RDPWin LockState RemoteLock Interface Quick Start Guide v1.0.0

Contents

Required RDPWin Module

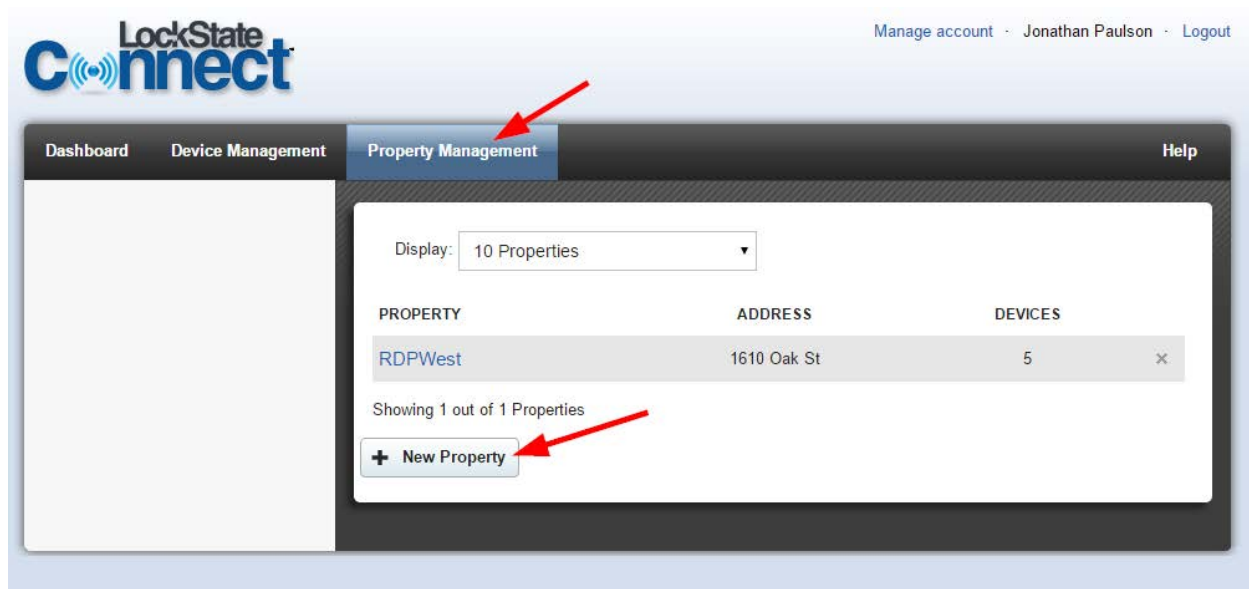RDPWin 4 and the LockState RemoteLocks module (TM) are required to use this interface.

Web Configuration

In order to use this Interface you need to configure your RemoteLock door locks using the LockState Connect portal. Logon on to this portal using the following URL

https://connect.devicewebmanager.com/users/sign_in

Web Configuring – Registering a LockState Property

The first thing you need to do after you create an account is to configure one or more properties. You can have one LockState configured property per RDP configured resort. After you logon you will be presented with the following screen. Select the Property Management tab then click the New Property button.
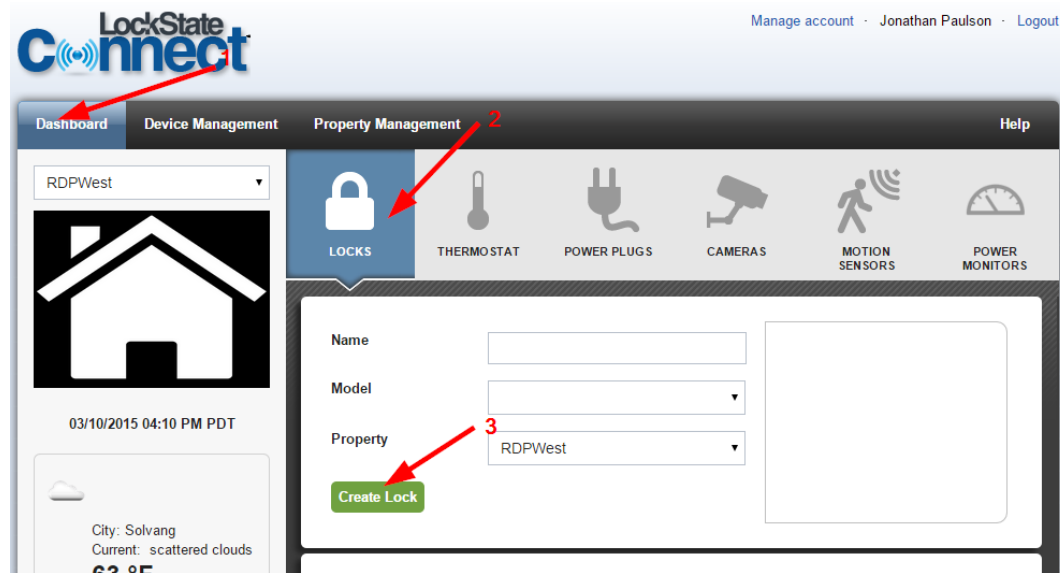
Fill in the following information as accurately as possible. When an access code is created for one of your guests the information that you fill out here will be emailed automatically to your guest by LockState.

