



# Oaks

## Access Panel 3

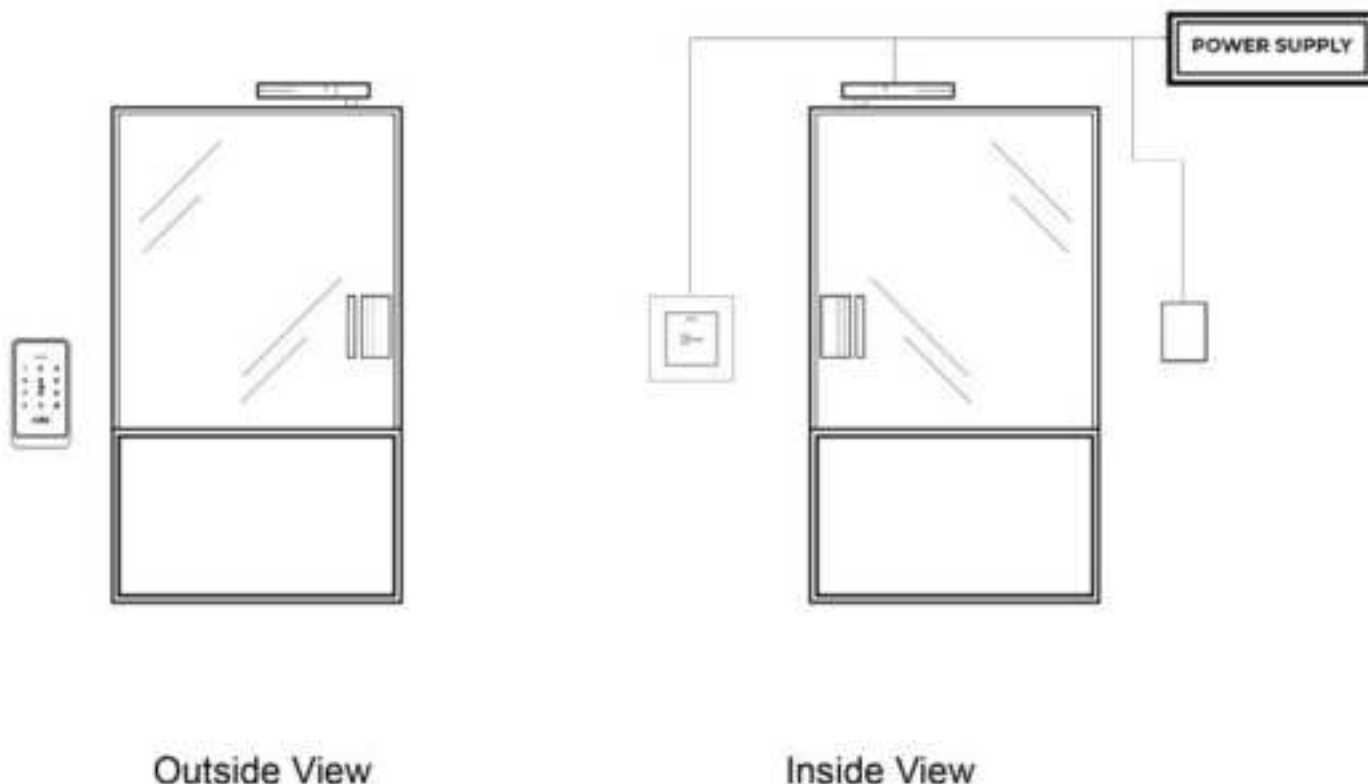
### V3.4.1

Installation Manual

# Oaks Smart Access Control System

## Installation Overview

This installation overview demonstrates how the Oaks Common Area Access System can be assembled for full functionality.



## Introduction

The Oaks Smart Access Control system is a cloud-based solution for tracking and managing both FOB and door code credentials. The Smart Access Panel can be used to control any access device that is operated by normally open/normally closed signal, provided the voltages are compatible. The FOBs supported are Mifare only—this system does not integrate with HID FOBs.

The Smart Access Panel stores all valid credentials inside the panel itself. It has a bluetooth antenna inside it, which connects to a cloud-enabled hub installed nearby. This allows you to place secure access points all over a building without having to wire a central control system.

