automatically updated to match the serial number as you enter it. The lock name may be changed after the serial number is entered.

2. Update the Lock Name.

Caution

Lock Names are very critical in the Cencon System. They are case sensitive and can be up to sixty-four (64) characters in length.

Hint

The Activate function does not look at the selected lock(s) in the lock report.

However, if you are reactivating a lock which is in a shelved state or which is active in another mode, you do not have to reenter the lock's data; Cencon can look it up and fill it in for you. To use this feature, enter the serial number or name of the existing lock and press the "Search for Lock" button.

3. For the Lock Mode, select the desired mode from each of the drop-down list boxes. FLM, Route, and Bank modes can be activated from this panel. A choice of Single User Access would mean that the Lock will require only a single combination and Personal Identifier Key to open the lock. If Dual User Access is chosen, the lock will require two combinations and Personal Identifier Keys to open the lock. Any combination of the three modes can be activated with the same key.
4. Optionally enter data about this lock or ATM in the remaining fields. The Lock Description/Location information and the User-Defined Lock fields allow up to 4 lines of 40 characters each. This information remains with the lock until it is shelved, although any of this data is able to be changed.

Mapping Considerations

Cencon supports mapping of lock locations using Microsoft MapPoint and the MapQuest, Google Maps, and Bing Maps internet services. These applications require accurate location information.

5. If activating in Bank mode:
 1. Select a Bank Branch Name (from the left-hand side of the form).
 2. Enter a Bank Mode Time Delay (optional). This is the number of minutes (from 1 to 99) that a user will have to wait, after entering a combination and inserting the Personal Identifier Key before the lock will open. If no Time Delay to Open is desired, set this field to 0.
Note: The time delay for Gen1 locks must be at least 5 minutes.
 3. Enter a Bank Mode Time Window (optional). The second part of activating with Time Delay is the Window to Open. This specifies the amount of time, in minutes (from 1 to 99), in which a user must re-insert their key to open the lock after the Time Delay has expired. If the lock is not opened before the Window to Open elapses, the lock resets and the combination(s) and key(s) must be repeated, the time delay elapsed and then the lock opened.
Note: The Time Delay and Time Window values must be either both zero or both non-zero.

Gen2 Locks
If there is a problem with the battery in the Gen2 lock while a time delay is processing, the lock must have power for the full time delay period. The display will alternately flash -dL and the remaining time to indicate this.

 4. Click on the "Bank Users" tab, on the right-hand side of the form. The Branch Users list displays all the users in the selected Bank Branch. Select and add the desired users to the Selected Users list.
Note: You must select at least two users and at least two users must not have time window restrictions.

Note: Cencon Gen1 locks are limited to 32 bank users and Gen2 locks are limited to 100 bank users.

The Apply User Selection to All Bank Locks check box automatically sets the bank users for all the bank locks being activated to the users in the list (even if users have already been assigned to individual locks). If you do not check this box, the selected users are only assigned to the currently selected lock.
 6. Select the Test Open Mode (on the left-hand side of the activation screen.) This specifies the type of user being dispatched to test that the lock can be opened after activation.
 7. If the lock is not being dispatched to test activation in Bank mode, you must dispatch a specific FLM or Route user to open the lock the first time. Enter the User Name (two names if dual user was selected). The Browse button can be used to select names from the User report.
 8. Enter a Region designation for the lock(s) if Region Control function is turned On, and the logon user has a Global region designation. If the logon user has a local region, the lock(s) will be activated with that particular region designation. If the Region Control is Off, the Region field is optional.
 9. The Lock TimeZone field will default to the Time Zone setting of the PC. If the lock(s) being activated will be located in a different time zone, this field can be modified.

Once you have reviewed your data and are ready to proceed with activation, insert a red SA key into the reader and click on Activate Locks. The system issues the combination(s) that will open the Lock(s) the first time after the Lock Activation process is successful. The following sample window displays a lock being activated in Bank mode and another lock being activated in FLM, Route, and Bank modes, with a Bank user being selected for the activation.

Activate Locks

Add Lock Load Lock Data Remove Lock Activate Locks Report On Key Add To Collection Print Clear Form Help

Name	Mode	Serial Number	Combo 1	Combo 2	M
1111111	Bank (S...	001111111			
1111111	FLM (Si...	001111111			
1111111	Route (...)	001111111			
222222	Bank (S...	222222			
222222	FLM (Si...	222222			
222222	Route (...)	222222			
333333	Bank (S...	333333			
333333	FLM (Si...	333333			
333333	Route (...)	333333			

Lock Data Bank Users

Serial Number	001111111
Name	1111111
FLM Mode	FLM Mode (Single user) ▼
Route Mode	Route Mode (Single user) ▼
Bank Mode	Bank Mode (Single user) ▼
ATM Serial Number	
Customer ID	▼
Service Branch	
Description 1	
Description 2	
Description 3	
Description 4	
User Defined 1	
User Defined 2	
User Defined 3	
User Defined 4	
Address 1	
Address 2	
City	
State/Province	
ZIP/Postal Code	
Country	
Bank Mode Time Delay	00
Bank Mode Time Window	00

User 1:

User 2:

Test Open Mode:
 FLM
 Route
 Bank

Region: GLOBAL ▼

Bank Branch Name: Bank Branch ▼

Lock Time Zone: (UTC-05:00) Eastern Time (US & Canada) ▼

The above selections apply to all the locks being activated.

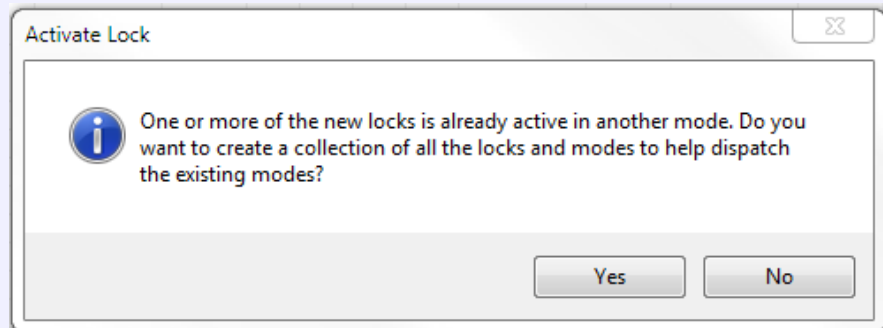
Note

If you are activating more than one lock from the same SA key, multiple lock combinations will be shown.

Record the combination(s) to be issued to the FLM or RSP who will be activating the lock.

Note

If a newly activated lock is already active in an existing mode, the lock must be opened in the existing mode in order to activate the new mode. If Cencon determines that this is necessary, the following prompt is displayed:



If you select Yes, Cencon displays a prompt for you to enter a collection name:

Create a New Lock Collection

Collection Name:

Owner Name:

OK Cancel

If you enter a name and press OK, Cencon creates and displays a collection of the new and existing locks from which you can perform the required dispatches.

Activate screen showing the bank user selection tab:

Activate Locks

Name	Mode	Serial Number	Combo 1	Combo 2	M
1111111	Bank (S...	001111111			
1111111	FLM (Si...	001111111			
1111111	Route (...)	001111111			
2222222	Bank (S...	2222222			
2222222	FLM (Si...	2222222			
2222222	Route (...)	2222222			
3333333	Bank (S...	3333333			
3333333	FLM (Si...	3333333			
3333333	Route (...)	3333333			

Lock Data Bank Users

Branch: 1 2_6756757

Apply User Selection to All Bank Locks

Branch Users	Selected Users
b1	
b2	

Gen 2 Lock: You can add 100 more bank users with a total limit of 100.

User 1:
User 2:
Test Open Mode: FLM Route Bank
Region: GLOBAL
Bank Branch Name: Bank Branch
Lock Time Zone: (UTC-05:00) Eastern Time (US & Canada)

The above selections apply to all the locks being activated.

The SA Key is now ready to be taken to the Lock(s) for activation at the lock. If you have performed the activate from a lock report, press F5 on the Lock Report screen to refresh the report and display the correct state for the activated lock(s).

Note

If a lock has not yet been activated in any mode, the lock is currently operating in Shelved Mode and can be opened using the Shelved Mode combination. However, if a lock is already activated in one mode and you are activating it in another mode, a person who can access the lock in the active mode will be required to open it so that it can be activated in another mode. This activity will require the dispatching of a service call for the person who will be required to open the lock.

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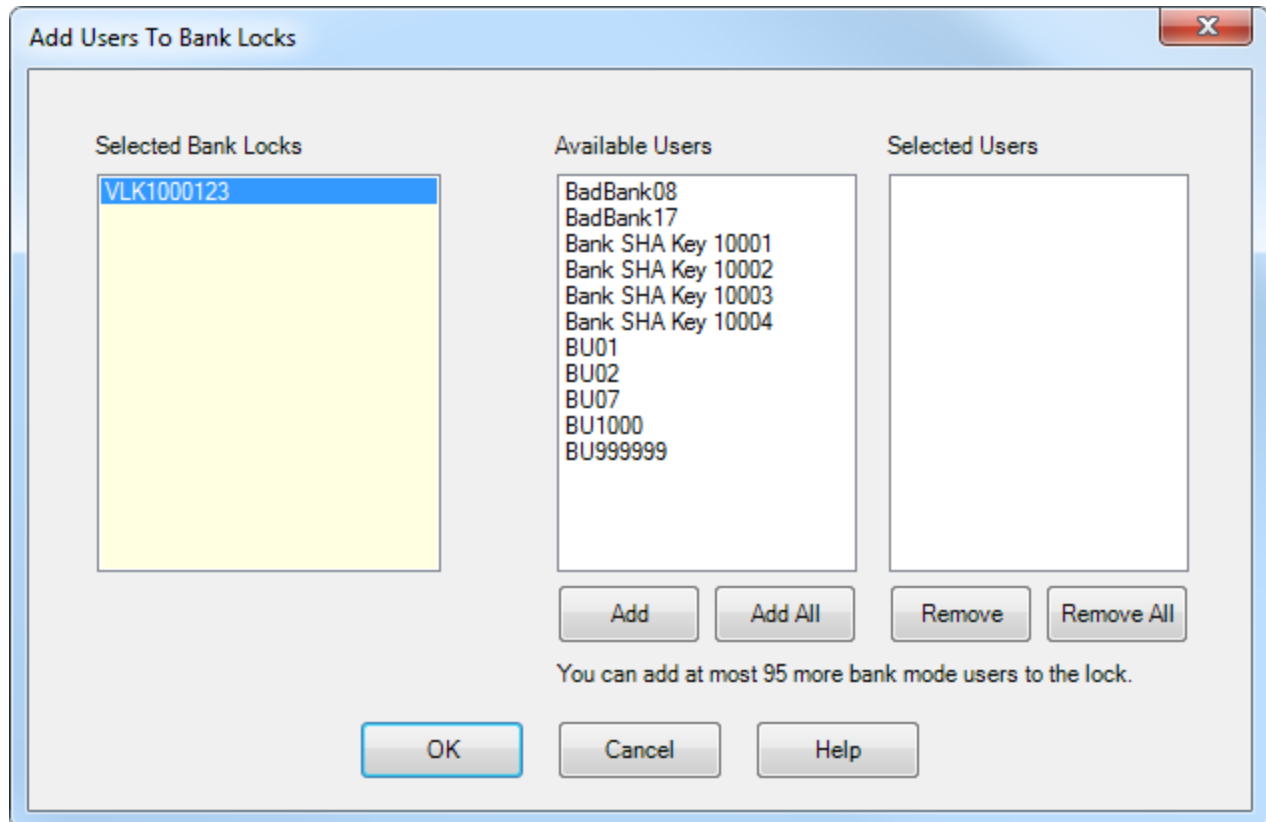
3.1.1.4 Add Users to a Bank Lock

After a Bank mode lock is initially activated and placed into service, there will be times when it is necessary to add more Bank mode users to the lock. Cencon provides an easy method for doing this. Before users can be added to a lock, they must first be added to the Cencon PC system (into the same bank branch as the lock) using the Add User Keys function on the main Cencon screen (or by selecting the Add a User function under Operations on the User Operation report). See [Add Users Sect. 3.2.1](#).

Note

Cencon Gen1 locks support a maximum of 32 bank users which may be assigned user IDs in the range 00 - 79. Cencon Gen2 locks support a maximum of 100 bank users which may be assigned user IDs in the range 0 - 999,999.

From a lock report, select one or more active bank locks (as long as they are in the same Bank Branch). Then from the Administration drop-down menu, choose Add Users to a Bank Mode Lock menu item. The following dialog is displayed:



When a lock is selected in the "Selected Bank Locks" list, the available users (users in the lock's bank branch which have not yet been added to the lock) are displayed in the "Available Users" list. The users may be selected (moved to the "Selected Users" list) by pressing "Add", "Add All", or by double-clicking on a user name. The selected users list may be changed using the Remove and Remove All buttons. Press OK to write the SA key with the information for adding all the selected users to all the locks.

Note - Gen 1 versus Gen 2 Lock Differences

Gen 1 Cencon Locks only support users with Bank User IDs in the range of 1 to 79. For these locks, the Available Users list only displays users which meet this criteria even though there may be other users in the lock's Bank Branch.

See [4.2.13 Add Bank Users to Lock](#) for details on using the SA key at the lock to add the users.

See [4.3.13 Add Bank Users to Lock](#) for details on using the SA key at a Gen 2 Swing Bolt lock to add the users.

See [Section 3.1.1.25](#) for information on removing users from bank locks.

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3.1.1.5 Close a Lock Service Call

Every time a service call is dispatched, the call must be closed when the service work is completed. The Close Seal is retrieved from the lock by the service person at the time the lock is closed when the key is presented to the reader. The service person will relay the Close Seal number of the Lock to the Dispatcher, and this information is logged into the program to close the call. To close a service call, complete the following steps:

1. Select an open lock from one of the lock reports and then choose Close from the operations menu (or click on the Close Lock icon on the main Cencon window). You may also right-click on a lock in a lock report and select Close from the popup menu. If the main window icon was used, enter the name or serial number of the lock, and select the mode. Optionally, use the appropriate Find By function to display the information for the lock.

The screenshot shows the 'Close Lock' dialog box with the following fields and controls:

- Lock Name:** Text input field with a 'Load Lock Data' button to its right.
- Serial Number:** Text input field with a 'Load Lock Data' button to its right.
- Mode:** Radio button selection for 'FLM Lock Mode' (selected) and 'Route Lock Mode'.
- Status:** Text input field with a 'Lock Report' button to its right.
- Customer ID:** Text input field.
- ATM Serial Number:** Text input field.
- Region:** Text input field.
- User 1 Name:** Text input field.
- User 1 Combo:** Text input field.
- User 2 Name:** Text input field.
- User 2 Combo:** Text input field.
- Dispatch As Second Line Maintenance Call
- Route Sequence To Close:** Radio button selection for 'Route Sequence 1', 'Route Sequence 2', and 'Route Sequence 3'.
- Close Seal:** Text input field.
- Manager Force Close w/o Seal Skipped Route Sequence
- Close Result:** Text input field.
- Buttons at the bottom: 'Close Lock', 'Clear', 'Exit', and 'Help'.

2. Enter the two-digit or four-digit Close Seal of the Lock (relayed by the service person).

Note

An error message is displayed if you enter an incorrect close seal and the Lock will not be closed. The default dispatcher and supervisor authorizations allow three successive attempts to close a call. After a third unsuccessful entry the system requires a Special Supervisor to close the lock. The number of close attempts can be customized by modifying the

authorization definitions for the dispatcher, supervisor, and other any roles besides the Special Supervisor.

3. Click on Close Lock. If the close seal was entered correctly, the program displays a message to indicate that the Lock has been closed.

Note

The Close Result for a normal close is "Lock call closed" (Gen1 and Gen2 locks).

For Gen2 locks only:

- o The Close Result for a lock with a triggered duress alarm is "Lock call closed. Close seal indicates duress."
- o The Close Result for a lock with a low/dead/removed battery or with a clock which has not been set is "Lock call closed. Close seal indicates low clock battery or clock not set."

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3.1.1.6 Close a Lock Service Call Using a Key

Every time a service call is dispatched, the call must be closed when the service work is completed. The Close Seal is retrieved from the lock by the service person at the time the lock is closed. This function allows the dispatcher to close a call (or multiple calls) by reading the close seals from the Lock User key rather than selecting locks from a lock report and typing in the close seal(s). To close a service call using a key, complete the following steps:

1. Insert the user's key into the appropriate port of the key reader.
2. Click the Close Lock With Key icon on the main Cencon screen or open one of the lock reports and select Close Locks With User Key from the Operations menu.

Cencon reads the lock information from the key and displays the locks which have been closed as shown below:

Name	Mode	Serial Number	Close S...	Route S...	Route ...	Message
1000107	Route(Single)	001000107	7111	0		
Gen2Lock5	Route(Single)	123456795		1	Test4	
VLK512653	Route(Single)	512653		0		
VLK012	Route(Single)	532012		0	Test4	
VLK512654	Route(Single)	512654		0		
VLK512655	Route(Single)	512655		0		
VLK016	Route(Dual)	532016		0	Test3	
VLK016	Route(Dual)	532016		1	Test3	
VLK661	Route(Single)	512661		0		

User Name: rjrb7
Key Type: Route
Key Serial Number: 0000006CE901
Key Model: Model 1994 key - FLM/Route Mode Key

Note

The close with key process uses the event time stamp from the lock (stored with the close seal on the key) to determine the valid seals. If the lock has a bad battery or the clock is not set, this time will be incorrect and you will receive a message indicating that there are no valid close seals on the key. If you see this message, you must enter the close seal manually in the right column of this form.

If you need to process a different user's key, insert the key into the reader and press Read Close Seals from Key.

If the key contains the close seal for the lock, the close seal is displayed as shown above (for lock 941090). If the seal is not on the key, select the lock, and enter the seal in the Close Seal field.

3. If you do not want to close one of the displayed locks, select the lock and press the Remove Lock from Being Closed button. The lock will remain in the list but its background will be grey.
4. Press the Close Locks toolbar button to close those locks which have close seals.

An error message is displayed if you enter an incorrect close seal, and the Lock will not be closed. The locks which were not closed because of an error condition are highlighted in red. Place the mouse cursor over the highlighted lock name to display the specific error message.

If the close seal was entered correctly, the program displays a message to indicate that one or more listed locks have been closed:

Load Close Seals from Key
 Close Locks
 Remove Lock From Being Closed
 Report On Key
 Individual Lock Report
 Help

Name	Mode	Serial Number	Close S...	Route S...	Route ...	Message
1000107	Route(Single)	001000107		0		
Gen2Lock5	Route(Single)	123456795		1	Test4	
VLK512653	Route(Single)	512653		0		
VLK012	Route(Single)	532012		0	Test4	
VLK512654	Route(Single)	512654		0		
VLK512655	Route(Single)	512655		0		
VLK016	Route(Dual)	532016		0	Test3	
VLK016	Route(Dual)	532016		1	Test3	
VLK661	Route(Single)	512661		0		

Name	
Serial Number	
Mode	
Close Seal	
Open Time	
Close Time	
Route Sequence	
Route Name	
ATM Serial Number	
Customer ID	
Service Branch	
Description 1	
Description 2	
Description 3	
Description 4	
User1	
User2	
User3	
User4	
Address 1	
Address 2	
City	
State/Province	

User Name: rjrb7
 Key Type: Route
 Key Serial Number: 0000006CE901
 Key Model: Model 1994 key - FLM/Route Mode Key

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3.1.1.7 Close Locks Based on Verify of Open With Key

Every time a lock is dispatched, the call must be closed when the service work is completed. Normally, a Close Seal is retrieved from the lock by the service person at the time the lock is closed. This function allows the dispatcher to close a call without a close seal by using the audit information on the key to verify that the lock was opened.

Note

This menu item is one of the carry-over functions from the Activation Only software, a program designed to meet the needs of companies who install, activate, and test the lock on ATMs in a factory environment. The primary purpose of this function is to allow the lock bolt to stay retracted while the empty ATM is in transit to the field, and yet be able to have this call closed in the software (once the required open-only record is found on the key). This allows the safe door of the ATM to be shut but not locked during shipping. After the ATM arrives at its intended destination and is bolted to the floor, the first Lock User who extends the lock bolt and powers the lock will be asked to present the FLM or Route key. A close seal will display on the lock; however, this close seal does not need to be entered into the software because this menu item was already used to close this lock.

In the normal day-to-day operation of most companies using this function would not be recommended and should be restricted to only the Special Supervisor role.

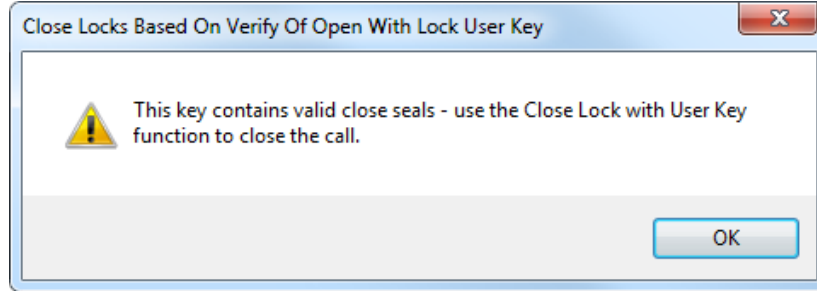
To close a service call without a close seal, complete the following steps:

1. Insert the user's key into the key reader.
2. Open one of the lock reports, select the Operations menu, and then the Close Locks Based on Verify of Open With Lock User Key menu item.
3. Cencon reads the lock audit information from the key and displays the locks which have been opened as shown below:

If you need to process a different user's key, insert the key into the reader and press Read Audits from Key.

Note

This function cannot be used if the key contains valid close seals. If you see the following message, press OK and select the Close Lock with Key function to perform the close.



4. To view the information for a lock, select it in the list on the left side of the window.
5. Press the Close Locks toolbar button.

Warning

The analysis of the audit data on the key involves comparison of the dispatch time on the Cencon system and the open time from the key. To insure accurate comparisons, the time on the key must be reasonably close to the system time. Cencon displays an error message if the two times differ by more than 5 minutes.

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3.1.1.8 Delete Shelved Lock

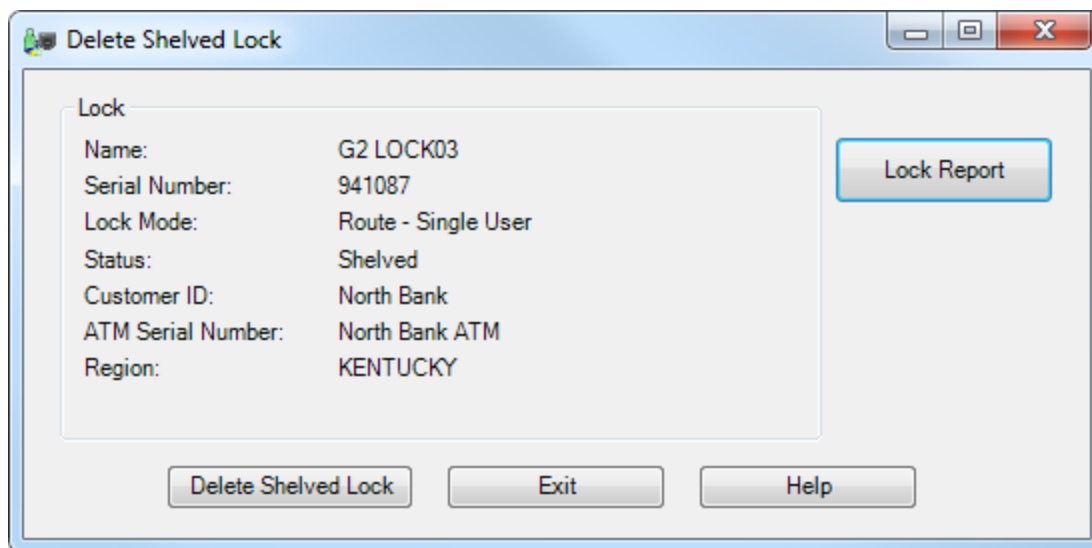
This menu allows you to remove a Lock from the list of locks shown on the Lock Report. This option should only be used when a Lock has been shelved and responsibility for the lock has been transferred to another company. The lock must be closed first in order to be deleted using this function. Also, before deleting the lock, it should be shelved unless it has been destroyed and cannot be shelved. In that case, a Special Supervisor would need to use the Force Delete of Unshelved Lock function.

Hint

If a Lock is simply being temporarily removed from service, you should only shelve the lock, not delete it, so that any information that has been input into the database about this lock can remain with the lock file. That way, if the lock is reactivated, the data will not need to be reentered.

To delete a Lock, complete the following steps:

1. Open a lock report.
2. Select the shelved lock which is to be deleted.
3. Select the Administration Menu.
4. Press Delete Shelved Lock. The Delete dialog is displayed:



5. Click on Individual Lock Report if you want to view the lock details before completing the operation.
6. Click on Delete Shelved Lock to finish the deletion.
7. A Delete successful message should be displayed.

Warning

If an active lock is accidentally deleted, the lock record goes to the Lock History file and can be restored back to the Lock Report. (See [Section 3.4.5 Lock History Report](#)). However, if the information in the Lock History file is no longer available for whatever reason, any active lock that was deleted may have to be drilled.

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3.1.1.9 Dispatch a Lock

To dispatch a service call to open a lock, the Dispatcher issues the combination for a particular lock to a particular Lock User Key through the Cencon program and then relays that information to that Lock User. The Lock User then uses his or her key and the One Time Combination to open the lock.

1. To access the dispatch dialog, select a closed lock from a lock report and then right-click and select the dispatch menu item or press the Dispatch Lock icon on the main Cencon window. The Dispatch Lock form is displayed:

The screenshot shows the 'Dispatch Lock' dialog box. The 'Lock Name' field contains '00026293' and the 'Serial Number' field contains '142054'. The 'Mode' section has two radio buttons: 'FLM Lock Mode' and 'Route Lock Mode', with 'Route Lock Mode' selected. The 'Status' is 'Active', 'Customer ID' is empty, 'ATM Serial Number' is empty, and 'Region' is 'GLOBAL'. There are two sections for 'FLM/RSP User 1' and 'FLM/RSP User 2', each with 'Name' and 'Combination' fields. On the right side, there are buttons for 'Load Lock Data' (two), 'Lock Report', and 'Browse' (two). At the bottom, there are buttons for 'Dispatch', 'Close Lock', 'Clear', 'Exit', and 'Help'.

2. If the main window icon was used, enter the name or serial number of the lock and then use the appropriate Find function to display the information for the lock. This information is automatically filled in if the lock was selected from a lock report.
3. You can optionally click the Individual Lock Report button to display details on the status of the specified lock.
4. Enter the User ID of the person who will be assigned to the call. You may also click on the Browse button to select a user from the User ID report.
5. If the Lock is in dual mode (requiring two users), enter the second User ID. Note that if one of the users has time windows set up, the other user must have time windows and the two sets of time windows must overlap.
6. Second Line Maintenance Call - Cencon provides a lock open alarm function which allows you to display a list of those

locks have been open within a set time window (see [Lock Open Alarm](#)). If this dispatch is in FLM mode and is going to cause the lock to possibly be open for an extended period, check the Dispatch as Second Line Maintenance Call option to indicate that the lock open alarm process should ignore this open lock (when the Ignore Locks Open for Second Line Maintenance check box is selected on the alarm setup form). Typically, first line service calls are for basic maintenance or problems that are easily resolved. The option to designate a dispatch as a Second Line Maintenance Call is not available in Route mode.

7. Click on Dispatch to proceed with the dispatch. The system will display the next One Time Combination(s) that will open the lock.

Relay this information to the service personnel for opening of the lock.

Note

The combination issued is only valid for the user to whom it is issued. It is not possible to issue the next one-time-only combination for this same Lock until you have closed this service call.

Lock Name: 00026293

Serial Number: 142054

Mode

FLM Lock Mode Route Lock Mode

Status: Active

Customer ID:

ATM Serial Number:

Region: GLOBAL

FLM/RSP User 1

Name: r2

Combination: 52 67 67

FLM/RSP User 2

Name:

Combination:

For this combination to work, the audit count in the lock must be 108

Buttons: Dispatch, Close Lock, Clear, Exit, Help

When the lock is successfully dispatched, the Close Lock button is enabled. Click on the Close Lock button to open the Close Lock form for this lock. Press Exit to close the Dispatch Lock form.

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3.1.1.10 Edit Lock Data

This option allows you to change the data for a single lock or a group of locks.

Note

Editing data on a lock will not change the lock information in historical reports, such as past records in the Activity Log. However, data changed on the Lock Information tab for an open lock will be changed in the corresponding Open Lock Log record, as well.

Note

You may select a maximum of 200 locks to be edited.

1. Select one or more locks in one of the Lock Reports and then choose "Edit Lock Data" from the drop-down or popup menu.

The screenshot shows the "Edit Lock Data" dialog box. On the left, a list titled "Selected Locks" contains the following items: Gen2Lock5, Gen2Lock5, Gen2Lock5, Gen2Lock6, Gen2Lock6, Gen2Lock6, Gen2Swingbolt 1000116, Gen2Swingbolt 1000116, and Gen2Swingbolt 1000116. On the right, there are three tabs: "Lock Information" (selected), "Description/User Data", and "Lock Location". The "Lock Information" tab displays the following fields: Name: Gen2Lock5, Serial Number: 123456795, Lock Mode: B, and Bank Branch: North Bank Branch. Below these are four checkboxes: "Change ATM Serial Number" (unchecked), "Change Service Branch" (checked), "Change Customer ID" (unchecked), and "Change Region" (unchecked). Each checkbox has a corresponding input field: a text box for ATM Serial Number, a text box for Service Branch (containing "North Branch"), a dropdown menu for Customer ID (containing "North Bank"), and a dropdown menu for Region (containing "KENTUCKY"). At the bottom left is a checkbox "Update all modes of all locks" (unchecked). At the bottom right are three buttons: "Update", "Close", and "Help".

The selected locks are shown in the list on the left of the dialog. Clicking on a lock name updates the information in the window with the data for that lock.

2. Modify the desired data fields by checking the corresponding check box and entering new data. Note that the data will be changed for all the selected locks. Select "Update all modes of all locks" if you also want all modes of each lock to be updated.

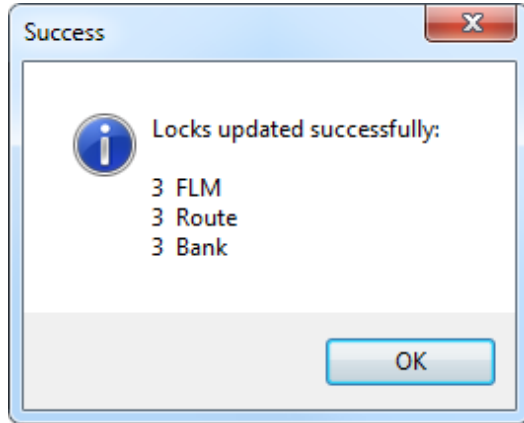
Mapping Considerations...

Cencon supports mapping of lock locations using the following online Internet mapping services:

- o MapQuest
- o Google Maps
- o Bing Maps

These applications require accurate location information.

3. Click on Update. A confirmation summary message is displayed:



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3.1.1.11 Export Lock Data

This function allows you to export an XML file containing lock data. This is useful for transferring access of locks from one branch or one database of a company to another database within that company. For example, some companies have one Cencon system they use only for lock activation and testing. Once the lock is active in System A, and saved as an XML file as described below, the file is delivered electronically and imported into the System B, the company's main dispatch center's database. At this point, System B can begin dispatching combinations to this lock, and System A should delete that lock file. (See [Section 3.1.1.13 Import From File.](#))

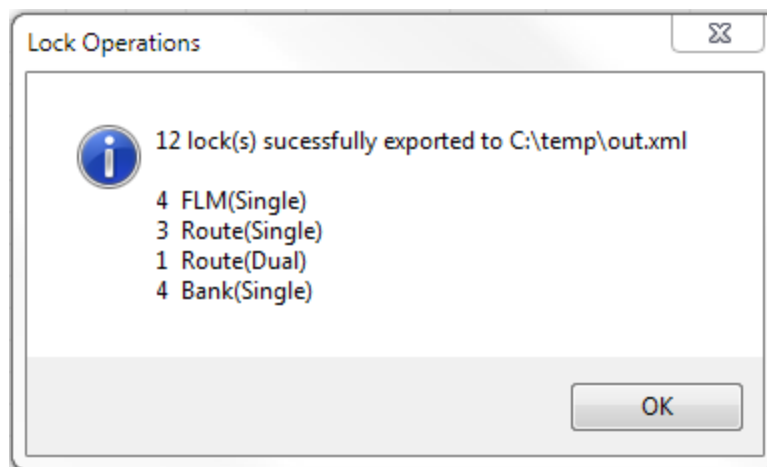
To export a lock file, complete the following steps:

1. Open a lock report.
2. Select the locks you want to export.
3. Select the Administration Menu.
4. Click Export the Selected Locks To an XML File.

The Select File dialog is displayed.

5. Select a location and file name for the XML file and click Save.

The status message provides a summary of the export:



Warning

A Cencon lock XML file that is created is only intended for importing into another database within the same company (using the same security information.) The file should not be opened or used for any other purpose than importing into that company's Cencon software. Failure to heed this warning may result in data loss and drilling of containers.

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3.1.1.12 Force Delete of an Unshelved Lock

This function allows you to forcibly remove a Lock from the list of locks in the Lock Report, regardless of its status. In most normal situations, a lock would be taken out of a system after it has been properly shelved and the verify shelf key operation has updated the status of the lock on the system. At that point, it could be deleted using the Section 3.1.1.8 [Delete Shelved Lock](#).

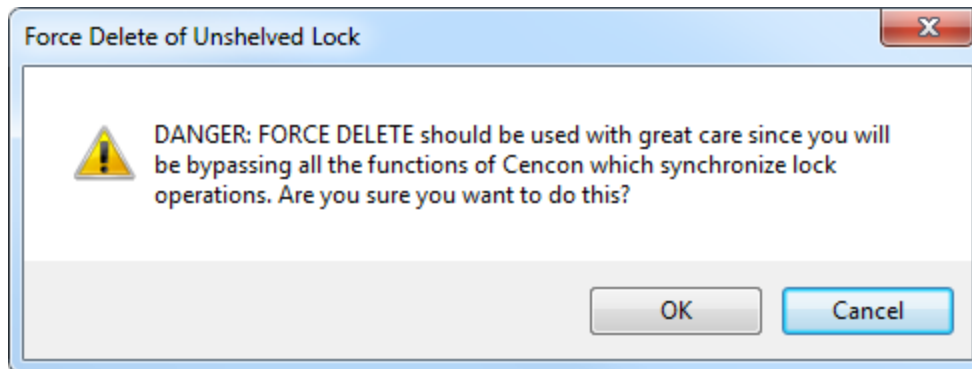
This function is helpful for database cleanup of lock files by a manager in cases where there is no physical, active lock with this lock serial number in a customer's system. For example, a lock serial number may have been typed in incorrectly during the activation process, thereby creating an SA activation key and a lock file on the system both of which are useless. Another example is a lock that was destroyed and is no longer able to be used or shelved. It is recommended to control the access to this function to the highest level of managers.

Danger

This feature should be used with great care since you will be bypassing all the functions of Cencon which synchronize lock operations.

To force the deletion of a Lock, complete the following steps:

1. Open a lock report.
2. Select the locks which are to be deleted.
3. Select the Administration Menu.
4. Click Force Delete of Unshelved Lock. The following verify dialog is displayed:



5. Click on OK to finish the deletion.
6. A Delete successful message should be displayed.

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3.1.1.14 Individual Lock Report

The Individual Lock Report is used to display the details of a single lock, including if the lock is open and the previous combination dispatched to the lock.

From any of the lock reports, select the lock you want to display additional information on. Right-click on the lock, and select Individual Lock Report.

A window is displayed that looks similar to the following. The information displayed will vary depending on what information has been entered for the lock and if the lock is open or not.

The screenshot shows a window titled "Individual Lock Report" with a "File" menu. The main content area is titled "Individual Lock Report" and contains two sections: "Lock Database Information" and "Lock Customer Information".

Lock Database Information

Lock Name	Gen2Swingbolt 1000116
Lock Serial Number	001000116
Lock Mode	Bank - Single User
Bank Branch Name	North Bank Branch
Bank Lock Open Delay	00
Bank Lock Open Time Window	00
Audit Count from System	1
Customer I.D.	North Bank
Region	KENTUCKY
Service Branch	North Branch
Lock Status	Active
Forced Closed	No
Activation Date	2013-03-28 16:12:34 (DST)
Last Used Date	
Address 1	749 W. Short St.
City	Lexington
State	KY
ZIP Code	40508
Country	USA
Network Address	10.108.6.108:35005
Time Zone ID	Eastern Standard Time
Is Import From Legacy Cencon/CenBank	No

Lock Customer Information

Customer I.D.	North Bank
Customer Name	North Bank
Customer Service Branch	North Bank Service
Customer Line Branch	North Bank Line
Customer Address 1	751 West Short St.
Customer Address 2	(North Side)

The File menu provides access to Save and Print functions.

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3.1.1.15 Manager Force Close w/o Seal

This function allows you to forcibly close a Lock without knowing the close seal. Personnel who have been trained in the Cencon software will understand the rare situations where the use of this function may be beneficial. The main example is if a database had crashed and several combinations had been used at a lock since the previous back-up. When the back-up database is restored, to get the software audit count back in synchronization with the lock, once the manager knows the audit count of the lock, a series of dispatches and force closes could be done in the software. For Gen2 locks, an alternate method of recovery is explained in Section 3.1.1.22 [Resynchronize the Cencon Database with Lock](#).

Danger

This feature should be used with great care since you will be bypassing the functions of Cencon which synchronize lock operations. The ability to access this function should be limited to only managers with the highest authority who have been fully trained to know when using this function is appropriate.

If managers habitually allow locks to be forced closed and the dispatched combination not used, the risk is very great that containers will need to be drilled because the Cencon system is not being used as instructed. Out-of-synch situations often result in drilling when combined with lost combinations, lost keys, and abuse of the force close function.

To close a lock without a close seal, complete the following steps:

1. Open a lock report.
2. Select the lock which is to be closed.
3. Select the Administration Menu.
4. Press Manager Force Close w/o Seal. The following close dialog is displayed:

Manager Force Close Without Seal

Lock

Name: VLK012
Serial Number: 532012
Mode: Route Mode (Single user)
Status: Active
Customer ID:
ATM Serial Number:
Region: KENTUCKY
User 1 Name: rjb7
User 1 Combo: 56 25 10
User 2 Name:
User 2 Combo:

Dispatch As Second Line Maintenance Call

Route Sequence To Close

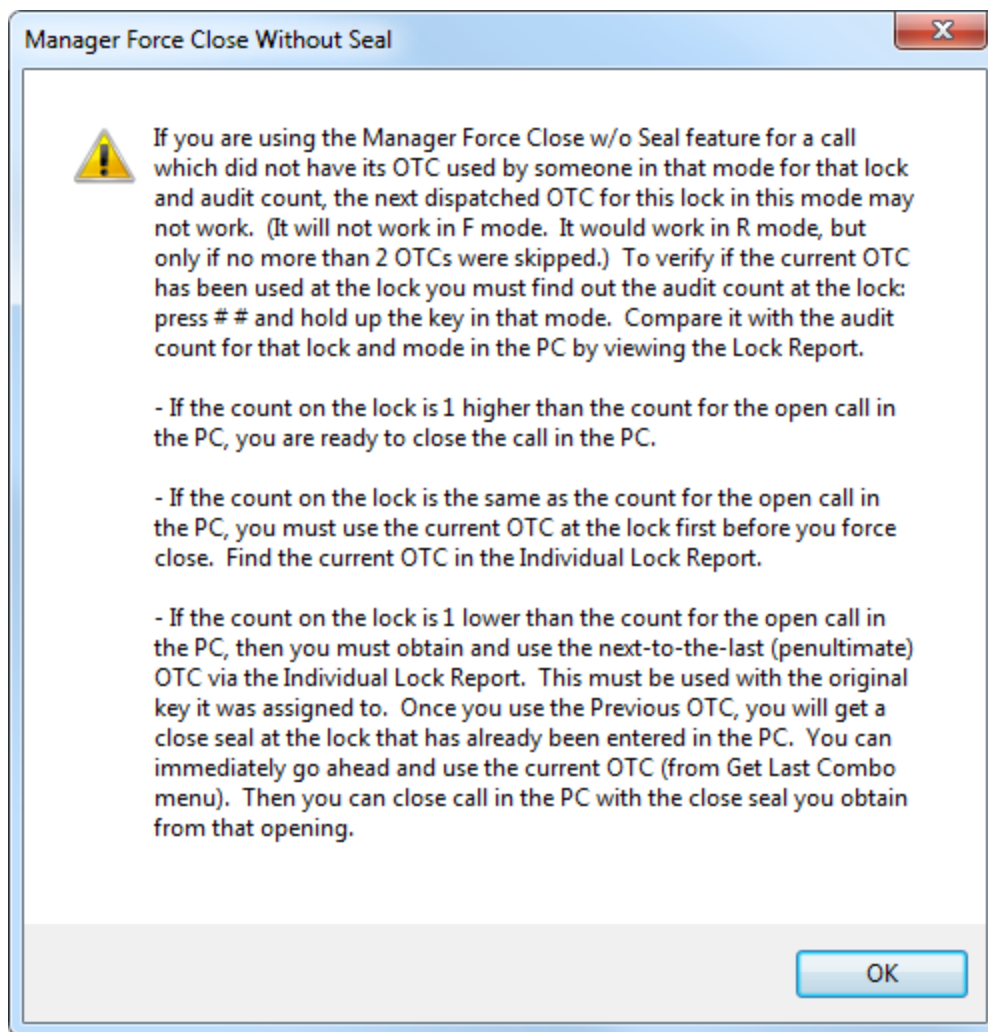
Route Sequence 1 Test4
 Route Sequence 2
 Route Sequence 3

Close Result

Close Result:

Do NOT Force Close a lock call unless you are sure the OTC for that call was used (click here for more details).

Close Lock Exit Help



5. Click on Individual Lock Report if you want to view the lock details before completing the operation.
6. Click on Close Lock to finish the Force Close operation. A Close successful message should be displayed once you verify that this is what you truly want to do.

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3.1.1.16 Map Lock Locations

Cencon 4 provides the ability to send lock address information to external mapping software. Cencon 4 supports several free internet mapping services, for which an active internet connection is required:

- MapQuest
- Google Maps
- Bing Maps

Each of the above products requires that accurate address information be entered in the proper data fields for each selected lock. Use the Preferences dialog (on the main Cencon window) to select the desired mapping software.

To set your preferred mapping solution, see [3.6.5 Preference Settings](#).

To display lock locations on a map, select a lock from one of the lock reports, and then choose Display the Lock Location on a Map.

Note

MapQuest, Google Maps, and Bing Maps only support display of one location at a time on the map.

If the address information appears to be sufficient to locate the lock, Cencon passes the data to the mapping program for display. Refer to the mapping software's documentation for information on using the specific mapping product.

Mapping Considerations

The mapping applications require accurate location information.

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3.1.1.17 Reassign a Service Call

The Dispatcher may find it necessary to reassign a call to a different user than the one originally scheduled to perform the work.

The Dispatcher can also temporarily "unassign" an FLM user from an FLM service call; however, the unassign function must be accessed via the lock report. (See 3.1.1.24 [Unassign an FLM Call](#)). Typing in an asterisk on the Reassign user field no longer unassigns the call as in previous versions. The unassign option is designed for use when a user has accidentally been dispatched to the wrong lock and must be freed up to service the correct lock.

To reassign a service call, complete the following steps:

- Select an open lock from one of the lock reports and then choose the Reassign menu item or click on the Reassign icon on the main window.

If the main window icon was used, enter the name or serial number of the lock and then use the appropriate Find function to display the information for the lock.

The screenshot shows the 'Reassign Lock' dialog box with the following details:

- Lock Name:** 0009
- Serial Number:** 235843
- Mode:** FLM Lock Mode Route Lock Mode
- Status:** Active
- Customer ID:**
- ATM Serial Number:**
- Region:** GLOBAL
- User 1 Name:** 4MRT
- User 1 Combo:** 47 07 28
- User 2 Name:**
- User 2 Combo:**
- Dispatch As Second Line Maintenance Call
- Route Sequence To Reassign:**
 - Route Sequence 1 SHE11027
 - Route Sequence 2
 - Route Sequence 3
- FLM/RSP User 1:**
 - Name:** r2
 - Combination:**
- FLM/RSP User 2:**
 - Name:**
 - Combination:**

Buttons: Load Lock Data, Load Lock Data, Lock Report, Browse, Browse, Reassign, Exit, Help.

- The Name of the user to whom the service call is currently assigned is displayed, along with the lock combination. If the Lock was assigned in Dual mode, both names and both combinations are displayed.

- Enter the new User Names(s) in the appropriate Name fields to reassign the call (or use the Browse function to select a user name).
- Click on Reassign.

If the reassign is successful, the system displays the combination(s) for the new user(s).

Note

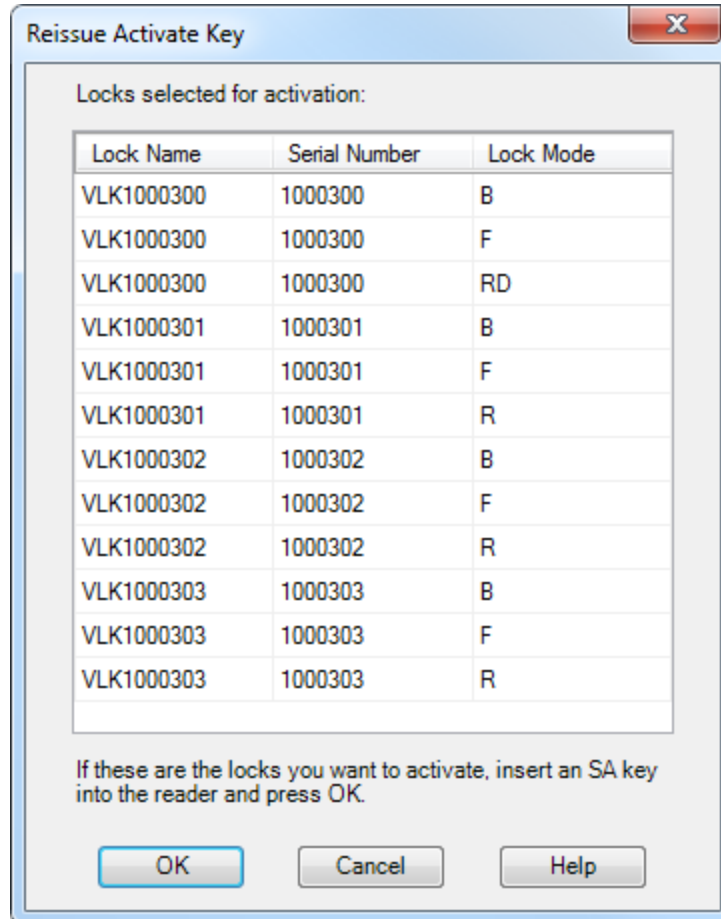
Note that both combinations (the user originally dispatched and the user who was reassigned) have the ability to open the lock. However, only the combination that is entered first will actually open the lock. Once a combination is entered, the other combination will be invalid and will not open the lock. Only one Close Seal is able to be retrieved from the lock for a given call, no matter how many different users to which the call was reassigned.

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3.1.1.18 Reissue an Activate Key

This function provides for the reissue of an activation key in the event of SA key loss or data error.

From a lock report, select any one of the locks which should be on the activation key (the software does not allow you to select multiple lock for this function - just select any *one* of the locks and the software will automatically search for any others that were activated on that same SA key based on the original time the SA key was programmed and the lock status). Click on the Administration Menu, followed by Reissue Activate Key for Locks. The following dialog is displayed. Note that all the locks which were on the original key are displayed.



If the list is correct, insert an SA key into the reader and press OK. The message "SA Key Reissued" is displayed when the key is ready.

Any locks that have been successfully activated, which is evident in the software because the audit count is 2 or higher, will not allow a Reissue of an Activation Key. Furthermore, any locks that were imported from a previous version of Cencon or CenBank software will not allow a Reissue of an Activation Key, even if the audit count is still at 1.

Note

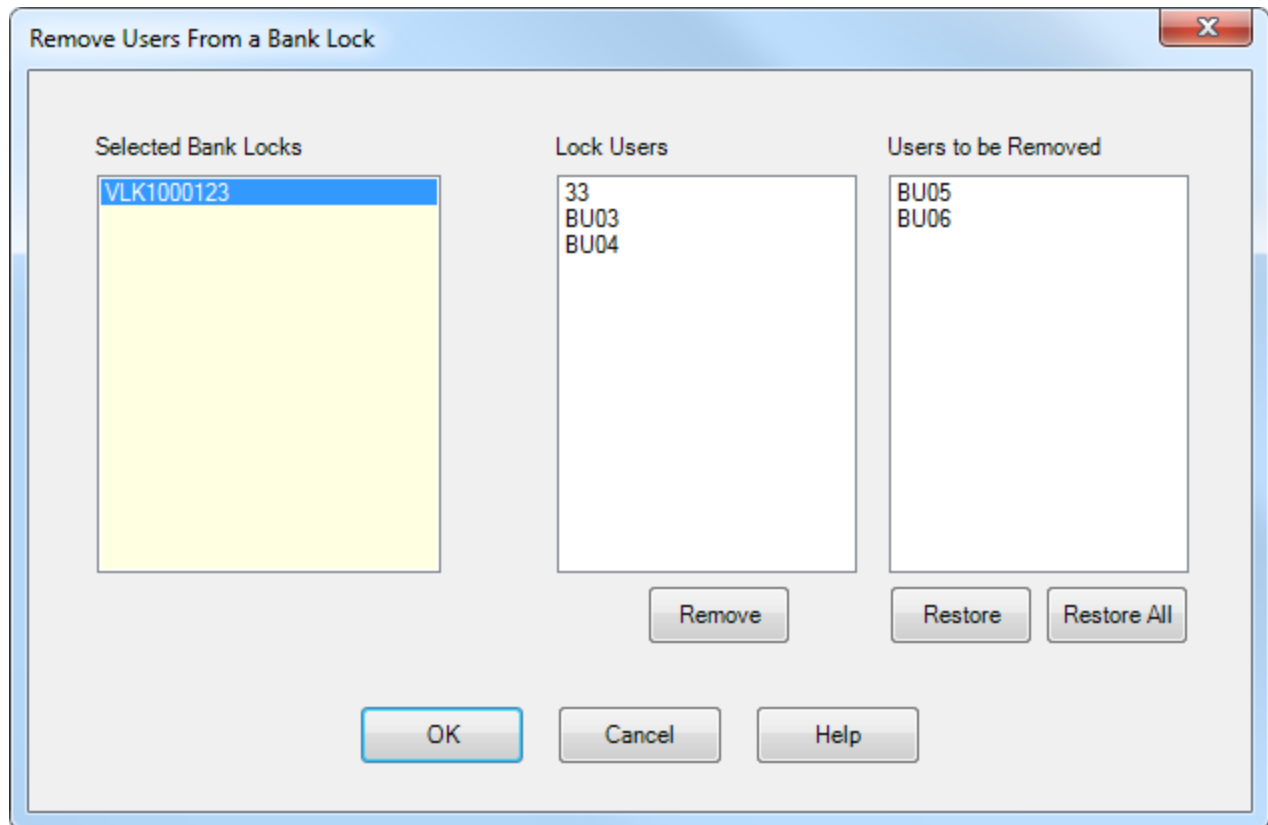
The original combination(s) dispatched in to the FLM or Route Lock User Key during the activation process will still work after the Reissued Activation SA key is used. If the activation combination(s) were not written down, they can be obtained via the Individual Lock Report or Lock Operations Report.

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3.1.1.19 Remove Users from a Bank Lock

There will be times when it is necessary to delete a Bank Mode Lock User's authorization to access a bank lock. This procedure will delete the user's authorization to access a bank lock but will not remove the user from the Cencon System.

From a lock report, select one or more bank locks within the same Bank Branch ID, and then select the "Administration/Remove Users from a Bank Lock" menu item. The following dialog is displayed:



When a lock is selected in the "Selected Bank Locks" list, the users currently assigned to the lock are displayed in the "Lock Users" list. The users may be selected (moved to the "Users to be Removed" list) by pressing "Remove" or by double-clicking on a user name. The "Users to be Removed" list may be changed using the Restore and Restore All buttons. Press OK to write the SA key with the information for removing all the selected users from all the locks.

Note

This function displays an error if you try to delete all the users (or all but 1 user for a lock in dual mode). You must have at least the minimum number of users required to open the lock.

See [4.2.14 Bank Mode - Remove Users](#) for details on using the SA key at the lock to remove the users.

See [4.3.14 Bank Mode - Remove Users](#) for details on using the SA key at a Gen 2 Swing Bolt lock to remove the users.

Caution

If an SA key is programmed in the software to Delete Bank Users the manager should ensure that the key is properly used successfully at all of the intended locks. If any errors display during the process of reading the Delete Users SA key a second SA key initialized for Bank Mode User Table Download (see section 3.5.6 [Initialize a Key to Retrieve the Bank Users from a Lock](#)) should be used at the lock and read in the software. If the Delete Bank Users key was not used successfully at the intended locks, it is possible that the particular Bank User Key(s) can still open the lock, even though the software shows that an SA key was created to delete the key(s) from the lock.

See [Section 3.1.1.24](#) for information on adding additional Bank Mode Lock Users to bank mode locks.

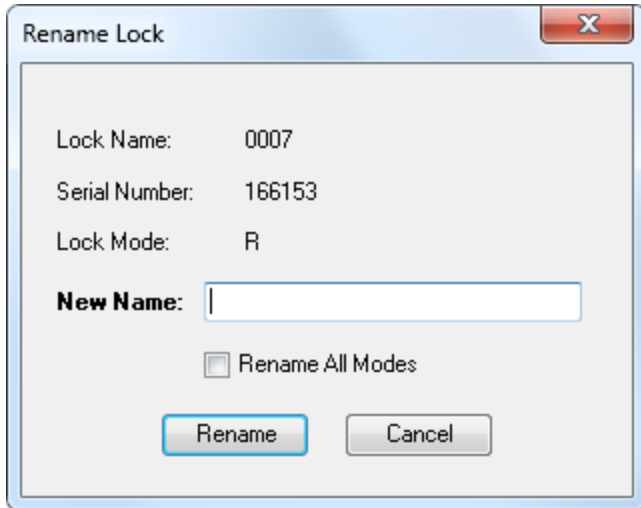
Cencon 4 Reference Manual

3.1.1.20 Rename Lock

This menu option allows you to rename a lock.

To rename a lock:

1. Open a lock report.
2. Select the lock to be renamed.
3. Select the Administration Menu.
4. Press Rename Lock. The Rename Lock dialog is displayed:



The screenshot shows a dialog box titled "Rename Lock" with a close button (X) in the top right corner. The dialog contains the following information:

- Lock Name: 0007
- Serial Number: 166153
- Lock Mode: R
- New Name:** [Empty text input field]
- Rename All Modes
- Buttons: Rename (highlighted), Cancel

5. Enter a new name for the lock.
6. Click on Rename.

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3.1.1.21 Replace Lock

This menu option allows you to replace a lock when it must be removed due to the lock back cover having been destroyed, due to factory reset of the back cover, or for any other reason. This process creates, in essence, a new activation SA key to be used to activate a lock that is not currently active in a particular mode. By using the Replace Lock function, the lock data stored in the Cencon software (name, description, etc.) will not have to be retyped and the Delete a Lock function will occur automatically for the lock serial number being replaced.

Warning

A Cencon Lock that is to be replaced must NOT be deleted from the Cencon system. The Lock must be seen as active in the PC system and closed (i.e., no combination dispatched) to be properly replaced.

To replace a lock:

1. Open a lock report.
2. Select the lock to be replaced.
3. Select the Administration Menu.
4. Press Replace Lock. The Replace Lock dialog is displayed:

The screenshot shows a 'Replace Lock' dialog box with the following fields and buttons:

- Lock** section:
 - Name: 0012
 - Old Serial Number: 235887
 - New Serial Number:
 - Lock Mode: Route - Single User
 - Status: Active
 - Customer ID:
 - ATM Serial Number:
 - Region: GLOBAL
- FLM/RSP User 1** section:
 - Name:
 - Combination:
 - Button: Browse
- FLM/RSP User 2** section:
 - Name:
 - Combination:
 - Button: Browse
- Bottom buttons: Replace Lock, Exit, Help
- Top right button: Lock Report

5. Enter the Serial Number of the new lock.

Note

The lock serial number will automatically be changed for all active modes of the lock.

6. If the Lock Mode is not Bank, enter the RSP/FLM User ID that you want to do the replacement of the lock.
7. Insert an SA key into the key reader.
8. Click on Replace Lock.
9. The combination for opening the lock is displayed as shown below (the combination will be blank for Bank Mode):

Replace Lock

Lock

Name: 0012
Old Serial Number: 235887
New Serial Number:
Lock Mode: Route - Single User
Status: Active
Customer ID:
ATM Serial Number:
Region: GLOBAL

FLM/RSP User 1

Name:
Combination:

FLM/RSP User 2

Name:
Combination:

Buttons: Lock Report, Browse, Browse, Replace Lock, Exit, Help

10. Record the combination and select Exit to close the window.

Note

You can undo the replacement of a lock, where the lock being replaced was in error.

The data for the lock being replaced is kept in the lock history table with the original serial number, and placed in a lock status of 'Replaced'.

To undo the lock replacement, delete the new lock and use the [Undo Replace](#) function in the Lock History Report.

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3.1.1.22 Resynchronize the Cencon Database with a Lock

Note

This feature is only available for Cencon Gen2 locks.

This function allows you to resynchronize the misaligned audit count in the software for a Gen2 lock with the actual audit count of the lock. The resynchronization occurs by retrieving data from the lock with the grey ReSync key and then reading this key in the software which updates the corresponding information in the Cencon database. This procedure consists of the following:

1. Insert a dark grey resynchronization key into the Key Reader.
2. From a lock report, select a Gen2 lock and Initialize a Key to Resynchronize Lock (Gen2) from the Administration menu.
3. A message is displayed when the initialization is complete. At this point, the lock's report entry is marked with a red background to indicate that it is in the process of being resynchronized. Use the Cancel a Resynchronize Lock Operation (Gen2) menu item to cancel this process.
4. Take the key to the selected lock and retrieve the lock data.

(See [4.2.18 Resynchronize the Database with a Lock](#) for details on using the key at a Gen 2 lock.)

(See [4.3.18 Resynchronize the Database with a Lock](#) for details on using the key at a Gen 2 Swing Bolt lock.)

5. Insert the returned key into the key reader and select Resynchronize the Database with Lock Data (Gen2) from the Administration menu. (It does not matter if any lock or locks are selected when reading the ReSync key since the software knows which lock to update based on the information on the key.) A status message is displayed when the database update is complete and the red background color in the lock report is removed.

Note

Once a ReSync key has been issued for a particular lock and mode that is not already dispatched, that lock in the lock report signifies this condition by being highlighted in light red. The lock will not allow a new dispatch to occur for a particular mode while that lock and mode are in the resynchronize state (when a ReSync key has been programmed for that lock, but has not yet been returned and read in the software.)

If the ReSync key was issued on a lock that was already dispatched, the lock remains highlighted green. In this condition, be aware that the a combination dispatched may or may not open the lock, and if the combination was used, the data on the returned ReSync key may be invalidated depending on the order of events.

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3.1.1.23 Shelve Lock

This option allows you to deactivate (shelve) one or more modes for a lock that is currently active.

At the time the SA key is prepared, a combination is dispatched (if FLM or Route mode is being shelved) to be used to open the lock to perform the shelving.

The shelving combination, the prepared SA Key, a valid Lock User Key (FLM, Route, or Bank mode), and a Change Key are then used to perform the shelving procedure on the Lock.

To program the shelve key, first specify the lock modes to shelve using the Shelve Locks dialog, which can be entered in one of the following ways:

- Directly from the Cencon Main Window [2.3 Main Window](#) by clicking the Shelve Locks icon located in the Locks section. The Shelve Locks dialog is displayed with no locks listed:

Name	Mode	Serial Number	Combo 1	Combo 2	Message
------	------	---------------	---------	---------	---------

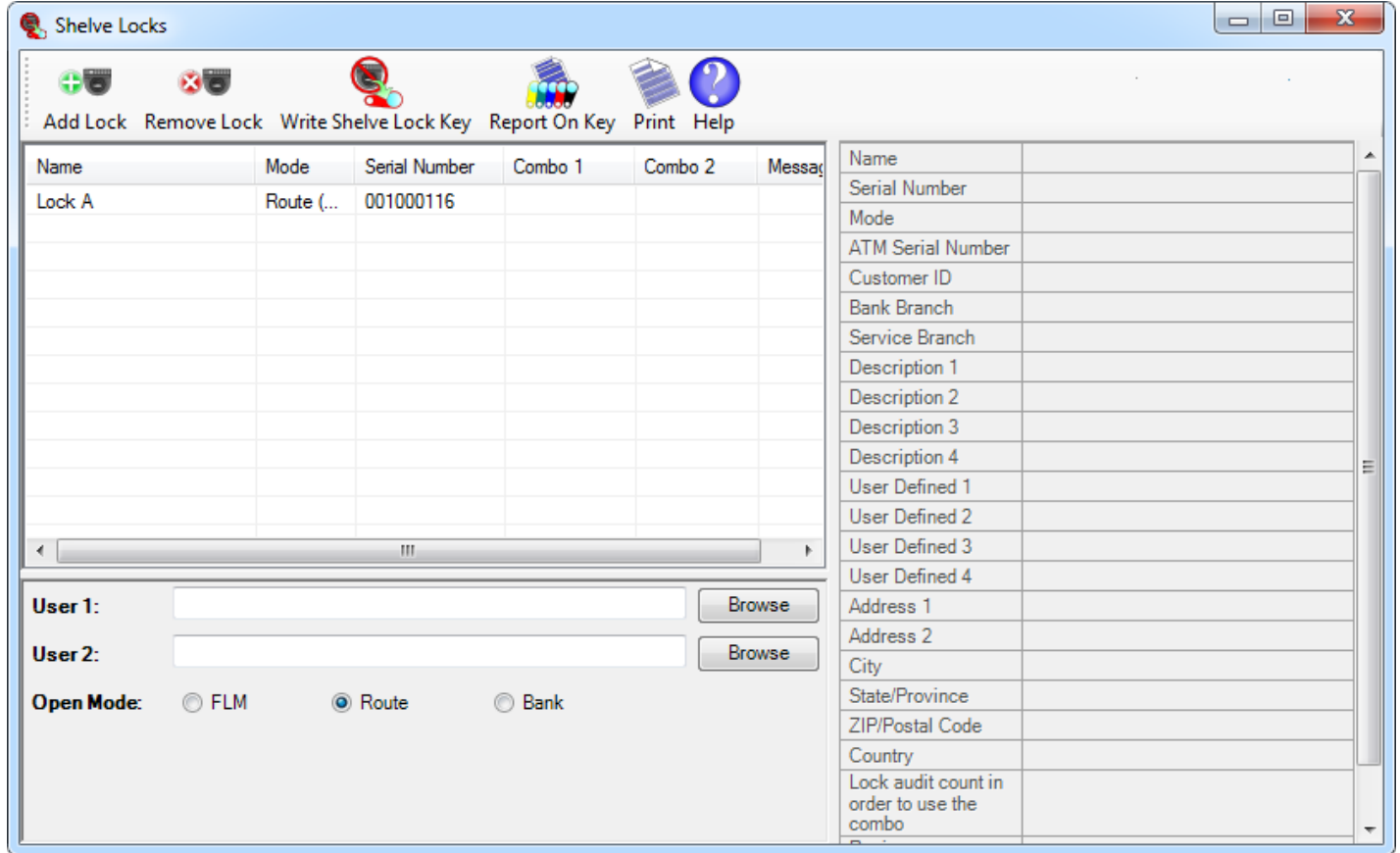
Name	
Serial Number	
Mode	
ATM Serial Number	
Customer ID	
Bank Branch	
Service Branch	
Description 1	
Description 2	
Description 3	
Description 4	
User Defined 1	
User Defined 2	

User 1:

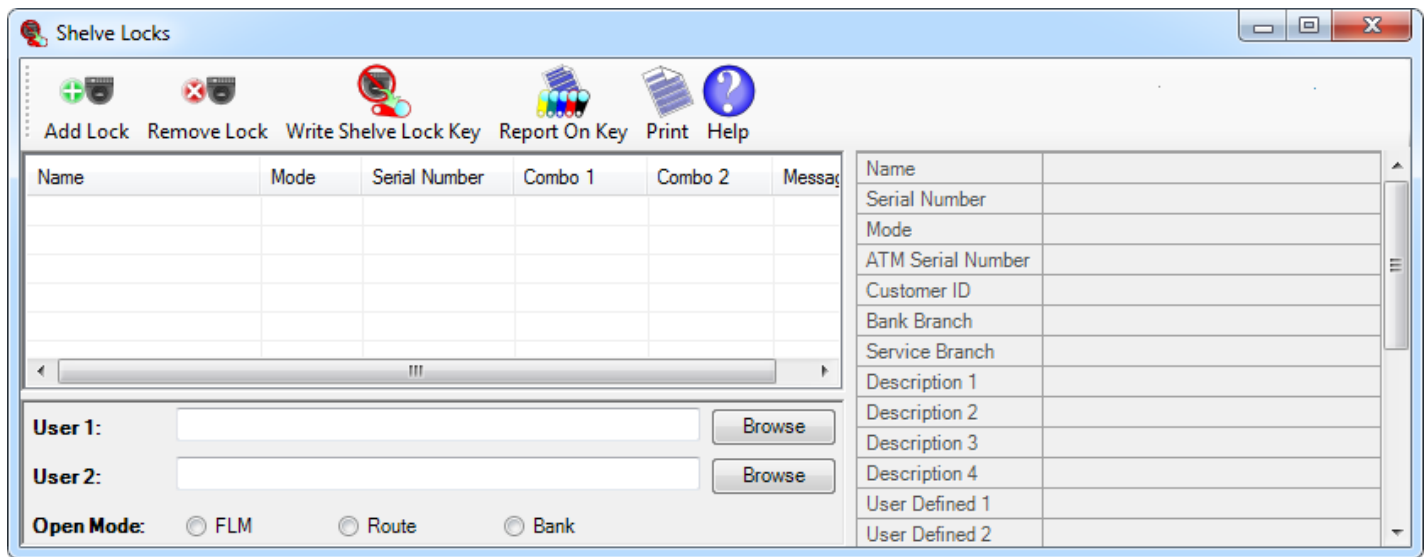
User 2:

Open Mode: FLM Route Bank

- From a lock report:
 1. Open a lock report.
 2. Optionally select the locks to be shelved.
 3. Select the Administration menu item.
 4. Select Shelve Locks to open the Shelve Locks dialog. The dialog will contain any locks that were selected on the lock report:

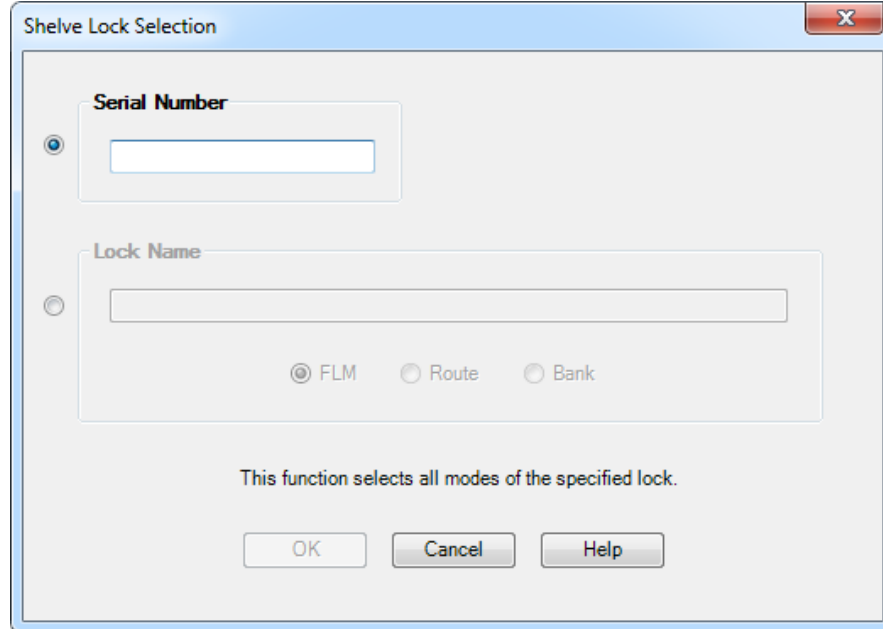


5. If no locks were selected on the lock report, the Shelve Locks dialog will be empty.

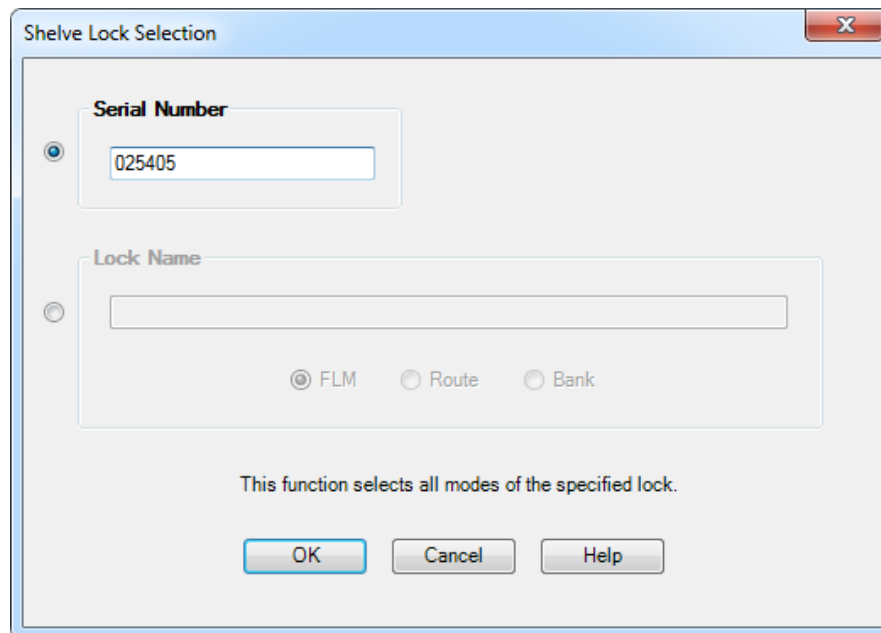


Lock modes to be shelved can be added to the Shelve Locks dialog by repeatedly using one of the following techniques:

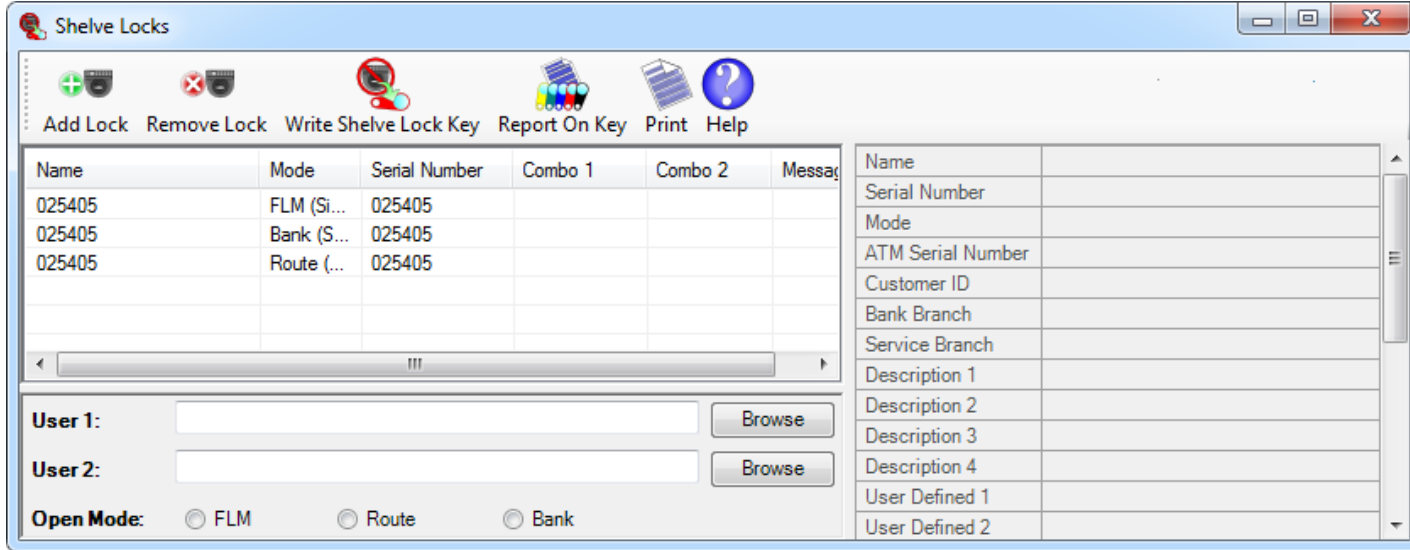
- Highlighting locks on a lock report and selecting the Shelve Locks function under the Administration menu item.
- Clicking Add Lock on the Shelve Locks dialog to invoke the Shelve Lock Selection dialog where lock modes to shelve can be selected by serial number or by lock name plus lock mode:



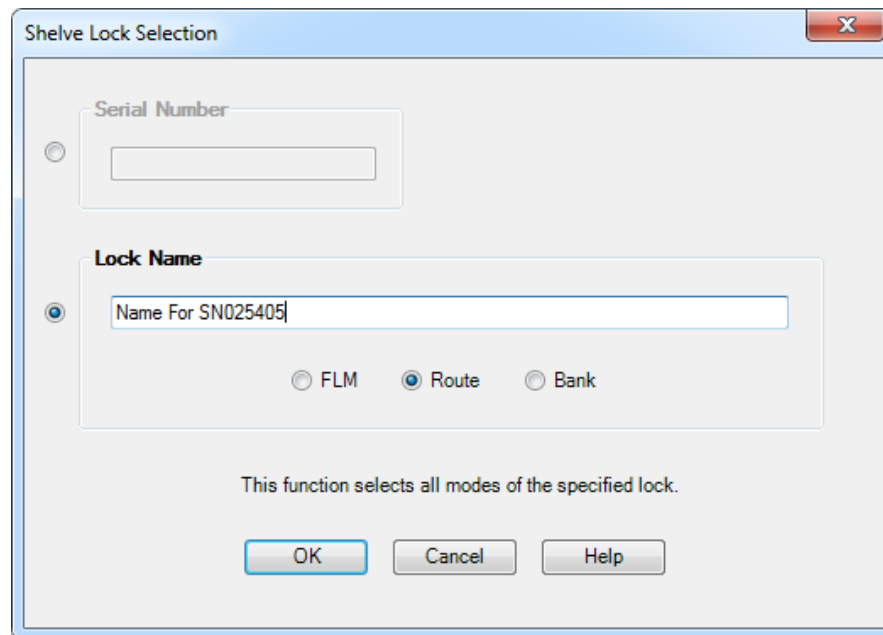
- o To select lock modes by serial number, which will return a lock for each mode that has the specified serial number and is eligible for shelving:
 1. Click the Serial Number radio button.
 2. Enter a serial number in the Serial Number text box.



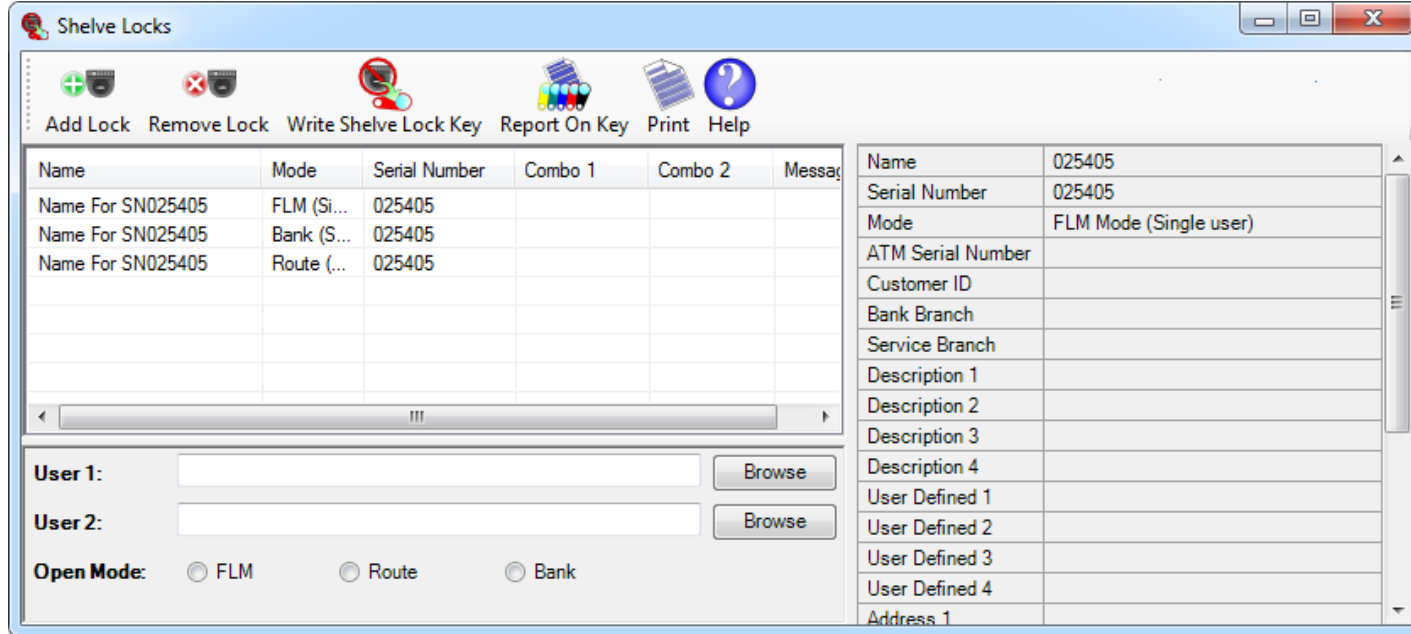
3. Click OK.
4. All lock modes with the specified serial number that are eligible for shelving will be added to the Shelve Locks dialog.



- o To select lock modes by lock name and lock mode, which will return all lock modes that have the same serial number as the specified lock name and mode and are eligible for shelving:
 1. Click the Lock Name radio button.
 2. Enter a lock name in the Lock Name text box.
 3. Click on the desired lock mode.



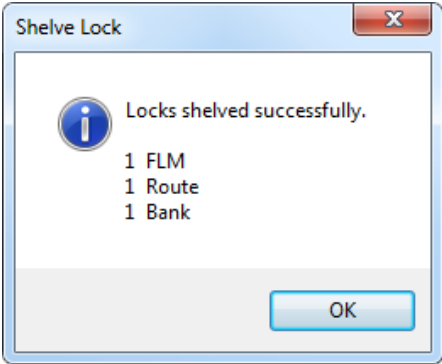
4. Click OK.
5. All lock modes that have the same serial number as the specified lock name and mode and are eligible for shelving will be added to the Shelve Locks dialog.



Additional lock modes can be added to the Shelve Locks dialog by repeatedly performing the techniques described for specifying lock modes to shelve until Write Shelve Lock Key is clicked.

When the list of lock modes to shelve is complete the shelve key can be programmed:

1. Insert an SA key into the Key Reader.
2. Click on a lock to view its details before processing.
3. Click on Write Shelve Lock Key.
4. A Shelve success summary message is displayed and the shelving combinations are displayed in the shelve form.



The SA Key is now ready to be taken to the Lock(s) for shelving at the lock.

(See section [4.2.10 Shelve Lock \(at Lock\)](#) for details using the key at a lock.)

(See section [4.3.10 Shelve Lock \(at Lock\)](#) for details using the key at a Gen 2 Swing Bolt lock.)

Once shelving at the lock has been completed, the SA Key must be returned to the PC System to verify the process for each lock shelved.

(See section [3.1.1.27 Verify Shelve Lock](#) for details.)

Note
 If a lock was opened and closed but not shelved while it was opened, another combination must be issued to the FLM or Route Person as a Service Call. This dispatch will change the lock status from Pending Shelve back to Active; however, the shelving key that was previously created is still valid to be used. The lock can then be opened again and the shelving can be completed.

Note
 If a lock is being shelved in all modes, the Shelved Mode combination returns to the Default Factory Combination of 50-25-50.

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3.1.1.24 Unassign an FLM Service Call

An FLM Lock User can be "unassigned" from an FLM service call. This option is designed for use when a user has accidentally been dispatched to the wrong lock and must be freed up to service the correct lock. To unassign a service call, complete the following steps:

- Select an open lock from one of the lock reports and then choose the Unassign menu item. This operation pertains only to FLM mode locks; the menu item is disabled for Route mode locks.

The screenshot shows a window titled "Unassign Lock" with a close button in the top right corner. The window contains a "Lock" section with the following details: Name: 0003, Serial Number: 224952, Mode: FLM Mode (Single user), Status: Active, Customer ID, ATM Serial Number, Region: GLOBAL, User 1 Name: 1UNION31, User 1 Combo: 41 91 88, User 2 Name, and User 2 Combo. To the right of this section is a "Lock Report" button. Below the lock details is a "Delete Result" section with an "Unassign Result" field. At the bottom of the window are three buttons: "Unassign Lock", "Exit", and "Help".

- The Name of the user to whom the service call is currently assigned is displayed, along with the lock combination. If the Lock was assigned in Dual mode, both names and both combinations are displayed.
- Click on Unassign Lock.

If the unassign is successful, the system displays a message in the Result area of the Unassign window.

Caution

Unassigning a FLM user from a call does not cancel the call. The lock is still in an open status in the software. In fact, be aware that if the FLM user was told the combination before the unassign occurred, the FLM technician could still use the combination to open the lock. Once a combination is dispatched to a user, the only way to prevent that user's combination from working at the lock is to reassign the combination to a 2nd user, and have the 2nd user open the lock with that combination before the 1st user.

Note

When an FLM lock is in an unassigned state, the next time a user needs to service that lock, the Reassign function must be used. Even if the original user that had been unassigned opens the lock, the lock still must be reassigned (or assigned back to the original user) in order to close the call. See section [3.1.1.17 Reassign a Service Call](#) for details on the Reassign function.

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3.1.1.25 Undo Replace/Deleted Lock History Report

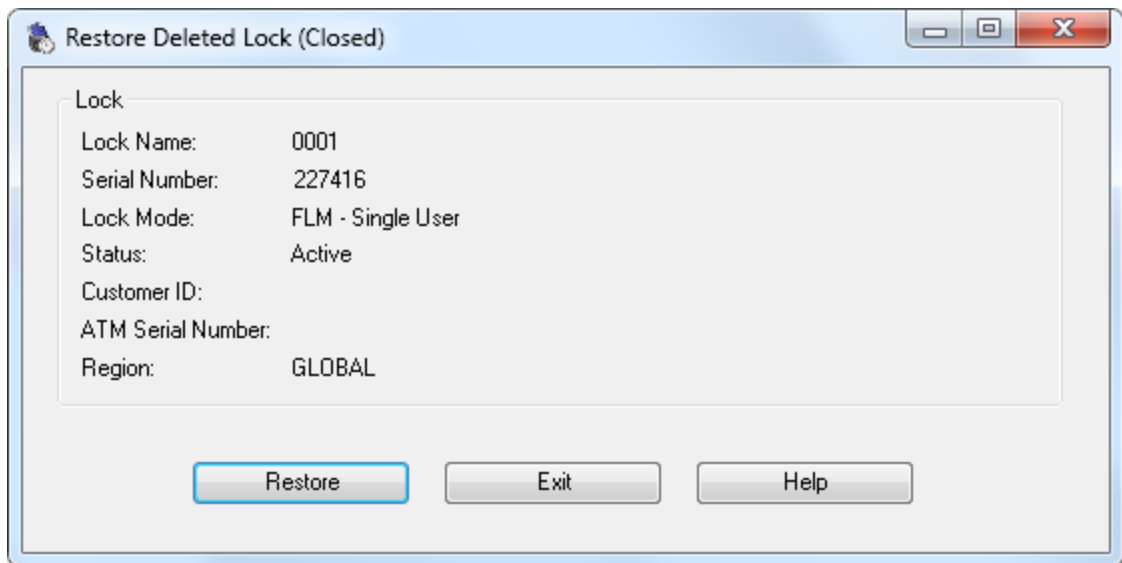
This report lists a history of deleted lock records. Each time a lock is deleted or replaced, the record from the Lock report is moved to the Deleted Lock History report. Thus, the two reports have the same initial search screen and report format. See the [Lock Report](#) for more information.