Property Name*

Address*

Address 2

Country*   Select a Country

City*

State   AL

Zip Code*

Time zone*   America - New York

Phone

save   or cancel

Web Configuring – Registering a RemoteLock

Once you have one or more LockState Properties created you are now ready to register your RemoteLock door locks. Click the Dashboard tab then make sure Locks is selected and then click on the Create Lock green button.

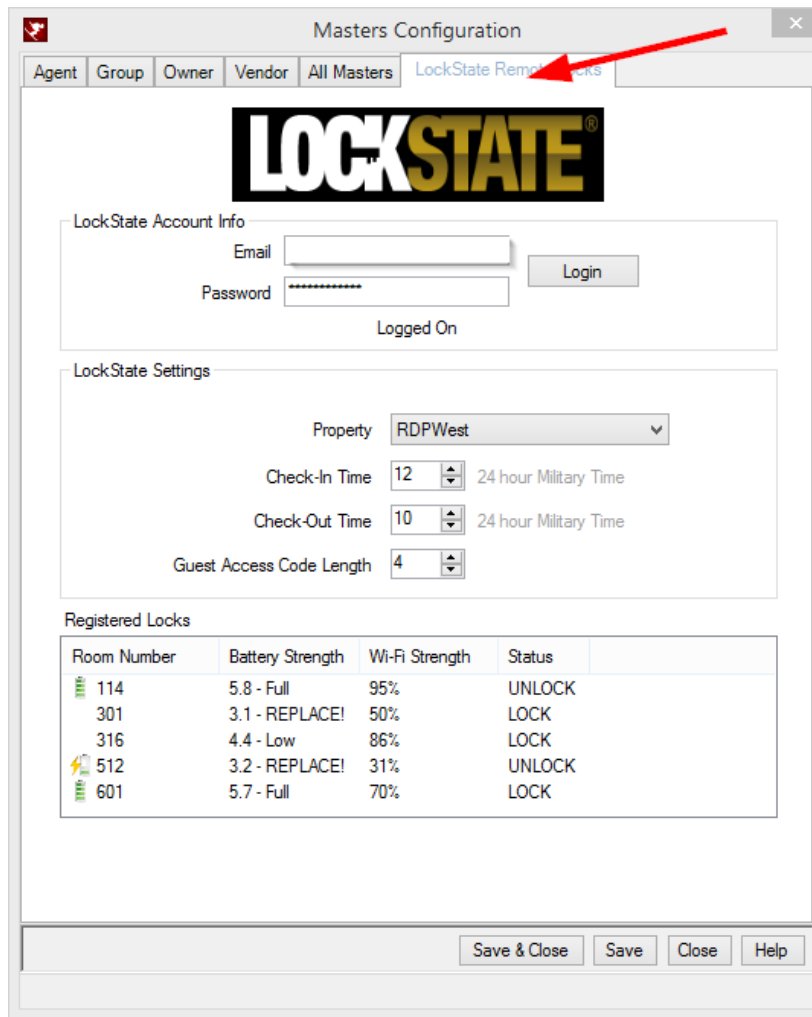

The following dialog will then appear

Note: The Name field is very important – use the exact Room Number found in RDPWin. If this name has an extra space or is slightly different it will not work. Make sure you enter the correct Mac address and select the correct Model and Property. Repeat this process for each lock that you would like RDPWin to interface too.

Configuring the LockState Interface in RDPWin

Bring up the following dialog by selecting the menu option System\Configuration\Masters. Then select the LockState Remote Locks tab. Login using the same credentials you used to login to the LockState website. Once you login your credentials will be cached and will not have to be entered again. Set the default Check-In and Check-Out times – these times will be used to grant access to your guest's access codes. Guests access codes will only be active during their stay starting at the Check-In time and will automatically be disabled at the Check-Out time. You can also set how many digits the access code will be. The default (and minimum) is 4 digits. The list at the bottom of the dialog displays all the locks registered to the selected property as well as their battery strength, Wi-Fi strength and status (locked or unlocked).

