

# XP-KIT

## Programming Starter Kit for Aiphone -XP Series Proximity Reader Stations

### Programming & Operations Manual

**KIT CONTENTS:**

- Programming Keypad
- Programming Master Card Pack
- 10 Blank Proximity Cards



**XMMC3/9  
Master Card Pack**

*(supplied only with XP-KIT Programming Starter Kit)*



**XRP3 Remote  
Programmer**



**XC4/9 Blank  
Proximity Card**

*(Qty. 10 Included)*

**For use with:**

- AX-DV-XP
- AX-DVF-XP
- JF-DVF-XP
- JK-DVF-XP
- GH-XP
- XP-SS



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# 1 INTRODUCTION

The XP-KIT is a programming starter kit capable of programming any of Aiphone's -XP series reader-equipped door stations. These door stations are capable of acting as stand-alone access control card readers, operating completely independent of 3<sup>rd</sup> party host controllers, PC interfaces, etc. In this guide you will find all the information necessary to perform basic system operations, as well as learning basic and advanced programming functionality.

**Note:** This manual covers programming and operations for the -XP series reader only. For station-specific mounting and installation information, please consult the documentation included with your chosen -XP series door station.

## 1.1 READER LED AND TONE DEFINITIONS –

All programming and operations of the -XP series reader provide audible and visual feedback to indicate to the user the functional status and current operations of the reader. Use the following key to determine the meaning of each LED / Tone type:

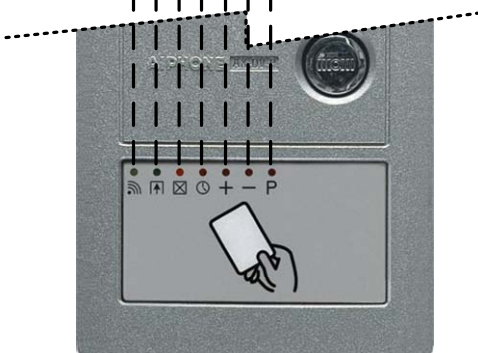
### LED Definitions:

- LED 1 – Indicates the presence of a proximity card, tag or Remote Programmer
- LED 2 – Indicates that the door contact output is active (access granted)
- LED 3 – Indicates that the door contact output is inactive (secure)
- LED 4 – Indicates that the “Night Lock” mode is active
- LED 5 – Indicates “Add Credentials” mode
- LED 6 – Indicates “Void Credentials” mode
- LED 7 – Indicates that the reader is in “Programming” mode

### Tone Definitions:

- ♪ – Card read (short beep)
- ♪ – ‘Master’ card read (long beep)
- ♪♪ – XRP3 read (2 long beeps)
- ♪♪♪♪ – Invalid card read / error (4 short beeps)

- | - - - - - LED 1 (Yellow)
- | | - - - - - LED 2 (Green)
- | | | - - - - - LED 3 (Red)
- | | | | - - - - - LED 4 (Red)
- | | | | | - - - - - LED 5 (Red)
- | | | | | - - - - - LED 6 (Red)
- | | | | | - - - - - LED 7 (Red)



(AX-DV-XP shown for reference)

# 1 INTRODUCTION (continued)

## 1.2 PACKAGE CONTENTS –



**XP-KIT** – Programming Starter Kit (containing):

- XC4/9 Blank User Cards (Qty. 10)
- XRP3 Handheld Remote Programmer (Qty. 1)
- XMMC3/9 Master card pack – (Qty. 1)



**XRP3 Remote  
Programmer**



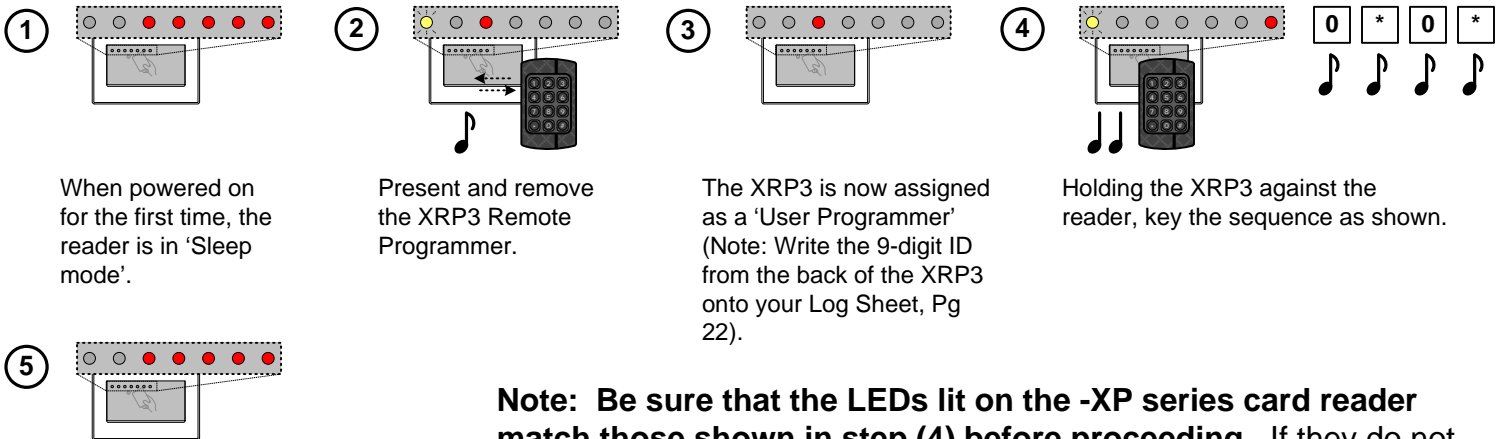
**XC4/9 Blank  
Proximity Card**  
*(Qty. 10 Included)*

**Note:** XRP3 Remote Programmers and XC4/9 Blank Proximity Cards may be ordered individually, as necessary, to suit customer requirements. The XMMC3/9 Master Card Pack, however, is included only in the XP-KIT Programming Starter Kit; regular XC4/9 proximity cards can be programmed to supplement or replace these cards, as necessary.

## 2 INITIALIZATION

Your Aiphone -XP series proximity-equipped station has been shipped from the factory in 'Sleep mode'. Before it can be operated or programmed in any way it ***must first be initialized*** to recognize the XRP3 remote programmer and master card set provided in your XP-KIT starter kit. The following steps should be carefully followed to ensure proper setup of the reader.

### 2.1 ASSIGNING THE XRP3 REMOTE PROGRAMMER –

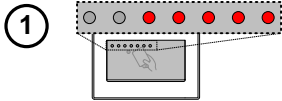


**Note:** Be sure that the LEDs lit on the -XP series card reader match those shown in step (4) before proceeding. If they do not match, simply repeat the presenting of the XRP3 and key entry of the sleep mode command as shown in step (4). Be sure that you see not only LED1 (yellow) flashing while the XRP3 is held against the reader but also that you hear audible confirmation of both the presenting of the keypad in addition to each key press.

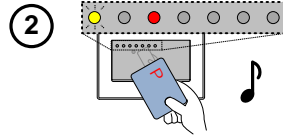
## 2 INITIALIZATION (continued)

### 2.2 ASSIGNING THE PROGRAM MASTER CARD –

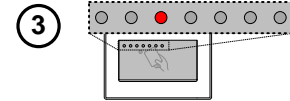
After cycling power in step 1, the reader should be in sleep mode, ready to have the Program master card assigned.



(Reader is in 'User Sleep' mode)



Present the 'P' (Program Master) card.

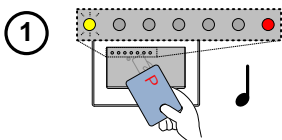


The Program master card is now assigned, and the system is in 'Standby'. (Note: Write the 9-digit ID from the back of the Program master onto your Log Sheet, Pg 22)

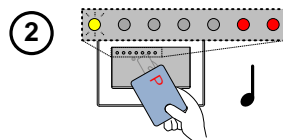
Both the XRP3 and the Program master card should now be properly assigned to the -XP series reader. Please continue to section 2.3 and follow the instructions to associate the remaining master cards.

### 2.3 ASSIGNING THE ADDITIONAL MASTER FUNCTION CARDS –

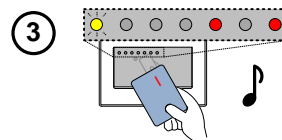
Once the Program master has been assigned, additional master function cards can be designated (for a basic description of master card functions, see Pg. 4). These cards will be usable for basic programming and operation of the -XP reader.



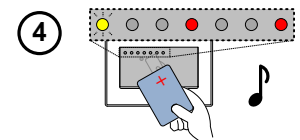
Present the Program master card; the reader is now in 'Programming' mode.



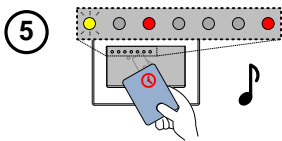
Present the Program master card again to begin new master card assignment.



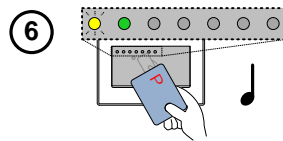
Present the '-' (Void master) card. The Void master is now assigned.



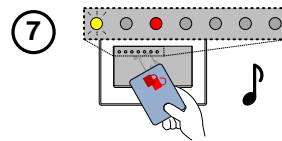
Present the '+' (Add master) card. The Add master is now assigned.



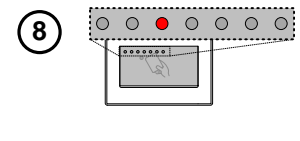
Present the 'N' (Night Lock master) card. The Night Lock master is now assigned.



Present the 'P' (Program master) card again.



Present the 'L' (Lock / Unlock master) card. The Lock / Unlock master is now assigned.