The following operations result in an entry in the Deleted Lock History report:

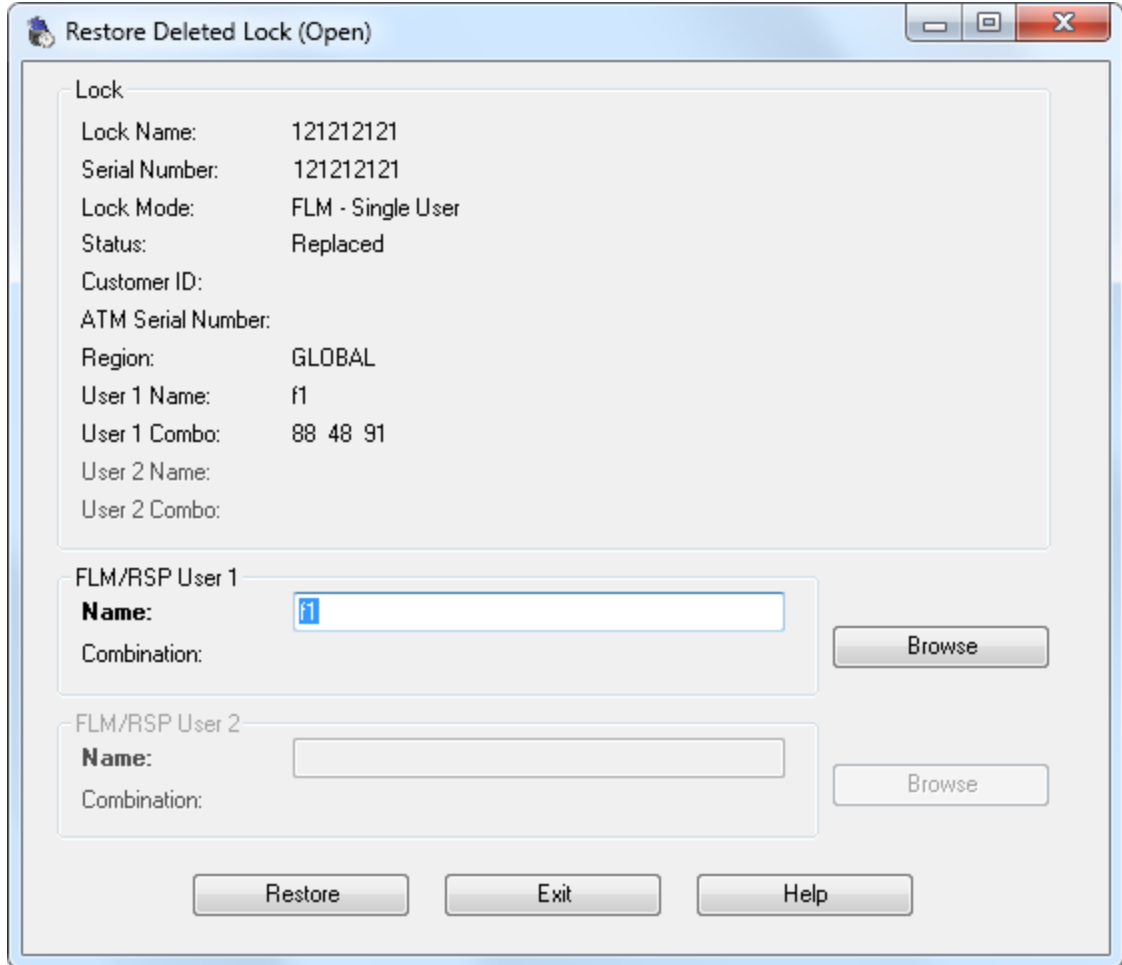
- Delete shelved lock
- Force delete of unshelved lock
- Replace lock
- Update activation of Gen2 locks activated in compatibility mode

The only Operations for this report are:

- Restore the Lock (Selected Mode Only), This function attempts to restore only the lock data on the selected line (does not look for other modes of the same lock). This function handles restoring a lock for the following four different cases:
 - Closed FLM or Route Mode Lock. The following dialog is displayed with information about the closed lock:



- Open FLM or Route Mode Lock. The following dialog is displayed with information about the open lock:



- Route Mode Lock Open on one or more route sequences. The following dialog is displayed with information about the open route mode lock and the route sequences:

Restore Deleted Lock (Open Route)

Lock

Lock Name:	Gen2 Lock 1000105
Serial Number:	1000105
Lock Mode:	Route - Single User
Status:	Active
Customer ID:	North Bank
ATM Serial Number:	Kaba Mas ATM
Region:	Kentucky

Route Sequence 1

Route Name:	Lexington	Combination:
User 1 Name:	nr1	87 86 36
User 2 Name:		

Route Sequence 2

Route Name:	Lexington	Combination:
User 1 Name:	nr1	89 81 00
User 2 Name:		

Route Sequence 3

Route Name:	Lexington	Combination:
User 1 Name:	nr1	56 11 99
User 2 Name:		

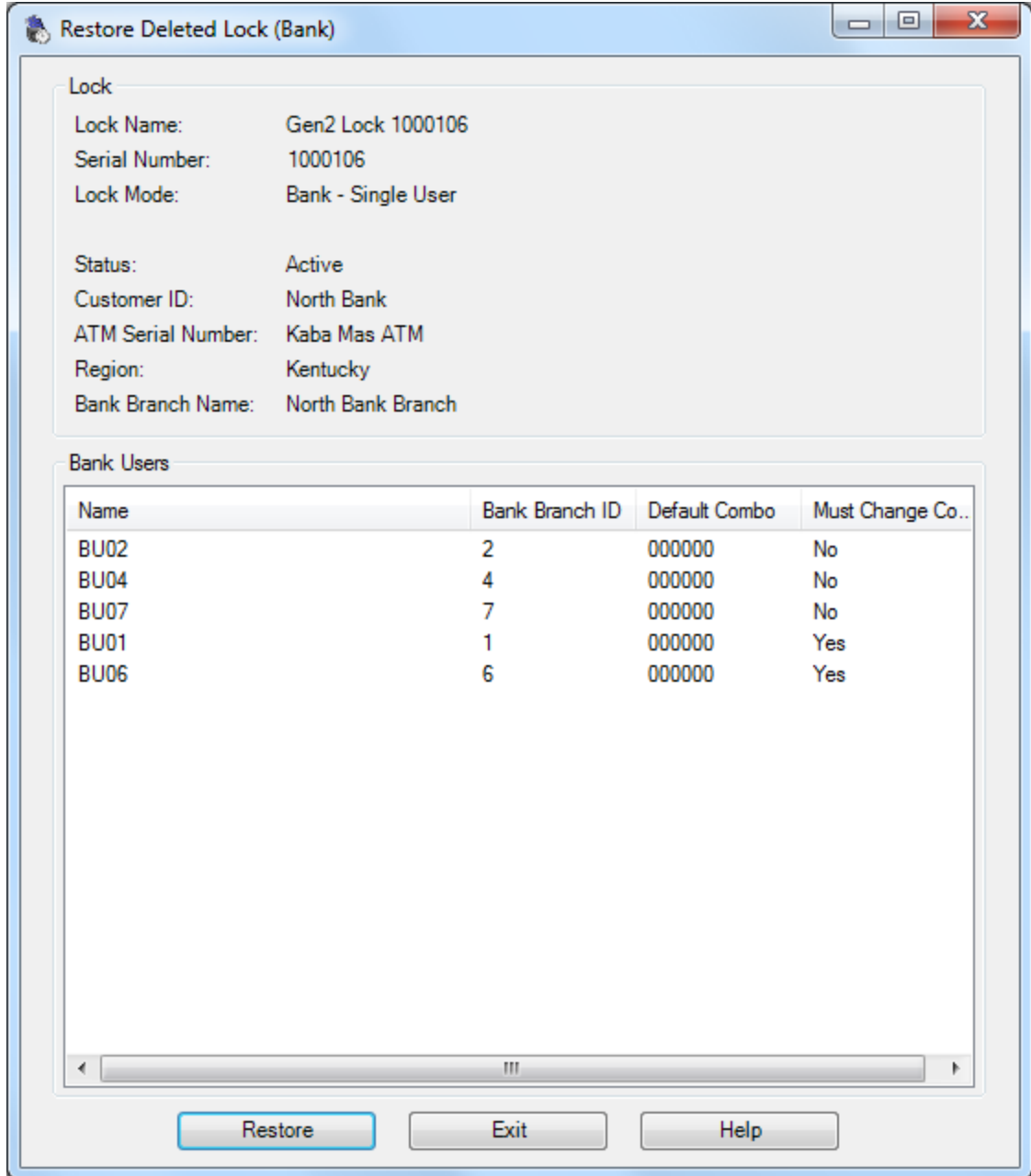
Route User 1

Name:

Route User 2

Name:

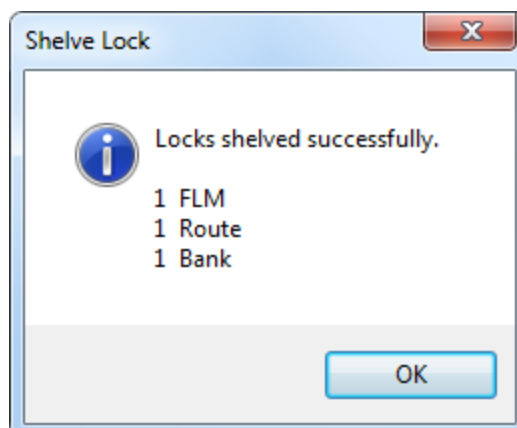
- Bank Mode Lock. The following dialog is displayed with information about the bank mode lock:



To restore the lock, select the Restore button. You may have to select users to dispatch to the lock if the lock is already open. This occurs in a manner similar to reassigning a lock. In this case, the combinations for the users for the restored lock will be displayed in the dialog.

- Undo the Replacement of the Lock (All Modes). Use this function on locks with a Status of "Replaced" to undo (restore) the replacement of all modes of the selected lock.

A successful restore displays the following:



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3.1.1.27 Verify Shelve Lock

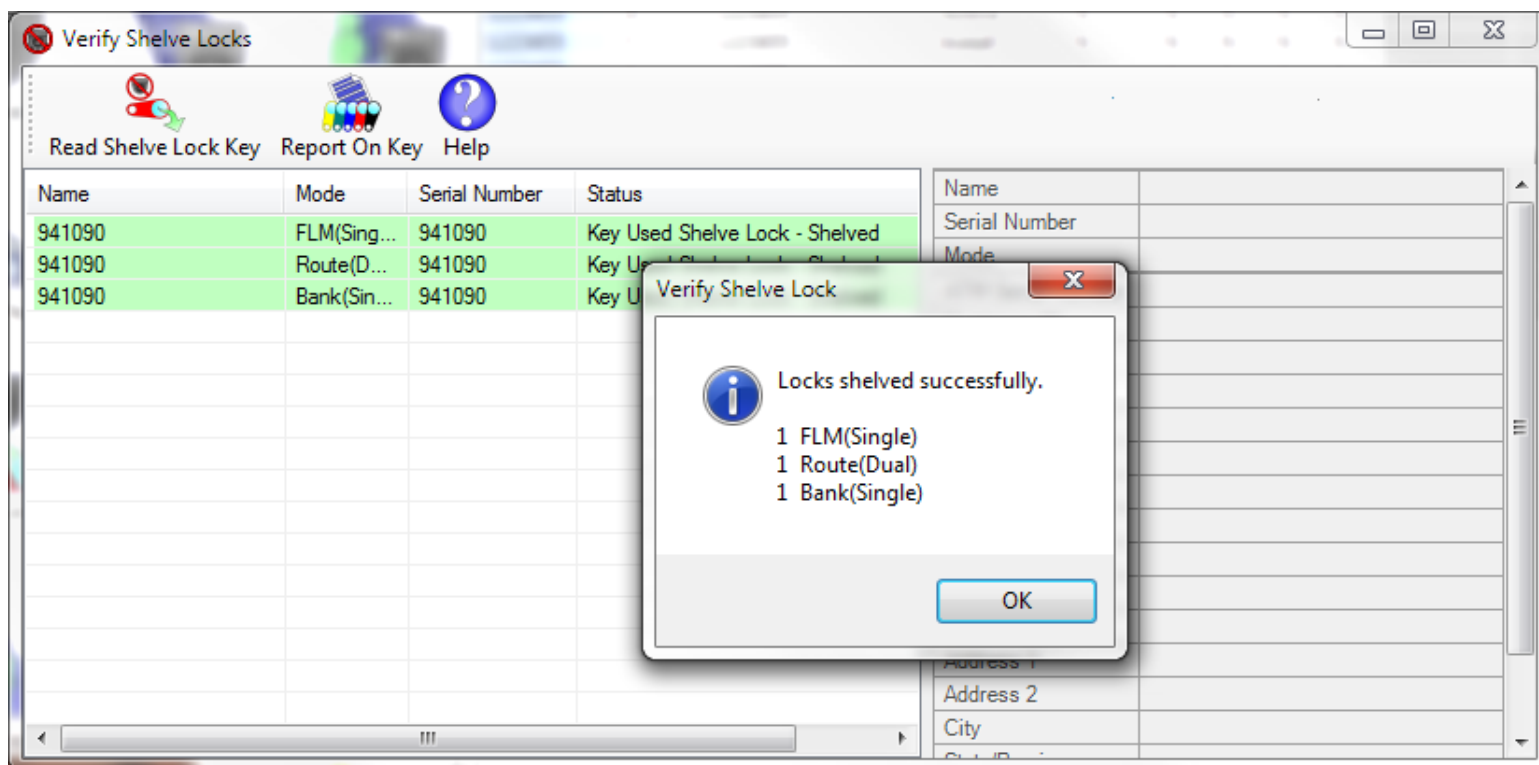
Note

You must first close the call generated in the shelving process before you attempt to verify the shelving of a lock.

This process completes the shelving of a Lock in the software by reading the contents of the red SA Key that was used to shelve the Lock. After a Lock is shelved, the Close Seal must be reported first, and then the SA key needs to be returned so that shelving can be verified at the PC System. Once shelving for a lock is verified, the lock status is changed from Pending Shelve to Shelved. To verify the shelfe of a Lock:

1. Insert the red SA key used to shelve the lock into the key reader.
2. Open a lock report.
3. Select the Administration Menu. (It is not necessary to highlight any locks since the software will read the key to determine which locks are being verified.)
4. Select Verify Shelve Lock. The SA key is read and the Verify Shelve dialog is displayed. If the key contains valid shelve data, the verify shelve process is automatically performed.

The locks which have been shelved by the SA key are displayed in the dialog as shown below:



5. If you need to process a different SA key, insert the key into the Key Reader and click on Read Shelve Lock Key.

If the process is successful, the message "Locks shelved successfully" is displayed, and the database records for the Locks shelved through the use of the Supervisor Audit Key are placed in the "Shelved" mode. These Locks cannot be used again until the "Activate Lock" process is used to re-activate them.

Note

If a lock was opened and closed but not shelved while it was opened, another combination must be issued to the FLM or Route Person as a Service Call. This dispatch will change the lock status from Pending Shelve back to Active; however, the shelving key that was previously created is still valid to be used. The lock can then be opened again and the shelving can be completed.

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3.1.2 Open Lock Log

A variety of common operations can be done with reports, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

This report lists information pertaining to open locks. It displays the open lock log data table within the Cencon database. When a lock is dispatched, an entry for the lock is placed in the open lock log data table within the Cencon database. When a lock is closed, the entry for that open lock is moved to the lock log history data table within the Cencon database.

To view the Open Lock Log report, select Lock Log Report from the main Cencon Window. The following Search screen is displayed prior to generating the report to allow filtering for specific lock records:

The screenshot shows a window titled "Find Open Lock Logs" with a close button (X) in the top right corner. The window contains three tabs: "Fields", "Times", and "Flags". The "Fields" tab is active. Below the tabs are several input fields: "Lock Name:" (text box), "Customer ID:" (dropdown menu with a refresh icon), "Dispatcher:" (text box), "Dispatched User:" (text box), "ATM Serial Number:" (text box), "Region:" (dropdown menu with a refresh icon), "Route:" (text box), and "Service Branch:" (text box). At the bottom of the window, there are two checkboxes: "Return only exact data matches" (checked) and "Remember Find Settings For Next Time Report Is Opened" (unchecked). Below the checkboxes are three buttons: "OK", "Cancel", and "Help".

The tabs in the search screen will be highlighted if they contain search settings that are not immediately visible.

The screenshot shows the same "Find Open Lock Logs" window, but with the "Times" tab selected and highlighted in green. The "Fields" tab is now dimmed. The "Times" tab contains three sections of radio button options: "List Mode - Route or FLM" with options "Any" (selected), "Route", and "FLM"; "User Mode - Single or Dual" with options "Any" (selected), "Single", and "Dual"; and "Unassigned Open Call Status" with options "Any" (selected), "Not Unassigned", and "Unassigned Open". The checkboxes and buttons at the bottom of the window are the same as in the previous screenshot.

Upon selecting 'OK', the locks matching the given search parameters will be displayed. Depending on the number of matching locks and the speed of your database connection, it may take several seconds for the locks to be displayed. You can still do operations with the report even while locks are still being loaded into memory. If your computer does not have enough memory to keep all of the locks in memory, then the report will fetch locks as needed depending on the portion of the report you are looking at. If this occurs, then the word 'Partial' will be displayed on the report status bar.

Sample Open Lock Log:

Lock	Mode	Dispatcher	FLM1/RSP1	FLM2/RSP2	Open Date Time	Close Date Time	Route	Seq	Disp Route	SLM Call	Ac Ca
VLK1000300	RD	MHG\LST...	nr1	nr2	2013-04-10 15:28...		TestRoute2	3	Y	N	N
VLK1000300	RD	MHG\LST...	nr1	nr2	2013-04-10 15:28...		TestRoute2	2	Y	N	N
VLK1000300	RD	MHG\LST...	nr1	nr2	2013-04-10 15:28...		TestRoute2	1	Y	N	N
VLK652	RD	MHG\LST...	nr1	nr2	2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK651	RD	MHG\LST...	nr1	nr2	2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK1111123	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK1000123	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK080	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK051	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK021	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK020	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK018	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK017	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK001	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
NPLock1	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	3	Y	N	N
NPLock1	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	2	Y	N	N
NPLock1	R	MHG\LST...	nr1		2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK1000301	R	MHG\LST...	nr1		2013-04-10 10:47...				N	N	Y
VLK1000302	R	MHG\LST...	nr1		2013-04-10 10:47...				N	N	Y
VLK1000303	R	MHG\LST...	nr1		2013-04-10 10:47...				N	N	Y
VLK681	F	MHG\LST...	F3		2013-04-03 10:50...				N	N	Y
VLK680	R	MHG\LST...	rjb		2013-03-29 09:58...				N	N	N
VLK661	R	MHG\LST...	rjb7		2013-03-29 09:44...				N	N	N
VLK675	F	MHG\LST...	rf3		2013-03-29 09:16...				N	N	N
VLK663	F	MHG\LST...	rf1		2013-03-29 09:15...				N	N	N
A New Lock 1	F	MHG\LST...	rf1		2013-03-29 11:13...				N	N	N

37051 lock log audits found. (37051 records currently in memory.) (1 - 28 displayed.)

DONE

All of the locks are highlighted in light green because they are dispatched (open). Note that the Cencon Gen 2 locks have their name highlighted in light blue. The Cencon Gen 1 locks have their name in the default highlight of light green.

Operations may be performed on the locks on this list using the following procedure:

1. Select a lock by left-clicking on the desired row in the report. Multiple locks may be selected by holding the Ctrl key while left-clicking (not all operations are available for groups of locks). Click on the Operations menu to access the supported functions for the selected lock(s).
2. Operations may also be selected from the popup menu obtained by right-clicking on the desired row in the report.

Open Lock Log showing the operations menu items:

Open Lock Log

File Edit Font Operations Administration Format Help

Lock

- Close Ctrl+L
- Close Locks with User Key
- Close Locks Based On Verify Of Open With Lock User Key
- Close Lock with Remote Serial Operation (Gen2)
- Reassign Ctrl+R
- Unassign Ctrl+U
- Edit Lock Data Ctrl+M
- Individual Lock Report Ctrl+I
- Display the Lock Location on a Map
- Add To Collection
- Add To Route

Lock	P1	FLM2/RSP2	Open Date Time	Close Date Time	Route	Seq	Disp Route	SLM Call	Ac Ca
VLK1000300		nr2	2013-04-10 15:28...		TestRoute2	3	Y	N	N
VLK1000300		nr2	2013-04-10 15:28...		TestRoute2	2	Y	N	N
VLK1000300		nr2	2013-04-10 15:28...		TestRoute2	1	Y	N	N
VLK652		nr2	2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK651		nr2	2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK1111123			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK1000123			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK080			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK051			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK021			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK020	R	MHG\LST...	nr1	2013-04-10 15:25...	TestRoute2	1	Y	N	N
VLK018	R	MHG\LST...	nr1	2013-04-10 15:25...	TestRoute2	1	Y	N	N
VLK017	R	MHG\LST...	nr1	2013-04-10 15:25...	TestRoute2	1	Y	N	N
VLK001	R	MHG\LST...	nr1	2013-04-10 15:25...	TestRoute2	1	Y	N	N
NPLock1	R	MHG\LST...	nr1	2013-04-10 15:25...	TestRoute2	3	Y	N	N
NPLock1	R	MHG\LST...	nr1	2013-04-10 15:25...	TestRoute2	2	Y	N	N
NPLock1	R	MHG\LST...	nr1	2013-04-10 15:25...	TestRoute2	1	Y	N	N
VLK1000301	R	MHG\LST...	nr1	2013-04-10 10:47...			N	N	Y
VLK1000302	R	MHG\LST...	nr1	2013-04-10 10:47...			N	N	Y
VLK1000303	R	MHG\LST...	nr1	2013-04-10 10:47...			N	N	Y
VLK681	F	MHG\LST...	F3	2013-04-03 10:50...			N	N	Y
VLK680	R	MHG\LST...	rjb	2013-03-29 09:58...			N	N	N
VLK661	R	MHG\LST...	rjb7	2013-03-29 09:44...			N	N	N
VLK675	F	MHG\LST...	nf3	2013-03-29 09:16...			N	N	N
VLK663	F	MHG\LST...	nf1	2013-03-29 09:15...			N	N	N

37051 lock log audits found. (37051 records currently in memory.) (1 - 28 displayed.)

DONE

Lock Log Report Functions:

- [Close](#)
- [Close Locks With User Key](#)
- [Close Locks Based on Verify of Open With Lock User Key](#)
- [Close Lock with Remote Serial Operation \(Gen2\)](#)
- [Reassign](#)
- [Unassign](#)
- [Edit Lock Data](#)
- [Individual Lock report](#)
- [Display the lock location on a map](#)
- [Add to Collection](#)
- [Add to Route](#)

Open Lock Log with Administration Menu:

Open Lock Log

File Edit Font Operations Administration Format Help

Rename Lock
Replace Lock
Manager Force Close w/o Seal
Force Delete Of Unshelved Lock
Remote Serial Operations with Lock (Gen2)

Lock				P1	FLM2/RSP2	Open Date Time	Close Date Time	Route	Seq	Disp Route	SLM Call	Ac Ca
VLK1000300					nr2	2013-04-10 15:28...		TestRoute2	3	Y	N	N
VLK1000300					nr2	2013-04-10 15:28...		TestRoute2	2	Y	N	N
VLK1000300					nr2	2013-04-10 15:28...		TestRoute2	1	Y	N	N
VLK652					nr2	2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK651	RD	MHG\LST...	nr1		nr2	2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK1111123	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK1000123	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK080	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK051	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK021	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK020	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK018	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK017	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK001	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
NPLock1	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	3	Y	N	N
NPLock1	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	2	Y	N	N
NPLock1	R	MHG\LST...	nr1			2013-04-10 15:25...		TestRoute2	1	Y	N	N
VLK1000301	R	MHG\LST...	nr1			2013-04-10 10:47...				N	N	Y
VLK1000302	R	MHG\LST...	nr1			2013-04-10 10:47...				N	N	Y
VLK1000303	R	MHG\LST...	nr1			2013-04-10 10:47...				N	N	Y
VLK681	F	MHG\LST...	F3			2013-04-03 10:50...				N	N	Y
VLK680	R	MHG\LST...	rjb			2013-03-29 09:58...				N	N	N
VLK661	R	MHG\LST...	rjb7			2013-03-29 09:44...				N	N	N
VLK675	F	MHG\LST...	nf3			2013-03-29 09:16...				N	N	N
VLK663	F	MHG\LST...	nf1			2013-03-29 09:15...				N	N	N

37051 lock log audits found. (37051 records currently in memory.) (1 - 28 displayed.)

DONE

Administration Functions:

- [Rename](#)
- [Replace](#)
- [Manager Force Close w/o Seal](#)
- [Force Delete of Unshelved Lock](#)
- [Remote Serial Operations with Lock \(Gen2\)](#)

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3.1.3 Route Report

For information on common usage of the reports, refer to the following section: [3.0 Using Cencon Reports](#)

The Route Report is used to display and manage routes of locks.

From the main window, click on Route Report. The following Search screen is displayed prior to generating the report to allow filtering for specific routes:

The screenshot shows a 'Find Routes' dialog box with the following elements:

- Window title: Find Routes
- Tabbed interface with tabs: Routes, Route Locks, Lock Fields, Lock Flags, Lock Ranges, Lock Address/Description. The 'Routes' tab is selected and highlighted.
- Route Name: [Text input field]
- Route Region: [Dropdown menu] with a refresh icon.
- Route Customer ID: [Dropdown menu] with a refresh icon.
- Creation Date section:
 - Check Date
 - Start: [Date picker] showing 2013-03-17
 - End: [Date picker] showing 2013-04-17
- Options section:
 - Return only exact data matches
 - Remember Settings For Next Time Report Is Opened
- Buttons: OK, Cancel, Help

The tabs in the search screen will be highlighted if they contain search settings that are not immediately visible.

Find Routes

Routes Route Locks Lock Fields Lock Flags Lock Ranges Lock Address/Description

Route Lock User ID:

Route Lock Open Date

Check Date Start: 2010-01-15 End: 2010-02-15

Route Lock Close Date

Check Date Start: 2010-01-15 End: 2010-02-15

Route Lock Sequence

Any Route Sequence

Route Sequence 1

Route Sequence 2

Route Sequence 3

Return only exact data matches

Remember Settings For Next Time Report Is Opened

OK Cancel Help

Upon selecting 'OK', the routes matching the given search parameters will be displayed. The fields on the 'Routes' tab of the search dialog are compared against the routes in the Cencon database. The fields on the 'Route Locks' tab of the search dialog is compared against the data associated with the locks on the route, such as the user ID to dispatch, open and close date on the route, and route sequence. The fields in the remaining tabs of the search dialog are compared against the locks contained within the routes in the Cencon database. If the search parameters for one or more locks within a route matches, then that route will be returned as part of the result of the search.

Depending on the number of matching routes and the speed of your database connection, it may take several seconds for the routes to be displayed. You can still do operations with the report even while routes are still being loaded into memory. If your computer does not have enough memory to keep all of the routes in memory, then the report will fetch routes as needed depending on the portion of the report you are looking at. If this occurs, then the word 'Partial' will be displayed on the report status bar.

Sample Route report:

Route Report

File Edit Font Operations Format Help

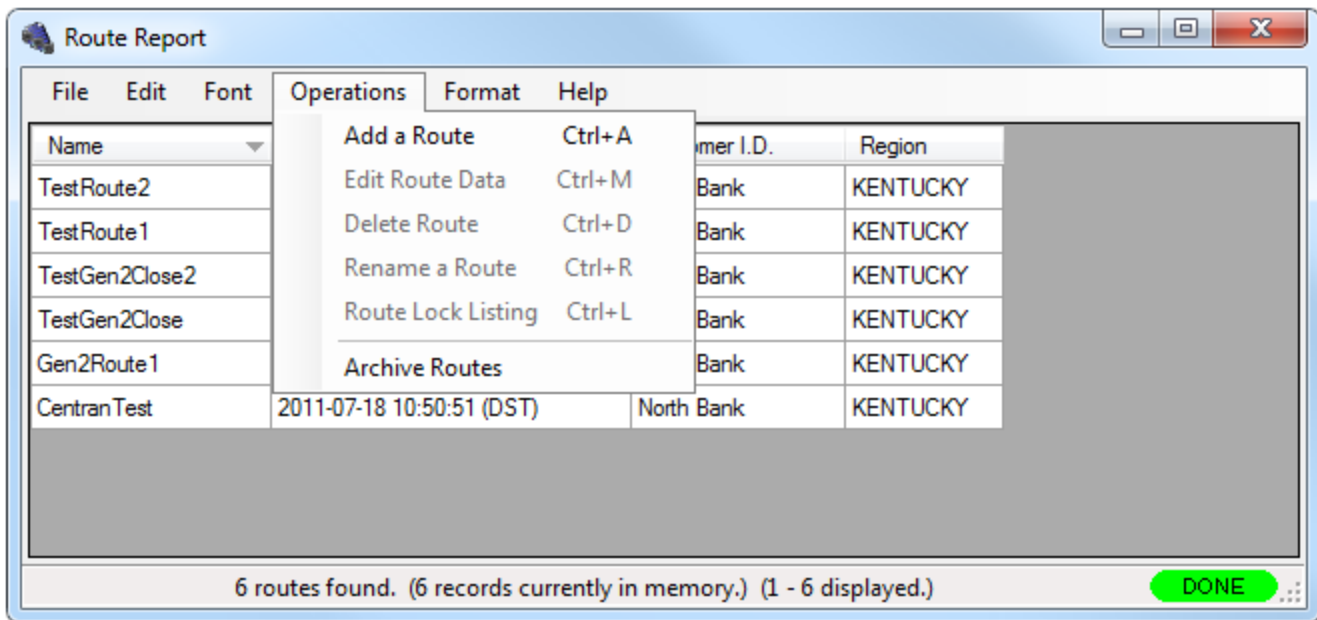
Name	Creation	Customer I.D.	Region
TestRoute2	2012-07-03 16:00:56 (DST)	North Bank	KENTUCKY
TestRoute1	2012-07-03 12:04:36 (DST)	North Bank	KENTUCKY
TestGen2Close2	2011-07-18 10:51:04 (DST)	North Bank	KENTUCKY
TestGen2Close	2011-07-18 10:51:04 (DST)	North Bank	KENTUCKY
Gen2Route1	2011-07-18 10:50:52 (DST)	North Bank	KENTUCKY
CentranTest	2011-07-18 10:50:51 (DST)	North Bank	KENTUCKY

6 routes found. (6 records currently in memory.) (1 - 6 displayed.)

DONE

A variety of common operations can be done with the report, including printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

The operations menu provides access to a set of operations unique to the Route Report as shown below:



Add Route

This operation allows you to add a new route. You can do this by selecting Add a Route from the Operations menu.

The following dialog is displayed:

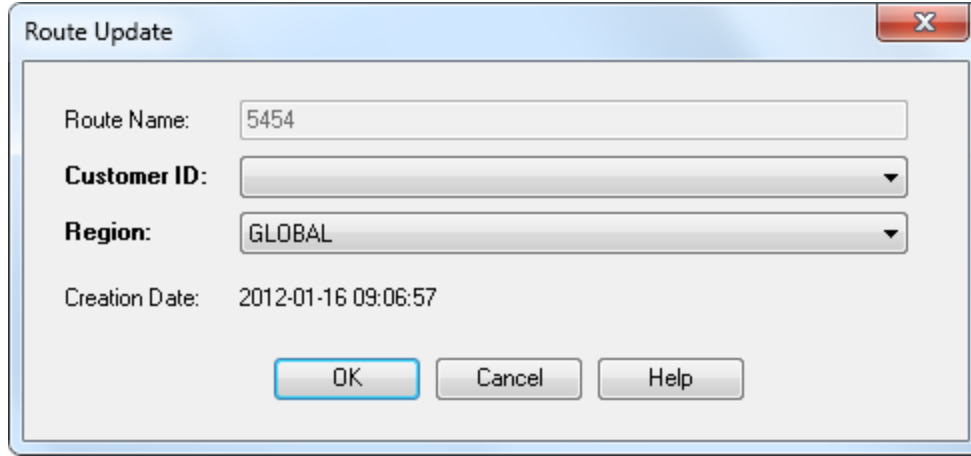
The 'Create a New Route' dialog box contains the following fields and buttons:

- Route Name:** A text input field.
- Customer ID:** A dropdown menu.
- Region:** A dropdown menu.
- Buttons:** OK, Cancel, and Help.

You will need to enter a name for the route you want to create. Optionally you can set a customer ID and region ID. If you are using region control, and currently logged in as a Global user, you will need to set the region ID to match the region assigned to the locks you are going to place on the route. If the current dispatcher is restricted to a local region, then that region will automatically be assigned to a new route being created. Once you have set up the information for the new route, click the OK button.

Edit Route Data

This operation allows you to edit the information for an existing route. You will need to first select the route you want to edit from the report. Then select Edit Route Data from the Operations menu. A dialog similar to the following is displayed.



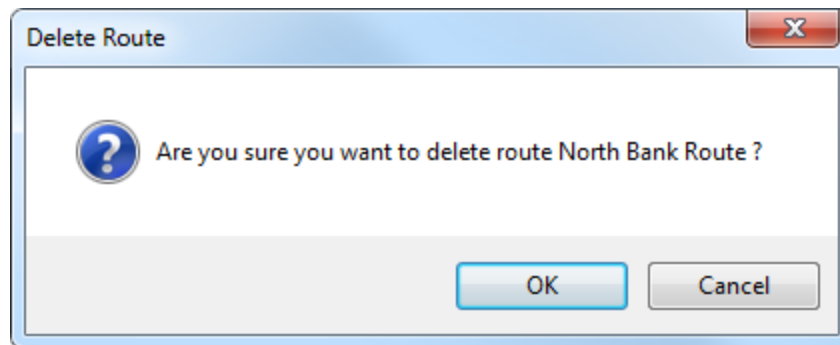
The 'Route Update' dialog box contains the following fields and controls:

- Route Name: 5454
- Customer ID: [Dropdown menu]
- Region: GLOBAL
- Creation Date: 2012-01-16 09:06:57
- Buttons: OK, Cancel, Help

Edit the information for the route as desired, and then click on OK. A confirmation message will be displayed for the update of the route.

Delete Route

This operation allows you to delete an existing route. You will need to first select the route you want to delete from the report. Then select Delete Route from the Operations menu. A dialog similar to the following will be displayed.

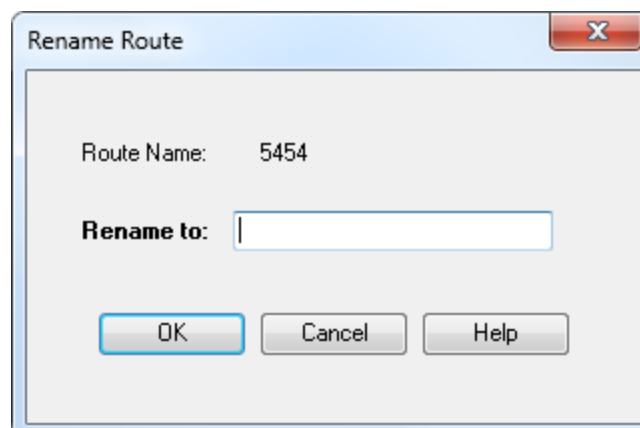


The 'Delete Route' dialog box displays a question mark icon and the text: "Are you sure you want to delete route North Bank Route?". It includes OK and Cancel buttons.

Select Yes to proceed with deleting the route. If the route has locks open, they can still be closed out from the [Lock Report](#) or the [Open Lock Log Report](#). If the route is later recreated with the same name, any open locks on the route will automatically be added back to the report.

Rename Route

This operation allows you to rename an existing route. You will need to first select the route you want to rename from the report. Then select Rename Route from the Operations menu. A dialog similar to the following is displayed.



The 'Rename Route' dialog box contains the following fields and controls:

- Route Name: 5454
- Rename to: [Text input field]
- Buttons: OK, Cancel, Help

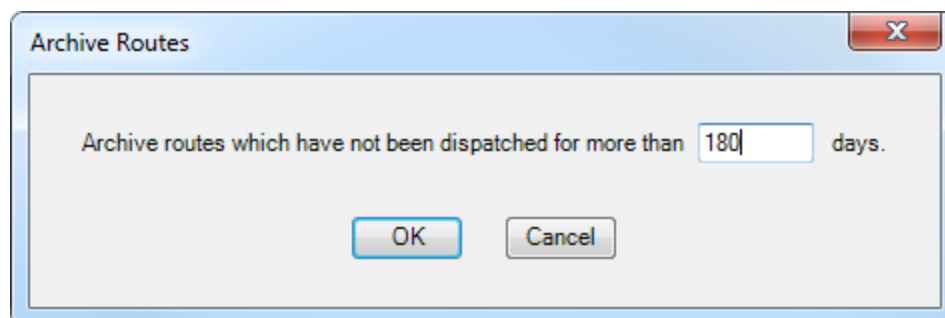
Enter a new name and press OK to proceed with renaming the route.

Route Lock Listing

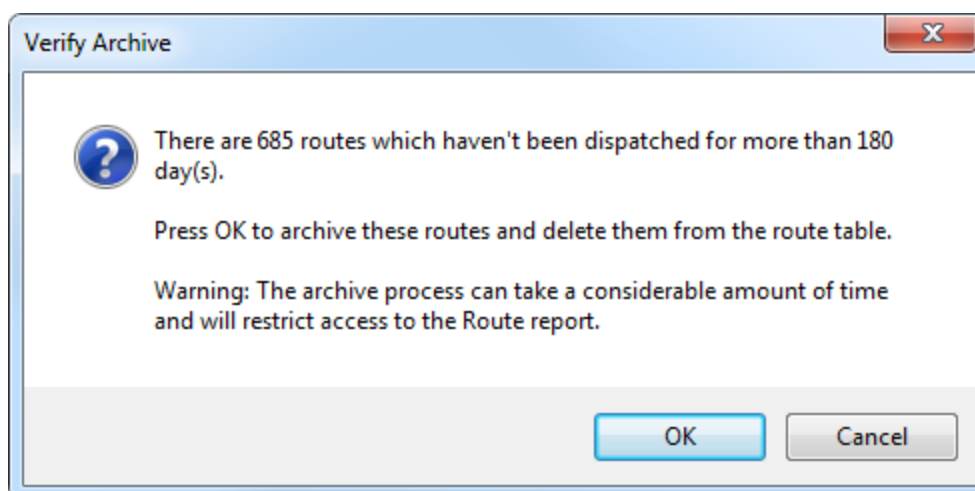
This operation allows you to display a report of the locks on a route, as well as manage the locks on a route. You will first need to select the route you want to display from the report. Then select Route Lock Listing from the Operations menu. The Route Listing Report will be displayed for the route you selected. See section [3.1.3.1 Route Listing Report](#) for details on using the Route Listing Report. An alternative method is to double-click on the route you want to display. This operates in the same manner as selecting the option from the Operations menu.

Archive Routes

Selecting Archive opens the following window:



Enter the number of days for the archive (based on the last date the locks on the route were dispatched) and press OK to proceed to the confirmation screen:



The records are copied to the Route Archive table and removed from the Route table.

Note

Import of legacy route files (.RTE) has been removed from Cencon. This function is still present in the Cencon Database Setup Utility. This is done in the following manner:

- 1) Run the Cencon Database Setup Utility, select your database as needed, and select Maintenance only. In the following screens, do not select to update tables, etc.
- 2) In the screen to import Cencon 1.5x files, check the box to import files. You will then see the options to import files.
- 3) Select the directory to import files from and select only the route file type to be imported.
- 4) Select Next until you get to selecting a region to import the routes to. Select the region you want to assign to the imported routes.
- 5) Select Next until you get to the final summary screen for the operations to be done. Check the operations to be done and then click on Start to import the route files.

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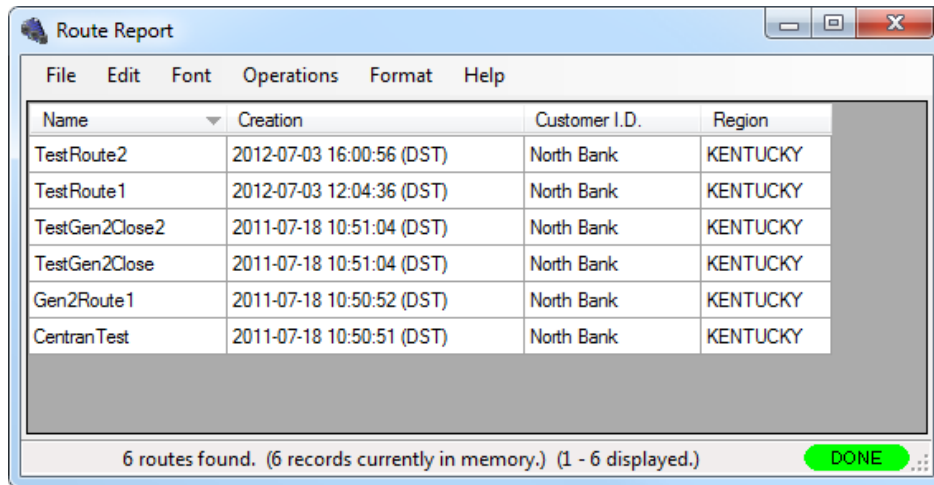
3.1.3.1 Route Listing Report

The Route Listing Report is used to display the details of a route of locks, and to allow administration of a route. It provides support for the following operations:

- Adding locks to a route
- Deleting locks from a route
- Setting the RSP user(s) for dispatch on a route
- Dispatching a route and listing the dispatched combinations
- Reassigning all or part of a route and listing the updated combinations
- Closing all or part of a route by manual entry of lock close seals
- Closing all or part of a route by reading from an RSP key
- Display additional details on selected individual locks.
- Copy/Paste locks between routes

You can open this report on a route in the following manner:

Open the [Route report](#) from the main Cencon window by clicking on Route Report.



Open the route you want to display, by selecting the route name and double-clicking on it.

Alternatively, you can select the route name and right-click on it. A popup menu will be displayed. From the popup menu, select Route Lock Listing. A window similar to the following will be displayed:

Route Listing Report: TestRoute2

File Edit Font Sort Operations Format Help

Add Locks Set Users Dispatch Reassign Close With Menu Close With Key

Lock	Serial	Seq	RSP 1	Combo 1	RSP 2	Combo 2	Seal	Route Seq Open	Single Open	Result	Region	Open Date Time
NPLock1	973050	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
NPLock1	973050	2	nr1					N	N		KENTUCKY	2013-04-10 14:39
NPLock1	973050	3	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK001	532001	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK017	532017	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK018	532018	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK020	532020	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK021	532021	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK051	532051	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK080	532080	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK1000123	001000123	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK1000300	001000300	1	nr1		nr2			N	Y		KENTUCKY	
VLK1000300	001000300	2	nr1		nr2			N	Y		KENTUCKY	
VLK1000300	001000300	3	nr1		nr2			N	Y		KENTUCKY	
VLK1111123	001111123	1	nr1					N	N		KENTUCKY	2013-04-10 14:39
VLK651	512651	1	nr1		nr2			N	N		KENTUCKY	
VLK652	512652	1	nr1		nr2			N	N		KENTUCKY	

17 locks on route TestRoute2 found. (17 records currently in memory.) (1 - 17 displayed.)

DONE

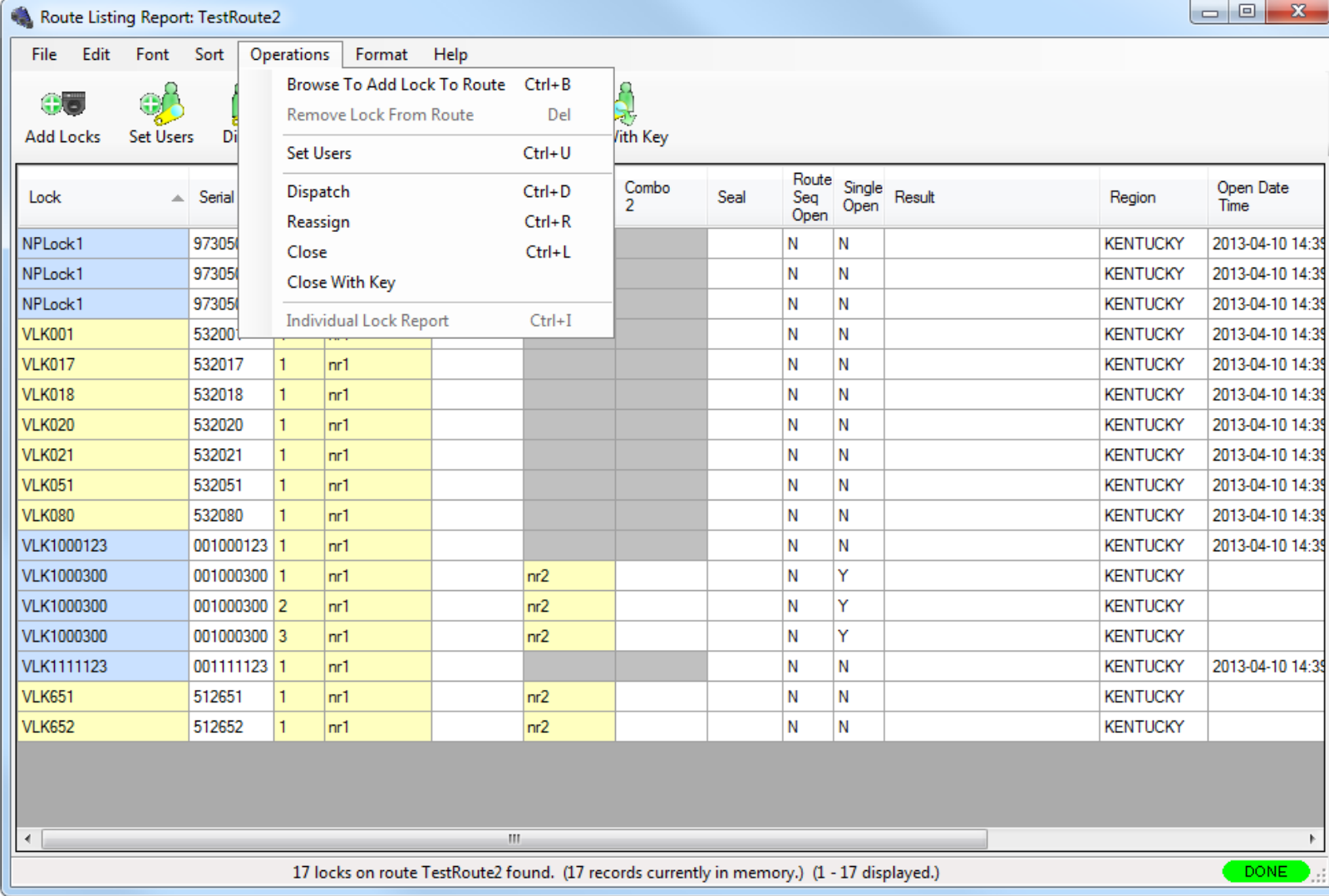
Note

The Route Listing report will update its colors depending on the status of the report. If a lock is not open, then the lock name and RSP user ID can be edited, as well as its route sequence number. Fields that can be edited are shown in yellow. If a lock is open, then the lock will be highlighted in green. The field for the close seal of the lock will be in yellow, indicating that field can be edited for entering the close seal of the lock.

- White - Indicates a lock is closed and that the field can't be edited.
- Green - Indicates a lock is open.
- Yellow - Indicates a field can be edited. If a lock is open, the close seal can be entered. If a lock is not open, then the RSP ID can be entered, or the lock name or sequence can be changed.
- Red - Indicates that an error occurred with the last operation attempted against the lock, or that the lock is already open on another route with the same sequence number. The reason for the error with the lock will be displayed in the Result field of the report.
- Light Blue - If the lock name is highlighted in light blue, this indicates that the lock is a Gen 2 lock.

A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

The following window shows the set of operations unique to the Route Listing Report:



Browse To Add Lock To Route

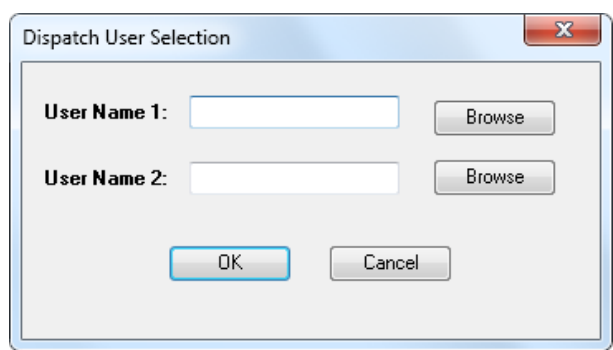
This operation allows you to add locks to the route. 1 route listing report must be currently open to add locks to it. From the Operations menu, select Browse To Add Lock To Route. Alternatively, click on the Add Locks button on the tool bar. The Lock Report will be displayed, with the search automatically set up for route mode locks. If region control is active, the region will automatically be set up as the same region as is assigned to the route. From the lock report, select a lock or a group of locks and then press Operations followed by Add to Route. If you add a lock multiple times, it will be added using the next route sequence number. A single lock can only have up to three dispatches on a route.

Remove Lock From Route

This operation allows you to delete a lock from the route. Select a lock within the route. From the Operations menu, select Remove Lock From Route. Alternatively, select a lock within the route and right-click on the lock. Select Remove Lock From Route from the popup menu. A third method is to select a lock within the route and press the Delete key on your keyboard. The lock you have selected will be deleted from the route.

Set Users

This sets the RSP user names to the selected locks on the route. If no locks are selected, then this will set the entered RSP user names to the entire route. If the route locks are open, then this can be done using Reassign. From the Operations menu, select Set Users. The following window will be displayed:



If all the locks on the route are in single mode, then the second RSP user field will be disabled. If one or more locks on the route are in dual mode, then both RSP user fields will be enabled. Enter the RSP user ID that you want to assign to the route and click on OK.

Dispatch

This dispatches the route to the currently assigned RSP users. If RSP users are not assigned, or if RSP users are not the same for the entire route, then the Set Users window will be displayed to prompt you for the RSP User IDs to dispatch. After you set the users, then the route will be updated with the combinations dispatched to the RSP users.

From the Operations menu, select Dispatch. Alternatively, click on the Dispatch button on the toolbar. The window similar to the following will be displayed.

Lock	Serial	Seq	RSP 1	Combo 1	RSP 2	Combo 2	Seal	Route Seq Open	Single Open	Result	Region	Open Date Time
NPLock1	973050	1	nr1	89 35 98				Y	N		KENTUCKY	2013-04-10 15:28
NPLock1	973050	2	nr1	59 25 04				Y	N		KENTUCKY	2013-04-10 15:28
NPLock1	973050	3	nr1	17 60 70				Y	N		KENTUCKY	2013-04-10 15:28
VLK001	532001	1	nr1	43 45 82				Y	N		KENTUCKY	2013-04-10 15:28
VLK017	532017	1	nr1	74 89 88				Y	N		KENTUCKY	2013-04-10 15:28
VLK018	532018	1	nr1	47 32 84				Y	N		KENTUCKY	2013-04-10 15:28
VLK020	532020	1	nr1	14 22 47				Y	N		KENTUCKY	2013-04-10 15:28
VLK021	532021	1	nr1	93 21 82				Y	N		KENTUCKY	2013-04-10 15:28
VLK051	532051	1	nr1	39 77 16				Y	N		KENTUCKY	2013-04-10 15:28
VLK080	532080	1	nr1	54 31 75				Y	N		KENTUCKY	2013-04-10 15:28
VLK1000123	001000123	1	nr1	22 82 75				Y	N		KENTUCKY	2013-04-10 15:28
VLK1000300	001000300	1	nr1	08 08 29	nr2	21 34 59		Y	N		KENTUCKY	2013-04-10 15:28
VLK1000300	001000300	2	nr1	40 00 79	nr2	63 21 90		Y	N		KENTUCKY	2013-04-10 15:28
VLK1000300	001000300	3	nr1	21 15 58	nr2	50 80 81		Y	N		KENTUCKY	2013-04-10 15:28
VLK1111123	001111123	1	nr1	53 08 62				Y	N		KENTUCKY	2013-04-10 15:28
VLK651	512651	1	nr1	91 06 93	nr2	47 01 24		Y	N		KENTUCKY	2013-04-10 15:28
VLK652	512652	1	nr1	63 05 59	nr2	19 00 90		Y	N		KENTUCKY	2013-04-10 15:28

17 locks on route TestRoute2 found. (17 records currently in memory.) (1 - 17 displayed.)

DONE

Reassign

This operation reassigns open locks on the route to another RSP user ID(s). You can reassign the entire route, or just part of the route. The report will update with the new RSP user IDs and their combinations.

To reassign part of a route, select those locks on the route you want to reassign. Alternatively, leave all the locks unselected, and the entire route will be reassigned. From the Operations menu, select Reassign, or click on Reassign in the toolbar. The Set Users dialog will be displayed, allowing you to enter the new RSP user IDs you are wanting to reassign the route locks to. Click on Set Users and the report will be updated with the new RSP user IDs and the assigned combinations.

Note

Note that both combinations have the ability to open the lock. However, only the combination that is entered first will actually open the lock. Once a combination is entered, the other combination will be invalid and will not open the lock. Only one Close Seal can be retrieved from the lock for the opening.

Close

This operation allows you to close the locks on the route by entering in the close seals for the locks. This is done by first entering in the close seals into the yellow edit field in the report, in the Seal column. The close seal must be for the correct route sequence of the lock, if the lock has been dispatched multiple times on the route.

If a lock route sequence has been skipped by the personnel dispatched to the lock, then the skipped sequence can be "forced closed" by entering 'F' for the

close seal. When you enter 'F' for a close seal, it will automatically be expanded to 'FF' or to 'FFFF'. You can not force close the last sequence of a lock on a route.

Once you have entered the close seals for the locks you are going to close, open the Operations menu and select Close, or click on Close in the toolbar. If any close seals are incorrect, then the lock will be highlighted in red and the error displayed in the Result field. If this occurs, you will need to re-enter the correct close seal, and try to close the lock again.

Close with Key

This operation allows you to close the locks on a route by reading the close seals from the RSP user's key. You will need to place the RSP user's key into the key reader in order to read the lock close seals from the key. From the Operations menu, select Close with Key, or click on Close with Key in the toolbar.

Individual Lock Report

This operation allows you to display details on an individual lock on the route. Select a lock on the route. Then, from the Operations menu, select Individual Lock Report. Alternatively, you can right-click on a lock, and select Individual Lock Report from the popup menu. A report window is displayed detailing the status of the selected lock. See the [Individual Lock Report](#) for details on the individual lock report.

Edit Menu Operations

Copy / Paste

These Edit operations allow you to copy and paste locks between routes, or to copy the locks on a route to another application. Select the locks on the route you want to copy, and select Copy from the Edit menu. Then open the route you want to copy the locks to, from the [Route report](#), or create a new route as desired. Then select Paste from the Edit menu. The copied locks will be pasted into the other route.

You can also copy locks from the report using Copy As HTML from the Edit menu. This allows you an easy way to paste locks from a route into Microsoft[®] Excel or Word, and preserve the formatting of the data. However, this method is not supported for copying locks between routes. The Copy operation must be used for that.

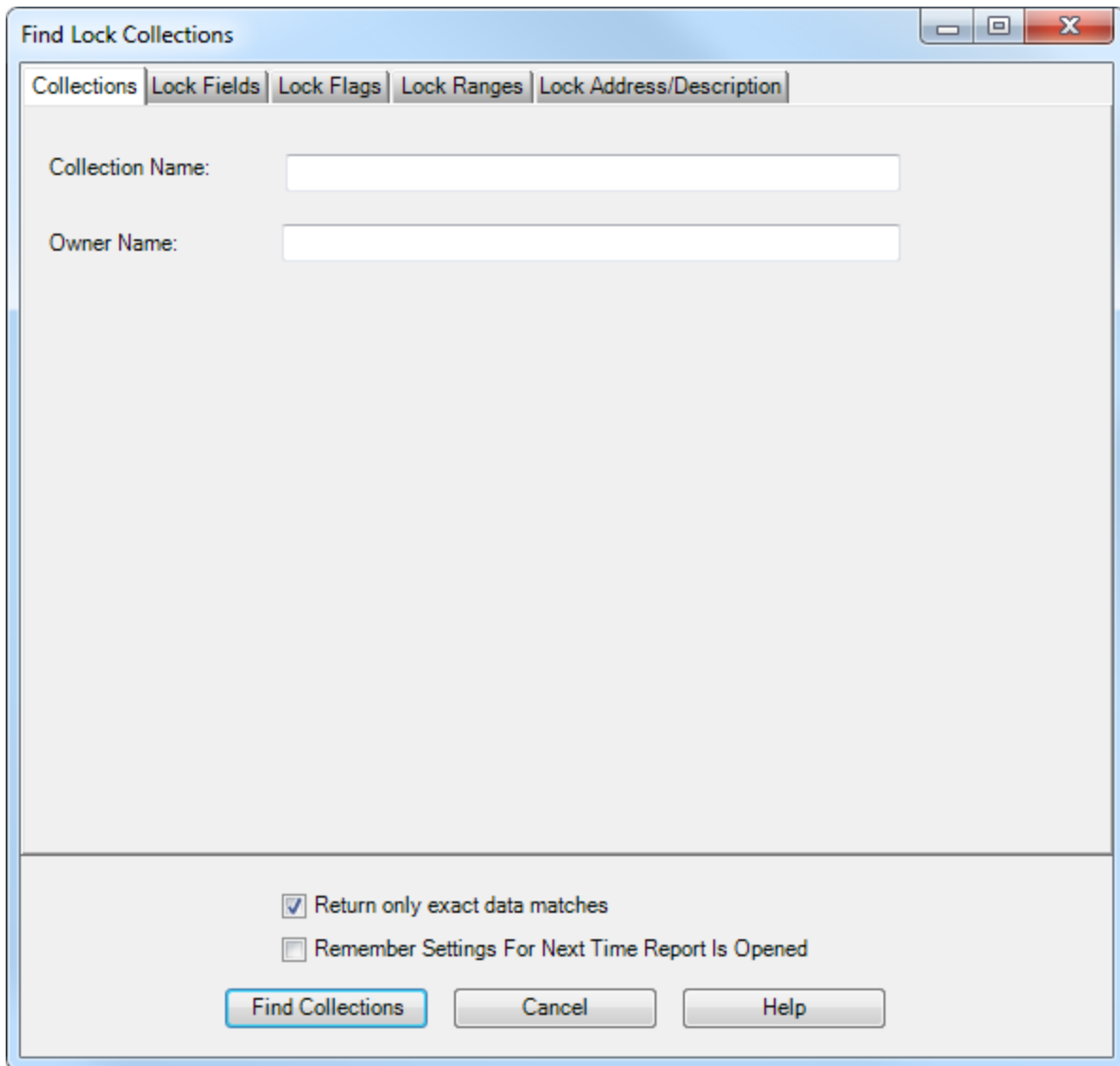
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3.1.4 Collection Report

For information on common usage of the reports, refer to the following section: [3.0 Using Cencon Reports](#)

The Collection Report is used to display and manage collections of locks. Lock Collections can be created with a combination of any locks in any modes and can be used for any purpose the user sees fit. One use of a collection is the type of customer who activates many locks at a time on 1 given SA key for locks being staged in an office or a manufacturing facility. After the activation process is completed, the user may want to re-dispatch another test opening combination to 1 Lock User Key for all those locks simultaneously rather than dispatching each lock individually. Collections may also be used to manage locks in a particular geographic grouping, a customer grouping, or locks that have the same standard service day.

From the main window, click on Lock Collections. The following Search screen is displayed prior to generating the report to allow filtering for specific lock records:



The screenshot shows a dialog box titled "Find Lock Collections" with a standard Windows window border (minimize, maximize, close buttons). Inside the dialog, there are four tabs: "Collections", "Lock Fields", "Lock Flags", and "Lock Address/Description". The "Collections" tab is currently selected and highlighted. Below the tabs, there are two text input fields: "Collection Name:" and "Owner Name:". At the bottom of the dialog, there are two checkboxes: "Return only exact data matches" (which is checked) and "Remember Settings For Next Time Report Is Opened" (which is unchecked). Below the checkboxes are three buttons: "Find Collections", "Cancel", and "Help".

The tabs in the search screen will be highlighted if they contain search settings that are not immediately visible.

Find Lock Collections

Collections
 Lock Fields
 Lock Flags
 Lock Ranges
 Lock Address/Description

Lock Name:

Lock Mode

Any
 FLM
 Route
 Bank

Lock Model

All Locks
 Gen 1 Only
 Gen 2 Activated as Gen 1
 Gen 2 Activated as Gen 2
 All Gen 2 Locks

Lock Serial Number

Any
 Specific:

 Range:
 Minimum:

 Maximum:

ATM Serial:

Region: ↻

Service Branch:

Customer ID: ↻

Dispatched User ID:

Bank Branch Name: ↻

Return only exact data matches
 Remember Settings For Next Time Report Is Opened

Upon selecting 'Find Collections', the collections matching the given search parameters will be displayed. The fields on the 'Collections' tab of the search dialog are compared against the collections in the Cencon database. The fields in the remaining tabs of the search dialog are compared against the locks contained within the collections in the Cencon database. If the search parameters for one or more locks within a collection matches, then that collection will be returned as part of the result of the search.

Depending on the number of matching collections and the speed of your database connection, it may take several seconds for the collections to be displayed. You can still do operations with the report even while collections are still being loaded into memory. If your computer does not have enough memory to keep all of the collections in memory, then the report will fetch collections as needed depending on the portion of the report you are looking at. If this occurs, then the word 'Partial' will be displayed on the report status bar.

Sample Collection report:

Lock Collections

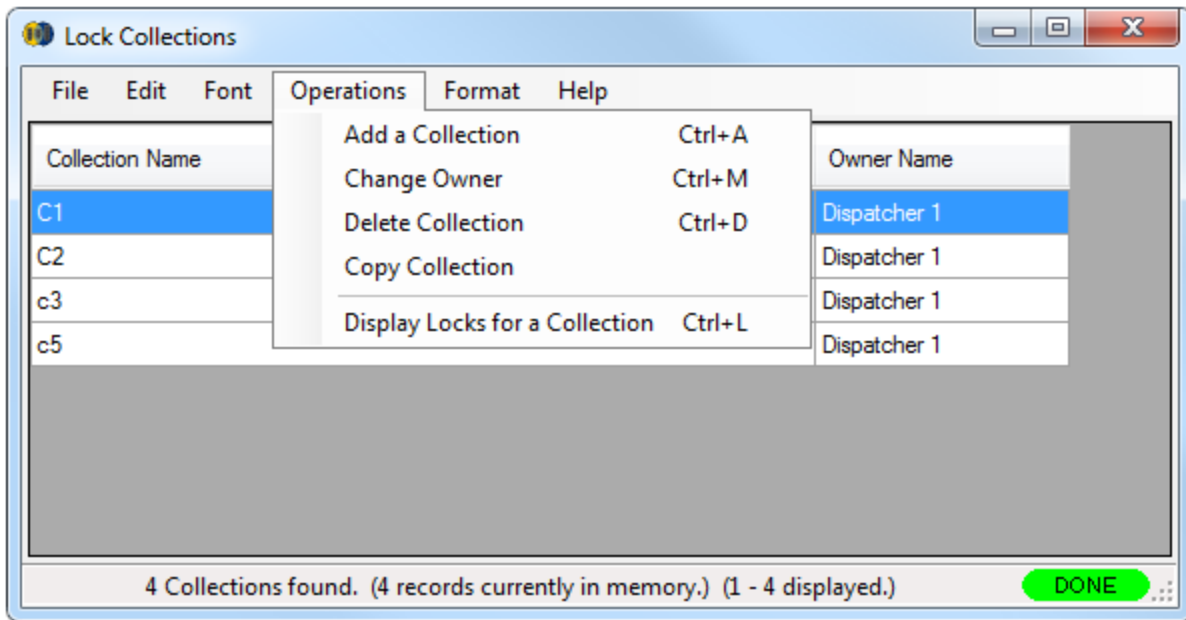
File Edit Font Operations Format Help

Collection Name	Owner Name
C1	Dispatcher 1
C2	Dispatcher 1
c3	Dispatcher 1
c5	Dispatcher 1

4 Collections found. (4 records currently in memory.) (1 - 4 displayed.) DONE

A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

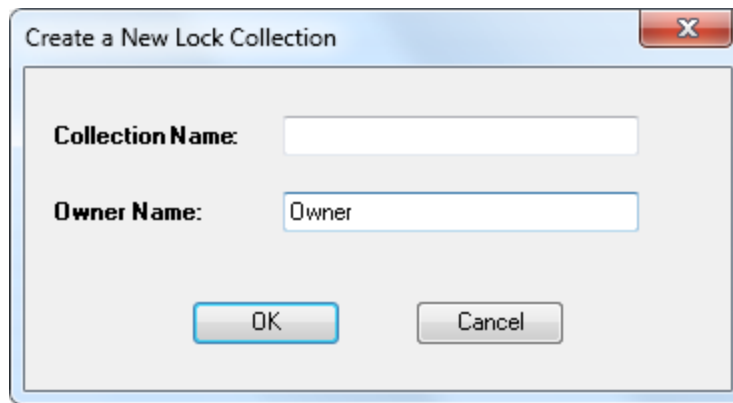
The operations menu provides access to a set of operations unique to the Collection Report as shown below:



Add Collection

This operation allows you to add a new Collection. You can do this by selecting Add a Collection from the Operations menu.

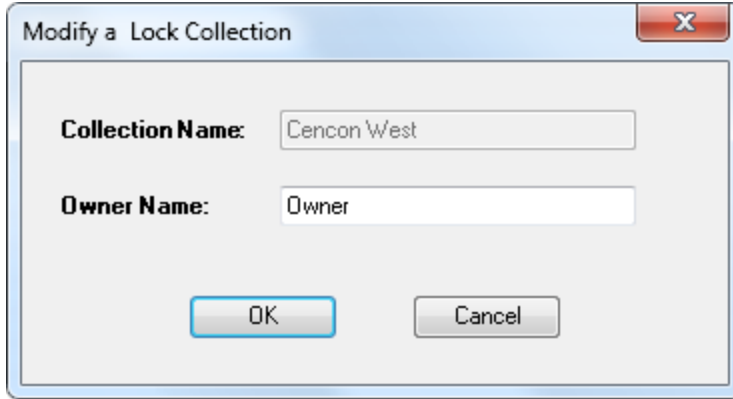
The following dialog is displayed:



Enter a name for the collection you want to create. The Owner name is automatically initialized to the name of the current Cencon user. Once you have set up the information for the new collection, click on OK.

Change Owner

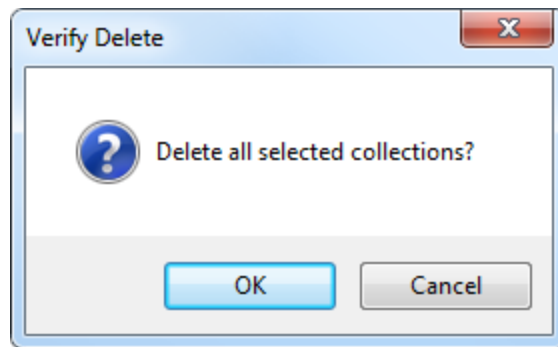
This operation allows you to change the owner for an existing Collection. You will need to first select the Collection you want to edit from the report. Then select Change Owner from the Operations menu. A dialog similar to the following is displayed.



Edit the Owner Name and then click on OK. A confirmation message is displayed.

Delete Collection

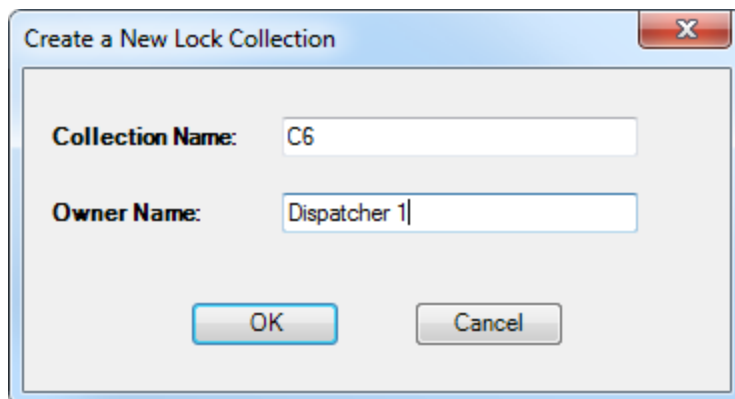
This operation allows you to delete an existing Collection. You will need to first select the collection you want to delete from the report. Then select Delete Collection from the Operations menu. A dialog similar to the following will be displayed.



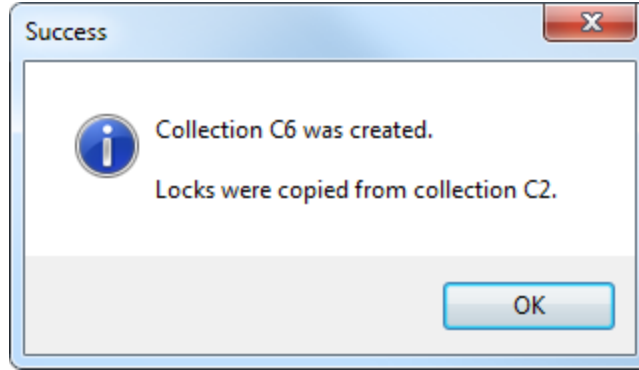
Select OK to proceed with deleting the Collection.

Copy Collection

This operation allows you to copy an existing Collection to a new collection. You will need to first select the collection you want to copy. Then select Copy Collection from the Operations menu. A dialog similar to the following will be displayed.



Enter a name of the new collection and optionally change the default owner name. Select OKs to proceed with copying the Collection. The following confirmation message indicates success:



Display Locks for a Collection

This operation allows you to display a report of the locks in a Collection, as well as manage the locks in a Collection. You will first need to select the Collection you want to display from the report. Then select Display Locks for a Collection from the Operations menu. The Collection Listing Report is displayed for the collection you selected. See section [3.1.4.1 Collection Locks Report](#) for details on using this report. An alternative method is to double-click on the collection you want to display. This operates in the same manner as selecting the option from the Operations menu.

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3.1.4.1 Collection Lock Report

The Collection Lock Report is used to display and manage the locks in a lock collection. From the Lock Collection's Operations menu, click on Display Locks for a Collection. A window similar to the following is displayed:

Collection Listing Report															
File Edit Font Operations Administration Format Help															
Collection	Serial	Mode	Name	Audit	Status	Single Open	1 Route Seq Open	2 Route Seq Open	3 Route Seq Open	Unass Call Open	FLM1/RSP1	Combo 1	FLM2/RSP2	Combo 2	Last Used
C1	512669	B	VLK669	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512668	B	VLK668	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512667	B	VLK667	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512666	B	VLK666	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512665	B	VLK665	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512664	R	VLK664	2	Active	N	N	N	N	N	rjb7				2008-08-27 ...
C1	001378237	F	VLK008	3	Active	N	N	N	N	N	npuf1				2013-04-17 ...
C1	134123	F	Some Lock - A	7	Active	N	N	N	N	N	npuf1				2013-04-17 ...
C1	999999	FD	LockTrial9	2	Active	N	N	N	N	N	nf1		nf3		2013-04-17 ...
C1	312321	FD	Lock Trial 1	8	Active	N	N	N	N	N	npuf1		npuf2		2013-04-17 ...
C1	333333333	F	Lock All 3s	13	Active	N	N	N	N	N	CF01				2013-04-17 ...
C1	101010	F	Lock 10	2	Active	N	N	N	N	N	CSCINIT-F2				2013-04-17 ...
C1	789797	F	Lock 1	10	Active	N	N	N	N	N	npuf1				2013-04-17 ...
C1	001000102	B	Gen2Lock Serial 002	1	Shelved	N	N	N	N	N					2009-11-19 ...
C1	369852	F	Dual Mode Lock	9	Active	N	N	N	N	N	npuf1				2013-04-17 ...
C1	100811	R	100811	29	Active	N	N	N	N	N	JMROUTE				2013-04-17 ...
C1	100789	R	100789	21	Active	N	N	N	N	N	JMROUTE				2013-04-17 ...
C1	100649	F	100649	5	Active	N	N	N	N	N	npuf1				2013-04-17 ...
C1	100488	R	100488	9	Active	N	N	N	N	N	JMROUTE				2009-06-18 ...
C1	100341	R	100341	80	Active	N	N	N	N	N	CSC4				2009-06-18 ...
C1	100086	R	100086	190	Shelved	N	N	N	N	N					1999-05-26 ...
C1	100054	R	100054	48	Shelved	N	N	N	N	N					2009-03-16 ...
C1	100005	F	100005	7	Shelved	N	N	N	N	N					2003-08-25 ...

23 Locks in Collection C1 found. (23 records currently in memory.) (1 - 23 displayed.)

DONE

Operations Menu:

Collection Listing Report							1	2	3	Unass	FLM1/RSP1	Combo 1	FLM2/RSP2	Combo 2	Last
Collection	Serial						Route	Route	Route	Call					Used
						Seq	Seq	Seq	Open						
C1	512669	Browse to add lock to collection													2013-03-12 ...
C1	512668	Remove lock from collection													2013-03-12 ...
C1	512667	Dispatch													2013-03-12 ...
C1	512666	Dispatch all FLM locks													2013-03-12 ...
C1	512665	Dispatch all Route locks													2013-03-12 ...
C1	512664	Close													2013-03-12 ...
C1	00137823	Close Locks with User Key													2013-03-12 ...
C1	134123	Close Locks Based On Verify Of Open With Lock User Key								rjb7					2008-08-27 ...
C1	999999	Close Lock with Remote Serial Operation (Gen2)								npuf1					2013-04-17 ...
C1	312321	Reassign								npuf1					2013-04-17 ...
C1	33333333	Unassign								rf1		rf3			2013-04-17 ...
C1	101010	Edit Lock Data								npuf1		npuf2			2013-04-17 ...
C1	789797	Individual Lock Report								CF01					2013-04-17 ...
C1	00100010	Display the Lock Location on a Map								CSCINIT-F2					2013-04-17 ...
C1	369852	Add To Collection								npuf1					2013-04-17 ...
C1	100811	Add To Route								npuf1					2013-04-17 ...
C1	100789	Display the Users Assigned to the Bank Lock Report								JMROUTE					2013-04-17 ...
C1	100649	Display the Users Assigned to the Bank Lock Mini-Report								JMROUTE					2013-04-17 ...
C1	100488	Display the Routes Containing the Lock								npuf1					2013-04-17 ...
C1	100341	R	100488	9	Active	N	N	N	N	N	JMROUTE				2009-06-18 ...
C1	100086	R	100341	80	Active	N	N	N	N	N	CSC4				2009-06-18 ...
C1	100054	R	100086	190	Shelved	N	N	N	N	N					1999-05-26 ...
C1	100005	F	100054	48	Shelved	N	N	N	N	N					2009-03-16 ...
C1			100005	7	Shelved	N	N	N	N	N					2003-08-25 ...

23 Locks in Collection C1 found. (23 records currently in memory.) (1 - 23 displayed.)

DONE

The operations of the Collection Locks report are the same as for the [Lock Report/Lock Operations Reports](#) except for the following:

Dispatch All FLM Locks/Dispatch All Route Locks

If either of the dispatch all locks functions is selected, the Dispatch User Selection window allows you to select the name(s) of the users for the dispatch:

Collection	Serial	Mode	Name	Audit	Status	Single Open	1 Route Seq Open	2 Route Seq Open	3 Route Seq Open	Unass Call Open	FLM1/RSP1	Combo 1	FLM2/RSP2	Combo 2	Last Used
C1	512669	B	VLK669	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512668	B	VLK668	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512667	B	VLK667	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512666	B	VLK666	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512665	B	VLK665	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512664	R	VLK664	2	Active	N	N	N	N	N					2008-08-27 ...
C1	001378237	F	VLK008												2013-04-17 ...
C1	134123	F	Some Lock - A												2013-04-17 ...
C1	999999	FD	LockTrial9									nf3			2013-04-17 ...
C1	312321	FD	Lock Trial 1									npuf2			2013-04-17 ...
C1	333333333	F	Lock All 3s												2013-04-17 ...
C1	101010	F	Lock 10												2013-04-17 ...
C1	789797	F	Lock 1												2013-04-17 ...
C1	001000102	B	Gen2Lock Serial 002												2009-11-19 ...
C1	369852	F	Dual Mode Lock												2013-04-17 ...
C1	100811	R	100811	29	Active	N	N	N	N	N	JMROUTE				2013-04-17 ...
C1	100789	R	100789	21	Active	N	N	N	N	N	JMROUTE				2013-04-17 ...
C1	100649	F	100649	5	Active	N	N	N	N	N	npuf1				2013-04-17 ...
C1	100488	R	100488	9	Active	N	N	N	N	N	JMROUTE				2009-06-18 ...
C1	100341	R	100341	80	Active	N	N	N	N	N	CSC4				2009-06-18 ...
C1	100086	R	100086	190	Shelved	N	N	N	N	N					1999-05-26 ...
C1	100054	R	100054	48	Shelved	N	N	N	N	N					2009-03-16 ...
C1	100005	F	100005	7	Shelved	N	N	N	N	N					2003-08-25 ...

Dispatch User Selection ✕

User Name 1: Browse

User Name 2: Browse

OK
Cancel

23 Locks in Collection C1 found. (23 records currently in memory.) (1 - 23 displayed.)

DONE

Enter a user (or users if you have any dual mode locks) and press OK to dispatch the locks. The locks are all dispatched to the selected user and the combinations displayed as shown in the example below:

Collection	Serial	Mode	Name	Audit	Status	Single Open	1 Route Seq Open	2 Route Seq Open	3 Route Seq Open	Unass Call Open	FLM1/RSP1	Combo 1	FLM2/RSP2	Combo 2	Last Used
C1	512669	B	VLK669	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512668	B	VLK668	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512667	B	VLK667	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512666	B	VLK666	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512665	B	VLK665	1	Active	N	N	N	N	N					2013-03-12 ...
C1	512664	R	VLK664	2	Active	N	N	N	N	N	rjb7				2008-08-27 ...
C1	001378237	F	VLK008	3	Active	Y	N	N	N	N	rf3	53 84 44			2013-04-17 ...
C1	134123	F	Some Lock - A	7	Active	Y	N	N	N	N	rf3	34 09 75			2013-04-17 ...
C1	999999	FD	LockTria9	2	Active	Y	N	N	N	N	rf3	67 54 50	rf4	80 91 92	2013-04-17 ...
C1	312321	FD	Lock Trial 1	8	Active	Y	N	N	N	N	rf3	20 49 51	rf4	27 74 44	2013-04-17 ...
C1	333333333	F	Lock All 3s	13	Active	Y	N	N	N	N	rf3	07 08 80			2013-04-17 ...
C1	101010	F	Lock 10	2	Active	Y	N	N	N	N	rf3	13 11 19			2013-04-17 ...
C1	789797	F	Lock 1	10	Active	Y	N	N	N	N	rf3	95 05 12			2013-04-17 ...
C1	001000102	B	Gen2Lock Serial 002	1	Shelved	N	N	N	N	N					2009-11-19 ...
C1	369852	F	Dual Mode Lock	9	Active	Y	N	N	N	N	rf3	82 53 22			2013-04-17 ...
C1	100811	R	100811	29	Active	N	N	N	N	N	JMROUTE				2013-04-17 ...
C1	100789	R	100789	21	Active	N	N	N	N	N	JMROUTE				2013-04-17 ...
C1	100649	F	100649	5	Active	Y	N	N	N	N	rf3	96 81 91			2013-04-17 ...
C1	100488	R	100488	9	Active	N	N	N	N	N	JMROUTE				2009-06-18 ...
C1	100341	R	100341	80	Active	N	N	N	N	N	CSC4				2009-06-18 ...
C1	100086	R	100086	190	Shelved	N	N	N	N	N					1999-05-26 ...
C1	100054	R	100054	48	Shelved	N	N	N	N	N					2009-03-16 ...
C1	100005	F	100005	7	Shelved	N	N	N	N	N					2003-08-25 ...

23 Locks in Collection C1 found. (23 records currently in memory.) (1 - 23 displayed.)

DONE

Browse to Add Locks to Collection

This operation allows you to add locks to the open collection. From the Operations menu, select Browse to Add Locks to Collection. Alternatively, select the lock (or locks) you want to add, right-click on the selection, and click on Browse to Add Locks to Collection. The Lock Operations Report is displayed (preceded by the search form). From the lock report, select a lock or a group of locks and then press Operations followed by Add to Collection. You will be asked if you want to add the selected locks to the open collection (if a collection lock report screen is currently displayed.) If you click on "Yes", the selection is automatically added to the open collection. If you click on "No", Cencon opens the collection selection form which allows you select an alternate collection.

Remove Lock From Collection

This operation allows you to delete a lock from a collection. Select a lock within the collection. From the Operations menu, select Remove Lock From Collection. Alternatively, select a lock within the collection and right-click on the lock. Select Remove Lock From Collection from the popup menu. The lock you have selected is deleted from the collection.

Administration Menu - The Administration Menu is the same as that of the Lock Reports:

Collection	Serial	Mode	Route Seq Open	3 Route Seq Open	Unass Call Open	FLM1/RSP1	Combo 1	FLM2/RSP2	Combo 2	Last Used		
C1	512669	B		N	N					2013-03-12 ...		
C1	512668	B		N	N					2013-03-12 ...		
C1	512667	B		N	N					2013-03-12 ...		
C1	512666	B		N	N					2013-03-12 ...		
C1	512665	B		N	N					2013-03-12 ...		
C1	512664	R		N	N	rjb7				2008-08-27 ...		
C1	001378237	F		N	N	rf3	53 84 44			2013-04-17 ...		
C1	134123	F		N	N	rf3	34 09 75			2013-04-17 ...		
C1	999999	FD		N	N	rf3	67 54 50	rf4	80 91 92	2013-04-17 ...		
C1	312321	FD		N	N	rf3	20 49 51	rf4	27 74 44	2013-04-17 ...		
C1	333333333	F		N	N	rf3	07 08 80			2013-04-17 ...		
C1	101010	F		N	N	rf3	13 11 19			2013-04-17 ...		
C1	789797	F		N	N	rf3	95 05 12			2013-04-17 ...		
C1	001000102	B		N	N					2009-11-19 ...		
C1	369852	F		N	N	rf3	82 53 22			2013-04-17 ...		
C1	100811	R		N	N	JMROUTE				2013-04-17 ...		
C1	100789	R		N	N	JMROUTE				2013-04-17 ...		
C1	100649	F		N	N	rf3	96 81 91			2013-04-17 ...		
C1	100488	R	100488	9	Active	N	N	N	N	N	JMROUTE	2009-06-18 ...
C1	100341	R	100341	80	Active	N	N	N	N	N	CSC4	2009-06-18 ...
C1	100086	R	100086	190	Shelved	N	N	N	N	N		1999-05-26 ...
C1	100054	R	100054	48	Shelved	N	N	N	N	N		2009-03-16 ...
C1	100005	F	100005	7	Shelved	N	N	N	N	N		2003-08-25 ...

23 Locks in Collection C1 found. (23 records currently in memory.) (1 - 23 displayed.)

DONE

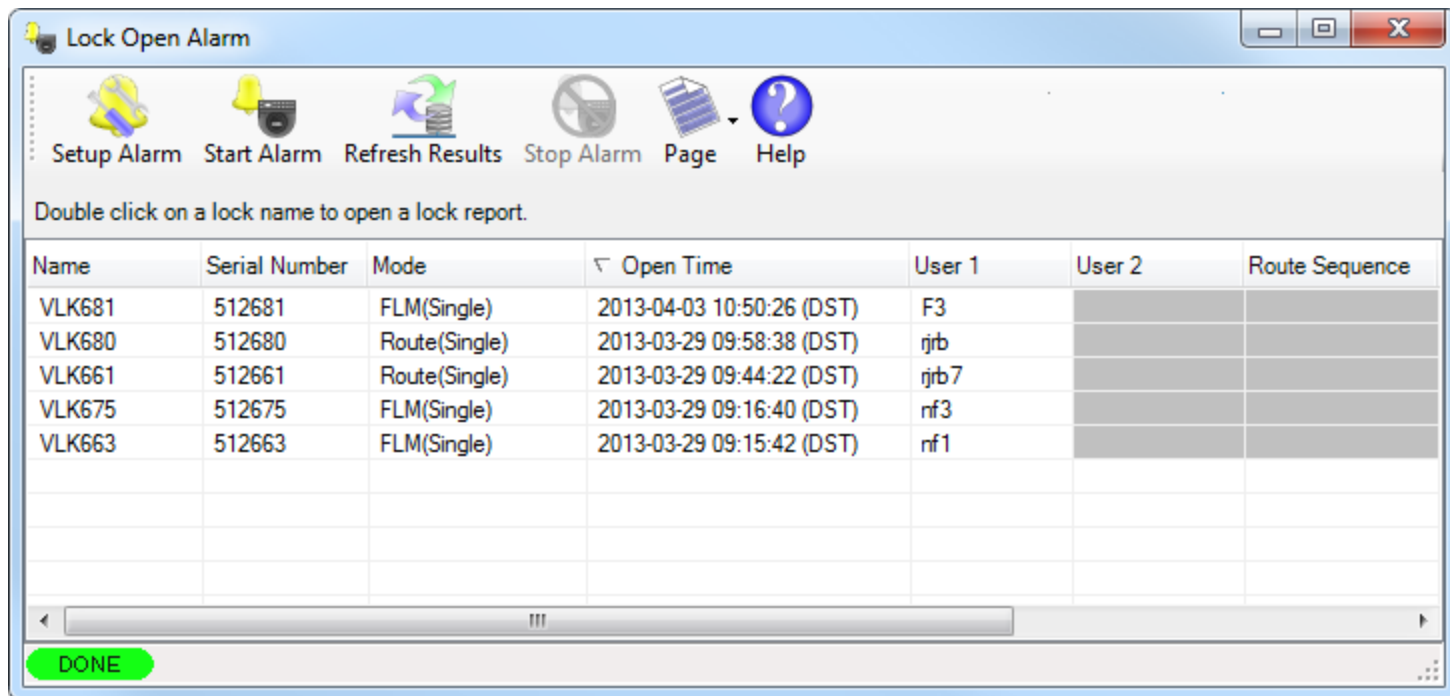
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3.1.5 Lock Open Alarm

The Lock Open Alarm allows you to display a list of those locks which have been open within a set time window. The Lock Open Alarm Settings form allows you to select the desired time constraints and to create a filter which specifies which locks are allowed to trigger the alarm. An automatic check is made at intervals specified in the Setup dialog.

The open lock interval check function is active if Start Alarm has been pressed in the Lock Open Alarm dialog. When the interval expires the Lock Open Alarm dialog window appears with a listing of the locks which have an open time within the set time window. Press Start Alarm to continue.

If the alarm has not been started, the Refresh Results toolbar button may be used to manually initiate a status check.



Note

To work with one of the displayed locks, double-click on its row. Cencon will open the Lock Operations report for the selected lock.

Setup Alarm

This operation allows you to select the open time window and to create a filter which specifies that the time window is only checked for a certain set of locks. There are also control settings which can cause the alarm window to be hidden while the alarm is running and which remember the settings between uses of the alarm function.

The following dialog is displayed:

Lock Open Alarm Settings

Times | **Flags** | Fields

Check for Locks Open Longer than:

Days: 0

Hours: 0

Minutes: 0

Ignore Locks Open Longer than:

Days: 0

Hours: 0

Minutes: 0

The ignore feature is not active if all values are zero.

Ignore Locks Open for Second Line Maintenance

Update Interval (Minutes): 0

Hide Lock Open Alarm Form While Alarm Is Running

Remember Settings For Next Time Report Is Opened

Start the Lock Open Alarm When Cencon Starts

OK Cancel Help

The tabs in the Lock Open Alarm Settings screen will be highlighted if they contain search settings that are not immediately visible.

Lock Open Alarm Settings

Times | Flags | Fields

List Mode - Route or FLM

Any Route FLM

User Mode - Single or Dual

Any Single Dual

Unassigned Open Call Status

Any Not Unassigned Unassigned Open

Update Interval (Minutes): 0

Hide Lock Open Alarm Form While Alarm Is Running

Remember Settings For Next Time Report Is Opened

Start the Lock Open Alarm When Cencon Starts

OK Cancel Help

The Check for Locks Open Longer than value tells the alarm to display all locks with an open time greater than or equal to this length of time. At least one of the values must be non-zero.

The Ignore Locks Open Longer than value tells the alarm to ignore locks which have been open longer than this time value. The ignore feature is not active if all three values are zero. An error is displayed if the ignore time is more recent than the limit time.

The Ignore Locks Open for Second Line Maintenance option prevents the monitoring of locks which were dispatched as second line maintenance calls (calls which are known in advance to require an extended period of open time for maintenance). If this box is checked, locks dispatched as second line maintenance calls will not trigger an open alarm.

The Hide Lock Open Alarm Form While Alarm Is Running check box makes the form invisible until there are open locks to display. If you want to view the form while it is hidden, click on the Lock Open Alarm icon on the main window.

Note

If you select the check box Start the Lock Open Alarm When Cencon Starts, the "Hide" selection is ignored when Cencon starts to insure that you aware the alarm is running.

The Update Interval specifies how often the software checks the open locks for the criteria you have specified. This value must be greater than zero minutes.

Example:

If you want to know when any locks have been open for more than 8 hours but don't care about older opens from a month ago, set the "Check for Locks Open Longer than" Hours value to 8 and the "Ignore Locks Open Longer than" Day value to 30. Select a time interval at which Cencon should refresh the lock status, such as every 15 minutes.

Once you have set up the information for the alarms, click on OK.

Start Alarm

Activate the alarm.

Stop Alarm

Deactivate the alarm.

Page

Provides access to Save, Copy, and Sort operations.

Refresh Results

Force an immediate check of the lock open status.

Cencon 4 Reference Manual

3.1.6 Bank Branch Report

For information on common usage of the reports, refer to the following section: [3.0 Using Cencon Reports](#)

The Bank Branch Report is used to display and manage Bank Branches. All Bank mode locks and Bank users must be assigned to a Bank Branch. Each bank mode user's numeric ID is unique within their assigned Bank Branch.

To create or maintain Bank Branch data, select Bank Branch Report from the main Cencon Window. The Find Bank Branches window allows you to specify information for searching for particular bank branches:

The screenshot shows a dialog box titled "Find Bank Branches". It has a standard Windows-style title bar with a close button (X) in the top right corner. The main area contains the following elements:

- Bank Branch Name:** A text input field.
- Customer ID:** A dropdown menu with a refresh icon (circular arrow) to its right.
- Bank Branch ID:** A section with three radio button options:
 - Any:** Selected by default.
 - Specific:** Includes a text input field.
 - Range:** Includes two text input fields labeled "Minimum:" and "Maximum:".
- Return only exact data matches:** A checked checkbox.
- Remember Settings For Next Time Report Is Opened:** An unchecked checkbox.
- Buttons:** "OK", "Cancel", and "Help" buttons at the bottom.

Upon selecting 'OK', the bank branches matching the given search parameters will be displayed in the report.

Sample Bank Branch Report:

Branch Name	Branch ID	Customer ID
Virtual Bank Branch #1	9999	
Vic's Tree Branch	0001	ABM
TestCreateBankBranch3Renamed	3333	Vic's House of BBQ
One more branch	4321	Trouble
North West Bank Branch	2233	North Bank
North East Bank Branch	1235	Eastern Bank
North Bank Branch	1234	North Bank
Jemill's Bank Branch	9876	Cencon Gen 2 Testing
upside down bank branch	7777	Cencon Gen 2 Testing
EXTR159 (5000)	0003	EXTR159
EMC Test Branch	0010	EMC Test Customer
CenbankW w Gen2 Locks (1234)	1234	CenbankW w Gen2 Lo...
Branch0001	0001	001234
Bank of the West (9947)	9947	Bank of the West
Bank of the West (9947)	9947	Bank of the West

A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in [Reports](#).

