



LOCK SYSTEM USERS MANUAL

PEPSI
HVVV

High Visibility Vendor



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This manual includes information for AutoTraq.NET software.

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User Guide Nomenclature

The following notions are used throughout this manual please be aware of their importance.

!!WARNING!! This is used when there is a possibility of bodily injury

NOTE: This is used to call special attention to an action that if not followed may result in improper lock operation, including causing the vendor to not open.

Special Note: This is used to call attention to an issue that applies to a specification or information that applies to different variations of the lock. This may be used to identify older versions of Keys, Locks, etc and how they interact with current production

Section 1 INTRODUCTION

Purpose:

The purpose of this instruction manual is to describe the electronic Lock and Key Fob function.

Overview

The Pepsi High Visibility Vendor is equipped with an electronic locking system. This system has many features and benefits that when used properly can reduce field losses as well as improve productivity.

The lock and its software provide many tools to the Pepsi Bottler and third party operators. In addition to this book, PCNA and the PBC have published an HVV Implementation Guide, which all bottlers should have received.

The Lock

Mechanical

The lock itself consists of two main components; the Vendor Lock Box that is mounted into the door and the receptacle that mounts into the vendor cabinet.

Vendor Lock Box

The Vendor Lock Box is mounted into the door and houses the electronics package and a receiver "pipe". The Vendor Lock Box is serviced as two parts, the lock and the pipe; no other parts are available for field repairs.

A motor drive in the Vendor Lock Box is used to open as well as close the door. It uses power supplied by the machine controller. There is a battery pack available as an alternate way to provide power to the lock only in the event of a power failure. The motor drive is coupled to a steel bayonet shaft that extends from the Vendor Lock Box into the cabinet and attaches itself to the receptacle when the door is pushed closed.

When the door is closed the lock compresses the gasket with several hundred pounds of force. This force insures a tight seal. This seal reduces vandalism, keeps the product colder, reduces electricity usage for your customer and, reduces compressor maintenance.

The receptacle

The receptacle is mounted where the former nut bracket receiver unit was. The receptacle has a switch that when activated by the bayonet tip causes the lock to activate. This unit has two serviceable parts; the switch and the entire assembly.

Electronics

The electronics package consists of three main parts:

- the electronics that are housed in the Vendor Lock Box
- the Key Fob
- the computer program with the Key Fob cradle

The Vendor Lock Box

The Vendor Lock Box electronics uses an IRDA signal from the Key Fob to activate the opening cycle. This signal is a rolling encrypted, two-way communication link. The signal is sent from the Key Fob into the Vendor Lock Box after pointing the Key Fob towards the IRDA receiver at a specific place and distance on the vendor and then pressing the Key Fob button. (See FIG A, section 2-1) The "teaching or programming" of the Vendor Lock Box to a new Key code is done by pressing the "programming" or "learn" button that is located in the Vendor Lock Box. The door must be opened before the Vendor Lock Box will allow code changes. The lock code can be changed as often as needed and has no limits to the number of LIKE Key codes that can operate the vendor.

The closing cycle begins by a signal via wires that come from a switch located in the receptacle. When the vendor door is pushed closed far enough for the bayonet to activate this switch the electronics turns the motor ON and the Vendor Lock Box mechanism pulls the door in.

Key Fob - Types Feature List

There are three types of Keys available for the electronic lock:

- Economy (E-Key)
- Standard
- AutoTraq

Key Features	Economy	Standard	AutoTraq
Both Route & Zone Keys Available	Route Only	X	X
Four Step Procedure To Learn Key To Lock	X	X	X
Medium Security Rolling Codes	X		
High Security 32 Bit Encryption Codes		X	X
Dual Direction IRDA Non Contact Transmission		X	X
16 Million Exclusive Key Codes Available	X	X	X
Keycodes Reprogrammable By TriTeq		X	X
Unlimited Number Of Vendors Per Key	X	X	X
Like Keys Available Per Keycode	X	X	X
Tracks Vendor Access			X
Access Limits To Operate by Time, and Amount of Access Constraints			X
LED Diagnostics		X	X

In reviewing the feature list please note that each type of Key Fob offers a variety of different functions that can be used in various types of markets for the Bottler. Some examples may be; AutoTraq Keys can be used for full serve and Economy Keys can be used for third party operators and so on. TriTeq can provide several hundred LIKE Keys of each code if required. Each vendor can be programmed to use one Keyed alike code or each vendor can operate on its own individual code (Keyed different). This concept mimics the widely used mechanical Key system. The differences being that when you need to change a Key code in the mechanical system you replace the core and its key. With the TriTeq electronic lock, you'll never need to replace the lock "core". Instead, you reprogram or "teach" a new Key code into the lock. This reprogramming erases the previous code. This procedure can be repeated as often as required. The Keys are ONLY available from TriTeq. Pepsi has not approved any other Key Fob distribution at this time.

Key Fob Type Details

The AutoTraq Key Fob is TriTeq's most advanced Keying system.

Note: AutoTraq Key requires additional software and hardware.

Programmed properly this Key Fob offers the highest level of security available. This Key Fob can be set to operate for a specific time of day, specific days of the week, number of total accesses, vendors per day, or any combination of the above. These parameters are adjustable and are installed into the Key Fob via the computer link with a cradle device. The Key Fob will effectively turn itself OFF when any one of the parameters is reached. This Key Fob also records which vendor it has opened or attempted to open. The vendor is also recording which Key Fob either opened or made an attempt to open it. As the Key Fob visits vendors it collects the data inside its memory then is carried back to the Bottler for downloading (refresh). When the Key Fob is refreshed (downloaded) the events are transferred into the computer database. Like events are sorted out and discarded and all new events are displayed along with the previous events already stored in the database. The Key Fob also has an internal clock that gets updated each time the Key Fob is refreshed. Setting the Key Fob parameters enhances vendor security so that if a Key Fob is lost or stolen it expires. When a Key Fob is expired it can not open any vendor. **The AutoTraq Key Fob is identified by its gold ring.**

The Standard Key Fob has a very high level of security equal to the AutoTraq Key Fob but without the ability to turn the Key Fob off and on and bring back the access data. If a Key Fob is lost the vendors that are programmed to this code will need to be programmed to a new code in the field. **This Key Fob is identified by its silver ring.**

The Economy Key Fob is a lowest cost Key Fob. It does not have the three-way communication system possessed by the Standard and AutoTraq Key types. This Key Fob is used when high security is not the primary issue. Its purpose is to be used for up and down the street and third party operators. It has no parameter limits. **This Key Fob is identified by its black ring.**

Route and Zone Key Fobs

The AutoTraq and Standard Keys are available as Route or Zone Keys. The Zone Key is designed for use by Service personnel or Managers. The Route Keys are designed to be used by Sales or Route delivery personnel.

The Route Keys are Colored Black and the Zone Keys are Blue. Each vendor can be programmed to accept one Route Key code and one Zone Key code. The vendor will not accept two different Route Keys codes or two different Zone Key codes. The lock will function using an E-Key as the route Key and either an AutoTraq Zone Key or a Standard Zone Key. See Section 1 Page 5

Note: AutoTraq will not collect time data from E-Key or Standard Key entries into the Vendor Lock.



ROUTE



ZONE

Key Code Chart

The Key code that has been engraved on the case contains important information. The information contained in the Key code is detailed in the following chart.

The purpose of the CITY CODE is to identify which branch or city the Key code was sold to. The rule being applied to the Pepsi system is when a branch in a market unit does not share equipment with another market unit a new city code is used. Using the example below, Tulsa North does not share equipment with Tulsa South. Therefore each branch would have a separate CITY CODE. If your equipment moves throughout the branch then one CITY CODE would be used. The CITY CODE is also used to identify the Key Fob if it is lost.



KEYCODE

NOTE: An ACS0001 will not open and AFS0001. Despite the common S0001 of both Keys the prefix AC and AF is part of the Key code and make the code unique.

The KEY TYPE-----ZONE/ROUTE-----and NUMERIC SEQUENCE are self-explanatory.

CITY CODE	KEY TYPE	ZONE ROUTE	NUMERIC SEQUENCE
<u>AA</u>	<u>S</u>	<u>5</u>	<u>004</u>
↑	↑	↑	↑
TULSA N = AC TULSA S = AF PHOENIX = DF GARNER = DA TAMPA = CF AND SO ON...	S = STANDARD A = AUTOTRAQ E = ECONOMY	0 } 1 } ZONE KEY 2 } blue 3 } 4 } 5 } 6 } ROUTE KEY 7 } black 8 } 9 }	4th Key Code Assigned

.Pepsi production units are pre-programmed to P1 Keys. The P1 Key is considered as a Route Key in the lock electronics. To open a new vendor, it is necessary to purchase a P1 Key from TriTeq.

Computer

The third part of the electronics package is the software and its cradle. The AutoTraQ Interface Software is required when you use the AutoTraQ Keying system. **If you only use E-Keys and Standard Keys no software is required.** The AutoTraQ cradle is a serial device similar to a Palm Pilot cradle. It refreshes the Key Fob through its Infrared port. This data is fed into the computer through a USB or full 9 wire serial cable. The data is then uploaded into a Microsoft Access database. The database compares data from the all the Keys and discards the duplicate data and displays the results. The software, cradle and cradle power supply is only available from TriTeq.

Key Deployment by application

CHOOSE ONE FROM EACH COLUMN BELOW

ROUTE KEY

ZONE KEY

AUTOTRAQ



GOLD RING



GOLD RING

STANDARD



SILVER RING



SILVER RING

ECONOMY



BLACK RING

1

2

The keys can be mixed and matched any way. Any key from first column may be used with any key from second column.

APPLICATION EXAMPLES

FULL SERVE

1

ROUTE KEY

GOLD RING

ZONE KEY

2

GOLD RING



THIRD PARTY

1

ROUTE KEY

BLACK RING

2

ZONE KEY

SILVER RING



SINGLE CHANNEL

1

ROUTE KEY

BLACK RING

2

ZONE KEY

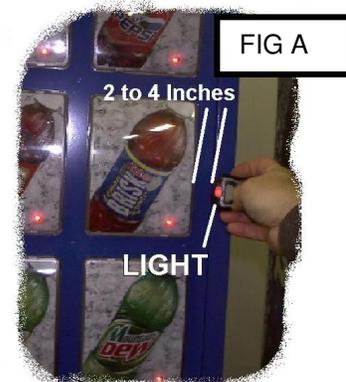
GOLD RING



Section 2 Operation HVV Vendor

Unlocking the door. FIG A

After the vendor has been connected to the proper power, the electronic locking system is powered up. The locks as supplied to the manufacturer are preprogrammed with the factory code P1. The Key Fob as detailed earlier is used to open the door. Point the P1 Key Fob at the edge of the button as shown on the right. Hold the Key Fob approximately 2 to 4 inches from the front of the door. Press the button on the Key Fob. Observe the light on the top of the Key Fob. The light flashes rapidly while the Key Fob is 'looking' for the lock. Once the Key Fob has established proper communication with the lock, the light will become very bright and stay on for approximately one second.



The lock will begin its opening cycle by turning on the lock motor and releasing the inner door seal. During this cycle the display on the front of the door display will indicate "Door Opening". FIG B After six to eight seconds the motor will stop and the display will read "Door Unlocked". Pull the door open to access the vendor.



FIG B

NOTE: Before installing the machine on location, You should reprogram the lock with a Key code per your own Route / Driver and Service Tech requirements. For security reasons, **DO NOT** leave Key Code P1 in the Vendor Lock.

Locking the Door.

Lock the door by pushing it closed until you hear the lock motor start. Continue holding the door for 2 to 3 seconds or until the door begins to pull in. The front display will read "Door Closing". The lock is designed to stop pulling in after it has compressed the inner door seal. The display will read "Door Locked". FIG C The closing cycle is automatic you do not need the Key Fob to lock the door.



FIG C

If by chance, you release the door before the lock has had a chance to engage properly it will return to the unlocked position. The lock will sense you did not hold the door closed for a long enough period of time. Pull the door open again and attempt to close it again.

Always check the door after locking by giving it a tug on its side.

!! WARNING !! Avoid placing any objects or body parts near any surfaces of the door closing area. Insure no other persons are near the vendor while it is being closed. Serious injury can result. Always keep the Key Fob within reach.

NOTE: Do not lock the Key Fob inside the vendor.

NOTE: For the following instruction it is assumed that the appropriate types of Keys have been ordered and are available.

Setting up Vendors

Before keys are setup in the AutoTraq Database, a written record should be kept of the vendors during initial setup. Vendor information intended for use should include lock ID, asset number, Customer information, and location information. This will help in entering these assets and avoid confusion when and/or if printed reports are run. For this, a lock reader tool, a pad of paper, pen, and an AutoTraq key are required. Consider using one AutoTraq zone key as a master since it should be assigned to every vendor.

On the pad of paper, set up a table to record Lock ID, asset number, customer information, and physical location. Later, the AutoTraq program will identify the machine via the Lock ID. Here is an example:

Lock ID	Asset Number	Customer Information	Location
1458967 1207455	16523895 8265386	Wall-Mart Elk Grove HS	233 s. Wacker Drive, Chicago 2301 Ravine Way, Glenview

Record the Lock ID printed on the lock (See Fig. D). This number can also be read using the lock reader.	Record the Asset # of the new vendor. This number is required in the software.	Record Customer Name for this new Vendor	Record any other information you want for the new vendor
--	--	--	--

Look for the asset number on the outside of the vendor. Your records may require customer and location information. Prior to deployment, collect this information for all new vendors.

Continue with the Lock programming sequence. Be sure to keep the table information and vendor setup in the same sequence since it will be entered into the database in the same order as they were entered.

Teaching the Lock the Route and [Zone](#) Key Codes.

Note: If AutoTraQ Keys are being used they will need to be set-up with operational parameters during this process.



KEYCODE

The vendor door must be in the open position and the lock bayonet flat areas must be vertical (unlocked) before the lock can “learn” a new Key code. As explained earlier, TriTeq Key Fobs are engraved with the Key code at the factory. It is safe to think of these codes similar to those of a mechanical Key.

Each route may have a unique Key code for the salesperson or one Key code can be used for all routes. Every Key Fob with the same code number will open every vendor that is programmed to that code number. You do NOT need to program each like Key code into the same vendor. I.E. once a series of vendors have been programmed to the ACS5004 code, every Key Fob with the ACS5004 code will operate those vendors. A single Key Fob code can be programmed into any quantity of vendors with no restrictions.

NOTE: Each lock will accept two Keys, ONE zone (blue) and ONE route (black).