The system is now in User Standby mode, ready for active use!

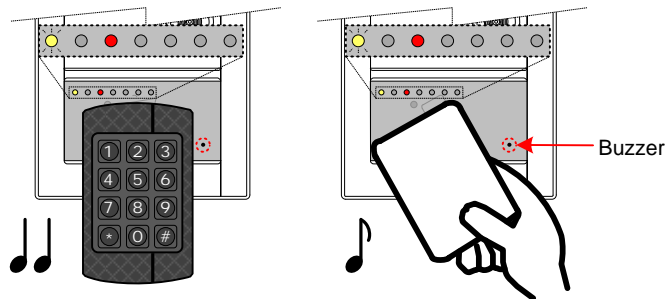
**Congratulations!** Your Aiphone -XP series reader is now ready for active use! *Be sure to log the 9-digit ID numbers of the XRP3 remote programmer and each master card on the provided Log Sheet, page 22.*

**NOTE:** If you have multiple Aiphone -XP series reader-equipped door stations, please repeat this Initialization section for each of them. Master cards and XRP3 programmers can be shared between as many door stations as desired.

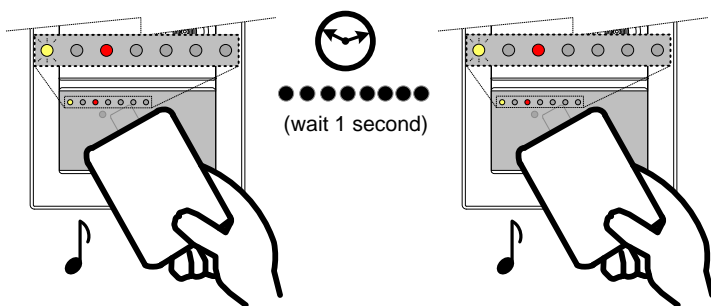
# 3 BASIC OPERATIONS

## 3.1 GENERAL OPERATION & PROGRAMMING TIPS:

- When 'presenting' credentials to the reader, a successful 'read' should be indicated by visual lighting of LED1 (Yellow) and an audible beep (dependant upon function). Try not to block the buzzer opening, otherwise it may be difficult to hear audible notifications.

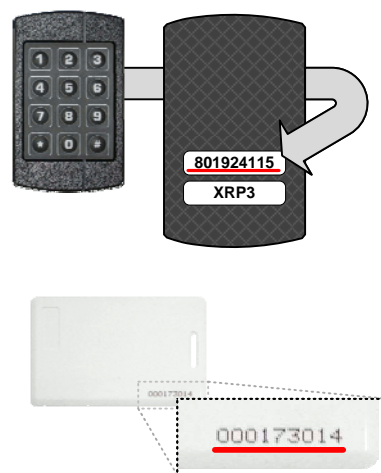


- When performing operations with the XRP3 Remote Programmer, be sure to hold the XRP3 against the reader, and that LED 1 (Yellow) is flashing. Each keypress will be confirmed by an audible 'beep'.



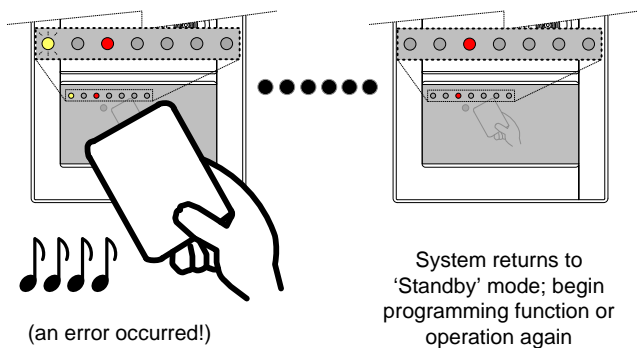
- For all operations and programming steps, a one (1) second delay should be given between the presentation of cards or credentials. A lesser delay will not give an audible confirmation. If an audible confirmation is not heard, simply pause and present the card or credentials again.

- All credentials (including Master cards and the XRP3 Remote Programmer) have a unique 9-digit ID number printed on them. These should be carefully logged and stored in a safe location should the need ever arise to remove a user or function card. A blank Log Sheet template is included (see Pg. 22) to facilitate this. Be sure to document the credential's access level, as well as additional notes (Master status, access level, etc.).



- In some instances (especially multi-door applications), it may be practical to pre-program the Master cards and Remote Programmer prior to physical installation of the AX-DVF-XP / AX-DV-XP. Programming and configuration are done independently for each reader in the system. Always be sure to follow the 'Getting Started' guide (section 6 of this manual) when initially setting up a new door station with reader.

# 3 BASIC OPERATIONS (continued)

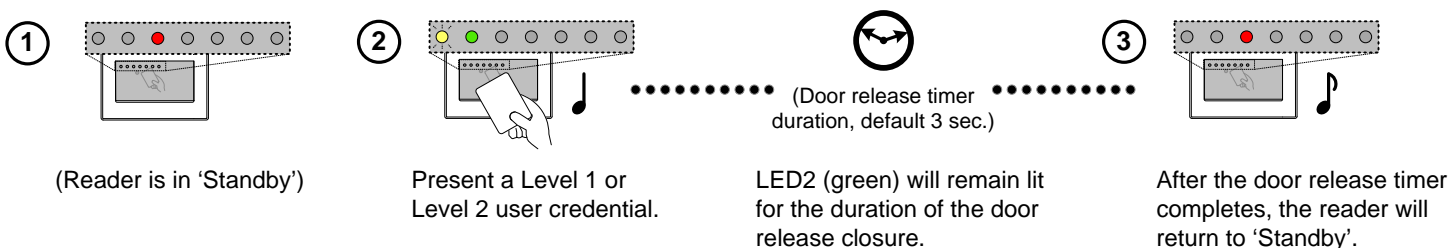


- If an error occurs (🎵🎵🎵🎵) during any operation or step of a programming function, the reader will revert to 'Standby' mode.
- If an error occurs while programming, begin that programming function from the first step (standby).
- If an error occurs during normal operation, verify that the reader is in the expected mode (standby, night lock, etc.), and that the credentials are assigned the appropriate access level. (See Section 5.3 under Advanced Programming)

## 3.2 OPERATING THE DOOR RELEASE

### 3.2.1 With already programmed user credentials –

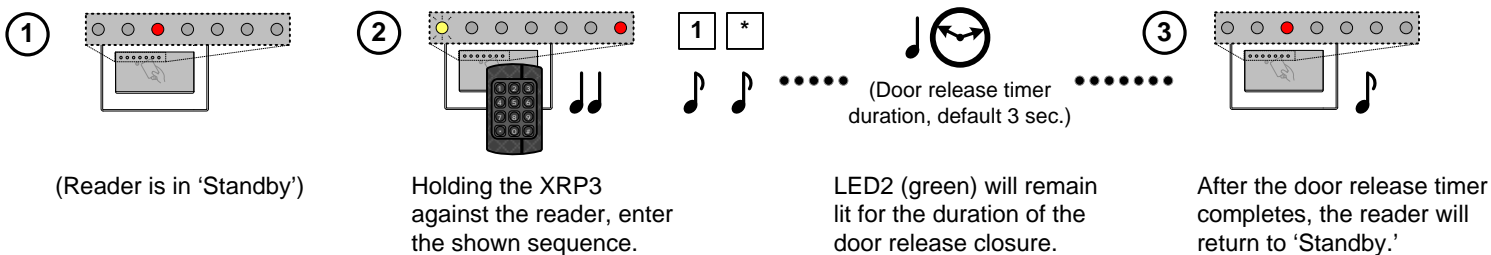
When in normal standby mode, any normal user credential (Level 1) or special user credential (Level 2) can operate the -XP reader's door release (as shown). For information on adding credentials to the reader's memory, see Section 4.1 under Basic Programming.



Note: If the credential(s) being presented are not present in the reader's memory, an error tone (🎵🎵🎵🎵) will sound, and the system will be returned to standby mode.

### 3.2.2 With the XRP3 Remote Programmer –

Once associated with the -XP reader, XRP3 Remote Programmer is capable of operating the reader's door release contact using the following method.

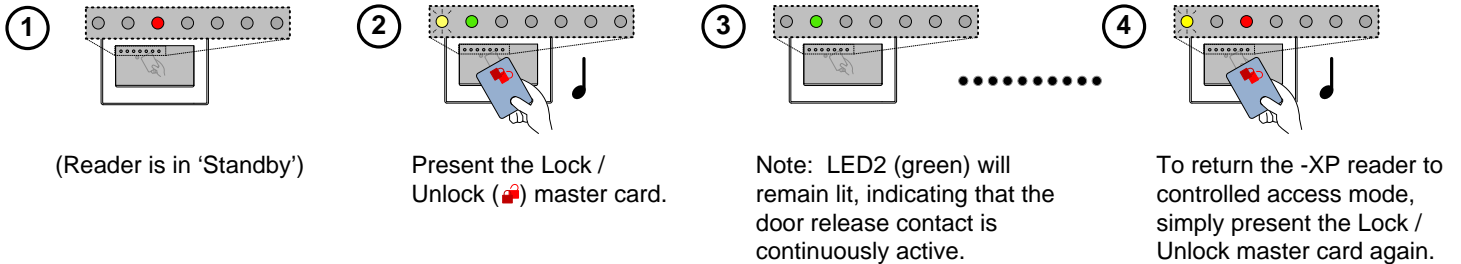


Note: When this action is executed, the XRP3 is treated as a Level 2 (Special user) credential; access will be granted whether the system is in normal standby or Night Lock standby.