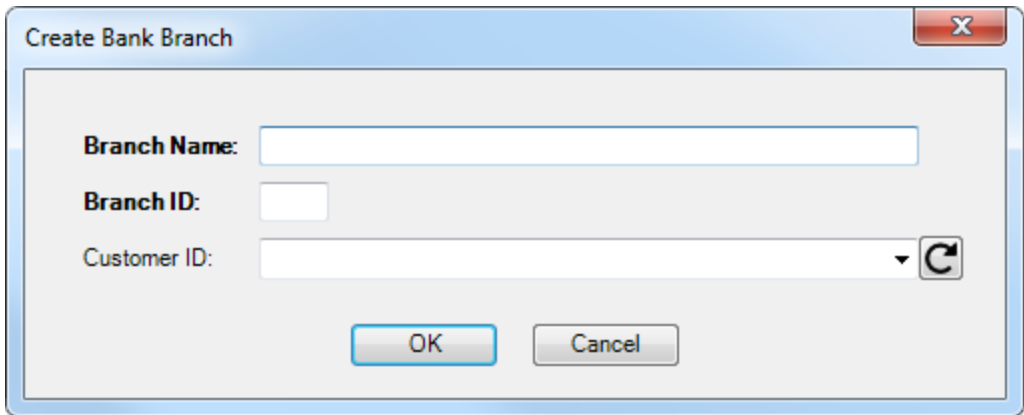
The operations menu provides access to a set of operations unique to the Bank Branch Report as shown below:

Branch Name	Branch ID	Customer ID
Virtual Bank Branch #1		
Vic's Tree Branch		
TestCreateBankBranch3		
One more branch		
North West Bank Branch	2233	North Bank
North East Bank Branch	1235	Eastern Bank
North Bank Branch	1234	North Bank
Jemill's Bank Branch	9876	Cencon Gen 2 Testing
upside down bank branch	7777	Cencon Gen 2 Testing
EXTR159 (5000)	0003	EXTR159
EMC Test Branch	0010	EMC Test Customer
CenbankW w Gen2 Locks (1234)	1234	CenbankW w Gen2 Lo...
Branch0001	0001	001234
Bank of the West (9947)	9947	Bank of the West
Bank of the West (9947)	9947	Bank of the West

Add a Branch

This operation allows you to add a new Bank Branch. You can do this by selecting Add a Branch from the Operations menu.

The following dialog is displayed:

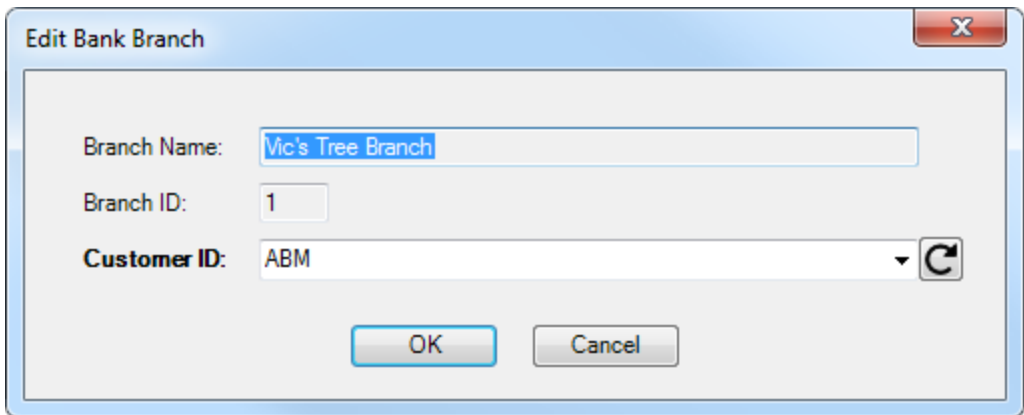


The 'Create Bank Branch' dialog box features a title bar with a close button (X). It contains three input fields: 'Branch Name' (a text box), 'Branch ID' (a small text box), and 'Customer ID' (a dropdown menu with a refresh icon). At the bottom, there are 'OK' and 'Cancel' buttons.

Enter a Name, Branch ID, and Customer ID (optional) for the bank branch you want to create. Once you have set up the information for the new branch, click OK.

Change Customer ID

This operation allows you to edit the information for an existing Bank Branch. You will need to first select the Bank Branch you want to edit from the report. Then select Change Customer ID from the Operations menu. A dialog similar to the following is displayed.

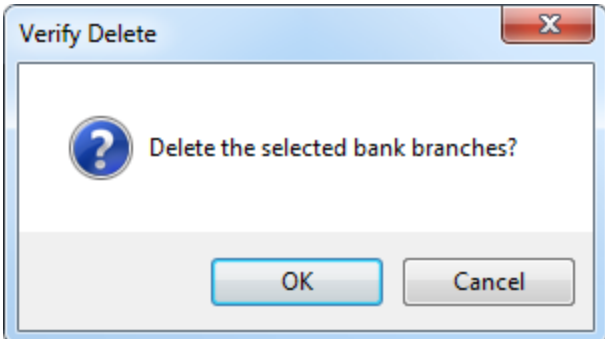


The 'Edit Bank Branch' dialog box has a title bar with a close button (X). It contains three input fields: 'Branch Name' (a text box with 'Vic's Tree Branch' selected), 'Branch ID' (a text box with '1'), and 'Customer ID' (a dropdown menu with 'ABM' selected and a refresh icon). At the bottom, there are 'OK' and 'Cancel' buttons.

Select the desired Customer ID and then click on OK. A confirmation message is displayed when the update is complete.

Delete Branch

This operation allows you to delete one or more Bank Branches. You will need to first select the Bank Branch(es) you want to delete from the report. Then select Delete Branch from the Operations menu. A dialog similar to the following will be displayed.



The 'Verify Delete' dialog box has a title bar with a close button (X). It features a question mark icon and the text 'Delete the selected bank branches?'. At the bottom, there are 'OK' and 'Cancel' buttons.

Select OK to proceed with the deletion.

Display the Locks in the Branch

This operation allows you to display a report of the locks in a Bank Branch, as well as manage the locks in a Bank Branch. You will first need to select the Bank Branch you want to display from the report. Then select Display the Locks in the Branch from the Operations menu (or by right-clicking on the desired Bank Branch). A Lock Operations Report is generated to display the locks assigned to the selected Bank Branch.

Display the Users in the Branch

This operation allows you to display a report of the users in a Bank Branch, as well as manage the users in a Bank Branch. You will first need to select the Bank Branch you want to display from the report. Then select Display the Users in the Branch from the Operations menu (or by right-clicking on the desired Bank Branch). A User Report is generated to display all the users assigned to the selected Bank Branch.

Cencon 4 Reference Manual

3.1.6.1 Bank Users Mini Report

For information on common usage of the reports, refer to the following section: [3.0 Using Cencon Reports](#)

The Bank Branch Report is used to display and manage Bank Branches. All Bank mode locks and Bank users must be assigned to a Bank Branch. Each bank mode user's numeric ID is unique within their assigned Bank Branch.

To create or maintain Bank Branch data, select Bank Branch Report from the main Cencon Window. The Find Bank Branches window allows you to specify information for searching for particular bank branches:

The screenshot displays two windows from the Cencon 4 software. The top window, titled "Lock Operations", shows a table of lock data with a context menu open over the first row. The menu options include "Close Locks with User Key", "Close Locks Based On Verify Of Open With Lock User Key", "Edit Lock Data", "Individual Lock Report", "Add To Collection", "Display the Users Assigned to the Bank Lock Report" (highlighted with a red box), and "Display the Users Assigned to the Bank Lock Mini-Report". The bottom window, titled "User Operations", shows a table of user data with 5 records displayed. The table has columns for UserID, Nickna..., Key Ser..., Type, C..., Window 1, Window 2, Window 3, Creation, and Deletic. The status bar at the bottom of the "User Operations" window indicates "5 user IDs found. (5 records currently in memory.) (1 - 5 displayed.)" and a green "DONE" button is visible.

Name	M.	Serial	Audit	Status	Singl...	1 ...	2 ...	3 ...	U...	FLM1/RSP1	Com...	FLM2/RSP2	Com...	L
123456									N					
654321									N					
555444									N					
088209									N					
100340									N					2
103015									N					
103063									N					
103135									N					
103165									N					
109923									N					
109929									N					
109931									N					
130820	B	130820	0	Active	N	N	N	N	N					

UserID	Nickna...	Key Ser...	Type	C...	Window 1	Window 2	Window 3	Creation	Deletic
(Key SN...		000000...	Bank	0				2003-01-...	
(Key SN...		000000...	Bank	0				2004-07-...	
(Key SN...		000000...	Bank	0				2004-07-...	
(Key SN...		000000...	Bank	0				2003-01-...	
(Key SN...		000000...	Bank	0				2004-07-...	

5 user IDs found. (5 records currently in memory.) (1 - 5 displayed.)

DONE

Lock Operations

File Edit Font Sort Operations Administration Format View Help

Name	M. /	Serial	Audit	Status	Singl...	1 ...	2 ...	3 ...	U...	FLM1/RSP1	Com...	FLM2/RSP2	Com...	L ^
123456	B	123456	1	Active	N	N	N	N	N					
654321	B	654321												
555444	B	555444												
088209	B	088209												
100340	B	100340												2
103015	B	103015												
103063	B	103063												
103135	B	103135												
103165	B	103165												
109923	B	109923												
109929	B	109929												
109931	B	109931												
130820	B	130820	0	Active	N	N	N	N	N					
134901	B	134901	0	Active	N	N	N	N	N					
178858	B	178858	0	Active	N	N	N	N	N					
186529	B	186529	0	Active	N	N	N	N	N					
192471	B	192471	0	Active	N	N	N	N	N					
198213	B	198213	0	Active	N	N	N	N	N					
204501	B	204501	0	Active	N	N	N	N	N					
204625	B	204625	0	Active	N	N	N	N	N					
213419	B	213419	0	Shelved	N	N	N	N	N					2
219221	BD	219221	0	Active	N	N	N	N	N					
224524	BD	224524	0	Active	N	N	N	N	N					
224811	B	224811	0	Shelved	N	N	N	N	N					2
231570	B	231570	0	Active	N	N	N	N	N					

42453 locks found. (2050 records currently in memory.) (1 - 26 displayed.)

PARTIAL

- Close Locks with User Key
- Close Locks Based On Verify Of Open With Lock User Key
- Edit Lock Data
- Individual Lock Report
- Add To Collection
- Display the Users Assigned to the Bank Lock Report
- Display the Users Assigned to the Bank Lock Mini-Report

A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in [Reports](#).

The operations menu provides access to a set of operations unique to the Bank Branch Report as shown below:

User ID: (Key SN0000001138D7)JOSH201
Key Serial Number: 0000001138D7
Bank Branch: Bank Test (0002)
Bank User ID: 1

Lock Name	Lock Serial Number
123456	123456
224524	224524
291787	291787
328224	328224
654321	654321

Close

Add Users To Bank Locks

Selected Bank Locks: 123456

Available Users:
 (Key SN00000010AAA9) ALFF
 (Key SN000000112931) BRAC
 (Key SN0000001204B5) JERE
 (Key SN00000012F15A) MELV

Selected Users:

Add Add All Remove Remove All

You can add at most 27 more bank mode users to the lock.

OK Cancel Help

User List for Lock: 123456

Lock Name: 123456
Lock Serial Number: 123456
Bank Branch Name: Bank Test (0002)

Add Users To Lock
 Delete Users From Lock

User ID	Key Serial Number	Bank User ID
(Key SN000000113...	0000001138D7	1
(Key SN000000113...	000000113E80	4
(Key SN000000115...	000000115D26	5
(Key SN000000116...	000000116EC4	3
(Key SN00000012F...	00000012FAD6	6

Show Locks for User

Close

Remove Users From a Bank Lock

Selected Bank Locks: 123456

Lock Users:
 (Key SN0000001138D7) JOSH
 (Key SN000000113E80) JESU
 (Key SN000000115D26) BEN.
 (Key SN000000116EC4) PATF
 (Key SN00000012FAD6) DAN

Users to be Removed:

Remove Restore Restore All

OK Cancel Help

The Bank Branch Report is used to display and manage Bank Branches. All Bank mode locks and Bank users must be assigned to a Bank Branch. Each bank mode user's numeric ID is unique within their assigned Bank Branch.

To create or maintain Bank Branch data, select Bank Branch Report from the main Cencon Window. The Find Bank Branches window allows you to specify information for searching for

particular bank branches:

User Operations

File Edit Font Sort Operations Format View Help

User ID	Nickna...	Key Ser...	Type	C...	Window 1	Window 2	Window 3	Creation	Deletic
(Key SN...		000000	...	0				2003-01-...	
(Key SN...		0						2004-07-...	
(Key SN...		0						2004-07-...	
(Key SN...		0						2003-01-...	
(Key SN...		0						2004-07-...	

5 user IDs found. (5 records currently in memory.)

Context Menu:

- Add a User
- Add a Windows Logon User
- Change User Information
- Edit the Data for the Key in the Reader
- Rename User
- Delete Users
- Display Bank Locks for the Selected User Report**
- Display Bank Locks for the Selected User Mini-Report**

DONE

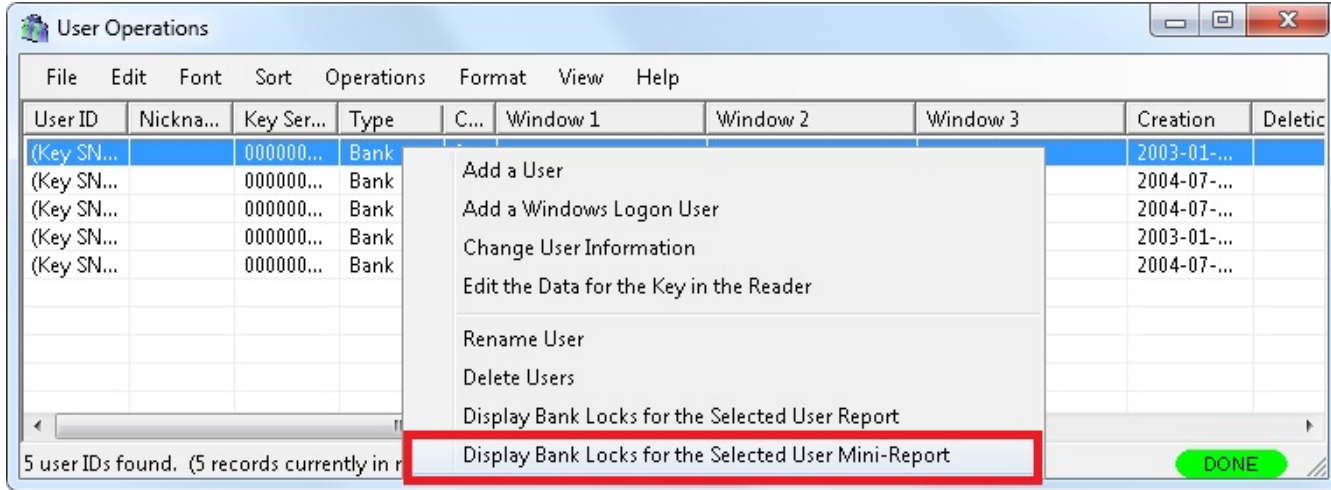
Lock Operations

File Edit Font Sort Operations Administration Format View Help

Name	M. /	Serial	Audit	Status	Singl...	1 ...	2 ...	3 ...	U...	FLM1/RSP1	Com...	FLM2/RSP2	Com...	Las
123456	B	123456	1	Active	N	N	N	N	N					
224524	BD	224524	0	Active	N	N	N	N	N					
291787	B	291787	0	Active	N	N	N	N	N					
328224	BD	328224	0	Active	N	N	N	N	N					
654321	B	654321	1	Active	N	N	N	N	N					

5 locks found. (5 records currently in memory.) (1 - 5 displayed.)

DONE



A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in [Reports](#).

The operations menu provides access to a set of operations unique to the Bank Branch Report as shown below:

User List for Lock: 123456

Lock Name: 123456
Lock Serial Number: 123456
Bank Branch Name: Bank Test (0002)

User ID	Key Serial Number	Bank User ID
(Key SN000000113...	0000001138D7	1
(Key SN000000113...	000000113E80	4
(Key SN000000115...	000000115D26	5
(Key SN000000116...	000000116EC4	3
(Key SN00000012F...	00000012FAD6	6

Buttons: Add Users To Lock, Delete Users From Lock, Show Locks for User, Close

Add Users To Bank Locks

Selected Bank Locks: 123456

Available Users:
 (Key SN00000010AAA9) ALFF
 (Key SN000000112931) BRAC
 (Key SN0000001204B5) JERE
 (Key SN000000012F15A) MEL\

Selected Users:

Buttons: Add, Add All, Remove, Remove All, OK, Cancel, Help

You can add at most 27 more bank mode users to the lock.

Lock List for User: (Key SN0000001138D7) JOSH201

User ID: (Key SN0000001138D7)JOSH201
Key Serial Number: 0000001138D7
Bank Branch: Bank Test (0002)
Bank User ID: 1

Lock Name	Lock Serial Number
123456	123456
224524	224524
291787	291787
328224	328224
654321	654321

Buttons: Add Users To Lock, Delete Users From Lock, Show Users for Lock, Close

Remove Users From a Bank Lock

Selected Bank Locks: 123456

Lock Users:
 (Key SN0000001138D7) JOSH
 (Key SN000000113E80) JESU
 (Key SN000000115D26) BEN.
 (Key SN000000116EC4) PATF
 (Key SN00000012FAD6) DAN

Users to be Removed:

Buttons: Remove, Restore, Restore All, OK, Cancel, Help

Display the Locks in the Branch

This operation allows you to display a report of the locks in a Bank Branch, as well as manage the locks in a Bank Branch. You will first need to select the Bank Branch you want to display from the report. Then select Display the Locks in the Branch from the Operations menu (or by right-clicking on the desired Bank Branch). A Lock Operations Report is generated to display

the locks assigned to the selected Bank Branch.

Display the Users in the Branch

This operation allows you to display a report of the users in a Bank Branch, as well as manage the users in a Bank Branch. You will first need to select the Bank Branch you want to display from the report. Then select Display the Users in the Branch from the Operations menu (or by right-clicking on the desired Bank Branch). A User Report is generated to display all the users assigned to the selected Bank Branch.

Cencon 4 Reference Manual

3.1.7 Lock Operations with Serial Connect

Note

This feature is only available for Cencon Gen 2 locks.

This function allows you to communicate with a Gen 2 lock using a serial connection to your PC through a Cencon Serial Adapter. The serial connection can be directly through a Cencon Lock USB Serial Interface Box. It can also be through a network connection, through a Cencon Lock Network Serial Interface Box.

Alternatively, it can be through the network connection provided by the Centran Agent service running on an ATM console computer connected to the Gen 2 lock with a Cencon USB ATM Lock Adaptor.

The user interface allows you to retrieve information from the lock and perform most of the lock operations which are normally done with keys (such as activate, shelve, set the time, etc.).

Warning

Operators may become statically charged in a normal working environment if they are not wearing a ground strap. In this case the USB communications may stop working, un-plug and re-plug the USB cable between the computer and the USB Interface Box to resume operation. It is recommended that operators working on the inside of the ATM or in a factory connecting to the Gen 2 10 pin connector to always wear a wrist strap to prevent possible ESD damage from occurring while using the USB Interface Box.

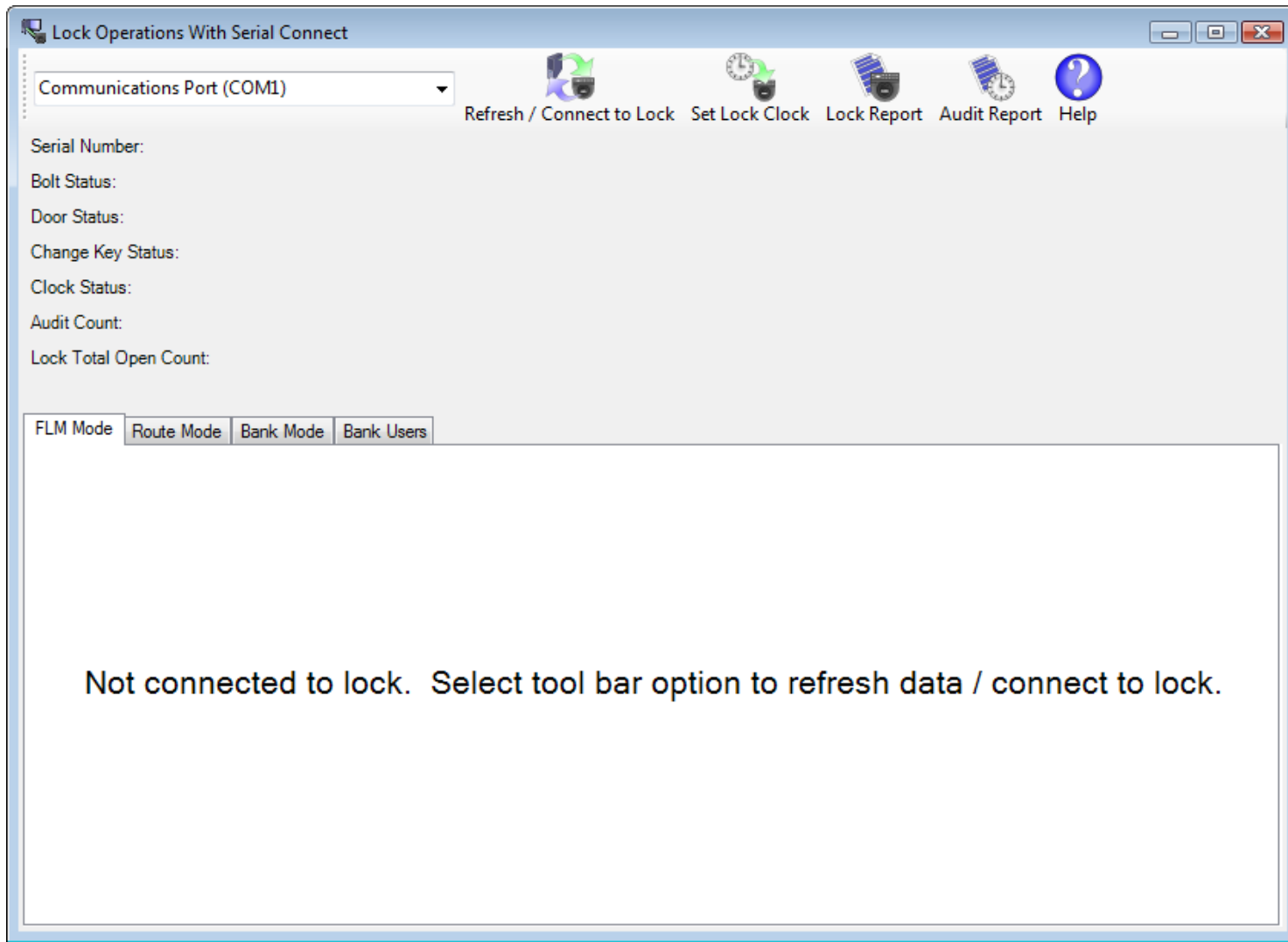
Cencon Lock USB Serial Interface Box:



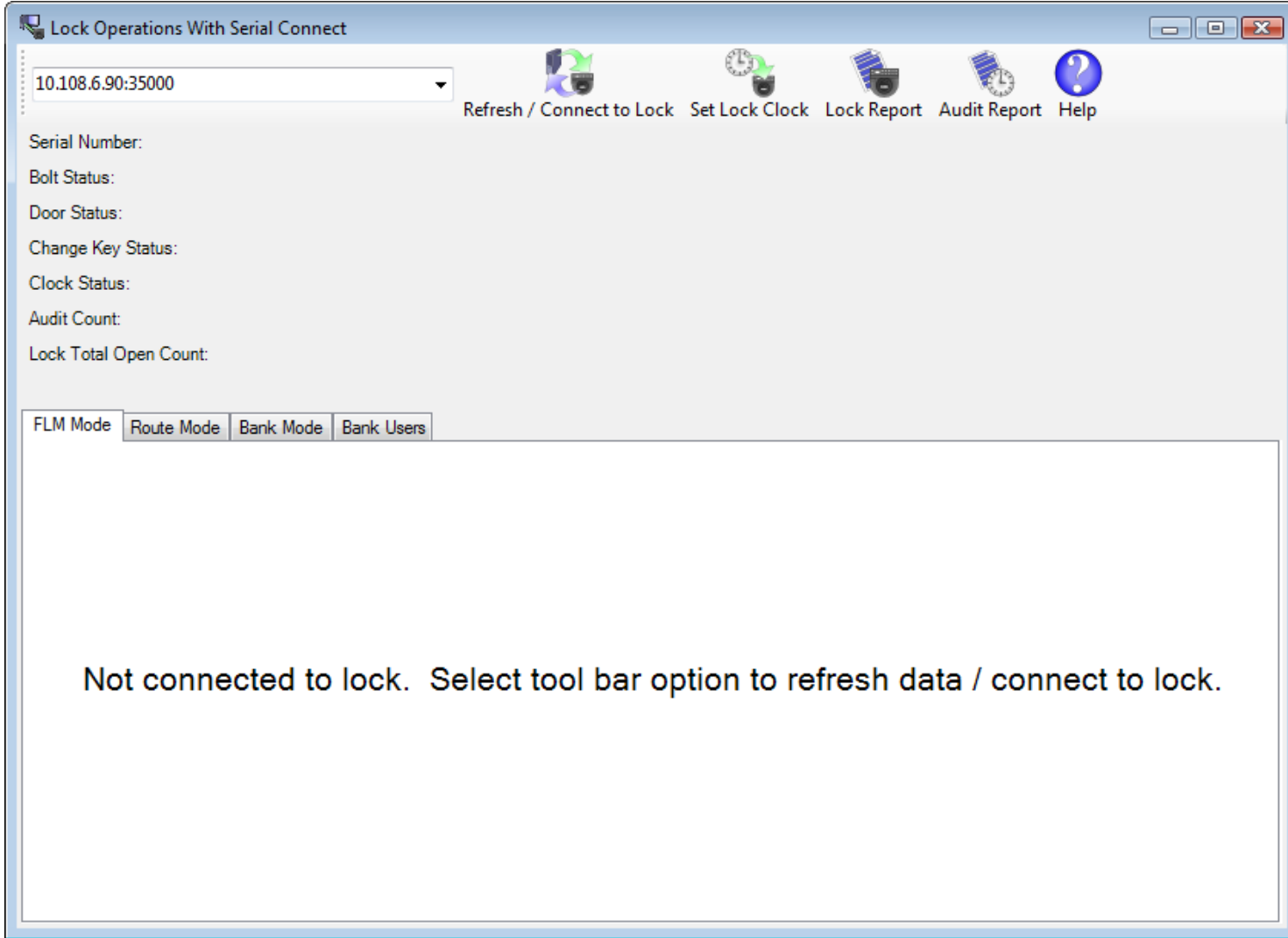
Typical Procedure (serial connection):

- Connect a USB cable between your PC and the Cencon Lock USB Serial Interface Box. The Cencon Lock USB Serial Interface Box may have to have drivers installed. This can be done automatically through Windows Update. The Cencon Lock USB Serial Interface Box will be displayed as USB Serial Port.
- Connect the 10 pin Cencon lock serial cable between the Cencon Lock USB Serial Interface Box and the Cencon lock.
- Start Cencon and select Lock Operations with Serial Connect.
- To connect to the lock:
 - Directly through a serial cable - click in the Connection box and select the type of connection you are using (Communications Port

(COM1) for this example). You will need to have connected the lock using a Cencon Lock USB Serial Interface Box to a USB port on your computer. Each serial communications port on your computer will be listed in the drop-down selection in the form.



- o Through a network connection - type the lock's network address in the Connection box at the top of the form. You will need to have connected the lock using a Cencon Lock Network Serial Interface Box to your network, and configured it as needed using the Cencon Lock Network Serial Interface Box Utility. If a network port other than the default needs to be set, then that can be entered after the network address, separated by a colon:



Note

When you connect to a lock using a network connection, the network address and port used to connect up to that lock will automatically be saved to the Cencon database. To connect back up to that lock at a later date, you can select that lock from one of the Cencon reports and select Remote Serial Operations With Lock (Gen2). The Lock Operations With Serial Connect form will be displayed and the previously used network address will be used to connect to the lock. You can also close out a dispatch to the lock in the same manner, by selecting Close Lock With Remote Serial Operation (Gen2) from the report's operation menu.

- Press Refresh/Connect to Lock to complete the connection.

Toolbar functions:

Refresh/Connect to Lock

Connect to the attached lock and update the status displayed for the connected lock.

[Set Lock Clock](#)

Set the time in the lock, based off of the time on your host computer. If one or more modes are active from your software, this will also set the daylight savings time transition table for each mode based off of the selected time zone. A form will be displayed to select the time zone for each authorized active mode.

[Lock Report](#)

Display a report similar to the Cencon Individual Lock report but also including additional information which can only be accessed through the direct connection. This report will display the current status of the lock and information for each active mode of the lock.

[Audit Report](#)

Display a standard Cencon lock audit report. This report displays all the available audits since it is not subject to the memory limitations of storing the audits on the SA key.

Note

In order to read the status of a lock, set the clock, generate a lock report, or generate an audit report, you must have authorization to access the lock. If the lock is shelved, then anyone can set the clock or get an audit report from the lock. If one or more modes are active on the lock, then you must have control of at least one of the modes of the lock to get information from the lock. Each lock mode may be under the control of a different company, and each mode has its own security implemented. If you attempt to access a lock that you don't control one of the modes of, you will not be able to read information from the lock. Additionally, you will only be able to access information specific to the lock modes you control and the audit trail of the lock.

Mode Specific Functions

Click on specific function to view details.

- FLM Mode

- [Activate FLM Mode](#)
- [Shelve FLM Mode](#)
- [Resynchronize Dispatching for FLM Mode](#)
- [Set Access Between Single and Dual User for FLM Mode](#)
- [Close Dispatch for FLM Mode](#)
- **Route Mode**
 - [Activate Route Mode](#)
 - [Shelve Route Mode](#)
 - [Resynchronize Dispatching for Route Mode](#)
 - [Set Access Between Single and Dual User for Route Mode](#)
 - [Close Dispatch for Route Mode](#)
- **Bank Mode**
 - [Activate Bank Mode](#)
 - [Shelve Bank Mode](#)
 - [Resynchronize Users for Bank Mode](#)
 - [Set Access Between Single and Dual User for Bank Mode](#)
 - [Set Time Delay and Open Time Window for Bank Mode](#)
 - [View Bank Mode Users](#)
 - [Add Bank Mode Users](#)
 - [Delete Bank Mode Users](#)

Cencon 4 Reference Manual

3.1.7.1 Lock Operations with Serial Connect - Activate FLM Mode

FLM Activation

To activate the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Activate Lock Mode button.
- Enter the lock data (required items are in bold type).
- Press Apply Activation

Note

When activating a lock mode using the serial connection to the lock, a change key must be inserted into the back of the lock to validate that you have physical access to the lock. Other functions such as shelving the lock, setting access between single and dual user, and reading the status of the lock do not require a change key to be inserted in the back of the lock. This is because the security of the serial communications for the activated mode has already been set up during activation.

Initial activation form:

Lock Operations With Serial Connect

10.108.6.90:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000102
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2009-08-27 15:10:48 UTC (Time Read: 2009-08-27 15:09:32 UTC) (Time Difference: 00:01:15.4153756) (Battery: 3.021 V)
Total Audit Count All Modes: 512
Lock Bolt Open Count: 25

FLM Mode Route Mode Bank Mode Bank Users

Lock Settings

Name	Gen2Lock Serial 002
Lock Time Zone	(GMT-05:00) Eastern Time (US & Canada)
Lock Access Type	Single User Required To Open Lock
ATM Serial Number	Kaba Mas ATM
Region	LocalBank
Customer ID	North Bank
Service Branch	North Bank Service
Address 1	1234 West Street
Address 2	

Cancel Apply Activation

Successful activation:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 42
Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1

Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: Testing

Shelve Resync Dispatching Set Access Close Call

Lock Operations With Serial Connect

Lock FLM mode has been activated successfully.

OK

The lock FLM mode is now active, and can have users dispatched to open it.

Cencon 4 Reference Manual

3.1.7.2 Lock Operations with Serial Connect - Shelve FLM Mode

FLM Shelve

To shelve the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Shelve button.
- Press OK when asked if you are sure you want to shelve the lock.

Note

Once you have shelved a lock mode using the serial connection to the lock, you can not reactivate the lock mode without having physical access to the back of the lock to insert a change key. This is because the security of the serial communications for a mode being activated is set up during activation of the lock mode. When shelving a mode, that security for the mode is already set up. You can shelve a mode remotely, however you must have physical access to the inside of the lock container to insert in a change key into the back of the lock to reactivate the lock.

Note

If the configuration option to require a change key be present in the lock for remote shelve is set, you will not be able to remotely shelve the lock across a remote connection without first having someone present to open the lock and insert a change key. In the case of the Cencon Gen 2 swing bolt lock, you can alternatively open the lock and enter #50 at the lock to allow remote administration of the lock. See [Change Configuration Settings](#) to set this configuration option in the Cencon database.

Initial form for active FLM mode:

The screenshot shows a software window titled "Lock Operations With Serial Connect". At the top, there is a dropdown menu showing the IP address "10.108.6.96:35005". Below this are several icons and buttons: "Refresh / Connect to Lock", "Set Lock Clock", "Lock Report", "Audit Report", and "Help". The main area displays lock status information:

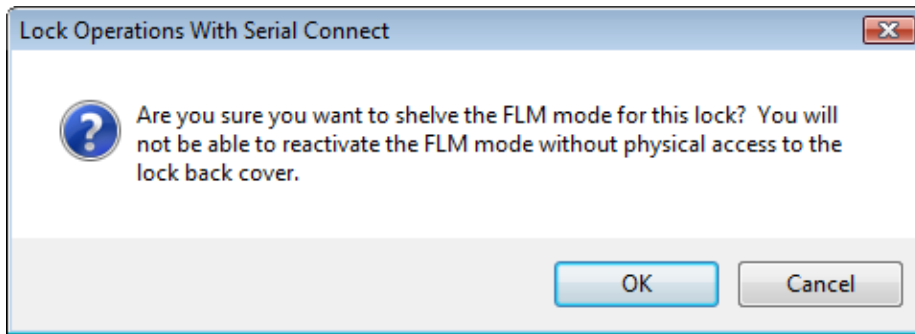
Serial Number:	1000105
Bolt Status:	Bolt Extended
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is inserted.
Clock Status:	2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes:	50
Lock Bolt Open Count:	1

Below the status information are tabs for "FLM Mode", "Route Mode", "Bank Mode", and "Bank Users". The "FLM Mode" tab is selected, showing the following details:

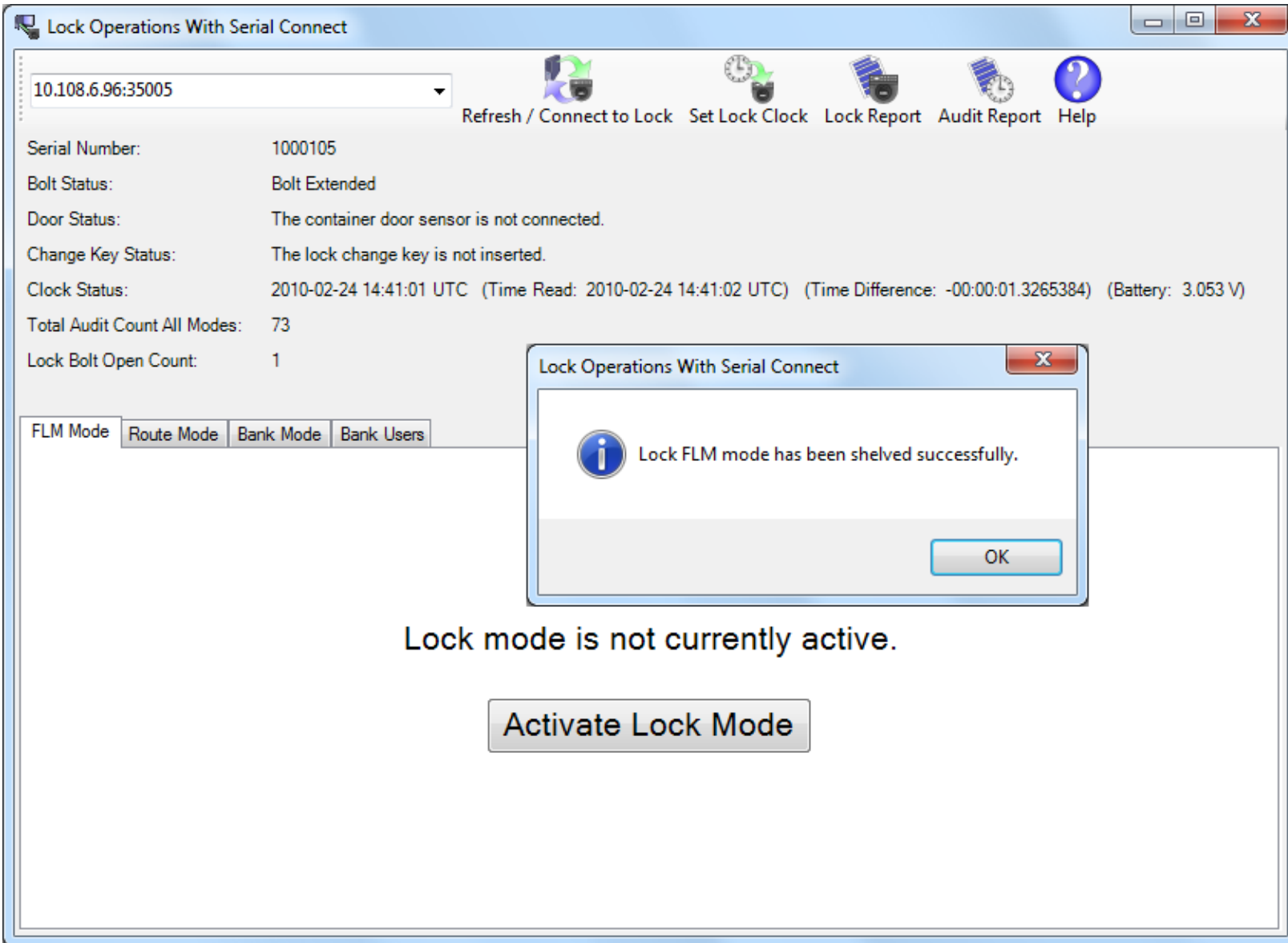
Lock Name:	Gen2 Lock 1000105
Lock Mode:	FLM Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	North Bank
ATM Serial Number:	Kaba Mas ATM
Region:	Testing

At the bottom of the window are four large buttons: "Shelve", "Resync Dispatching", "Set Access", and "Close Call".

Prompt for shelving FLM mode:



Successful Shelf:



The lock FLM mode has been shelved.

Cencon System Reference Manual

3.1.7.3 Lock Operations with Serial Connect - Resynchronize Dispatching for FLM Mode

Resynchronize Dispatching for FLM Mode

This operation reads the current dispatching status of the lock and updates the Cencon database entry for the lock to match. It will ensure that the Cencon database matches the lock in the case of having to recover from a backup of the database.

To resynchronize dispatching for the the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Resync Dispatching button.

Note

You can not resynchronize the Cencon database dispatching with the Cencon Gen 2 lock while a call is dispatched to the lock. If you have a call open to the lock and the lock is out of synchronization with the Cencon database, you will need to do a [Manager Auto-Close w/o Close Seal](#) to close out the call first. You would then resynchronize the Cencon database with the lock. After resynchronizing the Cencon database with the lock you would be able to dispatch to the lock again.

Initial form for active FLM mode:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 50
Lock Bolt Open Count: 1

FLM Mode | Route Mode | Bank Mode | Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1

Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: Testing

Shelve Resync Dispatching Set Access Close Call

Successful resynchronization of the Cencon database with the lock:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2010-02-24 14:41:01 UTC (Time Read: 2010-02-24 14:41:02 UTC) (Time Difference: -00:00:01.3265384) (Battery: 3.053 V)
 Total Audit Count All Modes: 71
 Lock Bolt Open Count: 1


FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
 Lock Mode: FLM Mode (Single user)
 Mode Audit Count: 1

Status: Active
 Customer ID: North Bank
 ATM Serial Number: Kaba Mas ATM
 Region: Testing

Shelve Resync Dispatching Set Access Close Call

Lock Operations With Serial Connect

 Lock FLM mode has been resynchronized successfully.

OK

The lock FLM mode has been resynchronized, and can have users dispatched to open it.

Cencon System Reference Manual

3.1.7.4 Lock Operations with Serial Connect - Set Access Between Single and Dual User for FLM Mode

Set Access Between Single and Dual User for FLM Mode

This operation sets the lock between needing a single user or needing dual users to open the lock, and also updates the Cencon database as needed.

To set access between single and dual users for the the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Set Access button.
- Select the type of access required between single and dual user to open the lock.
- Press the Set Access button.

Note

You can not change single or dual user access while a call is dispatched to the lock. You will need to wait until the call has been completed first. After the call has been completed, you will be able to change the access between single user or dual user being required to open the lock.

Initial form for active FLM mode:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 50
Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: Testing

Shelve Resync Dispatching Set Access Close Call

Form for selecting single or dual user mode access on the lock:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2010-02-24 14:41:01 UTC (Time Read: 2010-02-24 14:41:02 UTC) (Time Difference: -00:00:01.3265384) (Battery: 3.053 V)
 Total Audit Count All Modes: 71
 Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Access Type

Name	Gen2 Lock 1000105
Region	Testing
Customer ID	North Bank
Lock User Access	Dual User Required To Open Lock
	Single User Required To Open Lock
	Dual User Required To Open Lock

Cancel Set Access

The lock FLM mode has been set between single and dual user mode.

Cencon System Reference Manual

3.1.7.5 Lock Operations with Serial Connect - Close Dispatch for FLM Mode

Close Dispatch for FLM Mode

This operation reads the status and the audit trail of the lock, determines if a valid dispatch has opened and closed the lock, and closes out the dispatch to the lock in the Cencon system. This is primarily intended for locks connected remotely on a network, to allow dispatches to locks to be closed out in a convenient and secure manner without having to call in a close seal from the lock.

To close a dispatch for the the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Close Call button.
- A report of the results of the close operation will be displayed.

Note

The lock must be completely closed for this operation to work. If the bolt is retracted, the door sensor indicates the container door is open (if connected), or the change key is in the lock, then the dispatch to the lock can't be closed out in this manner.

Initial form for active FLM mode:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 50
Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: Testing

Shelve Resync Dispatching Set Access Close Call

Report for the results of closing the dispatch to the lock:

Lock Report

Save Save As Page Setup Print Exit

Close Lock FLM Mode Report

Lock Status

Lock Serial Number	000941086
Lock Version	2.00.755
FLM Mode Status	Single Mode Active
Route Mode Status	Single Mode Active
Bank Mode Status	Single Mode Active
Bolt Status	Bolt Is Extended
Duress Open Status	Not Opened With Duress Combination
Delayed Open Status	No Delayed Opening In Progress
All Modes Shelved Open Status	Lock Is Not Open With Factory Combination
Lock Out Status	No Lock Out In Progress
Remote Disable Status	Remote Disable Is Not Asserted
Lock Total Number of Opens	66
Audit Trail Event Count	128

Lock Error History

Transaction	Mode	Event Time
-------------	------	------------

Cencon System Reference Manual

3.1.7.6 Lock Operations with Serial Connect - Activate Route Mode

Route Activation

To activate the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Activate Lock Mode button.
- Enter the lock data (required items are in bold type).
- Press Apply Activation

Note

When activating a lock mode using the serial connection to the lock, a change key must be inserted into the back of the lock to validate that you have physical access to the lock. Other functions such as shelving the lock, setting access between single and dual user, and reading the status of the lock do not require a change key to be inserted in the back of the lock. This is because the security of the serial communications for the activated mode has already been set up during activation.

Initial activation form:

Lock Operations With Serial Connect

10.108.6.90:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000102
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2009-08-27 15:10:48 UTC (Time Read: 2009-08-27 15:09:32 UTC) (Time Difference: 00:01:15.4153756) (Battery: 3.021 V)
Total Audit Count All Modes: 512
Lock Bolt Open Count: 25

FLM Mode Route Mode Bank Mode Bank Users

Lock Settings

Name	Gen2Lock Serial 002
Lock Time Zone	(GMT-05:00) Eastern Time (US & Canada)
Lock Access Type	Single User Required To Open Lock
ATM Serial Number	Kaba Mas ATM
Region	LocalBank
Customer ID	North Bank
Service Branch	North Bank Service
Address 1	1234 West Street
Address 2	

Cancel Apply Activation

Successful activation:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is inserted.
 Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
 Total Audit Count All Modes: 46
 Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
 Lock Mode: Route Mode (Single user)
 Mode Audit Count: 1
 Status: Active
 Customer ID: North Bank
 ATM Serial Number: Kaba Mas ATM
 Region: Pacific West

Lock Operations With Serial Connect

Lock Route mode has been activated successfully.

OK

Shelve Resync Dispatching Set Access Close Call

The lock Route mode is now active, and can have users dispatched to open it.

Cencon System Reference Manual

3.1.7.7 Lock Operations with Serial Connect - Shelve Route Mode

Route Shelve

To shelve the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Shelve button.
- Press OK when asked if you are sure you want to shelve the lock.

Note

Once you have shelved a lock mode using the serial connection to the lock, you can not reactivate the lock mode without having physical access to the back of the lock to insert a change key. This is because the security of the serial communications for a mode being activated is set up during activation of the lock mode. When shelving a mode, that security for the mode is already set up. You can shelve a mode remotely, however you must have physical access to the inside of the lock container to insert in a change key into the back of the lock to reactivate the lock.

Note

If the configuration option to require a change key be present in the lock for remote shelve is set, you will not be able to remotely shelve the lock across a remote connection without first having someone present to open the lock and insert a change key. In the case of the Cencon Gen 2 swing bolt lock, you can alternatively open the lock and enter #50 at the lock to allow remote administration of the lock. See [Change Configuration Settings](#) to set this configuration option in the Cencon database.

Initial form for active Route mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu with the IP address '10.108.6.96:35005'. Below this are several icons: a refresh icon, a lock icon, a clock icon, a lock report icon, an audit report icon, and a help icon. The main area displays the following information:

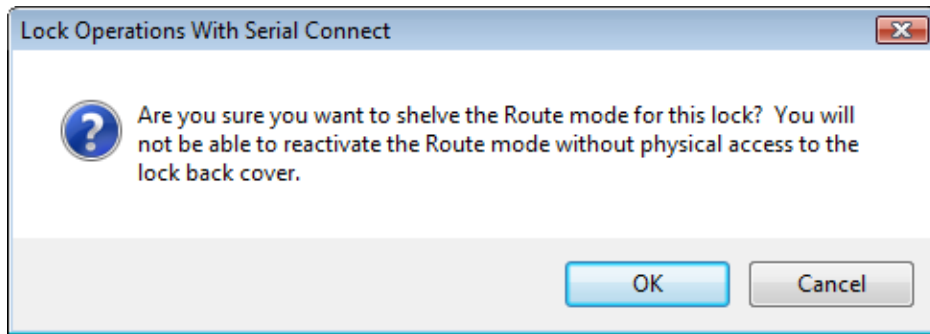
Serial Number:	1000105
Bolt Status:	Bolt Extended
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is inserted.
Clock Status:	2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes:	50
Lock Bolt Open Count:	1

Below the main area are four tabs: 'FLM Mode', 'Route Mode' (selected), 'Bank Mode', and 'Bank Users'. Under the 'Route Mode' tab, the following details are shown:

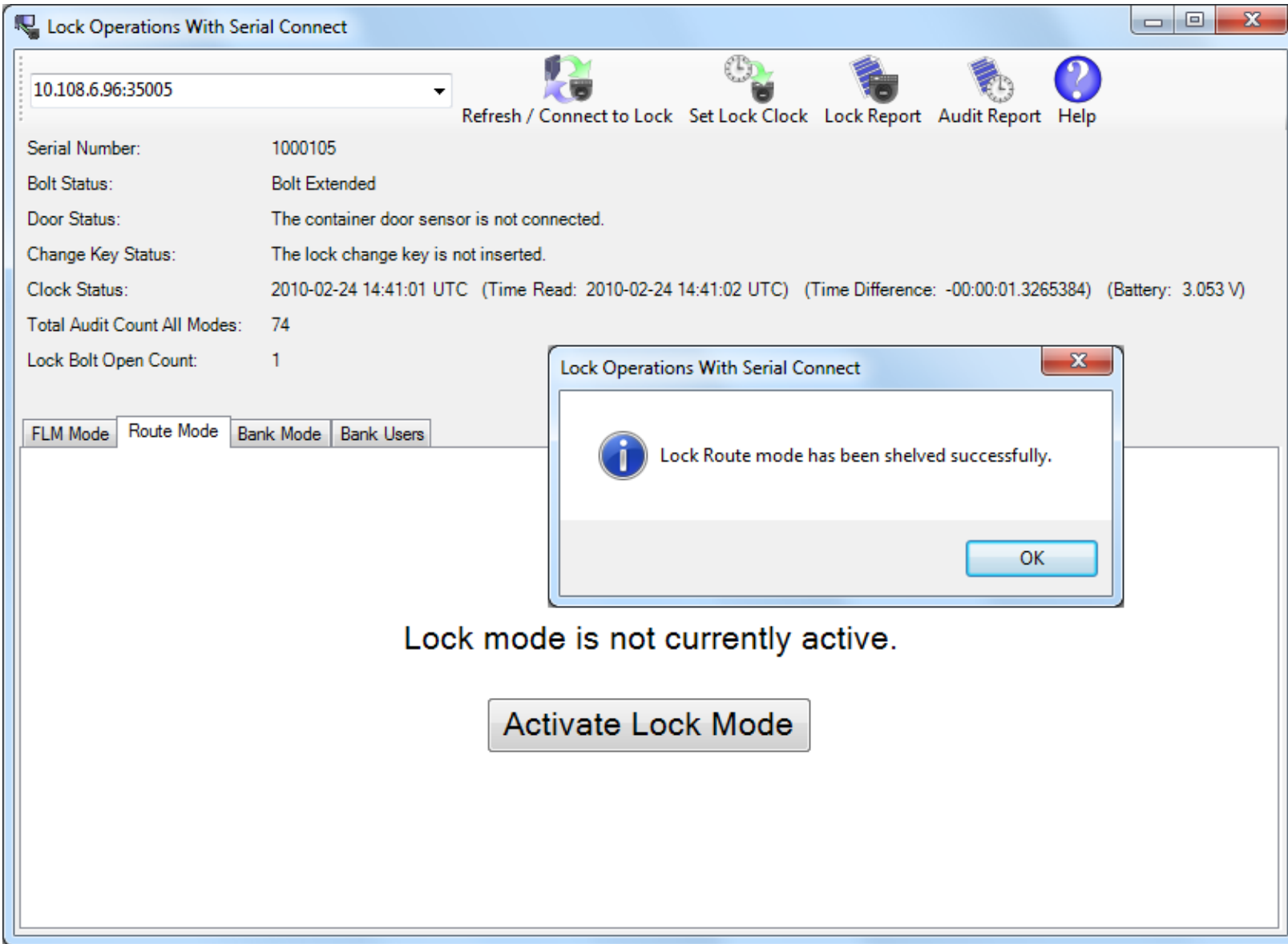
Lock Name:	Gen2 Lock 1000105
Lock Mode:	Route Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	North Bank
ATM Serial Number:	Kaba Mas ATM
Region:	Pacific West

At the bottom of the window, there are four buttons: 'Shelve', 'Resync Dispatching', 'Set Access', and 'Close Call'. The 'Shelve' button is highlighted with a grey background.

Prompt for shelving Route mode:



Successful Shelf:



The lock Route mode has been shelved.

Cencon System Reference Manual

3.1.7.8 Lock Operations with Serial Connect - Resynchronize Dispatching for Route Mode

Resynchronize Dispatching for Route Mode

This operation reads the current dispatching status of the lock and updates the Cencon database entry for the lock to match. It will ensure that the Cencon database matches the lock in the case of having to recover from a backup of the database.

To resynchronize dispatching for the the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Resync Dispatching button.

Note

You can not resynchronize the Cencon database dispatching with the Cencon Gen 2 lock while a call is dispatched to the lock. If you have a call open to the lock and the lock is out of synchronization with the Cencon database, you will need to do a [Manager Auto-Close w/o Close Seal](#) to close out the call first. You would then resynchronize the Cencon database with the lock. After resynchronizing the Cencon database with the lock you would be able to dispatch to the lock again.

Initial form for active Route mode:

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 50
Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: Route Mode (Single user)
Mode Audit Count: 1

Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: Pacific West

Shelve Resync Dispatching Set Access Close Call

Successful resynchronization of the Cencon database with the lock:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2010-02-24 14:41:01 UTC (Time Read: 2010-02-24 14:41:02 UTC) (Time Difference: -00:00:01.3265384) (Battery: 3.053 V)
 Total Audit Count All Modes: 71
 Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
 Lock Mode: Route Mode (Single user)
 Mode Audit Count: 1
 Status: Active
 Customer ID: North Bank
 ATM Serial Number: Kaba Mas ATM
 Region: Pacific West

Lock Operations With Serial Connect

Lock Route mode has been resynchronized successfully.

OK

Shelve Resync Dispatching Set Access Close Call

The lock Route mode has been resynchronized, and can have users dispatched to open it.

Cencon System Reference Manual

3.1.7.9 Lock Operations with Serial Connect - Set Access Between Single and Dual User for Route Mode

Set Access Between Single and Dual User for Route Mode

This operation sets the lock between needing a single user or needing dual users to open the lock, and also updates the Cencon database as needed.

To set access between single and dual users for the the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Set Access button.
- Select the type of access required between single and dual user to open the lock.
- Press the Set Access button.

Note

You can not change single or dual user access while a call or a route is dispatched to the lock. You will need to wait until the call or route has been completed first. After the call or route has been completed, you will be able to change the access between single user or dual user being required to open the lock.

Initial form for active Route mode:

The screenshot displays the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu showing the IP address '10.108.6.96:35005'. Below this are several icons for 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. The main area shows lock details: Serial Number: 1000105, Bolt Status: Bolt Extended, Door Status: The container door sensor is not connected., Change Key Status: The lock change key is inserted., Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V), Total Audit Count All Modes: 50, and Lock Bolt Open Count: 1. Below these details are tabs for 'FLM Mode', 'Route Mode', 'Bank Mode', and 'Bank Users'. The 'Route Mode' tab is active, showing: Lock Name: Gen2 Lock 1000105, Lock Mode: Route Mode (Single user), Mode Audit Count: 1, Status: Active, Customer ID: North Bank, ATM Serial Number: Kaba Mas ATM, and Region: Pacific West. At the bottom of the window are four buttons: 'Shelve', 'Resync Dispatching', 'Set Access', and 'Close Call'.

Form for selecting single or dual user mode access on the lock:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2010-02-24 14:41:01 UTC (Time Read: 2010-02-24 14:41:02 UTC) (Time Difference: -00:00:01.3265384) (Battery: 3.053 V)
 Total Audit Count All Modes: 71
 Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Access Type

Name	Gen2 Lock 1000105
Region	Pacific West
Customer ID	North Bank
Lock User Access	Dual User Required To Open Lock
	Single User Required To Open Lock
	Dual User Required To Open Lock

Cancel Set Access

The lock Route mode has been set between single and dual user mode.

Cencon System Reference Manual

3.1.7.10 Lock Operations with Serial Connect - Close Dispatch for Route Mode

Close Dispatch for Route Mode

This operation reads the status and the audit trail of the lock, determines if a valid dispatch has opened and closed the lock, and closes out the dispatch to the lock in the Cencon system. This is primarily intended for locks connected remotely on a network, to allow dispatches to locks to be closed out in a convenient and secure manner without having to call in a close seal from the lock.

If the route mode lock has been dispatched to multiple sequences on a route, then this operation will close out route sequences as well. If a route sequence has been skipped at the lock, then that route sequence will be force closed as needed in the route dispatch.

To close a dispatch for the the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Close button.
- A report of the results of the close operation will be displayed.

Note

The lock must be completely closed for this operation to work. If the bolt is retracted, the door sensor indicates the container door is open (if connected), or the change key is in the lock, then the dispatch to the lock can't be closed out in this manner.

Initial form for active Route mode:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 50
Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: Route Mode (Single user)
Mode Audit Count: 1

Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: Pacific West

Shelve Resync Dispatching Set Access Close Call

Report for the results of closing the dispatch to the lock:

Lock Report

Save Save As Page Setup Print Exit

Close Lock Route Mode Report

Lock Status

Lock Serial Number	001000105
Lock Version	2.00.815
FLM Mode Status	Single Mode Active
Route Mode Status	Single Mode Active
Bank Mode Status	Single Mode Active
Bolt Status	Bolt Is Extended
Duress Open Status	Not Opened With Duress Combination
Delayed Open Status	No Delayed Opening In Progress
All Modes Shelved Open Status	Lock Is Not Open With Factory Combination
Lock Out Status	No Lock Out In Progress
Remote Disable Status	Remote Disable Is Not Asserted
Lock Total Number of Opens	1
Audit Trail Event Count	50

Note

The history of the lock's error conditions is empty. No lock errors have occurred.

Cencon System Reference Manual

3.1.7.11 Lock Operations with Serial Connect - Activate Bank Mode

Bank Mode Activation

To activate the attached lock in Bank mode using Serial Connect:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Activate Lock Mode button.
- Enter the lock data (required items are in bold type).
- Select the Bank Users tab and add the users who need access to the lock.
- Press Apply Activation from either the Bank Mode or the Bank Users tab.

Note

You will need to first select a bank branch to assign the Bank mode lock to before selecting users to add to the lock. The list of users available to add to the lock is determined by the bank branch that the lock is assigned to. If you change what bank branch the lock is assigned to, any prior user selections will be cleared.

Initial activation form:

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000107
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-03-25 18:31:05 UTC (Time Read: 2010-03-25 18:31:06 UTC) (Time Difference: -00:00:01.0278183) (Battery: 3.065 V)
Total Audit Count All Modes: 61
Lock Bolt Open Count: 14

FLM Mode Route Mode **Bank Mode** Bank Users

Lock Settings

Name	Value
Name	Gen2Lock 1000107
Lock Time Zone	(UTC-05:00) Eastern Time (US & Canada)
Bank Branch Name	North Bank Branch
Bank Mode Time Delay	0_
Bank Mode Time Window	0_
Lock Access Type	Single User Required To Open Lock
ATM Serial Number	Kaba Mas ATM
Region	Kentucky
Customer ID	North Bank
Service Branch	North Bank Service

Cancel Apply Activation

Select Bank Users:

10.108.6.96:35005

 Refresh / Connect to Lock
  Set Lock Clock
  Lock Report
  Audit Report
  Help

Serial Number: 1000107
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is inserted.
 Clock Status: 2010-03-25 18:31:05 UTC (Time Read: 2010-03-25 18:31:06 UTC) (Time Difference: -00:00:01.0278183) (Battery: 3.065 V)
 Total Audit Count All Modes: 61
 Lock Bolt Open Count: 14

Users Available To Add To Lock

Name	Bank User ID
BU05	5
BU06	6
BU07	7
33	33
BU999999	999999

Users Being Added To Lock

Name	Bank User ID
BU01	1
BU02	2
BU03	3
BU04	4

Bank Branch: North Bank Branch

Successful activation

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000107
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is inserted.
 Clock Status: 2010-03-25 18:31:05 UTC (Time Read: 2010-03-25 18:31:06 UTC) (Time Difference: -00:00:01.0278183) (Battery: 3.065 V)
 Total Audit Count All Modes: 65
 Lock Bolt Open Count: 14

FLM Mode Route Mode Bank Mode Bank Users

Bank Users With Lock Access

Name	Bank User ID	Default Combo	Must Change Combo
BU01	1	000000	Yes
BU02	2		
BU03	3		
BU04	4		

Lock Operations With Serial Connect

Lock Bank mode has been activated successfully.

OK

Bank Branch: North Bank Branch

Add Users Delete Users

The lock Bank mode is now active, and users assigned to the Bank mode lock can change their combinations and open it.

Cencon System Reference Manual

3.1.7.12 Lock Operations with Serial Connect - Shelve Bank Mode

Bank Shelve

To shelve the attached lock in Bank mode:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Shelve button.
- Press OK when asked if you are sure you want to shelve the lock.

Note

Once you have shelved a lock mode using the serial connection to the lock, you can not reactivate the lock mode without having physical access to the back of the lock to insert a change key. This is because the security of the serial communications for a mode being activated is set up during activation of the lock mode. When shelving a mode, that security for the mode is already set up. You can shelve a mode remotely, however you must have physical access to the inside of the lock container to insert in a change key into the back of the lock to reactivate the lock.

Note

If the configuration option to require a change key be present in the lock for remote shelve is set, you will not be able to remotely shelve the lock across a remote connection without first having someone present to open the lock and insert a change key. In the case of the Cencon Gen 2 swing bolt lock, you can alternatively open the lock and enter #50 at the lock to allow remote administration of the lock. See [Change Configuration Settings](#) to set this configuration option in the Cencon database.

Initial form for active Bank mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu with the IP address '10.108.6.96:35005'. Below this are several icons for 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. The main area displays lock status information:

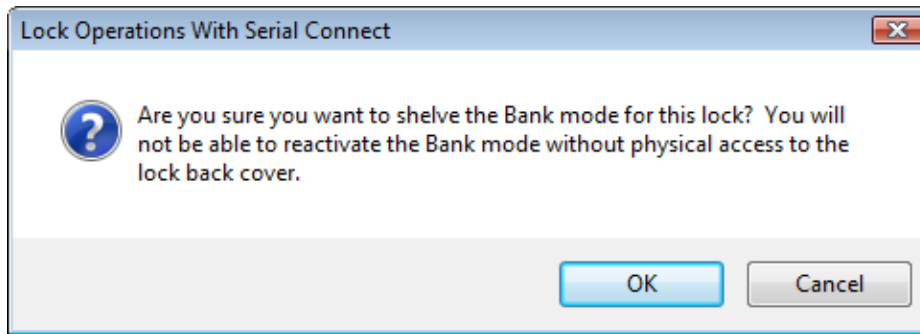
Serial Number:	1000105
Bolt Status:	Bolt Extended
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is inserted.
Clock Status:	2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes:	50
Lock Bolt Open Count:	1

Below the status information are four tabs: 'FLM Mode', 'Route Mode', 'Bank Mode' (which is selected), and 'Bank Users'. Under the 'Bank Mode' tab, the following details are shown:

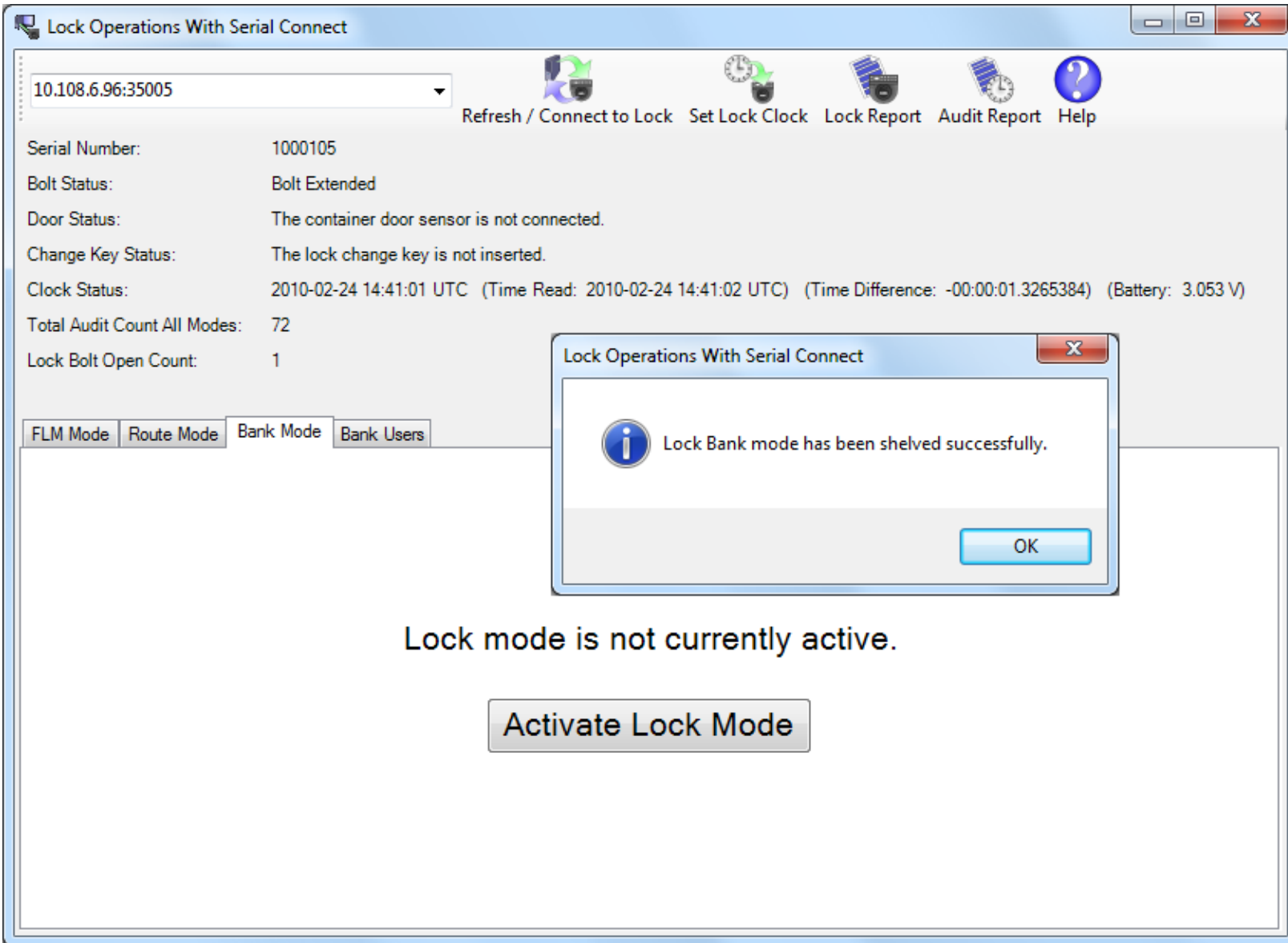
Lock Name:	Gen2 Lock 1000105
Lock Mode:	Bank Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	North Bank
ATM Serial Number:	Kaba Mas ATM
Region:	LocalBank
Bank Branch Name:	Branch0001
Time Delay Before Open:	0:00
Time Open Window:	0:00

At the bottom of the window, there are four buttons: 'Shelve', 'Resync Users', 'Set Access', and 'Set Delay'.

Prompt for shelving Bank mode:



Successful Shelf:



The lock Bank mode has been shelved.

Cencon System Reference Manual

3.1.7.13 Lock Operations with Serial Connect - Resynchronize Users for Bank Mode

Resynchronize Users for Bank Mode

This operation reads the current user table of the lock and updates the Cencon database entry for the lock to match. It will ensure that the Cencon database matches the lock in the case of having to recover from a backup of the database.

To resynchronize dispatching for the the attached lock in Bank mode:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Resync Users button.

Note

If a user that is assigned access to the bank mode lock is not in the Cencon database, that user can not be resynchronized as having access in the Cencon database. This might occur if the database had to be recovered from a backup that did not have the users set up yet. It could also occur if the users were removed from the lock by key, the users deleted from the Cencon database, and the remove user key was never used at the lock. If this occurs, you will need to add the users back to the Cencon database and then resynchronize the bank mode lock user table with the Cencon database again.

Initial form for active Bank mode:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 50
Lock Bolt Open Count: 1

FLM Mode Route Mode **Bank Mode** Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: Bank Mode (Single user)
Mode Audit Count: 1

Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: LocalBank
Bank Branch Name: Branch0001
Time Delay Before Open: 0:00
Time Open Window: 0:00

Shelve Resync Users Set Access Set Delay

Successful resynchronization of the Cencon database with the lock:

User is Out of their 'Time-Window'	Lock	2013-03-14 15:18:23 (DST)
User is Out of their 'Time-Window'	Lock	2013-03-14 14:23:43 (DST)
Writing Bank User Record	Memory Error	2013-03-08 11:20:22
Last Audit record not an 'Open' Audit	Lock	2013-03-08 11:18:21
Reading Add/Delete User Record	TM Key Error	2013-03-08 11:18:09
iButton combination resync data write error	TM Key Error	2010-04-27 16:30:42 (DST)
Reading Housekeeping Record	TM Key Error	2010-04-27 14:37:29 (DST)
iButton combination resync data write error	TM Key Error	2010-04-27 14:36:14 (DST)
	TM Key Error	2010-04-27 14:31:44 (DST)
	TM Key Error	2010-04-27 14:04:13 (DST)

Bank Mode Users Read From Lock

Bank Users

User Name	Bank User ID	Key Type	Key ID	Default Combination	Must Change Combo Flag
BU01	1	DS1427 - Bank Mode Key	000000146512	000000	Doesn't Have To Change Combo
BU02	2	DS1427 - Bank Mode Key	0000000C5C95	000000	Must Change Combo
BU03	3	DS1427 - Bank Mode Key	0000000DE164	000000	Doesn't Have To Change Combo
BU04	4	DS1427 - Bank Mode Key	0000000DD196	000000	Doesn't Have To Change Combo
BU05	5	DS1427 - Bank Mode Key	0000000B39D8	000000	Doesn't Have To Change Combo
BU06	6	DS1427 - Bank Mode Key	0000001466FC	000000	Doesn't Have To Change Combo

Note

No users had to be added to the Cencon lock database entry to resynchronize the user table for lock Bank mode.

Note

No users had to be removed from the Cencon lock database entry to resynchronize the user table for lock Bank mode.

Key Report Created On: 2013-04-17 13:54:37 (DST)
Cencon Version 4.1.5.3089

The lock Bank mode user table has been resynchronized.

Cencon System Reference Manual

3.1.7.14 Lock Operations with Serial Connect - Set Access Between Single and Dual User for Bank Mode

Set Access Between Single and Dual User for Bank Mode

This operation sets the lock between needing a single user or needing dual users to open the lock, and also updates the Cencon database as needed.

To set access between single and dual users for the the attached lock in Bank mode:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Set Access button.
- Select the type of access required between single and dual user to open the lock.
- Press the Set Access button.

Note

You can not change single or dual user access while a call is dispatched to the lock. You will need to wait until the call has been completed first. After the call has been completed, you will be able to change the access between single and dual user required.

Initial form for active Bank mode:

The screenshot shows a software window titled "Lock Operations With Serial Connect". At the top, there is a dropdown menu showing the IP address "10.108.6.96:35005". Below this are several icons: a refresh icon, a lock icon, a clock icon, a document icon, a document with a clock icon, and a help icon. The main area displays lock status information:

- Serial Number: 1000105
- Bolt Status: Bolt Extended
- Door Status: The container door sensor is not connected.
- Change Key Status: The lock change key is inserted.
- Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
- Total Audit Count All Modes: 50
- Lock Bolt Open Count: 1

Below the status information are four tabs: "FLM Mode", "Route Mode", "Bank Mode", and "Bank Users". The "Bank Mode" tab is selected. Under this tab, the following information is displayed:

- Lock Name: Gen2 Lock 1000105
- Lock Mode: Bank Mode (Single user)
- Mode Audit Count: 1
- Status: Active
- Customer ID: North Bank
- ATM Serial Number: Kaba Mas ATM
- Region: LocalBank
- Bank Branch Name: Branch0001
- Time Delay Before Open: 0:00
- Time Open Window: 0:00

At the bottom of the window, there are four buttons: "Shelve", "Resync Users", "Set Access", and "Set Delay".

Form for selecting single or dual user mode access on the lock:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2010-02-24 14:41:01 UTC (Time Read: 2010-02-24 14:41:02 UTC) (Time Difference: -00:00:01.3265384) (Battery: 3.053 V)
 Total Audit Count All Modes: 71
 Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Access Type

Name	Gen2 Lock 1000105
Region	LocalBank
Customer ID	North Bank
Lock User Access	<div style="border: 1px solid black; padding: 2px;"> Single User Required To Open Lock </div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;"> Single User Required To Open Lock </div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px; background-color: #e0f0ff;"> Dual User Required To Open Lock </div>

Cancel Set Access

The lock Bank mode has been set between single and dual user mode.

Cencon System Reference Manual

3.1.7.15 Lock Operations with Serial Connect - Set Time Delay and Open Time Window for Bank Mode

Set Time Delay and Open Time Window for Bank Mode

This operation sets the time delay period after a bank mode user enters their combination and presents their key to the lock for the user to be able to actually open the lock. This operation also sets the time window that the user can open the lock once the time delay period has elapsed. The option to set a time delay before opening and a time window to open is available only to Bank mode.

To set the time delay and open time window for the the attached lock in Bank mode:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Set Delay button.
- Enter the desired time delay and open time window. If a time delay value of 0 is entered, then the lock is allowed to open immediately.
- Press the Set Open Delay button.

Initial form for active Bank mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. The title bar includes standard window controls. The main area features a dropdown menu with the IP address '10.108.6.96:35005'. Below this are several icons: a refresh icon, a lock icon with a clock, a lock icon with a report, a lock icon with a clock and report, and a help icon. The status section displays the following information:

Serial Number:	1000105
Bolt Status:	Bolt Extended
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is inserted.
Clock Status:	2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes:	50
Lock Bolt Open Count:	1

Below the status section are four tabs: 'FLM Mode', 'Route Mode', 'Bank Mode' (which is selected), and 'Bank Users'. The 'Bank Mode' tab displays the following configuration details:

Lock Name:	Gen2 Lock 1000105
Lock Mode:	Bank Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	North Bank
ATM Serial Number:	Kaba Mas ATM
Region:	LocalBank
Bank Branch Name:	Branch0001
Time Delay Before Open:	0:00
Time Open Window:	0:00

At the bottom of the window are four buttons: 'Shelve', 'Resync Users', 'Set Access', and 'Set Delay'.

Form for entering the time delay and open time window for the lock:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2010-02-24 14:41:01 UTC (Time Read: 2010-02-24 14:41:02 UTC) (Time Difference: -00:00:01.3265384) (Battery: 3.053 V)
 Total Audit Count All Modes: 71
 Lock Bolt Open Count: 1

FLM Mode Route Mode **Bank Mode** Bank Users

Lock Open Delay and Time Window Duration

Name	Gen2 Lock 1000105
Bank Branch Name	Branch0001
Region	LocalBank
Customer ID	North Bank
Bank Mode Time Delay	00
Bank Mode Time Window	00

Cancel Set Open Delay

The lock Bank mode time delay and open time window has been set.

Cencon System Reference Manual

3.1.7.16 Lock Operations with Serial Connect - View Bank Mode Users

View Bank Mode Users

To view the bank users assigned to the attached lock:

- Select the Bank Users tab on the Serial Connect form. The display shows the users currently assigned to the lock.

Note

This tab displays the users currently assigned to the Bank mode lock based off of the Cencon database. If the Cencon database is not up to date with the lock, then you can resynchronize the Cencon database with the lock using the [Resynchronize Users for Bank Mode](#) operation.

Form displaying the current users for the Bank mode lock:

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 14:17:59 UTC (Time Read: 2010-02-24 14:18:00 UTC) (Time Difference: -00:00:01.0144747) (Battery: 3.054 V)
Total Audit Count All Modes: 55
Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Bank Users With Lock Access

Name	Bank User ID	Default Combo	Must Change Combo
LocalBank User 02	2	Default (User C...	Yes
LocalBank User 01	1	Default (User C...	Yes
22	22	Default (User C...	Yes

Bank Branch: Branch0001

Add Users Delete Users

Cencon System Reference Manual

3.1.7.17 Lock Operations with Serial Connect - Add Bank Mode Users

Add Bank Mode Users

To add bank users to the attached lock:

- Select the Bank Users tab on the Serial Connect form. The display shows the users currently assigned to the lock.
- Select the Add Users button on the Bank Users tab. The display shows the form for adding users to the lock.
- Select which users you want to add to the lock from the list of available users.
- Select the Apply Adding Users To Lock button on the Bank Users tab. The selected users will be added to the lock.

Note

This tab displays the users currently assigned to the Bank mode lock based off of the Cencon database. If the Cencon database is not up to date with the lock, then you can resynchronize the Cencon database with the lock using the [Resynchronize Users for Bank Mode](#) operation.

Form displaying the current users for the Bank mode lock:

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 14:17:59 UTC (Time Read: 2010-02-24 14:18:00 UTC) (Time Difference: -00:00:01.0144747) (Battery: 3.054 V)
Total Audit Count All Modes: 55
Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Bank Users With Lock Access

Name	Bank User ID	Default Combo	Must Change Combo
LocalBank User 02	2	Default (User C...	Yes
LocalBank User 01	1	Default (User C...	Yes
22	22	Default (User C...	Yes

Bank Branch: Branch0001

Add Users Delete Users

Form used to select users to add to the Bank mode lock:

10.108.6.96:35005

 Refresh / Connect to Lock
  Set Lock Clock
  Lock Report
  Audit Report
  Help

Serial Number: 1000105
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is inserted.
 Clock Status: 2010-02-24 14:17:59 UTC (Time Read: 2010-02-24 14:18:00 UTC) (Time Difference: -00:00:01.0144747) (Battery: 3.054 V)
 Total Audit Count All Modes: 55
 Lock Bolt Open Count: 1

Users Available To Add To Lock

Name
23

Users Being Added To Lock

Name
15

Bank Branch: Branch0001

Cencon System Reference Manual

3.1.7.18 Lock Operations with Serial Connect - Delete Bank Mode Users

Delete Bank Mode Users

To delete bank users from the attached lock:

- Select the Bank Users tab on the Serial Connect form. The display shows the users currently assigned to the lock.
- Select the Delete Users button on the Bank Users tab. The display shows the form for deleting users from the lock.
- Select which users you want to delete from the lock from the list of users assigned access to the lock.
- Select the Apply Deleting Users From Lock button on the Bank Users tab. The selected users will be deleted from the lock.

Note

This tab displays the users currently assigned to the Bank mode lock based off of the Cencon database. If the Cencon database is not up to date with the lock, then you can resynchronize the Cencon database with the lock using the [Resynchronize Users for Bank Mode](#) operation.

Form displaying the current users for the Bank mode lock:

10.108.6.96:35005

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 14:17:59 UTC (Time Read: 2010-02-24 14:18:00 UTC) (Time Difference: -00:00:01.0144747) (Battery: 3.054 V)
Total Audit Count All Modes: 55
Lock Bolt Open Count: 1

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

FLM Mode Route Mode Bank Mode Bank Users

Name	Bank User ID	Default Combo	Must Change Combo
LocalBank User 02	2	Default (User C...	Yes
LocalBank User 01	1	Default (User C...	Yes
22	22	Default (User C...	Yes

Bank Branch: Branch0001

Add Users Delete Users

Form used to select users to delete from the Bank mode lock:

Cencon System Reference Manual

3.1.7.19 Lock Operations with Serial Connect - Set Lock Clock and Time Zone Daylight Savings Time Table

Set Lock Clock and Time Zone Daylight Savings Time Table

This operation sets the time in the lock, based off of the time on your host computer.

Note

Only the active modes you are authorized to set the time zone daylight savings time tables on will be updated. If you do not have authorization to update the appropriate active modes on the lock, or the modes on the lock are controlled by another company, you will not be able to update those modes.

To set the clock and time zone daylight savings time tables for the lock modes:

- Select the Set Clock button on the Lock Operations with Serial Connect toolbar.

Initial form for active FLM mode:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 50
Lock Bolt Open Count: 1

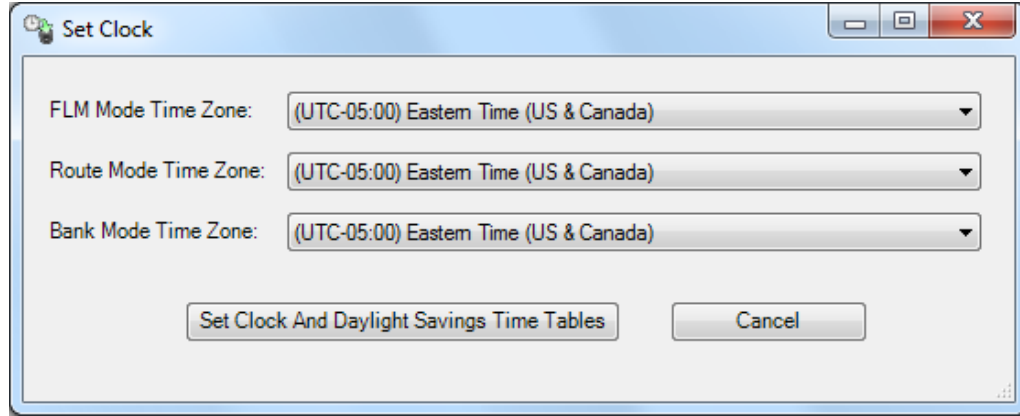
FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: Testing

Shelve Resync Dispatching Set Access Close Call

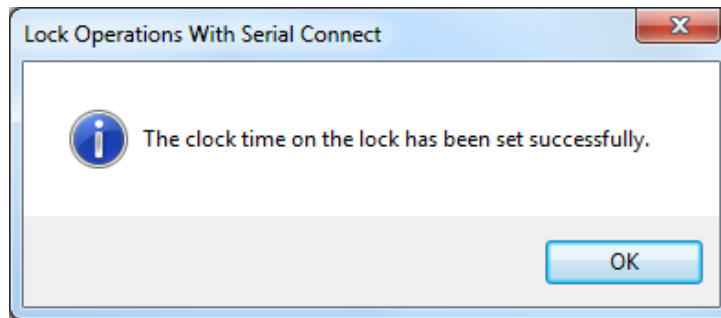
- If the lock has modes active, the clock will be set and any modes you have authorization to set will have their daylight savings time table updated. The Set Clock form will be displayed to select the time zone for each authorized active mode. Select the time zones for the different modes as needed, and then press the Set Clock And Daylight Savings Time Tables button. This will set the clock on the lock and also set the daylight savings time transition table for each mode based off of the selected time zone.

Dialog for selecting the time zones to use to update the lock clock and time zone daylight savings time tables:



- If no modes are active, this will only set the clock on the lock. The clock on the lock will be set based off of the system time on your host system. If no modes are active, then daylight savings time data will not be saved at the lock. The only dialog displayed will be to indicate success or failure to set the clock on the lock.

If no modes are active, only the clock will be set. You will see only the following message stating that the clock was set:



Cencon System Reference Manual

3.1.7.20 Lock Operations with Serial Connect - Create Lock Report

Create Lock Report

This operation reads the status of the lock as well as the status of each mode of the lock. It also reads the database information for each mode of the lock from the Cencon database. It then displays a report similar to the Cencon Individual Lock report but also including additional information which can only be accessed through the direct connection. This report will display the current status of the lock and information for each active mode of the lock. This report can be long, depending on the number of authorized active modes on the lock.

To create a lock report:

- Select the Lock Report button on the Lock Operations with Serial Connect toolbar.
- A report of the status of the lock will be displayed.

Note

Only information for the lock modes that your company controls will be displayed. If your company does not control any of the active lock modes on the lock, then you will not be able to display any of the mode information for that lock.

Initial form for active FLM mode:

Lock Operations With Serial Connect

10.108.6.96:35005

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 1000105
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is inserted.
Clock Status: 2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes: 50
Lock Bolt Open Count: 1

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: Gen2 Lock 1000105
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID: North Bank
ATM Serial Number: Kaba Mas ATM
Region: Testing

Shelve Resync Dispatching Set Access Close Call

Lock Report:

Lock Serial Communications Report

Lock Status

Lock Serial Number	001000106
Lock Version	2.00.820
FLM Mode Status	Single Mode Active
Route Mode Status	Dual Mode Active
Bank Mode Status	Single Mode Active
Bolt Status	Bolt Is Extended
Duress Open Status	Not Opened With Duress Combination
Delayed Open Status	No Delayed Opening In Progress
All Modes Shelved Open Status	Lock Is Not Open With Factory Combination
Lock Out Status	No Lock Out In Progress
Lock Total Number of Opens	4
Audit Trail Event Count	113

Lock Error History

Transaction	Mode	Event Time
Dual Mode/Same Key Error	Lock	2010-03-18 08:44:09

Lock Hardware Status

Key Reader Status	No Key Present
Keyboard Status	Keyboard Responding (No Keys Pressed)
Display Status	Display Responding (Cleared)
Cam Status	Bolt Cam Switch Is Open
Memory Status	Memory Device Is Responding
Memory Format Version	000
Clock Status	Clock Is Running
Clock Battery Voltage	2.062 V

Cencon System Reference Manual

3.1.7.21 Lock Operations with Serial Connect - Create Lock Audit Report

Create Lock Audit Report

This operation reads the status of the lock as well as the audit trail of the lock. It then displays a report similar to the report from a supervisor audit key, however there is no size restriction on the number of audits. This report can be long, depending on the number of audits on the lock.

To create a lock audit report:

- Select the Audit Report button on the Lock Operations with Serial Connect toolbar.
- A report of the audit trail from the lock will be displayed.

Note

If the lock has one or more modes active and your company does not control any of the active lock modes on the lock, then you will not be able to download audit information from the lock.

Note

If the lock is opened in Factory/Shelved mode and then activated using the lock serial connection, the audit of the following bolt close will indicate it is a Factory/Shelved mode close. This is because the bolt close is associated with the open that occurred while the lock was in Factory/Shelved mode.

Initial form for active FLM mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a toolbar with icons for Refresh / Connect to Lock, Set Lock Clock, Lock Report, Audit Report, and Help. Below the toolbar, a dropdown menu shows the IP address '10.108.6.96:35005'. The main area displays the following lock status information:

Serial Number:	1000105
Bolt Status:	Bolt Extended
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is inserted.
Clock Status:	2010-02-24 13:46:09 UTC (Time Read: 2010-02-24 13:46:09 UTC) (Time Difference: -00:00:00.6532082) (Battery: 3.054 V)
Total Audit Count All Modes:	50
Lock Bolt Open Count:	1

Below this information, there are tabs for 'FLM Mode', 'Route Mode', 'Bank Mode', and 'Bank Users'. The 'FLM Mode' tab is selected, showing the following details:

Lock Name:	Gen2 Lock 1000105
Lock Mode:	FLM Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	North Bank
ATM Serial Number:	Kaba Mas ATM
Region:	Testing

At the bottom of the window, there are four buttons: 'Shelve', 'Resync Dispatching', 'Set Access', and 'Close Call'.

Lock Audit Report:

Lock Audit Report							
Save Save As Page Setup Print Exit							
Clock Write	Serial Communications FLM Operation			2009-06-23 13:07:21	2009-06-23 13:07:21		
Activate FLM Mode	Serial Communications Operation			2009-06-23 13:07:20			
Close Lock	Route	0000006CE901	rjrb7		2009-06-23 11:04:30	4429	2
Shelve a Route Lock mode	Supervisor Audit	000000036ACA		2009-06-23 11:04:04			
Open Lock	Route	0000006CE901	rjrb7	2009-06-23 11:03:44			2
Route Mode Time Zone DST Table Write	Serial Communications Route Operation			2009-06-23 11:02:32			
Clock Write	Serial Communications Route Operation			2009-06-23 11:02:31	2009-06-23 11:02:32		
Activate Route Mode	Serial Communications Operation			2009-06-23 11:02:30			
Close Lock	FLM	00000046107A	F3		2009-06-23 10:22:23	5703	2
Shelve an FLM Lock mode	Supervisor Audit	000000036ACA		2009-06-23 10:22:04			
Open Lock	FLM	00000046107A	F3	2009-06-23 10:20:48			2
FLM Mode Time Zone DST Table Write	Serial Communications FLM Operation			2009-06-23 10:18:04			
Clock Write	Serial Communications FLM Operation			2009-06-23 10:18:42	2009-06-23 10:18:04		
Activate FLM Mode	Serial Communications Operation			2009-06-23 10:18:41			
Shelve Bank Mode	Serial Communications Bank Operation			2009-06-23 10:18:05			
Shelve Route Mode	Serial Communications Route			2009-06-23			

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3.1.8 Swing Bolt Lock Operations with Serial Connect

Note

This feature is only available for Cencon Gen 2 locks.