RemoteLock Refresh Interval

The following is a list of refresh intervals configured on the LockState website. The battery life decreases as the update interval decreases.

```
Always On – 5 Days Battery
1 Minutes – 1 Months Battery
5 Minutes – 3 Months Battery
10 Minutes – 6 Months Battery
15 Minutes – 8 Months Battery
20 Minutes – 10 Months Battery
30 Minutes – 12 Months Battery
60 Minutes – Over 1 year battery
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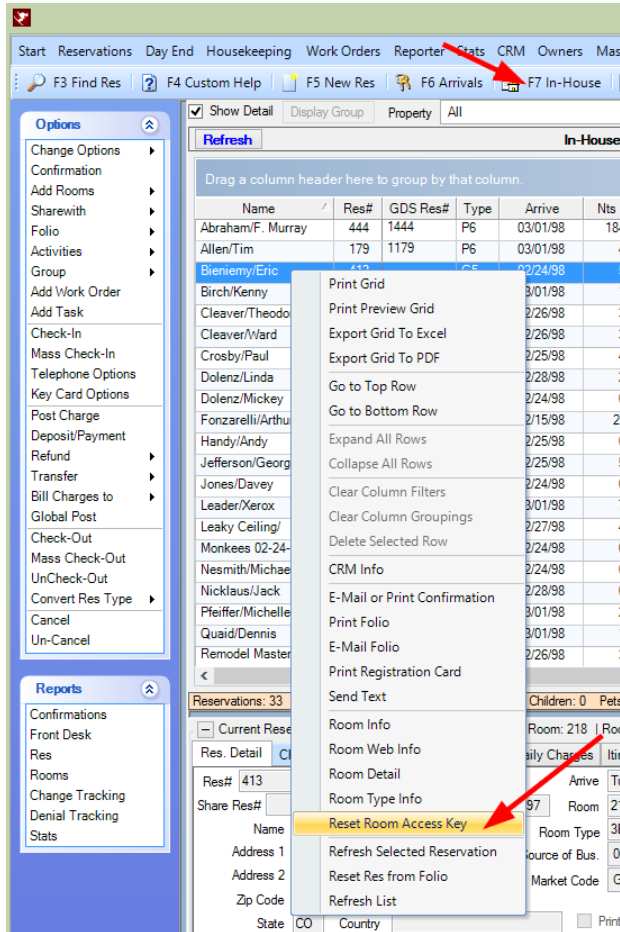
RemoteLock Activation

Depending on how you configured your RemoteLock's Wi-Fi Update Interval will determine how quickly a new access code can be sent to the RemoteLock. Because of the large variance (checking instantly or as infrequently as once an hour) all RemoteLocks are activated during the close of day procedure the previous day. As the codes are being generated each guest will receive an email from LockState with their access code and your property information. This access will become active at your configured check-in time and will automatically be deactivated at the end of their stay at the configured check-out time.

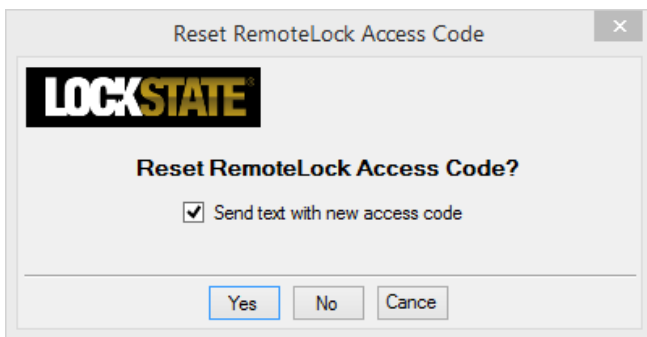# RemoteLock Activation – After Room Change

When a guest is moved to a new room their access code will be deactivated from their old room's RemoteLock and their same access code will activate their new RemoteLock automatically. Depending on the RemoteLock Refresh Interval this may take an hour to take place. You can change the RemoteLock Refresh Interval on the LockState website to reduce this wait time but it will also decrease the lock's battery life.

Generating a New Access Code

For security reason there is no way to access your guest's access code. If your guest would like a new code then bring up the In-House list and right click on the guests name and select Reset Room Access Key.

The guest will receive an email with the new access code and you also have the option to send a text to the guest.

RemoteLock Deactivation – After Check-Out

Your guest's access code will automatically be deactivated at your configured check-out time. When you manually check-out a guest their code will also be deactivated but depending on the RemoteLock Refresh Interval this may take an hour to take place. You can change the RemoteLock Refresh Interval on the LockState website to reduce this wait time but it will also decrease the lock's battery life.