# 3 BASIC OPERATIONS (continued)

## 3.3 TOGGLING UNLOCK MODE –

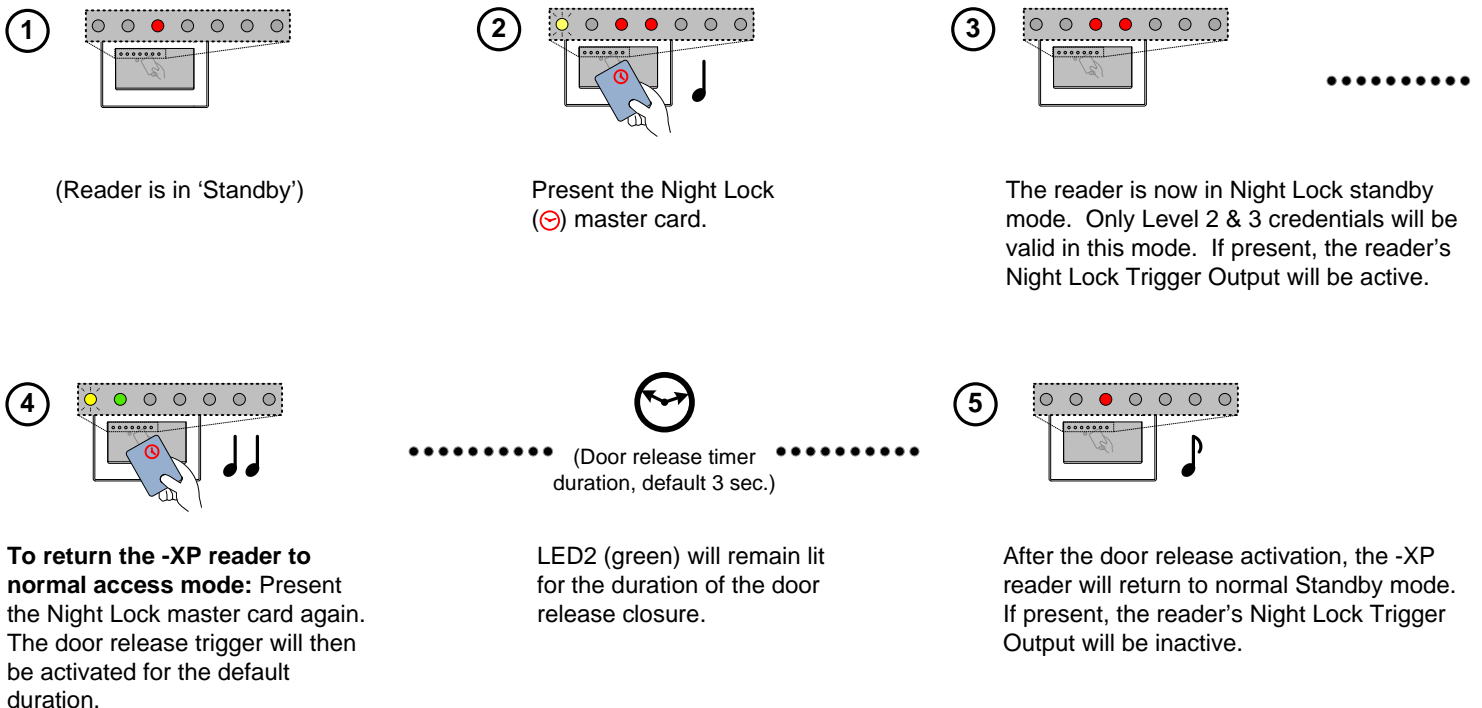
Utilizing the Lock / Unlock master, the -XP reader can be toggled between controlled access and unlocked state. This is particularly useful for sites that wish to manually control public access to an area.



## 3.4 TOGGLING NIGHT LOCK MODE

### 3.4.1 With the Night Lock master card –

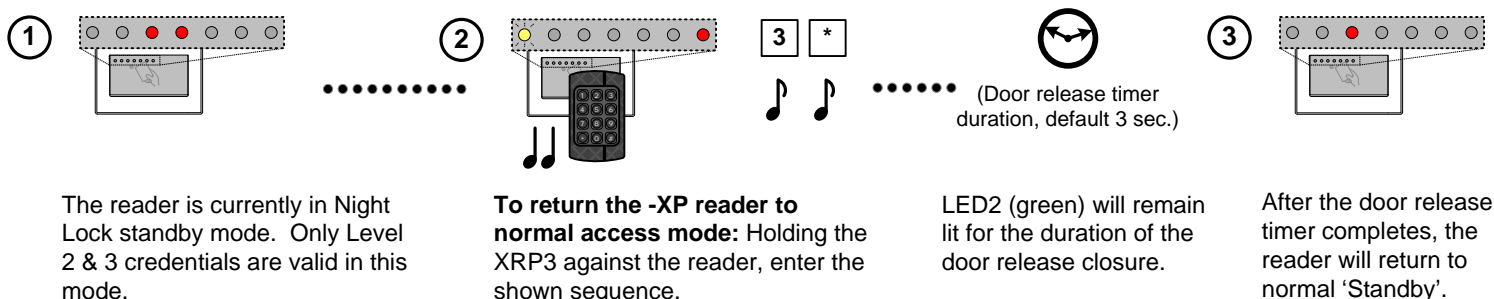
The -XP reader is equipped with a special 'Night Lock' mode which can be used to restrict access to those users only who have Level 2 (Special user) or Level 3 (Night user) credentials. Presenting a Level 1 user credential will result in an error tone (🎵🎵🎵🎵). Typical use of this function would be for sites desiring one level of user access during business hours, while allowing only certain users access outside of these hours.



## 3 BASIC OPERATIONS (continued)

### 3.4.2 Exiting Night Lock mode with the XRP3 Remote Programmer –

While engaging Night Lock mode with an XRP3 Remote Programmer, it is possible to disengage it.



Note: This will also cause the Night Lock Trigger Output, if present, to become inactive.

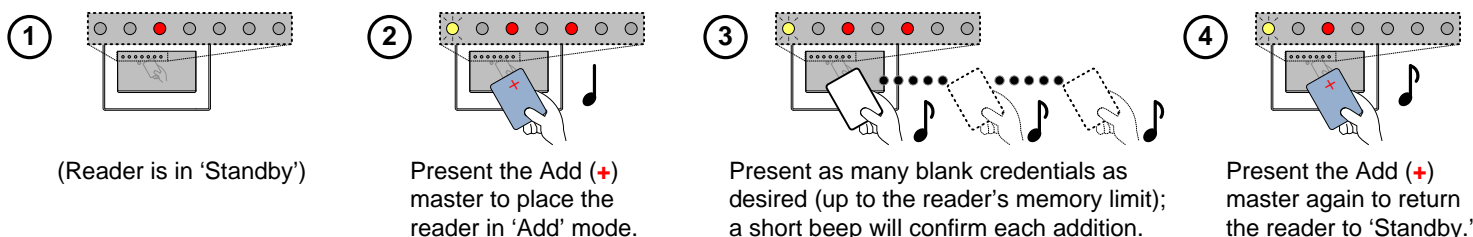
## 4 BASIC PROGRAMMING

The basic programming functions of the Aiphone -XP series proximity card reader can be accomplished using solely the Master function cards. Each of the following functions can be easily performed by the end user with minimal training.

### 4.1 ADDING USER CREDENTIALS (LEVEL 1) BY PRESENTATION –

#### 4.1.1 With the Add master card –

This process will add blank user credentials to the reader's memory, allowing them entry control under normal 'Standby' access conditions. For information on adding credentials for Level 2 (Day & Night) or Level 3 (Night only) access, see Sections 5.1 and 5.2 under Advanced Programming.



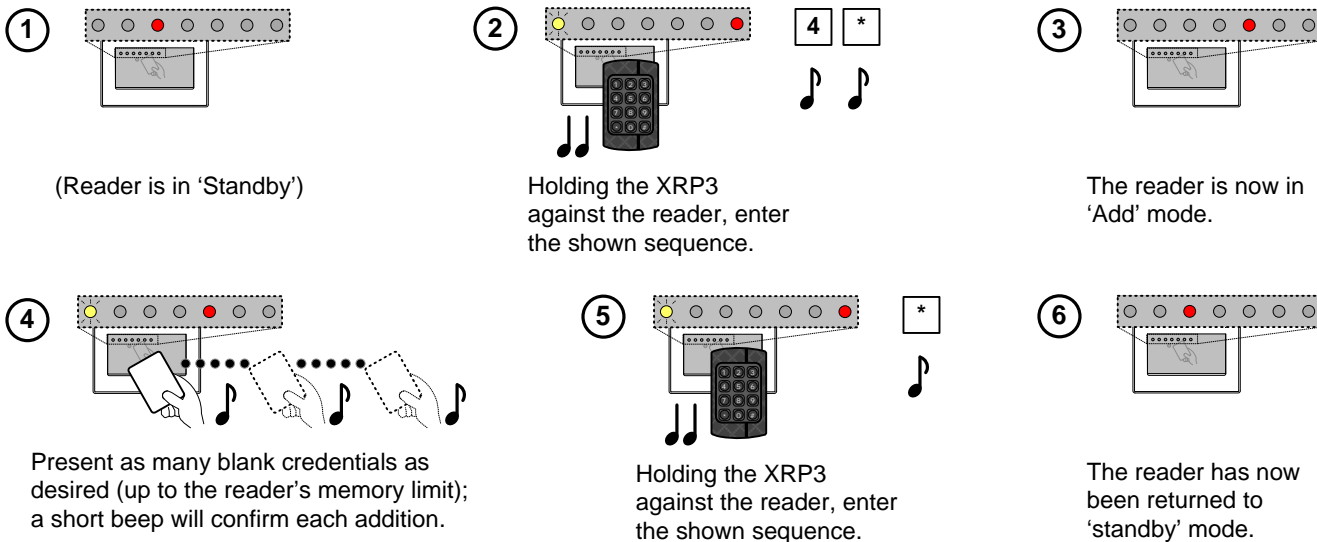
The blank credentials have now been granted Level 1 access (normal hours). Be sure to record the 9-digit ID number of each credential added on the Log Data sheet (pg. 22) for future reference.

