1. Navigation

The HOME button will take you “back” to a previous screen.

Pressing HOME repeatedly will eventually return you to the WELCOME screen.

Use the Cursor buttons (▲,▼,◄, or ►) to highlight an option, then press 📋 to make and/or save settings.

Use the Number buttons to make numeric entries.

2. Enter Admin Code

The first screen displayed will be blank. Use the number buttons to type the provided four digit Admin Code: “1-2-3-4”.

Entries will be represented by asterisks. Press 📋 to enter the code.

Note: If an error is made entering the code, you will be prompted. Follow on-screen instructions, then try again.

3. Create a New Admin Code

All panels require a new password upon start up. Enter the initial four digit entry code, you’ll be prompted to enter and verify a new Admin Code.

Note: If an error is made entering the code, you will be prompted. Follow on-screen instructions, then try again.

4. Panel Settings

After successfully entering a new Admin Code, the Panel Settings screen is displayed.

IMPORTANT: If the Panel Settings screen times out or you leave the screen voluntarily, refer to the process described in Step 5 to return to the Panel Settings screen. Otherwise, proceed to step 6.

5. Returning to Panel Settings Screen

1. Press the HOME button until you arrive at the Building Name/Address screen.
2. Highlight the Gear icon (⚙️), then press 📋.
3. At the Settings screen, enter 99, press the HOME button and then enter the Admin passcode.

The Panel Setting screen should be displayed. If not, repeat the three steps listed above.
6. Access Attempts Settings
Select Access Settings from the Panel Settings screen to view the following options:

- **Access Attempts**: Sets the maximum number of attempts before access lockout. **Default** = 3.
- **Lockout Time**: Sets the lockout time for maximum Access Attempts reached. **Default** = 30 Sec.

7. Audio Settings
Select Audio Settings from the Panel Settings screen.

- **Speaker and Keypad Volume**: Both of these volume options are adjusted in the same manner.
  - Set the volume option to Loud, Normal or Soft.
  - **Default** = Normal.

8. Call Settings
Select Call Settings from the Panel Settings screen.

- **Visitor Talk Time**: Sets a time limit for visitor communication at the console. Set from 30 seconds to 5 minutes. **Default** is 60 Sec.
- **Visitor Talk Extension Time**: Extends the Visitor Talk Time setting. Set from 10 seconds to 60 seconds. **Default** = 30 Sec.
- **Maximum Call Extensions**: Select from 1 to 3 Extensions, or set to Disable. **Default** = 1 Extension.

9. Device Settings
Select Device Settings from the Panel Settings screen.

- **Proximity Sensor**: Enables or disables the Proximity Sensor. **Default** = Enabled.

- **Panel Lighting**: Sets panel light duration with options ranging from 15 seconds to 5 minutes. **Default** = 30 Sec.

10. Display Settings
Select Display Settings from the Panel Settings screen.

- **Backlight Setting and Keypad Setting**: Both settings offer the same options. Select Auto, Bright, Normal or Dim. **Default** = Auto.

- **Screen Timeout**: Sets screen panel light timeout duration with options ranging from 10 seconds to 60 minutes. **Default** = 10 Sec.

11. Microphone Settings
Select Microphone Settings from the Panel Settings screen.

- **Backlight**: Sets microphone sensitivity option to High, Medium or Low. **Default** = Medium.
12. System Settings

Select System Settings from the Panel Settings screen.

Time and Date: Both settings are set in the same manner. Set to the current Time and Date.

Time Zone: Scroll to find the correct time zone, then press .

13. Settings

Press the HOME button until you arrive at the Building Name/Address screen.

Select the Gear icon ( ), then press to access the Settings screen.

Volume: Set the console speaker Volume option to Loud, Normal or Soft. Default = Normal.

Text Size: Set the console text size option to Small, Medium or Large. Default = Medium.

Display: Set the LCD display brightness to Bright, Normal or Dim. Default = Normal.

Press the HOME button twice to return to the Building Name/Address screen.

Test the system.

Note: Any Settings changes made will reset to defaults once the Welcome screen times out.

14. Using the Directory

Press the HOME button until you arrive at the Building Name/Address screen.

Directory: To call a resident, use the Cursor buttons ( < > ) to select the first letter of the resident’s last name, Use the Cursor buttons ( ^ v ) to select a name, then press to make the call.

15. Entering a Code

Enter Code: If you already know the number of a resident to call, enter the code and press .

Please consult the EN Series Programming Guide for additional programming information.

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