## Prior to Installation

- Please ensure that you have the following tools:
  - Drill
  - Screw Driver Set
  - Drill Bit Set
- Identify the door type and verify that the correct mounting bracket is included.
- Identify where the power source is for the power supply controller.
- ADA considerations: Mounting Exit Button and Metal Access Control System at ADA recommended height does NOT guarantee ADA compliance.
- Check that all of the components are present.
  - Metal Access Control System
  - Exit Button
  - Power Supply Controller
  - Electro-Magnetic Lock Bracket (L type)
  - Single Door Magnetic Lock
  - American Standard Electric Strike (Short Panel)
  - Rently Keyless Smart Home Hub

## Individual Components Instructions

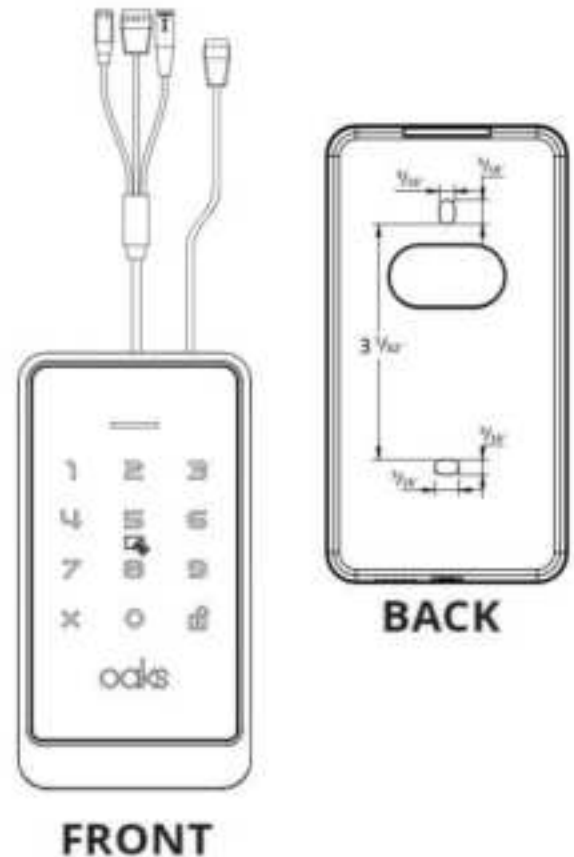
This section includes instructions for each component of the Oaks Smart Access Control System

Continue to next page

# Metal Access Control System

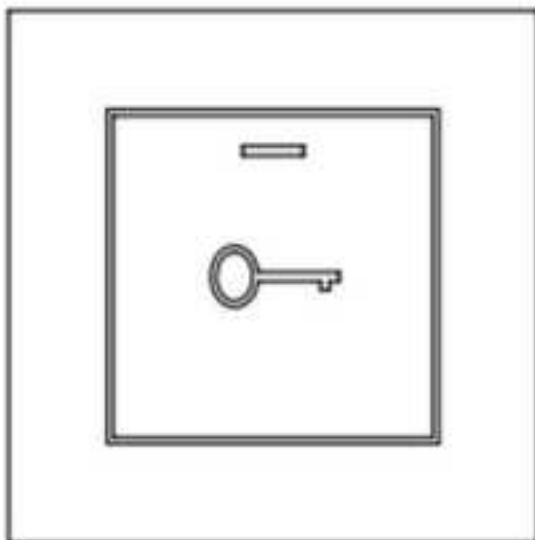
## Installation

1. Run a power cable to the location where the Metal Access Control System will be mounted.
2. Remove screw from bottom of Metal Access Control System with provided torx wrench. Remove the mounting plate.
3. Thread the cable attached to the Metal Access Control System through the hole in the mounting plate.
4. Using the screw holes in the mounting plate, insert screws until it is flush against the desired surface.
5. Plug in included cable into the DC cable that is attached to the Metal Access Control System.
6. Connect the included cable to power cable.