Note: If the credential(s) being presented while in 'Add' mode are already present in the reader's memory (or invalid type), an error (🎵🎵🎵) will sound, and the system will be returned to standby mode. Begin again at step 1 to resume adding credentials.

# 4 BASIC PROGRAMMING (continued)

## 4.1.2 With the XRP3 Remote Programmer –

The adding of Level 1 user credentials may also be done with the XRP3, as shown.



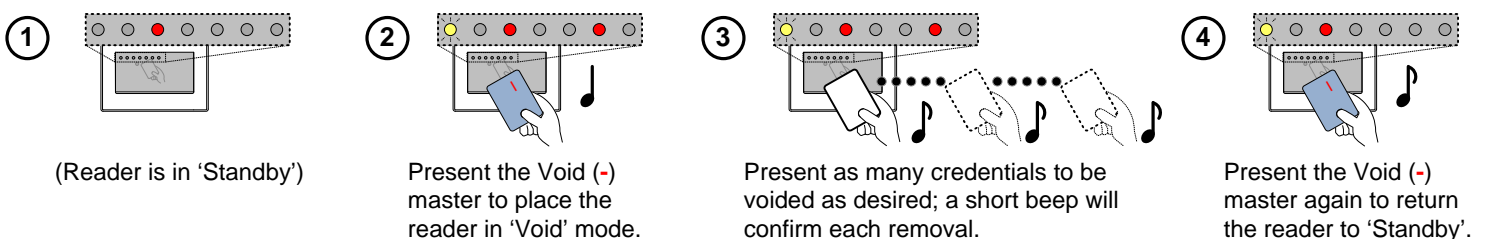
The blank credentials have now been granted Level 1 access (normal hours). Be sure to record the 9-digit ID number of each credential added on the Log Data sheet (pg. 22) for future reference.

Note: If the credential(s) being presented while in 'Add' mode are already present in the reader's memory (or invalid type), an error ( ) will sound, and the system will be returned to standby mode. Begin again at step 1 to resume adding credentials.

## 4.2 VOIDING USER CREDENTIALS BY PRESENTATION (ANY ACCESS LEVEL) –

### 4.2.1 With the Void master card –

This process will void (remove) user credentials from the reader's memory, *regardless of access level*, preventing them from accessing the controlled entry. Note: If the credential to remove is not available, follow the process shown in Section 5.3 – Voiding Credentials by ID number.



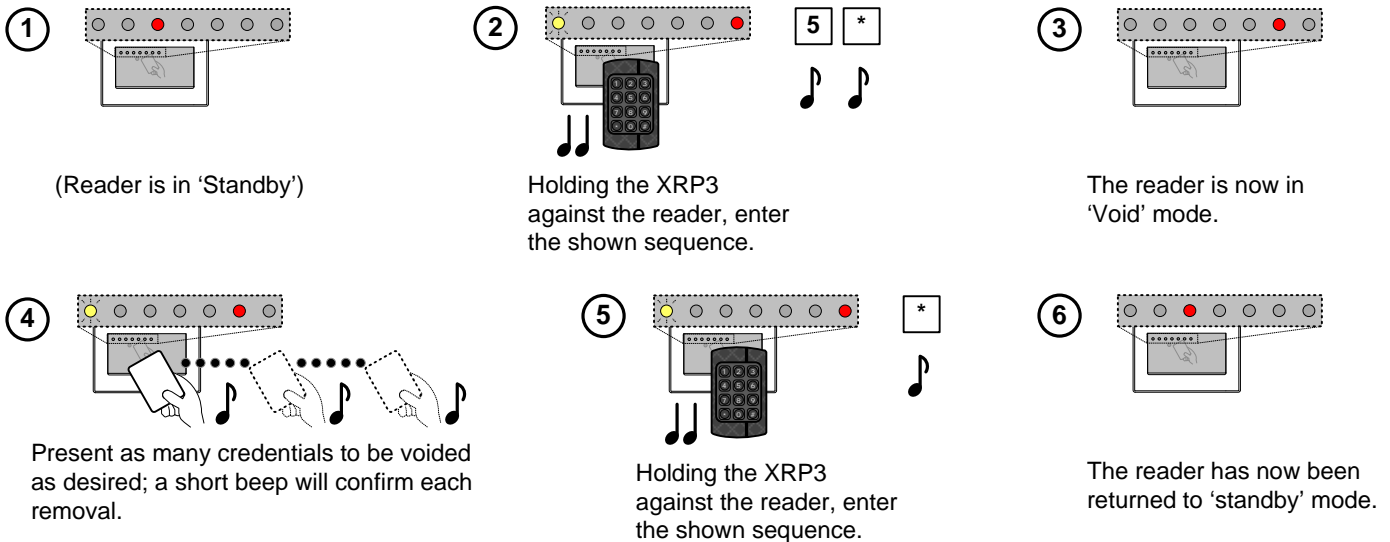
Be sure to erase or cross out the 9-digit ID number of each credential removed from the Log Data sheet (pg. 22) to avoid future confusion.

Note: If the credential(s) presented while in 'Void' mode are not already present in the reader's memory (or of higher level, such as a Program master), an error ( ) will sound, and the system will be returned to standby mode. Begin again at step 1 to resume voiding credentials.

# 4 BASIC PROGRAMMING (continued)

## 4.2.2 With the XRP3 Remote Programmer –

The voiding of user credentials may also be done with the XRP3, as shown.



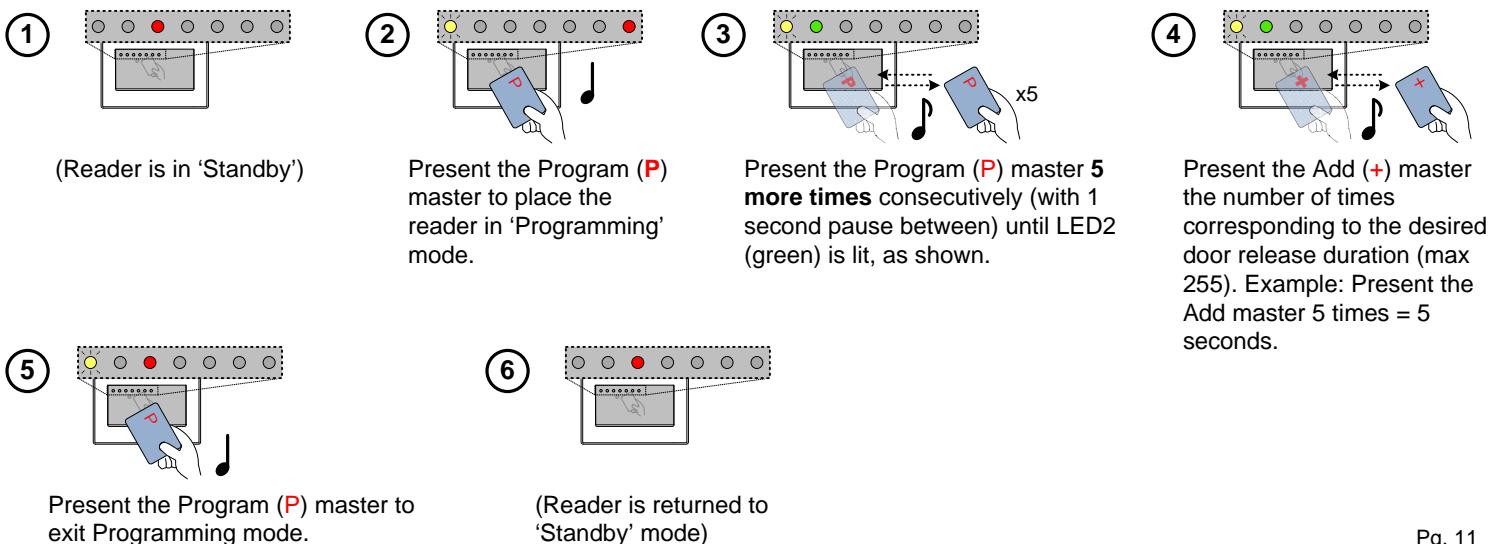
Be sure to erase or cross out the 9-digit ID number of each credential removed from the Log Data sheet (pg. 22) to avoid future confusion.

Note: If the credential(s) presented while in 'Void' mode are not already present in the reader's memory (or of higher level, such as a Program master), an error (🎵🎵🎵) will sound, and the system will be returned to standby mode. Begin again at step 1 to resume voiding credentials.

## 4.3 SETTING THE DOOR RELEASE TIMER –

### 4.3.1 With master cards –

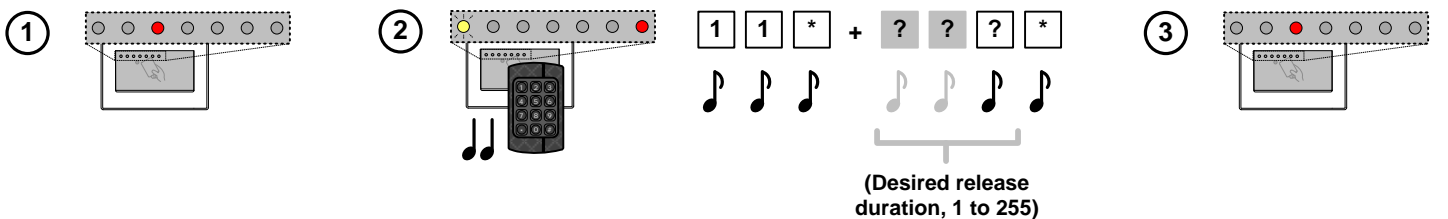
When shipped from the factory, the reader is pre-programmed with a 3-second door release timer. This process will allow the user to change the duration of door release (between 1 – 255 seconds). Note: This duration applies to all credentials, regardless of access level (1, 2 or 3). This process can also be accomplished using XRP3 Remote programmer (See Section 5.3 under Advanced Programming).