This function allows you to communicate with a Gen 2 Swing Bolt lock using a USB connection to your PC through the Breakout Box. The USB connection is directly through a Cencon Swing Bolt Breakout Box. It can also be through a network connection, as through ATM machine's PC. The user interface allows you to retrieve information from the lock and perform most of the lock operations which are normally done with keys (such as activate, shelve, set the time, etc.).

Warning

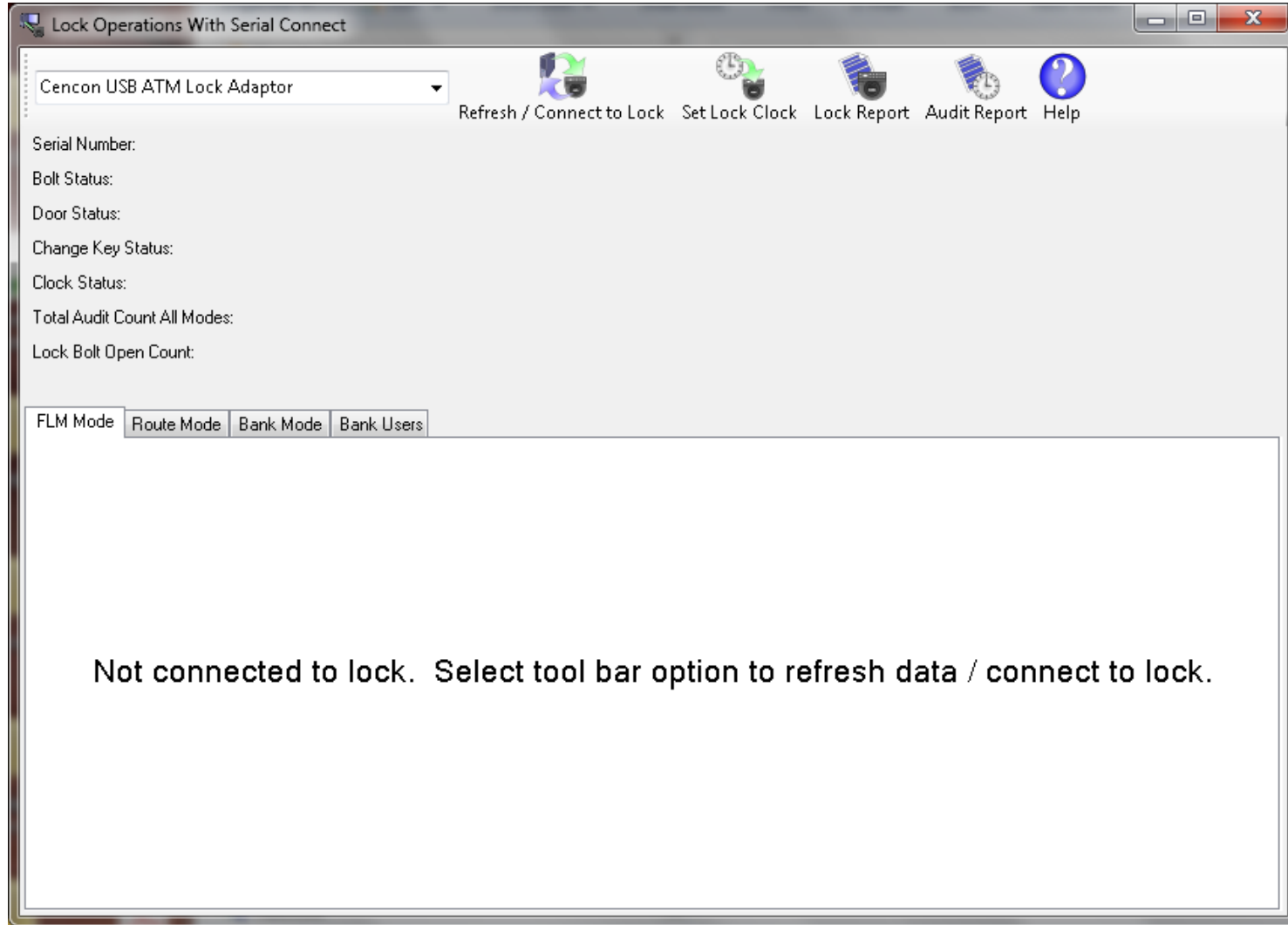
Operators may become statically charged in a normal working environment if they are not wearing a ground strap. In this case the USB communications may stop working, un-plug and re-plug the USB cable between the computer and the Breakout Box to resume operation. It is recommended that operators working on the inside of the ATM or in a factory connecting to the Gen 2 Swing Bolt Breakout Box to always wear a wrist strap to prevent possible ESD damage from occurring while using the Breakout Box.

Cencon USB ATM Lock Adapter:

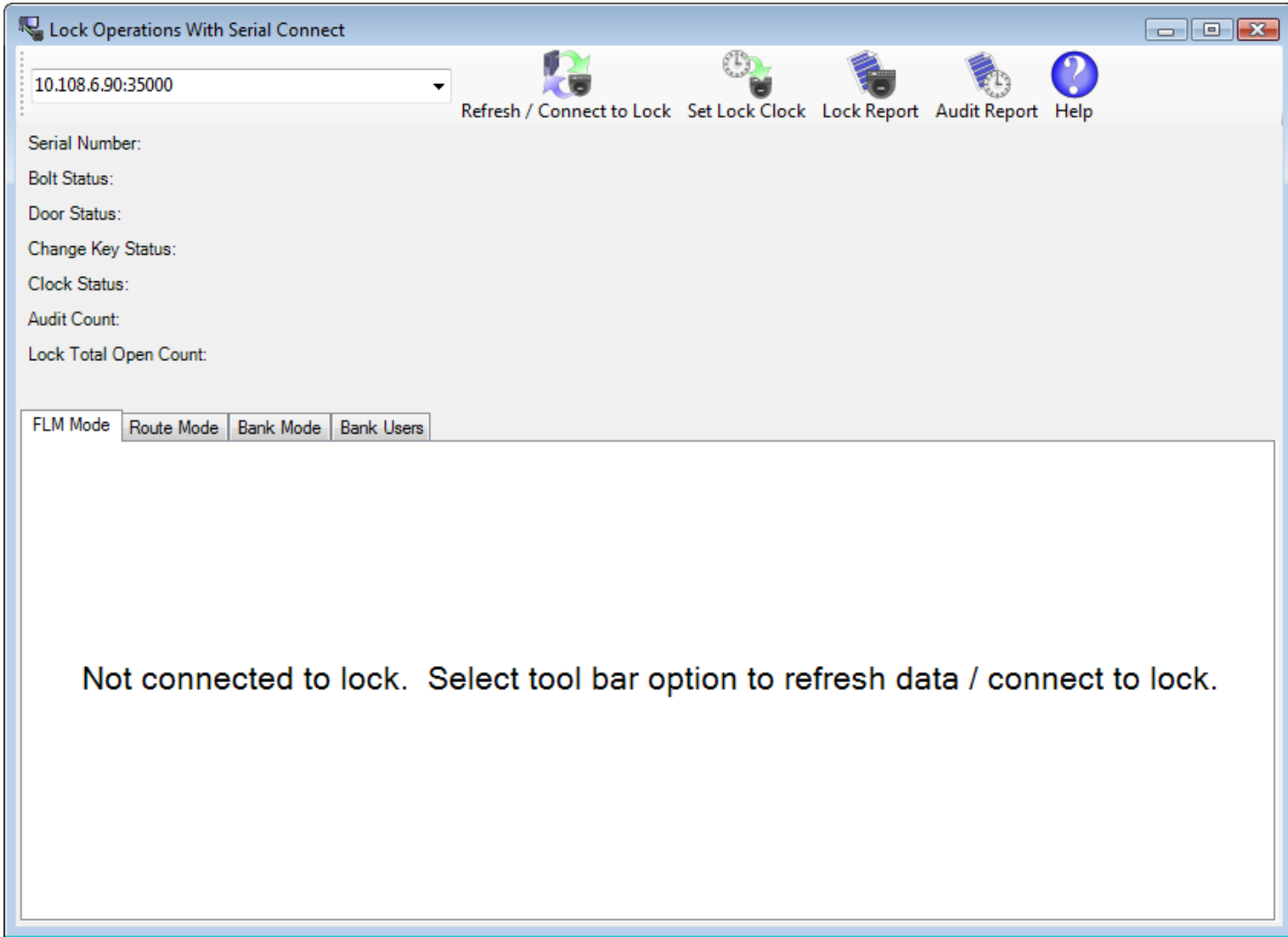


Typical Procedure (serial connection):

- Connect a USB cable between your PC and the Cencon Swing Bolt Breakout Box. The Cencon Swing Bolt Breakout Box may have to have drivers installed. This can be done by going to the Drivers folder located on the Cencon software CD. The Cencon Swing Bolt Breakout Box will be displayed as Cencon USB ATM Lock Adapter.
- Start Cencon and select Lock Operations with Serial Connect.
- To connect to the lock:
 - Directly through a USB cable - click in the Connection box and select the type of connection you are using (Cencon USB ATM Lock Adapter) for this example). You will need to have connected the lock using a USB cable from the Cencon Swing Bolt Breakout Box to a USB port on your computer. Each communications port on your computer will be listed in the drop-down selection in the form.



- o Through a network connection - type the lock's network address in the Connection box at the top of the form. You will need to have connected the lock using a Cencon Lock Network Serial Interface Box to your network, and configured it as needed using the Cencon Lock Network Serial Interface Box Utility. If a network port other than the default needs to be set, then that can be entered after the network address, separated by a colon:



Note

When you connect to a lock using a network connection, the network address and port used to connect up to that lock will automatically be saved to the Cencon database. To connect back up to that lock at a later date, you can select that lock from one of the Cencon reports and select Remote Serial Operations With Lock (Gen2). The Lock Operations With Serial Connect form will be displayed and the previously used network address will be used to connect to the lock. You can also close out a dispatch to the lock in the same manner, by selecting Close Lock With Remote Serial Operation (Gen2) from the report's operation menu.

- Press Refresh/Connect to Lock to complete the connection.

Toolbar functions:

Refresh/Connect to Lock

Connect to the attached lock and update the status displayed for the connected lock.

[Set Lock Clock](#)

Set the time in the lock, based off of the time on your host computer. If one or more modes are active from your software, this will also set the daylight savings time transition table for each mode based off of the selected time zone. A form will be displayed to select the time zone for each authorized active mode.

[Lock Report](#)

Display a report similar to the Cencon Individual Lock report but also including additional information which can only be accessed through the direct connection. This report will display the current status of the lock and information for each active mode of the lock.

[Audit Report](#)

Display a standard Cencon lock audit report. This report displays all the available audits since it is not subject to the memory limitations of storing the audits on the SA key.

Note

In order to read the status of a lock, set the clock, generate a lock report, or generate an audit report, you must have authorization to access the lock. If the lock is shelved, then anyone can set the clock or get an audit report from the lock. If one or more modes are active on the lock, then you must have control of at least one of the modes of the lock to get information from the lock. Each lock mode may be under the control of a different company, and each mode has its own security implemented. If you attempt to access a lock that you don't control one of the modes of, you will not be able to read information from the lock. Additionally, you will only be able to access information specific to the lock modes you control and the audit trail of the lock.

Mode Specific Functions

Click on specific function to view details.

- FLM Mode
 - [Activate FLM Mode](#)

- [Shelve FLM Mode](#)
- [Resynchronize Dispatching for FLM Mode](#)
- [Set Access Between Single and Dual User for FLM Mode](#)
- [Close Dispatch for FLM Mode](#)
- Route Mode
 - [Activate Route Mode](#)
 - [Shelve Route Mode](#)
 - [Resynchronize Dispatching for Route Mode](#)
 - [Set Access Between Single and Dual User for Route Mode](#)
 - [Close Dispatch for Route Mode](#)
- Bank Mode
 - [Activate Bank Mode](#)
 - [Shelve Bank Mode](#)
 - [Resynchronize Users for Bank Mode](#)
 - [Set Access Between Single and Dual User for Bank Mode](#)
 - [Set Time Delay and Open Time Window for Bank Mode](#)
 - [View Bank Mode Users](#)
 - [Add Bank Mode Users](#)
 - [Delete Bank Mode Users](#)

Cencon 4 Reference Manual

3.1.8.1 Lock Operations with Serial Connect - Activate FLM Mode

FLM Activation

To activate the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Activate Lock Mode button.
- Enter the lock data (required items are in bold type).
- Press Apply Activation

Note

When activating a lock mode using the USB connection to the Breakout Box, the virtual change key must be activated by powering up the lock and entering #50 on the keypad. Then you must power up the lock and enter 50-25-50 and open the lock holding the bolt open to enable Remote Administration on the lock. Other functions such as shelving the lock, setting access between single and dual user, and reading the status of the lock do not require the virtual change key to be initiated on the lock. This because the security of the serial communications for the activated mode has already been set up during activation.

Initial activation form:

Name	001000138
Lock TimeZone	(UTC-05:00) Eastern Time (US & Canada)
Lock Access Type	Single User Required To Open Lock
ATM Serial Number	
Region	GLOBAL
Customer ID	
Service Branch	
Description 1	
Description 2	
Description 3	
Description 4	
User Defined 1	
User Defined 2	

Successful activation:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
 Bolt Status: Bolt Retracted
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2012-05-08 17:02:58 UTC (Time Read: 2012-05-08 17:01:47 UTC) (Time Difference: 00:01:10.4922412) (Battery: 2.986 V)
 Total Audit Count All Modes: 200
 Lock Bolt Open Count: 61


FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
 Lock Mode: FLM Mode (Single user)
 Mode Audit Count: 1

Status: Active
 Customer ID
 ATM Serial Number:
 Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

Lock Operations With Serial Connect

 Lock FLM mode has been activated successfully.

OK

The lock FLM mode is now active, and can have users dispatched to open it.

Cencon 4 Reference Manual

3.1.8.2 Lock Operations with Serial Connect - Shelve FLM Mode

FLM Shelve

To shelve the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Shelve button.
- Press OK when asked if you are sure you want to shelve the lock.

Note

Once you have shelved a lock mode using the USB connection to the lock, you can not reactivate the lock mode without having physical access to the back of the lock to initiate the virtual change key. This is because the security of the serial communications for a mode being activated is set up during activation of the lock mode. When shelving a mode, that security for the mode is already set up. You can shelve a mode remotely, however you must have physical access to the inside of the lock container as well as to initiate the virtual change key into the back of the lock to reactivate the lock.

Note

If the configuration option to require a change key be present in the lock for remote shelve is set, you will not be able to remotely shelve the lock across a remote connection without first having someone present to open the lock and insert a change key. In the case of the Cencon Gen 2 swing bolt lock, you can alternatively open the lock and enter #50 at the lock to allow remote administration of the lock. See [Change Configuration Settings](#) to set this configuration option in the Cencon database.

Initial form for active FLM mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu for 'Cencon USB ATM Lock Adaptor' and a toolbar with icons for 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. The main display area shows the following information:

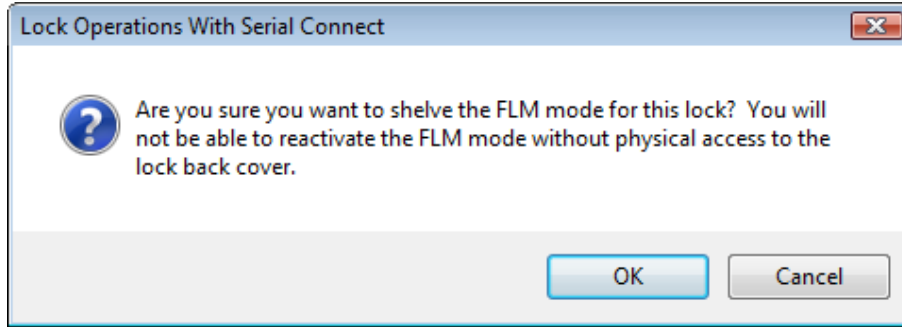
Serial Number:	001000138
Bolt Status:	Bolt Retracted
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is not inserted.
Clock Status:	2012-05-08 17:02:58 UTC (Time Read: 2012-05-08 17:01:47 UTC) (Time Difference: 00:01:10.4922412) (Battery: 2.986 V)
Total Audit Count All Modes:	200
Lock Bolt Open Count:	61

Below this information are tabs for 'FLM Mode', 'Route Mode', 'Bank Mode', and 'Bank Users'. The 'FLM Mode' tab is selected, showing the following details:

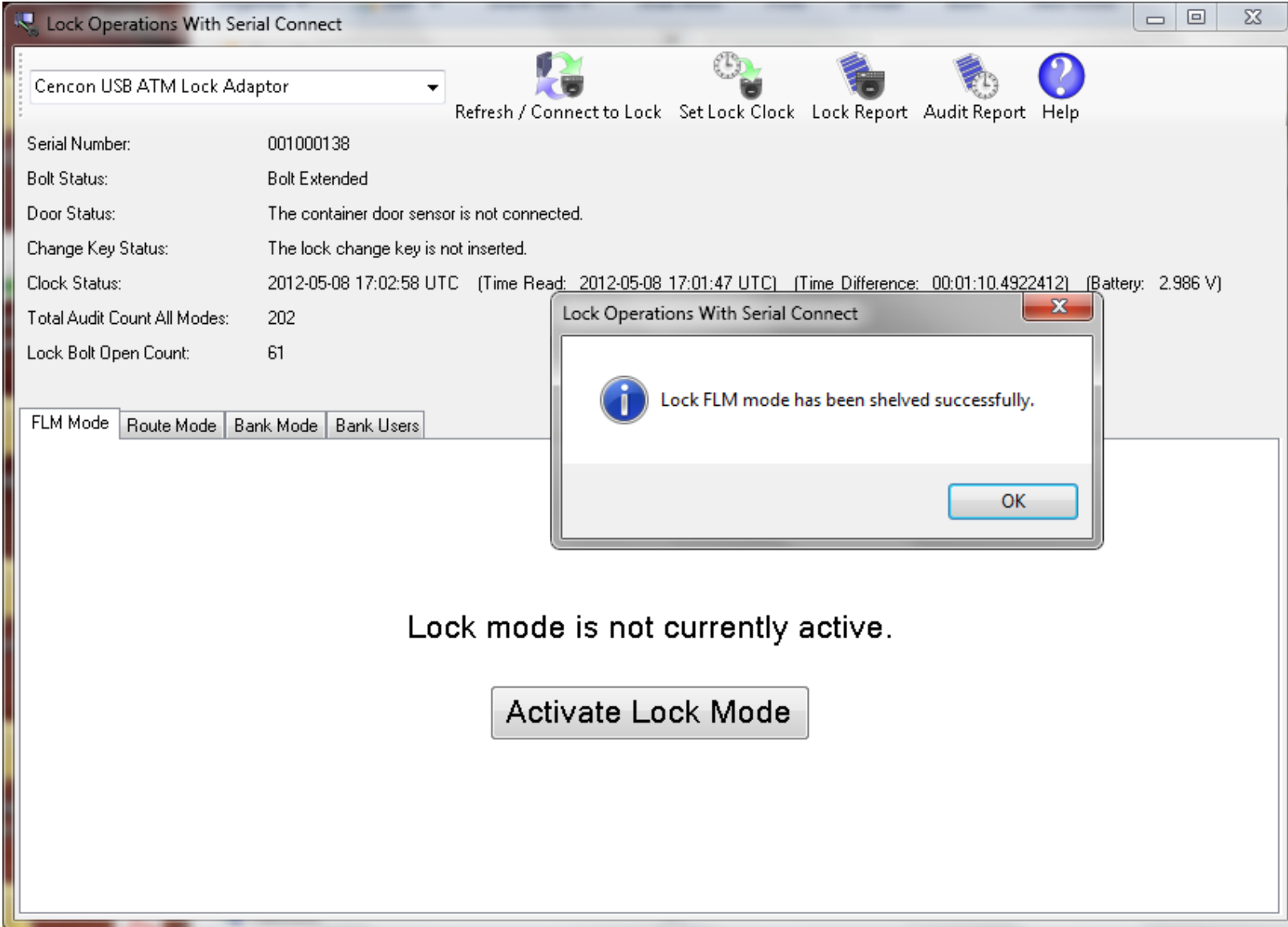
Lock Name:	001000138
Lock Mode:	FLM Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	
ATM Serial Number:	
Region:	GLOBAL

At the bottom of the window, there are four buttons: 'Shelve', 'Resync Dispatching', 'Set Access', and 'Close Call'.

Prompt for shelving FLM mode:



Successful Shelf:



The lock FLM mode has been shelved.

Cencon System Reference Manual

3.1.8.3 Lock Operations with Serial Connect - Resynchronize Dispatching for FLM Mode

Resynchronize Dispatching for FLM Mode

This operation reads the current dispatching status of the lock and updates the Cencon database entry for the lock to match. It will ensure that the Cencon database matches the lock in the case of having to recover from a backup of the database.

To resynchronize dispatching for the the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Resync Dispatching button.

Note

You can not resynchronize the Cencon database dispatching with the Cencon Gen 2 lock while a call is dispatched to the lock. If you have a call open to the lock and the lock is out of synchronization with the Cencon database, you will need to do a [Manager Auto-Close w/o Close Seal](#) to close out the call first. You would then resynchronize the Cencon database with the lock. After resynchronizing the Cencon database with the lock you would be able to dispatch to the lock again.

Initial form for active FLM mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu set to 'Cencon USB ATM Lock Adaptor' and a toolbar with icons for 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. Below the toolbar, several status fields are displayed: 'Serial Number: 001000138', 'Bolt Status: Bolt Retracted', 'Door Status: The container door sensor is not connected.', 'Change Key Status: The lock change key is not inserted.', 'Clock Status: 2012-05-08 17:02:58 UTC (Time Read: 2012-05-08 17:01:47 UTC) (Time Difference: 00:01:10.4922412) (Battery: 2.986 V)', 'Total Audit Count All Modes: 206', and 'Lock Bolt Open Count: 62'. A tabbed interface at the bottom shows 'FLM Mode' as the active tab, with other tabs for 'Route Mode', 'Bank Mode', and 'Bank Users'. Under the 'FLM Mode' tab, the following information is shown: 'Lock Name: 001000138', 'Lock Mode: FLM Mode (Single user)', 'Mode Audit Count: 1', 'Status: Active', 'Customer ID', 'ATM Serial Number:', and 'Region: GLOBAL'. At the bottom of the window, four buttons are visible: 'Shelve', 'Resync Dispatching', 'Set Access', and 'Close Call'. The 'Resync Dispatching' button is highlighted with a grey background.

Successful resynchronization of the Cencon database with the lock:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
 Bolt Status: Bolt Retracted
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2012-05-08 17:02:58 UTC (Time Read: 2012-05-08 17:01:47 UTC) (Time Difference: 00:01:10.4922412) (Battery: 2.986 V)
 Total Audit Count All Modes: 206
 Lock Bolt Open Count: 62


FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
 Lock Mode: FLM Mode (Single user)
 Mode Audit Count: 1

Status: Active
 Customer ID
 ATM Serial Number:
 Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

Lock Operations With Serial Connect

 Lock FLM mode has been resynchronized successfully.

OK

The lock FLM mode has been resynchronized, and can have users dispatched to open it.

Cencon System Reference Manual

3.1.8.4 Lock Operations with Serial Connect - Set Access Between Single and Dual User for FLM Mode

Set Access Between Single and Dual User for FLM Mode

This operation sets the lock between needing a single user or needing dual users to open the lock, and also updates the Cencon database as needed.

To set access between single and dual users for the the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Set Access button.
- Select the type of access required between single and dual user to open the lock.
- Press the Set Access button.

Note

You can not change single or dual user access while a call is dispatched to the lock. You will need to wait until the call has been completed first. After the call has been completed, you will be able to change the access between single user or dual user being required to open the lock.

Initial form for active FLM mode:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
Bolt Status: Bolt Retracted
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is not inserted.
Clock Status: 2012-05-08 17:02:58 UTC (Time Read: 2012-05-08 17:01:47 UTC) (Time Difference: 00:01:10.4922412) (Battery: 2.986 V)
Total Audit Count All Modes: 206
Lock Bolt Open Count: 62

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID
ATM Serial Number:
Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

Form for selecting single or dual user mode access on the lock:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
 Bolt Status: Bolt Retracted
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2012-05-08 17:02:58 UTC (Time Read: 2012-05-08 17:01:47 UTC) (Time Difference: 00:01:10.4922412) (Battery: 2.986 V)
 Total Audit Count All Modes: 206
 Lock Bolt Open Count: 62

FLM Mode Route Mode Bank Mode Bank Users

Lock Access Type

Name	001000138
Region	GLOBAL
Customer ID	
Lock User Access	Single User Required To Open Lock

Cancel Set Access

The lock FLM mode has been set between single and dual user mode.

Cencon System Reference Manual

3.1.8.5 Lock Operations with Serial Connect - Close Dispatch for FLM Mode

Close Dispatch for FLM Mode

This operation reads the status and the audit trail of the lock, determines if a valid dispatch has opened and closed the lock, and closes out the dispatch to the lock in the Cencon system. This is primarily intended for locks connected remotely on a network, to allow dispatches to locks to be closed out in a convenient and secure manner without having to call in a close seal from the lock.

To close a dispatch for the the attached lock in FLM mode:

- Select the FLM Mode tab on the Serial Connect form.
- Press the Close Call button.
- A report of the results of the close operation will be displayed.

Note

The lock must be completely closed for this operation to work. If the bolt is retracted, the door sensor indicates the container door is open (if connected), or the change key is in the lock, then the dispatch to the lock can't be closed out in this manner.

Initial form for active FLM mode:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
Bolt Status: Bolt Retracted
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is not inserted.
Clock Status: 2012-05-08 17:02:58 UTC (Time Read: 2012-05-08 17:01:47 UTC) (Time Difference: 00:01:10.4922412) (Battery: 2.986 V)
Total Audit Count All Modes: 207
Lock Bolt Open Count: 62

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID
ATM Serial Number
Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

Report for the results of closing the dispatch to the lock:

Lock Report

Save Save As Page Setup Print Exit

Close Lock FLM Mode Report

Lock Status

Lock Serial Number	001000138
Lock Version	2.01.1002
FLM Mode Status	Single Mode Active
Route Mode Status	Single Mode Shelved
Bank Mode Status	Single Mode Shelved
Bolt Status	Bolt Is Extended
Duress Open Status	Not Opened With Duress Combination
Delayed Open Status	No Delayed Opening In Progress
All Modes Shelved Open Status	Lock Is Not Open With Factory Combination
Lock Out Status	No Lock Out In Progress
Lock Total Number of Opens	62
Audit Trail Event Count	208
Audit Trail Event Total Odometer	208
Is Door Sensor Connected On Open	Door Sensor Not Connected On Open

Cencon System Reference Manual

3.1.8.6 Lock Operations with Serial Connect - Activate Route Mode

Route Activation

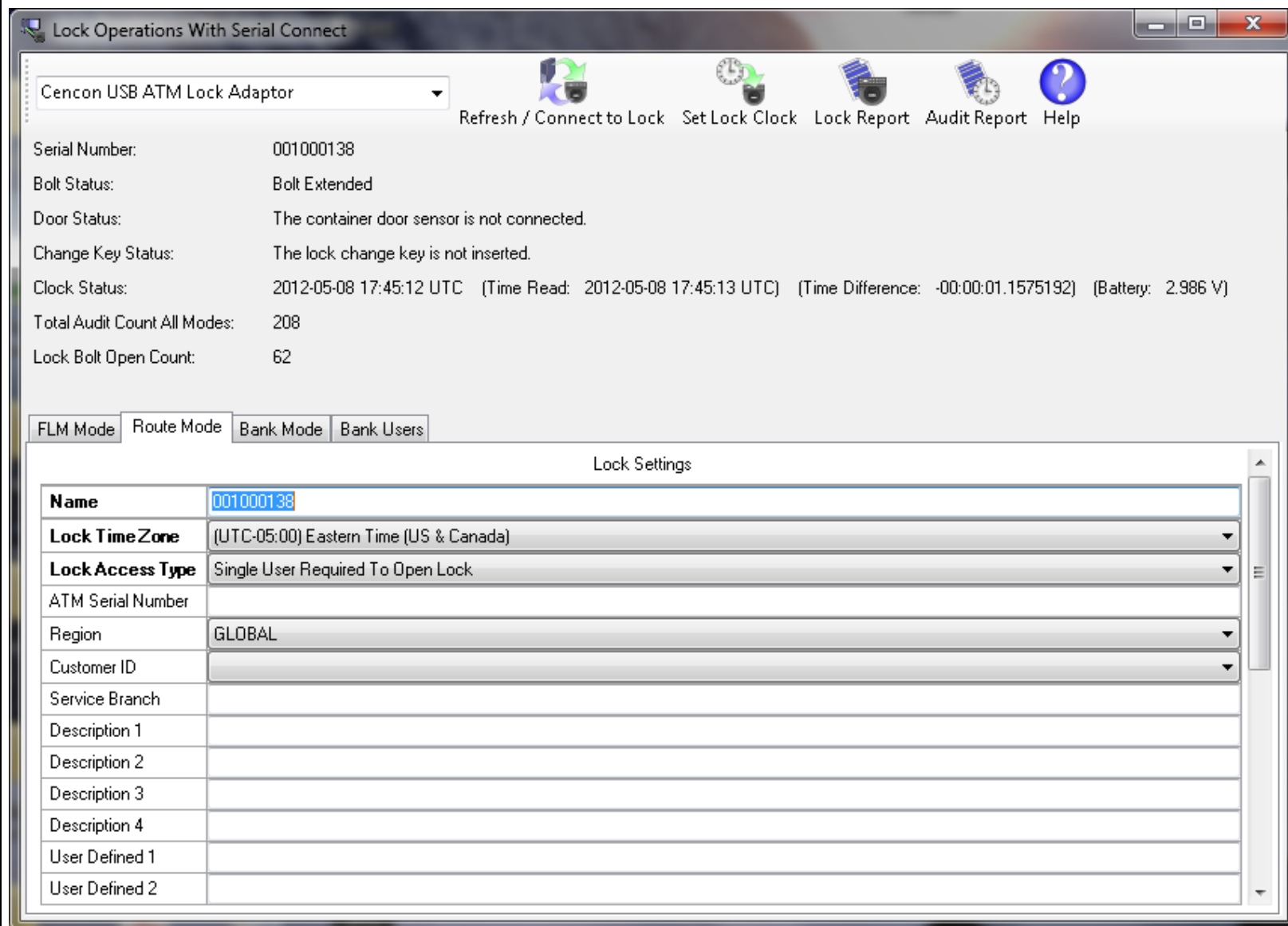
To activate the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Activate Lock Mode button.
- Enter the lock data (required items are in bold type).
- Press Apply Activation

Note

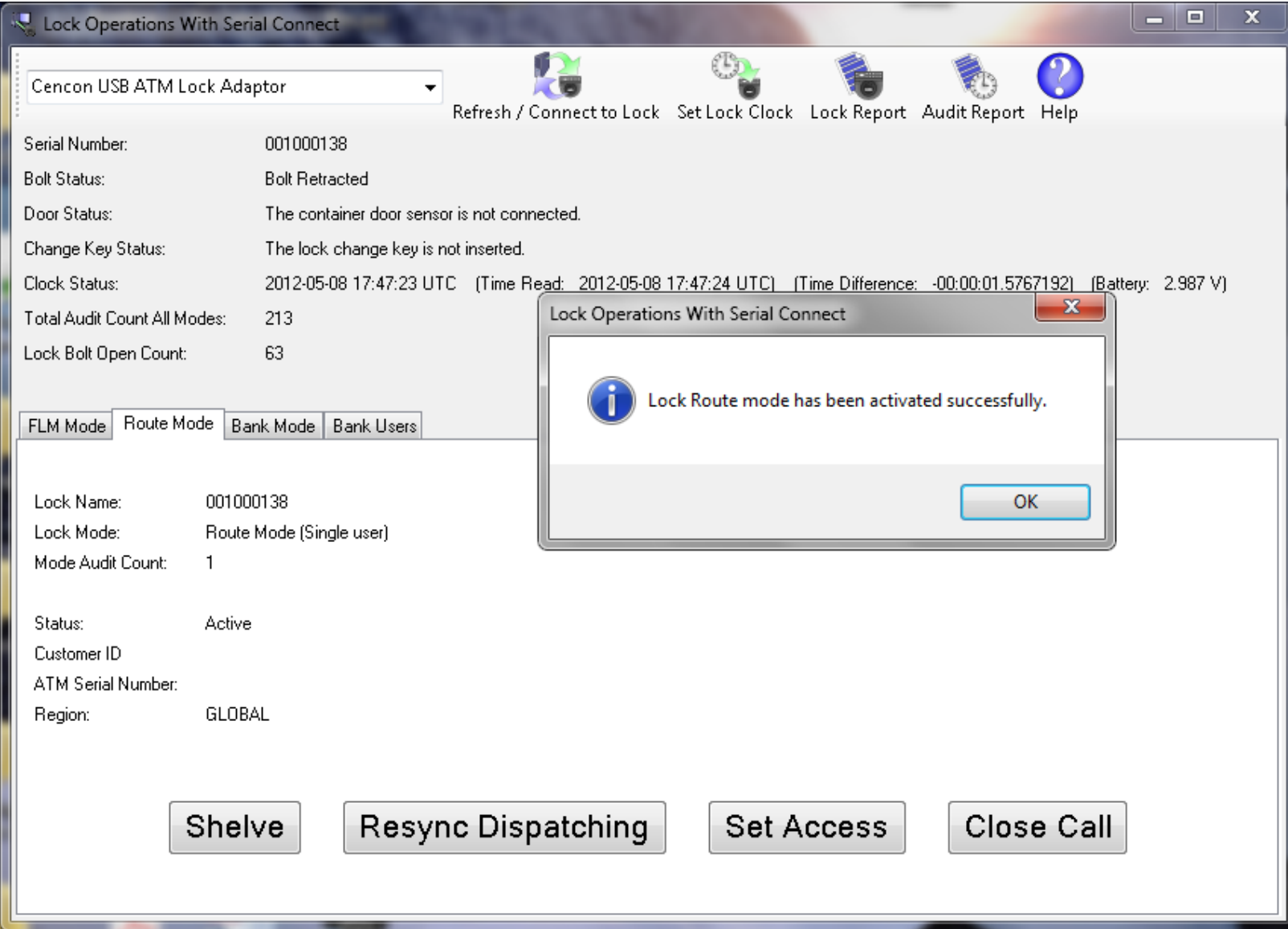
When activating a lock mode using the USB connection to the Breakout Box, the virtual change key must be activated by powering up the lock and entering #50 on the keypad. Then you must power up the lock and enter 50-25-50 and open the lock holding the bolt open to enable Remote Administration on the lock. Other functions such as shelving the lock, setting access between single and dual user, and reading the status of the lock do not require the virtual change key to be initiated on the lock. This because the security of the serial communications for the activated mode has already been set up during activation.

Initial activation form:



Lock Settings	
Name	001000138
Lock Time Zone	(UTC-05:00) Eastern Time (US & Canada)
Lock Access Type	Single User Required To Open Lock
ATM Serial Number	
Region	GLOBAL
Customer ID	
Service Branch	
Description 1	
Description 2	
Description 3	
Description 4	
User Defined 1	
User Defined 2	

Successful activation:



The lock Route mode is now active, and can have users dispatched to open it.

Cencon System Reference Manual

3.1.8.7 Lock Operations with Serial Connect - Shelve Route Mode

Route Shelve

To shelve the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Shelve button.
- Press OK when asked if you are sure you want to shelve the lock.

Note

Once you have shelved a lock mode using the USB connection to the lock, you can not reactivate the lock mode without having physical access to the back of the lock to initiate the virtual change key. This is because the security of the serial communications for a mode being activated is set up during activation of the lock mode. When shelving a mode, that security for the mode is already set up. You can shelve a mode remotely, however you must have physical access to the inside of the lock container as well as to initiate the virtual change key into the back of the lock to reactivate the lock.

Note

If the configuration option to require a change key be present in the lock for remote shelve is set, you will not be able to remotely shelve the lock across a remote connection without first having someone present to open the lock and insert a change key. In the case of the Cencon Gen 2 swing bolt lock, you can alternatively open the lock and enter #50 at the lock to allow remote administration of the lock. See [Change Configuration Settings](#) to set this configuration option in the Cencon database.

Initial form for active Route mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu for 'Cencon USB ATM Lock Adaptor'. Below it are several icons for 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. The main area displays the following information:

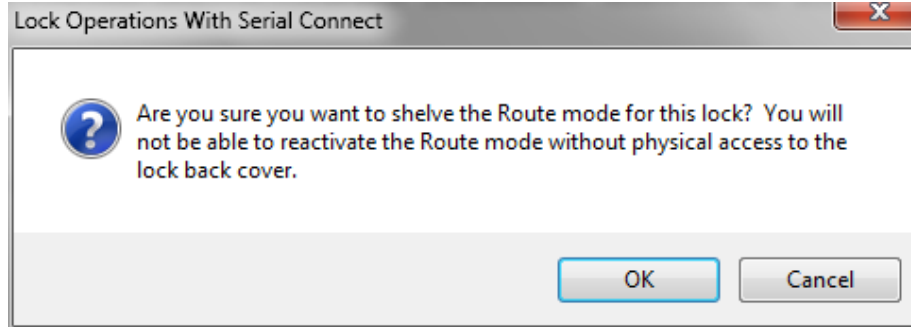
Serial Number:	001000138
Bolt Status:	Bolt Retracted
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is not inserted.
Clock Status:	2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
Total Audit Count All Modes:	213
Lock Bolt Open Count:	63

Below this information are four tabs: 'FLM Mode', 'Route Mode' (selected), 'Bank Mode', and 'Bank Users'. Under the 'Route Mode' tab, the following details are shown:

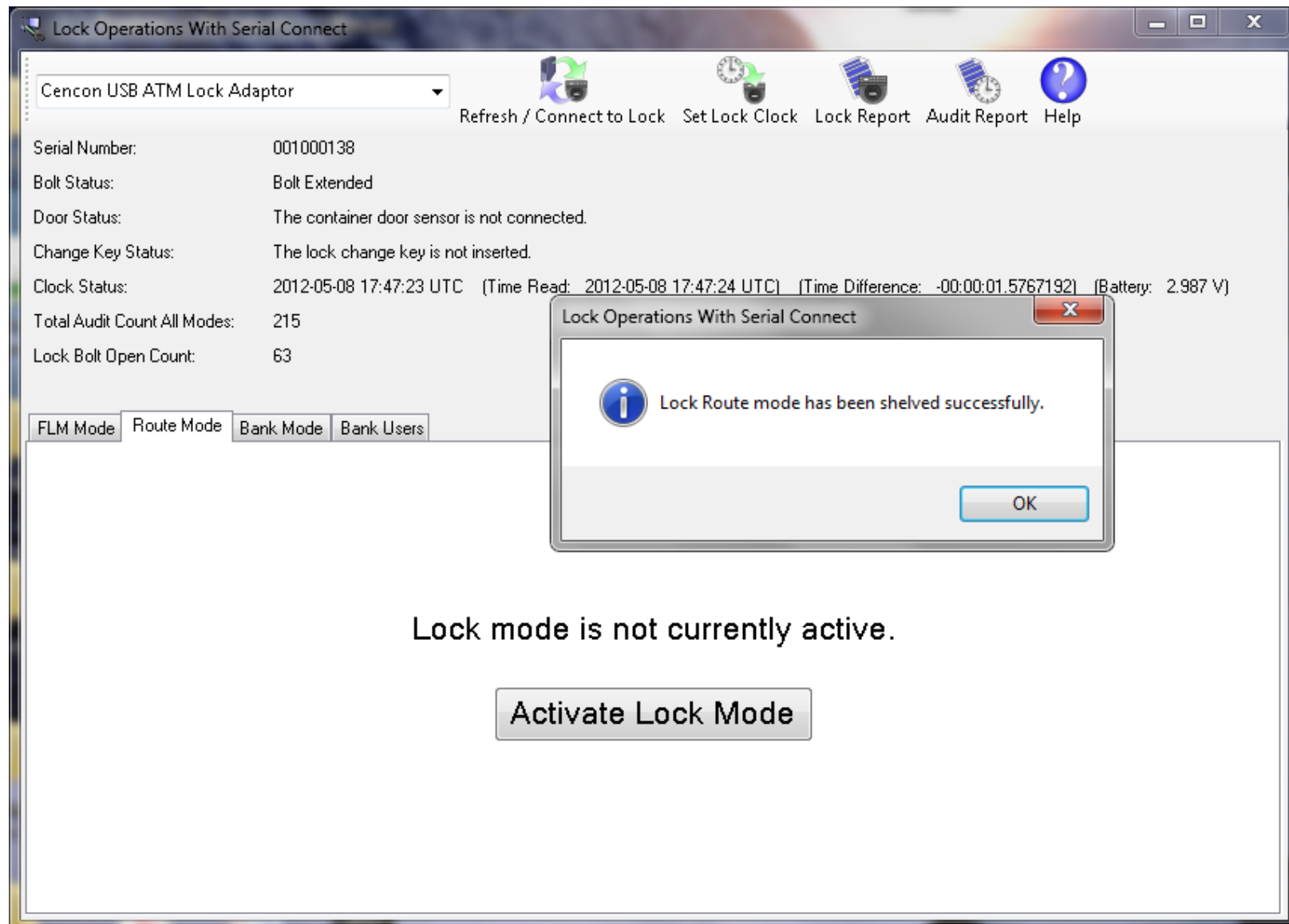
Lock Name:	001000138
Lock Mode:	Route Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	
ATM Serial Number:	
Region:	GLOBAL

At the bottom of the window, there are four buttons: 'Shelve', 'Resync Dispatching', 'Set Access', and 'Close Call'.

Prompt for shelving Route mode:



Successful Shelf:



The lock Route mode has been shelved.

Cencon System Reference Manual

3.1.8.8 Lock Operations with Serial Connect - Resynchronize Dispatching for Route Mode

Resynchronize Dispatching for Route Mode

This operation reads the current dispatching status of the lock and updates the Cencon database entry for the lock to match. It will ensure that the Cencon database matches the lock in the case of having to recover from a backup of the database.

To resynchronize dispatching for the the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Resync Dispatching button.

Note

You can not resynchronize the Cencon database dispatching with the Cencon Gen 2 lock while a call is dispatched to the lock. If you have a call open to the lock and the lock is out of synchronization with the Cencon database, you will need to do a [Manager Auto-Close w/o Close Seal](#) to close out the call first. You would then resynchronize the Cencon database with the lock. After resynchronizing the Cencon database with the lock you would be able to dispatch to the lock again.

Initial form for active Route mode:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
Bolt Status: Bolt Retracted
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is not inserted.
Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
Total Audit Count All Modes: 219
Lock Bolt Open Count: 64

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
Lock Mode: Route Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID
ATM Serial Number
Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

Successful resynchronization of the Cencon database with the lock:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
 Total Audit Count All Modes: 220
 Lock Bolt Open Count: 64


FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
 Lock Mode: Route Mode (Single user)
 Mode Audit Count: 1

Status: Active
 Customer ID
 ATM Serial Number:
 Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

Lock Operations With Serial Connect

 Lock Route mode has been resynchronized successfully.

OK

The lock Route mode has been resynchronized, and can have users dispatched to open it.

Cencon System Reference Manual

3.1.8.9 Lock Operations with Serial Connect - Set Access Between Single and Dual User for Route Mode

Set Access Between Single and Dual User for Route Mode

This operation sets the lock between needing a single user or needing dual users to open the lock, and also updates the Cencon database as needed.

To set access between single and dual users for the the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Set Access button.
- Select the type of access required between single and dual user to open the lock.
- Press the Set Access button.

Note

You can not change single or dual user access while a call or a route is dispatched to the lock. You will need to wait until the call or route has been completed first. After the call or route has been completed, you will be able to change the access between single user or dual user being required to open the lock.

Initial form for active Route mode:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is not inserted.
Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
Total Audit Count All Modes: 220
Lock Bolt Open Count: 64

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
Lock Mode: Route Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID
ATM Serial Number:
Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

Form for selecting single or dual user mode access on the lock:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
 Total Audit Count All Modes: 220
 Lock Bolt Open Count: 64

FLM Mode Route Mode Bank Mode Bank Users

Lock Access Type

Name	001000138
Region	GLOBAL
Customer ID	
Lock User Access	Single User Required To Open Lock

Cancel Set Access

The lock Route mode has been set between single and dual user mode.

Cencon System Reference Manual

3.1.8.10 Lock Operations with Serial Connect - Close Dispatch for Route Mode

Close Dispatch for Route Mode

This operation reads the status and the audit trail of the lock, determines if a valid dispatch has opened and closed the lock, and closes out the dispatch to the lock in the Cencon system. This is primarily intended for locks connected remotely on a network, to allow dispatches to locks to be closed out in a convenient and secure manner without having to call in a close seal from the lock.

If the route mode lock has been dispatched to multiple sequences on a route, then this operation will close out route sequences as well. If a route sequence has been skipped at the lock, then that route sequence will be force closed as needed in the route dispatch.

To close a dispatch for the the attached lock in Route mode:

- Select the Route Mode tab on the Serial Connect form.
- Press the Close button.
- A report of the results of the close operation will be displayed.

Note

The lock must be completely closed for this operation to work. If the bolt is retracted, the door sensor indicates the container door is open (if connected), or the change key is in the lock, then the dispatch to the lock can't be closed out in this manner.

Initial form for active Route mode:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
Bolt Status: Bolt Extended
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is not inserted.
Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
Total Audit Count All Modes: 221
Lock Bolt Open Count: 64

FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
Lock Mode: Route Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID
ATM Serial Number
Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

Report for the results of closing the dispatch to the lock:

Lock Report

Save Save As Page Setup Print Exit

Close Lock Route Mode Report

Lock Status

Lock Serial Number	001000138
Lock Version	2.01.1002
FLM Mode Status	Single Mode Shelved
Route Mode Status	Single Mode Active
Bank Mode Status	Single Mode Shelved
Bolt Status	Bolt Is Extended
Duress Open Status	Not Opened With Duress Combination
Delayed Open Status	No Delayed Opening In Progress
All Modes Shelved Open Status	Lock Is Not Open With Factory Combination
Lock Out Status	No Lock Out In Progress
Lock Total Number of Opens	64
Audit Trail Event Count	221
Audit Trail Event Total Odometer	221
Is Door Sensor Connected On Open	Door Sensor Not Connected On Open

Cencon System Reference Manual

3.1.8.11 Lock Operations with Serial Connect - Activate Bank Mode

Bank Mode Activation

To activate the attached lock in Bank mode using Serial Connect:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Activate Lock Mode button.
- Enter the lock data (required items are in bold type).
- Select the Bank Users tab and add the users who need access to the lock.
- Press Apply Activation from either the Bank Mode or the Bank Users tab.

Note

You will need to first select a bank branch to assign the Bank mode lock to before selecting users to add to the lock. The list of users available to add to the lock is determined by the bank branch that the lock is assigned to. If you change what bank branch the lock is assigned to, any prior user selections will be cleared.

Initial activation form:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138

Bolt Status: Bolt Extended

Door Status: The container door sensor is not connected.

Change Key Status: The lock change key is not inserted.

Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)

Total Audit Count All Modes: 222

Lock Bolt Open Count: 64

FLM Mode Route Mode **Bank Mode** Bank Users

efined 4

s 1

s 2

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Cancel Apply Activation

Select Bank Users:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
 Bolt Status: Bolt Extended
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
 Total Audit Count All Modes: 222
 Lock Bolt Open Count: 64

FLM Mode Route Mode Bank Mode Bank Users

Users Available To Add To Lock

Name	Bank User ID
User 1	1
User 2	22
03	54

>>

<<

Users Being Added To Lock

Name	Bank User ID

Bank Branch: Bankorama

Cancel Apply Activation

Successful activation

Cencon System Reference Manual

3.1.8.12 Lock Operations with Serial Connect - Shelve Bank Mode

Bank Shelve

To shelve the attached lock in Bank mode:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Shelve button.
- Press OK when asked if you are sure you want to shelve the lock.

Note

Once you have shelved a lock mode using the USB connection to the lock, you can not reactivate the lock mode without having physical access to the back of the lock to initiate the virtual change key. This is because the security of the serial communications for a mode being activated is set up during activation of the lock mode. When shelving a mode, that security for the mode is already set up. You can shelve a mode remotely, however you must have physical access to the inside of the lock container to initiate the virtual change key into the back of the lock to reactivate the lock.

Note

If the configuration option to require a change key be present in the lock for remote shelve is set, you will not be able to remotely shelve the lock across a remote connection without first having someone present to open the lock and insert a change key. In the case of the Cencon Gen 2 swing bolt lock, you can alternatively open the lock and enter #50 at the lock to allow remote administration of the lock. See [Change Configuration Settings](#) to set this configuration option in the Cencon database.

Initial form for active Bank mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu set to 'Cencon USB ATM Lock Adaptor' and a toolbar with icons for 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. Below the toolbar, several status fields are listed:

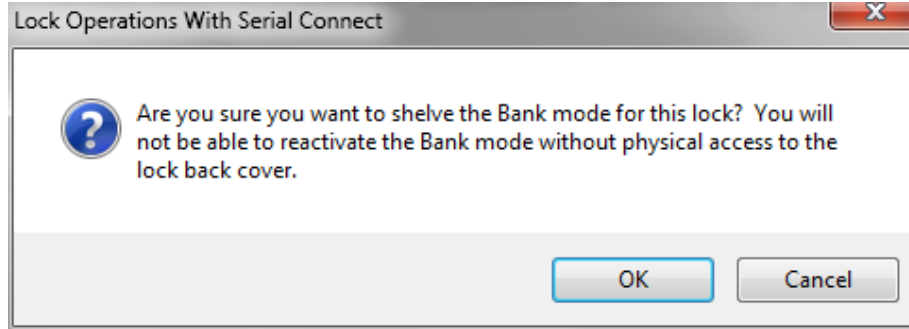
- Serial Number: 001000138
- Bolt Status: Bolt Retracted
- Door Status: The container door sensor is not connected.
- Change Key Status: The lock change key is not inserted.
- Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
- Total Audit Count All Modes: 227
- Lock Bolt Open Count: 65

Below these fields are four tabs: 'FLM Mode', 'Route Mode', 'Bank Mode' (which is selected), and 'Bank Users'. Under the 'Bank Mode' tab, the following information is displayed:

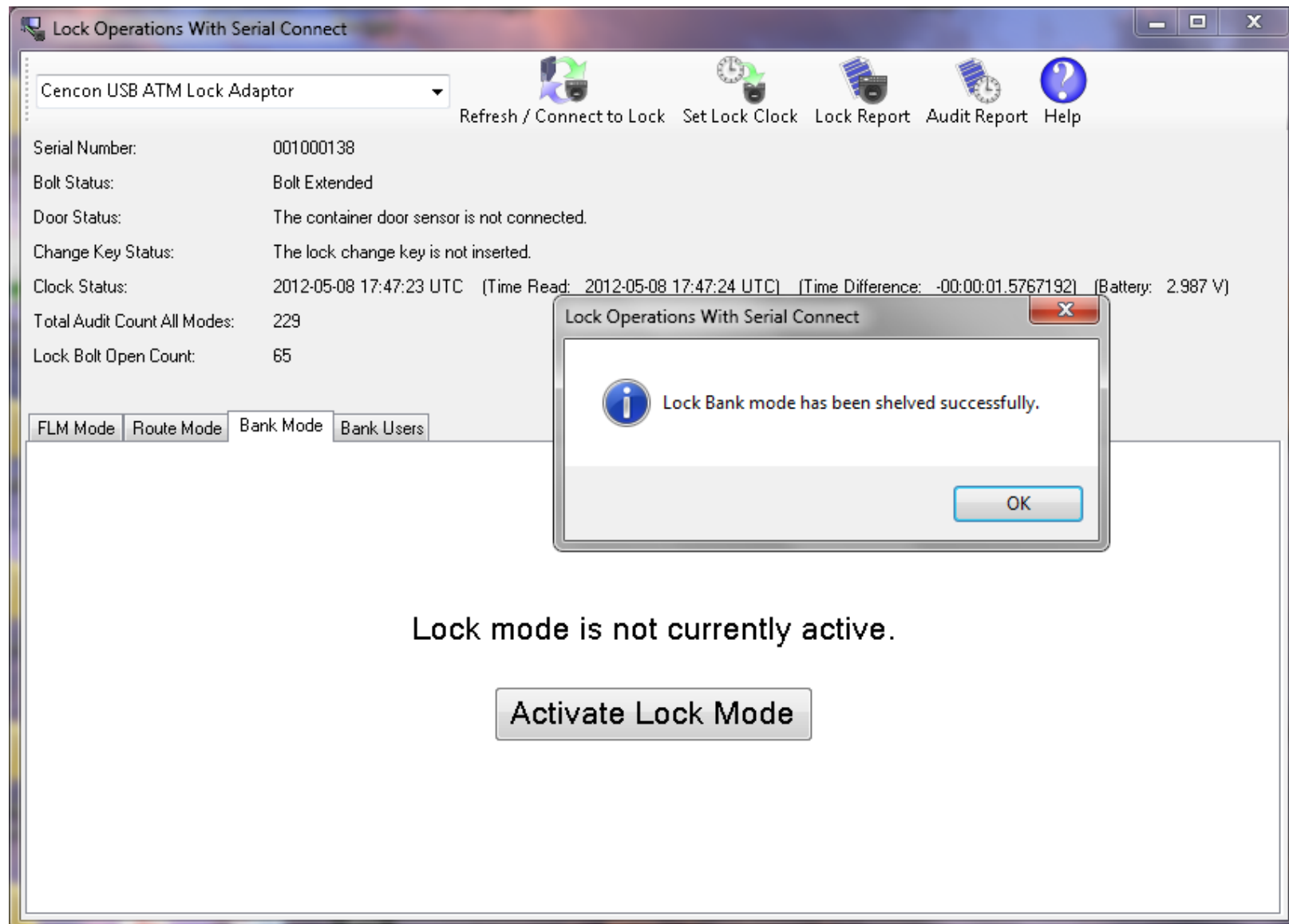
- Lock Name: 001000138
- Lock Mode: Bank Mode (Single user)
- Mode Audit Count: 1
- Status: Active
- Customer ID
- ATM Serial Number:
- Region: GLOBAL
- Bank Branch Name: Bankorama
- Time Delay Before Open: 0:00
- Time Open Window: 0:00

At the bottom of the window, there are four buttons: 'Shelve', 'Resync Users', 'Set Access', and 'Set Delay'.

Prompt for shelving Bank mode:



Successful Shelf:



The lock Bank mode has been shelved.

Cencon System Reference Manual

3.1.8.13 Lock Operations with Serial Connect - Resynchronize Users for Bank Mode

Resynchronize Users for Bank Mode

This operation reads the current user table of the lock and updates the Cencon database entry for the lock to match. It will ensure that the Cencon database matches the lock in the case of having to recover from a backup of the database.

To resynchronize dispatching for the the attached lock in Bank mode:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Resync Users button.

Note

If a user that is assigned access to the bank mode lock is not in the Cencon database, that user can not be resynchronized as having access in the Cencon database. This might occur if the database had to be recovered from a backup that did not have the users set up yet. It could also occur if the users were removed from the lock by key, the users deleted from the Cencon database, and the remove user key was never used at the lock. If this occurs, you will need to add the users back to the Cencon database and then resynchronize the bank mode lock user table with the Cencon database again.

Initial form for active Bank mode:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
Bolt Status: Bolt Retracted
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is not inserted.
Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
Total Audit Count All Modes: 234
Lock Bolt Open Count: 66

FLM Mode Route Mode **Bank Mode** Bank Users

Lock Name: 001000138
Lock Mode: Bank Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID
ATM Serial Number
Region: GLOBAL
Bank Branch Name: Bankorama
Time Delay Before Open: 0:00
Time Open Window: 0:00

Shelve Resync Users Set Access Set Delay

Successful resynchronization of the Cencon database with the lock:

Lock Report

Save Save As Page Setup Print Exit

Bank Mode Users Read From Lock

Bank Users

User Name	Bank User ID	Key Type	Key ID	Default Combination	Must Change Combo Flag
User 1	1	DS1963 - Cencon Lock/Logon Key	00000054C0DB	222222	Doesn't Have To Change Combo
User 2	22	DS1963 - Cencon Lock/Logon Key	000000548982	222222	Doesn't Have To Change Combo

Note

No users had to be added to the Cencon lock database entry to resynchronize the user table for lock Bank mode.

Note

The lock Bank mode user table has been resynchronized.

Cencon System Reference Manual

3.1.8.14 Lock Operations with Serial Connect - Set Access Between Single and Dual User for Bank Mode

Set Access Between Single and Dual User for Bank Mode

This operation sets the lock between needing a single user or needing dual users to open the lock, and also updates the Cencon database as needed.

To set access between single and dual users for the the attached lock in Bank mode:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Set Access button.
- Select the type of access required between single and dual user to open the lock.
- Press the Set Access button.

Note

You can not change single or dual user access while a call is dispatched to the lock. You will need to wait until the call has been completed first. After the call has been completed, you will be able to change the access between single and dual user required.

Initial form for active Bank mode:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

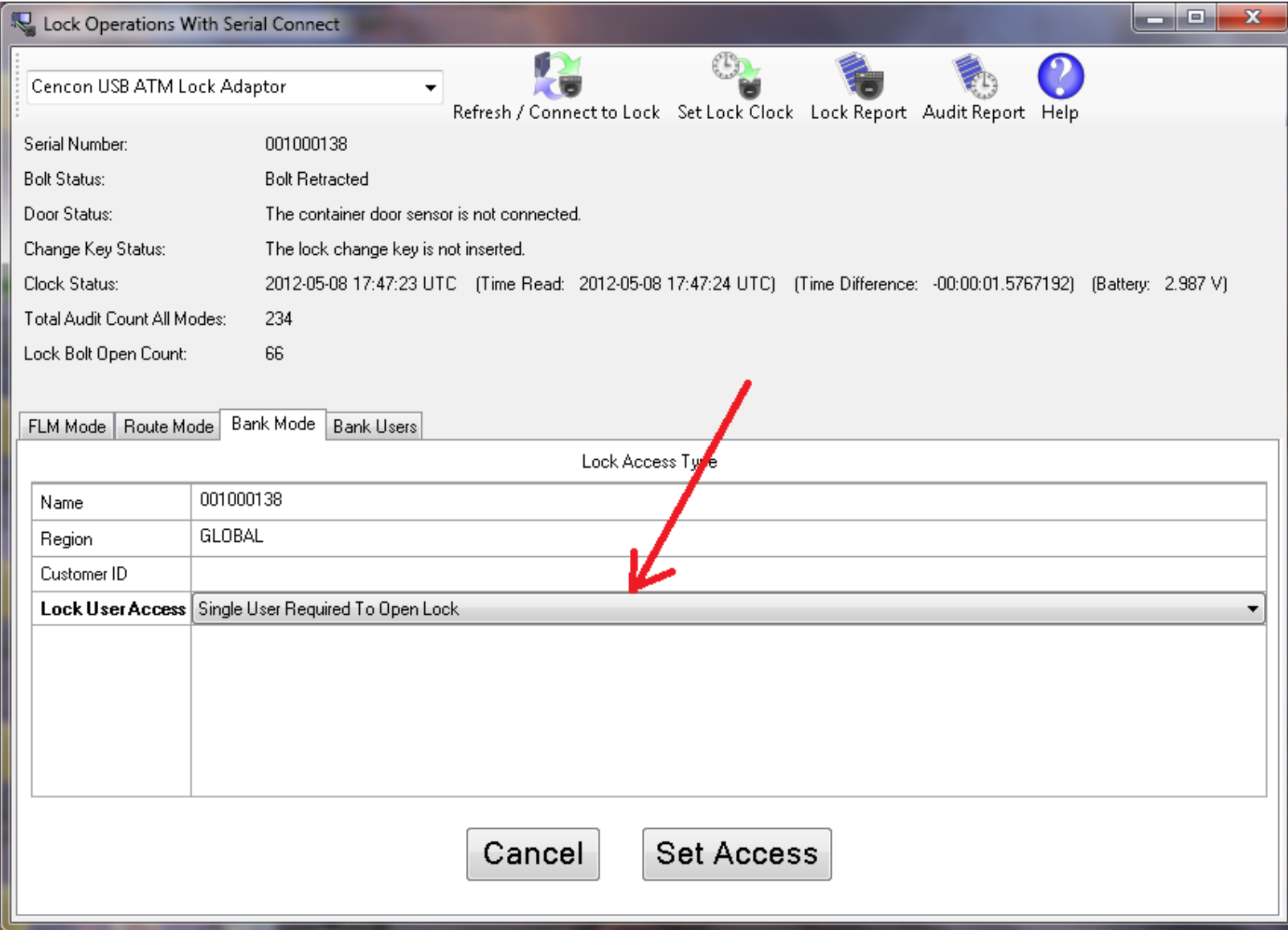
Serial Number: 001000138
Bolt Status: Bolt Retracted
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is not inserted.
Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
Total Audit Count All Modes: 234
Lock Bolt Open Count: 66

FLM Mode Route Mode **Bank Mode** Bank Users

Lock Name: 001000138
Lock Mode: Bank Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID
ATM Serial Number
Region: GLOBAL
Bank Branch Name: Bankorama
Time Delay Before Open: 0:00
Time Open Window: 0:00

Shelve Resync Users Set Access Set Delay

Form for selecting single or dual user mode access on the lock:



The lock Bank mode has been set between single and dual user mode.

Cencon System Reference Manual

3.1.8.15 Lock Operations with Serial Connect - Set Time Delay and Open Time Window for Bank Mode

Set Time Delay and Open Time Window for Bank Mode

This operation sets the time delay period after a bank mode user enters their combination and presents their key to the lock for the user to be able to actually open the lock. This operation also sets the time window that the user can open the lock once the time delay period has elapsed. The option to set a time delay before opening and a time window to open is available only to Bank mode.

To set the time delay and open time window for the the attached lock in Bank mode:

- Select the Bank Mode tab on the Serial Connect form.
- Press the Set Delay button.
- Enter the desired time delay and open time window. If a time delay value of 0 is entered, then the lock is allowed to open immediately.
- Press the Set Open Delay button.

Initial form for active Bank mode:

The screenshot shows a software window titled "Lock Operations With Serial Connect". At the top, there is a dropdown menu for "Cencon USB ATM Lock Adaptor" and a toolbar with icons for "Refresh / Connect to Lock", "Set Lock Clock", "Lock Report", "Audit Report", and "Help". The main area displays lock status information:

- Serial Number: 001000138
- Bolt Status: Bolt Retracted
- Door Status: The container door sensor is not connected.
- Change Key Status: The lock change key is not inserted.
- Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
- Total Audit Count All Modes: 234
- Lock Bolt Open Count: 66

Below this information are four tabs: "FLM Mode", "Route Mode", "Bank Mode" (which is selected), and "Bank Users". The "Bank Mode" tab shows the following details:

- Lock Name: 001000138
- Lock Mode: Bank Mode (Single user)
- Mode Audit Count: 1
- Status: Active
- Customer ID: (blank)
- ATM Serial Number: (blank)
- Region: GLOBAL
- Bank Branch Name: Bankorama
- Time Delay Before Open: 0:00
- Time Open Window: 0:00

At the bottom of the window, there are four buttons: "Shelve", "Resync Users", "Set Access", and "Set Delay".

Form for entering the time delay and open time window for the lock:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
 Bolt Status: Bolt Retracted
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
 Total Audit Count All Modes: 234
 Lock Bolt Open Count: 66

FLM Mode Route Mode Bank Mode Bank Users

Lock Open Delay and Time Window Duration

Name	001000138
Bank Branch Name	Bankorama
Region	GLOBAL
Customer ID	
Bank Mode Time Delay	00
Bank Mode Time Window	00

Cancel Set Open Delay

The lock Bank mode time delay and open time window has been set.

Cencon System Reference Manual

3.1.8.16 Lock Operations with Serial Connect - View Bank Mode Users

View Bank Mode Users

To view the bank users assigned to the attached lock:

- Select the Bank Users tab on the Serial Connect form. The display shows the users currently assigned to the lock.

Note

This tab displays the users currently assigned to the Bank mode lock based off of the Cencon database. If the Cencon database is not up to date with the lock, then you can resynchronize the Cencon database with the lock using the [Resynchronize Users for Bank Mode](#) operation.

Form displaying the current users for the Bank mode lock:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu set to 'Cencon USB ATM Lock Adaptor'. Below this are several icons: 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. The main area displays lock status information:

- Serial Number: 001000138
- Bolt Status: Bolt Retracted
- Door Status: The container door sensor is not connected.
- Change Key Status: The lock change key is not inserted.
- Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
- Total Audit Count All Modes: 234
- Lock Bolt Open Count: 66

Below the status information are tabs for 'FLM Mode', 'Route Mode', 'Bank Mode', and 'Bank Users'. The 'Bank Users' tab is selected, showing a table titled 'Bank Users With Lock Access':

Name	Bank User ID	Default Combo	Must Change Combo
User 1	1	222222	No
User 2	22	222222	No

Below the table, it says 'Bank Branch: Bankorama'. At the bottom, there are two buttons: 'Add Users' and 'Delete Users'.

Cencon System Reference Manual

3.1.8.17 Lock Operations with Serial Connect - Add Bank Mode Users

Add Bank Mode Users

To add bank users to the attached lock:

- Select the Bank Users tab on the Serial Connect form. The display shows the users currently assigned to the lock.
- Select the Add Users button on the Bank Users tab. The display shows the form for adding users to the lock.
- Select which users you want to add to the lock from the list of available users.
- Select the Apply Adding Users To Lock button on the Bank Users tab. The selected users will be added to the lock.

Note

This tab displays the users currently assigned to the Bank mode lock based off of the Cencon database. If the Cencon database is not up to date with the lock, then you can resynchronize the Cencon database with the lock using the [Resynchronize Users for Bank Mode](#) operation.

Form displaying the current users for the Bank mode lock:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu for 'Cencon USB ATM Lock Adaptor'. Below this are several icons for 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. The main area displays lock status information:

- Serial Number: 001000138
- Bolt Status: Bolt Retracted
- Door Status: The container door sensor is not connected.
- Change Key Status: The lock change key is not inserted.
- Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
- Total Audit Count All Modes: 234
- Lock Bolt Open Count: 66

Below the status information are four tabs: 'FLM Mode', 'Route Mode', 'Bank Mode', and 'Bank Users'. The 'Bank Users' tab is selected, showing a table titled 'Bank Users With Lock Access'.

Name	Bank User ID	Default Combo	Must Change Combo
User 1	1	222222	No
User 2	22	222222	No

At the bottom of the window, it says 'Bank Branch: Bankorama' and there are two buttons: 'Add Users' and 'Delete Users'.

Form used to select users to add to the Bank mode lock:

Cencon USB ATM Lock Adaptor







Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138

Bolt Status: Bolt Retracted

Door Status: The container door sensor is not connected.

Change Key Status: The lock change key is not inserted.

Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)

Total Audit Count All Modes: 234

Lock Bolt Open Count: 66

FLM Mode Route Mode Bank Mode **Bank Users**

Users Available To Add To Lock

Name	Bank User ID

Users Being Added To Lock

Name	Bank User ID
03	54

>>

<<

Bank Branch: Bankorama

Cencon System Reference Manual

3.1.8.18 Lock Operations with Serial Connect - Delete Bank Mode Users

Delete Bank Mode Users

To delete bank users from the attached lock:

- Select the Bank Users tab on the Serial Connect form. The display shows the users currently assigned to the lock.
- Select the Delete Users button on the Bank Users tab. The display shows the form for deleting users from the lock.
- Select which users you want to delete from the lock from the list of users assigned access to the lock.
- Select the Apply Deleting Users From Lock button on the Bank Users tab. The selected users will be deleted from the lock.

Note

This tab displays the users currently assigned to the Bank mode lock based off of the Cencon database. If the Cencon database is not up to date with the lock, then you can resynchronize the Cencon database with the lock using the [Resynchronize Users for Bank Mode](#) operation.

Form displaying the current users for the Bank mode lock:

Serial Number: 001000138

Bolt Status: Bolt Retracted

Door Status: The container door sensor is not connected.

Change Key Status: The lock change key is not inserted.

Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)

Total Audit Count All Modes: 234

Lock Bolt Open Count: 66

FLM Mode | Route Mode | Bank Mode | **Bank Users**

Name	Bank User ID	Default Combo	Must Change Combo
User 1	1	222222	No
User 2	22	222222	No
03	54	222222	No

Bank Branch: Bankorama

Add Users **Delete Users**

Form used to select users to delete from the Bank mode lock:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
 Bolt Status: Bolt Retracted
 Door Status: The container door sensor is not connected.
 Change Key Status: The lock change key is not inserted.
 Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
 Total Audit Count All Modes: 234
 Lock Bolt Open Count: 66

FLM Mode Route Mode Bank Mode **Bank Users**

Users Being Deleted From Lock

Name	Bank User ID
03	54

>>

<<

Users With Access To Lock

Name	Bank User ID
User 1	1
User 2	22

Bank Branch: Bankorama

3.1.8.19 Lock Operations with Serial Connect - Set Lock Clock and Time Zone Daylight Savings Time Table

Set Lock Clock and Time Zone Daylight Savings Time Table

This operation sets the time in the lock, based off of the time on your host computer.

Note

Only the active modes you are authorized to set the time zone daylight savings time tables on will be updated. If you do not have authorization to update the appropriate active modes on the lock, or the modes on the lock are controlled by another company, you will not be able to update those modes.

To set the clock and time zone daylight savings time tables for the lock modes:

- Select the Set Clock button on the Lock Operations with Serial Connect toolbar.

Initial form for active FLM mode:

Lock Operations With Serial Connect

Cencon USB ATM Lock Adaptor

Refresh / Connect to Lock Set Lock Clock Lock Report Audit Report Help

Serial Number: 001000138
Bolt Status: Bolt Retracted
Door Status: The container door sensor is not connected.
Change Key Status: The lock change key is not inserted.
Clock Status: 2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.987 V)
Total Audit Count All Modes: 241
Lock Bolt Open Count: 67

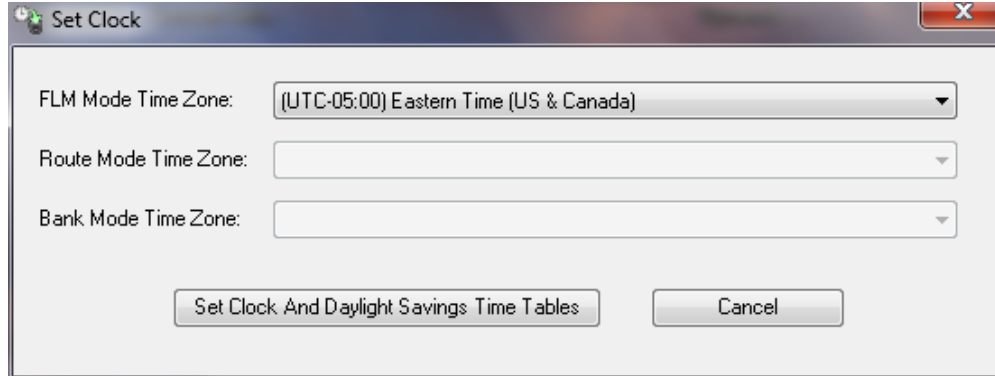
FLM Mode Route Mode Bank Mode Bank Users

Lock Name: 001000138
Lock Mode: FLM Mode (Single user)
Mode Audit Count: 1
Status: Active
Customer ID
ATM Serial Number
Region: GLOBAL

Shelve Resync Dispatching Set Access Close Call

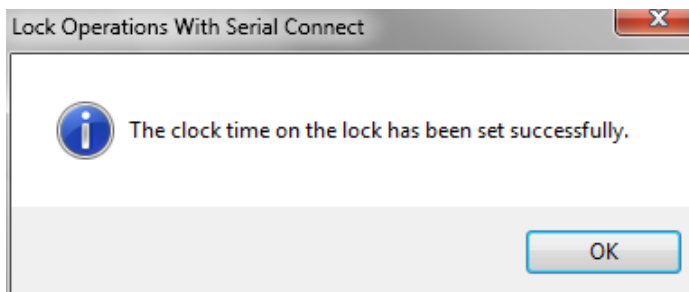
- If the lock has modes active, the clock will be set and any modes you have authorization to set will have their daylight savings time table updated. The Set Clock form will be displayed to select the time zone for each authorized active mode. Select the time zones for the different modes as needed, and then press the Set Clock And Daylight Savings Time Tables button. This will set the clock on the lock and also set the daylight savings time transition table for each mode based off of the selected time zone.

Dialog for selecting the time zones to use to update the lock clock and time zone daylight savings time tables:



- If no modes are active, this will only set the clock on the lock. The clock on the lock will be set based off of the system time on your host system. If no modes are active, then daylight savings time data will not be saved at the lock. The only dialog displayed will be to indicate success or failure to set the clock on the lock.

If no modes are active, only the clock will be set. You will see only the following message stating that the clock was set:



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3.1.8.20 Lock Operations with Serial Connect - Create Lock Report

Create Lock Report

This operation reads the status of the lock as well as the status of each mode of the lock. It also reads the database information for each mode of the lock from the Cencon database. It then displays a report similar to the Cencon Individual Lock report but also including additional information which can only be accessed through the direct connection. This report will display the current status of the lock and information for each active mode of the lock. This report can be long, depending on the number of authorized active modes on the lock.

To create a lock report:

- Select the Lock Report button on the Lock Operations with Serial Connect toolbar.
- A report of the status of the lock will be displayed.

Note

Only information for the lock modes that your company controls will be displayed. If your company does not control any of the active lock modes on the lock, then you will not be able to display any of the mode information for that lock.

Initial form for active FLM mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. At the top, there is a dropdown menu set to 'Cencon USB ATM Lock Adaptor' and a toolbar with icons for 'Refresh / Connect to Lock', 'Set Lock Clock', 'Lock Report', 'Audit Report', and 'Help'. The main area displays the following lock status information:

Serial Number:	001000138
Bolt Status:	Bolt Extended
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is not inserted.
Clock Status:	2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.988 V)
Total Audit Count All Modes:	242
Lock Bolt Open Count:	67

Below this, there are tabs for 'FLM Mode', 'Route Mode', 'Bank Mode', and 'Bank Users'. The 'FLM Mode' tab is active, showing the following details:

Lock Name:	001000138
Lock Mode:	FLM Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	
ATM Serial Number:	
Region:	GLOBAL

At the bottom of the window, there are four buttons: 'Shelve', 'Resync Dispatching', 'Set Access', and 'Close Call'.

Lock Report:

Lock Report

Save Save As Page Setup Print Exit

Lock Serial Communications Report

Lock Status

Lock Serial Number	001000138
Lock Version	2.01.1002
FLM Mode Status	Single Mode Active
Route Mode Status	Single Mode Shelved
Bank Mode Status	Single Mode Shelved
Bolt Status	Bolt Is Extended
Duress Open Status	Not Opened With Duress Combination
Delayed Open Status	No Delayed Opening In Progress
All Modes Shelved Open Status	Lock Is Not Open With Factory Combination
Lock Out Status	No Lock Out In Progress
Lock Total Number of Opens	67
Audit Trail Event Count	244
Audit Trail Event Total Odometer	244
Is Door Sensor Connected On Open	Door Sensor Not Connected On Open
Is Bolt Works Sensor Connected On Open	Bolt Works Sensor Not Connected On Open
Is Remote Administration Enabled	Remote Administration Is Enabled

Cencon System Reference Manual

3.1.8.21 Lock Operations with Serial Connect - Create Lock Audit Report

Create Lock Audit Report

This operation reads the status of the lock as well as the audit trail of the lock. It then displays a report similar to the report from a supervisor audit key, however there is no size restriction on the number of audits. This report can be long, depending on the number of audits on the lock.

To create a lock audit report:

- Select the Audit Report button on the Lock Operations with Serial Connect toolbar.
- A report of the audit trail from the lock will be displayed.

Note

If the lock has one or more modes active and your company does not control any of the active lock modes on the lock, then you will not be able to download audit information from the lock.

Note

If the lock is opened in Factory/Shelved mode and then activated using the lock serial connection, the audit of the following bolt close will indicate it is a Factory/Shelved mode close. This is because the bolt close is associated with the open that occurred while the lock was in Factory/Shelved mode.

Initial form for active FLM mode:

The screenshot shows the 'Lock Operations With Serial Connect' application window. The title bar includes standard window controls. The main interface features a toolbar with icons for Refresh / Connect to Lock, Set Lock Clock, Lock Report, Audit Report, and Help. Below the toolbar, a dropdown menu is set to 'Cencon USB ATM Lock Adaptor'. The status section displays the following information:

Serial Number:	001000138
Bolt Status:	Bolt Extended
Door Status:	The container door sensor is not connected.
Change Key Status:	The lock change key is not inserted.
Clock Status:	2012-05-08 17:47:23 UTC (Time Read: 2012-05-08 17:47:24 UTC) (Time Difference: -00:00:01.5767192) (Battery: 2.988 V)
Total Audit Count All Modes:	242
Lock Bolt Open Count:	67

Below the status section, there are tabs for 'FLM Mode', 'Route Mode', 'Bank Mode', and 'Bank Users'. The 'FLM Mode' tab is active, showing the following details:

Lock Name:	001000138
Lock Mode:	FLM Mode (Single user)
Mode Audit Count:	1
Status:	Active
Customer ID:	
ATM Serial Number:	
Region:	GLOBAL

At the bottom of the window, there are four buttons: 'Shelve', 'Resync Dispatching', 'Set Access', and 'Close Call'.

Lock Audit Report:

Lock Audit Information

Transaction	Mode	Key ID	User ID	Open Time	Close Time	Close Seal	Seal Count
FLM Mode Time Zone DST Table Write	Serial Communications FLM Operation			2012-05-08 14:16:45 (DST)			
Clock Write	Serial Communications FLM Operation			2012-05-08 14:16:44 (DST)	2012-05-08 14:16:45 (DST)		
Bolt extended in Factory/Shelved mode	Lock			2012-05-08 14:15:06 (DST)			
FLM Mode Time Zone DST Table Write	Serial Communications FLM Operation			2012-05-08 14:15:03 (DST)			
Clock Write	Serial Communications FLM Operation			2012-05-08 14:15:03 (DST)	2012-05-08 14:15:03 (DST)		
Activate FLM Mode	Serial Communications Operation			2012-05-08 14:15:02 (DST)			
Lock opened with Factory/Shelved Mode combo	Lock			2012-05-08 14:14:52 (DST)			
Shelve Bank Mode	Serial Communications Bank Operation			2012-05-08 14:14:22 (DST)			

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3.2 User Report

For information on common usage of the reports, refer to the following section: [3.0 Using Cencon Reports](#)

This function displays a report containing functions for maintaining the users on your Cencon system.

Under Users, click on User Operations. The following search dialog is displayed:

The 'Find Users' dialog box is shown with the 'Fields' tab selected. It contains several input fields for user search criteria: User ID, Nickname, First Name, Middle Name, Last Name, Key Serial Number, Region (with a refresh icon), Service Branch, Customer ID (with a refresh icon), Bank Branch (with a refresh icon), and Bank Lock Serial Number. On the right, there is a 'User Role' list with checkboxes for: Bank, FLM, Route, Dispatcher, Supervisor, Special Supervisor, ARole, Activate Only, Authorization Testing, Bank Mode Only, Copied Supervisor Role, Copy IVR, Detroit Dispatching, Dispatcher Bank Only, and Dispatcher FLM Only. Below the list is the instruction: 'Uncheck all items to search for all user roles.' At the bottom, there are two checkboxes: 'Return only exact data matches' (checked) and 'Remember Settings For Next Time Report Is Opened' (unchecked). 'OK', 'Cancel', and 'Help' buttons are at the bottom.

The Ranges tab:

The 'Find Users' dialog box is shown with the 'Ranges' tab selected. It contains four sections for date and range filtering: 'Compos Issued' with a checkbox 'Check Number of Compos' and 'Minimum' and 'Maximum' input fields; 'Creation Date' with a checkbox 'Check Creation Date' and 'Start Date' (2010-01-17) and 'End Date' (2010-02-17) date pickers; 'Deletion Date (For Searching the User History Report)' with a checkbox 'Check Deletion Date' and 'Start Date' (2010-01-17) and 'End Date' (2010-02-17) date pickers; and 'Last Used Date' with a checkbox 'Check Last Used Date' and 'Start Date' (2010-01-17) and 'End Date' (2010-02-17) date pickers. At the bottom, there are two checkboxes: 'Return only exact data matches' (checked) and 'Remember Settings For Next Time Report Is Opened' (checked). 'OK', 'Cancel', and 'Help' buttons are at the bottom.

The Keys tab:

Find Users

Fields Ranges Keys

Key Model

- DS1427 (Gen 1 / 2 Bank User Key)
- DS1991 (Cencon Logon Key)
- DS1994 (Gen 1 / 2 FLM/Route User Key)
- DS1963 (Gen 2 Bank/FLM/Route User Key, Cencon Logon Key)
- Pseudo Key Model for Windows Logon Users

User Enabled Starting Date

Check User Enabled Starting Date Start Date: 2010-02-17 [calendar icon]

End Date: 2010-02-17 [calendar icon]

User Enabled Ending Date

Check User Enabled Ending Date Start Date: 2010-02-17 [calendar icon]

End Date: 2010-02-17 [calendar icon]

Search for Users Who Have a Time Window Set

Search for Users Who Have Exceeded Their Total Number of Lock Dispatches

Return only exact data matches

Remember Settings For Next Time Report Is Opened

OK Cancel Help

The tabs in the search screen will be highlighted if they contain search settings that are not immediately visible.

Enter optional values to search for particular users and press Search to display the User Report. Note that the search process automatically swaps date start and end values if you accidentally enter an end date which is earlier than the start date.

Sample User Report:

User ID	Nickname	Key Serial Number	Type	Combos	Window 1	Window 2	Window 3	Creation	Deletion
old key		000000E955D	Bank	0				2012-10-05 ...	
James Adams		821C703A0400	Bank	0				2012-10-05 ...	
testp31alpha		00000261616	Dispatcher	0				2012-08-28 ...	
F13	JJJ	0000045F7B2	FLM	0	08:00 (12:00) MON, T...			2012-08-28 ...	
r2 rechanged		00000419555	RSP	4				2012-08-15 ...	
npuf2		00000308EEB	FLM	0				2012-07-09 ...	
npur1	Dude	000002348CD	RSP	0				2012-06-01 ...	
npuf1	Dude	00000308F56	FLM	1				2012-06-01 ...	
F4	some F4 n...	0000046111F	FLM	0				2012-03-01 ...	
CDS	Cen Dem S	00000AD8358	Supervisor	0				2011-08-24 ...	
MHG\ACLOYD		00000000014	Supervisor	0				2011-08-17 ...	
Lee SS 3		00000C4BD2F	Special S...	0				2011-08-17 ...	
StalkyS		00000563C0F	Supervisor	0				2011-06-13 ...	
Auth test user		00000C80A6A	Authorizati...	0				2011-06-09 ...	
Customer Bad Key 08		00000651C7C	FLM	0				2010-09-20 ...	
BadBank17		000000C0275	Bank	0				2010-08-11 ...	
BadBank08		000000B949C	Bank	0				2010-08-11 ...	
testp2 updated		00000181616	Dispatcher	0	01:00 (01:00) SUN, TUE	02:00 (01:00) WED	03:00 (01:00) TUE, THU	2010-06-23 ...	
CENTRAN		6132CE3D999D	Special S...	0				2010-05-06 ...	
BU1000		000003D6C33	Bank	0	05:06 (03:06) MON, T...	05:06 (04:06) SUN, SAT	06:06 (05:06) WED, T...	2010-04-22 ...	
Brit		00000483F09	FLM	3				2010-03-29 ...	
Lee F1		000006A7266	FLM	1				2010-03-29 ...	
BU999999		000003D710C	Bank	0				2010-03-24 ...	
Lee S 3		00000C4C08F	Supervisor	23				2010-03-22 ...	
33		000000EE053	Bank	0				2010-03-17 ...	
MHG\TECH8		0000000000C	Dispatcher	0				2009-06-04 ...	
MHG\TECH5		00000000006	Dispatcher	0				2009-06-04 ...	
MHG\TECH9		00000000002	Dispatcher	0				2009-06-04 ...	
MHG\NBROWN		0000000000E	Special S...	0				2009-04-09 ...	
FLM SHA Key 3		000003D64BA	FLM	0				2009-03-04 ...	
rjb8		000006D3288	RSP	1				2009-02-27 ...	
BU07		00000138B7D	Bank	0	08:00 (08:00) MON, T...			2008-09-04 ...	

108 user IDs found. (108 records currently in memory.) (22 - 55 displayed.)

DONE

Color Coding in the Report

Users who are currently dispatched to locks are displayed in the User Report with a green background.

In addition, users assigned to a DS1963 key have their User ID highlighted with a blue background.

Lock Users who are disabled from being dispatched due to access control dispatch limits are highlighted in light red. This can be due to either a time limitation placed on the user, or a limit on the total number of dispatches allowed to that user. These dispatch limits are configured under the access control tab when adding a user or editing the key for a user. See section 3.2.1 [Add a User](#) for details on setting these values.

Logon Users who may not perform any Cencon operations because they are assigned to a role that has been disabled are also highlighted in light red. See section 3.6.1 [Authorization Roles](#) for details on disabling and enabling roles.

A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

User Operations

File Edit Font Operations Format Help

Add a User Ctrl+A
 Add a Windows Logon User Ctrl+W
 Edit the Data for the Key in the Reader
 Display a Key Report for the Key in the Reader
 Change User Information Ctrl+M
 Change Information for Multiple Users Ctrl+N
 Rename User Ctrl+R
 Delete Users Ctrl+D
 Display Open / Assigned Locks for the Selected User Ctrl+L
 Display Bank Locks for the Selected User Mini-Report

User ID	Window 1	Window 2	Window 3	Creation	Deletion
old key				2012-10-05 ...	
James Adams				2012-10-05 ...	
testp31alpha				2012-08-28 ...	
F13	08:00 (12:00) MON, T...			2012-08-28 ...	
r2 rechanged				2012-08-15 ...	
npuf2				2012-07-09 ...	
npur1				2012-06-01 ...	
npuf1				2012-06-01 ...	
F4				2012-03-01 ...	
CDS				2011-08-24 ...	
MHG\ACLOYD				2011-08-17 ...	
Lee SS 3				2011-08-17 ...	
Stalky5				2011-06-13 ...	
Auth test user				2011-06-09 ...	
Customer Bad Key 08				2010-09-20 ...	
BadBank17				2010-08-11 ...	
BadBank08				2010-08-11 ...	
testp2 updated	01:00 (01:00) SUN, TUE	02:00 (01:00) WED	03:00 (01:00) TUE, THU	2010-06-23 ...	
CENTRAN				2010-05-06 ...	
BU1000	05:06 (03:06) MON, T...	05:06 (04:06) SUN, SAT	06:06 (05:06) WED, T...	2010-04-22 ...	
Brit				2010-03-29 ...	
Lee F1				2010-03-29 ...	
BU999999				2010-03-24 ...	
Lee S 3				2010-03-22 ...	
33				2010-03-17 ...	
MHG\TECH8				2009-06-04 ...	
MHG\TECH5				2009-06-04 ...	
MHG\TECH9				2009-06-04 ...	
MHG\NBROWN				2009-04-09 ...	
FLM SHA Key 3				2009-03-04 ...	
rjrb8				2009-02-27 ...	
BU07	08:00 (08:00) MON, T...			2008-09-04 ...	

108 user IDs found. (108 records currently in memory.) (22 - 55 displayed.)

DONE

The following operations are available from the User Operations Menu:

- [Add a User](#)
- [Add a Windows Logon User](#)
- [Edit the data for the key in the reader](#)
- [Display a key report for the key in the reader](#)
- [Change User Information](#)
- [Change Information for Multiple Users](#)
- [Rename a User](#)
- [Delete a User](#)
- [Display Open Locks for the Selected User](#)
- [Display the Bank Locks the User is Assigned To](#)

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3.2.1 Add a User

This operation allows you to add new users to your Cencon installation.

Before Creating Users...

Depending on how you are using Cencon, certain information must be predefined so that it is available for selection during the process of creating users. This data includes:

- Bank Branches: If you are going to create any Bank users you must first define the Bank Branches to which they will be assigned using the [Bank Branch Report](#).
- User Types: If want to assign a customized authorization role to any new users, you need to create the new user roles before creating the users. See [User Authorization](#) for more information.
- Region Definitions: If you are going to use Region control, you should first define your regions using the [Region Report](#).
- Customer ID: If you are going to assign a Customer ID to your users you should first define the Customers using the [Customer Report](#).