Four Step set up for the [Zone](#) or Route Keys FIG D:

1. Locate the 'learn' (programming) button inside the door on the back of the Vendor Lock Box. Using a pencil or similar tool, press and hold in the button until the yellow LED light turns "ON". Do not apply excessive force on the button. It is similar to the program button on the controller.

NOTE: Do not release the button until the light is "ON".

2. Release the button, while the light is still "ON", hold the NEW Key code in front of the door as if you were opening the door and press the Key Fob button.

3. Observe the LED light on the lock, when it "sees" the Key Fob it will begin flashing. The Key Fob light will also stay ON very bright. Both are indicating that the lock has accepted the NEW Key code.

4. Programming (or learning) is completed when the light stops flashing. It is not necessary to hold the Key Fob in front of the door during the entire time the LED light on the Vendor Lock Box is flashing.

The [Zone](#) and Route Keys are “learned” (programmed) into the lock the same way. Repeat the above process for either the Route or [Zone](#) Keys as required



NOTE: You need to test the lock. Do not close the door YET!!

Testing the Lock Code

Before closing the door you will need to test the lock to insure that the new Key code was properly “learned” (programmed) into the vendor Lock Box.

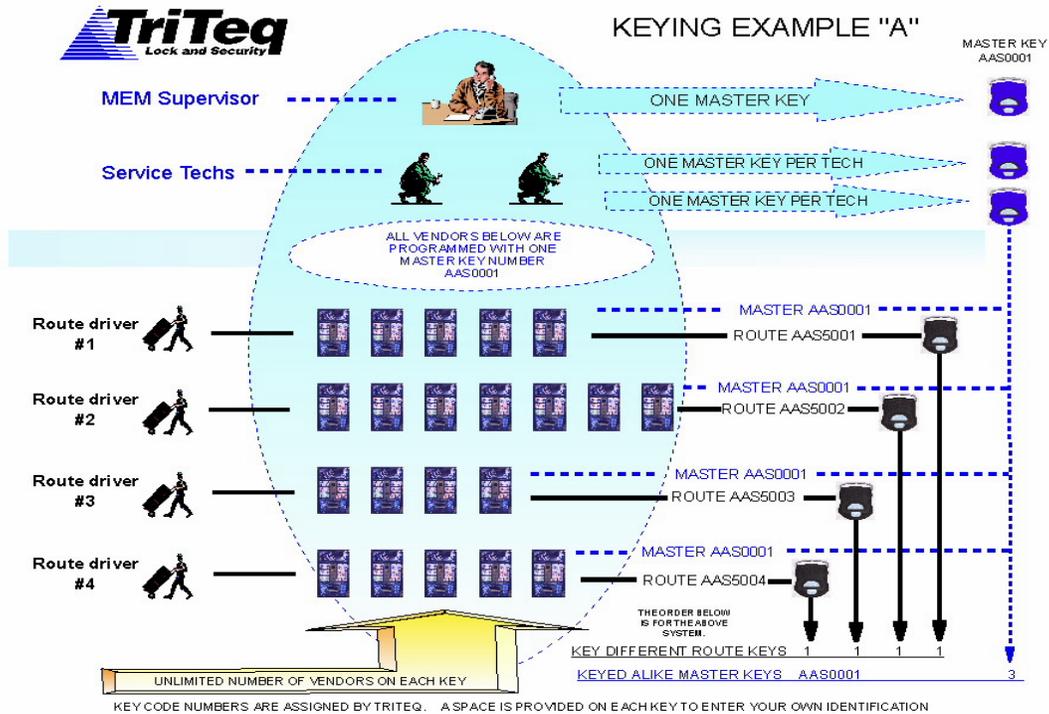
1. Locate the nut receptacle bracket plate tab as shown in FIG E
2. Using your finger, push the plate tab towards the inside of the vendor as shown.
3. Hold the plate for 2 to 3 seconds. Observe the Vendor Lock Box bayonet shaft.
4. The Vendor Lock Box Bayonet shaft should begin to rotate, it will then move towards the front of the vendor. The plate tab can be released anytime after the bayonet begins to move towards the front of the vendor.
5. The locking cycle ends when the bayonet shaft stops moving and the flat areas are horizontal..
6. Position the Key Fob in front of the vendor on the side of the product select button and press the Key Fob Button. The light should come on bright.
7. If the new Key Fob was “learned” (programmed) into the Vendor Lock Box properly the bayonet shaft will begin to extend itself towards the rear and return to the unlocked position. (Flats will be vertical).



NOTE: It is important to test the new Key program **BEFORE** you close the door! Because this door has an automatic closing function there is a possibility that you may lock yourself out of the vendor!

If the new Key is not accepted and the door is locked the Vendor Lock Box may “remember” the prior Key code that was in it before you attempted to “learn” (program) in the NEW code. Use the diagnostic lock reader to determine which code is programmed in. (See service section)

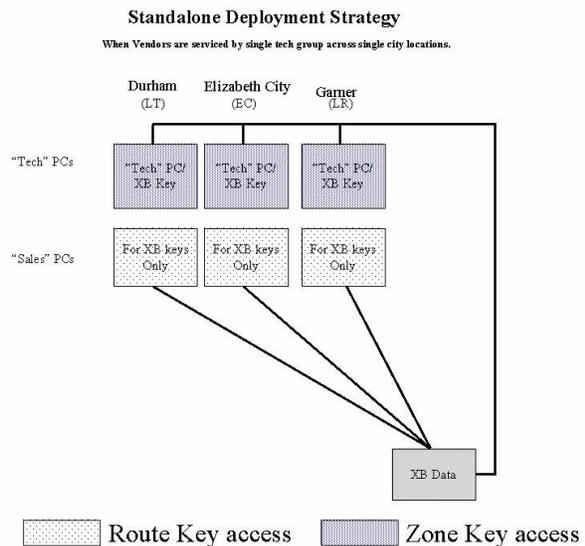
Key Deployment Strategies



In this key example, there are three keys numbered AAS0001. These are the supervisor/service tech keys and have access to all machines in the collection. Route keys AAS5001, AAS5002, AAS5003, and AAS5004 are all keyed different. These will only have access to machines programmed with the same key number. This example demonstrates one location with multiple users, routes, and machines. The only constraint in this scenario is the city code used. All users must be set to the same city code. The database and all the users in this scenario are serviced on one PC. Audit data can be run anytime from this single installation.

Keying Example B

In this example, different locations are involved. The same expanse can occur here for each of the Sales PC's involved. Meaning to say 4 drivers can be utilized at each of the locations. Diagrammatically it looks different because we are looking one level up. The location from the previous example is now three locations. This means to say four PCs sharing one database can support multiple route key numbers and still one zone key number. This looks very similar to Key example A, but the locations are many instead of one. To demonstrate this, use the locations from this diagram. Each



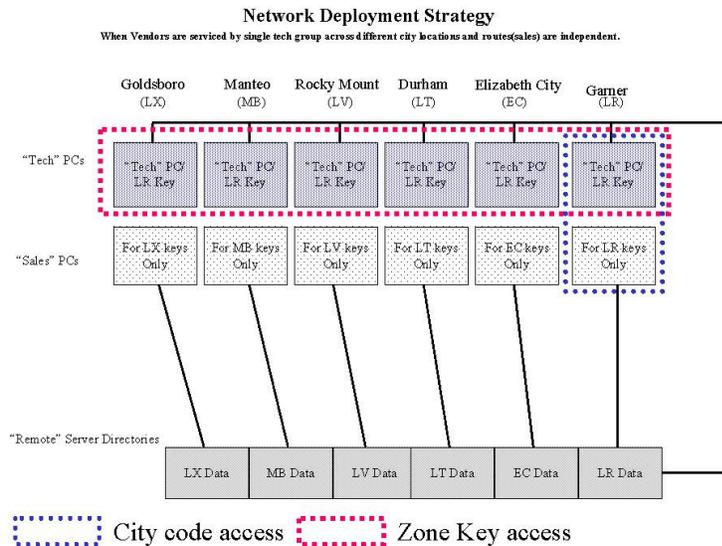
of the locations can be assigned a route key number group. This would create a scenario XBA5001, XBA5002, XBA5003, and XBA5004 for a set of 4 route drivers at one location. A second location would have a set of keys numbered XBA7001, XBA7002, XBA7003, and XBA7004. The route drivers would be able to work on machines only in their route and also in their own territory. A driver from XBA7001 would not be able to access a machine in the XBA5001 group and vice versa.

The service technician keys would be numbered under 5000 by necessity. With this in mind the keys would have to be numbered under 5000 and they would also have to be similar keyed. For this we'll number the keys XBA0711. Since there are 3 locations, 3 keys can be made all keyed alike. This would enable the service technicians to work on a machine regardless of the location.

Audit data would be available from any location since the database is shared across all locations.

Keying Example C

This example differs only in that the data resides in different locations. Again the Route drivers can access only their machines in their own territory. Technician keys can access a machine regardless of the location. Accessing the audit data will be a little bit different. For each of the locations, the route driver key information will be accessible to their respective local PC. It will also be available to the PC servicing the zone keys. Audit data can be run from this PC which will cover not only local data, but all machine data the zone keys have visited.



Section 3 AutoTraq.NET Software

Overview

The lock(s), Key(s), and users are all linked through the AutoTraq.NET Interface software. There are two numbers associated with the Key Fob. A Key Code number and a Key ID. The Key Fob's internal computer has the Key Code installed permanently. As explained earlier, the Key Code is engraved on the case.(i.e.ACA5004) etc. TriTeq can provide the Key Codes as Keyed different or Like Keyed (all the same). The Key Fob is intended to be assigned to a particular individual. If the Key Fob is used in the plant it can be called Spare #1 or Shop #1 etc. The AutoTraq software requires you to identify the Key Users so the accesses can be monitored.



The Vendor Lock Box has its own permanent Lock ID that also cannot be altered. The Vendor Lock ID is used to give each vendor a unique identification. The Vendor Lock ID is encrypted for security purposes. The AutoTraq Interface computer software is used to first set up the Key Users and identify the Vendor Locks that are in the Bottlers' area. After setting up the vendor and field installation the vendor memory will record any Key Fob that was either successful or was denied access. The Key Fob will bring this data back to the AutoTraq computer database through the cradle communication. If a Key Fob is lost, stolen, etc. the audit data is still in the Vendor Lock Box and will be collected by the new Key Fob (or any other Key Fob) the next time the Key Fob visits the vendor and is successful or unsuccessful in opening it. After the data is brought back with the Key Fob to the computer, the computer sorts the data and eliminates the duplicate events. The data is then available for the Bottler to sort / view in any number of ways. The AutoTraq software also give you the advantage of effectively turning the Key Fob ON and OFF for a variety of constraints.

NOTE: On the initial order, the Keys are shipped to Bottlers set-up to operate for 4500 accesses, unlimited hour time and 6 months of operation. Keys that are ordered after the initial implementation will be shipped inoperative. Since many locations are using the AutoTraq keys the first key operation will require some patience in set up because of the vast amount of data that has been collected to date by the Key Fob's.

Installation FIG F

The mechanical parts of the computer interface consist of the cradle, cable, and the computer with software.

Computer requirements

The computer must be running, WinNT, Win 2000, or Win XP with any service pack. You'll also need a minimum of 300 MB available for data storage, 128 RAM, CD-ROM drive, connection to a printer.

1. Plug cradle into computer. Plug the Serial cable into COM1 port or the USB to any USB port. If your cradle has a power adaptor, plug it in (Serial).
2. Verify that the cradle has power. If your cradle has 2 LEDS (Serial), one should be green and one should be red. If your cradle has 1 LED (USB), it should be red.

NOTE: If you plug in your USB cradle and are prompted install new hardware, cancel out and continue. The Cradle drivers can be installed after you install your software.

NOTE: There is a label on the bottom of the cradle. This label should not be removed, the serial number on the bottom will be used to register the cradle to your computer.



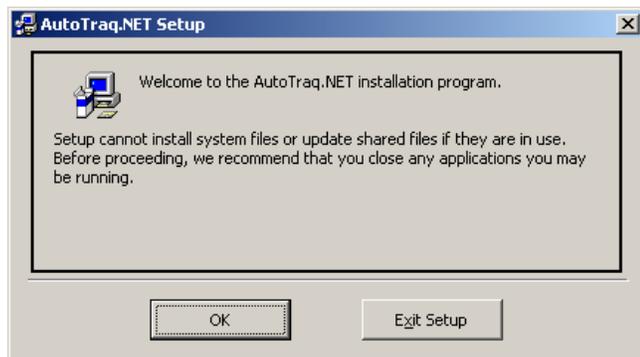
Software Installation

NOTE: If the software was installed on your PC via “Automatic Deployment”, skip to registration and go to Connect to SQL Server.

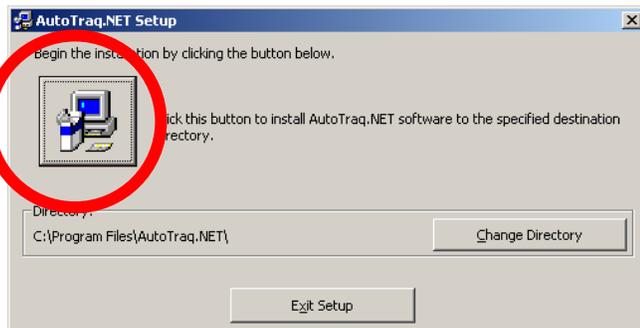
Insert the AutoTraq.NET CD into the drive, double click on the appropriate drive letter on your computer. You can click on the Adobe folder and it will allow you to see an electronic copy of this manual. To begin the installation click on Set-Up. The software will begin to install the AutoTraq.NET Interface software.

NOTE: The software requires various drivers to be installed. The installation software checks for these drivers and will install them. This may require you to start your computer over and begin the installation a second time after the drivers are installed.

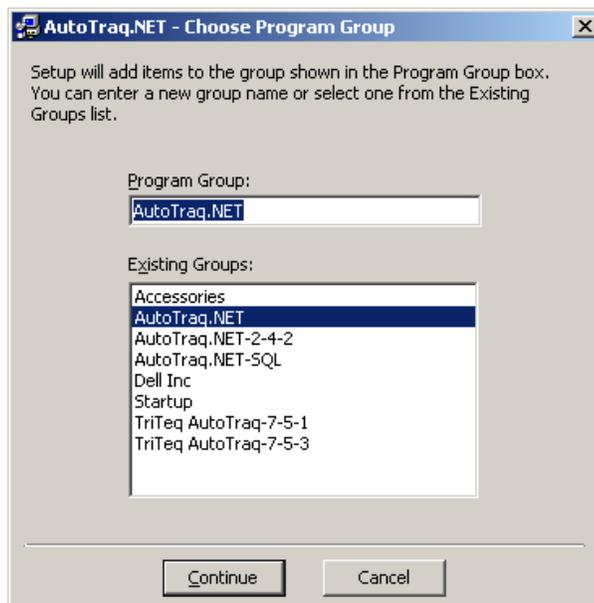
When this screen appears, Press “OK” to continue.