## 4 BASIC PROGRAMMING (continued)

### 4.3.2 With the XPR3 Remote Programmer –

The door release timer can also be set using the XRP3, as shown.



(Reader is in 'Standby')

Holding the XPR3 against the reader, enter the key sequence as shown, including the desired time duration (1 to 255), where indicated.

The reader will return to Standby mode.

Note: It is not necessary to enter leading zeros (e.g., '005' instead of '5'). Entering a number outside of the valid range (1 to 255) will result in an error (🎵🎵🎵). This release duration applies to any function which would trigger the -XP reader's contact output (egress input, credential access, etc.).

## 5 ADVANCED PROGRAMMING

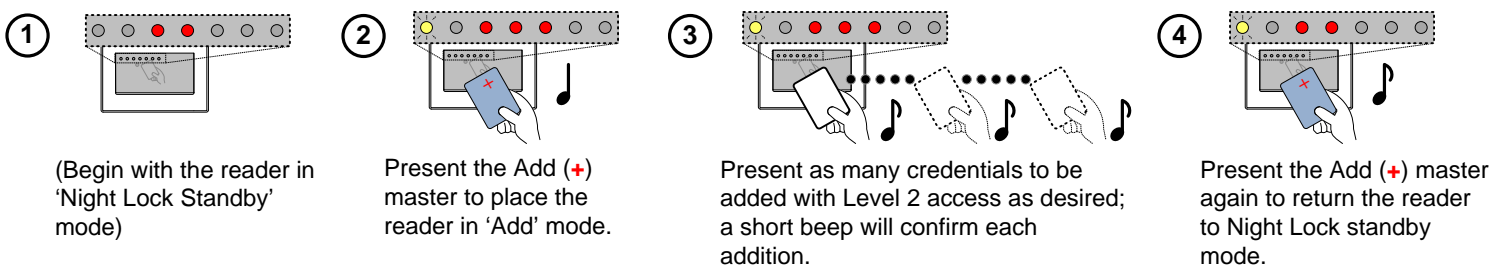
Though the most functionality can be accomplished via the -XP reader's Basic Programming methods (shown in Section 4) there are many other features and capabilities which are available to be utilized. These functions and settings should only be performed by users already familiar with the Aiphone -XP reader's basic operations and programming.

**Please thoroughly read each step before performing it on the -XP reader; certain operations cannot be undone, or may cause accidental loss of user data if performed in error or by accident!**

### 5.1 ADDING SPECIAL USER CREDENTIALS (LEVEL 2) BY PRESENTATION –

#### 5.1.1 With the Add master card –

This process will add blank user credentials to the reader's memory with Special User (Level 2) access, allowing them entry control under **both normal 'Standby' and 'Night Lock' access conditions**. For information on adding credentials for Level 3 (Night only) access, see Section 5.2 under Advanced Programming.



(Begin with the reader in 'Night Lock Standby' mode)

Present the Add (+) master to place the reader in 'Add' mode.

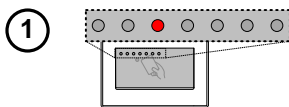
Present as many credentials to be added with Level 2 access as desired; a short beep will confirm each addition.

Present the Add (+) master again to return the reader to Night Lock standby mode.

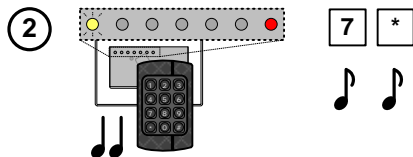
# 5 ADVANCED PROGRAMMING (continued)

## 5.1.2 With the XRP3 Remote Programmer –

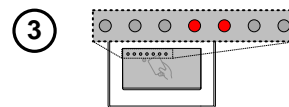
Adding blank credentials with Special User (Level 2) access may also be done with the XRP3, as shown.



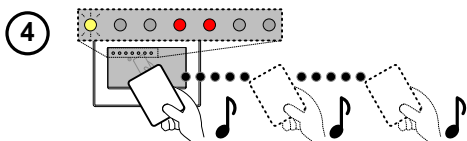
1 (Begin with the reader in Standby or Night Lock Standby mode)



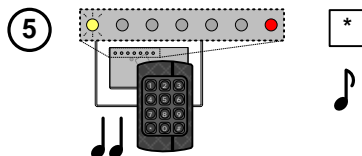
2 Holding the XRP3 against the reader, enter the shown sequence.



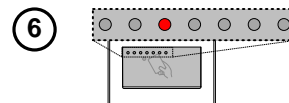
3 The reader is now in 'Add' mode.



4 Present as many blank credentials as desired (up to the reader's memory limit); a short beep will confirm each addition.



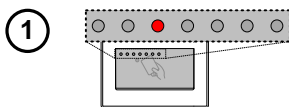
5 Holding the XRP3 against the reader, enter the shown sequence.



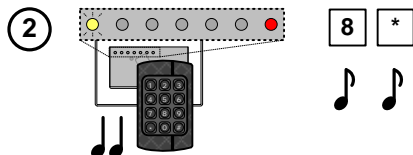
6 The reader has now been returned to Standby mode.

## 5.2 ADDING NIGHT USER CREDENTIALS (LEVEL 3) BY PRESENTATION –

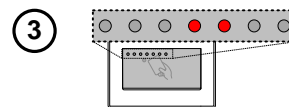
This process will add blank user credentials to the reader's memory with Night User (Level 3) access, allowing them entry control **only under 'Night Lock' access conditions**.



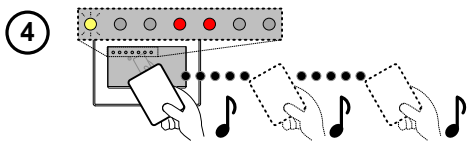
1 (Reader is in 'Standby')



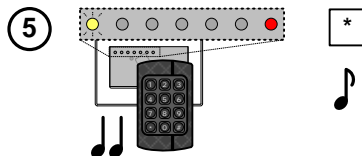
2 Holding the XRP3 against the reader, enter the shown sequence.



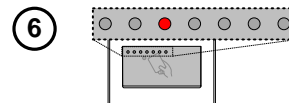
3 The reader is now in 'Add' mode.



4 Present as many blank credentials as desired (up to the reader's memory limit); a short beep will confirm each addition.



5 Holding the XRP3 against the reader, enter the shown sequence.



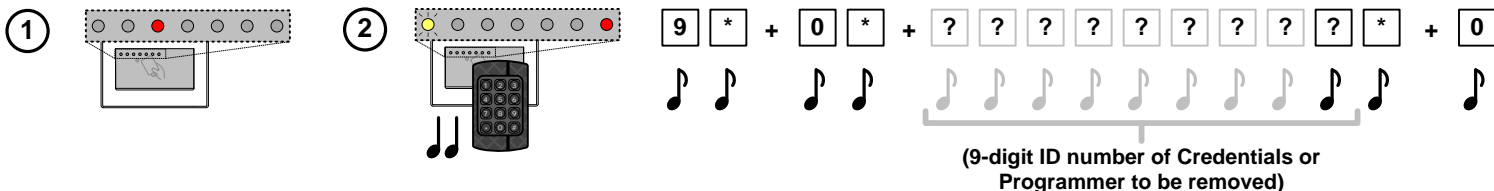
6 The reader has now been returned to 'standby' mode.

Be sure to record the 9-digit ID number and access level of each credential added on the Log Data sheet (pg. 22) for future reference.

# 5 ADVANCED PROGRAMMING (continued)

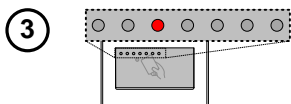
## 5.3 VOIDING CREDENTIALS BY ID NUMBER –

This process will allow the XRP3 Remote Programmer to remove any credential ID from the -XP series reader's memory (including master cards, other XRP3 Remote Programmers, and user credentials of *all levels*).



(Reader is in 'Standby')

Holding the XRP3 against the reader, enter the key sequence as shown, including the 9-digit ID of the credentials or Programmer to be removed, where indicated.  
Note: Leading zeros, if existent, need not be entered (e.g., 000412445 instead of 412445).



The reader will return to Standby mode.

**Note:** Short of removing *all credentials at or below a given level* from the reader's memory, this is the *only* method to erase a lost or stolen credential or programmer from the -XP reader. If the ID number of the card or programmer is not known, follow the directions under Section 5.8 regarding batch voiding of the reader's memory. If the ID number entered does not match a programmer or credential currently in the reader's memory, an error ( ) will occur and the system will revert to Standby mode.