To add a New User, complete the following steps from the User Report:

1. Select Operations and click on Add a New User. The Add a New User window is displayed:

Add a New User

User Information | Access Control

User ID:

User Nickname:

User Type: FLM

Password:

Confirm Password:

Region: Central

Service Branch:

Customer ID:

Name

First:

Middle:

Last:

Insert the key to be assigned to the user into the key reader. Be sure to use the appropriate type of key.

Process | Display Key Report | Exit | Help

The second tab of the dialog allows you to set up time restrictions and frequency of use limitations:

Add a New User

User Information | Access Control

Access Times

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Start time	Duration
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	00:00	00:00
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	00:00	00:00
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	00:00	00:00

Start time and duration are rounded up to the nearest six minutes.

Leave all fields blank for no Time Window restrictions (to give the user 24/7 access).

Dispatch Limits

Total Dispatches Allowed: Set Start Date:
 Set To 0 For Unlimited Set End Date:

Insert the key to be assigned to the user into the key reader. Be sure to use the appropriate type of key.

2. Enter a name for the User (maximum of 64 characters).

Caution

User names are very critical in the Cencon System. They are case sensitive and can be up to sixty-four (64) characters in length. However, if you are using Centran 2 in conjunction with your Cencon system, you need to consider that the Centran User name field is limited to 20 characters.

Suggested User IDs

Using "Bill" as a name is valid, however, you may have more than one "Bill" in your organization. Using "98709003" as a user ID is also valid but may get confusing especially when one or more numbers gets out of order when we do not read them correctly. Additionally, in dispatching a person we know as "Bill" using the number "98709003" as the user ID can also be confusing. It is suggested that user IDs be alpha or alphanumeric. It is also suggested that you use "Nicknames". For example, a user can be identified as "FLM1" and use "Bill N" in the Nickname field. Another example could be a user identified as "Tom1" and use "Fleming" (last name) in the Nickname field. Spaces are allowed in ID fields so "Bill Jones" is valid. However you choose to identify users, some thought should be given to it before you begin.

3. Use of the Nickname field is optional. Enter a Nickname for the User if desired.

Caution

Nickname can be up to sixty-four (64) characters in length. However, if you are using Centran in conjunction with your Cencon system, you need to consider that the Centran Nickname field is limited to 10 characters.

4. For User Type, select the appropriate type from the drop-down list box. If you select Bank as the user type, additional bank specific fields are displayed:

Bank Branch

Select the branch to which the user should be assigned.

Bank User ID

Enter a numeric value for the user's Bank User ID. This value must be unique within the Bank Branch.

Bank Combination

The default bank user combination is "50 25 50". If you want to change the default for this user, enter the six digits of a new combination.

Combination must be changed at the lock

Select this check box if you want to require that the user change their combination the first time the key is used at the lock.

Random

Select this button to generate a random bank user combination. A new random combination will be generated each time the button is selected.

Note

If a user type has been disabled, it will not appear in the User Type drop-down list box for user addition operations. You will also see a error message appear if there are no enabled user types that you are authorized to create users with.

- For User Password, enter a password for the User. For a logon user, this password will be used for logon to Cencon in conjunction with the user key. The software logon keys (i.e. Dispatcher, Supervisor, Special Supervisor) require a password to be set for logon. For lock user keys (i.e. FLM, Route, or Bank), the password is optional.

Note

For FLM/RSP Users, the password is stored in the User ID table without encryption, for use by third-party systems working with Cencon or Centran. Cencon Logon users (i.e. Dispatchers, Supervisors, Special Supervisors) passwords are encrypted in the User ID table and are not accessible by third-party systems.

- Access Control** - The group of fields on the Access Control tab are used to define a time slot, or a series of time slots, during which the user is authorized to operate Cencon locks. If this group of fields is left blank, the user will have unrestricted time access to the locks. Otherwise, users can be assigned time windows in which they have authorized access to the locks. There can be different times for different days of the week or multiple windows on particular days. Up to three sequences of days and times can be entered for each user. You may also specify that the user is only authorized for limited number of dispatches or within a specified date range.

Warning

If you define time access windows for your system users, be sure to take into consideration time orientation changes if applicable (i.e., Standard Time to Daylight Savings and vice versa). Your PC system will automatically adapt for these time changes, but the time windows carried in the keys will be off by an hour when your PC system goes to a different time orientation. To alleviate this problem, you can have a +1 hour and -1 hour allowance in your time window. If security measures will not tolerate this type of allowance in the window, each user's key must be brought back to the system for updating when the time changes. The function in the PC Software that is used to update the time windows in the keys is Change A User ID and is found on the User ID/Key Maintenance Menu under the Special Supervisor's functions. For more detail see the following section on Change A User ID.

Caution

If you are using the time window capabilities of the system and you have a centralized dispatch center, keep in mind that accommodations will have to be made when adding FLM and Route Personnel to the system whose keys will be distributed to different time zones. The Window Opening Information will have to be adjusted by the difference (+/-) between the dispatch center and the time zone where the key will be sent.

There are three fields used to define the user's access windows.

Days Window in Effect

This defines which days of the week the user is authorized to open locks. It can be from one to all seven days. Place the cursor on each box you want to select and press the spacebar to select that day or just click on the box with the mouse pointer.

Start Time

This is the time the authorization time slot starts.

Duration

This field is the length of the time period (in hours and minutes) that the user is authorized to access the locks. This is not the "end time" for the authorized access period.

Dispatches Allowed

This field limits the number of times the user may be dispatched to a lock. The user is disabled from further dispatches when this limit is reached. Set to "0" to allow unlimited dispatches (the default). The user's current dispatch count is compared to the entered value. Thus, it is possible for the user to be immediately disabled if their current dispatch count (viewable on the Key Report) is greater than or equal to the entered value. This value may be changed to control future user access.

Access Limit Start and End Dates

This field specifies a date range during which the user is enabled for dispatches. If the boxes are not checked, the user is always enabled based on the time windows settings. The user is authorized beginning on the Start Date and is not authorized on or after the End Date.

Note

If the user access windows fields are left blank, the user will have unrestricted access to the lock or PC System.

7. If region control is active, and the current dispatcher is not restricted to a local region, then the region ID can be selected from a drop-down list of regions. This determines what region the new user is assigned to. If the current dispatcher is assigned to a local region, then any users created by that dispatcher are automatically assigned to the same region.

Regions Usage

Region control is a method of controlling what locks and FLM/RSP IDs can be viewed or accessed by different Cencon logon users.

Regions also control which locks that FLM/RSP IDs can be dispatched to. FLM/RSP IDs can not be dispatched to locks assigned to a different region.

This is done by assigning a region ID to locks and users. A region ID is a name up to 64 characters long. There is a table of region IDs that is maintained to keep track of what regions have been defined.

There are two types of regions: Global and Local. A Cencon logon assigned to a global region can view and administer any lock and FLM/RSP ID in the system. A Cencon logon assigned to a local region can only view and administer locks and FLM/RSP IDs with the same assigned region. The type of region only affects what Cencon logon users can view. It make no difference as to how regions are used for lock operations.

Assume you have two regions: Lexington which is a global region, and Richmond which is a local region.

The following are assigned to the Lexington global region:

Locks:	LockLex1, LockLex2
FLM IDs:	FLMUserLex1, FLMUserLex2
Dispatcher:	DispatcherLex

The following are assigned to the Richmond local region:

Locks:	LockRich1, LockRich2
FLM IDs:	FLMUserRich1, FLMUserRich2
Dispatcher:	DispatcherRich

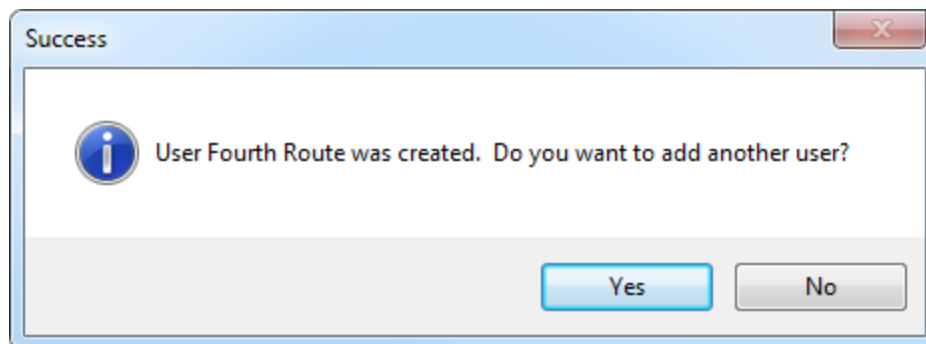
DispatcherLex can see and dispatch all of the locks - LockLex1, LockLex2, LockRich1, LockRich2. DispatcherLex can also see and dispatch all of the FLM/RSP IDs - FLMUserLex1, FLMUserLex2, FLMUserRich1, FLMUserRich2.

DispatcherRich can only see and dispatch the locks assigned to region Richmond - LockRich1, LockRich2. DispatcherRich can also only see and dispatch the users assigned to region Richmond - FLMUserRich1, FLMUserRich2.

The FLM IDs FLMUserLex1 and FLMUserLex2 can only be dispatched to the locks assigned to the same Lexington region - LockLex1, LockLex2.

The FLM IDs FLMUserRich1 and FLMUserRich2 can only be dispatched to the locks assigned to the same Richmond region - LockRich1, LockRich2.

8. Enter Service Branch and user full name information as desired.
9. Insert the key to be assigned to the User into the Key Reader.
10. Click on **Process** to process the entered information. The following window is displayed to confirm the user creation and to allow creation of another user.



Click on **Yes** to return to the Add User window. To enter additional Users, repeat the above steps until all desired Users are added.

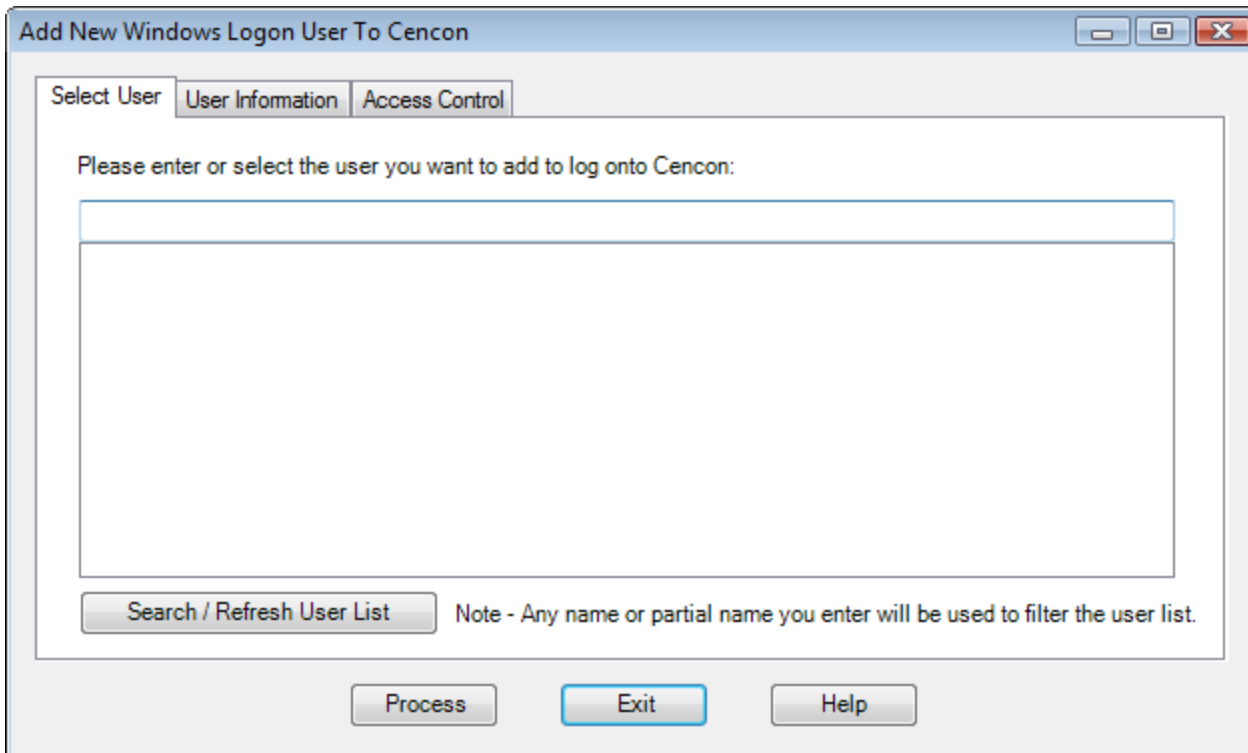
11. Click on **No** to return to the User Report.

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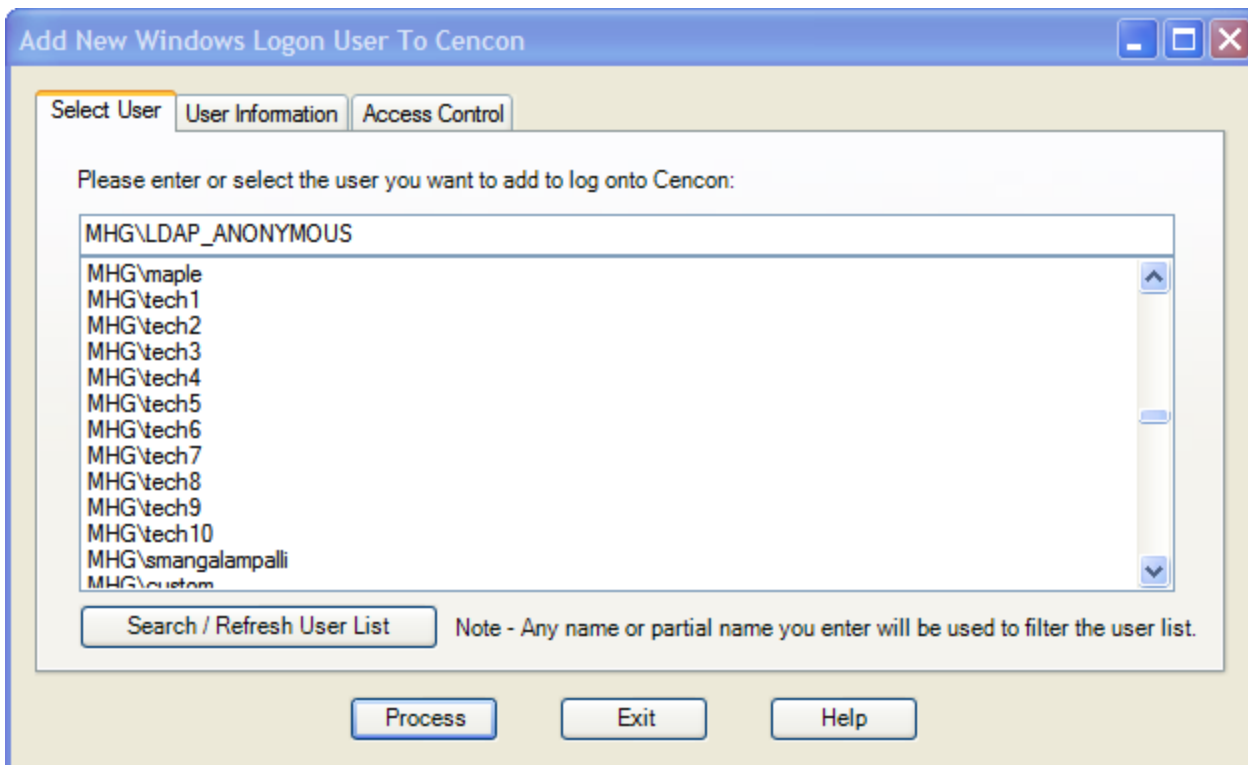
3.2.2 Add a Windows Logon User

This option allows you to add a new Windows User to your Cencon system. To add a Windows User, complete the following steps from the User Report's Operations menu:

1. Click on Add a Windows Logon User. The following window is displayed:



You can search for existing users registered on your network with your current Windows logon domain. To do this, click the Search/Refresh User List button.

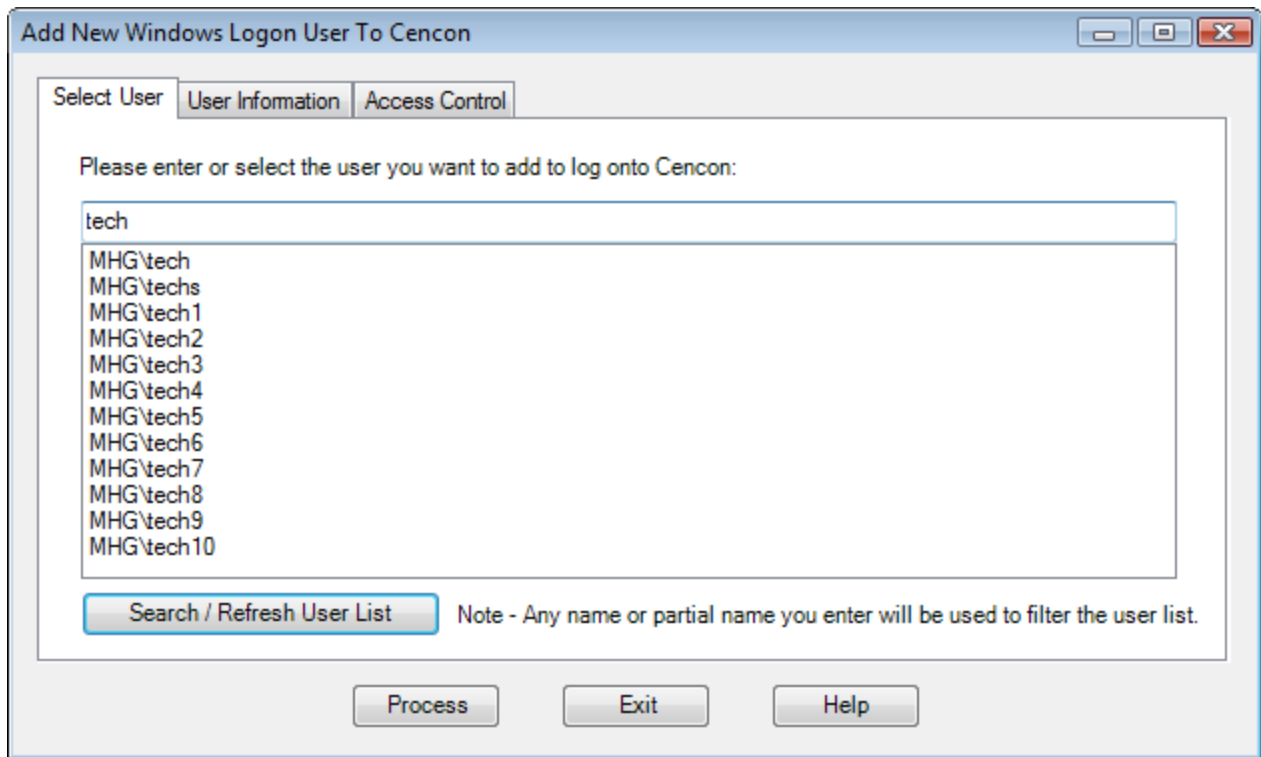


The data field is populated with users registered on your network. There may be a noticeable time delay while this data is being displayed depending on the network access speed and the number of users. You can enter a name or partial name and then select to search for entries matching that name. Only the name will be used in the search. The domain searched for is always your current Windows logon domain. If you leave the entered name blank, you will get all users for the current domain.

Note

Depending on the number of users on your network and the number you wish to add as Cencon users, it may be more efficient to export all active users to a spreadsheet and create a SQL script to import them to Cencon. Contact Kaba Mas technical support for assistance.

The following is an example of searching for a name or partial name from the current Windows logon domain:



2. Select a user name from the list.
3. The User Information and Access Control data is created in the same manner as the [Add a User](#) procedure.

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3.2.3 Change User Information

This option allows you to change the information for an existing User.

To change information on a user, complete the following steps from the User Report:

Select a user by clicking on the row for that user.

Right-click on the highlighted row, and select Change User Information. The "Edit User" window is displayed for the selected user ID.

The screenshot shows the "Edit User" window with two tabs: "User Information" and "Access Control". The "User Information" tab is active. The form contains the following fields and controls:

- User ID: BU1000
- User Nickname: (empty)
- User Type: Bank (dropdown)
- Region: KENTUCKY (dropdown with refresh icon)
- Customer ID: North Bank (dropdown with refresh icon)
- Name: First, Middle, Last (text boxes)
- Service Branch: (text box)
- Passwords: Change Password, New Password: (text box), Confirm Password: (text box)
- Bank Branch: North Bank Branch
- Bank User ID: 1000
- Gen2 Locks Only: Bank Combination: 502550, Combination must be changed at the lock

At the bottom of the window, there is a text instruction: "Insert the key assigned to the user into the key reader." and three buttons: "Update", "Cancel", and "Help".

The User Information and Access Control data is modified in the same manner as for the [Add a User](#) procedure.

3.2.4 Change information for Multiple Users

This option allows you to select multiple users in the User Report and change a subset of the user data for all the selected users.

To change information on a group of users, complete the following steps from User Report menu:

1. Highlight users by holding down the Control key and clicking the rows of the selected users.
2. Right-click on the selected group, and choose Change Information for Multiple Users as in the following example:

The screenshot shows the 'User Operations' application window. It contains a table with columns: User ID, Nickname, Key Serial Number, Type, Combos, Window 1, Window 2, Window 3, Creation, and Deletion. Several rows are selected (highlighted in blue and green). A context menu is open over the selected rows, listing the following actions:

- Add a User (Ctrl+A)
- Add a Windows Logon User (Ctrl+W)
- Edit the Data for the Key in the Reader
- Display a Key Report for the Key in the Reader
- Change Information for Multiple Users (Ctrl+N)
- Delete Users (Ctrl+D)

At the bottom of the window, a status bar indicates: "108 user IDs found. (108 records currently in memory.) (1 - 34 displayed.)" and a green "DONE" button is visible.

The following dialog opens:

The 'Edit User Information' dialog box is shown. On the left, under 'Selected Users', the following users are listed:

- Bank SHA Key 10004
- Bank SHA Key 10003
- Bank SHA Key 10002
- Bank SHA Key 10001

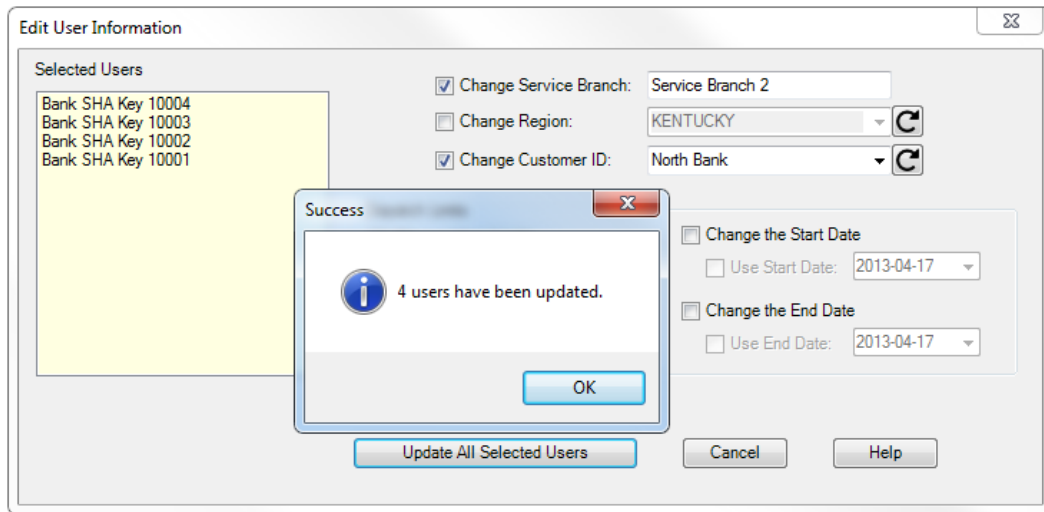
On the right, there are several configuration options:

- Change Service Branch: [text field]
- Change Region: KENTUCKY [dropdown]
- Change Customer ID: [text field]
- Change User Limits: [text field]
- Change the Start Date: [text field]
- Use Start Date: 2013-04-17 [dropdown]
- Change the End Date: [text field]
- Use End Date: 2013-04-17 [dropdown]
- Disable user

At the bottom, there are three buttons: 'Update All Selected Users', 'Cancel', and 'Help'.

3. Edit the data. For more information on these fields, refer to [3.2.1 Add a User](#). Note that the new data will replace the existing data for all the selected users.

4. Click on Update All Selected Users to process the entered information. In this example, Cencon will update the Service Branch and Customer ID for all the selected users. A confirmation message similar to the following is displayed:

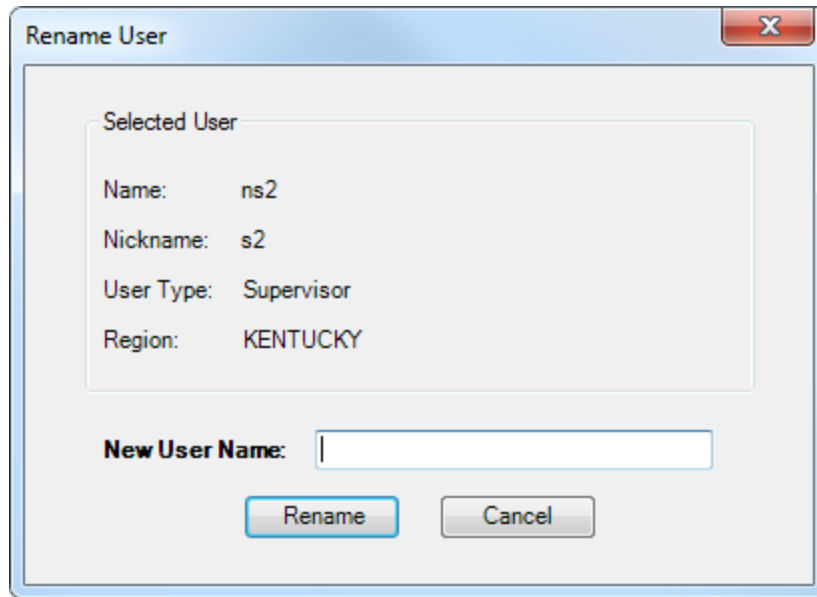


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3.2.5 Rename a User

This option allows you to change a user's name.

To rename a user, select a user in the User Report and then press Rename a User in the Operations menu. The following dialog displays some of the data for the selected user and allows you to enter a new name:



The image shows a 'Rename User' dialog box with a title bar containing a close button (X). The dialog contains a 'Selected User' section with the following information:

Name:	ns2
Nickname:	s2
User Type:	Supervisor
Region:	KENTUCKY

Below this information is a text input field labeled 'New User Name:'. At the bottom of the dialog are two buttons: 'Rename' and 'Cancel'.

Click on Rename to update the user.

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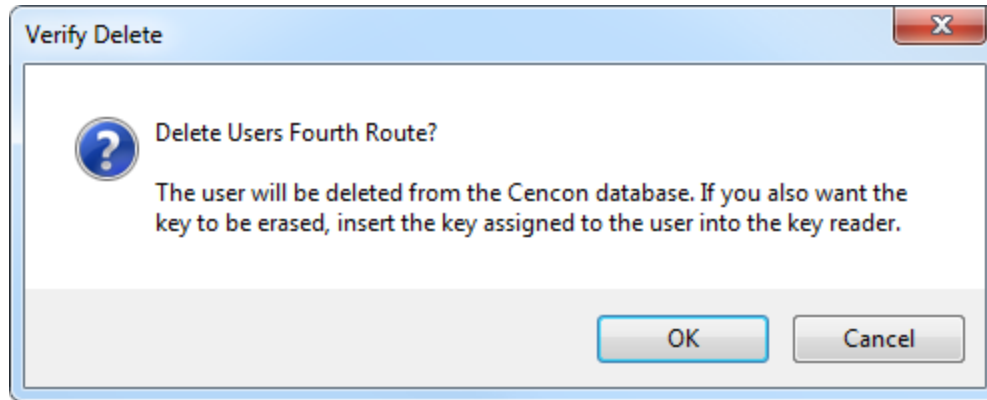
3.2.6 Delete A User

This option allows you to delete a User from the system.

Note

You cannot delete a user if there are open locks assigned to that user.

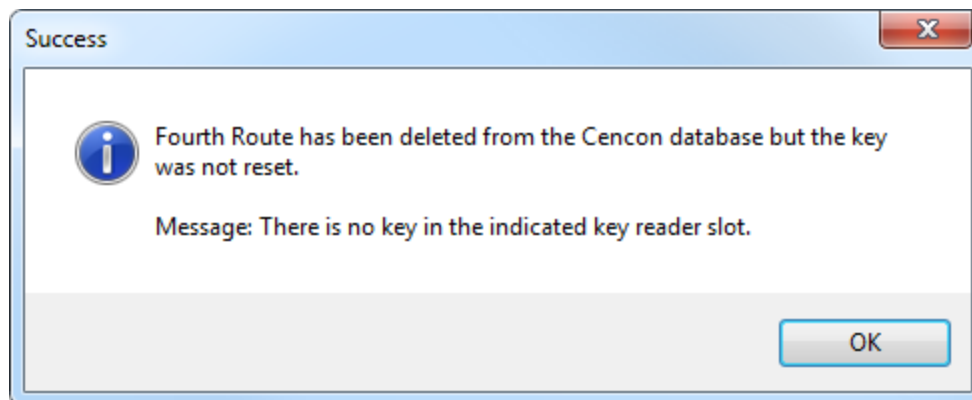
Select a user in the User Report and then click on Delete a User. The "Delete a User" window displays the user's name and asks for verification of the deletion:



Note

If the user's key is in the reader, it is erased as part of this operation. If you later perform a Restore User operation from the User History Report and do not have the key inserted at that time, the key may be unusable because the necessary security information and the time windows are not restored.

Insert the user's key and press OK. If you do not insert the user's key, the user is deleted from Cencon but the information on the key is not reset, as in the following:



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3.2.7 Display Open Locks for the Selected User

This function is used to display a report of the locks dispatched to the selected user.

Select a user in the User Report and then select Display Open Locks for the Selected User from the Operations menu. This automatically opens the Lock Operations Report to display only those locks open for the selected user. See [Lock Operations Report](#) for details on that report.

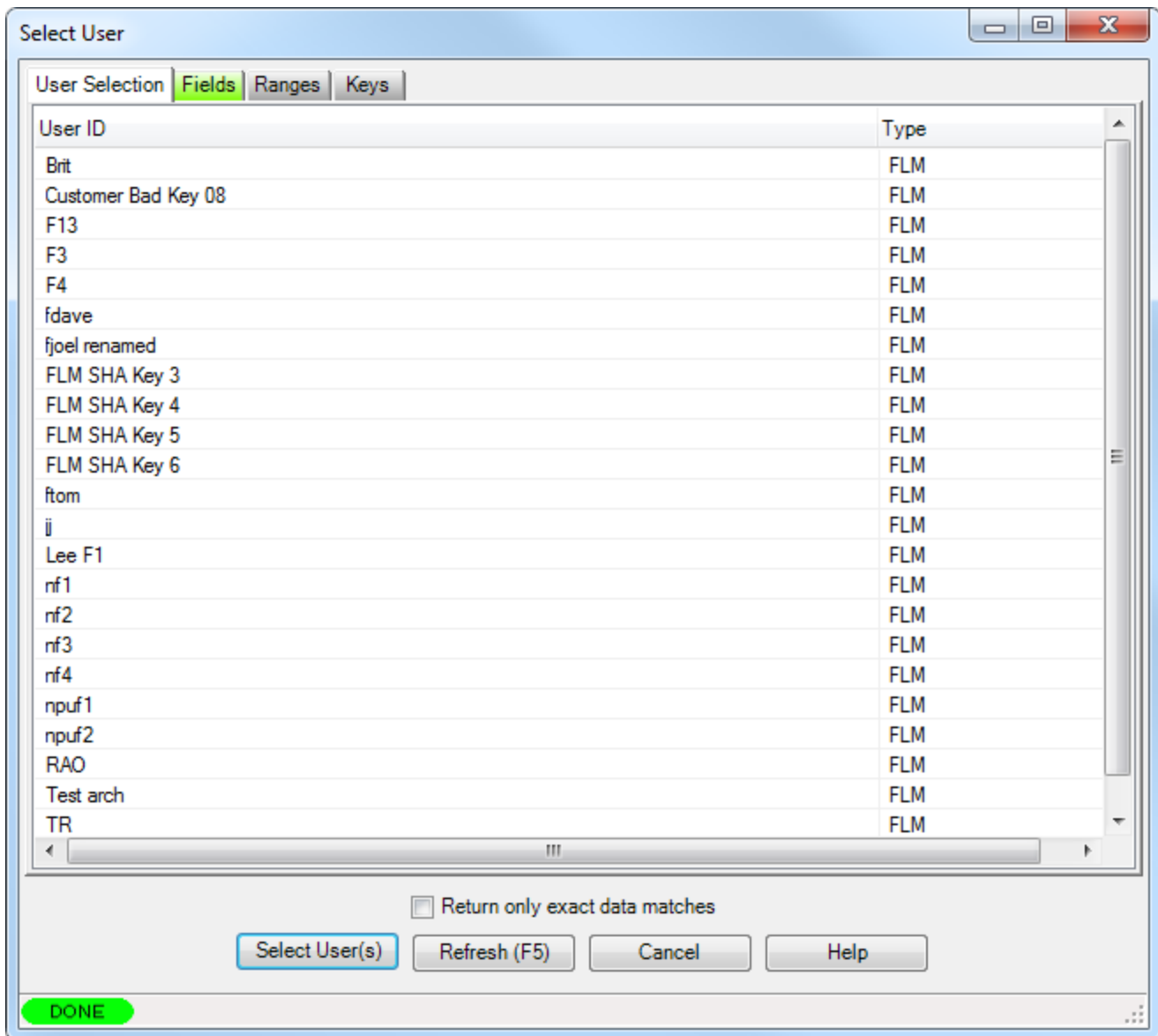
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3.2.8 Select Users for an Operation

This dialog is displayed when browsing to select a user for an operation. It is displayed using the 'Browse' button to browse for user from the following operations:

- 3.1.1.1 [Activate Lock](#)
- 3.1.1.9 [Dispatch a Lock](#)
- 3.1.1.17 [Reassign](#)
- 3.1.1.21 [Replace](#)
- 3.1.1.23 [Shelve Lock](#)
- 3.1.1.26 [Update Activation of Gen2 Locks Activated in Compatibility Mode](#)
- 3.1.3.1 [Route Lock Listing](#)

The Select Users dialog is initially displayed with the list of users matching the criteria required for the operation the user is being selected for. For example, if dispatching an FLM lock assigned to a region, and region control is active, the list of users displayed will match that lock mode and region. The Select Users dialog is resizable to assist with displaying the list of users. An example of the Select Users dialog is displayed below:



The users matching the given search parameters will be read in from the database. Depending on the speed of your connection, the performance of your database server, and the number of matching users, it may take several seconds for the users to be read into memory. You can select users or change search parameters even while users are still being loaded into memory.

To select a user or users, click on the displayed row for that user, and click on 'Select User(s)'. The dialog will close and the selected user or users will be filled into the form for your current operation. You can also double-click on your desired user, and that will automatically select that user and close the Select Users dialog.

If you need to narrow the list of displayed users down further, you can modify or add to the search parameters for selecting the user. You can add any additional search parameters under the 'Fields', 'Ranges', or 'Keys' tabs. These tabs for search parameters will be highlighted if they contain search settings that are not immediately visible. Once you have entered in your additional search parameters, click on the 'Refresh' button. The 'User Selection' tab will be selected if it is not already. The users from the Cencon database matching your search parameters will be read into memory and displayed. Examples of the available search parameters are shown below:

The Fields tab:

The screenshot shows the 'Select User' dialog box with the 'Fields' tab selected. The dialog has four tabs: 'User Selection', 'Fields', 'Ranges', and 'Keys'. The 'Fields' tab contains several input fields and a list of user roles.

Fields:

- User ID:
- Nickname:
- First Name:
- Middle Name:
- Last Name:
- Key Serial Number:
- Region:
- Service Branch:
- Bank Branch:
- Customer ID:

User Role List:

- Bank
- FLM
- Route
- Dispatcher
- Supervisor
- Special Supervisor
- ARole
- Activate Only
- Authorization Testing
- Bank Mode Only
- Copied Supervisor Role
- Copy IVR
- Detroit Dispatching
- Dispatcher Bank Only

Options:

- Return only exact data matches

Buttons: Select User(s), Refresh (F5), Cancel, Help

Footer: DONE

The Ranges tab:

Select User

User Selection Fields Ranges Keys

Compos Issued

Check Number of Compos Minimum
Maximum

Creation Date

Check Creation Date Start Date: 2013-03-17
End Date: 2013-04-17

Deletion Date (For Searching the User History Report)

Check Deletion Date Start Date: 2013-03-17
End Date: 2013-04-17

Last Used Date

Check Last Used Date Start Date: 2013-03-17
End Date: 2013-04-17

Return only exact data matches

Select User(s) Refresh (F5) Cancel Help

DONE

The Keys tab:

Select User

User Selection Fields Ranges Keys

Key Model

- DS1427 (Gen 1 / 2 Bank User Key)
- DS1991 (Cencon Logon Key)
- DS1994 (Gen 1 / 2 FLM/Route User Key)
- DS1963 (Gen 2 Bank/FLM/Route User Key, Cencon Logon Key)
- Pseudo Key Model for Windows Logon Users

User Enabled Starting Date

Check User Enabled Starting Date Start Date: 2013-03-17

End Date: 2013-04-17

User Enabled Ending Date

Check User Enabled Ending Date Start Date: 2013-03-17

End Date: 2013-04-17

Search for Users Who Have a Time Window Set

Search for Users Who Have Exceeded Their Total Number of Lock Dispatches

Is Legacy Import

Any Is Legacy Import Not Legacy Import

Return only exact data matches

Select User(s) Refresh (F5) Cancel Help

DONE

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3.3 Customers

For information on common usage of the reports, refer to the following section: [3.0 Using Cencon Reports](#)

This function allows you to add new customer data records, update existing records, delete a record, or find a record.

Cencon provides no processing functions for the Customer Data other than to maintain the data table and to display the data stored there. The data items have labels that imply the type of data stored but Cencon does not impose any limitations or validity checks to the data.

To create or maintain Customer Data, select Customer Report from the main Cencon Window. The Find Customers window allows you to specify information for searching for particular customers:

The screenshot shows a dialog box titled "Find Customers" with a close button (X) in the top right corner. The dialog has three tabs: "Customer", "Location", and "Contact". The "Customer" tab is currently selected and highlighted. Below the tabs are six text input fields, each with a label to its left: "Customer ID:", "Name:", "Line Branch:", "Service Branch:", "Description:", and "Point of Contact:". Below these fields are two checkboxes: the first is checked and labeled "Return exact matches for the Customer ID.", and the second is unchecked and labeled "Remember settings for next time report is opened.". At the bottom of the dialog are three buttons: "OK", "Cancel", and "Help".

The tabs in the search screen will be highlighted if they contain search settings that are not immediately visible.

Find Customers

Customer Location Contact

Address 1:

Address 2:

City:

State:

Postal Code:

Country:

Return exact matches for the Customer ID.

Remember settings for next time report is opened.

OK Cancel Help

The Customer ID field may be searched either for an exact match or for a value containing the entered text, depending on the "Return exact matches for the Customer ID." checkbox. The Customer Number is only searched for an exact match. All other fields are searched for values which contain the entered search text.

Sample Customer Report:

Customer Report

File Edit Font Operations Format Help

Customer I.D.	Name	Address 1	Address 2	City	State	ZIP
North Bank	North Bank	1540 University Dr		Lexington	KY	40502
South Bank	South Bank	250 Lake Reba Drive		Richmond	KY	40475

2 Customers found. (2 records currently in memory.) (1 - 2 displayed.) **DONE**

A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

Customer Report

File Edit Font Operations Format Help

Customer I.D.	Name	Address 1	Address 2	City	State	ZIP
North Bank	North Bank	1540 University Dr		Lexington	KY	40502
South Bank	South Bank	250 Lake Reba Drive		Richmond	KY	40475

2 Customers found. (2 records currently in memory.) (1 - 2 displayed.) **DONE**

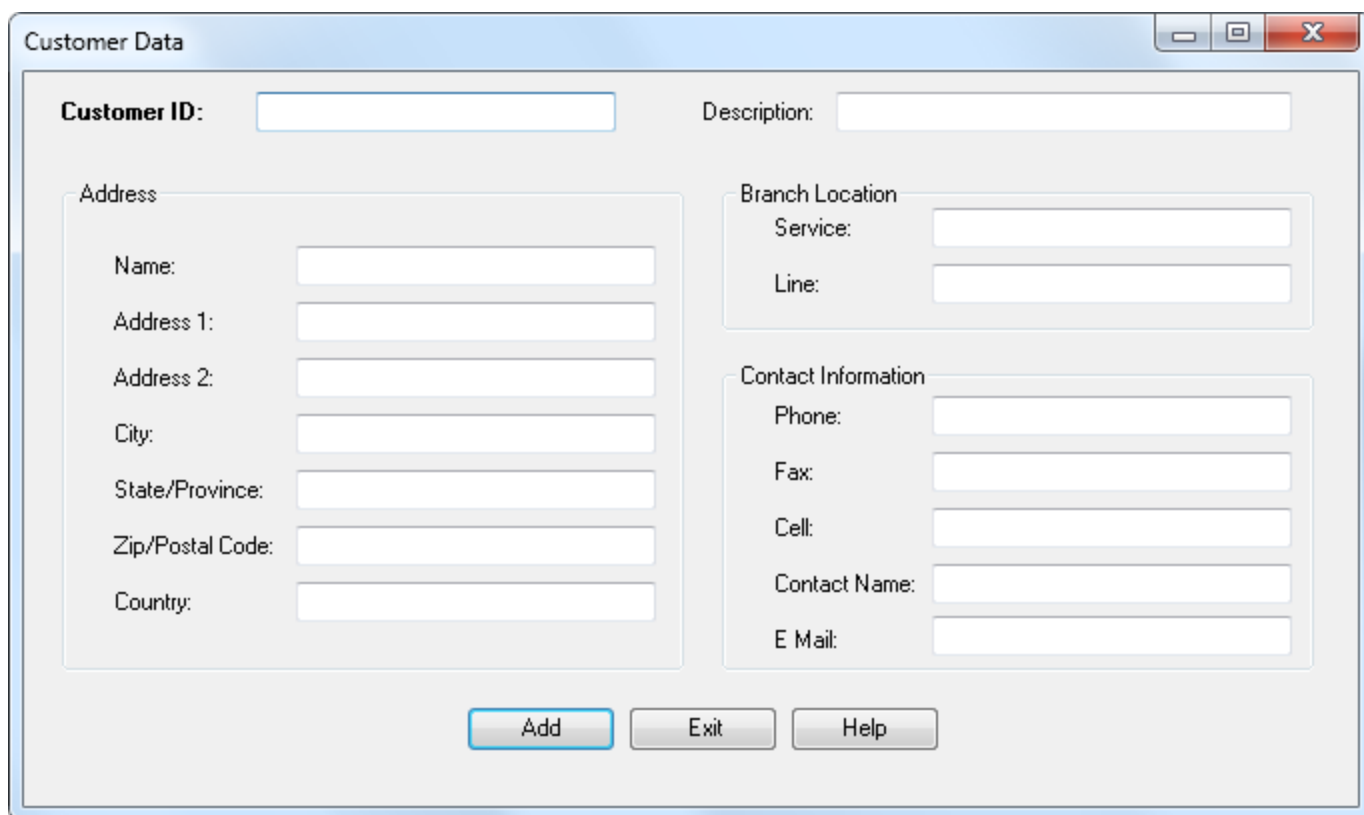
Operations Menu:

- Add a Customer (Ctrl+A)
- Modify Customer (Ctrl+M)
- Delete Customer (Ctrl+D)
- Display locks for the selected Customer (Ctrl+L)
- Map the Selected Customer Locations

The following operations are available from the Customer Report Operations Menu:

Add a Customer

Select this operation to open the Add a Customer window:



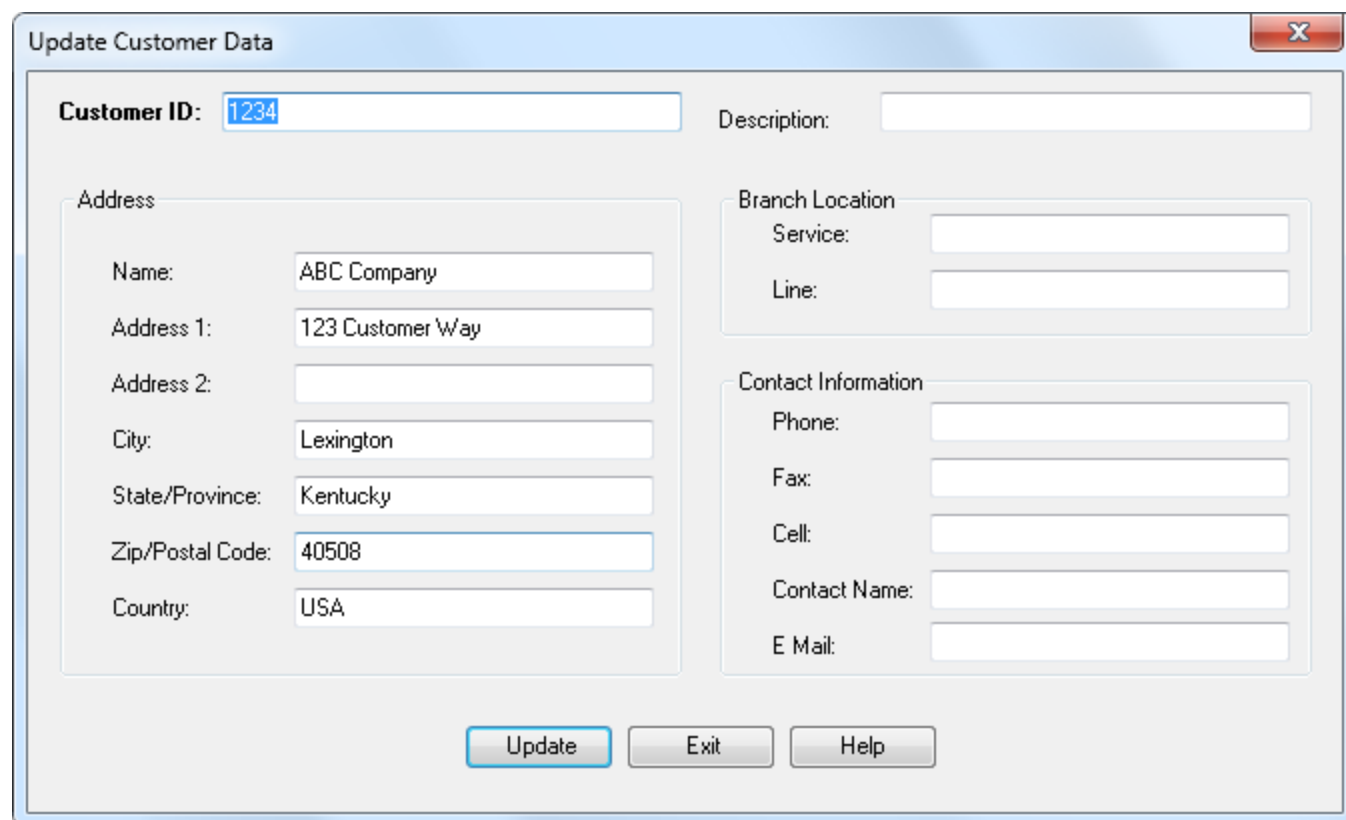
The 'Customer Data' window is a standard Windows-style dialog box with a title bar containing minimize, maximize, and close buttons. It features several input fields organized into sections:

- Customer ID:** A text input field.
- Description:** A text input field.
- Address:** A section containing seven text input fields: Name, Address 1, Address 2, City, State/Province, Zip/Postal Code, and Country.
- Branch Location:** A section containing two text input fields: Service and Line.
- Contact Information:** A section containing five text input fields: Phone, Fax, Cell, Contact Name, and E Mail.

At the bottom of the window, there are three buttons: 'Add' (highlighted in blue), 'Exit', and 'Help'.

Change Customer Information

Select a user and then the Modify a Customer operation to open the edit window:



The 'Update Customer Data' window is similar to the 'Customer Data' window but includes a close button in the title bar. It is pre-filled with data for an existing customer:

- Customer ID:** 1234
- Description:** (empty)
- Address:** Name: ABC Company; Address 1: 123 Customer Way; Address 2: (empty); City: Lexington; State/Province: Kentucky; Zip/Postal Code: 40508; Country: USA.
- Branch Location:** Service: (empty); Line: (empty).
- Contact Information:** Phone: (empty); Fax: (empty); Cell: (empty); Contact Name: (empty); E Mail: (empty).

At the bottom, there are three buttons: 'Update' (highlighted in blue), 'Exit', and 'Help'.

Delete a Customer

This function deletes the selected customer.

Display Open Locks for a Customer

This function is used to display a report of the locks dispatched to the selected customer. Select a customer in the Customer Report and then select Display locks for the selected customer from the Operations menu. This opens the Lock Operations Report, automatically filtered to display the open locks for the selected user. See [Lock Operations Report](#) for details on that

report.

Map the Selected Customer Locations

Cencon provides the ability to send customer address information to external mapping software. Cencon Version 4 supports the following software:

- Microsoft MapPoint 2006. MapPoint is a commercially available product and is not included in the Cencon 4 software package.
- Several free internet mapping services (an active internet connection is required):
 - MapQuest
 - Google Maps
 - Bing Maps

Use the Preferences dialog (on the main Cencon window) to select the desired mapping software.

Mapping Considerations...

Mapping applications require accurate location information.

To display customer locations on a map, select one or more customers from the Customer Report and then choose Map the selected Customer Locations.

If the address information appears to be sufficient to locate the customer, Cencon passes the data to the mapping program for display. Refer to the mapping software's documentation for information on using the specific mapping product.

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3.4.1 Activity Log Report

This report lists the information in the Cencon activity log. The following Search screen is displayed prior to generating the report to allow filtering for specific activity records:

The screenshot shows a 'Find Activity Data' dialog box with the following fields and options:

- Lock Name: [Text Input]
- Route Name: [Text Input]
- User Name: [Text Input]
- Customer ID: [Text Input] with a refresh icon
- ATM Serial: [Text Input]
- Region: [Text Input] with a refresh icon
- Bank Branch: [Text Input] with a refresh icon
- Lock Network Address: [Text Input]
- Event Type: [Dropdown Menu]
- Lock Serial Number:
 - Any
 - Specific: [Text Input]
 - Range:
 - Minimum: [Text Input]
 - Maximum: [Text Input]
- Lock Mode:
 - Any
 - FLM
 - Route
 - Bank
- Filter by Date Range:
 - Check Date Range Start: 2013-03-16 01:33:04 PM [Calendar Icon]
 - Check Date Range End: 2013-04-16 01:33:04 PM [Calendar Icon]
- Return only exact data matches
- Remember Settings For Next Time Report Is Opened

Buttons: OK, Cancel, Help

Sample Activity Log report:

Date	Lock Name	Lock Serial Number	Lock Mode	Route	Description	Customer ID	ATM Serial	Region
2013-03-28 15:37:45 (DST)			Route	TestRoute8	Route SHA Key 3 dispatched to route			KENTUCKY
2013-03-28 15:36:07 (DST)				TestRoute8	Route added			KENTUCKY
2013-03-28 15:33:32 (DST)	Gen2Swin...	001000116	Route		Centran transaction to evaluate a lock event at IP address: 10.108.6.108:35005	North Bank		KENTUCKY
2013-03-28 15:31:45 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: Activate FLM Mode	North Bank		KENTUCKY
2013-03-28 15:31:37 (DST)	Gen2Swin...	001000116	FLM		Lock shelved by serial connection	North Bank		KENTUCKY
2013-03-28 15:31:37 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: Shelve FLM Mode	North Bank		KENTUCKY
2013-03-28 15:31:34 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: Shelve FLM Mode	North Bank		KENTUCKY
2013-03-28 15:31:32 (DST)	Gen2Swin...	001000116	FLM		Lock time set from 03/28/13 19:31:45 to 03/28/13 19:31:32. Time zone / daylight savings time transition table set by ...	North Bank		KENTUCKY
2013-03-28 15:31:32 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: FLM Mode Time Zone DST Table Write	North Bank		KENTUCKY
2013-03-28 15:31:32 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: Clock Write	North Bank		KENTUCKY
2013-03-28 15:31:31 (DST)	Gen2Swin...	001000116	FLM		Lock activated by serial connection	North Bank		KENTUCKY
2013-03-28 15:31:20 (DST)	Gen2Swin...	001000116	FLM		Lock shelved by serial connection	North Bank		KENTUCKY
2013-03-28 15:30:51 (DST)					Configuration changed - lock remote shelve change key control turned on			
2013-03-28 15:30:26 (DST)					Logon system			
2013-03-28 13:21:54 (DST)	Gen2Swin...	001000116	FLM		Lock shelved by serial connection (failed) >>> The lock cannot be shelved. The lock is open or already pending shelve.	North Bank		KENTUCKY
2013-03-28 13:19:08 (DST)	Gen2Swin...	001000116	FLM		Lock shelved by serial connection (failed) >>> The lock cannot be shelved. The lock is open or already pending shelve.	North Bank		KENTUCKY
2013-03-28 13:18:44 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: Open Lock (User: FLM SHA Key 5)	North Bank		KENTUCKY
2013-03-28 13:18:41 (DST)	Gen2Swin...	001000116	FLM		Centran transaction to evaluate a lock event at IP address: 10.108.6.108:35005	North Bank		KENTUCKY
2013-03-28 13:18:03 (DST)	Gen2Swin...	001000116	FLM		FLM SHA Key 5 dispatched to lock	North Bank		KENTUCKY
2013-03-28 13:10:25 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: Confirm FLM Mode Dispatched Call Closed	North Bank		KENTUCKY
2013-03-28 13:10:12 (DST)	Gen2Swin...	001000116	FLM		Closed dispatch of FLM SHA Key 5 to lock by reading the status of the lock across a serial connection.	North Bank		KENTUCKY
2013-03-28 13:10:03 (DST)	Gen2Swin...	001000116	FLM		Centran transaction to evaluate a lock event at IP address: 10.108.6.108:35005	North Bank		KENTUCKY
2013-03-28 13:08:57 (DST)	Gen2Swin...	001000116	FLM		Centran transaction to evaluate a lock event at IP address: 10.108.6.108:35005	North Bank		KENTUCKY
2013-03-28 13:08:40 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: Open Lock (User: FLM SHA Key 5)	North Bank		KENTUCKY
2013-03-28 12:48:39 (DST)	Gen2Swin...	001000116	FLM		FLM SHA Key 5 dispatched to lock	North Bank		KENTUCKY
2013-03-28 12:47:34 (DST)					Logon system			
2013-03-28 12:40:24 (DST)					Logon system			
2013-03-28 12:37:53 (DST)					Logon system			
2013-03-28 12:02:00 (DST)	Gen2Swin...	001000116	FLM		Gen2Swingbolt 1000116 Lock Event: Confirm FLM Mode Dispatched Call Closed	North Bank		KENTUCKY
2013-03-28 12:01:48 (DST)	Gen2Swin...	001000116	FLM		Closed dispatch of FLM SHA Key 5 to lock by reading the status of the lock across a serial connection.	North Bank		KENTUCKY

166644 Activity log audits found. (166644 records currently in memory.) (373 - 404 displayed.)

DONE

Note that lines in the report associated with failures are highlighted in light red. For instance, attempts to dispatch a lock that is already open, attempting to enter the wrong close seal to close out a lock, trying to dispatch a key that does not exist in the Cencon System database, etc, would be highlighted as failed events in the activity log. Such audit events will be highlighted in light red and the reason for the error will be appended to the description of the audit event.

Also note that some lines are highlighted in light blue. These are audit events downloaded from Cencon Gen 2 locks that have been stored in the Cencon database audit table. You can see how these audit events specify a lock name followed by 'Lock Event:' and then followed by a description of the lock event.

The only Operations for this report are Archive and Statistics.

Selecting Archive opens the following window:



Enter the number of days for the archive and press OK. The records are copied to the Activity Log Archive and removed from the Activity Log.

Selecting Statistics opens the [Reporting](#) form, which allows the user to gather statistics on the Activity Log and the Archived Activity Log data.

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3.4.2 Archived Activity Log Report

This report lists the archived activity data. It has the same initial search screen and data presentation as the [List Activity Log](#) report.

There are no Operations for this report.

Sample report:

Date	Lock Name	Lock Serial Number	Lock Mode	Route	Description	Customer ID	ATM Serial	R
2012-08-28 13:33:11 (DST)					Change User F13 End Date from 2/1/2014 to 4/12/2013	North Bank		KE
2012-08-28 13:33:11 (DST)					Change User F13 Time Window 1 from 8:00 (4:00) Mon,Tue,Wed,Thu,Fri ...	North Bank		KE
2012-08-28 13:33:11 (DST)					Change User F13 Time Window 2 from 12:00 (4:00) Sun,Sat to 0:00 (0:00)	North Bank		KE
2012-08-28 13:33:11 (DST)					Change User F13 Start Date from 4/12/2012 to 4/12/2010	North Bank		KE
2012-08-28 11:54:26 (DST)					ANewRouteUser added to system (failed) >>> Failed to add user. The key...			
2012-08-28 11:48:53 (DST)					F13 added to system	North Bank		KE
2012-08-28 11:28:44 (DST)					User data read from Cencon database. (failed) >>> User not found in user ...			
2012-08-28 10:42:44 (DST)					Change User F12 First Name	ACustomer		KE
2012-08-28 10:42:44 (DST)					Change User F12 Branch from to North Bank Branch 22	ACustomer		KE
2012-08-28 10:42:44 (DST)					Change User F12 Last Name	ACustomer		KE
2012-08-28 10:42:44 (DST)					Change User F12 Nickname from CSC to Dave	ACustomer		KE
2012-08-28 10:42:44 (DST)					Change User F12 Customer ID from to ACustomer	ACustomer		KE
2012-08-28 10:42:44 (DST)					Change User F12 Middle Name	ACustomer		KE
2012-08-28 10:42:44 (DST)					Change User F12 Start Date from to 4/12/2009	ACustomer		KE
2012-08-28 10:42:44 (DST)					Change User F12 End Date from to 1/1/2013	ACustomer		KE
2012-08-28 10:42:44 (DST)					Change User F12 Region from LOOMIS to KENTUCKY	ACustomer		KE
2012-08-28 10:37:46 (DST)					I.D. information changed (failed) >>> User not found in user database.			
2012-08-28 10:34:07 (DST)					I.D. information changed (failed) >>> Region being changed doesn't exist.			
2012-08-28 10:29:15 (DST)	Gen2Lock...	001000107	FLM		Gen2Lock 1000107 Lock Event: Confirm FLM Mode Dispatched Call Clos...	North Bank	Kaba Mas...	KE
2012-08-28 10:29:15 (DST)	Gen2Lock...	001000107	FLM		Gen2Lock 1000107 Lock Event: Confirm FLM Mode Dispatched Call Clos...	North Bank	Kaba Mas...	KE
2012-08-28 10:28:58 (DST)	Gen2Lock...	001000107	FLM		Closed dispatch of F3 to lock by reading the status of the lock across a se...	North Bank	Kaba Mas...	KE
2012-08-28 10:28:56 (DST)	Gen2Lock...	001000107	FLM		Centran transaction to evaluate a lock event at IP address: 10.108.6.121:...	North Bank	Kaba Mas...	KE
2012-08-28 10:23:19 (DST)	Gen2Lock...	001000107	FLM		Centran transaction to evaluate a lock event at IP address: 10.108.6.121:...	North Bank	Kaba Mas...	KE
2012-08-28 10:14:38 (DST)	Gen2Lock...	001000107	FLM		Gen2Lock 1000107 Lock Event: Open Lock (User: F3)	North Bank	Kaba Mas...	KE
2012-08-28 10:14:38 (DST)	Gen2Lock...	001000107	FLM		Gen2Lock 1000107 Lock Event: Open Lock (User: F3)	North Bank	Kaba Mas...	KE
2012-08-28 10:13:50 (DST)	Gen2Lock...	001000107	FLM		F3 dispatched to lock	North Bank	Kaba Mas...	KE
2012-08-28 10:08:05 (DST)	Gen2Lock...	001000107	FLM		Centran transaction to download audits from lock at IP address: 10.108.6:...	North Bank	Kaba Mas...	KE
2012-08-28 09:56:33 (DST)					Centran transaction to download status from lock at IP address: 10.108.6:...			
2012-08-27 16:45:25 (DST)					User data read from Cencon database. (failed) >>> User not found in user ...			
2012-08-27 13:15:37 (DST)					User data read from Cencon database. (failed) >>> Failed to find the dispat...			
2012-08-27 12:35:44 (DST)					F12 added to system (failed) >>> Failed to add user. The specified new U...			
2012-08-27 12:21:06 (DST)					FI M/RSP/Bank user key for listed (failed) >>> There is no key in the indi...			

9445954 Activity log audits found. (482625 records currently in memory.) (52 - 85 displayed.)

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3.4.3 Lock Log History Report

A variety of common operations can be done with reports, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

This report lists a history of the lock closing data. Each time a lock is closed, the record from the Open Locks data table is moved to the Lock Log History data table. Thus, the two reports have the same initial search screen and report format. See the [List Open Locks](#) report for more information.

To view the Lock Log History report, select Lock Log History Report from the main Cencon Window. The following Search screen is displayed prior to generating the report to allow filtering for specific lock records:

The screenshot shows a dialog box titled "Search Lock Log History" with three tabs: "Fields", "Times", and "Flags". The "Fields" tab is active and highlighted. It contains the following search criteria:

- Lock Name: [Text Input]
- Customer ID: [Dropdown Menu] [Refresh]
- Dispatcher: [Text Input]
- Dispatched User: [Text Input]
- ATM Serial Number: [Text Input]
- Region: [Dropdown Menu] [Refresh]
- Route: [Text Input]
- Service Branch: [Text Input]

At the bottom, there are two checkboxes: Return only exact data matches and Remember Settings For Next Time Report Is Opened. Below these are three buttons: OK, Cancel, and Help.

The tabs in the search screen will be highlighted if they contain search settings that are not immediately visible.

The screenshot shows the same dialog box, but now the "Times" tab is active and highlighted. It contains the following search criteria:

- Open Date Time
- Check Open Date Range Start: 2013-04-16 13:31:07 [Calendar]
- Check Open Date Range End: 2013-04-16 13:31:07 [Calendar]
- Close Date Time
- Check Close Date Range Start: 2013-04-16 13:31:07 [Calendar]
- Check Close Date Range End: 2013-04-16 13:31:07 [Calendar]

At the bottom, there are two checkboxes: Return only exact data matches and Remember Settings For Next Time Report Is Opened. Below these are three buttons: OK, Cancel, and Help.

Upon selecting 'OK', the locks matching the given search parameters will be displayed. Depending on the number of matching locks and the speed of your database connection, it may take several seconds for the locks to be displayed. You can still do operations with the report even while locks are still being loaded into memory. If your computer does not have enough memory to keep all of the locks in memory, then the report will fetch locks as needed depending on the portion of the report you are looking at. If this occurs, then the word 'Partial' will be displayed on the report status bar.

Sample Lock Log History report:

Lock Log History Report

File Edit Font Operations Format Help

Lock	Mode	Dispatcher	FLM1/RSP1	FLM2/RSP2	Open Date Time	Close Date Time	Route	Seq	Disp Route	SLM Call
VLK1111123	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 15:07:30 (DST)	TestRoute2	1	Y	N
VLK1100100	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 14:40:15 (DST)	TestRoute2	1	Y	N
VLK1000123	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 14:40:15 (DST)	TestRoute2	1	Y	N
VLK080	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 15:07:30 (DST)	TestRoute2	1	Y	N
VLK051	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 15:07:30 (DST)	TestRoute2	1	Y	N
VLK021	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 14:40:15 (DST)	TestRoute2	1	Y	N
VLK020	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 15:07:30 (DST)	TestRoute2	1	Y	N
VLK018	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 15:07:30 (DST)	TestRoute2	1	Y	N
VLK017	R	MHG\LST...	nr1		2013-04-10 14:39:07 (DST)	2013-04-10 14:40:15 (DST)	TestRoute2	1	Y	N
VLK001	R	MHG\LST...	nr1		2013-04-10 14:39:06 (DST)	2013-04-10 15:07:29 (DST)	TestRoute2	1	Y	N
PartialGen2Lock01	R	MHG\LST...	nr1		2013-04-10 14:39:06 (DST)	2013-04-10 15:07:29 (DST)	TestRoute2	1	Y	N
NPLock1	R	MHG\LST...	nr1		2013-04-10 14:39:06 (DST)	2013-04-10 15:07:29 (DST)	TestRoute2	3	Y	N
NPLock1	R	MHG\LST...	nr1		2013-04-10 14:39:06 (DST)	2013-04-10 15:07:29 (DST)	TestRoute2	2	Y	N
NPLock1	R	MHG\LST...	nr1		2013-04-10 14:39:06 (DST)	2013-04-10 15:07:29 (DST)	TestRoute2	1	Y	N
VLK1111123	R	MHG\LST...	nr4		2013-04-10 13:34:52 (DST)	2013-04-10 14:38:48 (DST)	TestRoute2	1	Y	N
VLK1100100	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 14:38:02 (DST)	TestRoute2	1	Y	N
VLK1000123	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 14:37:20 (DST)	TestRoute2	1	Y	N
PartialGen2Lock01	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 13:38:47 (DST)	TestRoute2	1	Y	N
VLK051	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 13:37:58 (DST)	TestRoute2	1	Y	N
VLK021	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 13:37:58 (DST)	TestRoute2	1	Y	N
VLK020	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 13:36:29 (DST)	TestRoute2	1	Y	N
VLK018	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 13:36:29 (DST)	TestRoute2	1	Y	N
VLK017	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 13:36:29 (DST)	TestRoute2	1	Y	N
VLK001	R	MHG\LST...	nr4		2013-04-10 13:34:51 (DST)	2013-04-10 13:36:29 (DST)	TestRoute2	1	Y	N

131 lock log entries found. (131 records currently in memory.) (1 - 26 displayed.)

DONE

The only Operation for this report is Archive. Selecting Archive opens the following window:

Lock Log History Archive

Archive Lock Log History records older than days.

OK Cancel

Enter the number of days for the archive and press OK. The records are copied to the Lock Log History Archive and removed from the Lock Log History.

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3.4.4 Lock Log History Archive Report

This report lists the archived Lock Log History data. It has the same initial search screen and data presentation as the [List Open Locks](#) report and the [Lock Log History](#) report.

There are no Operations for this report.

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3.4.6 User History Report

The User History Report is used to display sets of user records from the Cencon System User ID History database table. It does this based on the search criteria that you specify, for which records you want displayed.

Explanation For The User ID History Table

The User History table maintains a record of who was previously using a key, and the time period that they were assigned to the key.

This allows audit dumps from locks to correctly show the user name according to who was using a key at the time the event occurred.

If you rename what user has a certain key, then there needs to be a way to look up whether it was the old user or the new user that did an activity at a lock. This is based off of the time of the event. If the event occurred prior to the starting date for the current user of the key, then the key and date is compared against the User History Log table. The user from the key's history is displayed if that person was assigned to the key when the event occurred.

Additionally, if the key is no longer in the User table because the user was deleted from the system, then there needs to be a way to look up the key for displaying lock audit events that occurred prior to that person being deleted. In this instance also, where the key can't be found in the User table, the key is looked up in the User History Log table.

The following search dialog appears for the User History Report, if the User History Report is not already open. If the User History Report is already open, then it remains with it's previous contents.

The screenshot shows a "Find Users" dialog box with the following elements:

- Fields** tab selected.
- Search criteria fields: User ID, Nickname, First Name, Middle Name, Last Name, Key Serial Number, Region (dropdown with refresh), Service Branch, Customer ID (dropdown with refresh), Bank Branch (dropdown with refresh), Bank Lock Serial Number.
- User Role** list with checkboxes:
 - Bank
 - FLM
 - Route
 - Dispatcher
 - Supervisor
 - Special Supervisor
 - ARole
 - Activate Only
 - Authorization Testing
 - Bank Mode Only
 - Copied Supervisor Role
 - Copy IVR
 - Detroit Dispatching
 - Dispatcher Bank Only
 - Dispatcher FLM Only
- Instruction: "Uncheck all items to search for all user roles."
- Bottom checkboxes:
 - Return only exact data matches
 - Remember Settings For Next Time Report Is Opened
- Buttons: OK, Cancel, Help.

This search dialog allows you to specify search criteria for which users you want to have displayed by the report. The "Fields" tab is shown above.

The search dialog also has a check box to allow you to select if you want the search settings you enter to be saved for next time you open the report. This also specifies that you want the sort settings to be saved for the report. If this checkbox is not selected, then your previous search settings will not be restored next time you open the report.

There are additional search settings on the "Ranges" tab of the search dialog. This is displayed by clicking on the "Ranges" tab.

Find Users

Fields Ranges Keys

Combos Issued

Check Number of Combos Minimum Maximum

Creation Date

Check Creation Date Start Date: 2013-03-17 End Date: 2013-04-17

Deletion Date (For Searching the User History Report)

Check Deletion Date Start Date: 2013-03-17 End Date: 2013-04-17

Last Used Date

Check Last Used Date Start Date: 2013-03-17 End Date: 2013-04-17

Return only exact data matches
 Remember Settings For Next Time Report Is Opened

OK Cancel Help

This tab allows you to select to search by certain ranges of values. This includes being able to specify a range of combinations currently issued to the user, and ranges of dates for the creation, deletion, and last used date of the user.

Once you are satisfied with the search criteria that you want for the User IDs, click on Search to display the result of the search. The report is displayed as follows:

User History Report

File Edit Font Operations Format Help

User I.D.	Nickname	Key I.D.	Type	Combi	Window 1	Window 2	Window 3	Creation	Deletion	Last Used
testpi	x	000000606832	Dispatcher	0				2011-07-01 ...	2012-11-26 ...	2012-11-26 ...
testp31		000000261616	Dispatcher	0				2007-06-21 ...	2012-08-28 ...	2007-06-21 ...
Test First Logon 110313		0000008D60E9	Special S...	0				2013-03-11 ...	2013-04-16 ...	2013-03-11 ...
stalky		000000D997BA	Special S...	0				2013-02-04 ...	2013-04-09 ...	2013-02-04 ...
Route 3 User		00000046293E	RSP	0				2013-04-17 ...	2013-04-17 ...	2013-04-17 ...
r2 changed		000000419555	RSP	4				2011-06-06 ...	2012-08-15 ...	2011-06-06 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...
npuf3		000000308EEB	FLM	0				2012-07-09 ...	2012-07-09 ...	2012-07-09 ...

90 user IDs found. (90 records currently in memory.) (1 - 18 displayed.)

DONE

Note

The User ID History report has the deletion date field set for the users. This is different from the User ID report, where this field will always be blank.

Depending on the number of records resulting from the search, the report may take some time to finish loading records. You can still conduct operations, close the report, etc, while the report is still loading records. While the report is loading records, a status indicator at the bottom of the report will display Loading in red. Once the report finishes loading records, this indicator will change to green and show Done.

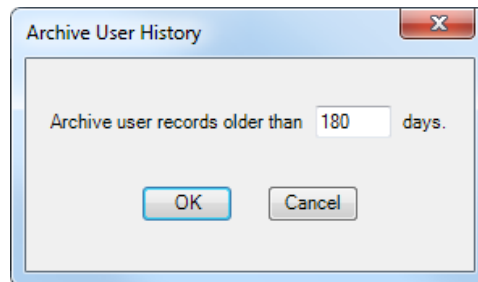
If the number of records resulting from the search are too big to fit safely into local memory, then the report status indicator will display in yellow Partial. If this occurs, you can still look at the entire results of the report, but not all of it can be stored locally at the same time. The report will fetch and unload records as needed to display the section of the report you scroll to. The status bar at the bottom of the report will indicate your position in the report and the number of records currently in memory.

A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

The operations menu provides access to a set of operations unique to the User History Report.

Archive Report

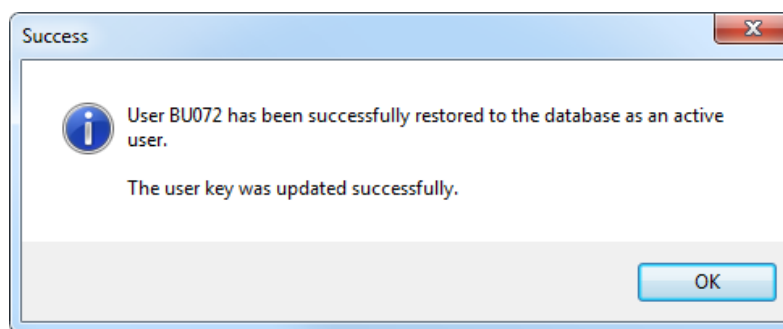
Selecting Archive opens the following window:



Enter the number of days for the archive and press OK. The records are copied to the User History Archive and removed from the User History.

Reactivate User

Selecting Reactivate User restores the selected user (or users) to Cencon. If the user's key is on the reader and the user has time windows defined, the time windows are written to the key. The following message indicates successful restoration of a deleted user:



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3.4.7 Archived User History Report

The Archived User History Report is used to display sets of user records from the Archived User History database table. It does this based on the search criteria that you specify, for which records you want displayed.

The following search dialog appears for the Archived User History Report, if it is not already open. If the Archived User History Report is already open, then it remains with its previous contents.

Find Users

Fields Ranges Keys

User ID:

Nickname:

First Name:

Middle Name:

Last Name:

Key Serial Number:

Region:

Service Branch:

Customer ID:

Bank Branch:

Bank Lock Serial Number:

User Role

- Bank
- FLM
- Route
- Dispatcher
- Supervisor
- Special Supervisor
- ARole
- Activate Only
- Authorization Testing
- Bank Mode Only
- Copied Supervisor Role
- Copy IVR
- Detroit Dispatching
- Dispatcher Bank Only
- Dispatcher FLM Only

Uncheck all items to search for all user roles.

Return only exact data matches

Remember Settings For Next Time Report Is Opened

OK Cancel Help

This search dialog allows you to specify selection criteria for the users you want to have displayed in the report. The "Fields" tab is shown above.

The search dialog also has a check box to allow you to select if you want the search settings you enter to be saved for next time you open the report. This also specifies that you want the sort settings to be saved for the report. If this checkbox is not selected, then your previous search settings will not be restored next time you open the report.

There are additional search settings on the "Ranges" tab of the search dialog.

Find Users

Fields Ranges Keys

Combos Issued

Check Number of Combos Minimum Maximum

Creation Date

Check Creation Date Start Date: 2013-03-17 End Date: 2013-04-17

Deletion Date (For Searching the User History Report)

Check Deletion Date Start Date: 2013-03-17 End Date: 2013-04-17

Last Used Date

Check Last Used Date Start Date: 2013-03-17 End Date: 2013-04-17

Return only exact data matches
 Remember Settings For Next Time Report Is Opened

OK Cancel Help

This tab allows you to select to search by certain ranges of values. This includes being able to specify a range of combinations currently issued to the user, and ranges of dates for the creation, deletion, and last used date of the user.

Once you are satisfied with the search criteria that you want for the Users, click on Search to display the result of the search. The report is displayed as follows:

Archived User History Report

File Edit Font Format Help

User I.D.	Nickname	Key I.D.	Type	Comb	Window 1	Window 2	Window 3	Creation	Deletion	Last User
FLMGamma		0000007E...	FLM	0	00:00 (23:00) FRI			2009-04-02 ...	2009-06-26 ...	2009
FLMMajor		0000007E...	FLM	0				2009-03-18 ...	2009-06-26 ...	2009
testuser		000000D9...	test	0				2009-06-24 ...	2009-06-24 ...	2009
Super		000000D9...	Supervisor	0				2009-06-18 ...	2009-06-24 ...	2009
Gen2BU7		0000003D...	Bank	0				2009-05-01 ...	2009-06-19 ...	2009
Richie	Rich	000000D9...	Special S...	0	01:00 (02:00) SUN, W...	01:00 (02:00) MON, T...	01:00 (02:00) TUE, FRI	2008-04-28 ...	2009-06-18 ...	2009
EFLMTestPCI		0000007E...	FLM	0				2009-06-16 ...	2009-06-16 ...	2009
FLMTestPCI		0000007E...	FLM	0				2009-05-20 ...	2009-06-16 ...	2009
LocalTestingUser		000000D9...	Supervisor	0				2009-03-13 ...	2009-06-09 ...	2009
1963RouteKey		0000003E...	RSP	0				2009-06-05 ...	2009-06-08 ...	2009
1963FLMKey		0000003E...	FLM	0				2009-06-05 ...	2009-06-05 ...	2009
MHG\jbetancourt		00000000...	Special S...	0				2009-06-05 ...	2009-06-05 ...	2009

445 user IDs found. (445 records currently in memory.) (58 - 71 displayed.)

DONE

Note

The Archived User History report has the deletion date field set for the users. This is different from the User ID report, where this field will always be blank.

Depending on the number of records resulting from the search, the report may take some time to finish loading records. You can still conduct operations, close the report, etc, while the report is still loading records. While the report is loading records, a status indicator at the bottom of the report will display Loading in red. Once the report finishes loading records, this indicator will change to green and show Done.

If the number of records resulting from the search are too big to fit safely into local memory, then the report status indicator will display in yellow Partial. If this occurs, you can still look at the entire results of the report, but not all of it can be stored locally at the same time. The report will fetch and unload records as needed to display the section of the report you scroll to. The status bar at the bottom of the report will indicate your position in the report and the number of records currently in memory.

A variety of common operations can be done with the report, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these

common report operations in section [3.0 Reports](#).

There are no operations for this report.

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3.4.8 Archived Route Report

This report lists the archived routes.

The only Operation supported by this report provides the ability to restore an archived route. The Restore function fails with an error if any of the archived route locks are not in the Cencon database.

To list the archived routes, select Archived Route Report from the main Cencon window. The Find Archived Routes window allows you to specify information to be used to search for particular archived routes:

Find Archived Routes

Route Name:

Route Region:

Route Customer ID:

Creation Date

Check Date Start: 2013-03-17 End: 2013-04-17

Archive Date

Check Date Start: 2013-03-17 End: 2013-04-17

Return only exact data matches

Remember Settings For Next Time Report Is Opened

OK Cancel Help

When 'OK' is selected, the archived routes matching the given search parameters will be displayed in the report.

Sample Archived Route report:

Name	Creation Date	Customer ID	Region	Archived Date
Test2	2013-02-11 14:49:01		KENTUCKY	2013-02-26 10:59:58
B242985	2011-07-18 11:45:04 (DST)		KENTUCKY	2013-02-26 10:54:55
Vic1kC	2013-02-15 11:02:33		LOOMIS	2013-02-15 13:23:09
Vic1000LocksA	2013-02-15 10:56:48		LOOMIS	2013-02-15 13:23:09
Vic1000Locks	2013-02-15 10:38:12		LOOMIS	2013-02-15 10:56:28
Vic1000LocksB	2013-02-15 10:53:34		LOOMIS	2013-02-15 10:56:24
Vic1000Locks	2013-02-15 09:13:00		LOOMIS	2013-02-15 10:37:45
Vic1000LocksB	2013-02-15 09:25:16		LOOMIS	2013-02-15 10:37:29
VicRoute1	2013-02-14 10:28:48		LOOMIS	2013-02-15 09:12:35
LexingtonRoute01	2013-02-13 15:33:02		LOOMIS	2013-02-14 10:29:00
Test2	2013-02-11 14:45:26		KENTUCKY	2013-02-11 14:48:55
Test2	2013-02-11 13:15:28		KENTUCKY	2013-02-11 14:45:20
Test2	2013-02-11 13:07:37		KENTUCKY	2013-02-11 13:11:30
Test2	2011-07-18 10:51:01 (DST)		KENTUCKY	2013-02-11 13:07:17
Route Listing Report 03	2012-08-31 09:55:21 (DST)		LOOMIS	2013-02-07 13:31:06
TestRoute3	2012-07-09 11:47:25 (DST)	North Bank	TEST1	2012-07-09 11:47:26 (DST)
TestRoute3	2012-07-09 11:33:48 (DST)	North Bank	TEST1	2012-07-09 11:33:48 (DST)
TestRoute3	2012-07-09 11:29:11 (DST)	North Bank	TEST1	2012-07-09 11:29:11 (DST)
TestRoute3	2012-07-09 11:12:19 (DST)	North Bank	TEST1	2012-07-09 11:12:20 (DST)
TestRoute3	2012-07-09 10:21:12 (DST)	North Bank	TEST1	2012-07-09 10:21:13 (DST)
TestRoute3	2012-07-09 10:16:30 (DST)	North Bank	TEST1	2012-07-09 10:16:31 (DST)
TestRoute3	2012-07-09 10:16:25 (DST)	North Bank	TEST1	2012-07-09 10:16:25 (DST)
TestRoute3	2012-07-09 10:15:29 (DST)	North Bank	TEST1	2012-07-09 10:15:30 (DST)
TestRoute3	2012-07-09 10:14:55 (DST)	North Bank	TEST1	2012-07-09 10:14:56 (DST)
TestRoute3	2012-07-09 10:13:00 (DST)	North Bank	TEST1	2012-07-09 10:13:01 (DST)
TestRoute3	2012-07-09 10:12:40 (DST)	North Bank	TEST1	2012-07-09 10:12:41 (DST)
TestRoute3	2012-07-09 10:11:24 (DST)	North Bank	TEST1	2012-07-09 10:11:25 (DST)

7293 routes found. (7293 records currently in memory.) (1 - 30 displayed.) DONE

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3.4.9 Reporting

This form allows the user to gather statistics on the Activity Log and the Archived Activity Log data. The data can be displayed and saved in both a tabular form and as a graphical chart. When Process is clicked, the selected event type is searched for in the Activity Log and the Archived Activity Log data. The results are returned based off of the selected category, such as by year, month, region, dispatcher, etc.

The screenshot shows the 'Reporting' window with the following settings:

- Generate Statistics For:** Dispatches, Force Delete of Unshelved Locks, Manager Force Close w/o Seal, Lock Activations, Lock Shelves
- Lock Mode:** FLM, Route, Bank
- Ignore Items With Zero Values:**
- Combine Lock Mode Results To Single Column:**
- X-Axis:** Year, Month, Week of Year, Day of Week, Hour of Day, Region, Customer ID, ATM Serial Number, Dispatcher, Lock User, Route
- Sort On:** Name Column, FLM Mode, Route Mode, Bank Mode, Totalled Values
- Sort Direction:** Sort Ascending, Sort Descending

You can generate statistics on the following events:

Dispatches

This is dispatches of either FLM or Route mode locks.

Force Delete of Unshelved Lock

This is force deletes of unshelved FLM, Route, or Bank mode locks.

Manager Force Close w/o Seal

This is the action of a manager doing a force close without a close seal of an FLM or Route mode lock. This is not the same as a lock route sequence being skipped.

Lock Activations

This the activation of an FLM, Route, or Bank mode lock.

Lock Shelves

This is the shelf of an FLM, Route, or Bank mode lock.

Depending on the event type and category selected, the event type can be reported on for any lock mode. The results that are evaluated as zero values can be excluded, using the Ignore The results for the different lock modes can optionally be combined into a single value, using the Combine Lock Mode Results To Single Column check box.

The results from the search of the Activity Log and the Archived Activity Log data is returned based on the selected category:

Year

This separates out the events into the year that the event occurred.

Month

This separates out the events into the month that the event occurred, i.e. January through December.

Week of Year

This separates out the events into the week of the year that the event occurred. There are 52 weeks in a year.

Day of Week

This separates out the events into the day of the week that the event occurred, i.e. Sunday through Saturday.

Hour of Day

This separates out the events into the hour of the day that the event occurred, i.e. 00 to 23.

Region

This separates out the events based on the assigned regions of the affected locks.

Customer ID

This separates out the events based on the assigned customer ID of the affected locks.

ATM Serial Number

This separates out the events based on the assigned ATM serial number of the affected locks.

Dispatcher

This separates out the events based on the dispatcher who did the operation causing the event on the Cencon/Centran software.

Lock User

This separates out the events based on the lock user assigned to the operation causing the event.

Route

This separates out the events based on the route the lock was assigned to.

The results returned by the search for the event can be sorted by the name of the category, lock mode, or by the totaled values. The results can be sorted either ascending or descending.

The scope of the results can be filtered by search fields. These search fields are found on the Filter tab of the Reporting form.

Filter Tab:

The screenshot shows a web application window titled "Reporting" with a tabbed interface. The "Filter" tab is active. On the left, there are seven search fields: "User Name:", "Lock Name:", "ATM Serial:", "Route Name:", "Customer ID:" (with a refresh icon), "Region:" (with a refresh icon), and "Bank Branch:" (with a refresh icon). On the right, there is a "Lock Serial Number" section with three radio button options: "Any" (selected), "Specific:" (with a text input field containing "1"), and "Range:" (with "Minimum:" and "Maximum:" sub-sections, each having a text input field containing "1"). At the bottom, there is a "Filter by Date Range" section with a checkbox, two date range inputs: "Check Date Range Start: 2012-04-17 01:18:25 PM" and "Check Date Range End: 2013-04-17 01:18:27 PM", and a "Return only exact data matches" checkbox.

The table of results from the search are displayed on the Results tab of the Reporting form. These results can be printed or saved in multiple formats.

Results Tab:

The screenshot shows a window titled "Reporting" with a standard Windows-style title bar (minimize, maximize, close buttons). Below the title bar are four tabs: "Options", "Filter", "Results", and "Graph". The "Results" tab is currently selected, displaying a table with three columns: "Year", "FLM Dispatches", and "Route Dispatches". The data in the table is as follows:

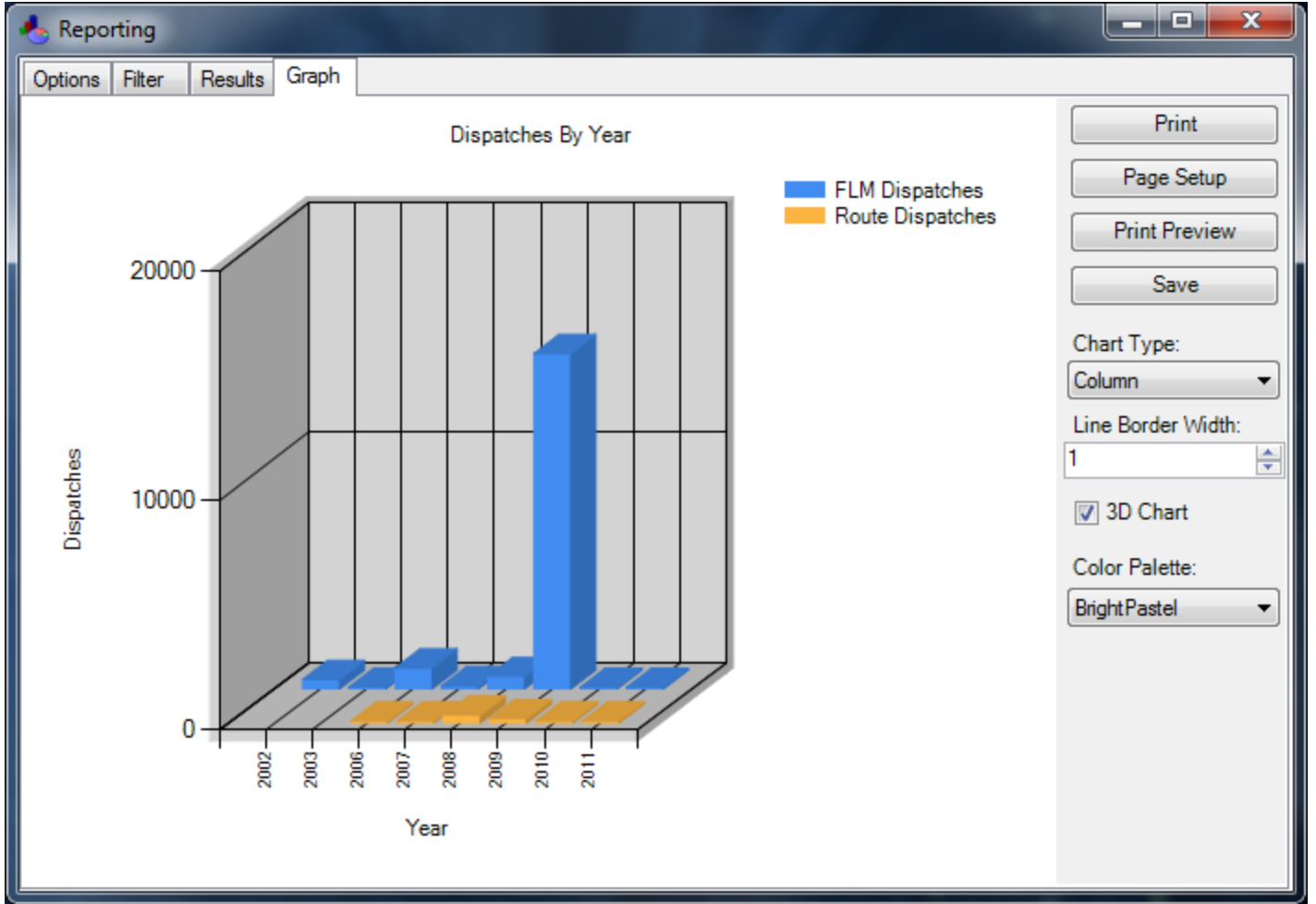
Year	FLM Dispatches	Route Dispatches
2002	414	0
2003	84	0
2006	922	36
2007	133	22
2008	543	333
2009	14589	177
2010	34	11
2011	12	1

To the right of the table, there are four buttons stacked vertically: "Print", "Page Setup", "Print Preview", and "Save". The "Graph" tab, which is mentioned in the text as displaying a chart, is currently empty in this view.