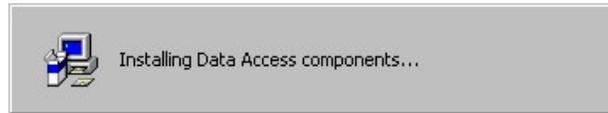
Next the installation screen will appear. Click on the setup icon to begin the installation.



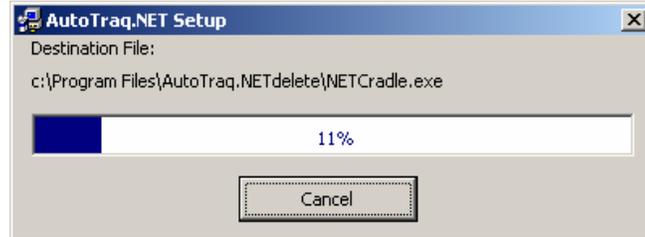
Setup may ask where to place the icons. The default settings are fine and can be selected by clicking on the continue button.



At this point these screens may appear:



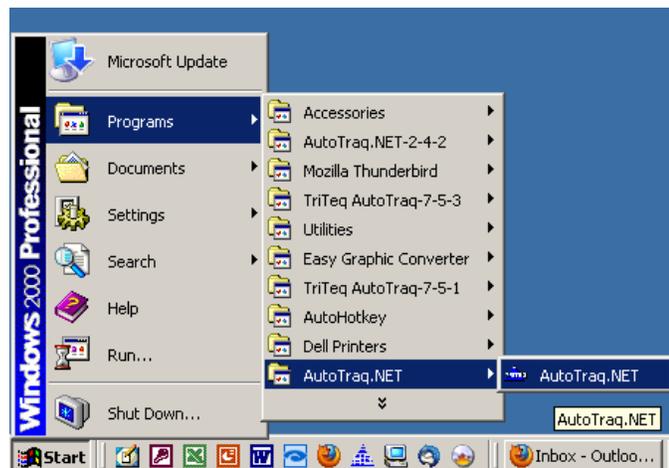
These screens are normal and should clear themselves as the installation continues.



If everything is successful, this form will appear.



After installation start the software by using the Start / Programs / AutoTraq.NET Icon in the start bar. After the software starts it will begin the registration process.

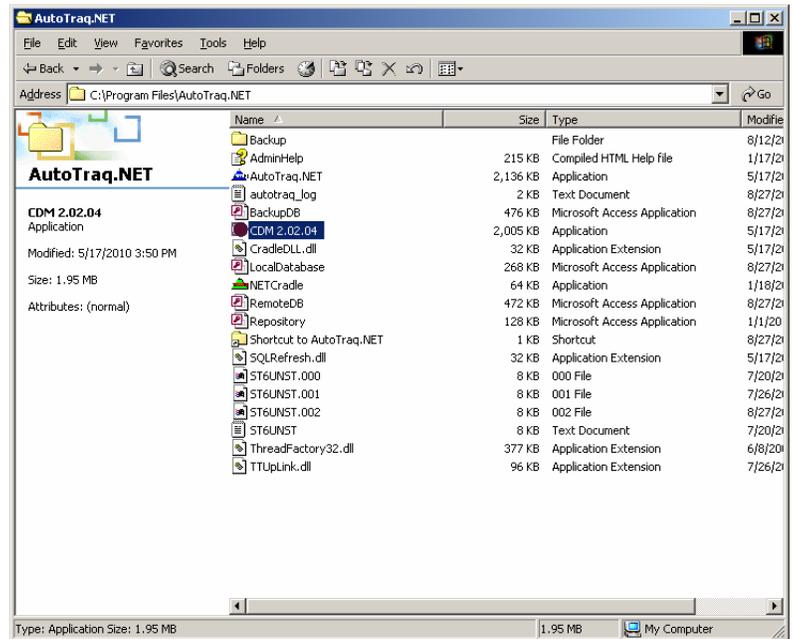


Installing the USB Cradle Drivers

Note: If Serial Cradle is used or drivers were installed automatically, skip this step and go to "Registration".

Navigate to
C:\Program Files\AutoTraq.NET

Double click the file CDM 2.02.04

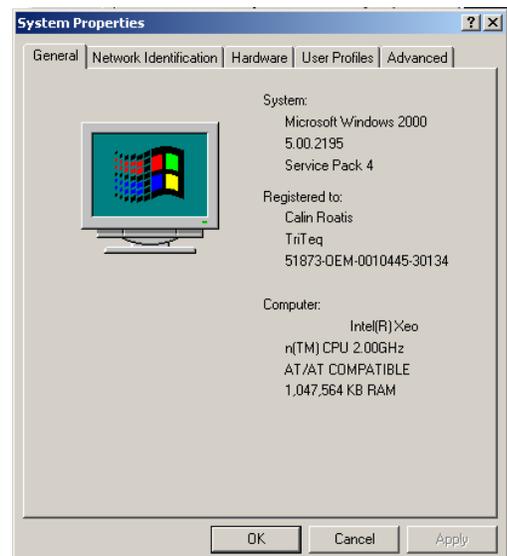


Verify if your USB Cradle is mapped correctly

Right Click My Computer, either on your desktop or start menu

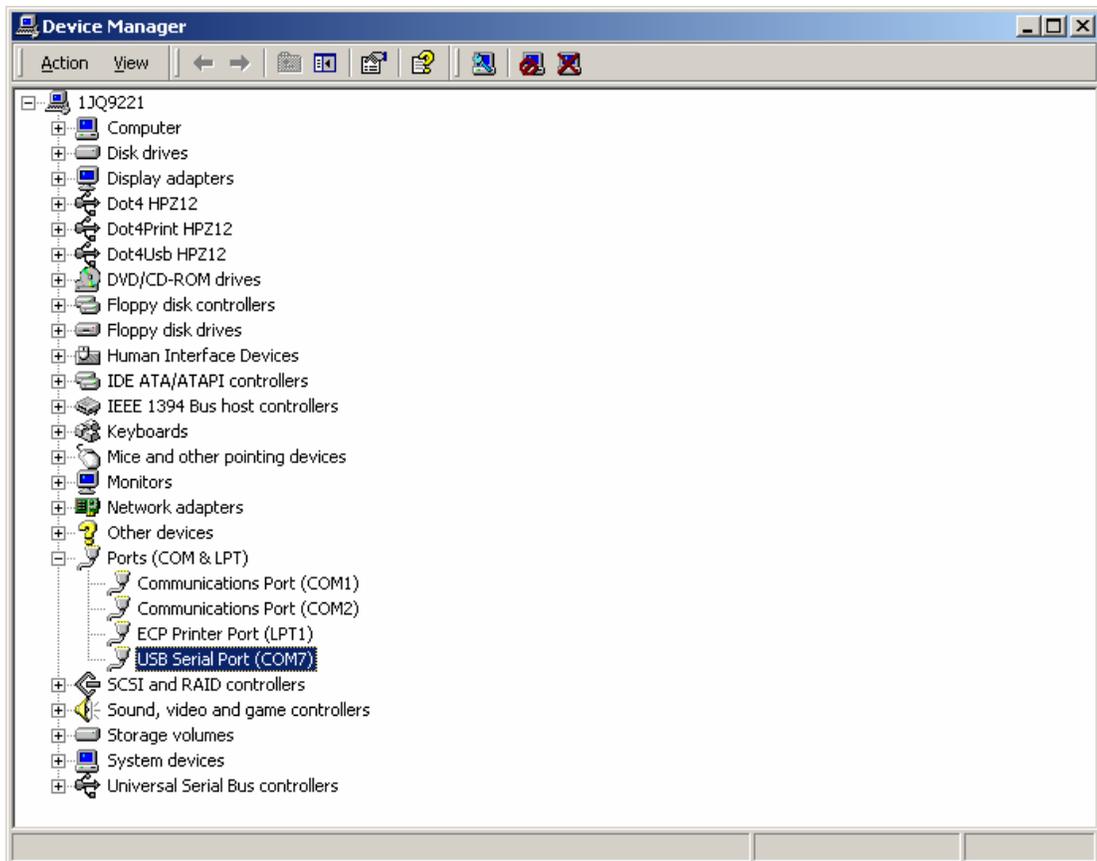
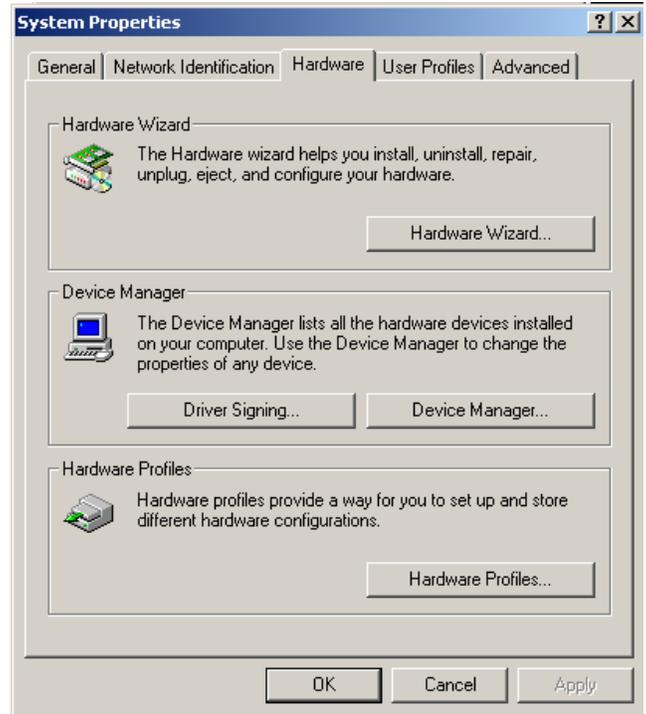


Click the Hardware Tab near the TOP.



Click Device Manager

Navigate to and expand Ports. Make sure there is a USB Serial Port and make note of what COM port it is mapped. Reassigned to a lower value if it is assigned to a port above port16.



Software Registration

First time when you will start the software you software will display the following message.

Click ON 'OK' to start the registration process.

Cradle Label is the 6 characters label under your cradle.



Fill in the station name as the computer name. Computer name can be retrieved from "System Properties – station name.



When ready, click on begin registration.

Insert the software label as was forwarded to you via email and update this station records.

If your cradle was register before with an older software version, all user info should populate your fields. Edit outdated information.

TriTeg AutoTraq Registration - TTUplink v1.1

Registration Data
A registration was found. Please verify this information and then click Continue when done

Cradle Label: 3THF2L
Station Name: TestingIT
Software Label:

User Information:

Title: Mr
First Name: Matt
Last Name: Hanzarides
Address: 1 Pepsi Way
City: Sommers
State: NY Zip: 10589
Country: USA
Phone: 914 767-6275
Fax: 914 673-8545
Email: matt.hanzarides@pepsi.com

Customer Type: PBC
Business Unit: BU
Market Unit: MU
Satellite Location: NY

Clear All Fields
Continue Registration >>

When done, click on "Continue Registration".

TriTeg AutoTraq Registration - TTUplink v1.1

Registration Data
A registration was found. Please verify this information and then click Continue when done

Cradle Label: 3THF2L
Station Name: TestingIT
Software Label: ██████████

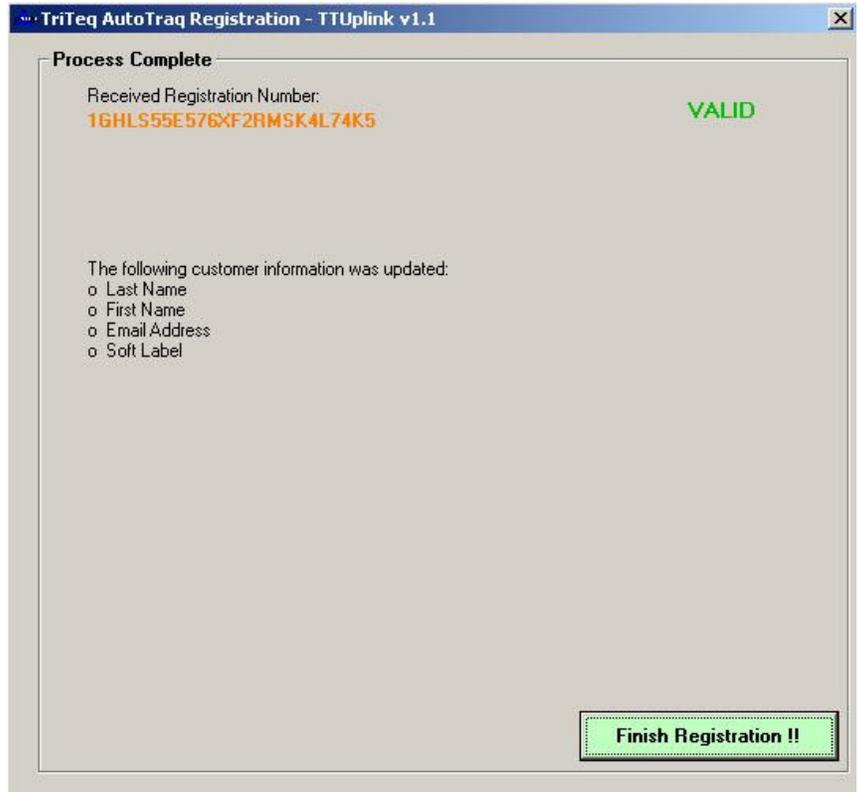
User Information:

Title: Mr
First Name: Jack
Last Name: Loparco
Address: 1 Pepsi Way
City: Sommers
State: NY Zip: 10589
Country: USA
Phone: 914 767-6275
Fax: 914 673-8545
Email: jack.loparco@pepsi.com

Customer Type: PBC
Business Unit: BU
Market Unit: MU
Satellite Location: NY

Clear All Fields
Continue Registration >>

Server and database names were communicated along with the software label you used

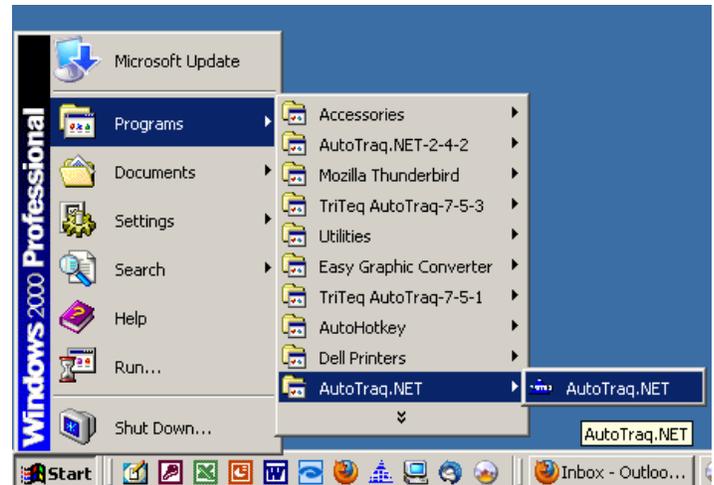


Software is now registered!