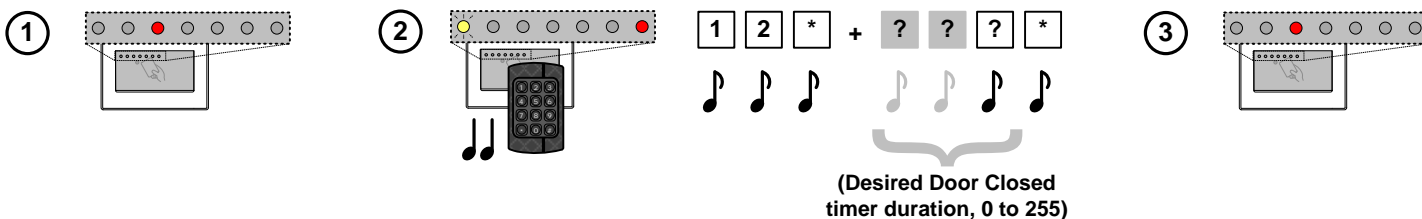
## 5.4 DOOR AJAR / FORCED ENTRY –

Your -XP series reader is equipped with both a Forced Entry Sensor Input and Forced Entry Alarm Output, for useful integration with 3<sup>rd</sup> party alarm control panels or external sounders. The following section covers the programming and functionality of the -XP reader's forced entry and door ajar features.

### 5.4.1 SETTING THE DOOR CLOSED TIMER DURATION –

This setting adjusts the duration of the 'Door Closed' timer (0 to 255 seconds, default = 0 / disabled). This is used when a normally-closed door position sensor (mechanical or magnetic) is connected across the -XP series reader's Forced Entry Sensor Input (Grey wire) and Ground (Brown or Black wire).

**Note:** The Forced Entry Sensor Input should be connected *prior* to executing these commands, otherwise the tamper alarm will be engaged!



(Reader is in 'Standby')

Holding the XRP3 against the reader, enter the key sequence as shown, including the desired time duration for the Door Closed timer, in seconds (0 to 255), where indicated.

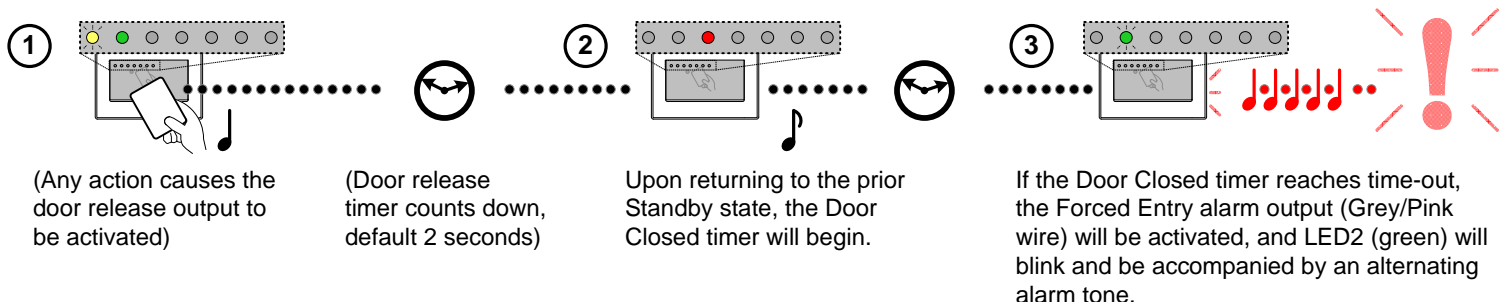
The reader will return to Standby mode.

Note: It is not necessary to enter leading zeros (e.g., '005' instead of '5'). Entering a number outside of the valid range (1 to 255) will result in an error ( ). This release duration applies to any function which would trigger the -XP reader's contact output (egress input, credential access, etc.).

# 5 ADVANCED PROGRAMMING (continued)

## 5.4.2 DOOR AJAR ALARM OPERATION –

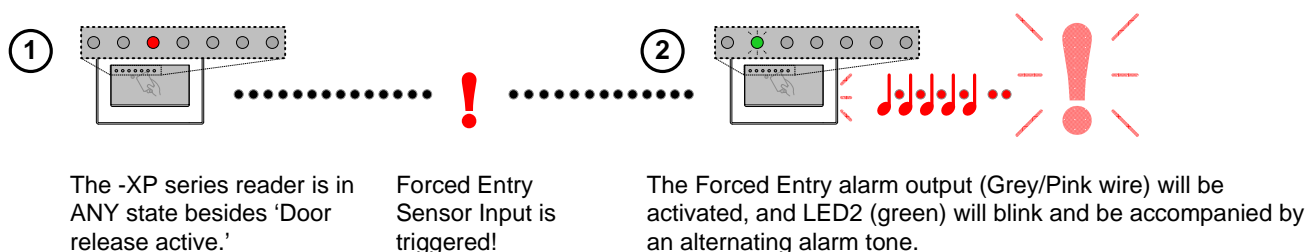
If a normally-closed door position sensor (mechanical or magnetic) is connected across the -XP series reader's Forced Entry Sensor Input (Grey wire) and Ground (Brown or Black wire), and the Door Closed timer duration is not set to '0' (disabled), the Door Ajar alarm event will be enabled.



Note: When activated, the Forced Entry Alarm Output can only be reset by removing the open condition across the Forced Entry Sensor Input (Grey wire) and Ground (Brown or Black wire), or by entering programming mode with the XRP3 and disabling the Door Closed timer (See Section 5.4.1).

## 5.4.3 FORCED ENTRY ALARM OPERATION –

If a normally-closed door position sensor (mechanical or magnetic) is connected across the -XP series reader's Forced Entry Sensor Input (Grey wire) and Ground (Brown or Black wire), and the Door Closed timer duration is not set to '0' (disabled), the Forced Entry alarm event will be enabled.



Note: When activated, the Forced Entry Alarm Output can only be reset by removing the open condition across the Forced Entry Sensor Input (Grey wire) and Ground (Brown or Black wire), or by entering programming mode with the XRP3 and disabling the Door Closed timer (See Section 5.4.1).

## 5.5 CREATING ADDITIONAL / REPLACEMENT MASTER CARDS –

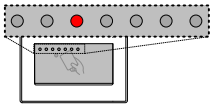
Your XP-KIT programming starter kit was shipped with a set of **XMMC3/9** master cards for use as master cards. There may, however, be instances where multiple master cards of any given type may be desired; blank credentials may be 'promoted' to master functionality utilizing the procedures in this section.

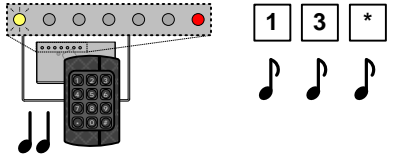
Note: Credentials promoted to master functionality are dedicated to that function, and cannot share other abilities (such as normal access control ability, or other master functionality). Only blank / unassigned credentials can be promoted to master functionality. If multiple functionality is desired, additional XRP3 remote programmers may be added as well (see Section 5.6).

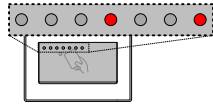
# 5 ADVANCED PROGRAMMING (continued)

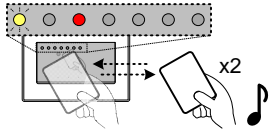
## 5.5.1 'NIGHT LOCK' MASTER CARD CREATION –

This procedure will promote any blank credential to be recognized as a 'Night Lock' master card.

①  (Reader is in 'Standby')

②  Holding the XRP3 against the reader, enter the key sequence as shown.

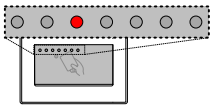
③  The reader is now in 'Night Lock Master Creation' mode.

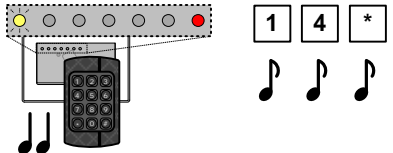
④  Present the blank credential to be promoted. Present the credential again to return to 'Standby' mode.

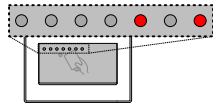
The blank credential has now been added as a 'Night Lock' master card. Be sure to label the card accordingly, and record the 9-digit ID number of the credential added (noting 'Night Lock' master status in the comments field), on the Log Data sheet (pg. 22) and for future reference.

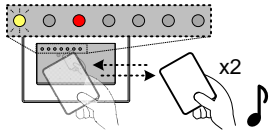
## 5.5.2 'ADD' MASTER CARD CREATION –

This procedure will promote any blank credential to be recognized as an 'Add' master card.

①  (Reader is in 'Standby')

②  Holding the XRP3 against the reader, enter the key sequence as shown.

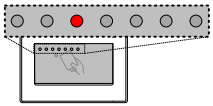
③  The reader is now in 'Add Master Creation' mode.

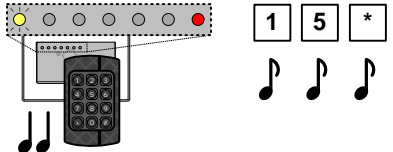
④  Present the blank credential to be promoted. Present the credential again to return to 'Standby' mode.

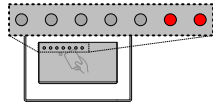
The blank credential has now been added as an 'Add' master card. Be sure to label the card accordingly, and record the 9-digit ID number of the credential added (noting 'Add' master status in the comments field), on the Log Data sheet (pg. 22) and for future reference.

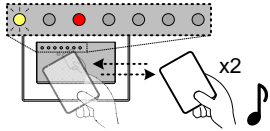
## 5.5.3 'VOID' MASTER CARD CREATION –

This procedure will promote any blank credential to be recognized as an 'Void' master card.

①  (Reader is in 'Standby')

②  Holding the XRP3 against the reader, enter the key sequence as shown.

③  The reader is now in 'Void Master Creation' mode.