The chart of results from the search are displayed on the Graph tab of the Reporting form. This chart can be printed or saved in multiple formats.

You can also modify the format and color of the chart, using the options to the right side of the chart.

Graph Tab:



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3.5.1 Initialize Audit Download Key

This option allows you to prepare a Supervisor Audit Key for use in auditing a Lock. To initialize an SA Key, insert an SA Key into the key reader and click on Initialize Audit Download Key in the main Cencon window. The following is displayed:

Initialize Supervisor Audit Key

Key

Key ID: 000000056181

Key Model Type: Model 1996 key - Cencon Supervisor Audit Key

This key will be used to download the audit data for a lock which is only active in Bank mode.

Display Key Report

Reread Key

Initialize Key Exit Help

If the key will be used to access the audit data from a Bank Mode lock, click on the check box and select the lock's Bank Branch name as in the following:

Initialize Supervisor Audit Key

Key

Key ID: 000000056181

Key Model Type: Model 1996 key - Cencon Supervisor Audit Key

This key will be used to download the audit data for a lock which is only active in Bank mode.

Select the Lock's Bank Branch: North Bank Branch

Display Key Report

Reread Key

Initialize Key Exit Help

Click on Initialize Key to perform the initialization.

Caution

To retrieve an audit from a Lock, you must always initialize the SA key first. Failure to do so could cause unpredictable results in your audit.

The Display Key Report button opens the [Key Report](#) for the key in the reader.

See [4.2.9 Retrieve Audit Download From Lock](#) for details on using the key at the lock.

See [4.3.9 Retrieve Audit Download From Lock](#) for details on using the key at a Gen 2 Swing Bolt lock.

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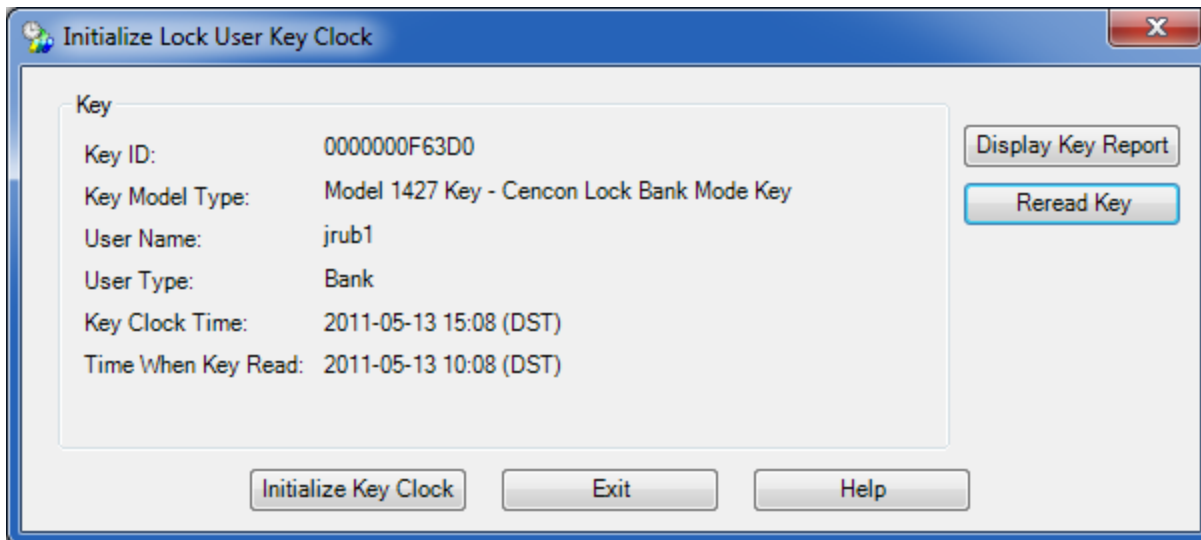
3.5.2 Initialize Lock User Key Clock

The historic (current) FLM, Route, and Bank mode Lock User keys (utilizing iButton types DS1994 and DS1427) have an internal clock that is used by the lock to time stamp lock operations (Gen1). The clock in the key is set to GMT by using the time in your PC and the GMT offset. If you request a key report on a Lock Key and notice the time is not correct, you should use this menu to reset the clock in the key.

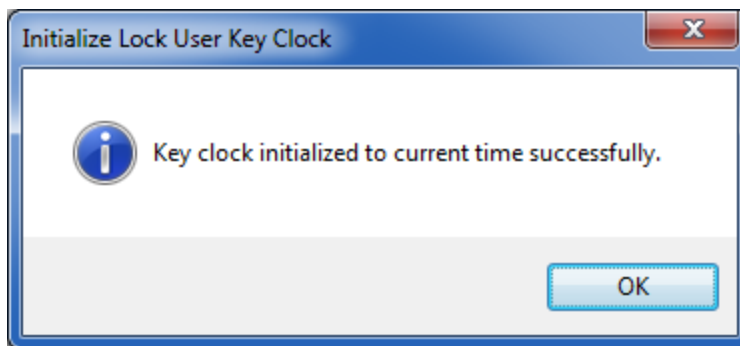
Note

This process does not need to be performed to update the time in the keys for a change to Daylight Savings Time or back to Standard Time. The Cencon PC System will automatically accommodate for that type of time change when reading the audit times for a user key.

To initialize the clock in a Lock Key, insert a lock Key into the key reader and click on Initialize Lock User Key Clock in the main Cencon window. The following is displayed:



Click on Initialize Key Clock. A confirmation message is displayed:



The Display Key Report button opens the [Key Report](#) for the key in the reader. The Read Key button is used to reread the key in the reader if you change keys.

Note

An alternative method of updating the time in keys is by using the Key Maintenance Utility (KMU). For more information on the KMU see the Kaba Mas web site at: www.kabamas.com

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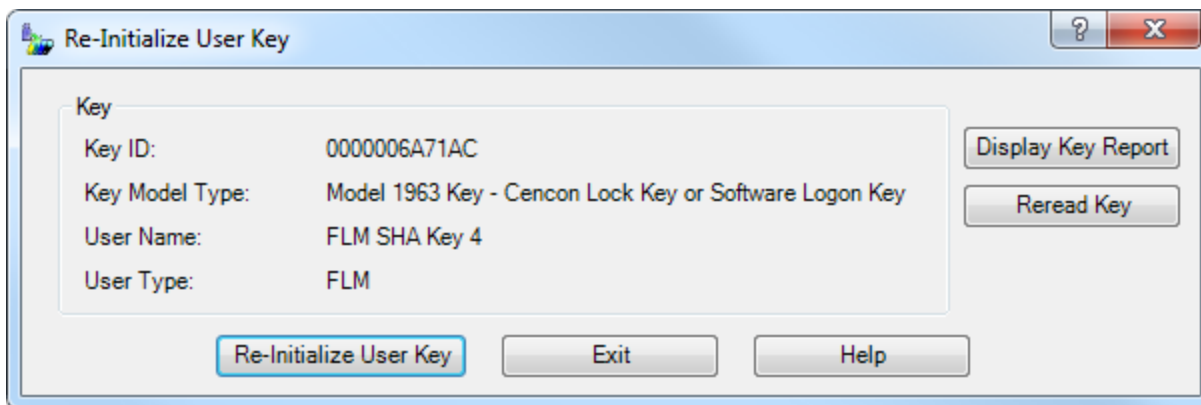
3.5.3 Reinitialize a User Key

This function can be used to reinitialize a key that did not initialize properly or to reinitialize a key that has been used in another system.

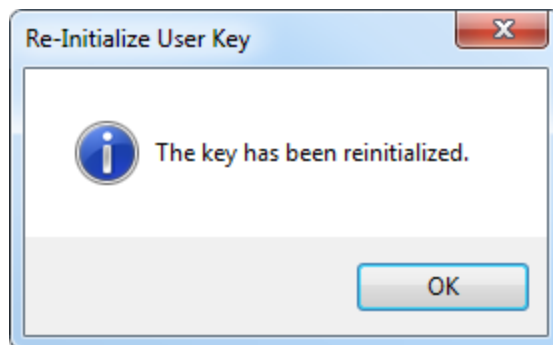
Caution

This operation deletes the key's audit data.

To reinitialize a user key, insert the key into the key reader and click on Re-initialize User Key in the main Cencon window. The following is displayed:



Click on Re-Initialize User Key. A confirmation message is displayed:



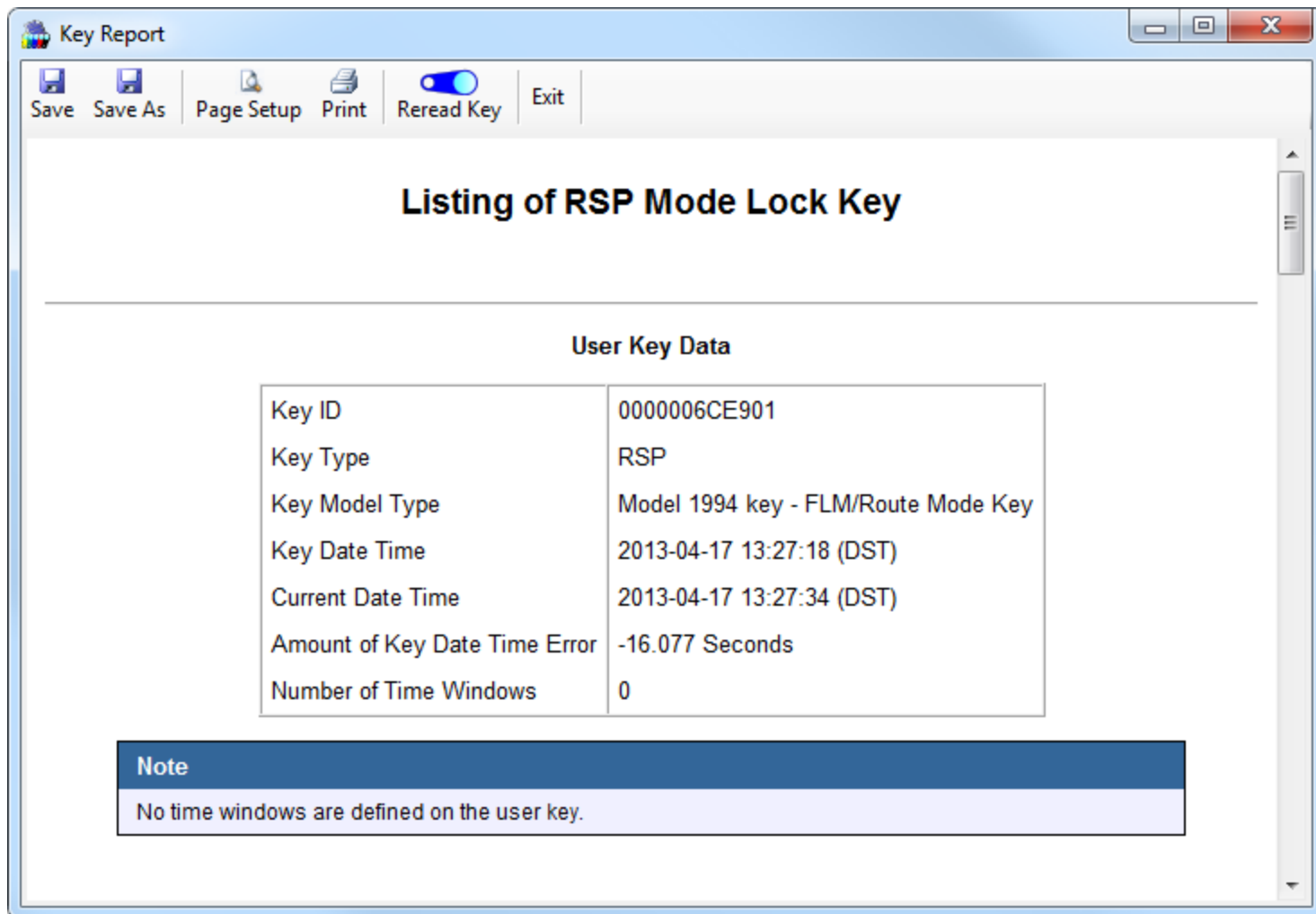
The Display Key Report button opens the [Key Report](#) for the key in the reader. The Read Key button is used to reread the key in the reader if you change keys.

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3.5.4 Key Report

This function displays a report on the data in a key. To report on the data in a key, insert the key into the key reader and click on Key Report in the main Cencon window. Cencon determines the key type and displays a report which is customized for that type. The following is a sample report for an FLM type user key:

The top of the Key Report displays basic information about the key:



The center of the Key Report displays information on the key's user from the Cencon database:

Key Report

Save Save As Page Setup Print Reread Key Exit

User Database Information

User ID	rjrb7
Key ID	0000006CE901
Key Model Type	Model 1994 key - FLM/Route Mode Key
Key Type	RSP
Nickname	a nickname
Nickname Expiration	
Combinations Currently Dispatched	7
Creation Date	2007-07-02 15:29:33 (DST)
Deletion Date	
Region	KENTUCKY
Service Branch	yet another service branch
First Name	rjrb7's first name
Middle Name	rjrb7's middle name
Last Name	rjrb7's last name
Last Used Date	2013-04-16 15:49:16 (DST)
Total Number of Combinations Issued	162
Maximum Number of Allowed Combinations	User has no limit for the number of combinations dispatched
User Enabled Starting Date	
Total Number of Combinations Issued	162
Maximum Number of Allowed Combinations	User has no limit for the number of combinations dispatched
User Enabled Ending Date	
Customer ID	North Bank
Is Import From Legacy Cencon/CenBank	No

The bottom of the Key Report displays audit data from the key:

User Key Audit Information							
Event	Mode	Serial Number	Lock Name	Open Time	Close Time	Seal Count	Close Seal
Open/Close Lock	Route	001000107	1000107	2013-04-16 15:42:11 (DST)	2013-04-16 15:43:47 (DST)	2	7111
Open/Close Lock	Route	941085	941085	2012-09-13 15:15:12 (DST)	2012-09-13 15:15:12 (DST)	3	8935
Open/Close Lock	Route	501107	RLK 501107	2012-09-13 14:51:55 (DST)	2012-09-13 14:52:27 (DST)	3	70
Open/Close Lock	Route	001000116	Gen2Swingbolt 1000116	2011-11-03 13:05:57 (DST)	2011-11-08 14:23:33	4	3309
Open Lock	Route	001000116	Gen2Swingbolt 1000116	2011-11-03 13:03:15 (DST)		3	
Open Lock	Route	001000116	Gen2Swingbolt 1000116	2011-11-03 13:02:04 (DST)		2	
Open Lock	Route	001000107	1000107	2011-10-24 13:58:53 (DST)		1	
Open Lock	Route	001000107	1000107	2011-10-18 14:56:30 (DST)		14	
Open Lock	Route	001000107	1000107	2011-10-13 14:25:44 (DST)		13	
Open Lock	Route	001000107	1000107	2011-10-10 15:59:51 (DST)		12	
Open/Close Lock	Route	001000107	1000107	2011-10-10 15:54:57 (DST)	2011-10-10 15:56:33 (DST)	11	5197
Open/Close Lock	Route	001000107	1000107	2011-10-10 15:24:09 (DST)	2011-10-10 15:24:09 (DST)	10	3048
Open Lock	Route	001000107	1000107	2011-09-21 14:08:00 (DST)		5	
Open Lock	Route	001000107	1000107	2011-09-21 08:56:14 (DST)		4	

User Key Times

The Close times from lock user keys are only accurate within plus or minus 32 seconds. If more exact times are desired, use the times from a lock audit.

For example, the open and close times for the second event in the above screen image are both 2009-07-06 13:35:47. This is the result of an open and close occurring less than 32 seconds apart.

Lock Audit Report Details

The following section of the lock audit report provides details as the current activation status of the lock:

Audit Information From the Lock

Supervisor Audit Key Lock Mode Activation Information

Mode	Status	SA Key ID	User Key 1 ID	User 1 ID	User Key 2 ID	User 2 ID	Activate/Shelve Date Time
FLM	Activated	000000019E09	Not set.		Not set.		2009-11-16 10:30:23
Bank	Activated	000000019E09	00000030D922	f	Not set.		2009-11-20 11:54:33

Note the "User" items which indicate the key(s) used to open the lock to perform the activation:

- The first line has "Not Set" for both User Key 1 ID and User Key 2 ID. Since FLM mode was the first mode activated on the lock, the Factory Combination was used for the initial opening and no key was required.
- The second line indicates that Bank mode was activated at a later time. The key "00000030D922", user ID "f" was used to open the lock to start the Bank activation procedure. If the FLM mode had been "dual", two FLM keys would have been required and there would be an entry under User Key 2 ID also.

The following table provides descriptive information for the lock audit.

Transactor	Audit Transaction	Description
Lock	Consecutive Failed Attempts Limit (NOTE: in previous software versions, audit was shown as "3/5 Attempts")	Beginning of a lock out (LCO) due to 5 repeated incorrect factory combos, incorrect FLM, Route, or Bank user combos, or incorrect bank user combos presented when changing combo. See "Troubleshooting Single Lighting Bolt."
Lock	Silent Alarm Reset	Duress alarm is found on from a previous operation. Last opening added 1 to the 5th digit of the combination.
Lock	Clock Set Key Used	A white Clock Set key was used at the lock
Lock	Clock Reset	Indicates clock reset to 1/1/2000 12:00:00 AM due to loss of or surge of battery power due to an external event.
Lock	Factory/Shelved Mode Open	The lock was opened with the factory/shelved mode combination
Lock	Factory/Shelved Mode Closed	The bolt was extended after an opening with the factory/shelved mode combination. This audit may appear 1 time if the lock was opened in Factory/Shelved mode and then activated into another mode (indicates that the last opening was a Factory/Shelved mode opening).
Lock	Factory/Shelved Mode Combo Changed	The lock factory/shelved mode combination was changed
FLM*/Route*/Bank*	Open Only	Lock opening by user key in the listed mode (or 1 of the 2 users in dual mode)
FLM*/Route*/Bank*	Close Only	initial close seal retrieval by a user key if the last audit record written was not an opening by this same user key
FLM*/Route*/Bank*	Open/Close	A consecutive open and a close record by the same user key
FLM*/Route*	Close seal retrieval	Subsequent close seal retrieval by FLM or Route user key (#4)
FLM/Route	Resync Combo State	A resync key was used to resynchronize the listed mode's combo state with the PC software
FLM/Route/Bank	Time Zone And DST Transition Table Updated	A clock set key was used to update the time zone information and DST transition table for the mode
Bank	Change Combo	Bank user key changed combination

* These records also show up as audits on the F, R, or B user key.

SA Key	Audit Download	Valid SA audit download key presented ("Aud")
SA Key	Initialize FLM (or Route or Bank)	Mode listed was activated; added to main audit trail in Gen2 ("InI")
SA Key	Shelve FLM (or Route or Bank)	Mode listed was shelved (deactivated); added to main audit trail in Gen2 ("ShL")
SA Key	Add User	Add Bank mode users to the user table ("Add")
SA Key	Delete User	Delete Bank mode users from the user table ("dEL")
SA Key	Bank User Table Download	Bank user table downloaded to SA key ("udP")
SA Key	FLM (or Route or Bank) Update Activation	The activation was updated from Compatibility mode to full Gen2 mode for the listed mode ("UPA")
External Sensor	Door Open	Door found open when checking for closed door (after bolt gets extended and lock powered up.)
External Sensor	Remote Disable Asserted	Remote disable signal found asserted when lock was powered up.
Serial (Shelved Mode)	Clock Write	The lock clock was anonymously updated via serial communications (if no modes active)
Serial (Shelved Mode)	Activate FLM (or Route or Bank) Mode	Listed mode was activated via serial communications while the lock was in Factory/Shelved mode
Serial (Kaba Mas)	Clock Write	Kaba Mas updated the lock clock via serial communications
Serial (Kaba Mas)	Factory Reset FLM (or Route or Bank) Mode	Mode was shelved via serial communications by Kaba Mas
Serial (FLM, Route or Bank)	Clock Write	Listed mode updated the lock clock via serial communications
Serial (FLM, Route or Bank)	Time Zone And DST Transition Table Updated	Listed mode's time zone info and DST transition table were updated via serial communications
Serial (FLM, Route or Bank)	Access Configuration (Single/Dual) Written	Listed mode's access configuration (single user access / dual user access) was changed via serial communications
Serial (FLM, Route or Bank)	Confirm Close	The mode's close seal (or close confirmation) was retrieved via serial communications that had not yet been obtained by a key in that mode.
Serial (FLM, Route or Bank)	Shelve Mode	Listed mode was shelved via serial communications
Serial (Bank)	Users Added	Bank mode users added via serial communications
Serial (Bank)	Users Deleted	Bank mode users deleted via serial communications
Serial (Bank)	Time Delay Configuration Written	Bank mode time delay configuration was changed via serial communications

You can use the following guidelines to interpret the contents of the Supervisor Audit Key Report.

- The header information will include the lock serial number which does not change.
- For Gen2 locks the time of the audit stored in the lock and the user key is standardized to the lock time, no matter what the time in the key is programmed to.

For Gen1 locks, even if the time in the keys have been programmed incorrectly, the audits will still be stored in the order of when the keys were physically presented to the key reader. The most recent events will always be at the top, and the oldest events will be at the bottom.

If the same key opens and closes the call in single mode, the 2 events will be shown on the same line.

- If the lock is opened in dual mode, one line will show an open without a close by the first user key, and the second line will show an open and a close by second user key.
- In single mode, if one key opens the call and another key gets the close seal, this will show on two separate lines.
- If a line shows a close time without an open time, first look at the close seal. If the close seal is the same as the previous line, the user had simply entered the #4 command at the lock to retrieve the last close seal.
- Each lock audit identifies users by their key serial number. When an audit is read by your system, any user keys that are currently enrolled in your system will display the User ID for that key rather than the key serial number.
 - Keys that have been deleted from your system should still display the User ID based off of your User ID History, beginning with Cencon version 2. Keys deleted out from previous versions of Cencon will not have the User ID maintained in this fashion.
 - If a deleted key is reused, then the time of the event from the lock audit will be used to determine if the previous name or the current name should be displayed.
 - If a key was enrolled by a different Cencon or CenBank system for use with the lock, and the key is not in your Cencon System database, then it will show only as the key serial number.
- Audits may appear slightly different depending on the code level of your Cencon lock and which version of the Cencon software the SA key was prepared vs. the version the SA key was read in.
- For Gen2 locks, for a complete audit history of the maximum records stored in the lock, use the Interface Kit, and refer to the "Lock Operations with Serial Connect" section of the Reference Manual.

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3.5.5 Initialize Lock Time Set Key

Cencon Gen 2 locks have an internal clock that is used by the lock to control entry and to create time stamps for lock operations. The time in the lock is set to GMT using the white DS1922 key which has been initialized by Cencon to the time in your PC.

Note

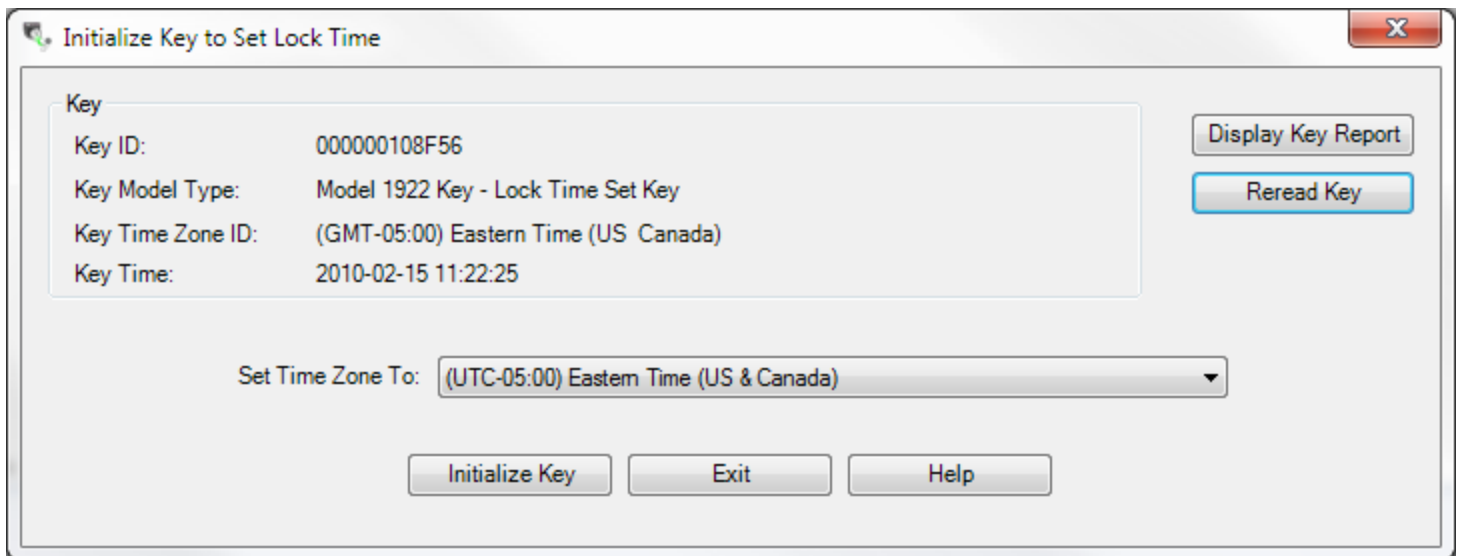
To insure accurate time in your locks:

- Check that the time on your PC is correct when initializing the DS1922 key.
- Since the clock in the DS1922 key has a known drift of about 2 minutes a month, you should plan to reinitialize time set keys regularly.

Note

This process does not need to be performed to update the time in the lock for a change to Daylight Savings Time or back to Standard Time. The lock automatically accommodates for that type of time change.

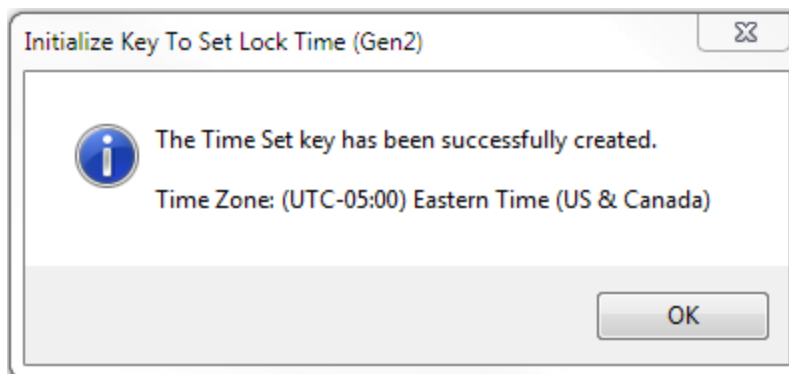
To initialize a time set key, insert the white DS1922 Key into the key reader and click on Initialize Key to Set Lock Time in the main Cencon window. The following is displayed:



The Display Key Report button opens the [Key Report](#) for the key in the reader. The Read Key button is used to reread the key in the reader if you change keys.

The Key information box displays the current time zone and time from the key. The Set Time Zone To selection defaults to the time zone set on the PC.

To initialize a key, select the desired time zone and press the Initialize Key button. A confirmation message is displayed:



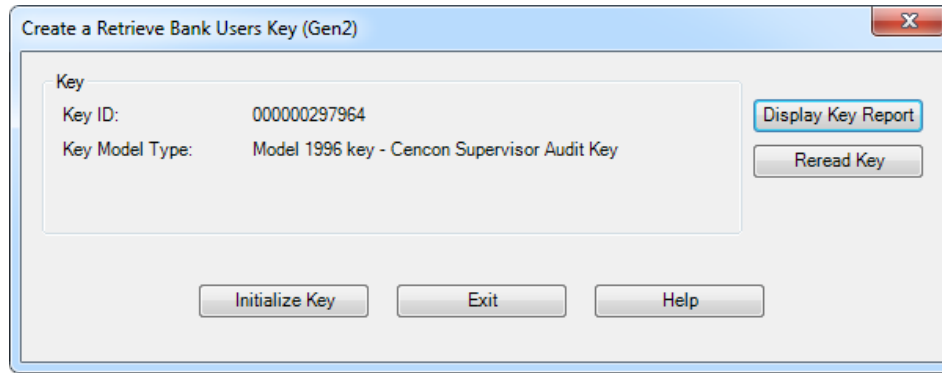
See [4.2.16 Set the Lock Time](#) for details on using the time set key at a lock.

See [4.3.16 Set the Lock Time](#) for details on using the time set key at a Gen 2 Swing Bolt lock.

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3.5.6 Create a Retrieve Bank Users Key (Gen2)

To retrieve the list of bank users assigned to a Gen 2 lock, insert a red SA Key into the key reader and click on Create a Retrieve Bank Users Key (Gen2) in the main Cencon window. The following is displayed:



Click on Initialize Key. A confirmation message is displayed. To use this key at a lock, see [4.2.17 Retrieve Bank Users From Lock](#). To use this key at a Gen 2 Swing Bolt lock, see [4.3.17 Retrieve Bank Users From Lock](#).

The Display Key Report button opens the [Key Report](#) for the key in the reader. The Read Key button is used to reread the key in the reader if you change keys.

Sample Key Report:

Listing of Key Initialized to Retrieve Bank Users From Lock

Supervisor Audit Key Data

Key ID	000000297964
Key Type	Listing of Key Initialized to Retrieve Bank Users From Lock
Key Model Type	Model 1996 key - Supervisor Audit Key
Lock Serial Number	941085
Branch ID	1
Retrieval Date	2013-04-02 12:24:04 (DST)
Number of Bank Users Retrieved from Lock	2

Bank Users

User Name	Bank User ID	Key Type	Key ID
Bank User 1	1	DS1963 - Cencon Lock/Logon Key	00000054C0F5
Bank User 2	2	DS1963 - Cencon Lock/Logon Key	000000542CE4

Bank Users in the Database for this Lock

User Name	Bank User ID	Key Type	Key ID	Default Combination	Must Change Combo Flag	User Retrieved from Lock
Bank User 1	1	DS1963 - Cencon Lock/Logon Key	00000054C0F5	123456	Doesn't Have To Change Combo	Yes
Bank User 2	2	DS1963 - Cencon Lock/Logon Key	000000542CE4	123456	Doesn't Have To Change Combo	Yes

Note

The timestamps in this report that are not marked as UTC are Eastern Standard Time unless they are marked as Eastern Daylight Time with the string (DST).

Key Report Created On: 2013-04-02 12:24:00 (DST)
Cencon Version 4.1.5.3061
Kaba Mas LLC

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3.6 User Authorization

User authorization tables in the Cencon database allow for dynamic configuration of the user interface and control access to program operations.

Unified Authorization Concept

The unified authorization concept places all authorization information for the Cencon family of applications in the Cencon database. These authorizations are then used in a standardized manner by all Cencon applications for all operations.

The addition of user authorization tables in the database allows for the configuration of the program interface and permitted functionality to be specified uniquely for each user regardless of where they are physically logged on. The authorizations for a particular user are established by assigning a Role when the user is created. The specific tasks the user may perform are the Role Definitions which are associated with that Role. Cencon provides a default set of Roles and associated Role Definitions. Custom Roles may be created and deleted using the menus on the Authorization Role Report.

The following sections on Roles and Role Definitions contain examples on using the authorization functions to create and change user roles.

[Roles](#)

The authorization tables define a set of authorization roles by name, such as Supervisor, Dispatcher, Key Maintenance User, Activate Only, etc. A maintenance dialog is provided for customer modifications to these standard definitions.

[Role Definitions](#)

Each authorization role has matching entries in a table defining what functions that authorization will have displayed in the user interface and which Cencon functions the assigned user may perform.

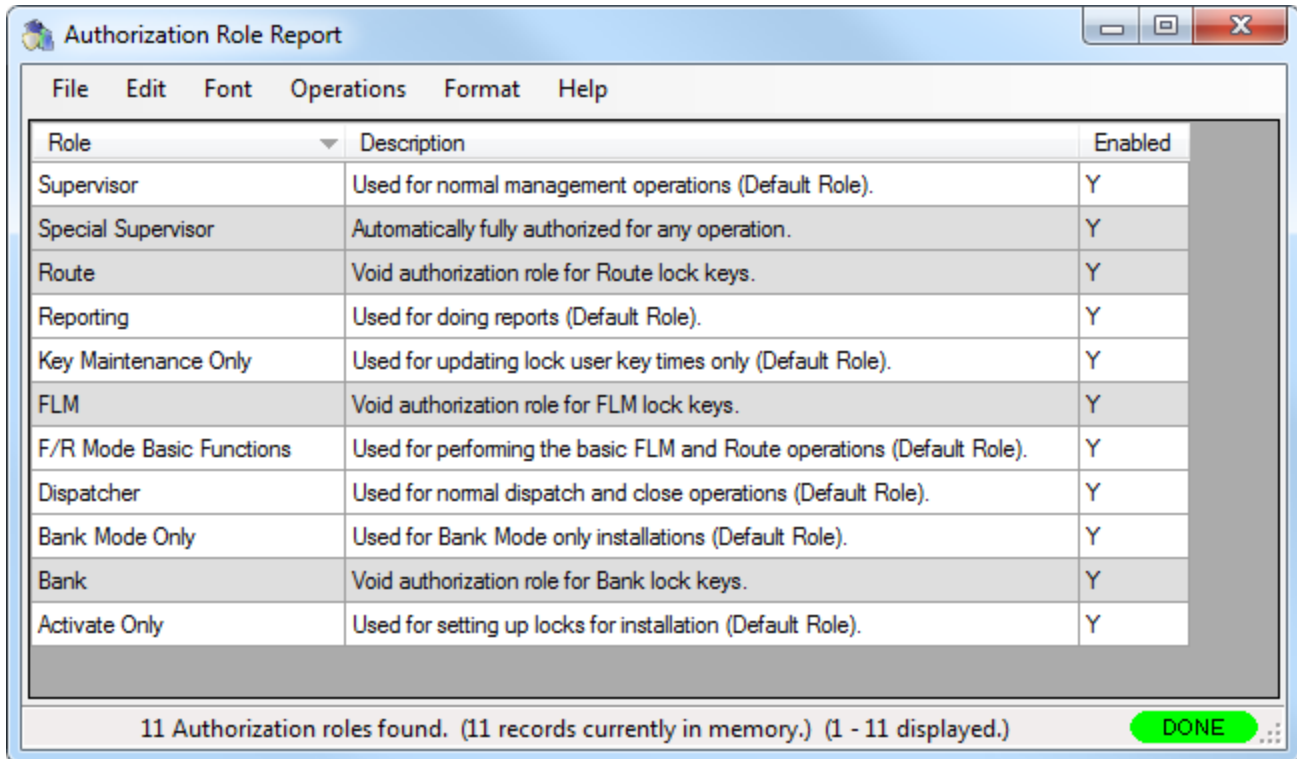
Special Supervisors

Special Supervisors always have access to all system operations independent of authorizations. This user role is needed to maintain Cencon if no authorizations are defined and to change authorizations. At least one special supervisor key must always be defined and no role operations are permitted.

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3.6.1 Authorization Roles

The Role Authorization table defines a set of authorization roles by name, such as Supervisor, Dispatcher, Key Maintenance User, Activate Only, etc. Click on Authorization Role Report in the main Cencon window to open the Role Maintenance dialog. The following is a sample which shows the default roles defined by Cencon:



The screenshot shows a window titled "Authorization Role Report" with a menu bar (File, Edit, Font, Operations, Format, Help) and a table with three columns: Role, Description, and Enabled. The table lists 11 roles, all of which are enabled (Y). At the bottom of the window, a status bar indicates "11 Authorization roles found. (11 records currently in memory.) (1 - 11 displayed.)" and a green "DONE" button.

Role	Description	Enabled
Supervisor	Used for normal management operations (Default Role).	Y
Special Supervisor	Automatically fully authorized for any operation.	Y
Route	Void authorization role for Route lock keys.	Y
Reporting	Used for doing reports (Default Role).	Y
Key Maintenance Only	Used for updating lock user key times only (Default Role).	Y
FLM	Void authorization role for FLM lock keys.	Y
F/R Mode Basic Functions	Used for performing the basic FLM and Route operations (Default Role).	Y
Dispatcher	Used for normal dispatch and close operations (Default Role).	Y
Bank Mode Only	Used for Bank Mode only installations (Default Role).	Y
Bank	Void authorization role for Bank lock keys.	Y
Activate Only	Used for setting up locks for installation (Default Role).	Y

The default roles may not be modified or deleted. They may, however, be copied and the copy can be modified. The following is an overview of the significant activities authorized for each of the default user roles. To see the full list of authorizations, double-click on the role name in this report.

Supervisor Highlights:

- Activate, Shelve, dispatch, reassign, map, rename, replace, resync, set clock, update data, delete, and close locks
- Create, modify, and delete user information and users (except for special supervisor and supervisor)
- Import and Export lock information
- Create, edit, and delete customers, bank branches, regions, collections, and routes
- Key reports
- View and archive all Cencon reports (users, locks, lock log, regions, customers, activity log, etc.).

Dispatcher Highlights:

- Dispatch, reassign, map, rename, replace, resync, set clock, update data and close locks
- Add customers, bank branches, regions, collections, and routes
- Change limited user data
- Key reports
- View and archive all Cencon reports (users, locks, lock log, regions, customers, activity log, etc.).

Reporting Highlights:

- View and archive all Cencon reports (users, locks, lock log, regions, customers, activity log, etc.).

Key Maintenance Highlights:

- Initialize audit download key
- Initialize FLM, Route, and Bank key clocks
- Initialize key to retrieve bank users

- Display a key report for lock audit, Bank, FLM, and Route keys

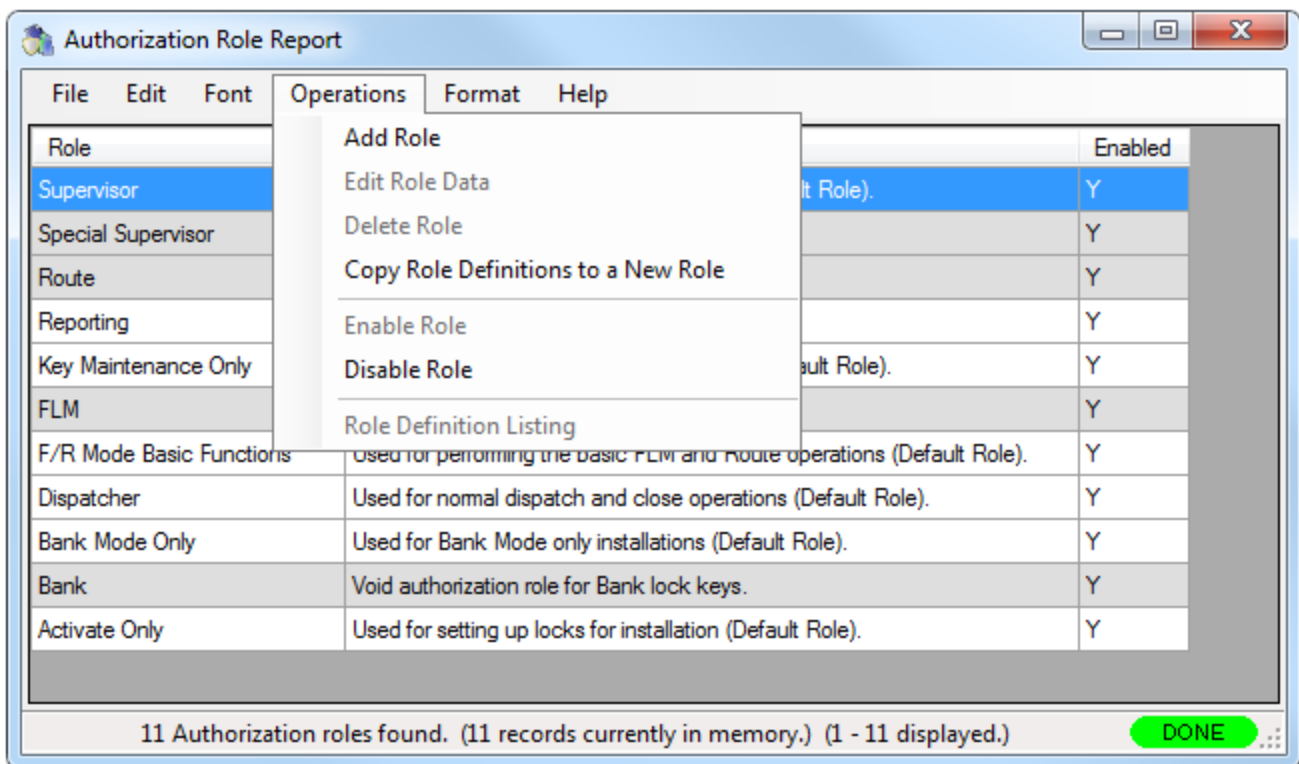
Bank Mode Only Highlights:

- Activate, Shelve, map, rename, replace, and update data for bank locks
- Add customers, bank branches, regions, and collections (bank related only)
- Create, modify, and delete bank user information and bank users
- View and archive all Cencon reports (users, locks, lock log, regions, customers, activity log, etc.).

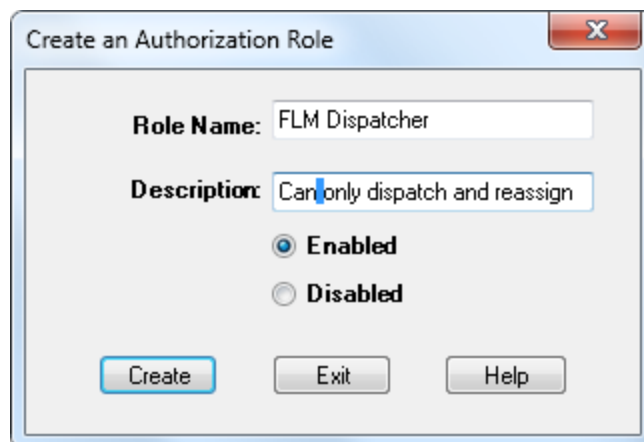
Activate Only Highlights:

- Activate, Shelve, dispatch, reassign, map, rename, replace, set clock, update data, delete, and close locks
- Create, modify, and delete user information and users (FLM, Route, and Bank only)
- Import and Export lock information
- Create, edit, and delete customers, bank branches, regions, collections, and routes
- Key reports
- View and archive all Cencon reports (users, locks, lock log, regions, customers, activity log, etc.).

The Operations menu provides access to the maintenance functions for this data:



As an example, assume you want to create a new role which only allows the user to dispatch, reassign and close FLM locks. From the Authorization Role Report, select Add Role. The Add Role dialog is displayed. Enter a descriptive Role Name ("FLM Dispatcher" for this example) and some optional descriptive text:



Press Create to add the custom role to Cencon. The new role is now displayed in the Authorization Role Report:

Authorization Role Report

File Edit Font Operations Format Help

Role	Description	Enabled
Supervisor	Used for normal management operations (Default Role).	Y
Special Supervisor	Automatically fully authorized for any operation.	Y
Route	Void authorization role for Route lock keys.	Y
Reporting	Used for doing reports (Default Role).	Y
Key Maintenance Only	Used for updating lock user key times only (Default Role).	Y
FLM Dispatcher	User can only dispatch, reassign, and close FLM locks.	Y
FLM	Void authorization role for FLM lock keys.	Y
F/R Mode Basic Functions	Used for performing the basic FLM and Route operations (Default Role).	Y
Dispatcher	Used for normal dispatch and close operations (Default Role).	Y
Bank Mode Only	Used for Bank Mode only installations (Default Role).	Y
Bank	Void authorization role for Bank lock keys.	Y
Activate Only	Used for setting up locks for installation (Default Role).	Y

12 Authorization roles found. (12 records currently in memory.) (1 - 12 displayed.)

DONE

The next step is to assign the specific tasks users assigned to this role may perform. This is done using the Role Definition Report which opens automatically as the new role is created. To access the Role Definition Report for other roles, double-click on the Role name or click on the Role and select Role Definition Listing from the Operations menu. The Role Definition Report initially contains only the Logon role (and the only available operation is Add) since the new role has not been assigned any other permitted tasks:

Authorization Definition Report - FLM Dispatcher

File Edit Font Operations Format Help

Name	Category	Authorization
Log On		

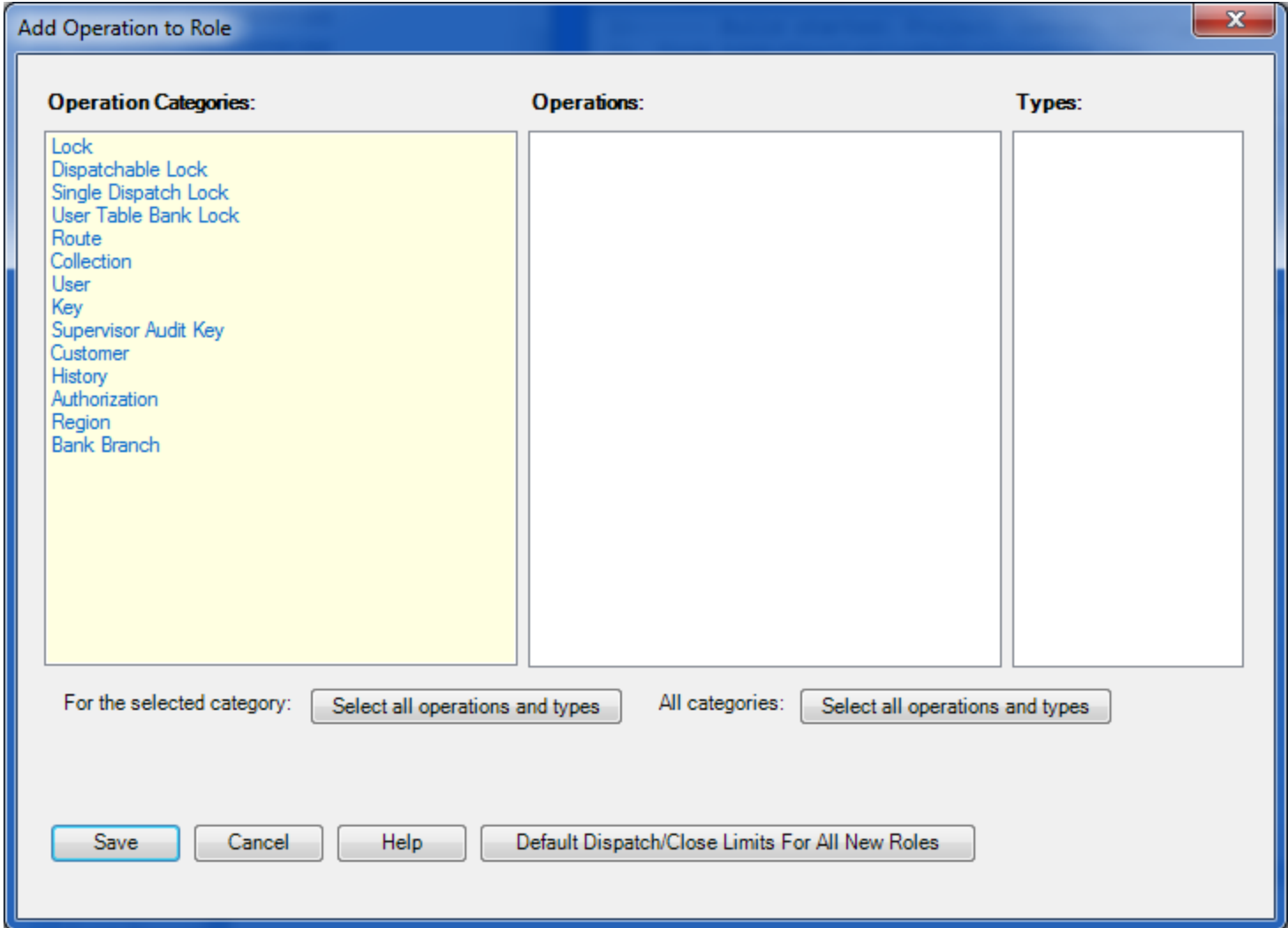
Operations menu options:

- Add Operations
- Edit Operation Data
- Delete Operation

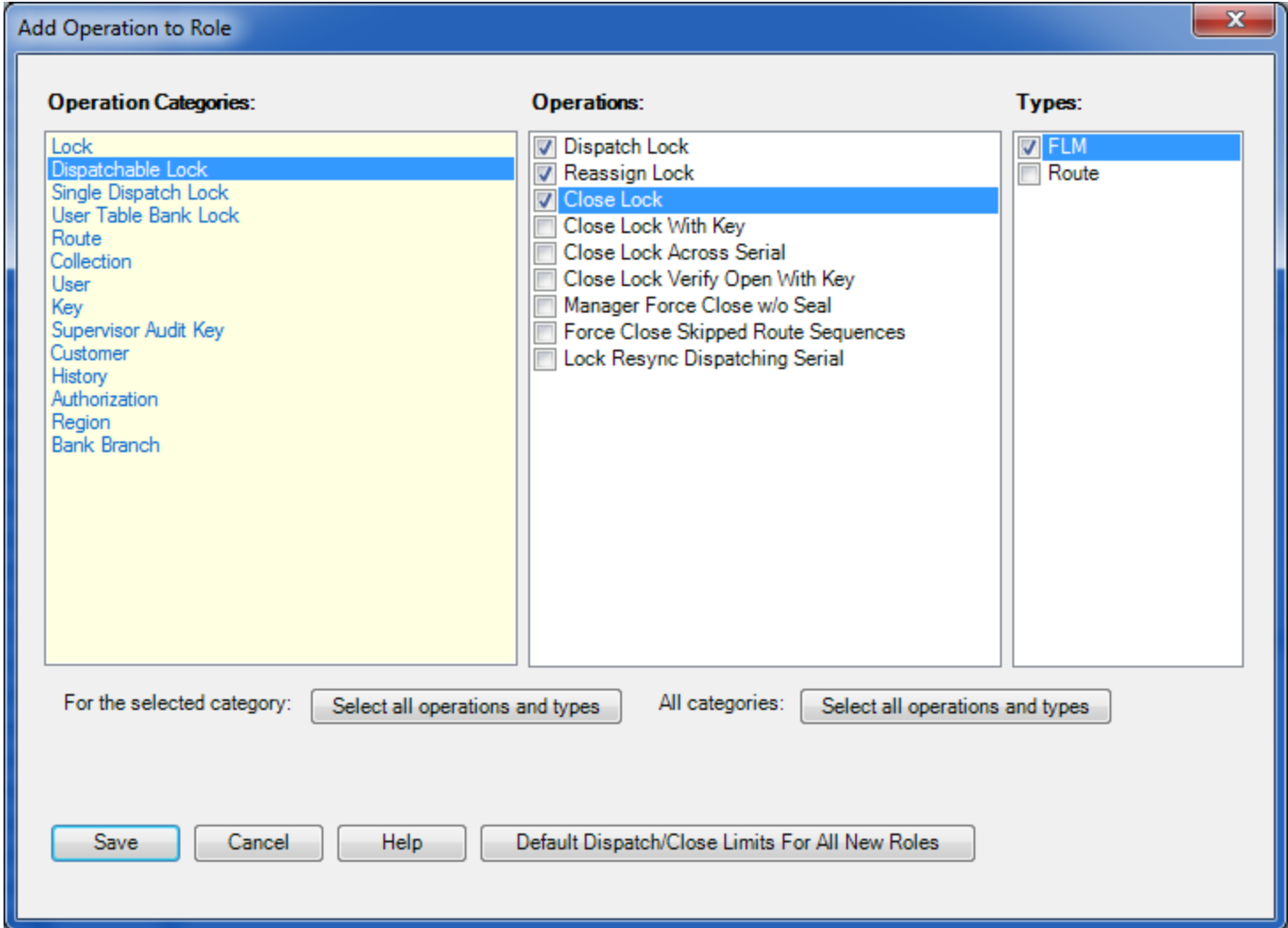
1 Authorizations for role found. (1 records currently in memory.) (1 - 1 displayed.)

DONE

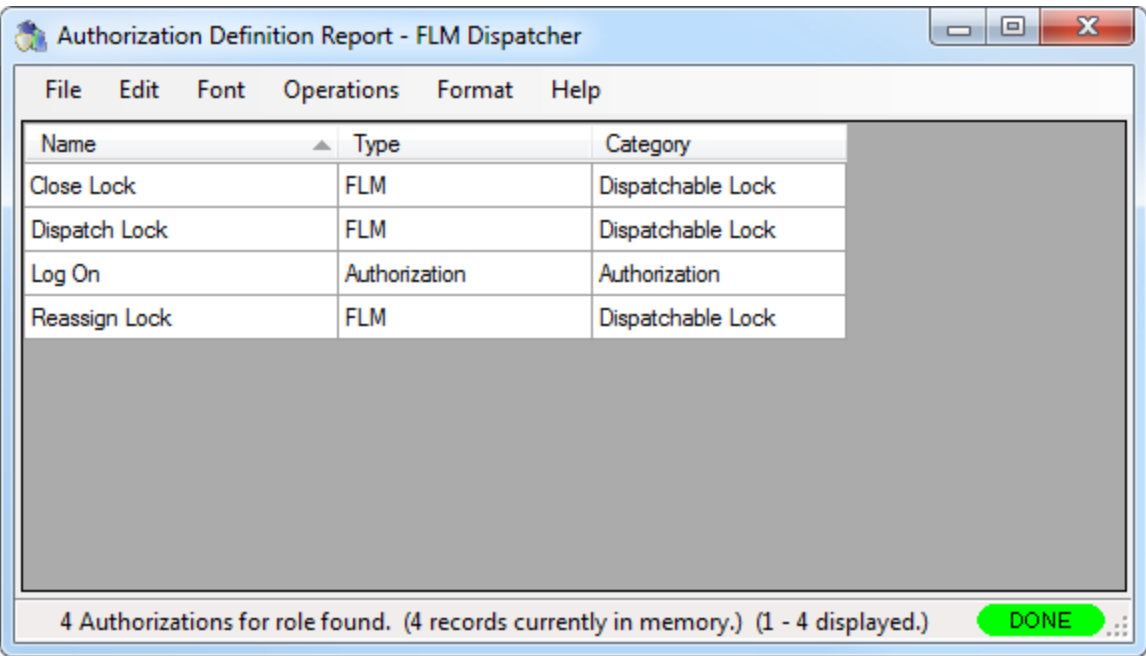
Select add to open the task selector:



Since our new user is only allowed to dispatch, reassign, and close FLM locks, select the Dispatchable Lock category to display the available tasks related to dispatching locks. Then select Dispatch Lock, Reassign Lock, and Close Lock in the Operations list, followed by FLM only in the Types list for each operation selected.



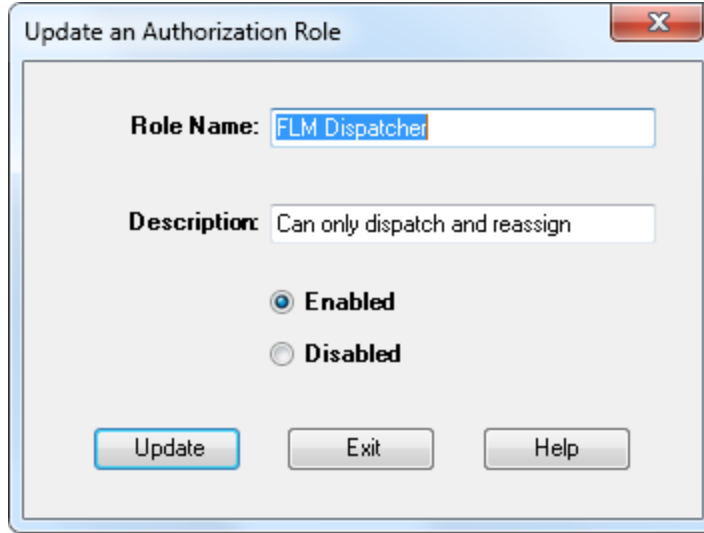
Finally, select Save to assign the selected tasks to the new role. The newly defined role will now be displayed in the User Type selection list on the Add a New User form. Resultant Authorization Definition Report for the new role:



Other Authorization Role Report operations:

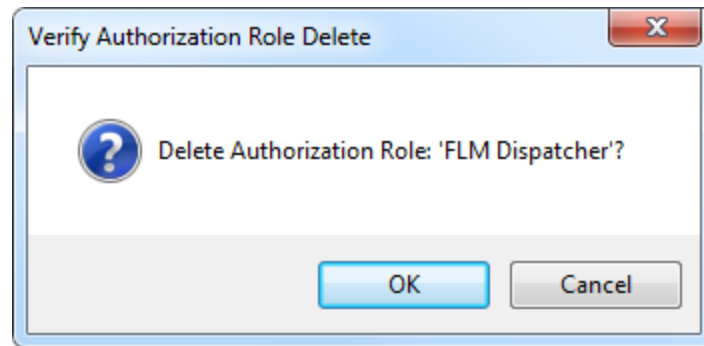
Edit Role Data

The role edit dialog allows you to make changes to the name, description and status of the selected role:

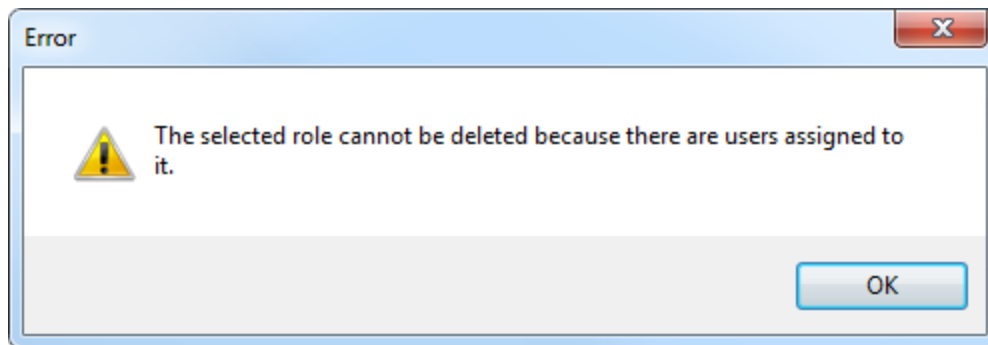


Delete Role

Delete the selected role. A verification dialog is displayed:

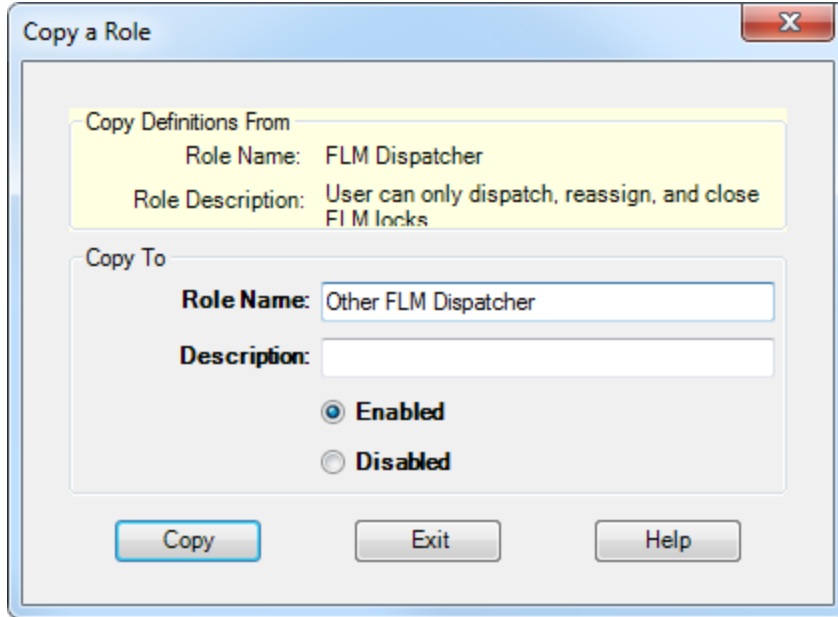


A role may not be deleted if there are any users assigned to it:

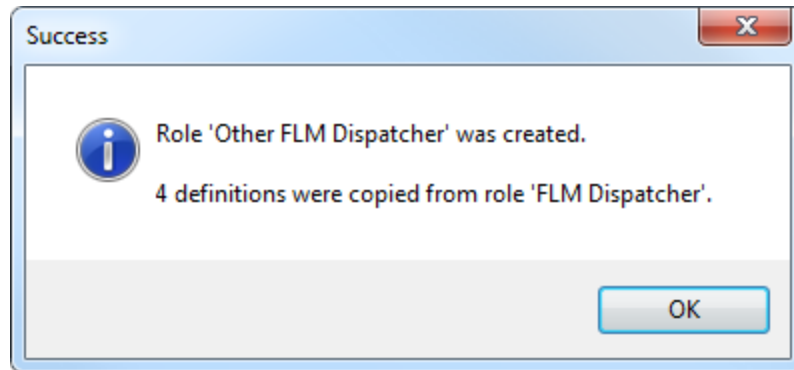


Copy Role

Sample Role Copy dialog:



Enter a name for the new role and an optional description. Press Copy to create the new role and copy all the authorization definitions from the existing role to the new role:



Enable Role

Allows the role to operate normally.

Disable Role

Disables all users assigned to the role such that they may not perform any Cencon operations.

Role Definition Listing

This function opens the [Authorization Definition Report](#).

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3.6.2 Authorization Definitions

This report (accessed from the Authorization Role Report) allows you to manage all the operations allowed for the selected role. The following is a sample Role Definition Report for a Dispatcher Plus role, which has been copied from the Dispatcher role:

Name	Type	Category
Add Customer	Customer	Customer
Add Lock Collection	Collection	Collection
Add Locks To Collection	FLM	Lock
Add Locks To Collection	Route	Lock
Add Locks To Route	Route	Route
Add Route	Route	Route
Add Users To Lock	Bank	User Table Bank Lock
Assign Lock	FLM	Single Dispatch Lock
Audit Table Query	Audit	History
Change Other User Password	Bank	User
Change Other User Password	FLM	User
Change Other User Password	Route	User
Change Own User Password	Dispatcher	Authorization
Change User Nickname	Bank	User
Change User Nickname	FLM	User
Change User Nickname	Route	User
Change User Open Windows	Bank	User
Change User Open Windows	FLM	User
Change User Open Windows	Route	User
Close Lock	FLM	Dispatchable Lock
Close Lock	Route	Dispatchable Lock
Close Lock Across Serial	FLM	Dispatchable Lock
Close Lock Across Serial	Route	Dispatchable Lock
Close Lock With Key	FLM	Dispatchable Lock
Close Lock With Key	Route	Dispatchable Lock
Close Locks On Route	Route	Route
Close Route Using Key	Route	Route
Customer Table Query	Customer	Customer
Delete Customer	Customer	Customer

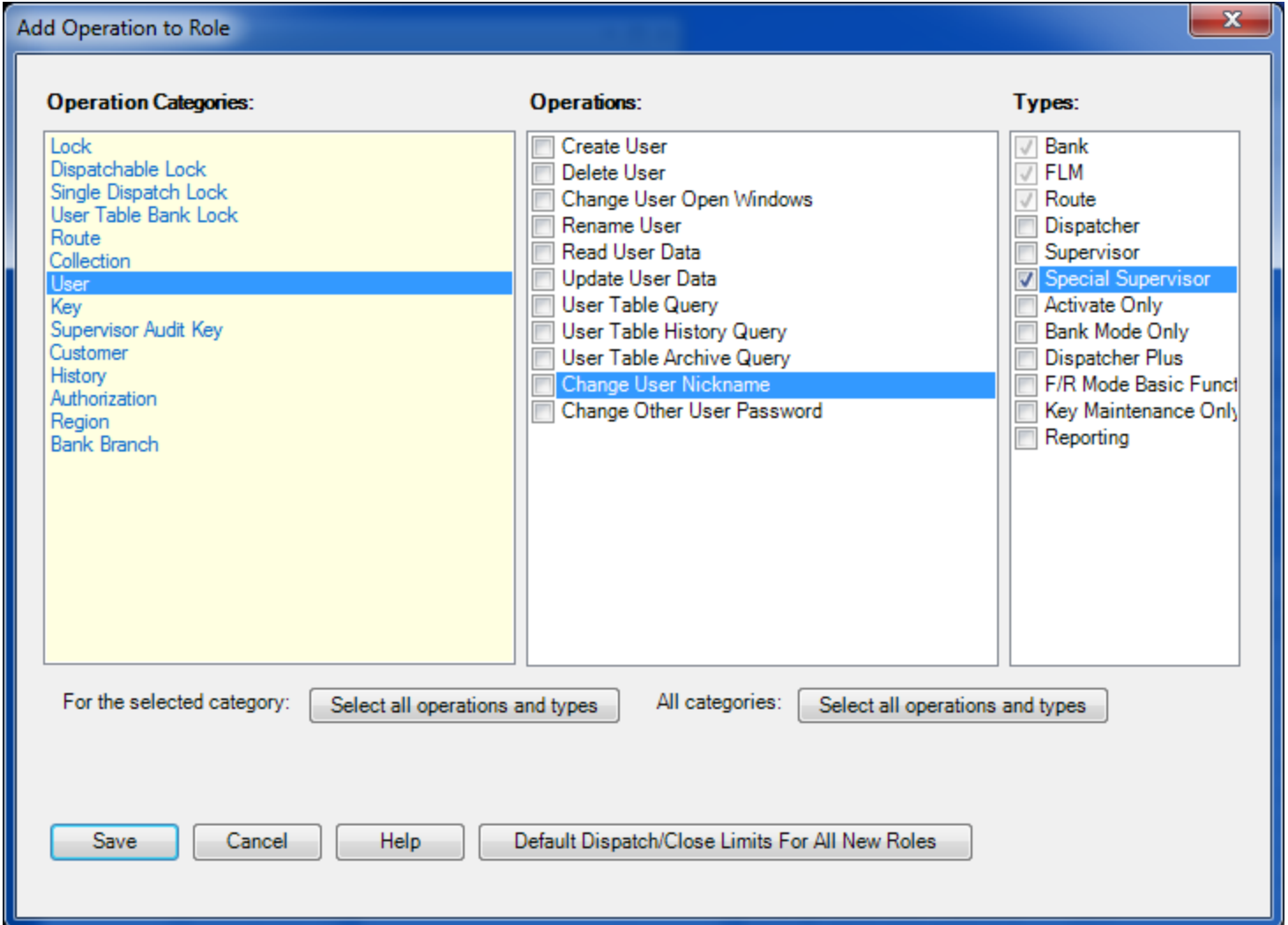
145 Authorizations for role found. (145 records currently in memory.) (1 - 31 displayed.) **DONE**

For example, the above report indicates that the Dispatcher Plus role is authorized to change the user nickname for Bank, FLM and Route type users but not for any other users.

The available operations are:

Add

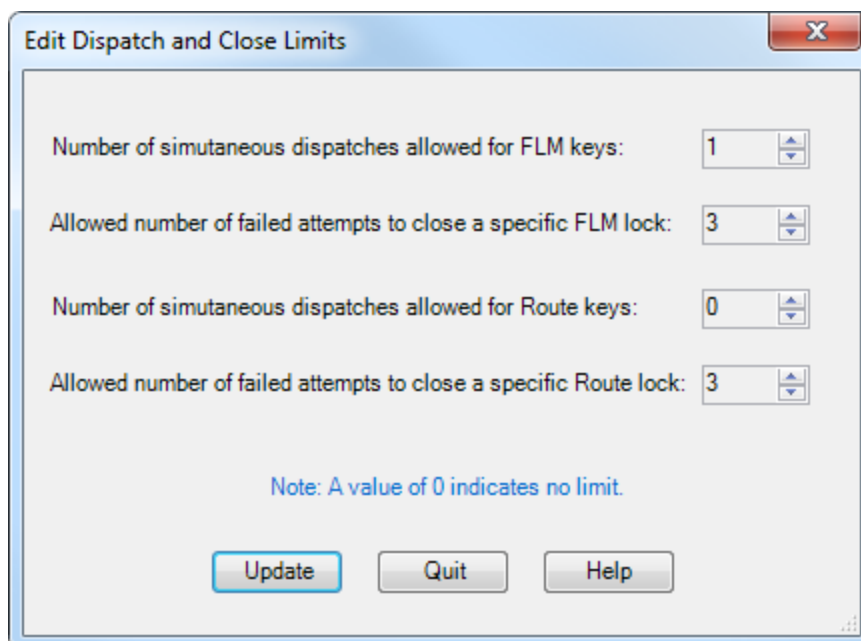
Use the Add dialog to add additional operations. For example, the following Add dialog gives our Dispatcher Plus role the authorization to also change the nickname for Special Supervisors:



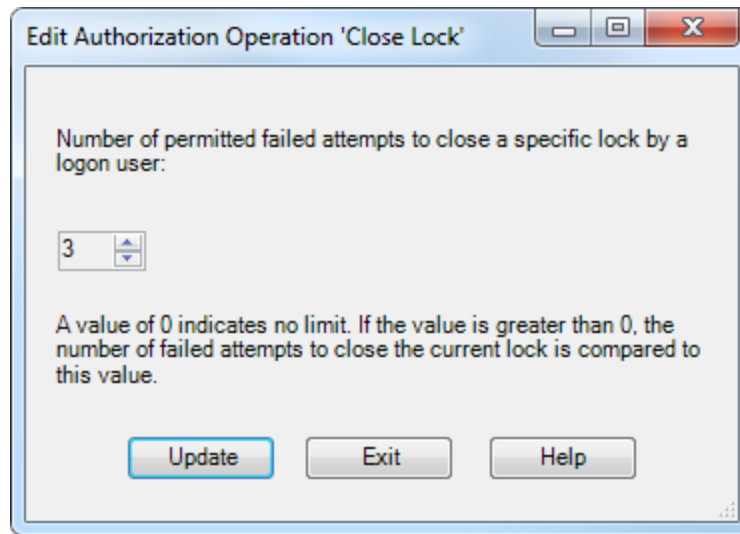
Note

Types which have already been added to the current role, as well as those operations for which all the related types have already been added, are marked as selected in the Add Operation to Role dialog; these selections cannot be changed in this dialog.

Default Dispatch/Close Limits For All New Roles: Some operations (dispatch and close lock in FLM and Route mode) have common associated values which can be set. The associated values are 'Number of simultaneous dispatches allowed for FLM/Route keys' and 'Allowed number of failed attempts to close a specific FLM/Route lock':



Some operations (dispatch and close lock in FLM and Route mode) have associated settings which may be modified as in the following example for closing locks:



Delete

Removes the selected task from the role. A verification dialog is displayed.

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3.6.3 Region Maintenance

A variety of common operations can be done with reports, to include printing, saving in various formats, and sorting the contents of the report. You can refer to these common report operations in section [3.0 Reports](#).

This report allows you to add, edit and delete regions defined for the Cencon system.

Region Implementation Of Access Control

The use of Region control can be enabled or disabled from the [Update Configuration File](#) function.

Region control is a method of controlling what locks and FLM/RSP IDs can be viewed or accessed by different Cencon logon users.

This is done by assigning a region ID to locks and users. A region ID is a name up to 64 characters long. There is a table of region IDs that is maintained to keep track of what regions have been defined.

There are two types of regions: Global and Local. A Cencon logon assigned to a global region can view and administer any lock and FLM/RSP ID in the system. A Cencon logon assigned to a local region can only view and administer locks and FLM/RSP IDs with the same assigned region. The type of region only affects what Cencon logon users can view. It make no difference as to how regions are used for lock operations.

Additionally, regions control which locks that FLM/RSP IDs can be dispatched to. FLM/RSP IDs can not be dispatched to locks assigned to a different region.

Example:

Assume you have two regions: Lexington which is a global region, and Richmond which is a local region.

The following are assigned to the Lexington global region:

Locks:	LockLex1, LockLex2
FLM IDs:	FLMUserLex1, FLMUserLex2
Dispatcher:	DispatcherLex

The following are assigned to the Richmond local region:

Locks:	LockRich1, LockRich2
FLM IDs:	FLMUserRich1, FLMUserRich2
Dispatcher:	DispatcherRich

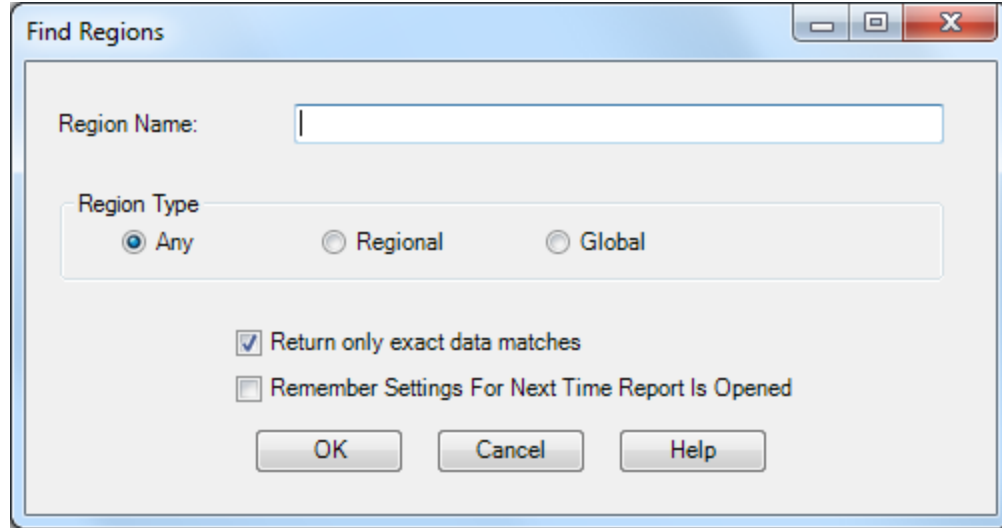
DispatcherLex can see and dispatch all of the locks - LockLex1, LockLex2, LockRich1, LockRich2. DispatcherLex can also see and dispatch all of the FLM/RSP IDs - FLMUserLex1, FLMUserLex2, FLMUserRich1, FLMUserRich2.

DispatcherRich can only see and dispatch the locks assigned to region Richmond - LockRich1, LockRich2. DispatcherRich can also only see and dispatch the users assigned to region Richmond - FLMUserRich1, FLMUserRich2.

The FLM IDs FLMUserLex1 and FLMUserLex2 can only be dispatched to the locks assigned to the same Lexington region - LockLex1, LockLex2.

The FLM IDs FLMUserRich1 and FLMUserRich2 can only be dispatched to the locks assigned to the same Richmond region - LockRich1, LockRich2.

Click on Regions under the System Category on the main window. The following Search screen is displayed prior to generating the report to allow filtering for specific region records:



Upon selecting 'OK', the regions matching the given search parameters will be displayed. Depending on the number of matching regions and the speed of your database connection, it may take several seconds for the regions to be displayed. You can still do operations with the report even while regions are still being loaded into memory. If your computer does not have enough memory to keep all of the regions in memory, then the report will fetch regions as needed depending on the portion of the report you are looking at. If this occurs, then the word 'Partial' will be displayed on the report status bar.

Sample Regions report:

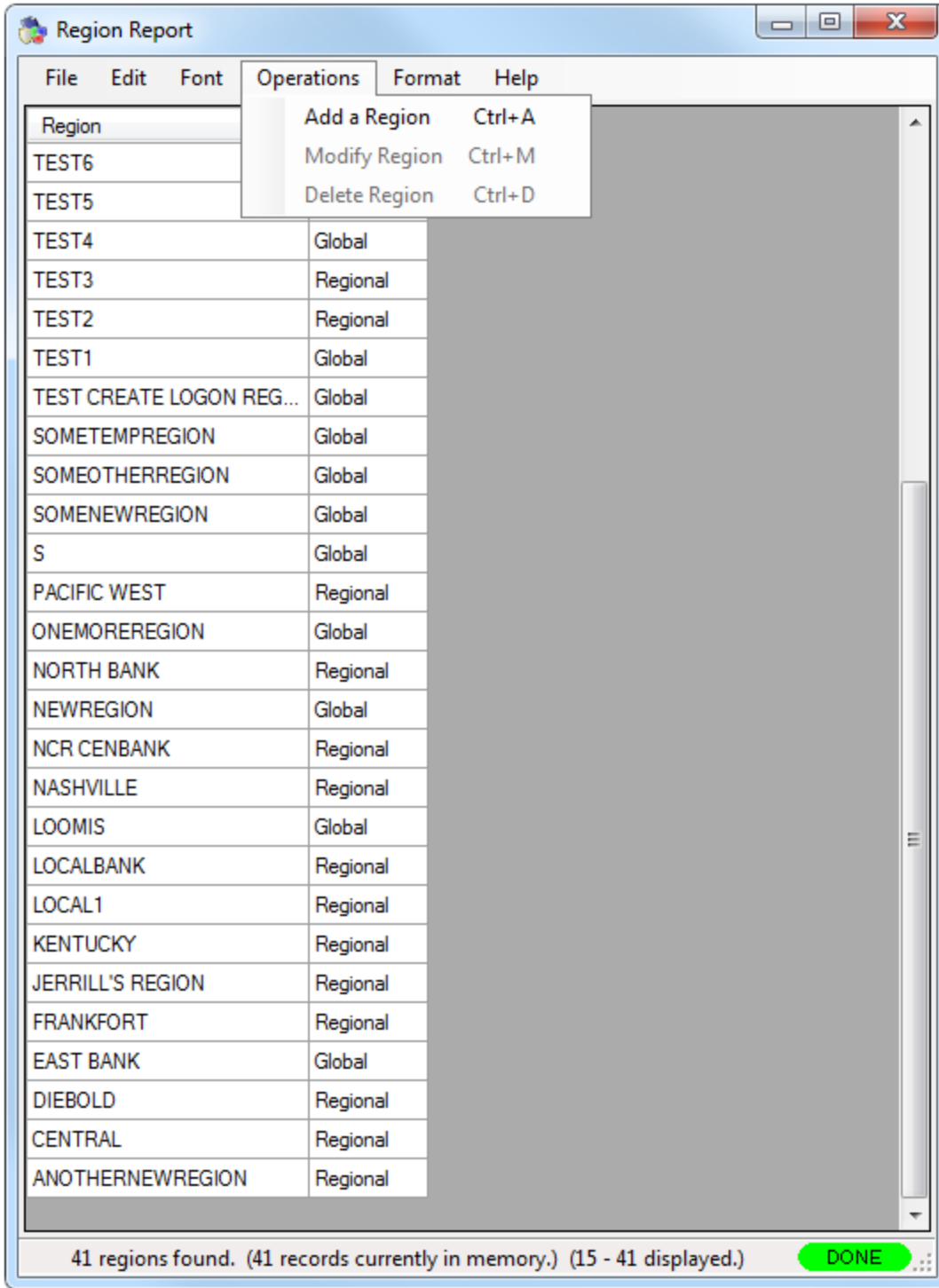
Region Report

File Edit Font Operations Format Help

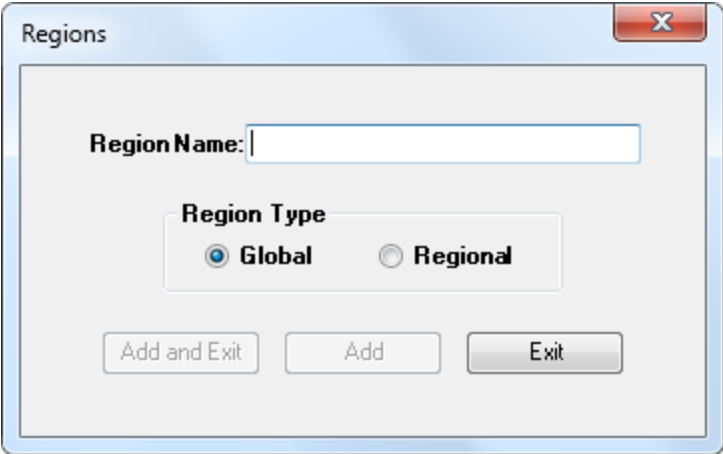
Region	Type
TEST6	Regional
TEST5	Regional
TEST4	Global
TEST3	Regional
TEST2	Regional
TEST1	Global
TEST CREATE LOGON REG...	Global
SOMETEMPREGION	Global
SOMEOTHERREGION	Global
SOMENEWREGION	Global
S	Global
PACIFIC WEST	Regional
ONEMOREREGION	Global
NORTH BANK	Regional
NEWREGION	Global
NCR CENBANK	Regional
NASHVILLE	Regional
LOOMIS	Global
LOCALBANK	Regional
LOCAL1	Regional
KENTUCKY	Regional
JERRILL'S REGION	Regional
FRANKFORT	Regional
EAST BANK	Global
DIEBOLD	Regional
CENTRAL	Regional
ANOTHERNEWREGION	Regional

41 regions found. (41 records currently in memory.) (15 - 41 displayed.) DONE

The region operations are Add, Modify and Delete:



To add a region, click on Add a Region. The Create New Region window is displayed. Enter the name of the new region, select the region type, and click on Add and Exit if you are just adding one region or Add to continue adding new regions.



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3.6.4 Update Configuration File

To update the configuration file, complete the following steps:

1. Click on Change Configuration Settings. The Update Configuration Data window is displayed.

Cencon System Configuration Settings

Enable Regions To Restrict Lock Dispatches And Data Viewed

Enable Cencon Lock Remote Shelve to Require a Change Key Be Present In The Lock

User Nickname Expiration (Days):

Lock User Defined Field Name 1:

Lock User Defined Field Name 2:

Lock User Defined Field Name 3:

Lock User Defined Field Name 4:

Lock Description Field Name 1:

Lock Description Field Name 2:

Lock Description Field Name 3:

Lock Description Field Name 4:

OK

Cancel

Help

2. Edit the following data fields as desired.

Region Control

This field indicated if you want to use region control or not. If you don't want to use region control, leave this box unchecked. If you do want to use region control, check this box. Region control is a method of controlling what locks and FLM/RSP IDs can be viewed or accessed by different Cencon logon users.

This is done by assigning a region ID to locks and users. A region ID is a name up to 64 characters long. There is a table of region IDs that is maintained to keep track of what regions have been defined.

There are two types of regions: Global and Local. A Cencon logon assigned to a global region can view and administer any lock and FLM/RSP ID in the system. A Cencon logon assigned to a local region can only view and administer locks and FLM/RSP IDs with the same assigned region. The type of region only affects what Cencon logon users can view. It make no difference as to how regions are used for lock operations.

Additionally, regions control which locks that FLM/RSP IDs can be dispatched to. FLM/RSP IDs can not be dispatched to locks assigned to a different region.

Example

Assume you have two regions: Lexington which is a global region, and Richmond which is a local region.

The following are assigned to the Lexington global region:

Locks:	LockLex1, LockLex2
FLM IDs:	FLMUserLex1, FLMUserLex2
Dispatcher:	DispatcherLex

The following are assigned to the Richmond local region:

Locks:	LockRich1, LockRich2
FLM IDs:	FLMUserRich1, FLMUserRich2
Dispatcher:	DispatcherRich

DispatcherLex can see and dispatch all of the locks - LockLex1, LockLex2, LockRich1, LockRich2. DispatcherLex can also see and dispatch all of the FLM/RSP IDs - FLMUserLex1, FLMUserLex2, FLMUserRich1, FLMUserRich2.

DispatcherRich can only see and dispatch the locks assigned to region Richmond - LockRich1, LockRich2. DispatcherRich can also only see and dispatch the users assigned to region Richmond - FLMUserRich1, FLMUserRich2.

The FLM IDs FLMUserLex1 and FLMUserLex2 can only be dispatched to the locks assigned to the same Lexington region - LockLex1, LockLex2.

The FLM IDs FLMUserRich1 and FLMUserRich2 can only be dispatched to the locks assigned to the same Richmond region - LockRich1, LockRich2.

Enable Cencon Lock Remote Shelve to Require a Change Key Be Present In The Lock

This field indicates if you want to require that a change key be present in the lock in order to shelve the lock remotely, such as across a network. This is used if you want to require that someone is present at the lock when you are remotely shelving the lock.

This field affects remotely shelving a lock with Cencon as well as Centran. In the case of Cencon, if a change key is not present in the lock and this flag is set, then an error message will be displayed. In the case of Centran and this same circumstance occurs, an error code will be returned.

User Nickname Expiration

This field designates the number of days allowed to pass before a nickname for a user expires and must be changed to a different nickname. Nicknames can be designated for FLM and Route personnel for added security purposes. If not using nicknames in the system or you do not wish to define an expiration time for nicknames, set the value to 0.

Lock User Defined Fields 1 - 4

These fields designate the column titles to be used when they are displayed on a lock report.

Lock Description Fields 1 - 4

These fields designate the column titles to be used when they are displayed on a lock report.

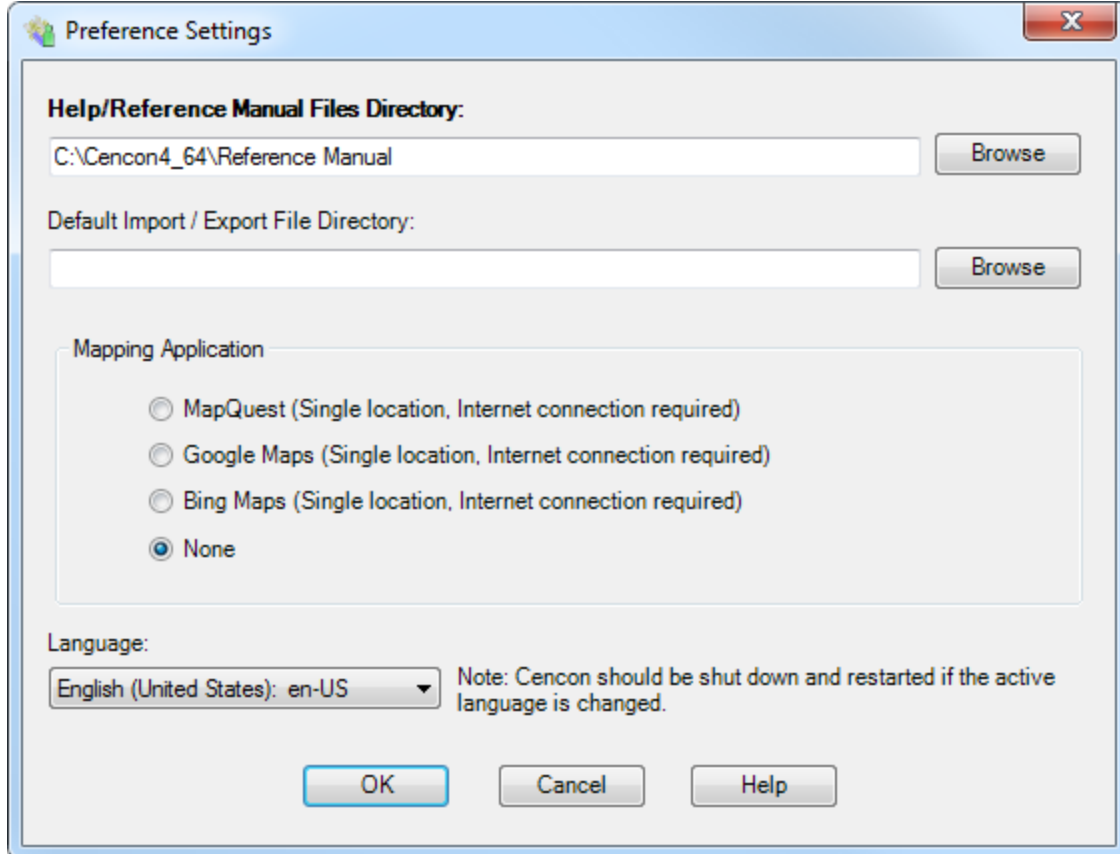
3. Click on OK.