Connect to SQL Database

To Start Software

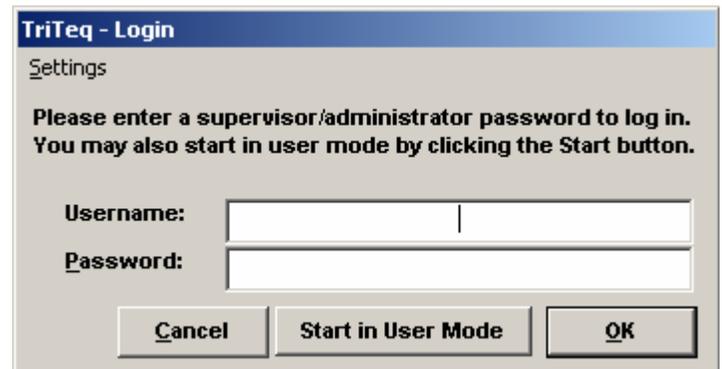
Go to AutoTraq.net from Programs in the Start Menu



You will be prompted to enter your SQL Server address and database name. Enter correct parameters received from SQL Admin (IT). Then press the check Connectivity button. You will be prompted on whether or not you connected.



Click Start in User Mode



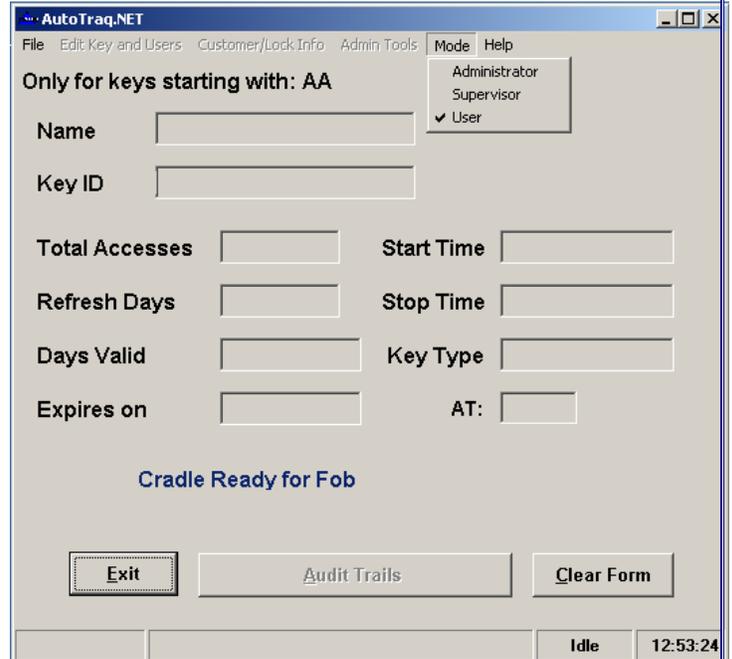
Repeat these steps for each station.

This starts the software in USER MODE

User Modes

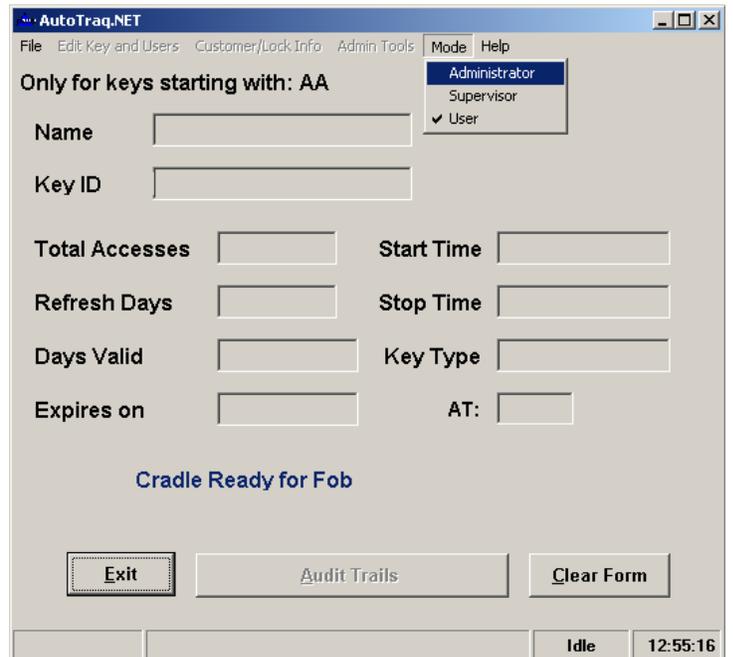
Click on the MODE tab of the task bar. A dropdown menu appears displaying the modes available.

User mode will come up by default when the program is started. User mode requires no password to operate. This is true if User mode is selected from any other mode.



The screenshot shows the AutoTraq.NET application window. The title bar reads "AutoTraq.NET". The menu bar includes "File", "Edit Key and Users", "Customer/Lock Info", "Admin Tools", "Mode", and "Help". The "Mode" dropdown menu is open, showing three options: "Administrator", "Supervisor", and "User" (which is selected with a checkmark). The main window content includes a filter "Only for keys starting with: AA", input fields for "Name" and "Key ID", and a grid of input fields for "Total Accesses", "Start Time", "Refresh Days", "Stop Time", "Days Valid", "Key Type", "Expires on", and "AT:". A status indicator "Cradle Ready for Fob" is displayed in blue. At the bottom, there are buttons for "Exit", "Audit Trails", and "Clear Form". The status bar at the bottom right shows "Idle" and the time "12:53:24".

For Administrator, click on the Administrator bar.

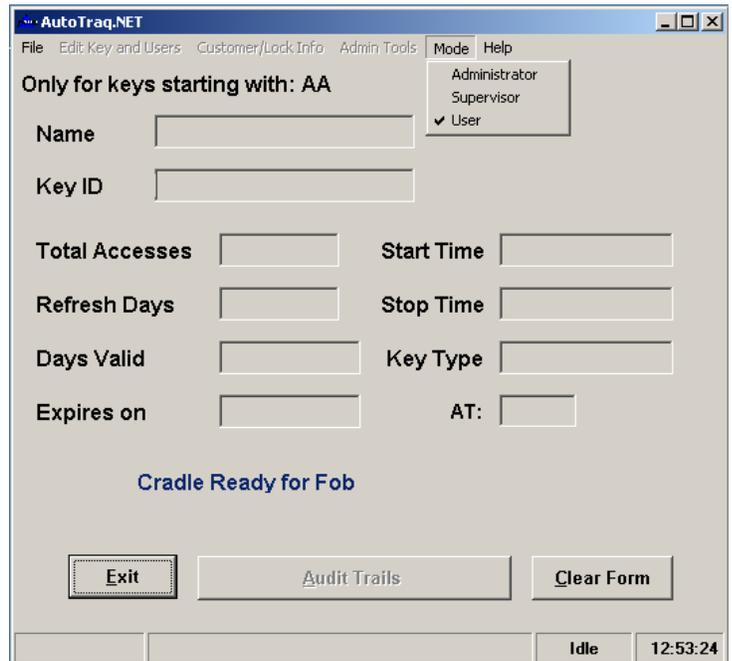


The screenshot shows the AutoTraq.NET application window. The title bar reads "AutoTraq.NET". The menu bar includes "File", "Edit Key and Users", "Customer/Lock Info", "Admin Tools", "Mode", and "Help". The "Mode" dropdown menu is open, showing three options: "Administrator" (which is selected with a checkmark), "Supervisor", and "User". The main window content is identical to the previous screenshot, including the filter "Only for keys starting with: AA", input fields for "Name" and "Key ID", and a grid of input fields for "Total Accesses", "Start Time", "Refresh Days", "Stop Time", "Days Valid", "Key Type", "Expires on", and "AT:". A status indicator "Cradle Ready for Fob" is displayed in blue. At the bottom, there are buttons for "Exit", "Audit Trails", and "Clear Form". The status bar at the bottom right shows "Idle" and the time "12:55:16".

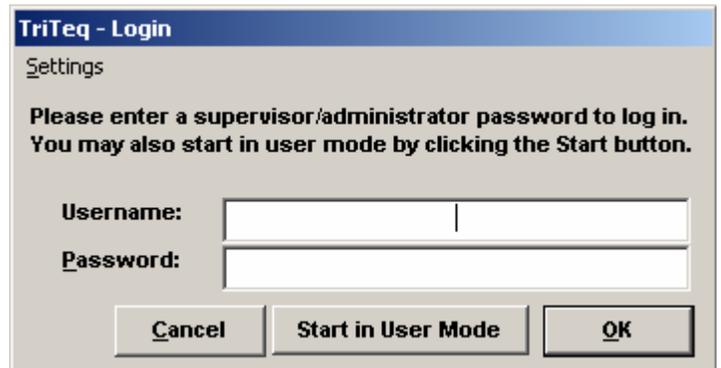
The password screen will display prompting for a password into the administrator mode. The default password is 'triteqa' in lowercase.



For Supervisor, click on the Supervisor bar.



The password screen will display prompting for a password into the supervisor mode. The Username and Password should be previously specified by the Administrator.



Select the Administrator or Supervisor menu under the MODE tab. This will open up the password entry window for either Administrator or Supervisor mode.

The light on the cradle should be green now. If not unplug the USB cord and reconnect.

The screenshot shows a window titled "Administrator Logged in." with a menu bar containing "File", "Edit Key and Users", "Customer/Lock Info", "Admin Tools", "Mode", and "Help". The main content area is titled "Only for keys starting with: AA" and contains several input fields: "Name", "Key ID", "Total Accesses", "Start Time", "Refresh Days", "Stop Time", "Days Valid", "Key Type", "Expires on", and "AT:". Below these fields, the text "Cradle Ready for Fob" is displayed. At the bottom, there are three buttons: "Exit", "Audit Trails", and "Clear Form". A status bar at the very bottom shows "Idle" and the time "13:04:48".

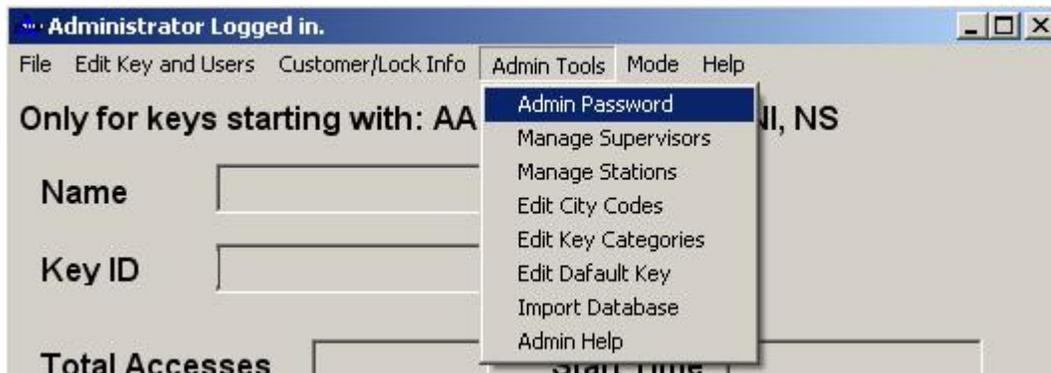
Enter in the Administrator default password: **triteqa**

The screenshot shows a window titled "TriTeq - Login" with a "Settings" section. It contains the instruction: "Please enter a supervisor/administrator password to log in. You may also start in user mode by clicking the Start button." Below this, there are two input fields: "Username:" with the text "administrator" and "Password:" with masked characters "#####". At the bottom, there are three buttons: "Cancel", "Start in User Mode", and "OK".

When leaving the station for day to day operation it should be left in the USER MODE only.

Change Administrator Password

Click on “Mode” and “Administrator”. Default administrator password is “triteqa”.
Click on “Admin Tools” – “Change Admin Password”.



Enter the current password in the top text box followed by the new password on the following text boxes.

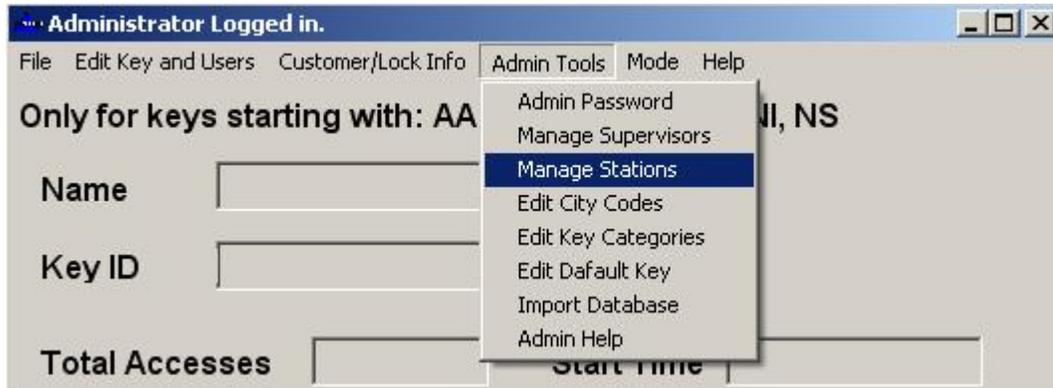


When done, click on “Accept”. [Back](#)

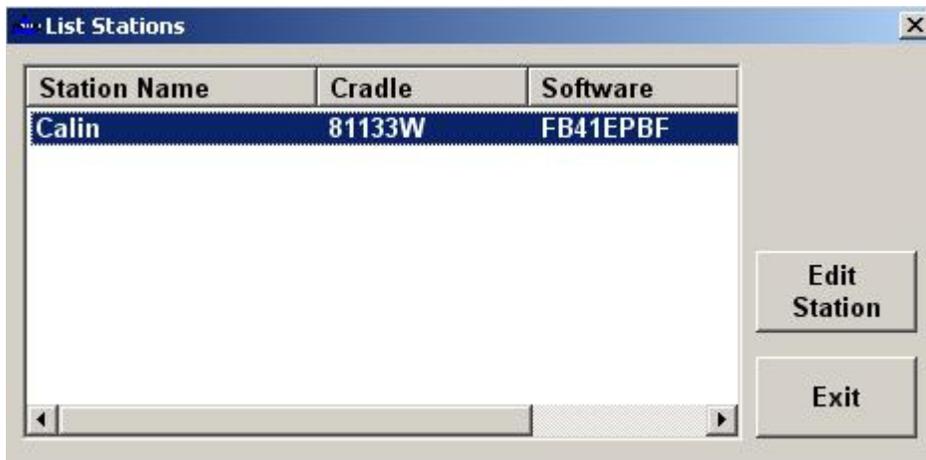
Select Your Time Zone Offset/Manage stations

As correct time is updated from your corporate server, you need to indicate the time difference between your location and the corporate IT location where your database is hosted. Skip this step if you are in the same time zone. [Back](#)

From “Admin Tools” click on “Manage Stations”



Select station and click on “Edit Station”.