## Exit Button

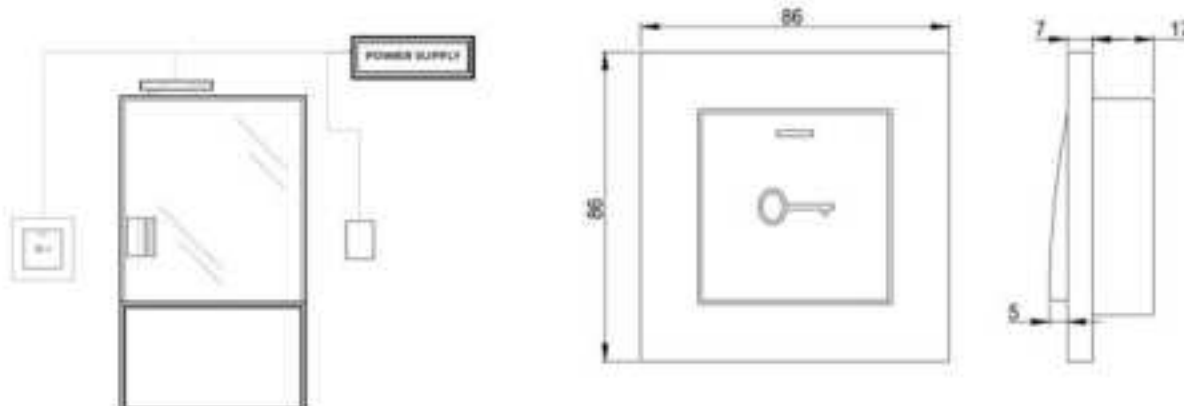
### Specifications



- Size: 86X86X40, 1mm (3. 4X3. 4X1. 6 inches )
- Mechanical Life: 500000 tested
- Suitable For Door: Hollow Door
- Operating temp: -30°C~70°C (-22°F~158°F)
- Operating Humidity: 0~95% (relative humidity)
- Panel Material: PC
- Weight: 180g (0.4lb)
- Current Rating: 16A@250V
- Output Contact: NO/COM

(continued)

## Wiring Diagram



## Basic Parameter

Product name	Access Panel 3	Product model	V3.4.1
Product size	80mmX150mmX28mm(3.1inX5.9inX1.1in)	Net Weight	738.5g (1.63lb)
Power supply mode	AC12V/24V, DC12V/24V	Output mode	NO COM NC
Quiescent current	≤25mA	NFC Induction distance	≤1.5mm(0.06in)
Maximum current	≤300mA	Wireless connections	Bluetooth4.0, NFC
Capacity (code+fob)	2000	Operating temperature	-30 ~ 70°C (-22°F ~ 158°F)
Card type	CPU Card, IC Card	Operating humidity	0~95%RH

# Power Supply Controller

## Specifications

No.	Item	Specification
1	Input	AC110 V 50Hz
2	Output	DC12V 3A
3	Dimension	180mm X78mm X 65mm (7in X 3in X 2.5in)
4	Weight	1250g (2.75lb)
5	Ambient Temp	-20°C~55°C (-4°F~122°F)
6	RH	30%~90%



## Function

This power supply controller can control electric locks by switching the signal from access controllers or power supply output AC/DC-12/24V directly. It can reduce overload controller, adjust electric lock to on or off mode, adjust the open delay time, open key.

## Wiring Diagram for Installation:

Start by removing 2 silver screws to remove the power supply controller cover. There are 4 screw holes on the bottom part of the power supply controller. Screw in 2 or 4 screws depending on how the power supply controller will be orientated. It is recommended that the power supply controller is mounted flush against the wall. (Refer to Wiring Diagram section for wiring instructions)