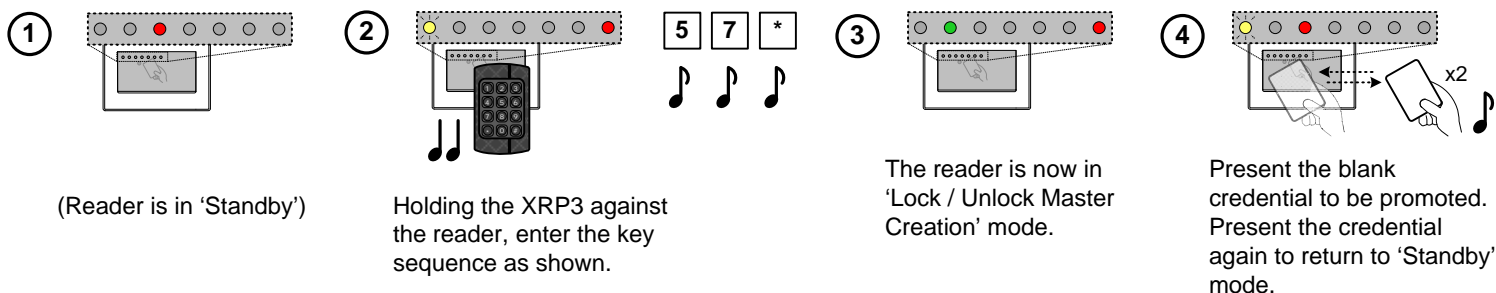
④  Present the blank credential to be promoted. Present the credential again to return to 'Standby' mode.

The blank credential has now been added as a 'Void' master card. Be sure to label the card accordingly, and record the 9-digit ID number of the credential added (noting 'Void' master status in the comments field), on the Log Data sheet (pg. 22) and for future reference.

# 5 ADVANCED PROGRAMMING (continued)

## 5.5.4 'LOCK / UNLOCK' MASTER CARD CREATION –

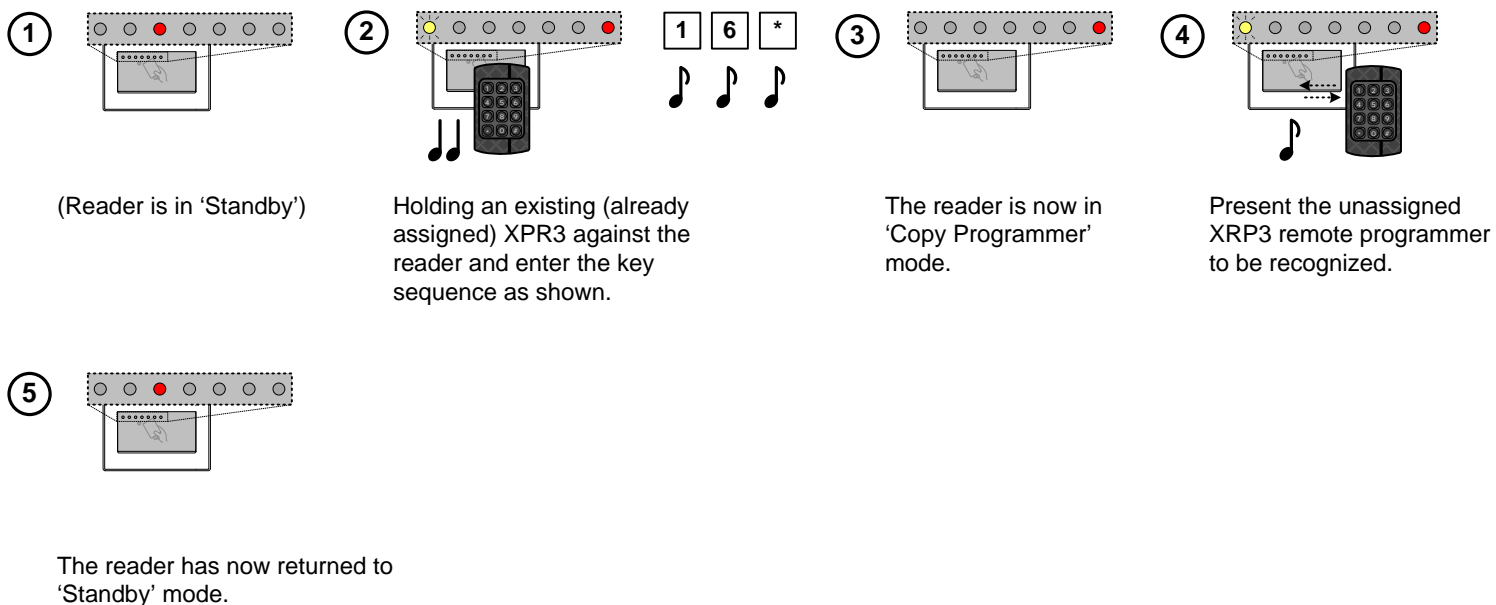
This procedure will promote any blank credential to be recognized as a 'Lock / Unlock' master card.



The blank credential has now been added as a 'Lock / Unlock' master card. Be sure to label the card accordingly, and record the 9-digit ID number of the credential added (noting 'Lock / Unlock' master status in the comments field), on the Log Data sheet (pg. 22) and for future reference.

## 5.6 ADDING AN XRP3 REMOTE PROGRAMMER –

Your XP-KIT programming starter kit shipped with a single XRP3 remote programmer. More may be easily added to the system, as necessary, to suit customer requirements. This is done by 'copying' an existing XRP3, as shown.



The new XRP3 remote programmer should now be recognized by the system as a standard user programmer. Be sure to record the 9-digit ID number of the new XRP3 remote programmer added (noting that it is an XRP3 in the comments field), on the Log Data sheet (pg. 22) and for future reference.

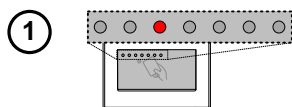
Note: If an XRP3 must be added to the -XP series reader's memory when an existing XRP3 is not available to initiate 'Copy Programmer' mode, see Section 6 under **Cannot program the -XP reader using the XRP3 Remote Programmer.**

# 5 ADVANCED PROGRAMMING (continued)

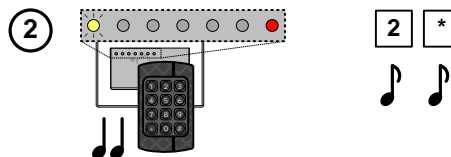
## 5.7 ADDING CREDENTIALS BY ID NUMBER –

In some cases, it may be necessary to add or re-enter users and master cards using only the ID-number of the credentials (particularly after accidental removal or batch removal of credentials). Using the XRP3 remote programmer, any type of credential can be added. Consult the following table to determine the 'level' desired for the credential to be added, then follow the instructions below.

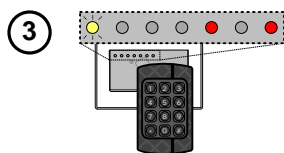
Level Number	Tag Level Description
10	User Programmer (XRP3) / Program master (Card)
9	'Void' Master
8	'Add' Master
7	'Night Lock' Master
6	(unused)
5	Lock / Unlock Master
4	(unused)
3	(unused)
2	Level III Access (Night Lock Only)
1	Level II Access (Special / 24hr Access)
0	Level I Access (Normal User)



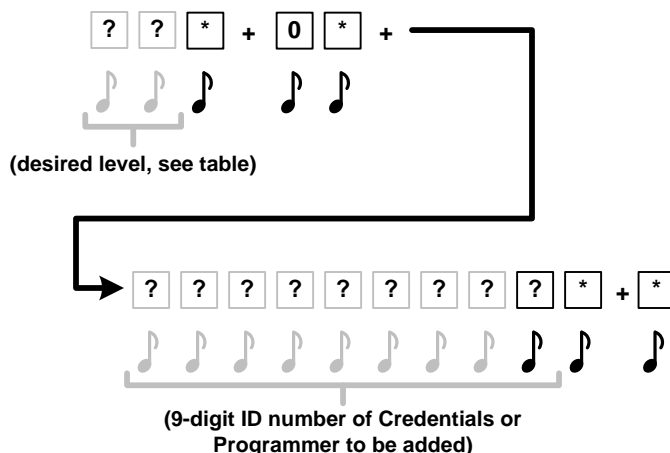
(Reader is in 'Standby')



Holding an existing (already assigned) XRP3 against the reader and enter the key sequence (as shown) to enter 'Add' mode.



The reader is now in 'Add' mode; enter the sequence as shown (inserting both the **desired level** and **9-digit ID-number** where shown).



The credential (or XRP3) has now been entered into the -XP series reader's memory, at the indicated level, and the reader will return to 'standby' mode. If an error (PPPP) occurs at any point during this process, ensure that the credential (or XRP3) is not already in the reader's memory, and begin again at step 1.

Note: It is not necessary to enter leading zeros (e.g., '05' instead of '5').

## 5.8 BATCH CREDENTIAL REMOVAL –

In certain instances it may be necessary to delete large batches from the -XP series reader to maintain a secure access environment. This is particularly true when a credential or programmer is lost, but the 9-digit ID-number was not written down for reference. The two methods of batch credential removal described in this section will remove all credentials (including programmers) at or below a specified level.