Click on the “+” or “-” signs until you get the time difference you need.

Station Name: Cradle: Software:

Unattended Execution Auto-Print while refreshing keys

Disable Station

Disable this station on:

July 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

 Set the hours difference, if your server is in a different time zone.

Click on “Update” when done.
Repeat these steps for each station on your list.

From here you can manage the Cradle and Software Labels

Import Data from Old Databases

Note: Skip this if Autotraq software was not previously used. Go ahead to Add an Configure Supervisors

Although this is not a mandatory task, TriTeq advises that the current database should be cleaned using TriTeq AutoTraq ver. 7.x.x before this software is uninstalled.

The cleanup should include:

- deleting users that are not with organization
- deleting keys that are returned as defective or not in use (see software key list for expired keys).
- Deleting keys with improper names and learn them back with real use names. As the new software will allow the key to be assigned to a new user remotely and on the fly, there is no reason to have usernames as 'weekend', 'spare', 'setup' 'route556'.

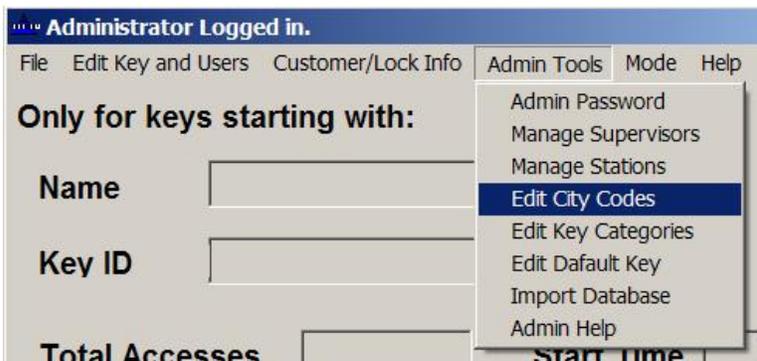
[\(See link to clean database\)](#)

The following tasks need to be performed using the new software and user needs to have administrator credentials.

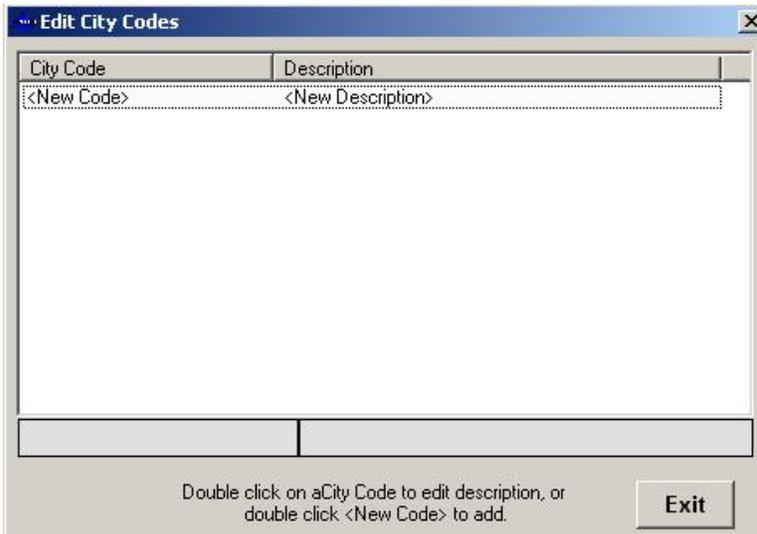
A. Adding/Defining the 'City Codes'

City Code is represented by the first two characters on your AutoTraq keys. If your location is using more than one 'City Code', each city code needs to be added to your new database before performing the import.

Start AutoTraq.NET software, login as administrator and access 'Edit City Codes' from "Admin Tools" menu.



Double click on 'New Code'



Type in the City code you want to add and the description.
When done press 'Enter' on your keypad.

City Code	Description
<New Code>	<New Description>
KM	All keys in Michigan

Hit ENTER when done.

Exit

Your new City Code should is now added to the database

City Code	Description
KM	All keys in Michigan
<New Code>	<New Description>

Double click on aCity Code to edit or double click
<New Code> to add.

Exit

Warning: City Codes CANNOT be deleted once were added to your database.

Repeat these steps for all city code you need to add to the database.

When done restart the software.

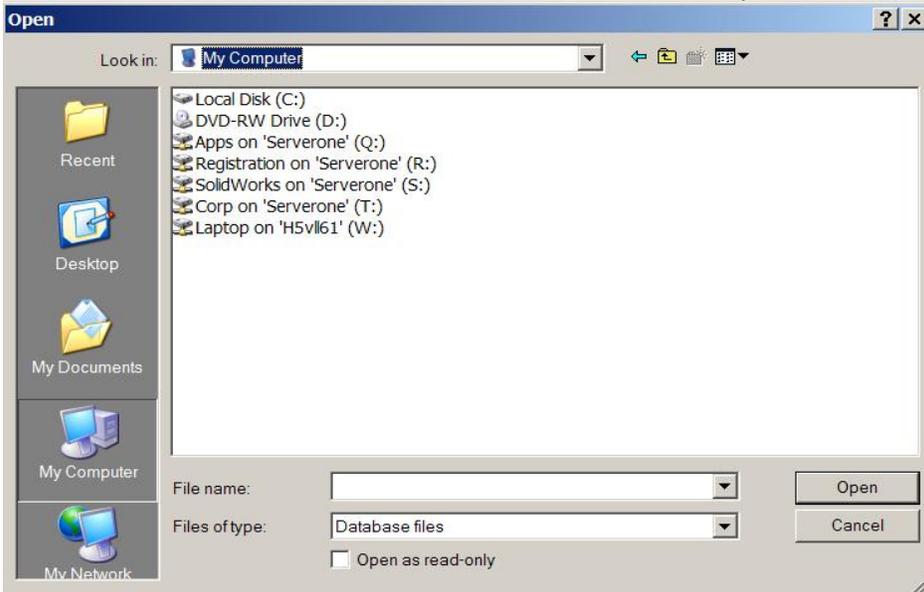


On the software main menu, all city codes you just added should be displayed.

B. Import Database

Login as administrator and from 'Admin Tools', click on import database.

Use the browse menu to locate and select database used with prior software.



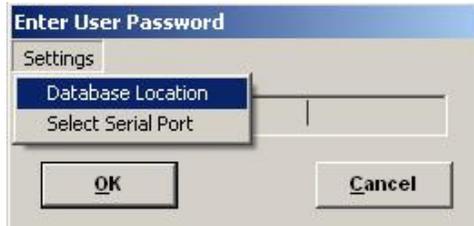
If you want to merge multiple databases, repeat this step with each database you want to add.

[Back](#)

Clean Production Database

A. Locate Production Database

Start current software (Version 6.6 or 7.x.x) and from “Login” menu click on “Settings” and “Database Location”.



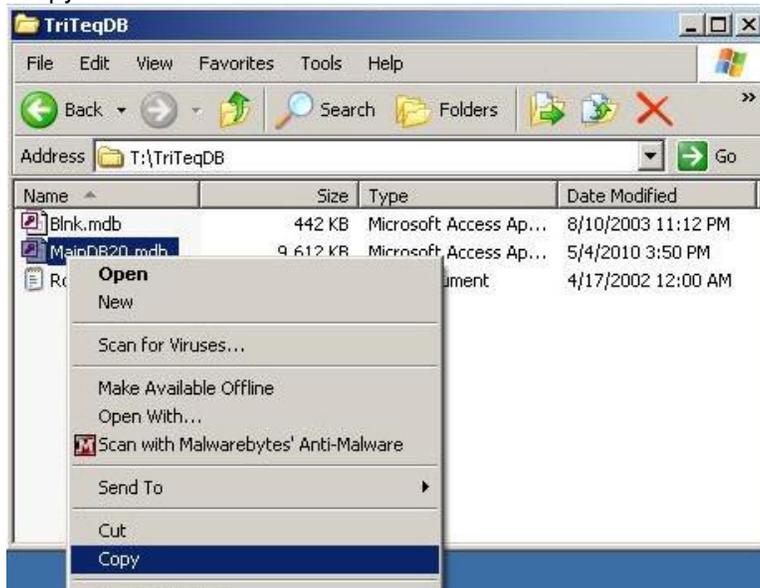
Make a note of your database name and location (write down name and path).



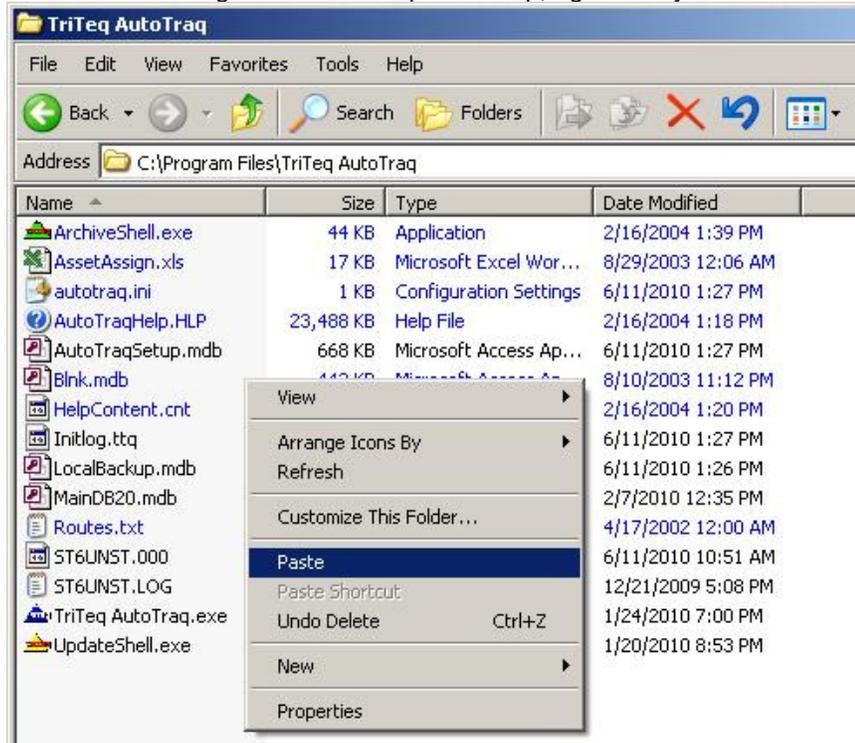
Exit software when done.

B. Make a copy of your database

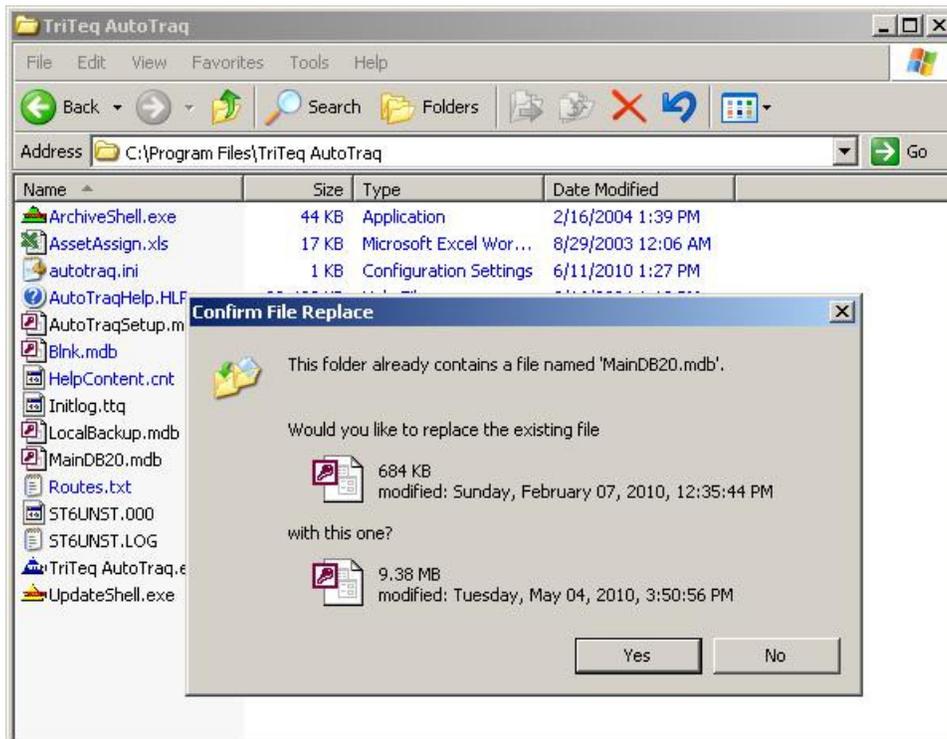
Using your explorer access the path above, right click your mouse on the file and select “Copy”.



Browse to “C:\Program Files\TriTeq AutoTraq”, right click your mouse and paste the file.



Click on “Yes” and Replace existing file.



Create a “temp” folder to paste your database if production database location coincides with the program path.

C. Connect software to new database location

Start software and from “Settings” and “Database Location”, indicate the new location for the database.



Click on "OK" to accept new path and continue with login and start software.