# Electro-magnetic Lock Bracket

## Bracket Main Components

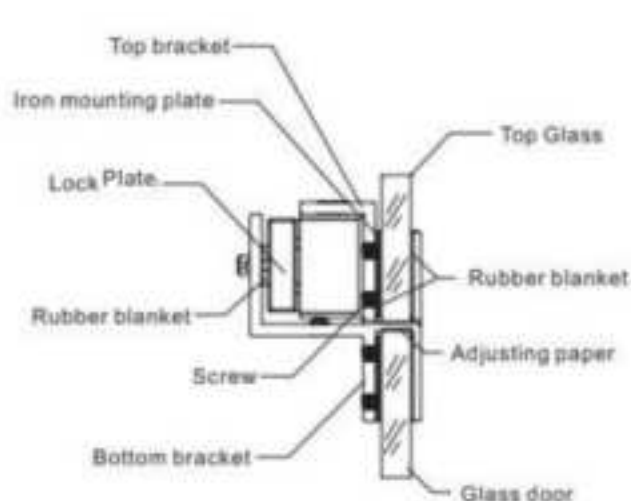


Chart 1

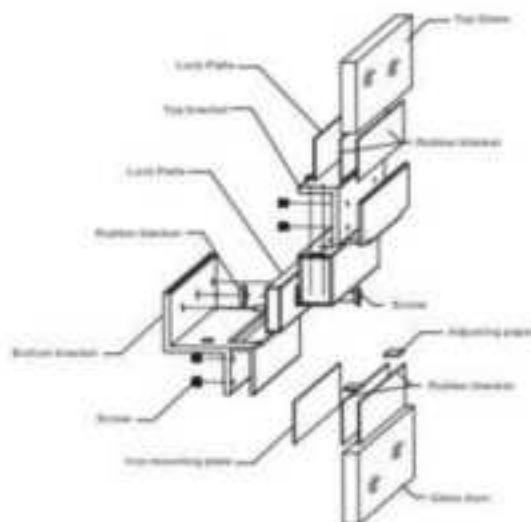


Chart 2

## Installation

1. Measure the gap between the door leaf and door frame.
2. Install the top bracket according to the diagram. Fix the screw, keep the screw head inside the U-shaped slot.
3. Put the rubber mounting plate and iron mounting plate into the U-shaped slot.  
(For easier installation, paste double-sided adhesive between the rubber mounting plate and the U-shaped slot.)
4. Secure the top bracket in the correct position with 4 screws.
5. Install the magnetic lock according to the diagram.
6. Put the bottom bracket on the glass door (paste double-sided adhesive in case creeping down). If the door gap is too big, put the adjusting paper inside, adjust the gap to 2mm between the brackets, then fix with 4 screws.
7. Install the lock plate. Make sure the back of lock plate is installed with rubber blanket force, and absorb the impact of movement.
8. Turn on the power to test it, and make sure the magnetic lock works properly.

## Single Door Magnetic Lock

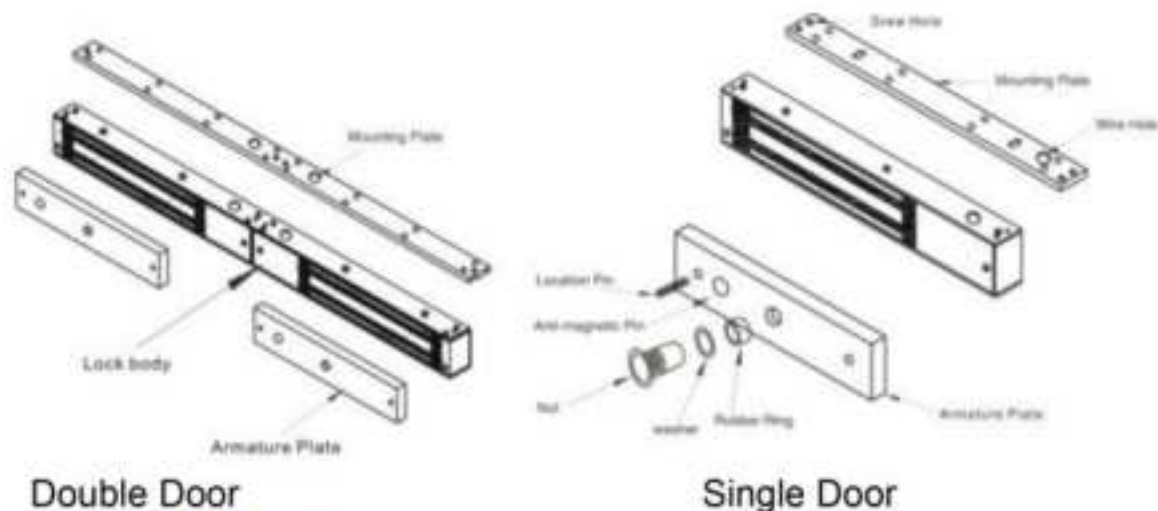
### Application Range

1. Door Types: Wooden door, Glass door, Metal door, Fireproof door.
2. Control Mode: Building intercom system, Access control system.

### Note

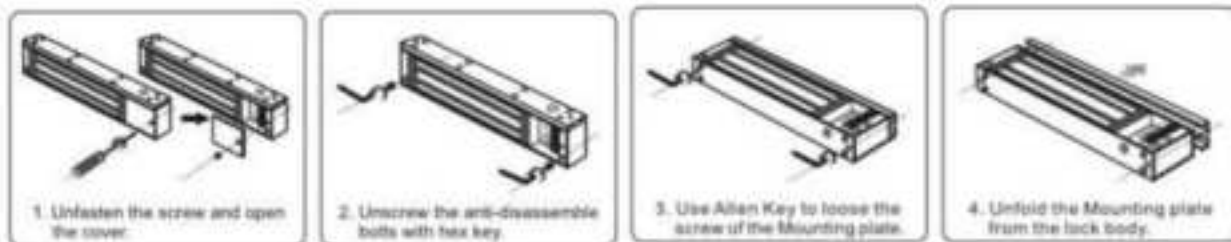
1. Using a power supply, output voltage should be AC/DC-12/24V, cable  $>0.75\text{mm}(0.030\text{in})$ .
2. Do not damage the galvanization layer during the installation.
3. Ensure the mounting plate is well attached to the lock body.
4. The rubber ring must be added between the armature plate and door leaf, do not fasten the screw too tightly, keep the rubber ring elastic.
5. Do not weld the mounting plate to the door, or will affect the lock.
6. Clean the slushing oil with cloth, don't use alkaline or pungent cleaner.