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3.6.5 Preference Settings

To update the preferences, complete the following steps:

1. Click on Preference Settings. The Preference Settings window is displayed.



2. Edit the following data fields as desired:

Help Files Directory

Specify the location of the Cencon Help files.

Default Route File Directory

Specify the default location for route definition files.

Mapping Software

Specifies which mapping software to use for displaying geographic locations.

MapPoint is a licensed Microsoft product. It allows you to display multiple locations on a single map.

MapQuest, Google Maps and Bing Maps are free internet services that display a single location on a map. An active internet connection is required to use these.

Language

Specifies the language translation used for window text and messages.

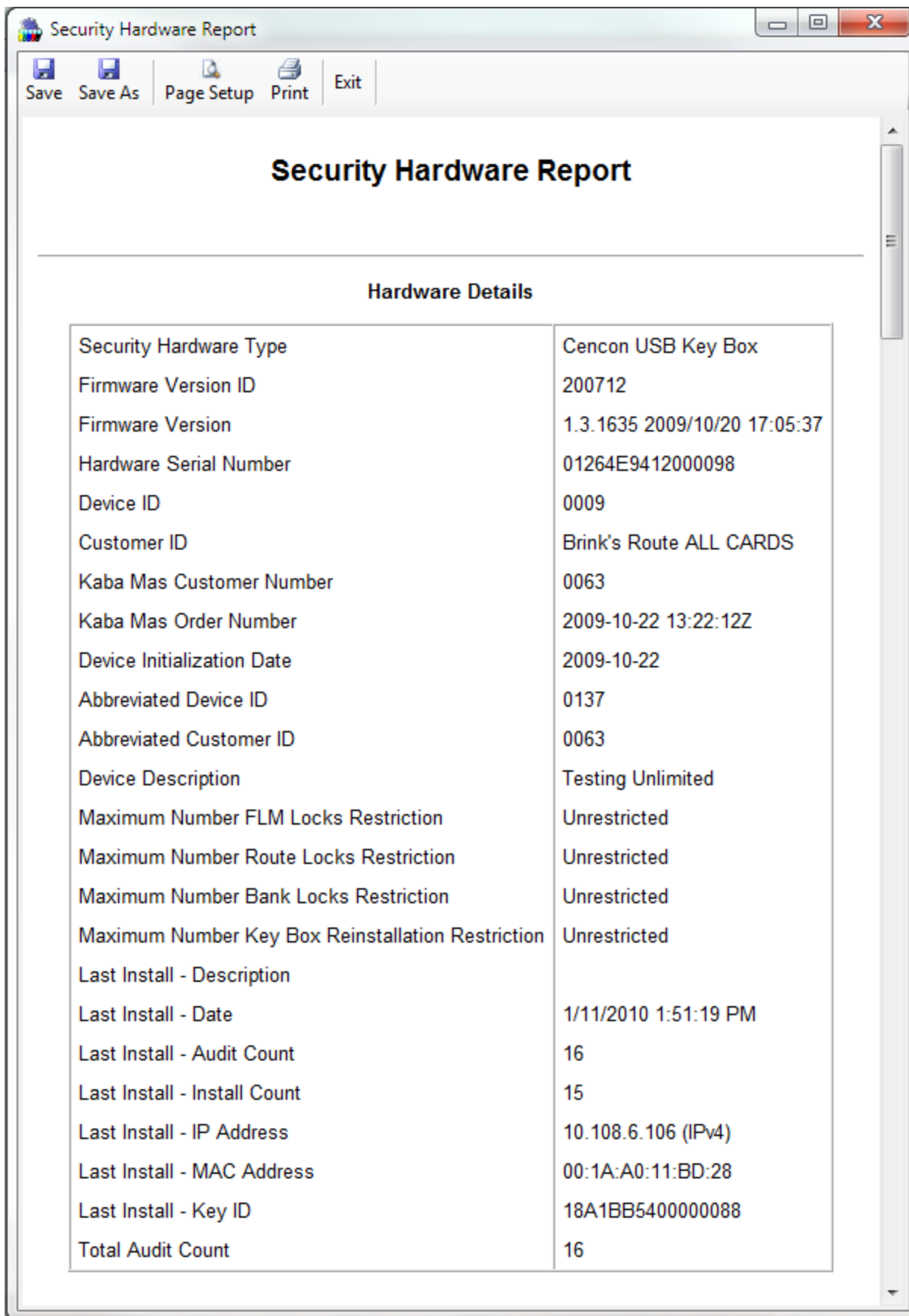
3. Click on OK to save the settings.

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3.6.6 Security Hardware Report

Select Security Hardware Report to display information about the active security device. There are no operations for this report.

Sample Cencon Key Box security report:



The screenshot shows a window titled "Security Hardware Report" with a standard toolbar containing "Save", "Save As", "Page Setup", "Print", and "Exit". The main content area displays the report title and a table of hardware details.

Hardware Details	
Security Hardware Type	Cencon USB Key Box
Firmware Version ID	200712
Firmware Version	1.3.1635 2009/10/20 17:05:37
Hardware Serial Number	01264E9412000098
Device ID	0009
Customer ID	Brink's Route ALL CARDS
Kaba Mas Customer Number	0063
Kaba Mas Order Number	2009-10-22 13:22:12Z
Device Initialization Date	2009-10-22
Abbreviated Device ID	0137
Abbreviated Customer ID	0063
Device Description	Testing Unlimited
Maximum Number FLM Locks Restriction	Unrestricted
Maximum Number Route Locks Restriction	Unrestricted
Maximum Number Bank Locks Restriction	Unrestricted
Maximum Number Key Box Reinstallation Restriction	Unrestricted
Last Install - Description	
Last Install - Date	1/11/2010 1:51:19 PM
Last Install - Audit Count	16
Last Install - Install Count	15
Last Install - IP Address	10.108.6.106 (IPv4)
Last Install - MAC Address	00:1A:A0:11:BD:28
Last Install - Key ID	18A1BB5400000088
Total Audit Count	16

The toolbar provides access to the following standard functions:

- Save
- Save As
- Page Setup
- Print
- Exit

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Chapter 4 - Cencon Locks

4.1 Model Types and Operating Differences

4.1.0 Cencon Locks

The Cencon Locks operate in conjunction with the Cencon Software. From a functional standpoint, all Cencon locks offer the same basic capabilities. For more than a decade, the Cencon lock which we now refer to as Gen1, has met and exceeded the market's needs.

Cencon Gen2 Locks

Those users who are familiar with the operation of the Gen1 lock will notice few differences if operating the Gen2 lock as they did the Gen1 lock. However, many product enhancements exist with the Gen2 lock that are dependent on the type of PC equipment used to activate the lock. A few highlights are as follows:

Compatibility Mode occurs when the Gen2 lock's mode is activated from Cencon software using a PCI card (FLM or Route) or from the CenBank software (Bank Mode).

Gen2 Features Available in Compatibility Mode:

- Clock is in the lock, providing more accurate audit times and provide a consistent basis for all keys servicing that lock
- Time-stamped audits of factory mode activity.
- bEC indicates upon power-up that clock battery is low or dead (after up to 9 years).
- cEC notifies user when the clock has been reset to 1/1/2000 after battery was removed/replaced.
- Clearing Lock Out is easier (now any authorized key + combo can clear the LCO after the penalty period is complete).
- Connector for Door Contact Switch and Remote Disable function input to the lock.
- Pressing Keypad Prompts (#7x) displays helpful information to the field user: which modes are active; current GMT date/time; last open record and activation record by mode; key serial number & type; etc.
- Faster Downloading of Audit records to SA key.
- More audit memory storage, new audit types, and clearer audit descriptions.
- Back Cover can be returned to Kaba Mas for firmware upgrades in the future.
- Lock will not continue to display "IPI" after mode shelved or factory reset, when the key forgot to get its last close seal
- Improved ESD-resistance to the memory.

Full Gen2 Mode

To take advantage of its full range of features, the Gen2 lock would need to be originally activated from the Cencon 4 software using a new USB Key Box. Alternatively, if Gen2 locks were originally activated in compatibility mode and then later imported into Cencon 4 which used the USB Box, an "update activation key" could be programmed and taken to the lock in order to reinitialize it into full Gen2 Mode.

Gen2 Features Available in full Gen2 Mode (all of the Gen2 Features Available in Compatibility Mode plus the following):

- Algorithm Encryption method made more secure.
- Lock Synchronization Key to re-sync locks with database in rare cases of audit count mismatch.
- Allows usage of future DS1963 keys for F, R, or B mode.
- Starts using a 4-digit Close Seal, improving security by encoding duress and clock/battery warning back to the dispatcher.
- Allows use of the Serial Interface Connection, to do remote operations or operations directly connected to Cencon PC (audit, activate, shelve, etc.).
- Allows a Lock Serial Number greater than 1 million to be activated and dispatched.
- Additional information from #7: local time by mode; which customer and USB key box activated each mode; etc.
- Bank Mode Features:
 - Expanded bank mode User Table; from 32 to 100 user IDs available.
 - Bank mode allows User Table download to determine current active users.
 - Time delay range will be expanded from 5-99 minutes to 1-99 minutes.

- o Ability to set the default Bank mode combinations on the key during activation in the software.

Battery Notes

All time window processing and audit time stamps are based on the time maintained in the lock.

The cEC prompt is a modified "Enter Combination" prompt which indicates that the clock has not been set. If you see this prompt, use the Cencon software to create a clock set key (see [Initialize Lock Time Set Key](#) for details).

The bEC prompt is a modified "Enter Combination" prompt which indicates that the clock battery needs replacing. When selecting a user to change the battery, choose a user who does not have time windows restrictions. If using a bank user key to open the lock and a time delay is set, the lock will honor the delay but will require additional power ups during the delay period (each power up cycle provides about 2 minutes of time).

4.1.1 Lock Operating Tips

The method for powering locks is to turn the dial to the left (counter-clockwise), using full wrist turns, until EC appears. Please note that on the new Swingbolt Cencon Locks you power the lock by turning the dial briskly in any direction, until EC appears.

When performing operations that involve opening the lock, you have an approximate 40-60 second window in which to enter the combination(s) and present the key order to get OPr and open the lock. If any delay in activity occurs during that window which might cause the lock to get low on power, you should dial left to "repower" lock. Especially in dual mode, it is sometimes necessary to power the lock before entering the second combination to ensure that the lock does not power down during the operation. If the lock loses power, the operation must be restarted.

After opening and closing any lock, you should always check to ensure that the lock is physically relocked (i.e., bolt fully extended and locked in place) by turning the dial to the right for a Deadbolt lock. If the bolt does not retract, you can be assured the lock is secured. For a Swingbolt Lock you close the container door and turn the boltworks handle to verify locking.

4.1.2 Lock Operations

The following section covers detailed Lock Operations. A few general items that apply throughout this section are noted below.

CW= Clockwise; CCW = Counter Clockwise for Deadbolt Locks. Turn the dial briskly in any direction for Swingbolt Locks.

Note

When performing operations that involve opening the lock, you have an approximate 40-60 second window in which to enter the combination(s) and present the key(s) in order to get OPr and open the lock. If any delay in activity occurs during that window which might cause the lock to get low on power, you should dial left to "repower" the lock. Especially in dual mode, it is sometimes necessary to power the lock before entering the second combination to ensure that the lock does not power down during the operation. If the lock loses power, the operation must be restarted.

Note

If -dL appears on the lock display at anytime during an operation, it indicates that you should dial Left (CCW) for Deadbolt Locks. If -dL appears on the lock display at anytime during an operation, it indicates that you should turn the dial briskly in any direction for Swingbolt locks.

Note

After opening and closing a Deadbolt lock, you should always check to ensure that the lock is physically relocked (i.e., bolt fully extended and locked in place) by turning the dial to the right. If the bolt does not retract, you can be assured the lock is secured. For a Swingbolt Lock you close the container door and turn the boltworks handle to verify locking.

4.1.3 Lock Operations with a Door Contact Switch

If a Gen2 Cencon lock is attached to a Door Contact Switch, close seals (FLM and Route modes) and close confirmations (Bank mode) cannot be retrieved if the door is open. When the door is open, instead of an IPI prompt the lock displays OPd (Open door) and powers down, indicating that the door is open and that the close seal or close confirmation cannot be retrieved. This situation is most likely to occur if the lock bolt is extended with the door open, in which case the user is probably not going to be able to close the door and must reopen the lock to do so.

The user will require a second dispatched combination (FLM and Route modes) to open the lock, close the door, and extend the bolt to obtain the close seal (FLM and Route mode) or close confirmation (Bank mode). This second combination is obtained by the dispatcher by performing a Manager Force Close w/o Seal followed by a dispatch.

In order to dial to the EC prompt to enter the second combination to reopen the lock and allow the door to be closed, the user must

dial clockwise to bypass the OPd prompt.

After EC is displayed, the user enters the second combination and presents the key in the normal manner. At this point, the lock automatically closes out the last call. An example of the lock audit for this is:

FLM, Open

Sensor - door open

FLM, Open/Close

It is the responsibility of the safe manufacturer to secure the Door Contact Switch and associated cables to prevent tampering.

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4.2.1 Open Lock In Shelved Mode

Each lock is shipped from the factory in Shelved Mode. The "one time only" combination feature is not available when the lock is shelved. Instead, the Shelved Mode combination is used to open the lock. The default Factory Combination is set to 50-25-50. The default combination may be changed, in which case the new combination would be used to open the lock while in Shelved Mode. The correct opening procedure for a shelved lock is:

1. Power Lock → EC
Turn the dial left (CCW) until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Shelved Mode Combination → OPr
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the current Shelved Mode combination, whether it be the Factory Combination of 50-25-50 or a new Shelved Mode combination, by sequentially pressing those digits on the lock keypad. The LCD will display the numbers as the combination is entered. When the combination has been correctly entered, the LCD will read OPr, meaning "OPen right."
3. OPr → Retract Bolt
Turn the dial to the right (CW) to retract the bolt.
4. Open Door
5. Close Door
6. Extend Bolt Turn the dial a minimum of one complete rotation to the left (CCW) to extend the bolt.

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4.2.2 Change Shelved Mode Combination




For Cencon Locks with a code level of 71, or greater, you may change the Shelved Mode combination. You may change the default Factory Combination of 50-25-50 to a new combination to be used while the lock is still in Shelved Mode. Once you have changed the combination for the first time, you may want to change the combination again to a different Shelved Mode combination. You can even change it back to the Factory combination of 50-25-50 if you would like.

Required Items: Change Key, Current Shelved Mode Combination

Note

You can only change the Shelved Mode combination while operating in Shelved Mode. Once a lock is "activated" in any mode, the Shelved Mode combination returns to the Factory Default of 50-25-50.

To change the Shelved Mode combination:

1. Power Lock → EC
Turn the Dial to the left (CCW) until "EC" (Enter Combination) is displayed.
2. EC → Enter Shelved Mode Combination → OPr
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the current Shelved Mode combination (either 50-25-50 or a changed Shelved Mode combination) by sequentially pressing those digits on the lock keypad. The numbers will be displayed on the LCD as they are entered. When the combination has been correctly entered, the LCD will read OPr, meaning "OPen right."
3. OPr → Retract Bolt
Turn the Dial to the right (CW) to retract the bolt.
4. Open Door
5. Insert Change Key
Insert the change key into the change key socket on the back of the lock.
6. Extend Bolt
Turn the Dial to the left (CCW) to extend the bolt. Do not close the door.
7. Power Lock → 
Turn the dial to the left (CCW) until  (the Change Key symbol along with Enter Combination) is displayed.
8.  → Press #8 → EcF
Press the "#" button followed by the "8" button. EcF (Enter current Factory combination) will be displayed.
9. EcF → Enter Current Shelved Mode Combination → EnF
Enter the current shelved mode combination, "EnF" (Enter new Factory combination) will be displayed.
10. EnF → Enter New Combination → CnF
Select and enter the new combination. "CnF" (Confirm new Factory combination) will be displayed.

Note

The new Shelved Mode combination should be recorded and stored in a secure area.

11. CnF → Enter New Combination → POC
Enter new combination again to confirm. POC (Pull Out Change key) will be displayed.
12. POC → Remove Change Key → EOP
Remove the change key. EOP (End OPeration) is displayed.
13. EOP → Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) is displayed.
14. EC → Enter New Shelved Mode Combination → OPr
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the new shelved mode combination by pressing those digits on the lock's keypad. The numbers will be displayed on the LCD as they are entered. When the combination has been correctly entered, the LCD will read OPr, meaning "OPen right."
15. OPr → Retract Bolt
Turn the Dial to the right (CW) to retract the bolt.

16. Close Door

17. Extend Bolt

Turn the Dial to the left (CCW) to extend the bolt.

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4.2.3 Display Serial Number

The Lock's Serial Number may be displayed at any time.

1. Power Lock → EC

Power the Lock by turning the dial to the left (CCW) until EC appears in the display window.

2. EC → Press #2 → Sn- xx xx xx or Sn- xxx xxx xxx

Press # followed by 2.

For Gen1 locks: The lock will display Sn- (Serial number) followed by the serial number, displaying two digits at a time. If the Lock Serial Number is 998877, "Sn-", then "99", then "88", then "77" will be displayed.

For Gen2 locks: The lock will display Sn- (Serial number) followed by the serial number, displaying three digits at a time. If the Lock Serial Number is 1000022, "Sn-", then "001", then "000", then "022" will be displayed.

3. Sn- xx xx xx or Sn- xxx xxx xxx → Record Serial Number

Record the Serial Number. You will need this number when you activate the lock.

Note

As long as the Gen2 serial number starts with 000 (3 zeros) you can enter this Gen2 serial number into versions of Cencon and CenBank software released before 2009, by ignoring the first 3 digits and typing in only the last 6 digits. If your Gen2 lock serial number begins the first 3 digits with 001 or higher, you must be using Cencon version 4.0 or higher to activate the lock.

Note

This display can be canceled by pressing the asterisk (*) key, or it will automatically be canceled when the lock powers down.

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4.2.4 FLM and Route Lock Activation

Lock activation requires a coordinated effort between a Dispatcher and an FLM or Route Person. Remember that a lock may be activated in more than one mode at a time, which means that sometimes the lock will already be activated in one mode when you want to activate it in another.

A *Dispatcher* activates the lock at the PC using the software program and the [red SA key](#). An *FLM or Route Person* physically goes to the lock to complete the activation, using the initialized [SA key](#), a [blue F](#) or [yellow R key](#), change key and an activation combination obtained from the Dispatcher.

Note





If the lock is already active in another mode, a service call must be issued for that mode so that the lock can be opened for the new activation.

A Change Key is required for this procedure. This is a tool that will normally be in the possession of the FLM or Route Service Person. The change key has two prongs that, when extended, fit securely into the change key holes on the back of the lock body. Any change key may be used in any Cencon Lock. The change key is not encoded or unique in any way.

To Activate Lock from Shelved Mode:

This process should be followed when the lock is not currently activated in any mode; that is, it is in Shelved Mode.

Required Items: [Shelved Mode Combination](#), [Change Key](#), [SA Key](#), [F](#) or [R Key](#)

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Shelved Mode Combination → OPr
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the current Shelved Mode combination. This could either be the default Factory Combination of 50-25-50 or a unique combination that was set while the lock was in Shelved Mode. OPr (OPen right) is displayed.
3. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
4. Open Door
5. Insert Change Key
Extend the prongs on the change key and insert it into the change key socket on the back of the Lock.
6. Extend Bolt
With the door open, turn the dial to the left (CCW) to extend the bolt.
7. Power Lock → 
Turn the dial to the left (CCW) until  (the Change Key symbol along with Enter Combination) appears in the display window.
8.  → Enter Shelved Mode Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When  is displayed, key in the current Shelved Mode combination. Again, this could either be the default Factory Combination of 50-25-50 or a unique combination that was set while the lock was in Shelved Mode. ISA (Insert Supervisor Audit key) is displayed.
9. ISA → Insert and Hold SA Key → Ini
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.
10. Ini → POC
Continue to hold the SA Key in the reader until POC (Pull Out Change Key) is displayed.
11. POC → Remove SA Key & Pull Out Change Key → OPr
At the POC prompt remove the SA Key and Pull Out the Change key. OPr (OPen right) is displayed.
12. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
13. Extend Bolt

Turn the Dial to the left (CCW) to extend the bolt.

14. Power Lock → EC

Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.

15. EC → Enter Activation Combination → IPI

If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the activation combination. This is the combination that was issued at the PC software. IPI (Insert Personal Identifier) is displayed.

16. IPI → Insert Personal Identifier Key → OPr

At IPI insert a valid FLM or Route key. OPr is displayed.

Note

If you have activated the lock in Dual Access Mode, the lock will prompt EC2 for the second combination and then IP2 for the second user's key before OPr will appear.

17. OPr → Retract Bolt

At OPr turn the dial to the right (CW) to retract the bolt.

18. Close Door

19. Extend Bolt

Turn the dial to the left (CCW) to extend the bolt.

20. Power Lock → IPI

Turn the dial to the left (CCW) until IPI (Insert Personal Identifier) appears.

21. IPI → Insert Personal Identifier Key → cxx or Cxx xx (Close Seal)

At IPI insert a valid FLM or Route key.

For Gen1 locks: The lock will display cxx (close seal) where xx is a two-digit number that is the Close Seal number for this opening.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To remove a two-digit close seal from the display, turn the dial to the left (CCW) until EOP appears. To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted in the opening and closing operations.

22. cxx or Cxx xx → Record Close Seal

This Close Seal number should be called in to the Dispatch Center to close the activation call.

To Activate an FLM or Route Lock Mode from an Active FLM or Route Mode:

This procedure should be used when the lock has already been activated in at least one mode, either FLM or Route, and you wish to activate the other Cencon operating mode.

Note

Since the Lock has already been activated in one Mode and you are activating another, you will be required to meet someone at the Lock who has the authority to open it.




Required Items: Default Factory Combination, Change Key, SA Key, Activation Combination, F or R Key, Service Call Combination and F or R Key for Active Mode.

1. Power Lock → EC

Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.

2. EC → Enter Service Call Combination for Active Mode → IPI

If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the one time combination that is already active. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).

3. IPI → Insert Personal Identifier Key → OPr
At IPI insert the Personal Identifier Key for the mode that is already active into the Lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
5. Open Door
6. Insert Change Key
Extend the prongs on the change key and insert it into the change key socket on the back of the Lock.
7. Extend Bolt
With the door open, turn the dial left (CCW) to extend the bolt.
8. Power Lock → 
Turn the Dial left (CCW) until  (the change key symbol along with Enter Combination) appears in the display window.
9.  → Enter Factory Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the Default Factory Combination of 50-25-50. ISA (Insert Supervisor Audit key) is displayed.
10. ISA → Insert and Hold SA Key → Ini
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.
11. Ini → POC
Continue to hold the SA Key in the reader until POC (Pull Out Change Key) is displayed.
12. POC → Remove SA Key & Pull Out Change Key → OPr
At the POC prompt remove the SA Key and Pull Out the Change key. OPr (OPen right) is displayed.
13. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
14. Extend Bolt
With the door open, turn the dial left (CCW) to extend the bolt.
15. Power Lock → IPI
Turn the Dial CCW until IPI (Insert Personal Identifier) appears in the display window.
16. IPI → Insert Personal Identifier Key → cxx or Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen1 locks: The lock will display cxx (close seal) where xx is a two-digit number that is the Close Seal number for this opening.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To remove a two-digit close seal from the display, turn the dial to the left (CCW) until EOP appears. To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

17. cxx or Cxx xx → Record Service Call Close Seal
This is the Close Seal number for the original service call that opened the Lock. It should be called in to Dispatch to close out this service call.
18. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears.
19. EC → Enter Activation Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the activation combination for the new mode being activated. IPI is displayed.

20. IPI → Insert Personal Identifier Key → OPr
At IPI insert the Personal Identifier Key for the new mode being activated. OPr (OPen right) is displayed.
21. OPr → Retract Bolt
At OPr turn the dial right (CW) to retract the bolt.
22. Close Door
23. Extend Bolt
Extend the bolt and secure the Lock by turning the dial left (CCW).
24. Power Lock → IPI
Turn the dial left (CCW) until IPI (Insert Personal Identifier) appears.
25. IPI → Insert Personal Identifier Key → cxx or Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen1 locks: The lock will display cxx (close seal) where xx is a two-digit number that is the Close Seal number for this opening.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To remove a two-digit close seal from the display, turn the dial to the left (CCW) until EOP appears. To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

26. cxx or Cxx xx → Record Activation Close Seal
This Close Seal number should be called in to the Dispatch Center to close the activation call.

To Activate an FLM or Route Lock Mode from an Active Bank Mode:

This procedure should be used when the lock has already been activated in Bank mode and you wish to activate another Cencon operating mode.


Note

Since the Lock has already been activated in one Mode and you are activating another, you will be required to meet someone at the Lock who has the authority to open it.

Required Items: Default Factory Combination, Change Key, SA Key, Activation Combination, F or R Key, Bank User Combination and B Key for Active Mode.

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Bank User Combination for Active Mode → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the one time combination that is already active. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert the Personal Identifier Key for Bank mode into the Lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
5. Open Door
6. Insert Change Key
Extend the prongs on the change key and insert it into the change key socket on the back of the Lock.
7. Extend Bolt
With the door open, turn the dial left (CCW) to extend the bolt.

8. Power Lock → 

Turn the Dial left (CCW) until  (the change key symbol along with Enter Combination) appears in the display window.

9.  → Enter Factory Combination → ISA

If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the Default Factory Combination of 50-25-50. ISA (Insert Supervisor Audit key) is displayed.

10. ISA → Insert and Hold SA Key → Ini

Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.

11. Ini → POC

Continue to hold the SA Key in the reader until POC (Pull Out Change Key) is displayed.

12. POC → Remove SA Key & Pull Out Change Key → OPr

At the POC prompt remove the SA Key and Pull Out the Change key. OPr (OPen right) is displayed.

13. OPr → Retract Bolt

At OPr turn the dial to the right (CW) to retract the bolt.

14. Extend Bolt

With the door open, turn the dial left (CCW) to extend the bolt.

15. Power Lock → IPI

Turn the Dial CCW until IPI (Insert Personal Identifier) appears in the display window.

16. IPI → Insert Personal Identifier Key → EOP (End of OPeration)

At IPI insert a valid Bank key to confirm the lock is closed and to display EOP (End of OPeration)

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

17. Power Lock → EC

Turn the dial to the left (CCW) until EC (Enter Combination) appears.

18. EC → Enter Activation Combination → IPI

If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the activation combination for the new mode being activated. IPI is displayed.

19. IPI → Insert Personal Identifier Key → OPr

At IPI insert the Personal Identifier Key for the new mode being activated. OPr (OPen right) is displayed.

20. OPr → Retract Bolt

At OPr turn the dial right (CW) to retract the bolt.

21. Close Door

22. Extend Bolt

Extend the bolt and secure the Lock by turning the dial left (CCW).

23. Power Lock → IPI

Turn the dial left (CCW) until IPI (Insert Personal Identifier) appears.

24. IPI → Insert Personal Identifier Key → cxx or Cxx xx (Close Seal)

At IPI insert a valid FLM or Route key.

For Gen1 locks: The lock will display cxx (close seal) where xx is a two-digit number that is the Close Seal number for this opening.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To remove a two-digit close seal from the display, turn the dial to the left (CCW) until EOP appears. To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

25. cxx or Cxx xx → Record Activation Close Seal

This Close Seal number should be called in to the Dispatch Center to close the activation call.

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4.2.5 Open Lock - FLM or Route Mode

Once a lock has been activated in FLM and/or Route Mode, a "one time combination" is needed to open the lock. This combination is issued from the Cencon software. The correct opening procedure for an activated lock is:

Required Items: Issued Combination, Blue F or Yellow R Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the one time combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid FLM or Route key in the lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
5. Open Door
6. Perform Operations
Perform the service or route operations for the lock.
7. Close Door
8. Extend Bolt → IPI
Extend the bolt and secure the lock by turning the dial left (CCW). When the lock is fully locked, the display will prompt IPI (Insert Personal Identifier).
9. IPI → Insert Personal Identifier Key → cxx or Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen1 locks: The lock will display cxx (close seal) where xx is a two-digit number that is the Close Seal number for this opening.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To remove a two-digit close seal from the display, turn the dial to the left (CCW) until EOP appears. To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

10. cxx or Cxx xx → Record Close Seal
This Close Seal number should be called in to Dispatch to close out this service call if the call was dispatched as an individual call (FLM or Route). If dispatched as a part of a Route, the Close Seal can be called in at the close of the call. It can also be read from the key or entered manually into a menu at the PC upon completion of the route.

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4.2.6 Open Lock - FLM or Route Dual Mode

If a lock has been activated in FLM and/or Route Dual Mode, two unique combinations are required to open the lock. Each combination is a one time combination that is issued from the Cencon software. The procedure for opening the lock in Dual Mode is:

Required Items: Two Issued Combinations, Two Blue F or Yellow R Keys

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter 1st Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the one time combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert 1st Personal Identifier Key → EC2
At IPI insert the first valid FLM or Route key in the Lock's key reader. For Dual Mode EC2 (Enter Combination 2) will be displayed.
4. EC2 → Enter 2nd Combination → IP2
At EC2 key in the second valid combination. IP2 (Insert Personal Identifier 2) will be displayed.
5. IP2 → Insert 2nd Personal Identifier Key → OPr
At IP2 insert the second valid FLM or Route key. OPr (OPen right) will be displayed.
6. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
7. Open Door
8. Perform Operations
Perform the service or route operations for the lock.
9. Close Door
10. Extend Bolt → IPI
Extend the bolt and secure the lock by turning the dial left (CCW). When the lock is fully locked, the display will prompt IPI (Insert Personal Identifier).
11. IPI → Insert Personal Identifier Key → cxx or Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen1 locks: The lock will display cxx (close seal) where xx is a two-digit number that is the Close Seal number for this opening.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To remove a two-digit close seal from the display, turn the dial to the left (CCW) until EOP appears. To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening or closing operations. In the case where a lock is operating in Dual Mode, two records will be written for the closing even though only one key is required to retrieve the close seal and end the call.

12. cxx or Cxx xx → Record Close Seal
This Close Seal number should be called in to Dispatch to close out this service call if the call was dispatched as an individual call (FLM or Route). If dispatched as a part of a Route, the Close Seal can be called in at the close of the call, or it can be read from the key or entered into a menu upon completion of the route.

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4.2.7 View Last Close Seal Number

It is possible to retrieve the last close seal number that was issued by a lock for a particular mode. To view the last close seal:

1. Power Lock → EC
Power the lock by turning the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. Press #4 → IPI
Press # followed by 4. IPI (Insert Personal Identifier) will be displayed.
3. IPI → Insert Personal Identifier Key → cxx or Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen1 locks: The lock will display cxx (close seal) where xx is a two-digit number that is the last Close Seal number issued for the previous FLM or Route Mode opening.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the last Close Seal number issued for the previous FLM or Route Mode opening.

Note

To remove a two-digit close seal from the display, turn the dial to the left (CCW) until EOP appears. To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

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4.2.8 Display Audit Counts

There are two types of counts that are tracked in the locks. The first type tracks the number of openings in each activated mode for the time period of an activation. The second type of count tracks the total number of openings for the lifetime of the lock.

The lock always keeps track of how many times it has been opened (Total Audit Count) no matter in which mode the opening occurred, including Shelved Mode, FLM, Route, and Bank. To learn the Total Audit Count, press the pound symbol, "#," followed by the "3" whenever "EC" is displayed on the LCD. The display will flash two sets of numbers alternately on the screen. When taken as one four-digit number, this represents the Total Audit Count. For instance, if the LCD flashes "AC-" then "00" followed by "07," the lock has a Total Audit Count of "0007," meaning the lock has been opened seven times in all modes combined. This display can be cancelled by pressing the asterisk (*) button. The Total Audit Count does not reset when the lock is shelved. Once the counter exceeds 9999 openings, the Gen2 lock begins displaying more digits.

To Obtain the Audit Count for a Mode:

To retrieve the audit count for a Mode activation period, a valid PI key is required. The type of Personal Identifier key inserted in the key reader will tell the lock which Audit Count to show.

Note

In current versions of the lock the audit counts are initialized when a lock is activated. This allows you to retrieve the audit count for the last activated time period for a specific mode. In older versions the counts are reset when the lock is shelved; therefore, previous activation period counts are not available.

Required Items: Blue F or Yellow R Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. Press ## → IPI
Press the pound (#) button twice. The display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → SC- xx xx or SS- xx xx
At IPI insert a valid FLM or Route key in the Lock's key reader. SC will display if the lock is active . SS will display if the lock is shelved. The display will then indicate the Audit Count for the Mode of the key that was inserted, displayed two digits at a time.

Note

This display can be canceled by pressing the asterisk (*) button, or it will automatically be canceled when the lock powers down.

To Obtain the Total Audit Count for All Modes (Including Shelved Mode):

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. Press #3 → AC- xx xx
AC- will display followed by the total audit count for all modes, displayed two digits at a time.

Note

This display can be canceled by pressing the asterisk (*) button, or it will automatically be canceled when the lock powers down.

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4.2.9 Retrieve Audit Download From Lock

It is possible to use an initialized Supervisor Audit key to retrieve valuable records from the Cencon lock. The information is downloaded from the lock into the SA key, which is then returned to the Cencon dispatch center. The information in the key can then be extracted by a Supervisor by downloading it into the PC system via the Reports Menu. To retrieve the audit from the lock:

Required Items: Initialized Red SA Key

Note - Gen2 Locks

A 5 minute delay will be imposed if more than five (5) #0 operations are done in 5 minutes (a 'dLY' prompt is displayed). Either wait for the delay to elapse or open the lock to clear the count and reset the delay.

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Press #0 → -dL or ISA
Press the pound (#) button followed by the 0 button.
3. -dL → ISA (Gen2 locks only)
For Gen2 locks, the -dL (dial Left) prompt will be displayed indicating that the user is required to dial counter-clockwise (CCW) to supply additional power to the lock before the ISA (Insert SA key) prompt is displayed.
4. ISA → Insert and Hold SA Key → Aud
ISA will be displayed. Insert and hold the initialized Supervisor Audit key in the lock's key reader. The lock will display Aud (Audit in Progress) with a flashing bar over the "u" while the Audit Download is being processed.
5. Aud → EOP
Continue to hold the SA Key in the reader until EOP (End of Operation) is displayed.

Note

You must periodically turn the dial to maintain power during this time.

6. EOP → Remove SA Key
When the display prompts EOP, remove the SA key.
7. Return SA Key
Return the SA Key to the dispatch center to be read by the Supervisor.

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4.2.10 Shelve Lock (at Lock)

When a lock mode is deactivated, we say that the mode has been "shelved". When all modes are deactivated, the lock is shelved or in Shelved Mode. Lock shelving requires a coordinated effort between a Special Supervisor and an FLM or Route Person. An SA key must be specially prepared and taken to the lock. Once the shelving procedure has taken place at the lock, the SA key is returned to the Dispatch Center where information is extracted from the key. Remember that you must shelve each mode of the lock if you wish to return the lock to Shelved Mode.

We will need a change key for these procedures, which is a tool that will normally be in the possession of the FLM or Route Service Person. The change key has two prongs that, when extended, fit securely into the change key holes on the rear of the lock body. Any change key may be used in any Cencon lock. The change key is not encoded or unique in any way.

Note

Keep in mind that the lock may or may not be activated in Bank Mode. Bank Mode can only be shelved through the Cenbank System or through Cencon 4.0 or later version of the Cencon software.

To Shelve A Lock Mode or Modes using FLM or Route Mode:

This procedure should be used when you want to shelve any combination of FLM, Route Mode, or Bank Mode (Cencon 4.0 or later only).

Note

The designation of how many modes are to be shelved, and which ones, occurs at the PC using the Cencon software. That information is written to an SA key which is then used in this process.

If you will be shelving ALL active modes, this process will return the lock to Shelved Mode where it will open with the Factory Combination of 50-25-50.

Required Items: Blue F or Yellow R Key, Shelving Combination, Change Key, Red SA Key


1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Shelving Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the one time shelving combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Key → OPr
At IPI insert the key for the mode being shelved into the Lock's key reader. OPr is displayed.

Note

If the lock is activated for Dual Combination Access, the lock will prompt EC2 for the second combination and then IP2 for the second user's key before OPr will appear.

4. OPr → Retract Bolt
At OPr turn the dial right (CW) to retract the bolt.
5. Open Door
6. Insert Change Key
Extend the prongs on the change key and insert it into the change key socket on the back of the lock. Do not close the door.
7. Extend Bolt
With the door open, turn the dial left (CCW) to extend the bolt.

8. Power Lock → 

Turn the dial to the left (CCW) until  (the Change Key symbol along with EC) appears in the display window.

9.  → Enter Factory Combination → ISA

If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the default Factory Combination of 50-25-50. ISA is displayed.

10. ISA → Insert SA Key → POC
After the Factory Combination has been correctly entered, the ISA symbol, meaning "Insert Supervisor Audit" key will be displayed. Insert the Supervisor Audit Key in the Lock's key reader and continue to hold it there until POC is displayed.
11. POC → Remove SA Key AND Pull Out Change Key → OPr
At the POC prompt remove the SA Key and Pull Out the Change key. OPr is displayed.
12. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
13. Close Door
14. Extend Bolt
Turn the dial to the left (CCW) to extend the bolt.
15. Power Lock → IPI
Turn the dial to the left (CCW) until IPI (Insert Personal Identifier) appears in the display window.
16. IPI → Insert Personal Identifier Key → cxx or Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen1 locks: The lock will display cxx (close seal) where xx is a two-digit number that is the Close Seal number for this opening.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

17. cxx or Cxx xx → Record Shelving Close Seal
This Close Seal number should be called in to Dispatch to close the shelving.

Note

If the lock has been shelved in ALL active modes, you should at this time test the opening of the lock with the Default Factory Combination of 50-25-50.

18. Return SA Key
Return the SA Key to the Dispatch Center to verify the shelving operation.

To Shelve A Lock Mode or Modes using Bank Mode:

This procedure should be used when you want to shelve any combination of FLM, Route Mode, or Bank Mode (Cencon 4.0 or later only).

Note

The designation of how many modes are to be shelved, and which ones, occurs at the PC using the Cencon software. That information is written to an SA key which is then used in this process.




If you will be shelving ALL active modes, this process will return the lock to Shelved Mode where it will open with the Factory Combination of 50-25-50.

Required Items: Teal B Key, User Key Combination, Change Key, Red SA Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter User Key Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the one time shelving combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Key → OPr
At IPI insert the key for the mode being shelved into the Lock's key reader. OPr is displayed.

Note

If the lock is activated for Dual Combination Access, the lock will prompt EC2 for the second combination and then IP2 for the second user's key before OPr will appear.

4. OPr → Retract Bolt
At OPr turn the dial right (CW) to retract the bolt.
5. Open Door
6. Insert Change Key
Extend the prongs on the change key and insert it into the change key socket on the back of the lock. Do not close the door.
7. Extend Bolt
With the door open, turn the dial left (CCW) to extend the bolt.
8. Power Lock → 
Turn the dial to the left (CCW) until  (the Change Key symbol along with EC) appears in the display window.
9.  → Enter Factory Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the default Factory Combination of 50-25-50. ISA is displayed.
10. ISA → Insert SA Key → POC
After the Factory Combination has been correctly entered, the ISA symbol, meaning "Insert Supervisor Audit" key will be displayed. Insert the Supervisor Audit Key in the Lock's key reader and continue to hold it there until POC is displayed.
11. POC → Remove SA Key AND Pull Out Change Key → OPr
At the POC prompt remove the SA Key and Pull Out the Change key. OPr is displayed.
12. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
13. Close Door
14. Extend Bolt
Turn the dial to the left (CCW) to extend the bolt.
15. Power Lock → IPI
Turn the dial to the left (CCW) until IPI (Insert Personal Identifier) appears in the display window.
16. IPI → Insert Personal Identifier Key → EOP (End of OPeration)
At IPI insert a valid Bank key to confirm the lock is closed and to display EOP (End of OPeration)

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

Note

If the lock has been shelved in ALL active modes, you should at this time test the opening of the lock with the Default Factory Combination of 50-25-50.

17. Return SA Key
Return the SA Key to the Dispatch Center to verify the shelving operation.




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4.2.11 Bank Lock Activation

Take the initialized SA key, a Change Key, and a minimum of one lock user's Bank key to the lock. The lock will be in Shelved mode so it can be opened with the Shelved Mode combination (either 50-25-50 or a changed combination) and no PI. After Activating the lock, you need to change the combination for at least one of the Users. All Bank User keys are initially set to the 50-25-50 combination, but will not open the Lock until changed to a valid new combination. Follow this procedure to activate the Lock and change a user combination:

To Activate a Bank Lock from Shelved Mode:

Required Items: Shelved Mode Combination, Change Key, SA Key, B Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Shelved Mode Combination → OPr
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the current Shelved Mode combination. This could either be the default Factory Combination of 50-25-50 or a unique combination that was set while the lock was in Shelved Mode. OPr (OPen right) is displayed.
3. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
4. Open Door
5. Insert Change Key
Extend the prongs on the change key and insert it into the change key socket on the back of the Lock while OPr is displayed.
6. Extend Bolt
With the door open, turn the dial to the left (CCW) to extend the bolt.
7. Power Lock → 
Turn the dial to the left (CCW) until  (the Change Key symbol along with Enter Combination) appears in the display window.
8.  → Enter Shelved Mode Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the current Shelved Mode combination. Again, this could either be the default Factory Combination of 50-25-50 or a unique combination that was set while the lock was in Shelved Mode. ISA (I nsert Supervisor Audit key) is displayed.
9. ISA → Insert and Hold SA Key → InI
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display InI (InItializing) with a flashing bar over the "n" while the information is being processed.
10. InI → POC
Continue to hold the SA Key in the reader until POC (Pull Out Change Key) is displayed.
11. POC → Remove SA Key & Pull Out Change Key → OPr
At the POC prompt remove the SA Key and Pull Out the Change key. OPr (OPen right) is displayed.
12. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
13. Extend Bolt
Turn the Dial to the left (CCW) to extend the bolt.
14. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
15. EC → Enter Default User Combination → IPI
Enter the default user combination of 50-25-50 for User 00. The lock will prompt IPI (I nsert Personal I dentifier key) on the display.

Note

To determine the code level of your lock, see Appendix F.

For Locks with Code Level 64B and below:

16. IPI → Insert 00 Personal Identifier Key → bc xxxxxx
Insert User 00's Personal Identifier B Key into the key reader. The lock will display bc (bank combination) followed by the new combination, displayed two digits at a time.
17. bc xxxxxx → Record Combination and Press * → cc
Record the combination and press * to acknowledge receipt of new combination. The display will prompt cc (confirm combination).
18. cc → Enter New Combination → EOP
Enter the new combination by pressing those digits on the lock's keypad. The numbers will be displayed as they are entered. EOP (End Operation) will be displayed. The newly confirmed combination is now active for that Bank User and Personal Identifier Key. (Go to Step 19.)

Note

If a flashing lightning bolt appears on the display, the combination was not confirmed properly. Reset by pressing the * key and rekey the operation.

For Locks with Code Level 65B and above:

16. IPI → Insert 00 Personal Identifier Key → EnC
Insert User 00's Personal Identifier B Key into the key reader. The lock will display EnC (Enter Combination).
17. EnC → Enter New Combination of 00-00-00 → CnC
Enter new combination of 00-00-00 for User 00. The display will display CnC (Confirm new Combination).

Warning

For security purposes, you should define your own values for User Combinations in your Cenbank system.

18. CnC → Enter New Combination → EOP
Enter the new combination of 00-00-00 again by pressing those digits on the lock's keypad. The numbers will be displayed as they are entered. EOP (End Operation) will be displayed. The newly confirmed combinat

Note

If a flashing lightning bolt appears on the display, the combination was not confirmed properly. Reset by pressing the * key and rekey the operation.

Note

It is a good practice to dial the new combinations and open the lock at least once after initially setting them, before closing the door and extending the bolt.

19. Power Lock → IPI
Turn the dial to the left (CCW) until IPI (Insert Personal Identifier) appears.
20. EC → Enter New Combination → IPI
Enter User 00's new combination by pressing those digits on the lock's keypad. The numbers will be displayed as they are entered.
21. IPI → Insert 00 Personal Identifier Key → OPr
Insert User 00's Personal Identifier B Key into the key reader. The lock will display OPr (OPen right).
22. OPr → Retract Bolt
Turn the dial to the right (CW) to retract the bolt.
23. Close Door
24. Extend Bolt → IPI
Turn the dial to the left (CCW) to extend the bolt and continue to turn until IPI (Insert Personal Identifier) is displayed.
25. IPI → Insert 00 Personal Identifier Key → EOP
Insert User 00's Personal Identifier B key to record the lock closure. The lock will verify a completed closure by storing the date and time for the close in the B key and displaying EOP (End of Operation).

Note

An Audit record is created each time a key is inserted during the opening and closing operations. These are reported as "Open Time" and "Close Time" on the Audit Log Reports.

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4.2.12 Open Lock - Bank Mode

Open/Close a Single User Lock - No Delay

Required Items: B Key, Combination

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid B key in the lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
5. Open Door
6. Perform Operations
Perform the service or bank operation.
7. Close Door
8. Extend Bolt → IPI
Extend the bolt and secure the lock by turning the dial left (CCW). When the lock is fully locked, the display will prompt IPI (Insert Personal Identifier).
9. IPI → Insert Personal Identifier Key → EOP
Insert the Personal Identifier B Key again to record the lock closure. The lock will verify a completed closure by storing the date and time for the close in the B key and displaying EOP (End of Operation).

Note

An Audit record will be created each time a key is inserted during the opening and closing operations. These will be reported as "Open Time" and "Close Time" on the Audit Log Reports.

Open/Close a Single User Lock with Delay

Required Items: B Key, Combination

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → dxx
Insert the User's Personal Identifier B Key into the key reader. dxx (delay xx) will be displayed showing the amount of time delay remaining before the lock can be opened.
4. dxx → Wait for Time Delay → IPI
When the programmed delay time has elapsed, the lock will prompt with IPI (Insert Personal Identifier).

Note

It may be necessary to power the lock again before you will get the IPI prompt.

5. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid B key in the lock's key reader. OPr (OPen right) is displayed.
6. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.

Note

If the Window to Open expires before the lock is opened, it will reset itself and the entire open procedure must be repeated,

including the delay time.

7. Open Door
8. Perform Operations
Perform the service or bank operation.
9. Close Door
10. Extend Bolt → IPI
Extend the bolt and secure the lock by turning the dial left (CCW). When the lock is fully locked, the display will prompt IPI (Insert Personal Identifier).
11. IPI → Insert Personal Identifier Key → EOP
Insert the Personal Identifier B Key again to record the lock closure. The lock will verify a completed closure by storing the date and time for the close in the B key and displaying EOP (End of Operation).

Open/Close a Dual User Lock - No Delay

Required Items: Two B Keys, Two Combinations

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the first bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert First Personal Identifier Key → EC2
Insert the first User's Personal Identifier B Key into the key reader. EC2 (Enter Combination 2) is displayed.
4. EC2 → Enter Second Combination → IP2
Key in the combination for the second User. IP2 (Insert Personal Identifier 2) is displayed..
5. IPI → Insert Second Personal Identifier Key → OPr
Insert the second User's Personal Identifier B key into the key reader. OPr (OPen right) is displayed.
6. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
7. Open Door
8. Perform Operations
Perform the service or bank operation.
9. Close Door
10. Extend Bolt → IP?
Extend the bolt by turning the dial to the left (CCW) until IP? (Insert Personal Identifier ?, either 1 or 2) is displayed.
11. IP? → Insert Personal Identifier Key → EOP
Insert either User's Personal Identifier B Key into the key reader. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Note (Gen 1 locks only)

If you experience a lockout situation with dual user access, you should be aware that user order on a retry is important. After the lockout period expires, the lock will open if the first combination and the first key used in the current entry attempt are the same as those used during the entry attempt that caused the lockout. If the first combination and the first key used are not the same as those used when the lockout occurred, the lock will prompt with IP2 and will then prompt with EC2. This requirement does not apply to Gen 2 locks.

Open/Close a Dual User Lock with Delay

Required Items: Two B Keys, Two Combinations

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the first bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert First Personal Identifier Key → EC2
Insert the first User's Personal Identifier B Key into the key reader. EC2 (Enter Combination 2) is displayed.

4. EC2 → Enter Second Combination → IP2
Key in the combination for the second User. IP2 (Insert Personal Identifier 2) is displayed..
5. IPI → Insert Second Personal Identifier Key → dxx
Insert the second User's Personal Identifier B key into the key reader. dxx (delay xx), with xx being the time delay remaining before the lock can be opened, is displayed.
6. dxx → Wait for Time Delay → IPI
When the programmed delay time has elapsed, the lock will prompt with IPI (Insert Personal Identifier).

Note

It may be necessary to power the lock again before you will get the IPI prompt.

7. IPI → Insert First Personal Identifier Key → IP2
Insert the first User's Personal Identifier B key into the key reader. IP2 (Insert Personal Identifier 2) is displayed.
8. IPI → Insert Second Personal Identifier Key → OPr
Insert the second User's Personal Identifier B key into the key reader. OPr (OPen right) is displayed.
9. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.

Note

If the Window to Open expires before the lock is opened, it will reset itself and the entire open procedure must be repeated, including the delay time.

10. Open Door
11. Perform Operations
Perform the service or bank operation.
12. Close Door
13. Extend Bolt → IP?
Extend the bolt by turning the dial to the left (CCW) until IP? (Insert Personal Identifier ?, either 1 or 2) is displayed.
14. IP? → Insert Personal Identifier Key → EOP
Insert either User's Personal Identifier B Key into the key reader. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Note




If you experience a lockout situation with dual user access, you should be aware that user order on a retry is important. After the lockout period expires, the lock will open if the first combination and the first key used in the current entry attempt are the same as those used during the entry attempt that caused the lockout. If the first combination and the first key used are not the same as those used when the lockout occurred, the lock will prompt with IP2 and will then prompt with EC2.

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4.2.13 Bank Mode - Add Users

Open/Close a Single User Lock - No Delay

Required Items: B Key, Combination, Change Key, SA Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid B key in the lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
5. Open Door
6. Insert Change Key
Insert the change key into the change key socket.
7. Extend Bolt
With the door open, extend the bolt.
8. Power Lock → 
Turn the dial to the left (CCW) until  (Change Key Symbol along with Enter Combination) appears on the display.
9.  → Enter Default Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, Enter the default factory combination of 50-25-50. ISA (Insert Supervisor Audit Key) will be displayed.
10. ISA → Insert and Hold SA Key → Add
Insert and hold the SA key in the key reader on the side of the lock. The lock will display Add (Adding Users) while the information is being processed.
11. Add → POC
Continue to hold the SA Key in the reader until POC (Pull Out Change Key) is displayed.
12. POC → Remove SA Key and Pull Out Change Key → OPr
Remove the SA key and the change Key. OPr (OPen right) will be displayed.
13. OPr → Retract Bolt
Turn the dial to the right (CW) to retract the bolt. Adding Users is now complete for the Users that were programmed into the SA key.
14. Close Door
15. Extend Bolt → IPI
Extend the bolt by turning the dial to the left (CCW). IPI (Insert Personal Identifier) will be displayed.
16. IPI → Insert Personal Identifier Key → EOP
Insert the User's Personal Identifier B Key into the key reader again. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Note

After adding a User you will need to change the combinations for the User that was added. All Bank User combinations are initially set to the default combination of 50-25-50 but will not open the lock until changed to a valid new combinations.

Note




If the lock is in dual mode and a bank user is forced to change their combo, the dual combo entry process is aborted. When the user's combo is successfully changed, the lock indicates the end of the operation (EOP).

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4.2.14 Bank Mode - Remove Users

Follow this procedure to delete Users from the lock at the lock after deleting them from the PC System:

Required Items: B Key, Combination, Change Key, SA Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid B key in the lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
5. Open Door
6. Insert Change Key
Insert the change key into the change key socket.
7. Extend Bolt
With the door open, extend the bolt.
8. Power Lock → 
Turn the dial to the left (CCW) until  (Change Key Symbol along with Enter Combination) appears on the display.
9.  → Enter Default Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, Enter the default factory combination of 50-25-50. ISA (Insert Supervisor Audit Key) will be displayed.
10. ISA → Insert and Hold SA Key → dEL
Insert and hold the SA key in the key reader on the side of the lock. The lock will display dEL (dELeting Users) while the information is being processed.
11. dEL → POC
Continue to hold the SA Key in the reader until POC (Pull Out Change Key) is displayed.
12. POC → Remove SA Key and Pull Out Change Key → OPr
Remove the SA key and the change Key. OPr (OPen right) will be displayed.
13. OPr → Retract Bolt
Turn the dial to the right (CW) to retract the bolt. Deleting Users is now complete for the Users that were programmed into the SA key.
14. Close Door
15. Extend Bolt → IPI
Extend the bolt by turning the dial to the left (CCW). IPI (Insert Personal Identifier) will be displayed.
16. IPI → Insert Personal Identifier Key → EOP
Insert the User's Personal Identifier B Key into the key reader again. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Warning

If the lock is only activated in Bank Mode, do not delete all users!

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4.2.15 Bank Users - Change Combination

The combination for a Bank User can be changed whenever desired. It is recommended that the combination be changed periodically to maintain a high level of security. To change the combination:

Required Items: B Key, Current Combination

1. Power Lock → EC
Power the lock by turning the dial to the left (CCW) until EC (Enter Combination) is displayed.
2. EC → Press #8 → IPI
Press the # button followed by 8. IPI (Insert Personal Identifier) is displayed.

3. **Note**

To determine the code level of your lock, see Appendix E.

For Locks with Code Level 64B and below:

4. IPI → Insert 01 Personal Identifier Key → bc xxxxxx
Insert User 01's Personal Identifier B Key into the key reader. The lock will display bc (bank combination) followed by the new combination, displayed two digits at a time.
5. bc xxxxxx → Record Combination and Press * → cc
Record the combination for User 01 and press * to acknowledge receipt of new combination. The display will prompt cc (confirm combination).
6. cc → Enter New Combination → EOP
Enter the new combination by pressing those digits on the lock's keypad. The numbers will be displayed as they are entered. EOP (End Operation) will be displayed. The newly confirmed combination is now active for that Bank User and Personal Identifier Key.

Note

If a flashing lightning bolt appears on the display, the combination was not confirmed properly. Reset by pressing the "*" key and rekey the operation.

For Locks with Code Level 65B and above:

4. IPI → Insert Personal Identifier Key → EcC
Insert the User's Personal Identifier B Key into the key reader. The lock will display EcC (Enter current Combination).
5. EcC → Enter current Combination → EnC
Enter the user's current combination. The display will display EnC (Enter new Combination).

Warning

For security purposes, you should define your own values for User Combinations in your Cenbank system.

6. EnC → Enter New Combination → CnC
Enter the new combination on the lock's keypad. The numbers are displayed as they are entered. CnC (Confirm new Combination) will be displayed.
7. CnC → Confirm New Combination → EOP
Enter the new combination again by pressing those digits on the lock's keypad. The numbers will be displayed as they are entered. EOP (End Operation) will be displayed. The newly confirmed combination is now active for that Bank User and Personal Identifier Key.

Note

Note: If a flashing lightning bolt appears on the display, the combination was not confirmed properly. Reset by pressing the "*" key and rekey the operation.

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4.2.16 Set the Lock Time

An initialized DS1922 key is required to set the time in a lock (Gen2).

Required Items: Initialized DS1922 Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Press #0 → -dL
Press the pound (#) button followed by the 0 button. -dL will be displayed.

Note

If the lock has sufficient power, the #0 will go directly to ISA without the -dL indicated in steps 2 and 3.

3. -dL → ISA
Turn the dial to the left (CCW) until ISA is displayed.
4. ISA → Insert and Hold DS1922 Key → CLS
Insert and hold the initialized DS1922 key in the lock's key reader. The lock will display CLS (CLock Set in Progress) while the clock is being set and the daylight savings time information is being saved.

Note

You may need to turn the dial to maintain power during this time.

5. CLS → EOP
Continue to hold the key in the reader until EOP (End OPeration) is displayed.
6. EOP → Remove Key
When the display prompts EOP, remove the DS1922 key.

Note

The clock set key is not lock specific and may be reused to set the time on additional locks.

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4.2.17 Retrieve Bank Users From Lock

It is possible to use an initialized Supervisor Audit key to retrieve a list of the bank users from a Cencon Gen2 lock. The information is downloaded from the lock into the SA key, which is then returned to the Cencon dispatch center. The information in the key can then be viewed using the Cencon Key Report function. To retrieve the list of bank users assigned to the lock:

Required Items: Initialized Red SA Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Press #0 → -dL
Press the pound (#) button followed by the 0 button. -dL will be displayed.

Note

If the lock has sufficient power, the #0 will go directly to ISA without the -dL indicated in steps 2 and 3.

3. -dL → ISA
Turn the dial to the left (CCW) until ISA is displayed.
4. ISA → Insert and Hold SA Key → UdP
Insert and hold the initialized SA key in the lock's key reader. The lock will display UdP (User dump in progress) while the user retrieval is being processed.

Note

You may need to turn the dial to maintain power during this time.

5. UdP → EOP
Continue to hold the SA Key in the reader until EOP (End Operation) is displayed.
6. EOP → Remove SA Key
When the display prompts EOP, remove the SA key.
7. Return SA Key
Return the SA Key to the dispatch center to be read using the Cencon Key Report function.

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4.2.18 Resynchronize the Database with a Lock

It is possible to use an initialized DS1963 key to retrieve the status of Cencon Gen2 lock. The lock status information is downloaded from the lock into the DS1963 key, which is then returned to the Cencon dispatch center and used to update the Cencon database.

Required Items: Initialized Grey Resynchronization Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Press #0 → -dL
Press the pound (#) button followed by the 0 button. -dL will be displayed.

Note

If the lock has sufficient power, the #0 will go directly to ISA without the -dL indicated in steps 2 and 3.

3. -dL → ISA
Turn the dial to the left (CCW) until ISA is displayed.
4. ISA → Insert and Hold DS1963 Key → rSY
Insert and hold the initialized key in the lock's key reader. The lock will display rSY (reSYnchronization in Progress) while the lock data retrieval is being processed.

Note

You may need to turn the dial to maintain power during this time.

5. rSY → EOP
Continue to hold the Key in the reader until EOP (End OPeration) is displayed.
6. EOP → Remove Key
When the display prompts EOP, remove the key.
7. Return Key
Return the Key to the dispatch center to be read using the Resynchronize the Database with Lock Data operation.

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4.2.19 Display Lock Level

It is sometimes necessary to determine the code level of the Cencon Lock with which you are working. This can be done through the keypad with the level displayed on the LCD. Use the following procedure:

1. Power Lock → EC
Power the Lock by turning the dial to the left (CCW) until EC appears in the display window.
2. EC → Press #1
Press # followed by 1.

All Gen 2 locks will display "LL-" , "G2", followed by 4 sets of 3 numbers, followed by "HL-" with 2 number pairs.

If the LCD instead shows the letters "LL-" followed by a string of number pairs then "HL-" followed by 2 number pairs, then this lock is a Gen1 lock.

Note

To determine the exact Lock Level of a Gen 1 lock, please refer to Appendix F of the Cencon Reference Manual. 4.

The lock will continue repeating the Lock Level until either the * key is held down or until the dial has not been turned in 40 seconds.

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4.2.20 Gen2 Lock Menu Prompts

The Gen 2 lock allows the user to gather additional information in the field simply by pressing keypad commands, sometimes presenting their user key, and then reading the LCD. For each of the commands that displays either current or historic Date and Time (#71, #72, #78, and #79), the format is the same: Starting from the largest time increment (4-digit Year) and moving down to the smallest (2-digit second). For readability, the date and the time are broken apart by the "Hr-" (hour) prompt in the middle.

All the prompts that request a user key (blue FLM, yellow Route, or green Bank) be presented will do so by displaying the "IPI" after the command is entered. The difference to note is that #73 will be reading and displaying information unique to a particular key, whereas #72, #76, #78, and #79 are reading which particular mode this key is associated with (FLM, Route, or Bank) and then displaying information for that entire mode.

As is the case with interacting with the other prompts, the information will continue to display to the user until the lock powers down or until the * is held down.

#70: Display active modes and activator identification

Without requiring a user key or an audit key, it is possible to determine the following:

- Which modes on the lock are currently active: FL (First Line Maintenance), ro (Route), or bA (Bank mode).
- Whether this mode is active in Single or Dual access, noted by either a 1 or 2 before the mode abbreviation.

If the activating company activated their mode using a USB Key Box and the 4.0 or higher software, additional security benefits are incorporated in the lock. One example is that the #70 also would display the following (rather than displaying only 0's if the customer activated the lock with a version below 4.0 or with a PCI card system.):

- A unique 4-digit code (Cn-) assigned by Kaba Mas for the company that has activated that mode, in order that vendors sharing access might know who to contact for service needs at the ATM,
- Which USB Key Box 4-digit number (bn-) assigned to that particular customer, created the activation key, in order for tracking and to deter possible security violations.

(For example, "01-", "1FL", " Cn", " 00", " 00", " bn", " 00", " 00", "02-", "1ro", " Cn", " 00", " 00", " bn", " 00", " 00", "03-", "2bA", " Cn", " 00", " 00", " bn", " 00", " 00", where "FL" indicates FLM mode, "ro" indicates route mode, "bA" indicates bank mode, the "1" prefix indicates single mode, the "2" prefix indicates dual mode, the " Cn" prompt precedes the company code, and " bn" precedes the USB key box device ID)

#71: Display internal UTC/GMT date/time

Each Gen 2 lock is programmed to the current UTC/GMT date/time when the lock is manufactured at Kaba Mas (For example, "UtC", "Yr-", " 20", " 09", " 12", " 25", "Hr-", " 22", " 30", " 59"),

#72: Display the local date/time by user key

If a customer uses Cencon 4.0 with a USB Box with their Gen2 lock, the lock will store which the TimeZone information, for that particular company, in order that they might use Time Windows for their user keys. This also allows this customer to check the local time setting for this lock, which simply adjusts the internal GMT clock with the time zone information (For example, "LCL", "Yr-", " 20", " 09", " 12", " 25", "Hr-", " 17", " 30", " 59").

#73: Display key type and key serial number for the key presented

Each SmartKey has a unique serial number engraved on the key, which is also recorded in the Cencon software when that key is added to the customer's database. At times in the field, to troubleshoot and to ensure that the user has the appropriate key that the combination was dispatched to, it may be necessary to relay the key serial number over the phone back to the dispatcher. The #73 function of the Gen2 lock allows any user key to be presented to the lock's key reader to display the key serial number which assists the user in this serial number's legibility. The serial number typically starts with 6 zeros, and then has 6 alpha-numeric characters, including letters A-F. (For example, "CL-", "14", "27", "CS-", "00", "00", "00", "11", "d7", "EF", to display the iButton device number and 12 digit serial number.)

#74: Display door contact switch status

The Gen2 lock has a 4-pin alarm input cable to optionally use Door Contact switches and for a Remote Disable function. After installing the door contact switches, the customer will want to determine the status of these sensor, often while the lock is still in factory mode, and later when the lock is activated (For example, "OPd" for "OPened door", "CLd" for "closed door", or "nCC" for "no door contact connection" accordingly).

#76: Display software level the mode was activated with by user key

Because the Gen2 lock will incorporate many more security and functional enhancements as well as future compatibility allowances when the lock used in conjunction with the Cencon 4.0 or higher software + the USB Key Box, it is important for a customer in the field to know whether or not the mode being used has been programmed with this updated settings (For example, "SL-", " 01", where software level "01" is compatibility mode, and software level "02" indicates Cencon 4.0 or higher

with a USB Key Box).

#77: Display UTC/GMT date/time on DS1994 FLM and Route keys and DS1427 Bank Keys

Even though the Gen2 lock no longer uses the internal iButton timekeeping registers on DS1994 FLM and Route keys or from DS1427 Bank keys, that time can now be read at the Gen2 lock for diagnosing problems encountered when operating Gen1 locks. The time is displayed in UTC/GMT format since time zone information may not be available to Gen2 locks operating in compatibility mode. (For example, "PIC", "Yr-", " 20", " 09", " 10", " 31", "Hr-", " 16", " 45", " 00").

#78: Display last opening local date/time by user key

For purposes of quick minimal auditing of a lock in a field, the Gen2 lock will display the last opening date and time (in that customer's local time setting) by presenting that mode's key (For example, "LOP", "Yr-", " 20", " 09", " 10", " 31", "Hr-", " 16", " 45", " 00").

#79: Display activation local date/time by user key

For purposes of determining when a mode was activated, without the necessity of using an audit key and software, the Gen2 lock will display the date and time of the current activation by that mode if a user key from that mode's system is presented (For example, "ACT", "Yr-", " 20", " 09", " 10", " 21", "Hr-", " 13", " 30", " 05").

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4.2.21 Update Activate of Gen 2 Lock Activated as Gen 1 Lock

When a Gen 2 lock is activated using a previous version of Cencon or with Cencon 4 using a Cencon PCIO key reader, we say that the lock is in Gen 1 compatibility mode. The Update Activate function reactivates the lock in full Gen 2 mode to take advantage of the Gen 2 operations and use the new Cencon keys.

We will need a change key for these procedures, which is a tool that will normally be in the possession of the FLM or Route Service Person. The change key has two prongs that, when extended, fit securely into the change key holes on the rear of the lock body. Any change key may be used in any Cencon lock. The change key is not encoded or unique in any way.




To Update the Activation of a lock:

Required Items: Blue F or Yellow R Key, Combination, Change Key, Red SA Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the one time shelving combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Key → OPr
At IPI insert the user key into the Lock's key reader. OPr is displayed.

Note

If the lock is activated for Dual Combination Access, the lock will prompt EC2 for the second combination and then IP2 for the second user's key before OPr will appear.

4. OPr → Retract Bolt
At OPr turn the dial right (CW) to retract the bolt.
5. Open Door
6. Insert Change Key
Extend the prongs on the change key and insert it into the change key socket on the back of the lock while OPr is displayed. Do not close the door.
7. Extend Bolt
With the door open, turn the dial left (CCW) to extend the bolt.
8. Power Lock → 
Turn the dial to the left (CCW) until  (the Change Key symbol along with EC) appears in the display window.
9.  → Enter Factory Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the default Factory Combination of 50-25-50. ISA is displayed.
10. ISA → Insert and Hold SA Key → UPA
Insert and hold the SA key in the lock's key reader. The lock will display UPA (UPdate Activate in Progress) while the lock is being reactivated as a Gen 2 lock.
11. POC → Remove SA Key AND Pull Out Change Key → OPr
At the POC prompt remove the SA Key and Pull Out the Change key. OPr is displayed.
12. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
13. Close Door
14. Extend Bolt
Turn the dial to the left (CCW) to extend the bolt.
15. Power Lock → IPI
Turn the dial to the left (CCW) until IPI (Insert Personal Identifier) appears in the display window.
16. IPI → Insert Key → cxx or cxx xx (Close Seal)
At IPI insert the personal identifier key of the FLM or Route person who opened the lock. The LCD will display cxx where xx is

a two-digit number (the Close Seal number for this opening).

Note

An audit record is recorded each time a key is inserted for opening and closing operations.

17. cxx or cxx xx → Record Shelving Close Seal

This Close Seal number should be called in to Dispatch to close the operation.

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4.3.1 Open Lock In Shelved Mode

Each lock is shipped from the factory in Shelved Mode. The "one time only" combination feature is not available when the lock is shelved. Instead, the Shelved Mode combination is used to open the lock. The default Factory Combination is set to 50-25-50. The default combination may be changed, in which case the new combination would be used to open the lock while in Shelved Mode. The correct opening procedure for a shelved lock is:

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Shelved Mode Combination → OPr
Enter the current Shelved Mode combination, whether it be the Factory Combination of 50-25-50 or a new Shelved Mode combination, by sequentially pressing those digits on the lock keypad. The LCD will display the numbers as the combination is entered. When the combination has been correctly entered, the LCD will read OPr, meaning "OPen right."
3. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
4. Open Door
5. Close Door
6. Extend Bolt Rotate the container handle to extend the bolt.

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4.3.2 Change Shelved Mode Combination

You may change the default Factory Combination of 50-25-50 to a new combination to be used while the lock is still in Shelved Mode. Once you have changed the combination for the first time, you may want to change the combination again to a different Shelved Mode combination. You can even change it back to the Factory combination of 50-25-50 if you would like.

Required Items: Current Shelved Mode Combination

Note

You can only change the Shelved Mode combination while operating in Shelved Mode. Once a lock is "activated" in any mode, the Shelved Mode combination returns to the Factory Default of 50-25-50.

To change the Shelved Mode combination:

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Shelved Mode Combination → OPr
Enter the current Shelved Mode combination (either 50-25-50 or a changed Shelved Mode combination) by sequentially pressing those digits on the lock keypad. The numbers will be displayed on the LCD as they are entered. When the combination has been correctly entered, the LCD will read OPr, meaning "OPen right."
3. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
4. Open Door
5. Power Lock →
Turn the dial briskly in any direction until CLb is displayed
6. CLb → Press #8 → EcF
Press the "#" button followed by the "8" button. EcF (Enter current Factory combination) will be displayed.
7. EcF → Enter Current Shelved Mode Combination → EnF
Enter the current shelved mode combination, "EnF" (Enter new Factory combination) will be displayed.
8. EnF → Enter New Combination → CnF
Select and enter the new combination. "CnF" (Confirm new Factory combination) will be displayed.

Note

The new Shelved Mode combination should be recorded and stored in a secure area.

9. CnF → Enter New Combination
Enter new combination again to confirm. EOP (End of Process) will be displayed.
10. Extend Bolt
Do not close the door. Rotate the container handle to extend the bolt.
11. EC → Enter New Shelved Mode Combination → OPr
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window. Enter the new shelved mode combination by pressing those digits on the lock's keypad. The numbers will be displayed on the LCD as they are entered. When the combination has been correctly entered, the LCD will read OPr, meaning "OPen right."
12. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
13. Close Door
14. Extend Bolt
Rotate the container handle to extend the bolt.

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4.3.3 Display Serial Number

The Lock's Serial Number may be displayed at any time.

1. Power Lock → EC

Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.

2. EC → Press #2 → Sn- xx xx xx or Sn- xxx xxx xxx

Press # followed by 2.

For Gen2 locks: The lock will display Sn- (Serial number) followed by the serial number, displaying three digits at a time. If the Lock Serial Number is 1000022, "Sn-", then "001", then "000", then "022" will be displayed.

3. Sn- xxx xxx xxx → Record Serial Number

Record the Serial Number. You will need this number when you activate the lock.

Note

This display can be canceled by pressing the asterisk (*) key, or it will automatically be canceled when the lock powers down.

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4.3.4 FLM and Route Lock Activation

Lock activation requires a coordinated effort between a Dispatcher and an FLM or Route Person. Remember that a lock may be activated in more than one mode at a time, which means that sometimes the lock will already be activated in one mode when you want to activate it in another.

A *Dispatcher* activates the lock at the PC using the software program and the [red SA key](#). An *FLM or Route Person* physically goes to the lock to complete the activation, using the initialized [SA key](#), a [blue F](#) or [yellow R key](#), change key and an activation combination obtained from the Dispatcher.

Note

If the lock is already active in another mode, a service call must be issued for that mode so that the lock can be opened for the new activation.

The Change Key is no longer required for this procedure as it was with the deadbolt version of the Cencon lock. In its place is the new Change Key Function. To initiate this function, the FL or Route technician must first open the lock, then with lock open power up the lock again until they receive a CLb prompt on the lock display. Then the FL or Route technician must enter a #50 command on the keypad in order to get an ISA prompt on the lock.

To Activate Lock from Shelved Mode:

This process should be followed when the lock is not currently activated in any mode; that is, it is in Shelved Mode.

Required Items: [Shelved Mode Combination](#), [SA Key](#), [F or R Key](#)

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Shelved Mode Combination → OPr
When EC is displayed, key in the current Shelved Mode combination. This could either be the default Factory Combination of 50-25-50 or a unique combination that was set while the lock was in Shelved Mode. OPr (OPen right) is displayed.
3. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
4. Open Door
5. Power Lock →
Turn the dial briskly in any direction until CLb is displayed.
6. CLb → Enter #50 → ISA
Enter #50 on the lock keypad. ISA (Insert Supervisor Audit key) is displayed.
7. ISA → Insert and Hold SA Key → Ini
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.
8. Ini → EOP
Continue to hold the SA Key in the reader until EOP (End of Process) is displayed.
9. Extend Bolt
Do not close the door. Rotate the container handle to extend the bolt.
10. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
11. EC → Enter Activation Combination → IPI
When EC is displayed, key in the activation combination. This is the combination that was issued at the PC software. IPI (Insert Personal Identifier) is displayed.
12. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid FLM or Route key. OPr is displayed.

Note

If you have activated the lock in Dual Access Mode, the lock will prompt EC2 for the second combination and then IP2 for the second user's key before OPr will appear.

13. OPr → Retract Bolt
At OPr, Rotate the container handle to unlock the lock.
14. Close Door

15. Extend Bolt
Rotate the container handle to extend the bolt.
16. Power Lock → IPI
Turn the dial briskly in any direction until IPI (Insert Personal Identifier) appears in the display window.
17. IPI → Insert Personal Identifier Key → Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted in the opening and closing operations.

18. Cxx xx → Record Close Seal
This Close Seal number should be called in to the Dispatch Center to close the activation call.

To Activate an FLM or Route Lock Mode from an Active FLM or Route Mode:

This procedure should be used when the lock has already been activated in at least one mode, either FLM or Route, and you wish to activate the other Cencon operating mode.

Note

Since the Lock has already been activated in one Mode and you are activating another, you will be required to meet someone at the Lock who has the authority to open it.

Required Items: Default Factory Combination, SA Key, Activation Combination, F or R Key, Service Call Combination and F or R Key for Active Mode.

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Service Call Combination for Active Mode → IPI
When EC is displayed, key in the one time combination that is already active. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert the Personal Identifier Key for the mode that is already active into the Lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
5. Open Door
6. Power Lock →
Turn the dial briskly in any direction until CLb is displayed.
7. CLb → Enter #50 → ISA
Enter #50 on the lock keypad. ISA (Insert Supervisor Audit key) is displayed.
8. ISA → Insert and Hold SA Key → Ini
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.
9. Ini → EOP
Continue to hold the SA Key in the reader until EOP (End of Process) is displayed.
10. Extend Bolt
Do not close the door. Rotate the container handle to extend the bolt.
11. Power Lock → IPI
Turn the dial briskly in any direction until IPI (Insert Personal Identifier) appears in the display window.
12. IPI → Insert Personal Identifier Key → Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key that originally opened the lock.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

13. Cxx xx → Record Service Call Close Seal
This is the Close Seal number for the original service call that opened the Lock. It should be called in to Dispatch to close out this service call.
14. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
15. EC → Enter Activation Combination → IPI
When EC is displayed, key in the activation combination for the new mode being activated. IPI is displayed.
16. IPI → Insert Personal Identifier Key → OPr
At IPI insert the Personal Identifier Key for the new mode being activated. OPr (OPen right) is displayed.
17. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
18. Close Door
19. Extend Bolt
Rotate the container handle to extend the bolt.
20. Power Lock → IPI
Turn the dial briskly in any direction until IPI (Insert Personal Identifier) appears in the display window.
21. IPI → Insert Personal Identifier Key → Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

22. Cxx xx → Record Activation Close Seal
This Close Seal number should be called in to the Dispatch Center to close the activation call.

To Activate an FLM or Route Lock Mode from an Active Bank Mode:

This procedure should be used when the lock has already been activated in Bank mode and you wish to activate another Cencon operating mode.

Note

Since the Lock has already been activated in one Mode and you are activating another, you will be required to meet someone at the Lock who has the authority to open it.

Required Items: Default Factory Combination, SA Key, Activation Combination, F or R Key, Bank User Combination and B Key for Active Mode.

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.

2. EC → Enter Bank User Combination for Active Mode → IPI
When EC is displayed, key in the one time combination that is already active. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert the Personal Identifier Key for Bank mode into the Lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
5. Open Door
6. Power Lock →
Turn the dial briskly in any direction until CLb is displayed.
7. CLb → Enter #50 → ISA
Enter #50 on the lock keypad. ISA (Insert Supervisor Audit key) is displayed.
8. ISA → Insert and Hold SA Key → Ini
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.
9. Ini → EOP
Continue to hold the SA Key in the reader until EOP (End of Process) is displayed.
10. Extend Bolt
Do not close the door. Rotate the container handle to extend the bolt.
11. Power Lock → IPI
Turn the dial briskly in any direction until IPI (Insert Personal Identifier) appears in the display window.
12. IPI → Insert Personal Identifier Key → EOP (End of OPeration)
At IPI insert a valid Bank key to confirm the lock is closed and to display EOP (End of OPeration)

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

13. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
14. EC → Enter Activation Combination → IPI
When EC is displayed, key in the activation combination for the new mode being activated. IPI is displayed.
15. IPI → Insert Personal Identifier Key → OPr
At IPI insert the Personal Identifier Key for the new mode being activated. OPr (OPen right) is displayed.
16. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
17. Close Door
18. Extend Bolt
Rotate the container handle to extend the bolt.
19. Power Lock → IPI
Turn the dial briskly in any direction until IPI (Insert Personal Identifier) appears in the display window.
20. IPI → Insert Personal Identifier Key → Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

21. Cxx xx → Record Activation Close Seal
This Close Seal number should be called in to the Dispatch Center to close the activation call.

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4.3.5 Open Lock - FLM or Route Mode

Once a lock has been activated in FLM and/or Route Mode, a "one time combination" is needed to open the lock. This combination is issued from the Cencon software. The correct opening procedure for an activated lock is:

Required Items: Issued Combination, Blue F or Yellow R Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Combination → IPI
When EC is displayed, key in the one time combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid FLM or Route key in the lock's key reader. OPr (OPen right) is displayed.
4. Opr → Retract Bolt
At OPr, Rotate the container handle to unlock the lock.
5. Open Door
6. Perform Operations
Perform the service or route operations for the lock.
7. Close Door
8. Extend Bolt → IPI
Rotate the container handle to extend the bolt. When the lock is fully locked, the display will prompt IPI (Insert Personal Identifier).
9. IPI → Insert Personal Identifier Key → Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

10. Cxx xx → Record Close Seal
This Close Seal number should be called in to Dispatch to close out this service call if the call was dispatched as an individual call (FLM or Route). If dispatched as a part of a Route, the Close Seal can be called in at the close of the call. It can also be read from the key or entered manually into a menu at the PC upon completion of the route.

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4.3.6 Open Lock - FLM or Route Dual Mode

If a lock has been activated in FLM and/or Route Dual Mode, two unique combinations are required to open the lock. Each combination is a one time combination that is issued from the Cencon software. The procedure for opening the lock in Dual Mode is:

Required Items: Two Issued Combinations, Two Blue F or Yellow R Keys

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter 1st Combination → IPI
When EC is displayed, key in the one time combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert 1st Personal Identifier Key → EC2
At IPI insert the first valid FLM or Route key in the Lock's key reader. For Dual Mode EC2 (Enter Combination 2) will be displayed.
4. EC2 → Enter 2nd Combination → IP2
At EC2 key in the second valid combination. IP2 (Insert Personal Identifier 2) will be displayed.
5. IP2 → Insert 2nd Personal Identifier Key → OPr
At IP2 insert the second valid FLM or Route key. OPr (OPen right) will be displayed.
6. OPr → Retract Bolt
At OPr, Rotate the container handle to unlock the lock.
7. Open Door
8. Perform Operations
Perform the service or route operations for the lock.
9. Close Door
10. Extend Bolt → IPI
Rotate the container handle to extend the bolt. When the lock is fully locked, the display will prompt IPI (Insert Personal Identifier).
11. IPI → Insert Personal Identifier Key → Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal number for this opening.

Note

To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

Note

An audit record will be recorded each time a key is inserted for opening or closing operations. In the case where a lock is operating in Dual Mode, two records will be written for the closing even though only one key is required to retrieve the close seal and end the call.

12. Cxx xx → Record Close Seal
This Close Seal number should be called in to Dispatch to close out this service call if the call was dispatched as an individual call (FLM or Route). If dispatched as a part of a Route, the Close Seal can be called in at the close of the call, or it can be read from the key or entered into a menu upon completion of the route.

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4.3.7 View Last Close Seal Number

It is possible to retrieve the last close seal number that was issued by a lock for a particular mode. To view the last close seal:

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. Press #4 → IPI
Press # followed by 4. IPI (Insert Personal Identifier) will be displayed.
3. IPI → Insert Personal Identifier Key → Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the last Close Seal number issued for the previous FLM or Route Mode opening.

Note

To stop the display of a four-digit close seal, press and briefly hold the * key. If you do not choose to manually eliminate the display of the close seal, it will automatically disappear when the lock powers down.

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4.3.8 Display Audit Counts

There are two types of counts that are tracked in the locks. The first type tracks the number of openings in each activated mode for the time period of an activation. The second type of count tracks the total number of openings for the lifetime of the lock.

The lock always keeps track of how many times it has been opened (Total Audit Count) no matter in which mode the opening occurred, including Shelved Mode, FLM, Route, and Bank. To learn the Total Audit Count, press the pound symbol, "#," followed by the "3" whenever "EC" is displayed on the LCD. The display will flash two sets of numbers alternately on the screen. When taken as one four-digit number, this represents the Total Audit Count. For instance, if the LCD flashes "AC-" then "00" followed by "07," the lock has a Total Audit Count of "0007," meaning the lock has been opened seven times in all modes combined. This display can be cancelled by pressing the asterisk (*) button. The Total Audit Count does not reset when the lock is shelved. Once the counter exceeds 9999 openings, the Gen2 lock begins displaying more digits.

To Obtain the Audit Count for a Mode:

To retrieve the audit count for a Mode activation period, a valid PI key is required. The type of Personal Identifier key inserted in the key reader will tell the lock which Audit Count to show.

Note

In current versions of the lock the audit counts are initialized when a lock is activated. This allows you to retrieve the audit count for the last activated time period for a specific mode.

Required Items: Blue F or Yellow R Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. Press ## → IPI
Press the pound (#) button twice. The display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → SC- xx xx or SS- xx xx
At IPI insert a valid FLM or Route key in the Lock's key reader. SC will display if the lock is active . SS will display if the lock is shelved. The display will then indicate the Audit Count for the Mode of the key that was inserted, displayed two digits at a time.

Note

This display can be canceled by pressing the asterisk (*) button, or it will automatically be canceled when the lock powers down.

To Obtain the Total Audit Count for All Modes (Including Shelved Mode):

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. Press #3 → AC- xx xx
AC- will display followed by the total audit count for all modes, displayed two digits at a time.

Note

This display can be canceled by pressing the asterisk (*) button, or it will automatically be canceled when the lock powers down.

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4.3.9 Retrieve Audit Download From Lock

It is possible to use an initialized Supervisor Audit key to retrieve valuable records from the Cencon lock. The information is downloaded from the lock into the SA key, which is then returned to the Cencon dispatch center. The information in the key can then be extracted by a Supervisor by downloading it into the PC system via the Reports Menu. To retrieve the audit from the lock:

Required Items: Initialized Red SA Key

Note - Gen2 Locks

A 5 minute delay will be imposed if more than five (5) #0 operations are done in 5 minutes (a 'dLY' prompt is displayed). Either wait for the delay to elapse or open the lock to clear the count and reset the delay.

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Press #0 → -dL or ISA
Press the pound (#) button followed by the 0 button.
3. -dL → ISA (Gen2 locks)
For Gen2 locks, the -dL (dial Left) prompt will be displayed indicating that the user is required to dial counter-clockwise (CCW) to supply additional power to the lock before the ISA (Insert SA key) prompt is displayed.
4. ISA → Insert and Hold SA Key → Aud
ISA will be displayed. Insert and hold the initialized Supervisor Audit key in the lock's key reader. The lock will display Aud (Audit in Progress) with a flashing bar over the "u" while the Audit Download is being processed.
5. Aud → EOP
Continue to hold the SA Key in the reader until EOP (End of Operation) is displayed.

Note

You must periodically turn the dial to maintain power during this time.

6. EOP → Remove SA Key
When the display prompts EOP, remove the SA key.
7. Return SA Key
Return the SA Key to the dispatch center to be read by the Supervisor.

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4.3.10 Shelve Lock (at Lock)

When a lock mode is deactivated, we say that the mode has been "shelved". When all modes are deactivated, the lock is shelved or in Shelved Mode. Lock shelving requires a coordinated effort between a Special Supervisor and an FLM or Route Person. An SA key must be specially prepared and taken to the lock. Once the shelving procedure has taken place at the lock, the SA key is returned to the Dispatch Center where information is extracted from the key. Remember that you must shelve each mode of the lock if you wish to return the lock to Shelved Mode.

The Change Key is no longer required for this procedure as it was with the deadbolt version of the Cencon lock. In its place is the new Change Key Function. To initiate this function, the FL or Route technician must first open the lock, then with lock open power up the lock again until they receive a CLb prompt on the lock display. Then the FL or Route technician must enter a #50 command on the keypad in order to get an ISA prompt on the lock.

To Shelve A Lock Mode or Modes using FLM or Route Mode:

This procedure should be used when you want to shelve any combination of FLM, Route Mode, or Bank Mode.

Note

The designation of how many modes are to be shelved, and which ones, occurs at the PC using the Cencon software. That information is written to an SA key which is then used in this process.

If you will be shelving ALL active modes, this process will return the lock to Shelved Mode where it will open with the Factory Combination of 50-25-50.

Required Items: Blue F or Yellow R Key, Shelving Combination, Red SA Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Shelving Combination → IPI
When EC is displayed, key in the one time shelving combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Key → OPr
At IPI insert the key for the mode being shelved into the Lock's key reader. OPr is displayed.

Note

If the lock is activated for Dual Combination Access, the lock will prompt EC2 for the second combination and then IP2 for the second user's key before OPr will appear.

4. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
5. Open Door
6. Power Lock →
Turn the dial briskly in any direction until CLb is displayed.
7. CLb → Enter #50 → ISA
Enter #50 on the lock keypad. ISA (Insert Supervisor Audit key) is displayed.
8. ISA → Insert and Hold SA Key → Ini
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.
9. Ini → EOP
Continue to hold the SA Key in the reader until EOP (End of Process) is displayed.
10. Close Door
11. Extend Bolt
Rotate the container handle to extend the bolt.
12. Power Lock → IPI
Turn the dial briskly in any direction until until IPI (Insert Personal Identifier) appears.
13. IPI → Insert Personal Identifier Key → Cxx xx (Close Seal)
At IPI insert a valid FLM or Route key.

For Gen2 locks: The lock will display Cxx xx (Close seal) where xx xx is a four-digit number that is the Close Seal

number for this opening.

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

14. Cxx xx → Record Shelving Close Seal

This Close Seal number should be called in to Dispatch to close the shelving.

Note

If the lock has been shelved in ALL active modes, you should at this time test the opening of the lock with the Default Factory Combination of 50-25-50.

15. Return SA Key

Return the SA Key to the Dispatch Center to verify the shelving operation.

To Shelve A Lock Mode or Modes using Bank Mode:

This procedure should be used when you want to shelve any combination of FLM, Route Mode, or Bank Mode (Cencon 4.0 or later only).

Note

The designation of how many modes are to be shelved, and which ones, occurs at the PC using the Cencon software. That information is written to an SA key which is then used in this process.

If you will be shelving ALL active modes, this process will return the lock to Shelved Mode where it will open with the Factory Combination of 50-25-50.

Required Items: Teal B Key, User Key Combination, Red SA Key

1. Power Lock → EC

Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.

2. EC → Enter Shelving Combination → IPI

When EC is displayed, key in the one time shelving combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).

3. IPI → Insert Key → OPr

At IPI insert the key for the mode being shelved into the Lock's key reader. OPr is displayed.

Note

If the lock is activated for Dual Combination Access, the lock will prompt EC2 for the second combination and then IP2 for the second user's key before OPr will appear.