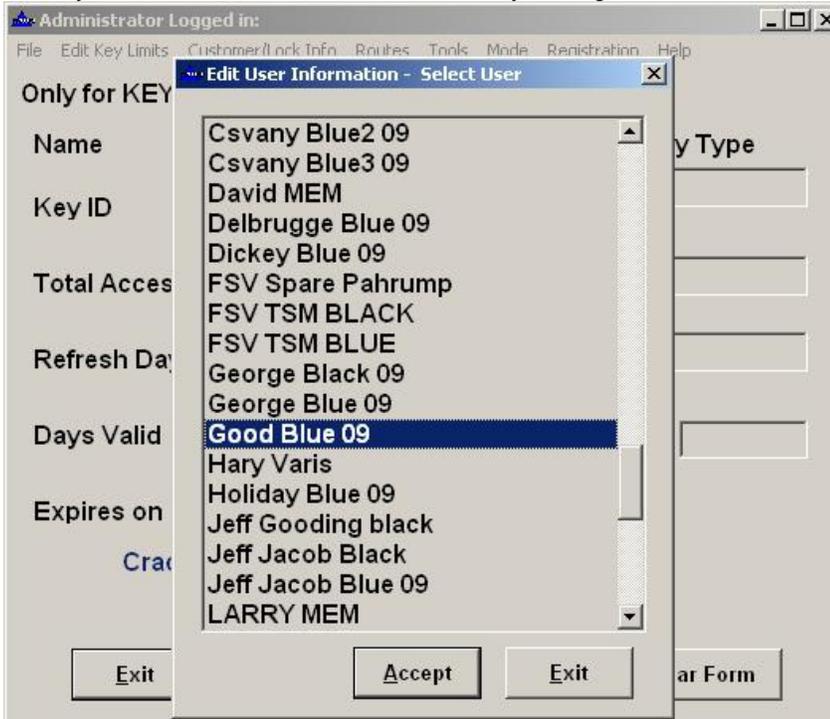
D. Remove Bad Names or Non Existing Users

Login as administrator and from "File" menu click on "Edit User Info".



As the new software will accept changing the key user on the fly, it is recommended to have real names for key owners. Purpose of the key can be custom defined via "Key Category". Delete users such "Route23", "MEM 15", etc.

One by one select the users that are not in your organization.



....and remove them from your database.

E. Remove keys that are not used or were returned

From “Edit Key Limits” menu, click on “Remove Keys”.

Look in the “Fob Expires” column, identify keys that were returned as defective or, are no longer in service and, delete them one by one.

User Name	Key Code	Key Types	Fob Expires
FSV TSM BLACK	AFA5003	Full Serve - FS	4/21/2010
FSV TSM BLUE	AFA0003	Full Serve - FS	4/21/2010
George Black 09	AFA5003	Full Serve - FS	5/13/2010
George Blue 09	AFA0003	Full Serve - FS	5/13/2010
Jeff Jacob Black	AFA5003	Full Serve - FS	5/6/2010
Jeff Jacob Blue 09	AFA0003	Full Serve - FS	5/6/2010
Laura Klenk 09	AFA0003	Full Serve - FS	5/17/2010
MEM	AFA5003	Full Serve - FS	12/3/2008
MEM Blue 09	AFA0003	Full Serve - FS	4/7/2010
MEM Holiday 09	AFA0003	Full Serve - FS	5/10/2010
MEM Shop Black	AFA5003	Full Serve - FS	5/13/2010
MES	AFA0003	Full Serve - FS	5/5/2010
MES Black	AFA5003	Full Serve - FS	5/5/2010
Nielson Blue 09	AFA0003	Full Serve - FS	5/18/2010
Northrup Blue 09	AFA0003	Full Serve - FS	5/13/2010
Shop Blue 09	AFA0003	Full Serve - FS	5/13/2010
Tri Teg Lock Codes	AFA5003	Full Serve - FS	12/20/2009
Varis Blue 09	AFA0003	Full Serve - FS	5/13/2010
Vend/Visi Black	AFA5003	Full Serve - FS	10/12/2009
Vend/Visi Blue 09	AFA0003	Full Serve - FS	5/13/2010

Buttons: Delete, Exit

F. Make a Copy of Cleaned Database

Keep the copy ready for import when the new software arrives.

G. Restart Software and Reconnect to Production Database

[Back](#)

Create Key Categories

Login as administrator, access 'Admin Tools' menu and click on 'Edit Key Categories'.

Key Category	Description
Full Serve - FS	Default Category
Single Channel	Default Category
3rd Party Op	Default Category
Special Events	Default Category
<New Category>	<New Description>

Double click on Key Category to edit or double click <New Category> to add.

Exit

Double click on 'New Category' and type in a new key category and description.

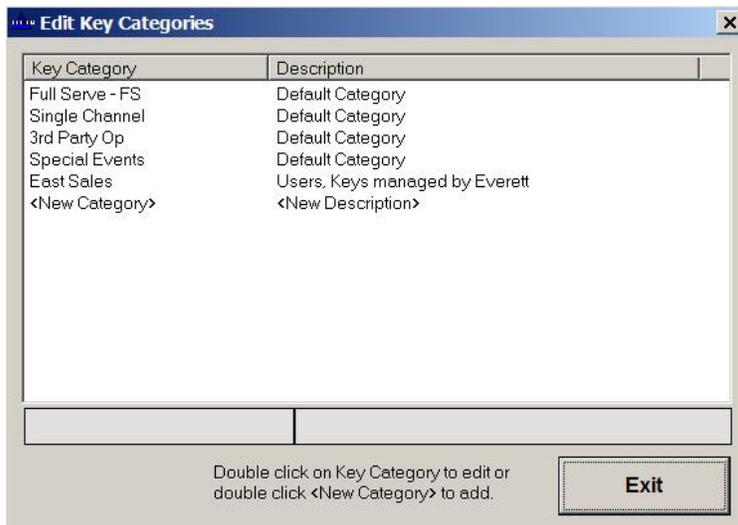
Key Category	Description
Full Serve - FS	Default Category
Single Channel	Default Category
3rd Party Op	Default Category
Special Events	Default Category
<New Category>	<New Description>

East Sales Users, Keys managed by Everett

Double click on Key Category to edit or double click <New Category> to add.

Exit

When done, hit enter on your keypad. The new key category is added to your database.



Warning: Key Categories cannot be deleted or modified once are committed to your database.

Repeat steps above to add all key categories you need.

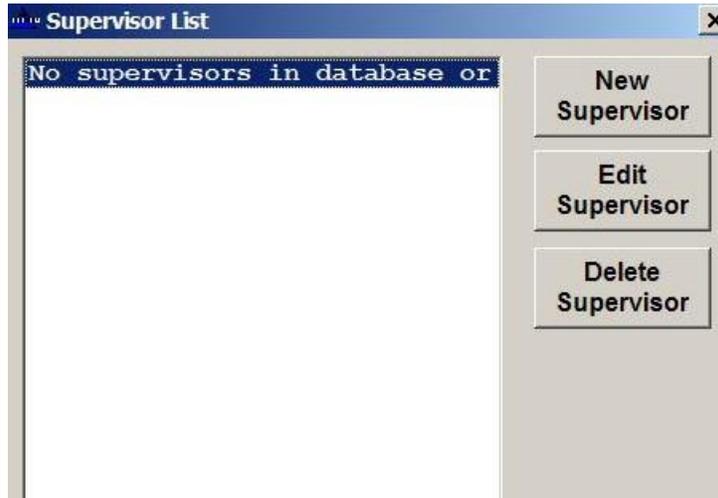
When done access 'Edit Keys and Users' / 'List Keys' menu and from the list, assign each key to the appropriate key category.

[Back](#)

Add and Configure Supervisors

Depending on the size of your location if more than 2-3 supervisors are going to manage keys/users it is recommended you constrain supervisors to specific key categories thus prohibiting supervisors from changing each other keys. If this is the case, first ['Create a Key Category'](#) for each of your supervisors.

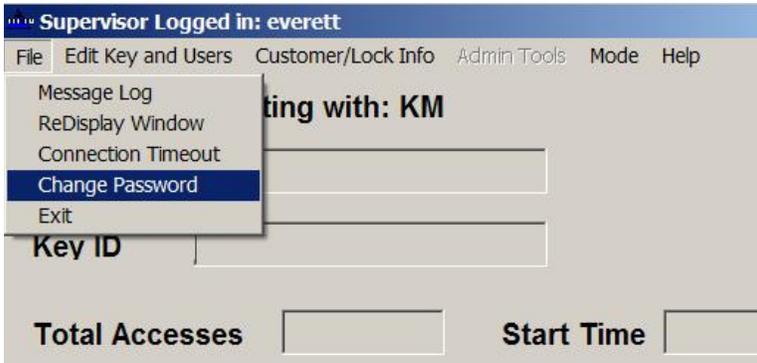
Login as administrator and, from 'Admin Tools' menu, click on 'Manage Supervisors'.



Click on 'New Supervisor'
Enter a login name and password for the new supervisor.

A screenshot of a software window titled "Add/Modify Supervisor". The window has a blue header bar with the title and a close button. Below the header, there are three input fields: "Enter Name" with the text "Everett", "Enter Password" with "#####", and "Confirm Password" with "#####". Below these fields are three sections: "Keys" with checkboxes for "Add Keys" (checked), "Modify Key Settings", and "Delete Keys"; "Users" with checkboxes for "Modify Users" and "Delete Users"; and "Locks" with checkboxes for "Modify locks" (checked) and "Delete Locks". There is also a dropdown menu labeled "Only for Keys from this category" with "All" selected. At the bottom, there is a checkbox for "Display and print all reports" (checked) and two buttons: "Update" and "Exit".

Newly created supervisor can login later and change the password from 'File' menu.



If you defined a key category for this supervisor, don't forget to select his/hers key category from the drop down list.



When a supervisor is restricted to a key category, all key operations he/she is allowed, are only for keys from selected key category. If he adds a new key to the database, the key will automatically belong to key category he was assigned.

Setting Up New Keys

First time key usage.

The software will recognize automatically that a new key and/or locks are being introduced into your system. Therefore, it is recommended you setup vendors before entering in the key information. See the subsection on vendor setup in Operation before proceeding. Also, the software will show the city code being set in the database to the city code on the initial key.

Place the new Key Fob in the cradle and press the button. The Key Fob light will stay "ON" and the cradle light will be RED while its communicating.

Afterwards, the software will come up with the screen as shown on the right.

At this time you have to assign the Key Fob to a user.

Administrator Logged in.
New FOB

NEW ROUTE KEY

Cancel Assign to New User Assign to Existing User

Refresh Days Stop Time
Days Valid Key Type
Expires on AT:

Cradle Ready for Fob

Exit Audit Trails Clear Form

Idle 13:04:48

Press the "Assign new user" button and the screen at the right appears. Enter the information regarding who is using the key.

Click on the accept button and the database will update.

Next, Press the Button one more time on the Key Fob while it still docked in the cradle. This will set up the operational limits.

This must be repeated for each NEW key.

Keys that have been deployed in the field.

Key Registration Form

Name JON DOE
Address 2435 Apsen Dr
City Elk Grove
Zip Code 60007
Phone 8153553666 #### #### ####
Key ID GJA5041

Accept Exit

If a key has been used in the field it has the following issues:

1. The key needs to be registered as above in the database
2. The key will have a large number of audit trails and new vendors to register into the database.

Therefore it's recommended using a new key to enter vendor information. New meaning one that has not been exposed to vendors deployed in the field.

If data already exists on the FOB (key), lock information prior to this setup will not be in the database. After a key is set up, the program will automatically move to the next step. This next subsection deals with entering locks into the database.

Edit Key Limits

While in the Supervisor or Administrator MODE you can edit how and when the AutoTraq Key Fob will be used.

Select the "Edit Key and Users/ List Keys" from the task bar.

The screenshot shows a software window titled "Administrator Logged in." with a menu bar containing "File", "Edit Key and Users", "Customer/Lock Info", "Admin Tools", "Mode", and "Help". The main area displays configuration for keys starting with "AA, GJ".

Only for keys starting with: AA, GJ

Name: Jake Johnson

Key ID: AAA4095 - 3

Vendors per Day: 30 Start Time: 6:00 AM

Refresh Days: 7 Stop Time: 6:00 PM

Days Valid: _MTWTF_ Key Type: Full Serve - FS

Expires on: 9/8/2010 AT: 1

Cradle Ready for Fob
REFRESHED FOB AAA4095 Zone: 0

Buttons: Exit, Audit Trails, Clear Form

Footer: DLL Info. Ver: 1. 58, Progress: 0/ 0 Print: Off Idle 12:36:25

To Change a specific Key Fob
Using menu on the right, select the key and click " Edit User Key Limits"

The screenshot shows a window titled "Users and Keys" with a table listing user key information. At the bottom, there are buttons for "Export To File", "Delete", "Edit User Key Limits", and "Exit". A note explains that "*LB*" preceding the Key Code indicates a low battery.

User Name	Key Code - ID	Key Type	Expires	Version
Jake Johnson	AAA4095 - 3	Full Serve - FS	1/8/2000 Expired	30
Jon doe	GJA5041 - 14	Full Serve - FS	1/2/2000 Expired	13

LB preceding the Key Code, announces a key with low battery voltage. Replace battery ASAP.

On this screen you can adjust the key limits.

This screen is showing the limits since the last refresh. For security reasons the software tracks which supervisor last authorized limit changes.

By clicking "Show Key History", it is possible to see previous key previous changes made to the key and by whom.

Clicking Change FOB to Total Accesses or Vendors/Day Mode you can limit the key fob respectively. Total Accesses Mode limits the amount of time the Key can access locks during a certain amount of days. Vendors per Day limits the amount of Vendors the key can access during a certain amount of days.

When the key visits the cradle these limits are uploaded into the Key Fob

A button is provided to disable (shut off) the Key Fob totally at its next refresh.

If the key reaches any of the limits the key will become disabled. The key will indicate that it is disabled (out of limits) by flashing brightly three times when the button is pressed on the Key Fob.

The screenshot shows the 'Edit Key Limits' window for a key named 'jhon doe'. The 'Authorized by' field is set to 'Administrator'. The 'FOB Code' is 'AAA4095' and the 'Version' is '30'. Under 'FOB Settings', the 'Start' time is 6 AM and the 'Stop' time is 6 PM. The 'Days Valid' section has checkboxes for Sunday (unchecked), Monday (checked), Tuesday (checked), Wednesday (checked), Thursday (checked), Friday (checked), and Saturday (unchecked). A button labeled 'Change FOB to Total Accesses Mode' is highlighted. Below this, 'Vendors per Day' is set to 30 and 'Refresh Days' is set to 7. There is a checkbox for 'Disable this Fob' which is unchecked. At the bottom, 'Key Type' is 'Full Serve - FS' and 'Zone' is '0'. Three buttons are visible: 'Accept', 'Show Key History', and 'Exit'. A red message at the bottom states: 'This key was not refreshed since settings were changed last time.'