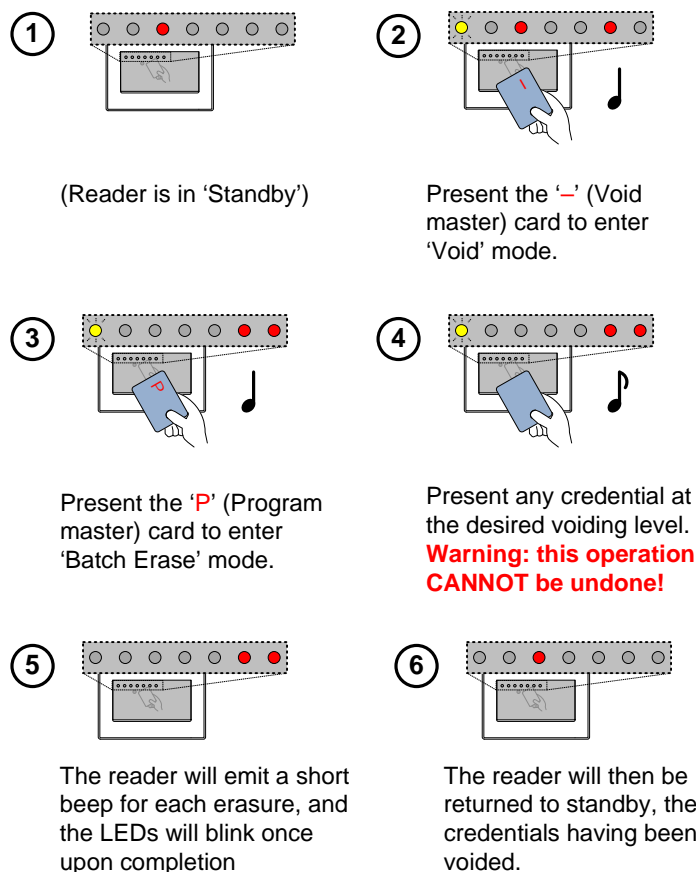
**Please Note: These two functions are 100% irrevocable once performed. Please read the directions for each method carefully and be sure that the result will be as desired. If all programmers and program master cards are removed, system usability can only be restored by following the recovery procedure shown in Section 6 under Troubleshooting.**

# 5 ADVANCED PROGRAMMING (continued)

## 5.8.1 BATCH CREDENTIAL REMOVAL WITH MASTER CARDS-

This procedure will remove a batch of credentials from the -XP series reader's memory at or below the level of a presented credential. Carefully consult the Void Level chart below to determine which credential should be presented, and what range of levels that credential will void.

Void Level (at and below)	Tag Level Description
10 and below	User Programmer (XRP3) / Program master (Card)
9 and below	'Void' Master
8 and below	'Add' Master
7 and below	'Night Lock' Master
6	(unused)
5 and below	Lock / Unlock Master
4	(unused)
3	(unused)
2 and below	Level III Access (Night Lock Only)
1 and below	Level II Access (Special / 24hr Access)
0	Level I Access (Normal User)

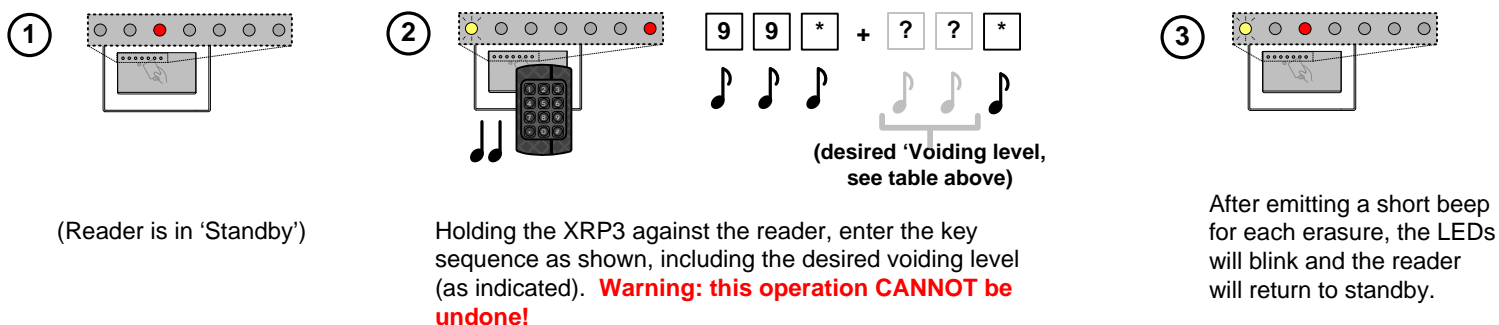


Note: The credential used to set the voiding level in step 4 must be present in the reader's memory, otherwise an error (🎵🎵🎵) will occur.

If a Program master card is presented in step 4, **all** credentials will be removed from the reader's memory, and the reader will be returned to the 'User Sleep' mode. The user must then follow the Initialization instructions (found in Section 2) to re-assign an XRP3 remote programmer and Master Card set and resume normal system usability.

## 5.8.2 BATCH CREDENTIAL REMOVAL WITH XRP3 REMOTE PROGRAMMER-

This procedure will remove a batch of credentials from the -XP series reader's memory at or below the entered level. Carefully consult the Void Level chart above to determine which number level should be entered.

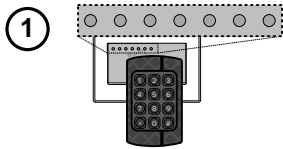


# 6 TROUBLESHOOTING

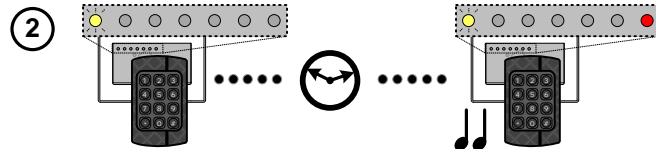
Please consult the following section for solutions to common problems which may be encountered during the programming and use of the -XP series reader before calling Aiphone Technical Support.

**Problem: The -XP reader was *not initialized* or was *initialized incorrectly*.**

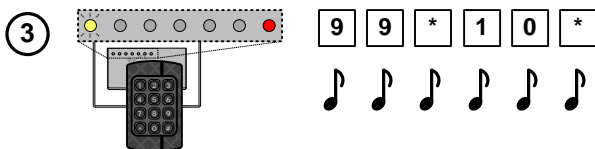
**Solution:** The system should be cleared, and the initialization process begun again. Follow these steps to clear the reader's memory and put the -XP series reader back into 'User Sleep' mode.



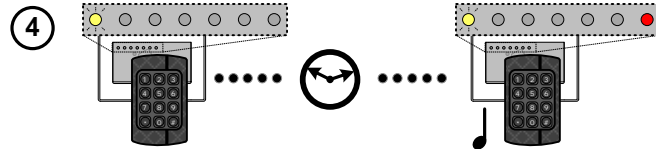
With power **disconnected** from the reader, hold or secure the XRP3 Remote Programmer to the reader.



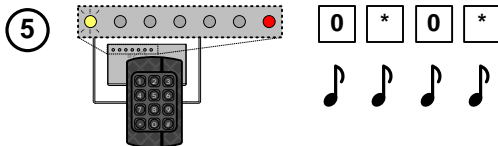
Keeping the XRP3 Remote Programmer in position, apply power to the reader. After a brief initialization sequence, the reader should beep and enter 'Programming' mode.



While in programming mode, enter the shown key sequence to clear all credential data from the reader's memory.



Keeping the XRP3 Remote Programmer in position, **cycle (disconnect and reconnect) power** to the reader. After a brief initialization sequence, the reader should beep and enter 'Programming' mode again.



While in programming mode, enter the shown key sequence to reset the -XP reader to 'User Sleep' mode.

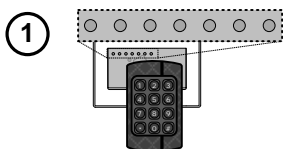
**Note: The reader has now been completely cleared, and put back into 'User Sleep' mode. Please carefully follow initialization sequence found in Section 2!**

**Problem: Cannot program the -XP reader using the XRP3 Remote Programmer**

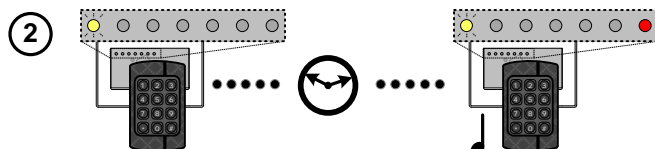
**Cause:** The XRP3 is either not associated with the -XP series reader in question, or is being used incorrectly.

**Solution:** Verify whether the XRP3 is associated with the -XP reader by presenting it. If LED7 (red) lights, and is accompanied by a single or double beep, the XRP3 is **already recognized** by the -XP reader, indicating correct association. Consult the **Section 3.1** for general programming tips.

If presenting the XRP3 to the -XP reader causes an error tone (♪♪♪♪), the XRP3 **is not correctly associated** with the -XP reader. Use the following procedure to associate the XRP3 with the -XP reader.

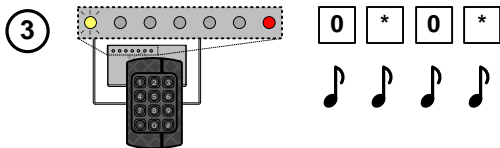


With power **disconnected** from the reader, hold or secure the XRP3 Remote Programmer to the reader.

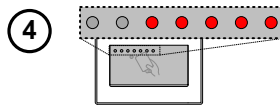


Keeping the XRP3 Remote Programmer in position, apply power to the reader. After a brief initialization sequence, the reader should beep and enter 'Programming' mode.

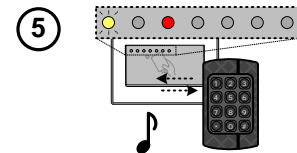
## 6 TROUBLESHOOTING (continued)



3 While in programming mode, enter the shown key sequence.



4 The -XP reader has now been placed in 'User Sleep' mode; **cycle (disconnect and reconnect) power** to the reader.



5 Present and remove the XRP3 Remote Programmer.

The XRP3 is now associated with the -XP reader, and is ready for active use. Be sure to record the 9-digit ID number of each credential added on the Log Data sheet (pg. 22) for future reference.

### **Problem: Cannot add the desired credentials to the -XP reader**

**Cause:** The credentials are already present in the -XP reader's memory.

**Solution:** Using the procedure in **Section 5.3**, remove the credential from the -XP reader's memory, and try the programming operation again.