4. OPr → Retract Bolt

Rotate the container handle to unlock the lock.

5. Open Door

6. Power Lock →

Turn the dial briskly in any direction until CLb is displayed.

7. CLb → Enter #50 → ISA

Enter #50 on the lock keypad. ISA (Insert Supervisor Audit key) is displayed.

8. ISA → Insert and Hold SA Key → Ini

Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.

9. Ini → EOP

Continue to hold the SA Key in the reader until EOP (End of Process) is displayed.

10. Close Door

11. Extend Bolt

Rotate the container handle to extend the bolt.

12. Power Lock → IPI

Turn the dial briskly in any direction until until IPI (Insert Personal Identifier) appears.

13. IPI → Insert Personal Identifier Key → EOP (End of OPERATION)

At IPI insert a valid Bank key to confirm the lock is closed and to display EOP (End of OPERATION)

Note

An audit record will be recorded each time a key is inserted for opening and closing operations.

Note

If the lock has been shelved in ALL active modes, you should at this time test the opening of the lock with the Default Factory Combination of 50-25-50.

14. Return SA Key

Return the SA Key to the Dispatch Center to verify the shelving operation.

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4.3.11 Bank Lock Activation

Take the initialized SA key, and a minimum of one lock user's Bank key to the lock. The lock will be in Shelved mode so it can be opened with the Shelved Mode combination (either 50-25-50 or a changed combination) and no PI. After Activating the lock, you need to change the combination for at least one of the Users. All Bank User keys are initially set to the 50-25-50 combination, but will not open the Lock until changed to a valid new combination. Follow this procedure to activate the Lock and change a user combination:

To Activate a Bank Lock from Shelved Mode:

Required Items: Shelved Mode Combination, SA Key, B Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Shelved Mode Combination → OPr
When EC is displayed, key in the current Shelved Mode combination. This could either be the default Factory Combination of 50-25-50 or a unique combination that was set while the lock was in Shelved Mode. OPr (OPen right) is displayed.
3. OPr → Retract Bolt
At OPr ,Rotate the container handle to unlock the lock.
4. Open Door
5. Power Lock →
Turn the dial briskly in any direction until CLb is displayed.
6. CLb→ Enter #50 → ISA
Enter #50 on the lock keypad. ISA (Insert Supervisor Audit key) is displayed.
7. ISA → Insert and Hold SA Key → Ini
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Ini (Initializing) with a flashing bar over the "n" while the information is being processed.
8. Ini → EOP
Continue to hold the SA Key in the reader until EOP (End of Process) is displayed.
9. Extend Bolt
Do not close the door. Rotate the container handle to extend the bolt.
10. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
11. EC → Enter Default User Combination → IPI
Enter the default user combination of 50-25-50 for User 00. The lock will prompt IPI (Insert Personal Identifier key) on the display.

Note

To determine the code level of your lock, see Appendix F.

16. IPI → Insert 00 Personal Identifier Key → EnC
Insert User 00's Personal Identifier B Key into the key reader. The lock will display EnC (Enter Combination).
17. EnC → Enter New Combination of 00-00-00 → CnC
Enter new combination of 00-00-00 for User 00. The display will display CnC (Confirm new Combination).

Warning

For security purposes, you should define your own values for User Combinations in your Cencon CenBank system.

18. CnC → Enter New Combination → EOP
Enter the new combination of 00-00-00 again by pressing those digits on the lock's keypad. The numbers will be displayed as they are entered. EOP (End OPeration) will be displayed.

Note

If a flashing lightning bolt appears on the display, the combination was not confirmed properly. Reset by pressing the * key and rekey the operation.

Note

It is a good practice to dial the new combinations and open the lock at least once after initially setting them, before closing the door and extending the bolt.

19. Power Lock → IPI
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
20. EC → Enter New Combination → IPI
Enter User 00's new combination by pressing those digits on the lock's keypad. The numbers will be displayed as they are entered.
21. IPI → Insert 00 Personal Identifier Key → OPr
Insert User 00's Personal Identifier B Key into the key reader. The lock will display OPr (OPen right).
22. OPr → Retract Bolt
Rotate the container handle to unlock the lock.
23. Close Door
24. Extend Bolt →
Rotate the container handle to extend the bolt.
25. Power Lock → IPI
Turn the dial briskly in any direction until the letters IPI (Insert Personal Identifier) appear in the display window.
26. IPI → Insert 00 Personal Identifier Key → EOP
Insert User 00's Personal Identifier B key to record the lock closure. The lock will verify a completed closure by storing the date and time for the close in the B key and displaying EOP (End of Operation).

Note

An Audit record is created each time a key is inserted during the opening and closing operations. These are reported as "Open Time" and "Close Time" on the Audit Log Reports.

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4.3.12 Open Lock - Bank Mode

Open/Close a Single User Lock - No Delay

Required Items: B Key, Combination

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Combination → IPI
When EC is displayed, key in the bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid B key in the lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr, Rotate the container handle to unlock the lock.
5. Open Door
6. Perform Operations
Perform the service or bank operation.
7. Close Door
8. Extend Bolt → IPI
Rotate the container handle to extend the bolt. When the lock is fully locked, the display will prompt IPI (Insert Personal Identifier).
9. IPI → Insert Personal Identifier Key → EOP
Insert the Personal Identifier B Key again to record the lock closure. The lock will verify a completed closure by storing the date and time for the close in the B key and displaying EOP (End of Operation).

Note

An Audit record will be created each time a key is inserted during the opening and closing operations. These will be reported as "Open Time" and "Close Time" on the Audit Log Reports.

Open/Close a Single User Lock with Delay

Required Items: B Key, Combination

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Combination → IPI
When EC is displayed, key in the bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → dxx
Insert the User's Personal Identifier B Key into the key reader. dxx (delay xx) will be displayed showing the amount of time delay remaining before the lock can be opened.
4. dxx → Wait for Time Delay → IPI
When the programmed delay time has elapsed, the lock will prompt with IPI (Insert Personal Identifier).

Note

It may be necessary to power the lock again before you will get the IPI prompt.

5. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid B key in the lock's key reader. OPr (OPen right) is displayed.
6. OPr → Retract Bolt
At OPr, Rotate the container handle to unlock the lock.

Note

If the Window to Open expires before the lock is opened, it will reset itself and the entire open procedure must be repeated, including the delay time.

7. Open Door
8. Perform Operations
Perform the service or bank operation.
9. Close Door
10. Extend Bolt → IPI
Rotate the container handle to extend the bolt. When the lock is fully locked, the display will prompt IPI (Insert Personal Identifier).
11. IPI → Insert Personal Identifier Key → EOP
Insert the Personal Identifier B Key again to record the lock closure. The lock will verify a completed closure by storing the date and time for the close in the B key and displaying EOP (End of Operation).

Open/Close a Dual User Lock - No Delay

Required Items: Two B Keys, Two Combinations

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Combination → IPI
When EC is displayed, key in the first bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert First Personal Identifier Key → EC2
Insert the first User's Personal Identifier B Key into the key reader. EC2 (Enter Combination 2) is displayed.
4. EC2 → Enter Second Combination → IP2
Key in the combination for the second User. IP2 (Insert Personal Identifier 2) is displayed..
5. IPI → Insert Second Personal Identifier Key → OPr
Insert the second User's Personal Identifier B key into the key reader. OPr (OPen right) is displayed.
6. OPr → Retract Bolt
At OPr, Rotate the container handle to unlock the lock.
7. Open Door
8. Perform Operations
Perform the service or bank operation.
9. Close Door
10. Extend Bolt → IP?
Rotate the container handle to extend the bolt. When the lock is fully locked, the display will prompt IP? (Insert Personal Identifier ?, either 1 or 2) is displayed.
11. IP? → Insert Personal Identifier Key → EOP
Insert either User's Personal Identifier B Key into the key reader. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Open/Close a Dual User Lock with Delay

Required Items: Two B Keys, Two Combinations

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Combination → IPI
When EC is displayed, key in the first bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert First Personal Identifier Key → EC2
Insert the first User's Personal Identifier B Key into the key reader. EC2 (Enter Combination 2) is displayed.
4. EC2 → Enter Second Combination → IP2
Key in the combination for the second User. IP2 (Insert Personal Identifier 2) is displayed..
5. IPI → Insert Second Personal Identifier Key → dxx
Insert the second User's Personal Identifier B key into the key reader. dxx (delay xx), with xx being the time delay remaining before the lock can be opened, is displayed.
6. dxx → Wait for Time Delay → IPI
When the programmed delay time has elapsed, the lock will prompt with IPI (Insert Personal Identifier).

Note

It may be necessary to power the lock again before you will get the IPI prompt.

7. IPI → Insert First Personal Identifier Key → IP2
Insert the first User's Personal Identifier B key into the key reader. IP2 (Insert Personal Identifier 2) is displayed.
8. IPI → Insert Second Personal Identifier Key → OPr
Insert the second User's Personal Identifier B key into the key reader. OPr (OPen right) is displayed.
9. OPr → Retract Bolt
At OPr, Rotate the container handle to unlock the lock.

Note

If the Window to Open expires before the lock is opened, it will reset itself and the entire open procedure must be repeated, including the delay time.

10. Open Door
11. Perform Operations
Perform the service or bank operation.
12. Close Door
13. Extend Bolt → IP?
Rotate the container handle to extend the bolt. When the lock is fully locked, the display will prompt IP? (Insert Personal Identifier ?, either 1 or 2) is displayed.
14. IP? → Insert Personal Identifier Key → EOP
Insert either User's Personal Identifier B Key into the key reader. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Note

If you experience a lockout situation with dual user access, you should be aware that user order on a retry is important. After the lockout period expires, the lock will open if the first combination and the first key used in the current entry attempt are the same as those used during the entry attempt that caused the lockout. If the first combination and the first key used are not the same as those used when the lockout occurred, the lock will prompt with IP2 and will then prompt with EC2.

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4.3.13 Bank Mode - Add Users

Open/Close a Single User Lock - No Delay

Required Items: B Key, Combination, SA Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Combination → IPI
When EC is displayed, key in the bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid B key in the lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr ,Rotate the container handle to unlock the lock.
5. Open Door
6. Power Lock → CLb
Turn the dial briskly in any direction until the letters CLb appear in the display window.
7. CLb→ Enter #50 → ISA
Enter #50 on the lock keypad. ISA (Insert Supervisor Audit key) is displayed.
8. ISA → Insert and Hold SA Key → Add
Insert and hold the SA Key in the key reader on the side of the lock. The lock will display Add (Adding) with a flashing bar over the "n" while the information is being processed.
9. Add → EOP
Continue to hold the SA Key in the reader until EOP (End of Operation) is displayed.
10. Extend Bolt →
Close the door. Rotate the container handle to extend the bolt.
11. Power Lock → IPI
Turn the dial briskly in any direction until the letters IPI (Insert Personal Identifier) appear in the display window.
12. IPI → Insert Personal Identifier Key → EOP
Insert the User's Personal Identifier B Key into the key reader again. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Note

After adding a User you will need to change the combinations for the User that was added. All Bank User combinations are initially set to the default combination of 50-25-50 but will not open the lock until changed to a valid new combinations.

Note

If the lock is in dual mode and a bank user is forced to change their combo, the dual combo entry process is aborted. When the user's combo is successfully changed, the lock indicates the end of the operation (EOP).

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4.3.14 Bank Mode - Remove Users

Follow this procedure to delete Users from the lock at the lock after deleting them from the PC System:

Required Items: B Key, Combination, SA Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Enter Combination → IPI
When EC is displayed, key in the bank user's combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Personal Identifier Key → OPr
At IPI insert a valid B key in the lock's key reader. OPr (OPen right) is displayed.
4. OPr → Retract Bolt
At OPr ,Rotate the container handle to unlock the lock.
5. Open Door
6. Power Lock → CLb
Turn the dial briskly in any direction until the letters CLb appear in the display window.
7. CLb→ Enter #50 → ISA
Enter #50 on the lock keypad. ISA (Insert Supervisor Audit key) is displayed.
8. ISA → Insert and Hold SA Key → dEL
Insert and hold the SA key in the key reader on the side of the lock. The lock will display dEL (dELeting Users) while the information is being processed.
9. dEL → EOP
Continue to hold the SA Key in the reader until EOP (End of Process) is displayed.
10. Extend Bolt →
Close the door. Rotate the container handle to extend the bolt.
11. Power Lock → IPI
Turn the dial briskly in any direction until the letters IPI (Insert Personal Identifier) appear in the display window.
12. IPI → Insert Personal Identifier Key → EOP
Insert the User's Personal Identifier B Key into the key reader again. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Warning

If the lock is only activated in Bank Mode, do not delete all users!

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4.3.15 Bank Users - Change Combination

The combination for a Bank User can be changed whenever desired. It is recommended that the combination be changed periodically to maintain a high level of security. To change the combination:

Required Items: B Key, Current Combination

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Press #8 → IPI
Press the # button followed by 8. IPI (Insert Personal Identifier) is displayed.
3. IPI → Insert Personal Identifier Key → EcC
Insert the User's Personal Identifier B Key into the key reader. The lock will display EcC (Enter current Combination).
4. EcC → Enter current Combination → EnC
Enter the user's current combination. The display will display EnC (Enter new Combination).

Warning

For security purposes, you should define your own values for User Combinations in your Cencon CenBank system.

5. EnC → Enter New Combination → CnC
Enter the new combination on the lock's keypad. The numbers are displayed as they are entered. CnC (Confirm new Combination) will be displayed.
6. CnC → Confirm New Combination → EOP
Enter the new combination again by pressing those digits on the lock's keypad. The numbers will be displayed as they are entered. EOP (End OPeration) will be displayed. The newly confirmed combination is now active for that Bank User and Personal Identifier Key.

Note

Note: If a flashing lightning bolt appears on the display, the combination was not confirmed properly. Reset by pressing the "*" key and rekey the operation.

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4.3.16 Set the Lock Time

An initialized DS1922 key is required to set the time in a lock (Gen2).

Required Items: Initialized DS1922 Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Press #0 → -dL
Press the pound (#) button followed by the 0 button. -dL will be displayed.

Note

If the lock has sufficient power, the #0 will go directly to ISA without the -dL indicated in steps 2 and 3.

3. -dL → ISA
Turn the dial to the left (CCW) until ISA is displayed.
4. ISA → Insert and Hold DS1922 Key → CLS
Insert and hold the initialized DS1922 key in the lock's key reader. The lock will display CLS (CLock Set in Progress) while the clock is being set and the daylight savings time information is being saved.

Note

You may need to turn the dial to maintain power during this time.

5. CLS → EOP
Continue to hold the key in the reader until EOP (End OPeration) is displayed.
6. EOP → Remove Key
When the display prompts EOP, remove the DS1922 key.

Note

The clock set key is not lock specific and may be reused to set the time on additional locks.

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4.3.17 Retrieve Bank Users From Lock

It is possible to use an initialized Supervisor Audit key to retrieve a list of the bank users from a Cencon Gen2 lock. The information is downloaded from the lock into the SA key, which is then returned to the Cencon dispatch center. The information in the key can then be viewed using the Cencon Key Report function. To retrieve the list of bank users assigned to the lock:

Required Items: Initialized Red SA Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Press #0 → -dL
Press the pound (#) button followed by the 0 button. -dL will be displayed.

Note

If the lock has sufficient power, the #0 will go directly to ISA without the -dL indicated in steps 2 and 3.

3. -dL → ISA
Turn the dial to the left (CCW) until ISA is displayed.
4. ISA → Insert and Hold SA Key → UdP
Insert and hold the initialized SA key in the lock's key reader. The lock will display UdP (User dump in progress) while the user retrieval is being processed.

Note

You may need to turn the dial to maintain power during this time.

5. UdP → EOP
Continue to hold the SA Key in the reader until EOP (End Operation) is displayed.
6. EOP → Remove SA Key
When the display prompts EOP, remove the SA key.
7. Return SA Key
Return the SA Key to the dispatch center to be read using the Cencon Key Report function.

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4.3.18 Resynchronize the Database with a Lock

It is possible to use an initialized DS1963 key to retrieve the status of Cencon Gen2 lock. The lock status information is downloaded from the lock into the DS1963 key, which is then returned to the Cencon dispatch center and used to update the Cencon database.

Required Items: Initialized Grey Resynchronization Key

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Press #0 → -dL
Press the pound (#) button followed by the 0 button. -dL will be displayed.

Note

If the lock has sufficient power, the #0 will go directly to ISA without the -dL indicated in steps 2 and 3.

3. -dL → ISA
Turn the dial to the left (CCW) until ISA is displayed.
4. ISA → Insert and Hold DS1963 Key → rSY
Insert and hold the initialized key in the lock's key reader. The lock will display rSY (reSYnchronization in Progress) while the lock data retrieval is being processed.

Note

You may need to turn the dial to maintain power during this time.

5. rSY → EOP
Continue to hold the Key in the reader until EOP (End OPeration) is displayed.
6. EOP → Remove Key
When the display prompts EOP, remove the key.
7. Return Key
Return the Key to the dispatch center to be read using the Resynchronize the Database with Lock Data operation.

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4.3.19 Display Lock Level

It is sometimes necessary to determine the code level of the Cencon Lock with which you are working. This can be done through the keypad with the level displayed on the LCD. Use the following procedure:

1. Power Lock → EC
Turn the dial briskly in any direction until the letters EC (Enter Combination) appear in the display window.
2. EC → Press #1
Press # followed by 1.

All Gen 2 locks will display "LL-" , "G2", followed by 4 sets of 3 numbers, followed by "HL-" with 2 number pairs.

Note

The lock will continue repeating the Lock Level until either the * key is held down or until the dial has not been turned in 40 seconds.

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4.3.20 Gen2 Lock Menu Prompts

The Gen 2 lock allows the user to gather additional information in the field simply by pressing keypad commands, sometimes presenting their user key, and then reading the LCD. For each of the commands that displays either current or historic Date and Time (#71, #72, #78, and #79), the format is the same: Starting from the largest time increment (4-digit Year) and moving down to the smallest (2-digit second). For readability, the date and the time are broken apart by the "Hr-" (hour) prompt in the middle.

All the prompts that request a user key (blue FLM, yellow Route, or green Bank) be presented will do so by displaying the "IPI" after the command is entered. The difference to note is that #73 will be reading and displaying information unique to a particular key, whereas #72, #76, #78, and #79 are reading which particular mode this key is associated with (FLM, Route, or Bank) and then displaying information for that entire mode.

As is the case with interacting with the other prompts, the information will continue to display to the user until the lock powers down or until the * is held down.

#70: Display active modes and activator identification

Without requiring a user key or an audit key, it is possible to determine the following:

- Which modes on the lock are currently active: FL (First Line Maintenance), ro (Route), or bA (Bank mode).
- Whether this mode is active in Single or Dual access, noted by either a 1 or 2 before the mode abbreviation.

If the activating company activated their mode using a USB Key Box and the 4.0 or higher software, additional security benefits are incorporated in the lock. One example is that the #70 also would display the following (rather than displaying only 0's if the customer activated the lock with a version below 4.0 or with a PCI card system.):

- A unique 4-digit code (Cn-) assigned by Kaba Mas for the company that has activated that mode, in order that vendors sharing access might know who to contact for service needs at the ATM,
- Which USB Key Box 4-digit number (bn-) assigned to that particular customer, created the activation key, in order for tracking and to deter possible security violations.

(For example, "01-", "1FL", " Cn", " 00", " 00", " bn", " 00", " 00", "02-", "1ro", " Cn", " 00", " 00", " bn", " 00", " 00", "03-", "2bA", " Cn", " 00", " 00", " bn", " 00", " 00", where "FL" indicates FLM mode, "ro" indicates route mode, "bA" indicates bank mode, the "1" prefix indicates single mode, the "2" prefix indicates dual mode, the " Cn" prompt precedes the company code, and " bn" precedes the USB key box device ID)

#71: Display internal UTC/GMT date/time

Each Gen 2 lock is programmed to the current UTC/GMT date/time when the lock is manufactured at Kaba Mas (For example, "UtC", "Yr-", " 20", " 09", " 12", " 25", "Hr-", " 22", " 30", " 59"),

#72: Display the local date/time by user key

If a customer uses Cencon 4.0 with a USB Box with their Gen2 lock, the lock will store which the TimeZone information, for that particular company, in order that they might use Time Windows for their user keys. This also allows this customer to check the local time setting for this lock, which simply adjusts the internal GMT clock with the time zone information (For example, "LCL", "Yr-", " 20", " 09", " 12", " 25", "Hr-", " 17", " 30", " 59").

#73: Display key type and key serial number for the key presented

Each SmartKey has a unique serial number engraved on the key, which is also recorded in the Cencon software when that key is added to the customer's database. At times in the field, to troubleshoot and to ensure that the user has the appropriate key that the combination was dispatched to, it may be necessary to relay the key serial number over the phone back to the dispatcher. The #73 function of the Gen2 lock allows any user key to be presented to the lock's key reader to display the key serial number which assists the user in this serial number's legibility. The serial number typically starts with 6 zeros, and then has 6 alpha-numeric characters, including letters A-F. (For example, "CL-", "14", "27", "CS-", "00", "00", "00", "11", "d7", "EF", to display the iButton device number and 12 digit serial number.)

#74: Display door contact switch status

The Gen2 lock has a 4-pin alarm input cable to optionally use Door Contact switches and for a Remote Disable function. After installing the door contact switches, the customer will want to determine the status of these sensor, often while the lock is still in factory mode, and later when the lock is activated (For example, "OPd" for "OPened door", "CLd" for "closed door", or "nCC" for "no door contact connection" accordingly).

#76: Display software level the mode was activated with by user key

Because the Gen2 lock will incorporate many more security and functional enhancements as well as future compatibility allowances when the lock used in conjunction with the Cencon 4.0 or higher software + the USB Key Box, it is important for a customer in the field to know whether or not the mode being used has been programmed with this updated settings (For example, "SL-", " 01", where software level "01" is compatibility mode, and software level "02" indicates Cencon 4.0 or higher

with a USB Key Box).

#77: Display UTC/GMT date/time on DS1994 FLM and Route keys and DS1427 Bank Keys

Even though the Gen2 lock no longer uses the internal iButton timekeeping registers on DS1994 FLM and Route keys or from DS1427 Bank keys, that time can now be read at the Gen2 lock for diagnosing problems encountered when operating Gen1 locks. The time is displayed in UTC/GMT format since time zone information may not be available to Gen2 locks operating in compatibility mode. (For example, "PIC", "Yr-", " 20", " 09", " 10", " 31", "Hr-", " 16", " 45", " 00").

#78: Display last opening local date/time by user key

For purposes of quick minimal auditing of a lock in a field, the Gen2 lock will display the last opening date and time (in that customer's local time setting) by presenting that mode's key (For example, "LOP", "Yr-", " 20", " 09", " 10", " 31", "Hr-", " 16", " 45", " 00").

#79: Display activation local date/time by user key

For purposes of determining when a mode was activated, without the necessity of using an audit key and software, the Gen2 lock will display the date and time of the current activation by that mode if a user key from that mode's system is presented (For example, "ACT", "Yr-", " 20", " 09", " 10", " 21", "Hr-", " 13", " 30", " 05").

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4.3.21 Update Activate of Gen 2 Lock Activated as Gen 1 Lock

When a Gen 2 lock is activated using a previous version of Cencon or with Cencon 4 using a Cencon PCIO key reader, we say that the lock is in Gen 1 compatibility mode. The Update Activate function reactivates the lock in full Gen 2 mode to take advantage of the Gen 2 operations and use the new Cencon keys.

We will need a change key for these procedures, which is a tool that will normally be in the possession of the FLM or Route Service Person. The change key has two prongs that, when extended, fit securely into the change key holes on the rear of the lock body. Any change key may be used in any Cencon lock. The change key is not encoded or unique in any way.




To Update the Activation of a lock:

Required Items: Blue F or Yellow R Key, Combination, Change Key, Red SA Key

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) appears in the display window.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the one time shelving combination. When the final number of the combination is keyed, the display will prompt IPI (Insert Personal Identifier).
3. IPI → Insert Key → OPr
At IPI insert the user key into the Lock's key reader. OPr is displayed.

Note

If the lock is activated for Dual Combination Access, the lock will prompt EC2 for the second combination and then IP2 for the second user's key before OPr will appear.

4. OPr → Retract Bolt
At OPr turn the dial right (CW) to retract the bolt.
5. Open Door
6. Insert Change Key
Extend the prongs on the change key and insert it into the change key socket on the back of the lock while OPr is displayed. Do not close the door.
7. Extend Bolt
With the door open, turn the dial left (CCW) to extend the bolt.
8. Power Lock → 
Turn the dial to the left (CCW) until  (the Change Key symbol along with EC) appears in the display window.
9.  → Enter Factory Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. Enter the default Factory Combination of 50-25-50. ISA is displayed.
10. ISA → Insert and Hold SA Key → UPA
Insert and hold the SA key in the lock's key reader. The lock will display UPA (UPdate Activate in Progress) while the lock is being reactivated as a Gen 2 lock.
11. POC → Remove SA Key AND Pull Out Change Key → OPr
At the POC prompt remove the SA Key and Pull Out the Change key. OPr is displayed.
12. OPr → Retract Bolt
At OPr turn the dial to the right (CW) to retract the bolt.
13. Close Door
14. Extend Bolt
Turn the dial to the left (CCW) to extend the bolt.
15. Power Lock → IPI
Turn the dial to the left (CCW) until IPI (Insert Personal Identifier) appears in the display window.
16. IPI → Insert Key → cxx or cxx xx (Close Seal)
At IPI insert the personal identifier key of the FLM or Route person who opened the lock. The LCD will display cxx where xx is

a two-digit number (the Close Seal number for this opening).

Note

An audit record is recorded each time a key is inserted for opening and closing operations.

17. cxx or cxx xx → Record Shelving Close Seal

This Close Seal number should be called in to Dispatch to close the operation.

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Appendix A - Lock Error Codes

Caution

Many times the error code for 0b is mistaken as a 06 error code. Examine the display closely to determine if the error code is the number 06, where the number 6 has a flag at the top that differentiates it from the letter b.

Note

In Gen2, error codes are expanded from 2 digits to 4 digits. The legacy error codes have leading zeros in the error history, and are indicated with the same lightning bolt error indication as in Gen1.

Example of error 06:

```

⚡06 <beep>
  06 <beep>
⚡06<beep>
  06 <beep> etc.
    
```





New error codes, will show the modified lightning bolt indication. Example of error 9003:

```





⚡90 <beep>
  03 <beep>
  90 <beep>
  03 <beep>
⚡90 <beep>
  03 <beep>
  90 <beep>
  03 <beep> etc.
    
```

When Attempting to Open Lock

Error Code	Error	Notes
⚡02	Failed attempts/sessions	See LCO (below).
⚡03	Key/Mode Mismatch	The wrong key type has been presented for the mode(s) in which the lock is active.
⚡04 or ALS	Silent Alarm Reset	Hold-up or duress alarm.
⚡05	Dual Combination Access Error	When asked for a dual combination entry, the same combination and key were used for the 2nd entry as for the 1st.
⚡06	Wrong Key Type	The wrong key type has been presented. Make sure to use the appropriate key type for the appropriate function. Have the Supervisor display the user key information at the PC system to check the key serial number, user ID, customer # and company #. Possible bad key contact.
⚡07	Data read error.	Key data not accessible.
⚡08	Initialization	Factory initialization, CRC bad (information in key is corrupt).
⚡09	CenBank	User key is not authorized to enter lock.
0C	Time window	Error in the key time data.

	mismatch	
 0d	User Out of Time Window	The user is attempting to access the lock at a time that does not fall within the defined lock access time on the key. Have the Supervisor display the the user key information at the PC system to check the Window Opening Information, thus verifying when the user is able to access the lock.
 OF	Audit buffer	Error writing audit data
 Only	<i>See the Notes column</i>	Incorrect Combination Entered An incorrect combination was entered. Clear the lightning bolt error display by pressing * and try the combination entry again. Note: If the combination is forgotten, the call into the dispatcher to retrieve the combination at the PC system.
		Incorrect Lock Serial Number and Name A call was dispatched for the wrong lock. Check at the PC to see if the call was dispatched for the correct lock.
		Incorrect User ID A call was dispatched for the wrong User ID or the wrong user key is being inserted into the key reader at the lock. Try a different user key if another user is on this call. If that is not successful, check at the PC to see if the call was dispatched for the correct User.
		Audit count mismatch The audit count in the lock does not match the lock audit count in software at the PC. If the count is higher at the lock, use the user key to get the last close seal from lock and call it in to the PC. If the audit count is higher at the PC, get the next to last combo and use it along with the appropriate user key to open and close the lock. It is not necessary to report the close seal at this point since the call has already been closed at the PC.
LCO	5 Failed Lock Entry Attempts	<p>The combination was entered incorrectly 5 times. The lock has now gone into a "lockout" mode. Review the items in the previous section (Lightning Bolt Only) to try and determine the cause for the failed attempts.</p> <p>Wait at least 4.5 minutes without powering the lock and then enter a valid combination and present the appropriate key.</p> <p>Gen2 Locks If there is a problem with the battery in the Gen2 lock when a lockout occurs, the lock must have power for the full timeout period. The display will alternately flash -dL and LCO to indicate this.</p>

When Attempting to Activate/Shelve Lock with SA Key

Error Code	Error	Notes
 03	Lock Mode Mismatch	The lock is already active in the mode that you are attempting to activate.
 06	<i>See the Notes column</i>	Wrong Key Type The wrong key type has been presented. Make sure to use the appropriate key type for the appropriate function.
		Unable to Read SA Key Information There is no information in the key or the key has been bounced and the the key is corrupt. If the audit count at the lock and the PC match, use combination. Otherwise contact Kaba Mas Customer Service at 1(800) get a close seal and try operation again with a re-programmed key
 09	CenBank	Lock is already active in CenBank mode.
 0A	<i>See the Notes column</i>	Last Audit Record not "Open" An attempt is being made to activate or shelve the lock but the last record showing in the Audit trail is not an "Open". This might be caused by the the bolt being extended before the Change Key is inserted. If the lock is in Shelved Mode, enter the Shelved Mode combination, retract the

bolt, insert the Change Key and continue with the procedure. If the lock is active in another mode, close the call and have another call dispatched to open the lock and insert the Change Key and then continue with the procedure.

Lock Mode Already Active/Shelved

The lock is already active or shelved in the mode you are trying to activate or shelve.

⚡Ob	Bad Processor Reset	<p>An internal error has occurred while trying to reset the processor in the lock. Clear the lightning bolt error display by pressing * and try the operation again (note that these failures are counted toward the five entry attempt limit).</p> <p>If you continue to get the error indicator, contact Kaba Mas Customer Service for assistance at 1(800) 950-4744 .</p>
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Lock Read/Write

Error Code	Error
⚡60	Eprom factory initialize.
⚡61	Drill.
⚡62	Eprom housekeeping Write.
⚡63	One mode of the lock is corrupted. Try another and and remove from service. If all modes give 63 Drill. If powers up 63 then Drill.
⚡64	Eprom Cust. Initialize.
⚡65	Eprom Error List Read.
⚡66	Eprom Error List Write.
⚡67	One mode of the lock is corrupted. Try another mode and remove from service. If all modes give 67 drill. If powers up 67 then Drill.
⚡68	Eprom SMCS Write.
⚡69	Eprom Bank User Read (Lock could not read the key to memory).
⚡6A	Eprom Bank User Write (Lock could not write the opening into memory).
⚡6b	Occurs with older model of lock. User key-different key closing lock than which opened the lock. Some are key specific some are mode specific.
⚡6C	One mode of the lock is corrupted. If all modes give 6C drill. Try another mode once opened remove from service. If powers up 6C then Drill.
⚡6d	One mode of the lock is corrupted. If all modes give 6C drill. Try another mode once opened remove from service. If powers up 6C then Drill.
⚡6E	Eprom Delay-Data Write.
⚡6F	Eprom Factory Initialize Read.

Key Read/Write

Error Code	Error
⚡71	Key is dead. Issue new key.

⚡72	Touch Memory – House Keeping Write
⚡73	Bad time in the key. Verify audit, lock will be one ahead. Close and issue new combo to that key for that lock and have the tech open and get close. It will correct the time in the key.
⚡74	Bad key Contact, Try again and if the error still appears clean key and key reader.
⚡75	Touch Memory – Initialize/ Shelve Rec1 Read.
⚡76	Only while supershelving, shelving or activating. Is like a 7F for a supershelve/SA key. Use supershelve key again within 6 seconds and finish.
⚡77	Touch Memory - Initialize Rec2 Read.
⚡78	Touch Memory - Initialize Rec2 Write.
⚡79	Touch Memory-Initialize RecX Read.
⚡7A	Touch Memory- Initialize Recx Write.
⚡7b	Touch Memory- Supershelve Read.
⚡7C	Touch Memory- Supershelve.
⚡7d	Touch Memory - Cannot read the key.
⚡7E	Error reading/writing Time Window record (Out of time windows).
⚡7F	Bad key Contact, try again.

Gen2 Codes	
Error Code	Error
⚡9003	Time windows user denied access due to clock failed/reset condition.
⚡9005	iButton family code lookup error.
⚡9006	Audit key was not formatted for a Gen2 lock.
⚡9007	Clock failed.
⚡96nn	Memory error.
⚡97nn	iButton error
⚡9B00	Lock firmware error.

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Appendix C - Lock Displays and Prompts

The Cencon front cover LCD uses a 7-segment font, displaying up to 3 characters at a time. Some prompts will show a mixture of numbers and letters. Also, since some letters are only distinguishable in their capital form and other letters in their lower-case form, the LCD will show a mixture of both types at once.



Displays while Audit data is being written.



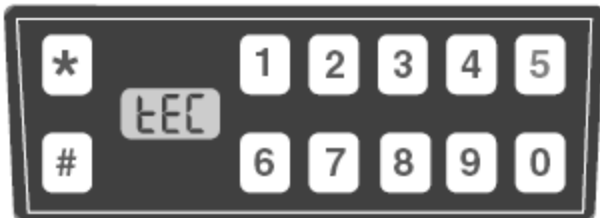
close Seal Number



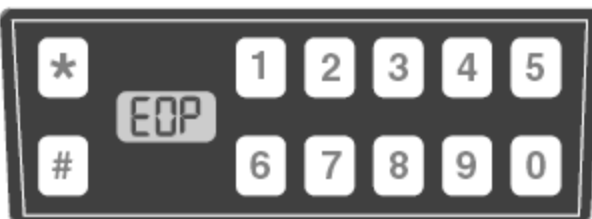
Enter Combination



Enter Combination 2



Enter Combination to Change using Change Key



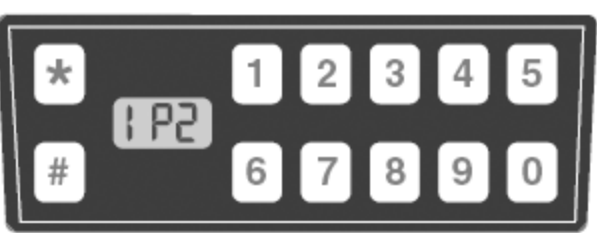
End OPeration



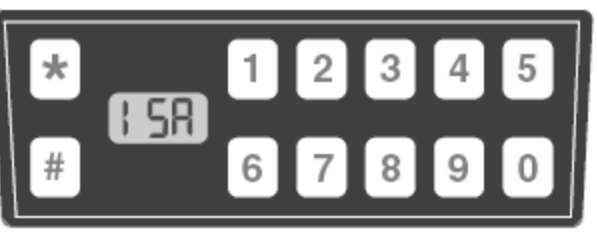
Initializing



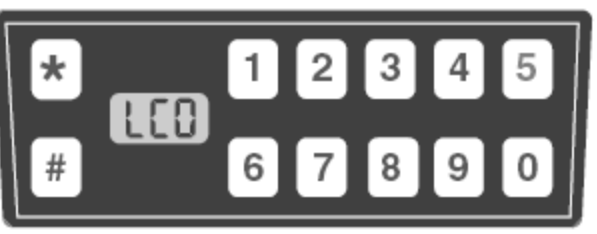
Insert Personal Identifier



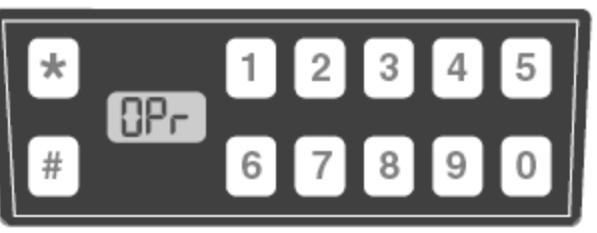
Insert Personal Identifier 2



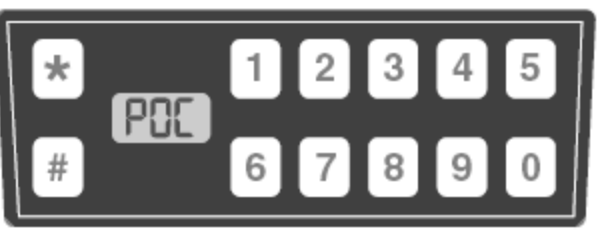
Insert Supervisor Audit Key



LoCK Out in Effect, Lock Disabled



Open right



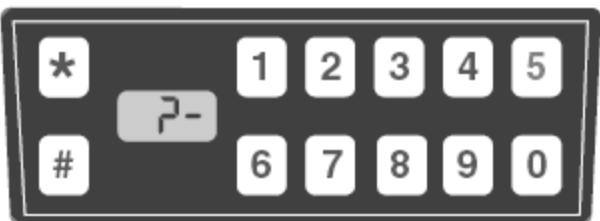
Pull out change key



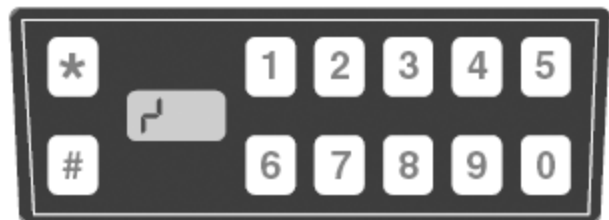
replace Personal Identifier (In Dual Mode - insert other key.)



SheLving



Display when # has been pressed to enter a keypad command.



Error (Lightning Bolt)

Additional Display Prompts Used on Both Gen1 and Gen2

-dL	Dial Left to get to EC prompt after extending bolt
EcF	Enter Current combination (shelved mode)
EnF	Enter New combination (shelved mode)
CnF	Confirm New combination (shelved mode)
CC	Confirm Combination (Bank mode)
Add	Adding new user (Bank mode)
dEL	Deleting user (Bank mode)
EcC	Enter Current Combination (Bank mode)
EnC	Enter new Combination (Bank mode)
CnC	Confirm new Combination (Bank mode)
d35	Delay Time 35 minutes (Bank mode)
Sn-	Serial Number; shown after pressing #2
LL-	Lock code Level; shown after #1 pressed
HL-	Hardware Level; shown after #1 pressed
AC-	Total opening Count in All modes; shown after #3 pressed
SC-	Seal Count** for active mode by user key; after #4
SS-	Seal count** for Shelved mode by user key; after #4

**Seal count, Opening Count, and Audit Count are terms used interchangeably throughout the documentation.

Display Prompts found only on Gen 2:

G 2	indication during power-up of Gen2 lock firmware
cEC	at EC power up, alerts that Clock was reset (need clock set key)
CLS	Clock Set operation is in process
rLO	Remote Lock Out; combination entry is prevented
C12 34	4-digit Close Seal
dLY	5-minute Delay because of audit restrictions
bEC	Change Battery Notification during EC prompt
IFL	Single FLM Mode activated
2FL	after #70 - Dual FLM Mode activated
Iro	after #70 - Single Route Mode activated
2ro	after #70 - Dual Route Mode activated
IbA	after #70 - Single Bank Mode activated
2bA	after #70 - Dual Bank Mode activated
Cn	after #70 - Company Identifier that activated mode
bn	after #70 - USB box number that activated mode
UtC	after #71 - UTC/GMT date and time
LCL	after #72 - local date and time, based on user key's mode
Yr	Date being displayed, starting with Year, then Month, then Day
Hr	Time being displayed, starting with Hour, then Minute, then Second
CL	after #73 - Cencon SmartKey Type
CS	after #73 - Cencon SmartKey Serial Number
OPd	after #74 - Open Door
CLd	after #74 - Closed Door
nCC	after #74 - No door Contact Connection
SL	after #76 - Software Level of user key's mode that activated this lock
LOP	after #78 - Last Opening date and time (local), based on user key
ACT	after #79 - Activation date & time (local), of user key
udP	Download bank users
uPA	Update activate

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Appendix D - System Process Overview

Activate Lock in FLM or Route Mode from Shelved Mode

1. PROGRAM ACTIVATION SA KEY AT PC, THUS DISPATCHING F OR R KEY
2. TAKE ROUTE OR FLM KEY, SA KEY, CHANGE KEY AND COMBINATION TO LOCK
3. OPEN LOCK WITH SHELVED MODE COMBINATION
4. ACTIVATE LOCK WITH CHANGE KEY AND SA KEY
5. OPEN LOCK WITH F OR R KEY TO VERIFY ACTIVATION WAS SUCCESSFUL
6. REPORT CLOSE SEAL TO DISPATCHER AND RETURN SA KEY

Activate Lock in Bank Mode from Shelved Mode

1. PROGRAM ACTIVATION SA KEY AT PC
2. TAKE SA KEY AND CHANGE KEY TO LOCK
3. OPEN LOCK WITH SHELVED MODE COMBINATION
4. ACTIVATE LOCK WITH CHANGE KEY AND SA KEY
5. CHANGE AND TEST COMBINATION FOR A MINIMUM OF TWO USERS

Activate Lock in Route Mode from FLM Mode

1. PROGRAM ACTIVATION SA KEY AT PC, THUS DISPATCHING ROUTE KEY
2. DISPATCH SERVICE CALL COMBINATION TO FLM AT PC
3. TAKE ROUTE KEY, FLM KEY, SA KEY, CHANGE KEY AND COMBINATIONS TO LOCK
4. OPEN LOCK WITH FLM SERVICE CALL COMBINATION
5. ACTIVATE LOCK WITH CHANGE KEY AND SA KEY
6. OPEN LOCK WITH R KEY TO VERIFY ACTIVATION WAS SUCCESSFUL
7. REPORT ROUTE AND FLM CLOSE SEALS TO DISPATCHER(S) AND RETURN SA KEY

Activate Lock in FLM Mode from Route Mode

1. PROGRAM ACTIVATION SA KEY AT PC, THUS DISPATCHING FLM KEY
2. DISPATCH SERVICE CALL COMBINATION TO ROUTE PERSON AT PC
3. TAKE ROUTE KEY, FLM KEY, SA KEY, CHANGE KEY AND COMBINATIONS TO LOCK
4. OPEN LOCK WITH ROUTE COMBINATION
5. ACTIVATE LOCK WITH CHANGE KEY AND SA KEY
6. OPEN LOCK WITH F KEY TO VERIFY ACTIVATION WAS SUCCESSFUL
7. REPORT ROUTE AND FLM CLOSE SEALS TO DISPATCHER(S) AND RETURN SA KEY

FLM/Route Service Call

1. DISPATCH SERVICE CALL COMBINATION TO FLM OR ROUTE PERSON AT PC
2. TAKE SERVICE CALL COMBINATION AND USER KEY TO LOCK
3. OPEN LOCK WITH SERVICE CALL COMBINATION
4. PERFORM SERVICE OPERATIONS
5. CLOSE LOCK AND RETRIEVE CLOSE SEAL
6. REPORT CLOSE SEAL TO DISPATCHER

Multi-Lock Route

1. DISPATCH ROUTE COMBINATIONS TO ROUTE PERSON AT PC
2. TAKE ROUTE COMBINATIONS AND ROUTE KEY TO EACH LOCK ON ROUTE
3. OPEN EACH LOCK WITH ROUTE COMBINATION
4. PERFORM ROUTE OPERATIONS ON EACH LOCK

5. CLOSE LOCK AND RETRIEVE CLOSE SEAL AT EACH LOCK

6. REPORT CLOSE SEALS OR RETURN ROUTE KEY TO DISPATCHER FOR CALLS TO BE CLOSED

Retrieve AND Report on Audit Download from Lock

1. INITIALIZE SA KEY AT PC
2. TAKE SA KEY TO LOCK
3. RETRIEVE AUDIT DATA WITH SA KEY
4. RETURN SA KEY TO PC TO READ AUDIT INFORMATION

Shelve Lock in FLM Mode

1. PROGRAM SHELIVING SA KEY AT PC, THUS DISPATCHING FLM KEY
2. TAKE FLM KEY, SA KEY AND SHELIVING COMBINATION TO LOCK
3. OPEN LOCK WITH F KEY
4. SHELVE LOCK WITH SA KEY
5. REPORT CLOSE SEAL TO DISPATCHER
6. RETURN SA KEY TO PC TO VERIFY SHELIVING

Shelve Lock in Route Mode

1. PROGRAM SHELIVING SA KEY AT PC, THUS DISPATCHING ROUTE KEY
2. TAKE ROUTE KEY, SA KEY AND SHELIVING COMBINATION TO LOCK
3. OPEN LOCK WITH R KEY
4. SHELVE LOCK WITH SA KEY
5. REPORT CLOSE SEAL TO DISPATCHER
6. RETURN SA KEY TO PC TO VERIFY SHELIVING

Cencon System Reference Manual

Appendix E - System Process Detail

Activate Lock in FLM Mode (from shelved mode)

Part I:
Activate the lock at the PC

Personnel: Logon User authorized to activate FLM locks
Required items: SA Key (Red)



1. Select Lock Operations from the main window
2. Click OK on the search screen
3. Select Activate Lock from the Administration Menu
4. Select Add Lock
5. Click on the row added to the lock list to highlight it.
6. If desired, change the default name of the lock
7. Select the FLM mode you want to activate
8. Enter the lock serial number
9. Enter any of the remaining optional information
10. Click on Add Lock to add more locks to the activation key
11. Select FLM as the type of user you want to test the activation of the lock.
12. Enter the User ID of the FLM user to be assigned for the activation or press the browse button to search for a user.
13. Insert an SA key into the key reader
14. Click on Activate Locks
15. Write down the activation combinations

PART II:
ACTIVATE LOCK AT LOCK

Personnel: FLM User
Required items: F Key, SA Key, Change Key, Activation combination



1. Power lock by turning dial CCW until EC is displayed
2. Enter shelved mode combination. OPr is displayed
3. Turn dial CW to retract bolt
4. Open door
5. Insert the change key
6. Do not close the door. Turn the dial CCW to extend the bolt until EC is displayed
7. Enter the shelved mode combination ISA is displayed.
8. Insert and hold the SA key in the reader until POC is displayed
9. Pull out the change key. OPr is displayed
10. Turn the dial CW to retract the bolt

11. Do not close the door. Turn the dial CCW to extend the bolt until EC is displayed
12. Enter the activation combination. IPI is displayed
13. Insert and hold the F Key in the key reader until OPr is displayed.
14. Turn the dial CW to retract the bolt
15. Close the door
16. Turn the dial CCW to extend the bolt until IPI is displayed
17. Insert and hold the F Key in the key reader until the close seal is displayed
18. Record the close seal
19. Report the close seal to the dispatcher
20. Return the SA key to the dispatcher

PART III:
Close the call at the PC

Personnel: Logon User authorized to close FLM locks

1. At the main screen, click on Close Lock
2. Enter the lock name and close seal
3. Click on Close Lock

Alternate method:

1. Select the lock in the Lock Operations report
2. Select Close from the Lock Operations menu
3. Enter the Close Seal and press Close Lock

***** END OF PROCESS *****

Cencon System Reference Manual

Appendix E - System Process Detail

Activate Lock in Route Mode (from shelved mode)

Part I:
Activate the lock at the PC

Personnel: Logon User authorized to activate Route locks
Required items: SA Key (Red)



1. Select Lock Operations from the main window
2. Click OK on the search screen
3. Select Activate Lock from the Administration Menu
4. Select Add Lock
5. Click on the row added to the lock list to highlight it.
6. If desired, change the default name of the lock
7. Select the Route mode you want to activate
8. Enter the lock serial number
9. Enter any of the remaining optional information
10. Click on Add Lock to add more locks to the activation key
11. Select Route as the type of user you want to test the activation.of the lock.
12. Enter the User ID of the Route user to be assigned for the activation or use the browse button to search for the user.
13. Insert an SA key in to the key reader
14. Click on Activate Locks
15. Write down the activation combinations

PART II:
ACTIVATE LOCK AT LOCK

Personnel: Route Service person
Required items: R Key, SA Key, Change Key, Activation combination



1. Power lock by turning dial CCW until EC is displayed
2. Enter shelved mode combination. OPr is displayed
3. Turn dial CW to retract bolt
4. Open door
5. Insert the change key
6. Do not close the door. Turn the dial CCW to extend the bolt until EC is displayed
7. Enter the shelved mode combination. ISA is displayed.
8. Insert and hold the SA key in the reader until POC is displayed
9. Pull out the change key. OPr is displayed

10. Turn the dial CW to retract the bolt
11. Do not close the door. Turn the dial CCW to extend the bolt until EC is displayed
12. Enter the activation combination. IPI is displayed
13. Insert and hold the R Key in the key reader until OPr is displayed.
14. Turn the dial CW to retract the bolt
15. Close the door
16. Turn the dial CCW to extend the bolt until IPI is displayed
17. Insert and hold the F Key in the key reader until the close seal is displayed
18. Record the close seal
19. Report the close seal to the dispatcher
20. Return the SA key to the dispatcher

PART III:
CLOSE SERVICE CALL AT PC

Personnel: Logon User authorized to close Route locks

1. At the main screen, click on Close Lock
2. Enter the lock name and close seal
3. Click on Close Lock

Alternate method:

1. Select the lock in the Lock Operations report
2. Select Close from the Lock Operations menu
3. Enter the Close Seal and press Close Lock

***** END OF PROCESS *****

Cencon System Reference Manual

Appendix E - System Process Detail

Activate Lock in Bank Mode (from shelved mode)

Part I: Activate the Lock at the PC

Personnel: Logon User authorized to activate Bank locks
Required items: SA key (Red), Lock Serial Number, Bank Branch ID



1. Select Lock Operations from the main window
2. Click OK on the search screen
3. Select Activate Lock from the Administration Menu
4. Select Add Lock
5. Click on the row added to the lock list to highlight it.
6. If desired, change the default name of the lock
7. Select the Bank mode you want to activate
8. Enter the lock serial number
9. Enter any of the remaining optional information
10. Click on Add Lock to add more locks to the activation key
11. Select Bank Mode as the Dispatch Mode
12. Select a Bank Branch Name
13. Enter optional values for the time delay and open window
14. Click on the Bank Users tab
15. Add at least two bank users to the selected users list.
16. Insert an SA key into the key reader
17. Click on Activate Locks

Part II: Activate Lock at Lock

Personnel: Bank Supervisor
Required items: SA Key, Change Key



1. Power lock by turning dial CCW until EC is displayed
2. Enter shelved mode combination. OPr is displayed
3. Retract bolt and open door
4. Insert the change key
5. Do not close the door. Turn the dial CCW to extend the bolt until EC is displayed
6. Enter the shelved mode combination ISA is displayed.
7. Insert and hold the SA key in the reader until POC is displayed
8. Pull out the change key. OPr is displayed

9. Turn the dial CW to retract the bolt
10. Close the door, Extend the bolt

***** END OF PROCESS *****

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Appendix E - System Process Detail

Activate Lock in Route Mode (Already in FLM Mode)

Part I: Activate the lock at the PC

Personnel: Logon User authorized to activate Route locks and dispatch FLM calls
Required items: SA Key



1. Select Lock Operations from the main window
2. Click OK on the search screen
3. Select Activate Lock from the Administration Menu
4. Select Add Lock
5. Click on the row added to the lock list to highlight it.
6. If desired, change the default name of the lock
7. Select the Route mode you want to activate
8. Enter the lock serial number
9. Enter any of the remaining optional information
10. Click on Add Lock to add more locks to the activation key
11. Select Route as the type of user you want to dispatch to activate the lock
12. Enter the User ID of the Route user to be assigned for the activation
13. Insert an SA key in to the key reader
14. Click on Activate Locks
15. Write down the activation combinations

Issue a Service Call for the FLM User

Note: This section would be done by another company if another company has activated the lock in FLM mode.

1. At the main screen, click on Dispatch Lock
2. Enter the Lock Name
3. Enter the name of an FLM user
4. If in Dual Mode, enter the name of a second FLM user
5. Select First or Second Line Maintenance call
6. Click on Dispatch
7. Relay the combination(s) to the FLM user(s)

Part II: Activate the Lock at the Lock

Personnel: Route Service and FLM service persons
Required Items: R Key, F Key, SA Key, Change Key, Route Activation Combination, FLM Service Call Combination



1. Power the lock by turning the dial CCW until EC is displayed
2. Enter the service call combination. IPI is displayed.
3. Insert and hold the F Key in the key reader until OPr is displayed.
4. Turn the dial CW to retract the bolt.
5. Open the door.
6. Insert the change key into the change key socket.
7. Do not close the door. Turn the dial CCW to extend the bolt until EC is displayed
8. Enter the shelved mode combination. ISA is displayed.
9. Insert and hold the SA key in the reader until POC is displayed
10. Pull out the change key. OPr is displayed
11. Turn the dial CW to retract the bolt.
12. Do not close the door. Turn the dial CCW to extend the bolt until IPI is displayed
13. Insert and hold the F key in the key reader until a close seal is displayed.
14. Record the FLM service call close seal.
15. Turn the dial CW until EC is displayed.
16. Enter the activation combination. IPI is displayed.
17. Insert and hold the R key in the key reader until OPr is displayed.
18. Turn the dial CW to retract the bolt.
19. Close the door.
20. Turn the dial CCW to extend the bolt until IPI is displayed.
21. Insert and hold the R key in the key reader until a close seal is displayed.
22. Record the route activation close seal.
23. Report the close seal to the dispatcher.
24. Return the SA key to the dispatcher.

Part III:
Close the Calls at the PC

Personnel: Logon User authorized to close Route and FLM locks

Close the FLM Service Call

Note: This section would be done by another company if another company has activated the lock in FLM mode.

1. At the main screen, click on Close Lock
2. Enter the lock name
3. Select FLM Mode
4. Enter the FLM close seal
5. Click on Close Lock

Close the Route Activation Call

1. At the main screen, click on Close Lock
2. Enter the lock name
3. Select Route Mode
4. Enter the Route close seal
5. Click on Close Lock

Cencon System Reference Manual

Appendix E - System Process Detail

Activate Lock in FLM Mode (Already in Route Mode)

Part I:
Activate the lock at the PC

Personnel: Logon User authorized to activate FLM locks and dispatch Route Calls
Required items: SA Key



1. Select Lock Operations from the main window
2. Click OK on the search screen
3. Select Activate Lock from the Administration Menu
4. Select Add Lock
5. Click on the row added to the lock list to highlight it.
6. If desired, change the default name of the lock
7. Select the FLM mode you want to activate
8. Enter the lock serial number
9. Enter any of the remaining optional information
10. Click on Add Lock to add more locks to the activation key
11. Select FLM as the type of user you want to dispatch to activate the lock
12. Enter the User ID of the FLM user to be assigned for the activation
13. Insert an SA key in to the key reader
14. Click on Activate Locks
15. Write down the activation combinations

Issue a Service Call for the Route User

Note: This section would be done by another company if another company has activated the lock in Route mode.

1. At the main screen, click on Dispatch Lock
2. Enter the Lock Name
3. Enter the name of a Route user
4. If in Dual Mode, enter the name of a second Route user
5. Select First or Second Line Maintenance call
6. Click on Dispatch
7. Relay the combination(s) to the Route user(s)

Part II:
Activate the Lock at the Lock

Personnel: Route Service and FLM service persons
Required Items: R Key, F Key, SA Key, Change Key, FLM Activation Combination, Route Service Call Combination



1. Power the lock by turning the dial CCW until EC is displayed
2. Enter the service call combination. IPI is displayed.
3. Insert and hold the R Key in the key reader until OPr is displayed.
4. Turn the dial CW to retract the bolt.
5. Open the door.
6. Insert the change key into the change key socket.
7. Do not close the door. Turn the dial CCW to extend the bolt until EC is displayed
8. Enter the shelved mode combination. ISA is displayed.
9. Insert and hold the SA key in the reader until POC is displayed
10. Pull out the change key. OPr is displayed
11. Turn the dial CW to retract the bolt.
12. Do not close the door. Turn the dial CCW to extend the bolt until IPI is displayed
13. Insert and hold the R key in the key reader until a close seal is displayed.
14. Record the Route service call close seal.
15. Turn the dial CW until EC is displayed.
16. Enter the activation combination. IPI is displayed.
17. Insert and hold the F key in the key reader until OPr is displayed.
18. Turn the dial CW to retract the bolt.
19. Close the door.
20. Turn the dial CCW to extend the bolt until IPI is displayed.
21. Insert and hold the F key in the key reader until a close seal is displayed.
22. Record the FLM activation close seal.
23. Report the close seal to the dispatcher.
24. Return the SA key to the dispatcher.

Part III:
Close the Calls at the PC

Personnel: Logon User authorized to close Route and FLM locks

Close the FLM Activation Call

1. At the main screen, click on Close Lock
2. Enter the lock name
3. Select FLM Mode
4. Enter the FLM close seal
5. Click on Close Lock

Close the Route Service Call

Note: This section would be done by another company if another company has activated the lock in Route mode.

1. At the main screen, click on Close Lock
2. Enter the lock name
3. Select Route Mode
4. Enter the Route close seal
5. Click on Close Lock

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Appendix E - System Process Detail

FLM or Route Service Call

Part I: Issue Service Call Combination

Personnel: Logon User authorized to issue FLM/Route Service Calls

Issue Service Call Combination for FLM

1. At the main screen, click on dispatch lock
2. Enter a lock name
3. Select FLM Mode
4. Enter the name of an FLM user
5. If in dual mode, enter the name of a second FLM
6. Select 2nd Line Maintenance call if you want to disable the lock open alarm for this service call.
7. Click on dispatch
8. Relay combination(s) to FLM(s)

- OR -

Issue Service Call Combination for Route Person

1. At the main screen, click on dispatch lock
2. Enter a lock name
3. Select Route Mode
4. Enter the name of a Route user
5. If in dual mode, enter the name of a second Route user
6. Select 2nd Line Maintenance call if you want to disable the lock open alarm for this service call.
7. Click on dispatch
8. Relay combination(s) to Route User(s)

PART II: Complete Service Call at the Lock

Personnel: FLM or Route Person
Required Items: R or F KEY, Service combination



1. Power lock by turning dial CCW until EC is displayed
2. Enter the service call combination. IPI is displayed.
3. Insert and hold F or R key in the key reader until OPr is displayed.
4. Turn the dial CW to retract the bolt.
5. Open the door.
6. Perform service operations.
7. Close door.
8. Turn the dial CCW to extend the bolt until IPI is displayed.
9. Insert and hold the F or R key in the key reader until a close seal is displayed.
10. Record the close seal.

11. Report the close seal to the dispatcher.

Part III:
Close the Service Call at the PC

Personnel: Logon User authorized to close Route/FLM locks

Close the FLM Service Call

1. At the main screen, click on Close Lock
2. Enter the lock name
3. Select FLM Mode
4. Enter the FLM close seal
5. Click on Close Lock

- Or -

Close the Route Service Call

1. At the main screen, click on Close Lock
2. Enter the lock name
3. Select Route Mode
4. Enter the Route close seal
5. Click on Close Lock

***** END OF PROCESS *****

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Appendix E - System Process Detail

Pre-defined Routes

Part I: Issue Route Combinations

Personnel: Logon User authorized to issue Routes

1. At the main screen, click on Route Report
2. In the Route Report, select a route and click on route lock listing.
3. Select/Enter RSP names if not already entered.
4. Click on dispatch.
5. Give the combinations to the RSP(s).

Part II: Use combinations on Route

Personnel: Route Person

Required Items: R Key, Route Combinations



1. Power lock by turning dial CCW until EC is displayed
2. Enter the route call combination. IPI is displayed.
3. Insert and hold F or R key in the key reader until OPr is displayed.
4. Turn the dial CW to retract the bolt.
5. Open the door.
6. Perform service operations.
7. Close door.
8. Turn the dial CCW to extend the bolt until IPI is displayed.
9. Insert and hold the F or R key in the key reader until a close seal is displayed.
10. Record the close seal.
11. Report the close seal to the dispatcher or turn in the key when the route is completed.

Note

Repeat the above process for each lock visit identified in the route.

Part III: Close Route at the PC

Personnel: Logon User authorized to close Route locks

Note

Each route lock visit can be closed as completed or the entire route can be closed with the key once the route is completed.

Close Route Visit Using Menu

1. At the main screen, click on Route Report
2. In the Route Report, select a route and click on Route Lock Listing.

3. Enter the close seal for each lock visited on the route.

4. Click on Close Route with Menu.

- OR -

Close Route Using Key

1. At the main screen, click on Route Report
2. In the Route Report, select a route and click on Route Lock Listing.
3. Insert the Route key containing the route close seals
4. Click on Close with Key

***** END OF PROCESS *****

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Appendix E - System Process Detail

Retrieve and Report on Audit Download

Part I:

Retrieve Audit From Lock

Personnel: FLM or Route Person

Required Items: SA Key



1. Power lock by turning dial CCW until EC is displayed
2. Press #0 on the lock keypad. -dL is displayed. Dial Left until ISA is displayed.
3. Insert and hold the SA key in the reader while AUD is displayed.
4. Continue to hold the SA key in the reader and turn dial as necessary until EOP is displayed.
5. Return the SA key to the dispatcher for reporting.

Part II:

Report on Audit Download

Personnel: Logon user authorized to access key report

Required Items: SA Key



1. Insert an SA key containing an Audit download in the key reader.
2. From the main screen, select Key Report.

***** END OF PROCESS *****

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Appendix E - System Process Detail

Shelve Lock

Part I: Shelve Lock at the PC

Personnel: Logon user authorized to shelve locks
Required Items: SA Key




1. IN the main screen, click on lock operations.
2. Click OK on the search screen.
3. In the Lock Operations Report, select the locks to be shelved.
4. Select Shelve Locks from the Administration Menu.
5. Assign users to perform the shelve.
6. Insert an SA key into the key reader.
7. Click on
8. Write Shelve Lock Key.
9. Write down the shelve combination.

Part II: Shelve Lock at Lock

Personnel: FLM OR Route service person
Required Items: F or R key, SA key, change key, shelve combination



1. Power lock by turning dial CCW until EC is displayed.
2. Enter the shelving combination. IPI is displayed.
3. Insert and hold F or R key in the reader until OPr is displayed.
4. Turn the dial CW to retract bolt.
5. Open the door.
6. Insert a change key in the socket.
7. DO NOT CLOSE DOOR. Turn the dial CCW to extend the bolt until  is displayed.
8. Enter the factory mode combination. ISA is displayed.
9. Insert and hold the SA key in the key reader until POC is displayed.
10. Pull out the change key. OPR is displayed.
11. Turn the dial CW to retract the bolt.
12. Close the door.
13. Turn the dial CCW to extend the bolt until IPI is displayed.
14. Insert and hold F or R key in the key reader until a close seal is displayed.

15. Record the close seal.
16. Report the close seal to the dispatcher.
17. Return the SA key to the dispatcher to verify shelving..

Part III:
Close the Service Call

Personnel: Logon user authorized to close locks

Close FLM Service Call

1. At the main screen, click on Close Lock.
2. Enter the lock name and close seal.
3. Select FLM mode.
4. Click on Close Lock.

- OR -

Close Route Service Call

1. At the main screen, click on Close Lock.
2. Enter the lock name and close seal.
3. Select Route mode.
4. Click on Close Lock.

Part IV:
Shelve Verification

Personnel: Logon user authorized to shelve locks

1. In the main screen, click on lock operations.
2. Click OK on the Search screen.
3. Place the SA key in the reader.
4. Select Verify Shelve Locks from the Administration Menu.

**** END OF PROCESS ****

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Appendix E - System Process Detail

Add Bank Users to Lock after Activation

Part I: Add users to the lock using Cencon

Personnel: Logon user authorized to add bank users



1. Insert an SA key into the key reader
2. Open a lock report and select the desired bank lock
3. From the Administration Menu, select "Add Users to a Bank Mode Lock"
4. Select users from the Available Users list and press OK
5. The SA key is initialized with the user information

Part II: Add users to the lock at the lock

Personnel: Bank supervisor



Required items: B key, SA key, change key, user's combination

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) is displayed.
2. EC → Enter combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the Bank User's combination. IPI (Insert Personal Identifier) will be displayed.
3. IPI → Insert Personal Identifier Key → OPr
Insert the User's Personal Identifier B Key into the key reader. OPr (Open right) will be displayed.
4. OPr → Retract bolt and Open the Door
Turn the Dial to the right (CW) to open the lock.
5. Insert change key and Extend the Bolt
Insert the change key into the change key socket. Extend bolt but do not close door.
6. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) is displayed.
7. EC → Enter Default Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, Enter the default factory combination of 50-25-50. ISA, (Insert Supervisor Audit Key) will be displayed.
8. ISA → Insert and Hold SA Key → Add
Insert and hold the SA key in the key reader on the side of the lock. The lock will display Add (Adding Users) while the information is being processed.
9. Add → POC

Continue to hold the SA Key in the reader until POC (Pull Out Change Key) is displayed.

10. POC → Remove SA Key and Pull Out Change Key → OPr
Remove the SA key and the change Key. OPr (OPen right) will be displayed.
11. OPr → Retract Bolt and Close the Door
Turn the dial to the right (CW) to retract the bolt. Adding Users is now complete for the Users that were programmed into the SA key. Close the door.
12. Extend Bolt → IPI
Extend the bolt by turning the dial to the left (CCW). IPI (Insert Personal Identifier) will be displayed.
13. IPI → Insert Personal Identifier Key → EOP
Insert the User's Personal Identifier B Key into the key reader again. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

Note

After adding a User you may need to change the combinations for the User that was added. For Gen1 locks, Bank User combinations are initially set to the default combination of 50-25-50 and will not open the lock until changed to a valid new combination. However, with Gen2 locks, it is possible to have a unique combination set to a bank user from the software, and optionally force the user to change the combination or allow the user to open the lock with this combination.

Cencon System Reference Manual

Appendix E - System Process Detail

Delete Bank Users from Lock

PART I: Delete Bank Users from lock using Cencon

Personnel: Logon user authorized to delete bank users



1. Insert an SA key into the key reader
2. Open a lock report and select the desired bank lock
3. From the Administration Menu, select "Delete Bank Users From Lock"
4. Select users from the Lock Users list and press OK
5. The SA key is initialized with the user information

PART II: Delete users at the lock



Personnel: Bank supervisor

Required items: B key, SA key, change key, user's combination

1. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) is displayed.
2. EC → Enter Combination → IPI
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, key in the first Bank User's combination. IPI (Insert Personal Identifier) will be displayed.
3. IPI → Insert Personal Identifier Key → OPr
Insert the User's Personal Identifier B Key into the key reader. IPI (Insert Personal Identifier) will be displayed.
4. OPr → Retract Bolt
Turn the dial to the right (CW) to retract the bolt.
5. Open Door
6. Insert change key and Extend the Bolt
Insert the change key into the change key socket. Extend bolt but do not close door.
7. Power Lock → EC
Turn the dial to the left (CCW) until EC (Enter Combination) is displayed.
8. EC → Enter Default Combination → ISA
If operating a Cencon Vertical lock, position the lip of the dial to cover the red bar. When EC is displayed, Enter the default factory combination of 50-25-50. ISA, (Insert Supervisor Audit Key) will be displayed.
9. ISA → Insert and Hold SA Key → dEL
Insert and hold the SA key in the key reader on the side of the lock. The lock will display dEL (DeLeting Users) while the information is being processed.
10. dEL → POC
Continue to hold the SA Key in the reader until POC (Pull Out Change Key) is displayed.
11. POC → Remove SA Key and Pull Out Change Key → OPr

Remove the SA key and the change Key. OPr (OPen right) will be displayed.

12. OPr → Retract Bolt and Close the Door

Turn the dial to the right (CW) to retract the bolt. Adding Users is now complete for the Users that were programmed into the SA key. Close the door.

13. Extend Bolt → IPI

Extend the bolt by turning the dial to the left (CCW). IPI (Insert Personal Identifier) will be displayed.

14. IPI → Insert Personal Identifier Key → EOP

Insert the User's Personal Identifier B Key into the key reader again. The lock will confirm the closure by writing the date and time of the close into the B key and displaying EOP (End of Operation).

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Appendix F - Determine Lock Level

It is sometimes necessary to determine the level of the Cencon Lock with which you are working. This can be done by entering a command via the keypad. The lock level will then be displayed on the LCD. Use the following procedure:

1. Power the lock by turning the dial to the left (counter clock wise) until EC is displayed.
2. Enter the # 1 keypad command.

Output from a Gen2 lock:

The lock displays a string of characters on the LCD, displaying three characters at a time.

The lock code and hardware levels are displayed in a easily readable manner (for example, "LL-", "G 2", "002", "000", "000", "789", "HL-", " 01", " 01" where Gen 2 firmware version 2.000.000789 is indicated.)

Output from a Gen1 lock:

The lock displays a string of characters on the LCD, displaying two characters at a time.

Example

LL 4C 38 54 35 39 42
HL 00 02

The LL displayed in the character string stands for Lock Level while the HL stands for Hardware Level. The numbers following the LL indicator are the hexadecimal representations of the ASCII codes for numbers and letters as we know them. These numbers and letters can be decoded using the following table. Each pair of characters represents 1 letter or number. For instance "4C" represents the letter "L" in our alphabet.

Hexadecimal Decode Table

Hex Number	Decoded Number	Hex Number	Decoded Number	Hex Number	Decoded Number
30	0	41	A	4E	N
31	1	42	B	4F	O
32	2	43	C	50	P
33	3	44	D	51	Q
34	4	45	E	52	R
35	5	46	F	53	S
36	6	47	G	54	T
37	7	48	H	55	U
38	8	49	I	56	V
39	9	4A	J	57	W
		4B	K	58	X
		4C	L	59	Y
		4D	M	5A	Z

The numbers following the HL indicator do not have to be decoded. It is simply a numerical representation as we know it.

The length of the display string will vary depending on which lock model you have. The best thing to do in analyzing the lock level is to write down the entire string and then pick out the portions of it that are significant to you, or if you are experiencing a problem with the lock, report the entire string to the Tech Support group.

The Lock Level string will consist of either 6 or 7 pair of characters and the Hardware Level will consist of 2 pair of characters. When decoded, the Lock Level will be either a 6 or 7 character representation and the Hardware Level will be 2 characters.

The most relevant characters when analyzing the string displayed are the last three sets of characters displayed before the letters HL. In the previous example, the three sets of characters are "35 39 42". These are decoded to indicate the Lock Code Level and Version

Example

LL 4C 38 54 36 36 42
HL 00 02

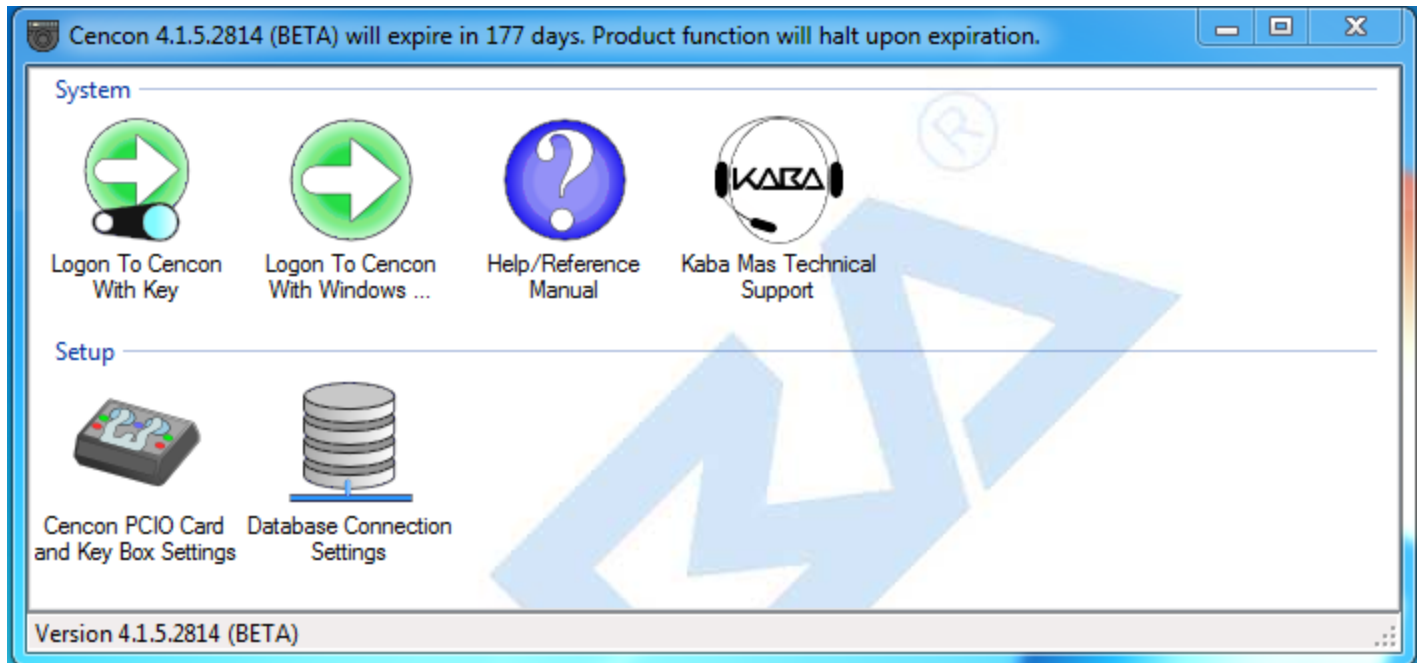
This indicates a Lock Code Level of 66, Version B.

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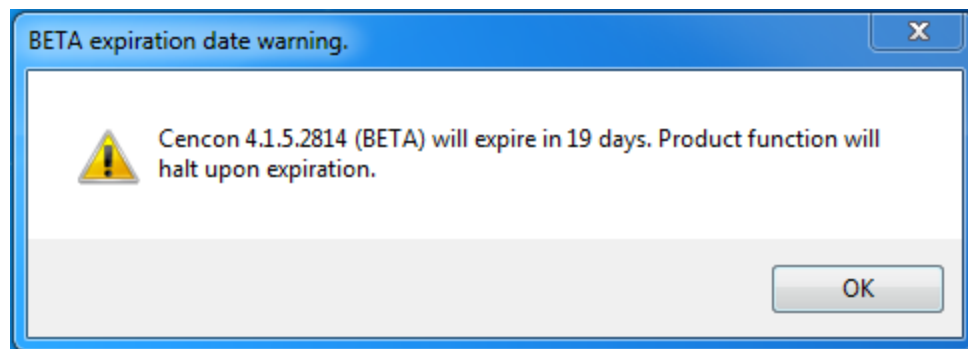
Appendix G - Beta Expiration

The beta versions of Cencon will be assigned an initial expiration date of 180 days past the date of creation by Kaba Mas. When the expiration date is reached Cencon will cease functioning.

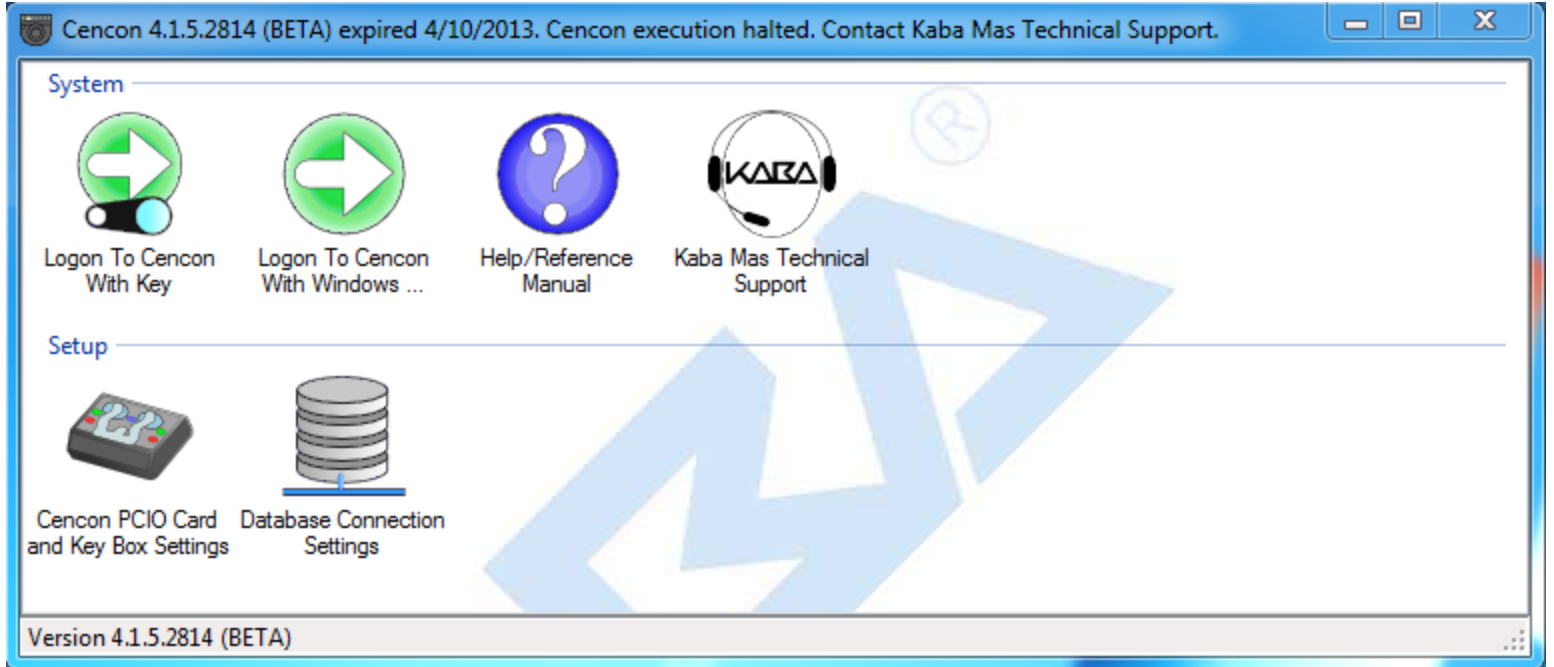
The customer will be notified of the number of days left until Cencon expiration via the Cencon window title. For example



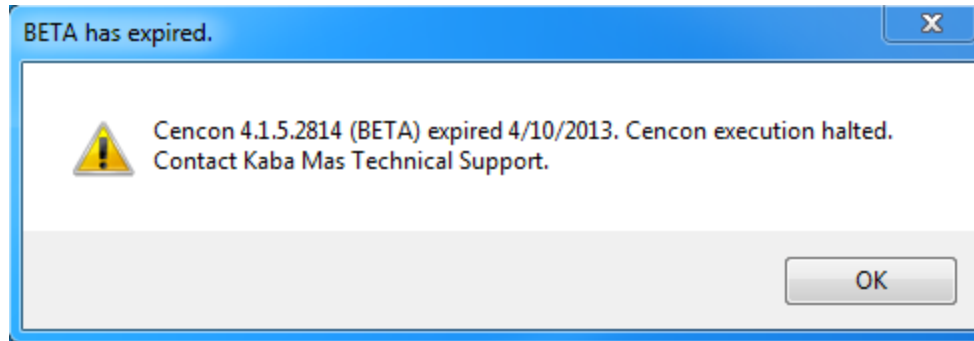
When Cencon is within 60 days of the expiration date, popup messages will be issued when the user logs into Cencon. For example



When Cencon has reached the expiration date the Cencon window title will state that the beta has expired. For example



When Cencon has reached the expiration date Cencon logon will be prohibited. When the user attempts to logon to Cencon a popup message will be issued. For example



In future Beta releases the customer will be provided with the ability to reset the Cencon expiration date as well as the date on which the warnings begin with help from Kaba Mas Technical Support.

Cencon System Reference Manual

Glossary

Activity Log Table

This is the database table used to store a history of activity and operations for the Cencon System. See section [3.4.1 List Activity Log](#).

Archive Activity Log Table

This is the database table used to store a older records from the Activity Log Table. See section [3.4.2 Archived Activity Log](#).

Archive User ID History Log Table

This is the database table used to store older records from the User ID History Log Table in case that table becomes very large. See section [3.4.7 Archived User History Log](#).

Bank Branch ID

A four digit code that identifies the Bank Branch that manages the locks being controlled by this system.

Bank Mode

An operating mode normally used by Bank employees. The lock will open using Repeating Access Code(s) + the Bank key(s), and close seals are not used.

CCW

Counterclockwise rotation to the left. This is used in referring to the direction that the lock dial should be turned at certain times when performing lock operations.

Change Key

A two pronged, non programmable, key that is inserted into the back of the lock for activating and shelving locks, changing the shelved-mode combination, and adding and deleting Bank mode users.

Company ID

The value entered for this field can be any four-digit number you wish to identify your company. You should choose a number that is, in some way, meaningful to your company. Once this ID is set, you cannot change it. If you are a branch of a larger company, you must enter the Company ID that has already been chosen for your company. If you are planning to activate locks from a remote PC, the Company ID must be the same on all systems involved in the process.

Customer ID

The Customer ID is value used to associate a customer with locks or a route. Information on customers is stored in the Customer Table. This is especially useful when a single company is servicing locks for multiple customers. See section [3.3 Customers](#).

CW

Clockwise rotation to the right. This is used in referring to the direction that the lock dial should be turned at certain times when performing lock operations, such as retracting the bolt when "OPr" displays. You can also dial clockwise to bypass the change key symbol in order to open the lock when the change key was accidentally left inserted and the door was shut.

Dispatcher

The dispatcher is the person who works directly with the Cencon computer system to direct the operations of the First Line Maintenance and Route Personnel. As a part of this process, the dispatcher uses the computer system to generate lock combinations for issue to First Line Maintenance and Route Personnel so that they may access the locks at the ATM's that they are servicing or replenishing. See section [3.6 Define Function Authorization Levels](#).

D Key

The black Dispatcher Personal Identifier Key that is used by the Dispatchers to allow access to the certain functions in the Cencon program.

Dual User Access Mode

A setting in the lock activation process that causes the lock to require two users to open the lock.

Electronic Key

This is the key reader that is attached to the PC as a peripheral item. It is used to write and read data to and from, respectively, the Smart Keys.

F Key

The blue FLM Personal Identifier Key that is programmed at the PC to authorize an FLM to open locks using the supplied One

Time Combination.

First Line Maintenance (FLM) Personnel

Those personnel who will be accessing ATM's on a call by call basis. An FLM person is typically set up to only have one lock combination issued at a time.

Fob

A metal or plastic molding into which an electronic chip can be imbedded to form a Smart Key.

GMT

The acronym for Greenwich Mean Time. This is the zero line for all time zones. Each time zone is offset from the zero line by a specific number of hours. The number of hours to be used for offset correlates to the number of time zones that you are away from the zero line. With the induction of daylight savings time, this offset decreases by one hour. (See also UTC.)

iButton

The trademarked Dallas Semiconductor name for the electronic keys used with the Cencon System.

Lock Table

This is the database table used to store the locks defined in the Cencon system. See section [3.1.1 List Locks](#).

Lock Log Archive Table

This is the database table used to store older records from the Lock Log History table. This is used to reduce the size of the Lock Log History Table when it becomes very large. See section [3.4.3 Lock Log History](#), and section [3.4.4 Archived Lock Log History](#).

Lock Log History Table

This is the database table used to store a history of dispatches to locks in the Cencon system. See section [3.4.3 Lock Log History](#).

One Time Combination (OTC)

A unique combination that will allow a lock to be opened one time by an authorized user with the correct Smart Key.

Open Lock Log Table

This is the database table used to store a log of the currently open locks in the Cencon system. See section [3.4.1 List Open Locks](#).

PowerStar™ technology

The technology that allows the Cencon lock to operate using internally generated power. No batteries or external power are required.

R Key

The yellow Route Personal Identifier Key that is programmed at the PC to authorize a Route user to open locks using the supplied One Time Combination.

Region

Region control is a method of controlling which locks and Lock Users can be viewed and managed by different Cencon Logon Users.

Route

This is a series of route locks that have been dispatched as a group. This is generally used to allow Route Service Personnel to get the combinations for all the locks on a route prior to leaving. See section [3.1.3 Route Report](#).

Route Table

This is the database table used by the Cencon system to store a record of the different defined routes. This table defines what routes have been created. See section [3.1.3 Route Report](#).

Route Lock Table

This is the database table used by the Cencon system to store what locks are on each route. See section [3.1.3.1 Route Lock Listing Report](#).

Route Service Personnel (RSP)

Those personnel who will be accessing specified ATM's on a given route, usually to replenish currency. They can have combinations issued for multiple locks at one time. Route personnel can also be dispatched by the Dispatcher on a one time basis to perform service at an Lock.

Shelved Mode

This is the default mode of a Cencon lock when it is shipped from the factory. It is also the mode that a Cencon lock is put in when it is not actively being used; i.e., "shelved from service".

S Key

The black Supervisor Personal Identifier Key that is used by the Supervisor to access the certain menus of the Cencon program.

SA Key

The red Supervisor Audit key which is initialized at the PC with information needed to activate or shelve locks. It is also used to retrieve audit records, Add and Delete Bank mode users, download a Bank Mode User Table, etc.

Single User Access Mode

A setting in the lock activation process that causes the lock to require only one user to open the lock.

Smart Key

This is a Dallas Semiconductor electronic chip imbedded in a fob.

Smart Key Reader

This is the key reader that is attached to the PC as a peripheral item. It is used to write and read data to and from, respectively, the Smart Keys.

Special Supervisor

A type of Cencon logon key, that allows access to special supervisor level functions. This is the highest level of authorization for a Cencon logon key. This is controlled by the authorizations defined for access to different functions. See section [3.6 Define Function Authorization Levels](#).

SS Key

The black Special Supervisor Personal Identifier Key that is used by the Special Supervisor to access all menus in the Cencon program.

Supervisor

A type of Cencon logon key, that allows access to supervisor level functions. This is controlled by the authorizations defined for access to different functions. See section [3.6 User Authorization](#).

Two Person Integrity (TPI)

When a lock is activated in FLM, Route, or Bank mode with the Dual Access requirement, two individuals, each with their own combination and their own Smart Key, would be required to open the lock.

User ID Table

This is the database table used to store the users defined for the Cencon system. This contains information for FLM and RSP keys for access to locks, as well as information on Dispatcher, Supervisor, and Special Supervisor keys for logging onto Cencon.

User ID History Log Table

This is the database table used to store information on previous users assigned to keys for the Cencon system. This table is used to look up information on users from lock audit reports where that user may have been deleted from the system, or the key user ID may have been renamed for assignment to another user.

UTC

An abbreviation for Coordinated Universal Time. This is the zero line for all time zones. Each time zone is offset from the zero line by a specific number of hours. The number of hours to be used for offset correlates to the number of time zones that you are away from the zero line. With the induction of daylight savings time, this offset decreases by one hour. Also known as "GMT" (Greenwich Mean Time.)

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1.7.2 Activate a Lock in Bank Mode from Shelved Mode

1. Prepare SA key and activate lock at PC
2. Take SA key and change key to lock
3. Open lock with shelved mode combination
4. Activate lock with change key and SA key
5. Change and test combination for a minimum of one user
6. Return SA key

A lock's default mode is Shelved Mode. A lock must be activated before it can become a functional security device. The lock must first be activated at the PC. The activation process at the PC includes identification of users who will have access to the lock and preparation of the SA key used to transfer the activation information to the lock. This activity is usually performed by the Bank Supervisor. The Bank Supervisor (or equivalent personnel) must then take the SA Key and Change Key to the lock being activated. The lock can be opened at this time using the factory or "shelved" combination of 50-25-50. During the activation process, the ATM/Lock door is left open while the lock bolt is moved to the closed position. The Bank Supervisor then activates the lock using the Change Key and the Supervisor Audit Key initialized to activate this lock. Once the lock activation is complete, you must change the combination for a minimum of one user who was authorized for access to the lock. When the user combination has been changed and tested, the ATM door and the lock bolt can be closed and the new user's Bank Key is used to confirm the closing and complete the lock operation.

- Open the Lock History Report and Restore the lock's original record.
- Start again with step #1 above.