This screenshot is similar to the one above, but the 'Change FOB to Vendors/Day Mode' button is highlighted. In this mode, the 'Total Accesses' field is set to 100, while 'Refresh Days' remains at 7. The 'Days Valid' and 'Key Type' settings are identical to the previous screenshot. The 'Accept', 'Show Key History', and 'Exit' buttons are also present, along with the same red message at the bottom.

The term refresh days tells the key when to become disabled from the date of refresh. If a key is set for 14 days and the Key Fob is refreshed on a Monday then it will be operational until the next Monday. If the same key visits the refresh cradle again on Tuesday then the Key Fob will work until the next Tuesday. (refresh date 8/31/2010)

This information regarding expiration is visible each time the Key Fob is refreshed in the cradle. It can be seen in all MODES.

The screenshot shows a software window titled "Administrator Logged in." with a menu bar containing "File", "Edit Key and Users", "Customer/Lock Info", "Admin Tools", "Mode", and "Help". The main content area is titled "Only for keys starting with: AA, GJ" and contains the following fields:

- Name: Jake Johnson
- Key ID: AAA4095 -3
- Vendors per Day: 30
- Start Time: 6:00 AM
- Refresh Days: 7
- Stop Time: 6:00 PM
- Days Valid: MTWTF_ (with an arrow pointing to this field from the text above)
- Key Type: Full Serve - FS
- Expires on: 9/8/2010
- AT: 1

Below the fields, the text "Cradle Ready for Fob" is displayed in blue, followed by "REFRESHED FOB AAA4095 Zone: 0" in red. At the bottom of the form are three buttons: "Exit", "Audit Trails", and "Clear Form". The status bar at the very bottom shows "DLL Info. Ver: 1. 58, Progress: 0/ 0 Print: Off Idle 12:36:25".

Audit trails

The audit trail is used to display key activity on locks in the field. This function is available to supervisors and administrators.

To display the audit trails screen click the large Audit Trails button at the bottom of the screen .

The Key Fobs collect audit data as vendors are visited. Duplicate records are sorted off and presented in the format below.

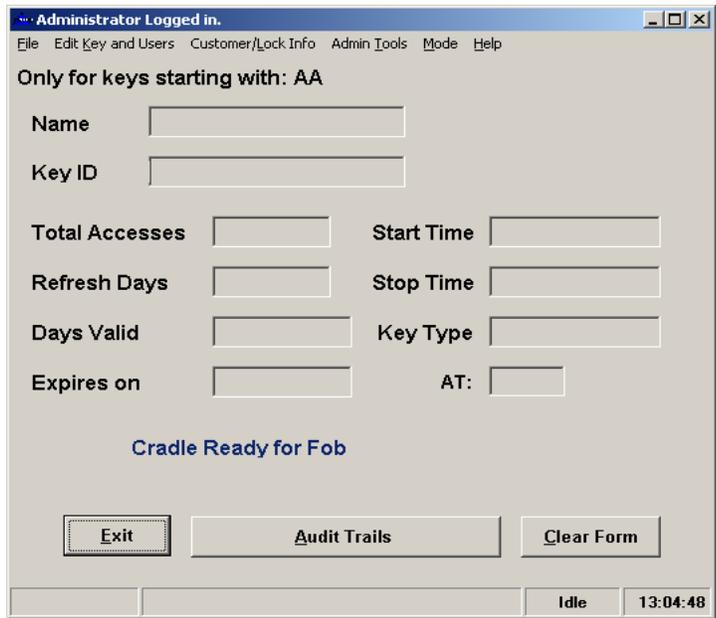
The Bottom section of the Audit Trail screen is used for sorting in a number of ways. To sort, click the appropriate function to define the selection criteria.

The four to choose from are time, access, driver, & asset number. Any combination can be used to refine a search and all are enacted when the execute button is clicked.

The printing options available are Automatic Audit printing and print current screen. Automatic printing allows

for printing when a key refresh is executed. It will print all of the new events a key has encountered. The audit screen does not need to be displayed to enable printing, however it too is enabled only in the administrator and supervisor mode.

The print current screen will print the results of the present query result window. Either will produce a copy to the default printer defined in windows.



Audit Trails
The last query returned 40 records in .157 seconds.

Name	Key Code	Asset #	Customer Name	Activity Time	Activity
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:56:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
No user assigned	AAA0500	no asset		7/23/10 15:57:00	Access
TimeTestRoute	AAA5001	no asset		7/30/10 15:50:00	Access
TimeTestZone	AAA0001	no asset		7/30/10 15:50:00	Access
TimeTestRoute	AAA5001	no asset		8/26/10 12:02:00	Access
TimeTestZone	AAA0001	no asset		8/26/10 12:03:00	Unauthorized
TimeTestRoute	AAA5001	no asset		8/26/10 12:03:00	Access
TimeTestZone	AAA0001	no asset		8/26/10 12:03:00	Access
TimeTestZone	AAA0001	no asset		8/26/10 12:03:00	Unauthorized

Display Accesses: Display only AutoTraq & P1 Keys Events

Sort by Driver:

Sort by Asset #:

Sort by Customer Name:

Time Range:

From: 7/14/2010
To: 8/27/2010

Activity Abbreviations:
 BA = Battery Removed
 BR = Bad Route or Zone
 LB = Low Battery
 L = Limited
 U = Unauthorized

SORT / PRINT FUNCTIONS

SORT / PRINT FUNCTIONS

Column Descriptions

Name

If the user is registered in the database, their name will appear in this name column. Otherwise "AT-Key not found" will appear in the name Column.

Keycode

The keycode is the number stamped on the back of the FOB by Triteq Lock. These codes contain alphanumeric numbers that identify each code. If two keys are keyed alike, there are still numbers internally that are used by the program to identify each key separately.

Asset Number

Asset is the name or number assigned to the lock/machine when it was setup.

Customer Name

Customer name is the customer information entered when the lock/machine was being setup.

Date/Time

Date and time on an AutoTraq key is accurate to within 1 minute. Time is set according to the host PC's clock when refreshing keys.

Non AutoTraq keys do not have an internal clock. As a result, their time is based on the reported time from an AutoTraq key. Each time an AutoTraq key access a lock/machine, a report is appended to that key listing events from prior keys. The non-AutoTraq events are reported in 5 second intervals from the time of the last AutoTraq key.

Activity abbreviations

Activity abbreviations are used to identify what has occurred at the machine. Key status is reported here to signify what has occurred.

BA – Battery Removed

This code signifies that the battery has been removed from the key. This prevents a stolen key from having the lifetime extended by removing the battery.

BR – Bad Route

This code signifies a route specification violation set in the user key limits menu. If a user attempts to use a key that is outside of his/her route, this error will come up.

L or **Limited** – Limited

This code is a result of a key being used outside of the parameters established for that key. For example, if a key is set to work from 6am to 6pm, it cannot be used at 6:15pm. The result will show up on the audit report as a limited and the key will show as disabled.

U or **Unauthorized** – Unauthorized

This code will show up when a lock has been programmed with a different key. If for example there is a P1 key in the system and an AutoTraq Route key is attempted, the unauthorized code will show on the audit report and a wrong key signal will appear on the key.

Access

This is the code to signify a machine has given access to a certain key.

Visited

This is a code that appears on locks earlier than version 2.3. It shows that a lock has been visited and does not specify if the lock granted access or limited the key.

Customer/Lock Information

List Customer/Lock Key Codes

In the menu Customer/Lock information, Lock information can be viewed or updated. In Administrator mode or Supervisor mode, click Customer/Lock Info to view lock information.

With the List Customer/Lock Key Codes, the program will display a screen displaying locks and keys programmed into those locks.

There is an option also that will allow this list to be printed to a text file. To save the Lock information list to a file, click the Print List to File button.

The last query returned 10 records in 0 seconds.
Click on the column headers to reorder the list

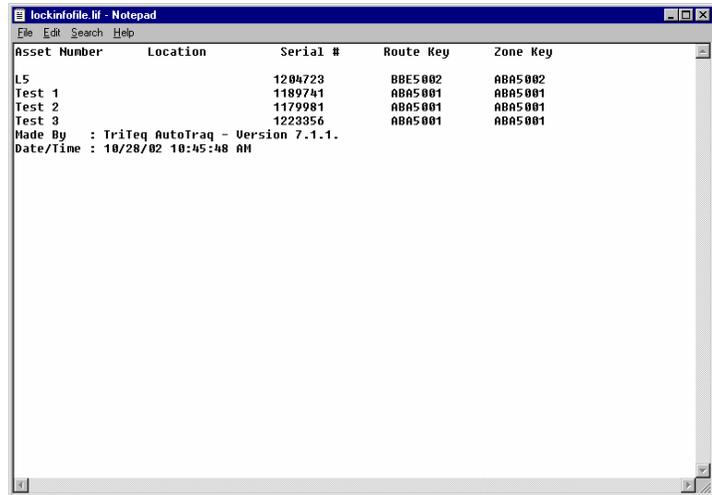
Lock S/N	Asset Number	Customer Name	Route Key	Zone Key	Route	Zone
1223356	no asset		ABA5022	AAA0001	0	0
1264050	no asset		AAA5001	AAA0500	0	0
1198484	no asset		ABA5022	AAA0001	0	0
1179981	no asset		ABA5022	AAA0001	0	0
1242167	no asset		AAA5001	AAA0001	0	0
1242205	no asset		AAA5001	AAA0500	0	0
1242207	no asset		AAA5001	AAA0001	0	0
1242203	no asset		P1-Key	AAA0001	0	0
1302653	no asset		AAA5001	AAA0500	0	0
1242425	no asset		ABA5022	AAA0001	0	0

Find a Lock
By Lock Serial Number
or, by Asset Number
Find

Select a Lock S/N and click on 'Edit' to modify.
Edit
Export List to File
Exit

A display screen prompting for a file location will appear. This file need not be in the data directory for AutoTraq.

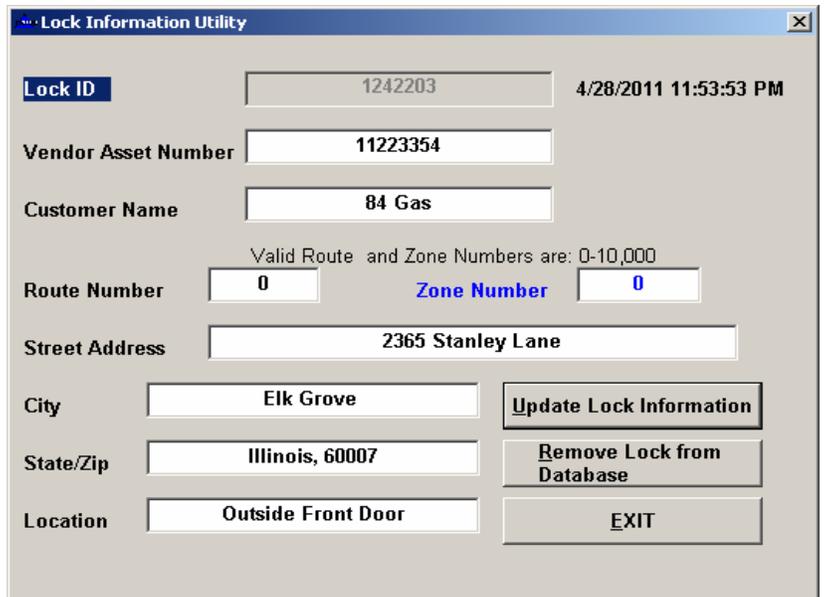
Once the file is saved, its format is in ASCII form. Use Windows Notepad to view the contents of this file.



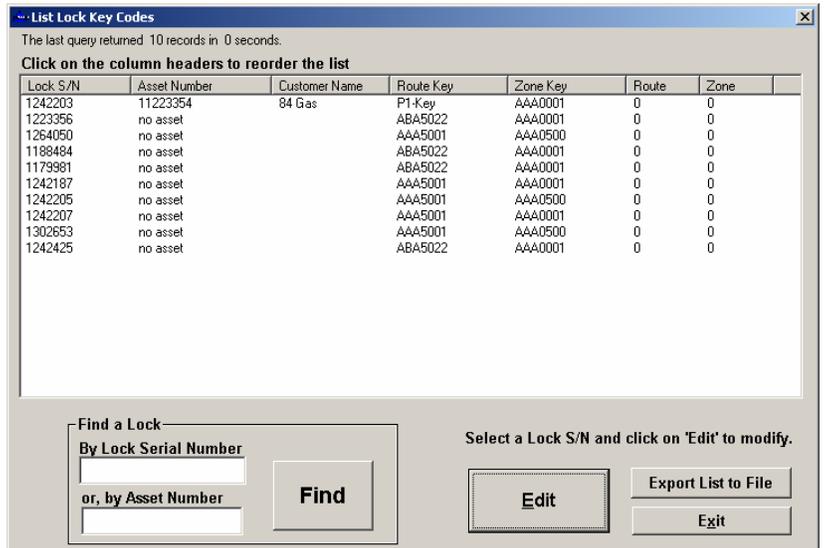
To Edit Locks, Click the big EDIT button.

In this screen, once the lock information is modified, click on the Update Lock Information to save changes to database.

There is also an option to delete the lock. This button has only one confirmation button, be careful not to hit this button. Once the lock data is deleted, it will have to be re-entered by a key that has visited the machine.



The Lock should show up in the List Lock Key Codes like the picture to the right.



Section 4 Service Tools

There are two service tools that are used extensively to troubleshoot the electronic lock. The first is the light on the Key Fob itself and separately the lock reader.

The Key Fob Light

There are two methods for using the Key Fob diagnostics. The first two tests can be performed when the Key Fob is out of range of a Vendor Lock Box. The next tests require the Key Fob to be on the side of the middle button (or sensor) on the vendor and attempting to open the vendor (normal opening mode).

For all tests the light flashes will time out after a few seconds.

NOTE: Do not hold the button down, touch the button remove your finger and observe the light.

The Key Fob light has three states:

- Fast flash = ("seeking" or "looking" for a Vendor Lock Box)
- Bright slow flash = (diagnostic mode)
- Bright steady 'ON" = (communication mode)

In all cases the seeking ("fast flash") begins immediately after pressing the Key Fob button. The diagnostic mode ("bright slow flashes") occur at the END of the fast flash interval. The steady "ON" indicates that the Key Fob is communicating with the Lock Box or Cradle.

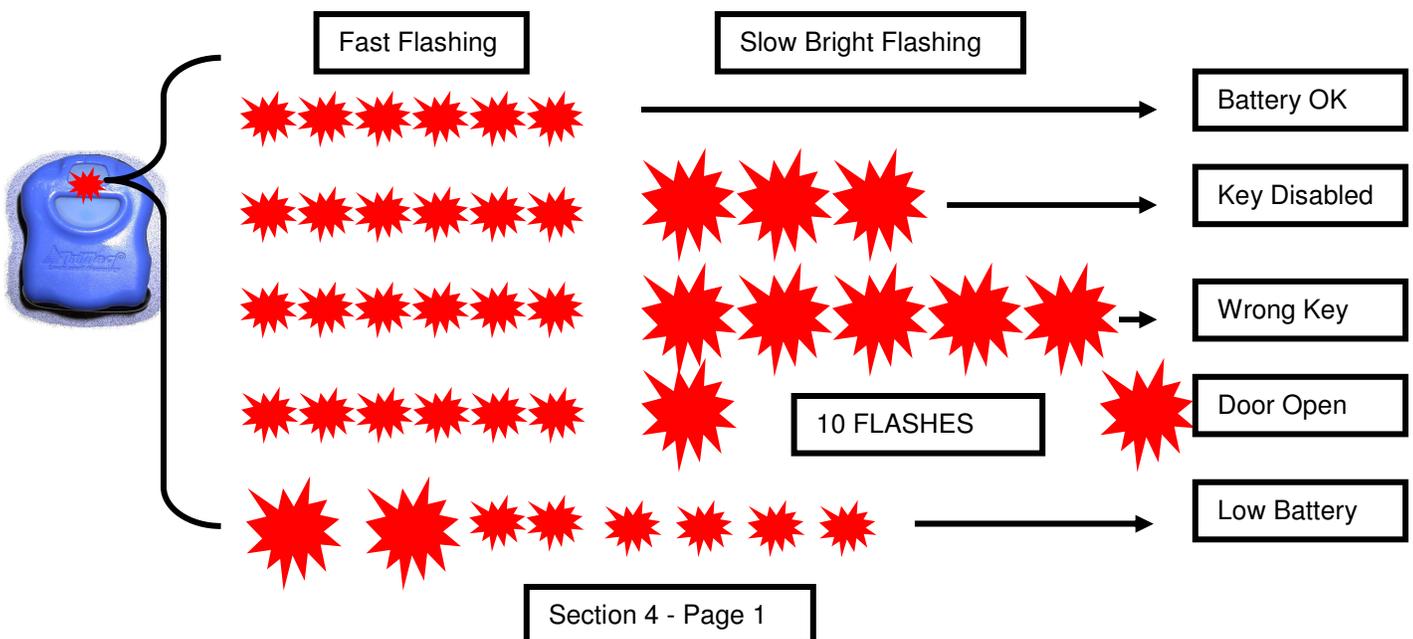
Test one: FOB battery: Press the button and observe the light; No light indicates dead battery.

Test two: Expired Key Fob: (AutoTraq only) Press the button and observe the light; The light flashes bright 3 times. This indicates the Key Fob limits are expired and will not work any vendor.

NOTE: The above two tests should be performed before the Route Driver / Salesman or Service Tech leaves the Bottler facility.

Test three: Wrong Key Fob: While positioning the Key Fob on the side of the button on the 12 button HVV vendor, press the button and observe the light; If, after the fast flashes, the light flashes bright 5 times the Vendor Lock has been programmed to another Key Code.

Test four: Vendor door open: While positioning the Key Fob on the side of the button on the vendor, press the button and observe the light; If after the rapid flashing, the light flashes bright 10 times the door is unlocked and not pulled open.



Lock Reader

The lock reader is a portable tool that is operated in the same fashion as a Key Fob. It does **not** open vendors but, it will give helpful information when identifying locks and keys programmed to the locks. It also helps when diagnosing a problem should something happen. The sole button next to the display toggles between views of Bottler codes, key numbers, lock serial numbers, and lock diagnostics. It is available from TriTeq directly and uses a 9-volt battery.

Lock Reader Example

This is a lock reader reading from a test lock here at TriTeq Lock. The Keys programmed into this lock are ABA5001 and ABA0008 for lock serial number 1179981. At the time of the reading, the lock was open.

The reader collects and displays 7 bits of data. To begin reading the data, point the reader at the lock in a similar fashion as a key FOB. Press the button once and data should appear in the display window. Once the initial read is made and information is displayed, the reader need not be pointed at the lock. While information is still in the display window, press the button to cycle to the next data bit. When the last data bit is reached, the cycle returns to the first data bit and the process repeats. This will continue until the button is not pushed and the display times out.

The first two button pushes display information about the programmed Route Key.

Button Press 1

The XXX indicates the Bottler City code for the ROUTE Key Fob. This is representative data from the first button press. It reads a city code of AB for a programmed Route key.



Route Key 0100

Button Press 2

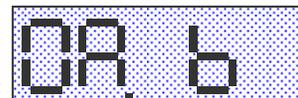
The X,1,2,3,4 is the next five digits of the ROUTE Key Fob. This represents the key's number A5001.



The next two button pushes display information regarding a Zone Key.

Button Press 3

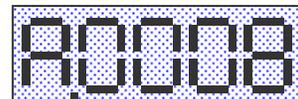
The XXX indicates the Bottler City code for the ZONE Key Fob



Zone Key 0100

Button Press 4

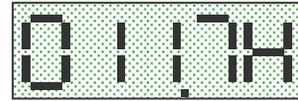
The X,1,2,3,4 is the next five digits of the ZONE Key Fob.



The next three button pushes display information regarding the lock.

Button Press 5

This shows the first four digits of the Vendor Lock Box serial number. The first part of the number is 0117



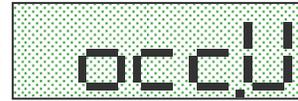
Button Press 6

This shows the last four digits of the Vendor Lock Box serial number. The last part of the number is 9981.



Button Press 7

This is the diagnostic display for switches inside of the lock. The characters to the left of the period relay switch status at the current read time. The characters on the right of the period display the lock status. (U = Unlocked door. L = Locked door)



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Common Results for version 1.15 Lock Readers

Door Status	Lock Condition	Lock Reader Datum 7 Results
Door Opened, Locked	Receptacle Switch Problem	CCC.U
Door Opened, Unlocked	Lock Ok	OCC.U
Door Closed, Locked	Lock Ok	CCO.L
Door Closed, Unlocked	Receptacle Switch Problem	OCC.U
Door Open/Closed	Lock bad or no power to lock	----

Sometimes when a lock is new:

The factory code programmed into the lock should be P1 and will appear in both the Bottler city code and key number for the Routes portion of the Lock reader.



No Zone keys should appear in the lock. They will display an empty register in both Bottler city code and key number for the Zone portion of the lock reader.



This is a representative alphabet used by the lock reader.



Troubleshooting Guide

Problem: Door won't open		
Symptom	Possible Cause	Solution
Key Fob light won't flash	Battery dead	Replace battery
	Key Fob defective	Replace Key Fob
Key Fob light flashes bright 5 times after placed in front of button	Different Key code in vendor See Section 2-3.	Use lock reader tool to determine proper code Read special note concerning reader
Key Fob light flashes bright 3 times after placed in front of button	This is an AutoTraq Key Fob that is expired. See Section 3-7.	Refresh Key Fob
Key Fob light flashes bright 10 times after placed in front of button	Door is unlocked See Section 2-1.	Pull door open and close it again
Key Fob light flickers bright and dim erratically	Flicker from Florescent Bulbs, possible cold weather issue.	Unplug vendor and attempt to open before lights turn ON or install Button Decal.
Key Fob light flashes fast only	No power to lock	Plug battery back up into port and press button and try to open with Key Fob
Key Fob light flashes dim	Key FOB temp is below operation range	Remove Key Fob to warm area and retry
With back up battery pack plugged in. Key Fob light is ON but Lock doesn't open. Motor does not run.	Batteries are dead in battery pack.	Replace batteries and try over
Key Fob light is on bright and motor is heard running	Motor gear box failure	Use emergency opening process and replace Lock
Problem: Door won't lock		
Symptom	Possible Cause	Solution
Bayonet does not turn when the receptacle door is pushed.	Bad receptacle switch	Test by jumping switch if unit runs, replace switch
	Bad Lock switch in Lock box	Use Lock reader tool to determine Lock switch condition and replace Lock after diagnosis
Receptacle switch works but when door is pushed closed it will not start locking	Receptacle switch housing is not fastened properly	Check the two screws that holds the switch housing in place and replace/repair as ness
	Adjuster screw on Lock is adjusted too tight	Readjust screw to extend bayonet
	Vendor is not level causing bayonet to miss the receptacle	Level door/vendor
	Inner Door aligned causing Bayonet to stick in.	Realign inner door.

Problem: Display issues		
Symptom	Possible Cause	Solution
Display shows Locked when Unlocked or vice versa	Voltage spike to the vending controller	Unplug vendor to reset display.
No Display when operating. (Lock OK)	Bad Lock Circuit Board	Replace
	Bad Wiring	Repair Wiring
Problem: Program light issue		
Symptom	Possible cause	Solution
Program light will not come on after program button is pressed	The program 'learn' button was not held ON long enough	Hold button for a until light is ON
	Bad Receptacle Switch	Use lock reader to determine switch condition and replace receptacle switch if required.
	Bad Receptacle switch wiring	Use lock reader to determine switch condition and replace receptacle switch if required.
Program light does not flash after new Key Fob is place in front of button	Bad lock box switch	Use lock reader to determine switch condition and replace lock box if required <i>Read special note concerning reader.</i>
	Battery in Key Fob dead	Replace as required, use alternate Fob to verify
	Key Fob was placed in wrong position	Retry
	Key Fob button was not pressed	Retry
	Bad lock box CPU	Replace lock box as required

Section 5 Maintenance procedures

The lock itself requires very little maintenance. However there are provisions to adjust or maintain the following:

1. Inner door gasket tension
 2. Key FOB battery replacement
 3. Battery backup system
 4. Emergency opening process
 5. Lock removal
 6. Receptacle replacement
1. A screw mounted in the front of the Vendor Lock Box assembly is used to adjust the gasket tension. If the screw is over tightened the motor will stall and result in possible vendor damage. You should turn and test the door closing after turning the screw one half of one turn at a time, until the tension is set. FIG G
 2. Remove the three screws on the battery case to access the Key Fob battery. A special screw is used to prevent tampering. The tool for this screw is available from TriTeq. When replacing the battery on AutoTraQ Key Fob's the internal clock will be reset. The reset function will be visible on the AutoTraQ software. The computer will reset the clock automatically in AutoTraQ Key Fobs as they are refreshed.
 3. This electronic Vendor Lock Box has a provision to operate without vendor power or in the event that there has been a power failure. There is a back-up power connector located on the right side of the product delivery chute. FIG H After locating the connector, plug the back-up battery pack into it, press and hold the red button down on the battery pack and open the vendor normally with the proper coded Key Fob. To close the door, hold the red button down and push the vendor door closed normally.
- NOTE:** The red button must be pressed before opening or closing the door and should not be released until the lock has completed its opening or closing cycle(s).
4. There is a mechanical emergency back up system designed in to access the vendor in case of total lock failure. Please call TriTeq directly for the tools required and information on this process. This process does not require that the vendor be removed from the field.
 5. To remove the lock:
 - A. Unplug the 12-pin connector located at the bottom by depressing the locking lever and pulling down.
 - B. Using a socket with extension, remove the bolts holding the lock onto the side vandal panel.
 - C. Remove the two security bolts facing from the inside of the door towards the front. Remove the lock.
 - D. Remove the light 'pipe' by twisting it 90 degrees clockwise (viewed from front of vendor) and pulling it off the Vendor Lock Box cover.

To reinstall, reverse this procedure.



FIG G



FIG H

6. To remove the receptacle:

- A. Remove motor cover and unplug the wire harness.
- B. Remove the four (Vendo) or three (Dixie) attaching bolts. (1/4-20, 7/16 head)

To reinstall, reverse this procedure.

7. Receptacle Switch (with housing)

- A. Remove 2 Screws on top of the Receptacle.
- B. Remove motor cover & unplug connection.

To reinstall, reverse this procedure

Known Issues

- 1. Cold Weather Flicker
- 2. Cold Weather FOBS (very early versions of standard keys only)
- 3. Software

Windows NT/2000/XP (All Service Packs).

100/50 ft serial cable – noise when placing cable next to power lines.

Data line speed – refresh speed issue on netsoftware version

Lock Software v 1.4

Audit Info

Loose Power connection

- 4. Lock Reader code U0 is not P1

Section 6 Specifications:

All Infrared components meet Federal guidelines for eye safety standards.

LOCK

Main Power: 24-37 Volts DC, 800 Milliamperes

Aux. Power: 24-30 volts DC

Shipping Weight: 6.8 lbs.

Pull in stroke: 5/8"

Primary rotation angle to lock: 30 degrees

Temp range: 0 deg F- 180 deg F

Materials: P60 galv steel, Steel components plated and covered with dichromate, **All weather** Delrin molded plastic parts, commercial electronic parts and circuit board (glass filled), Mobil-One lubrication, DC perm magnet motor drive, and gold contact sealed switches.

Connector: Mini-fit Jr. 12 pin

IR Transmission device meets Federal specifications for eye safety.

KEY FOB

Battery: CR 2032

Case: Polycarbonate with proprietary IR component.

Ring: Plated steel

Temp Range: 10 deg F-180 deg F

IR Transmission device meets Federal specifications for eye safety.

RECEPTACLE;

Materials: P60 galv steel, gold contact sealed switch, and molded plastic parts,

Connector: Mini-fit Jr. 2

Shipping weight: .6 lbs.

BACK-UP BATTERY PORT ON VENDOR

Connector: Mono audio female plug 3.5 mm dia

BACK-UP BATTERY PACK

(3) 9-volt commercially available alkaline batteries. Output plug 3.5-mm male mono audio.

READER

1) 9-volt commercially available alkaline battery. (Duracell or Eveready only)

CRADLE

No user serviceable parts. Case ABS. DB-9 male serial port, or standard USB port Low Voltage DC input port.

IR Transmission device meets Federal specifications for eye safety.

NOTE: All used batteries should be disposed of properly.

!! WARNING !! Batteries used in this device are not rechargeable.

The lock and its accessories are assembled in the United States of America using components manufactured in the United States, Canada, Mexico and China.

Section 7 Trademark Acknowledgements:

TriTeq, Mobil-One, Mini-fit Jr., IRDA, Microsoft Access, AutoTraq, Dixie-Narco, Vendo, Delrin, Adobe are registered US trademarks.

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Specifications are subject to change without notification.

Certain software features shown may not be fully functional at time of release.

Triteq assumes no liability for any bodily injury resulting in the use of this product.

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