## Main Components **Diagram**

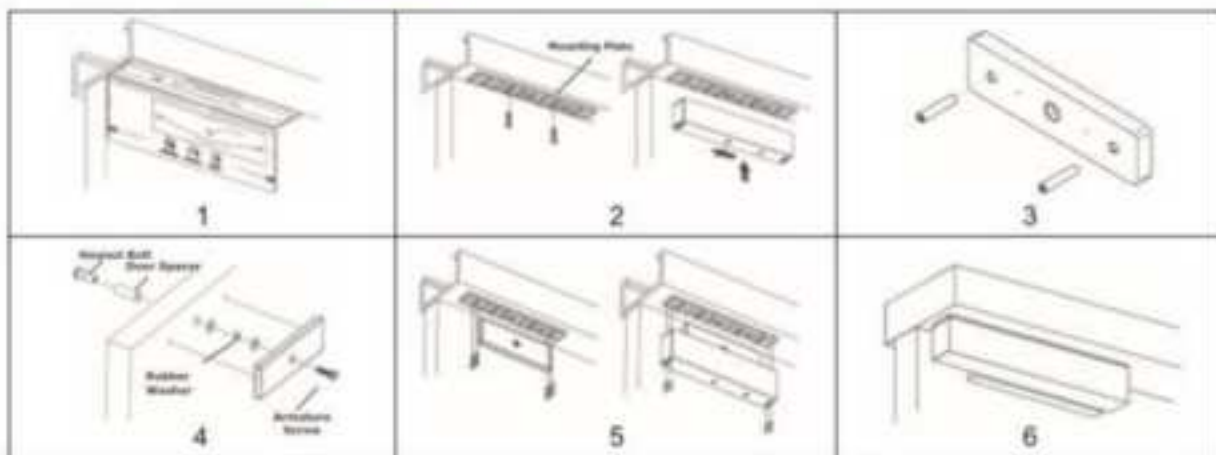


## Disassemble **Procedure**

Disassemble the cover and band before installing the lock.



## Standard Mounting **Method**

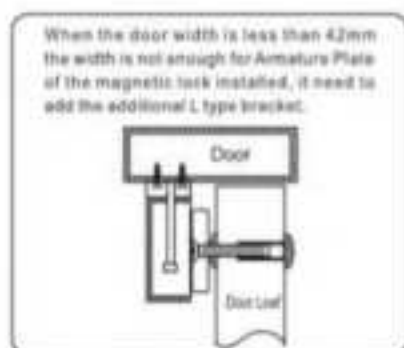


1. Use the supplied template to determine the correct location and size of mounting holes for both the door and frame header. Ensure that the door opens away from the Maglock. In the case of a single door, the Maglock is positioned as close as possible to the vertical section of the door jamb. Drill door and frame as indicated.
2. Loosely install the mounting plate using two of the supplied Philips head mounting screws in the elongated slots. Attach the Maglock to the mounting plate.

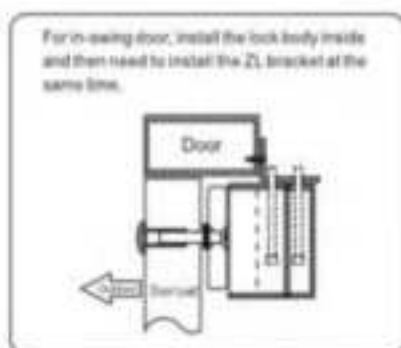


3. Using a hammer, lightly tap both roll pins into the armature plate until they are secure.
4. Before installing the Hex Nut, the hole in the door may need to be drilled or tapped. Refer to the previous page for this information. Using the components shown in the image to the right, mount the armature to the door. Make sure that the armature plate is not overtightened and that it is installed as shown in the following diagram. The armature plate must be free to self align with the door.
5. Ensure the armature and magnet are aligned. Adjust the mounting plate to suit and then drill the appropriate sized holes in the door header for the remaining attachment screws.
6. Close the door to test the holding force. The angle between the armature plate and magnetic lock can be adjusted by adding or reducing washers.

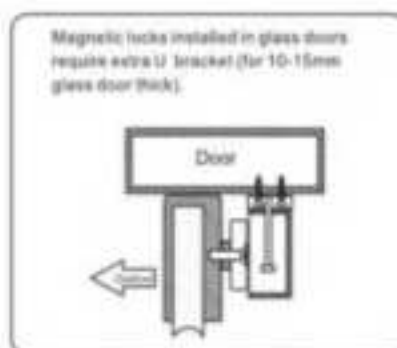
## Bracket Mounting Method



L Mounting Bracket

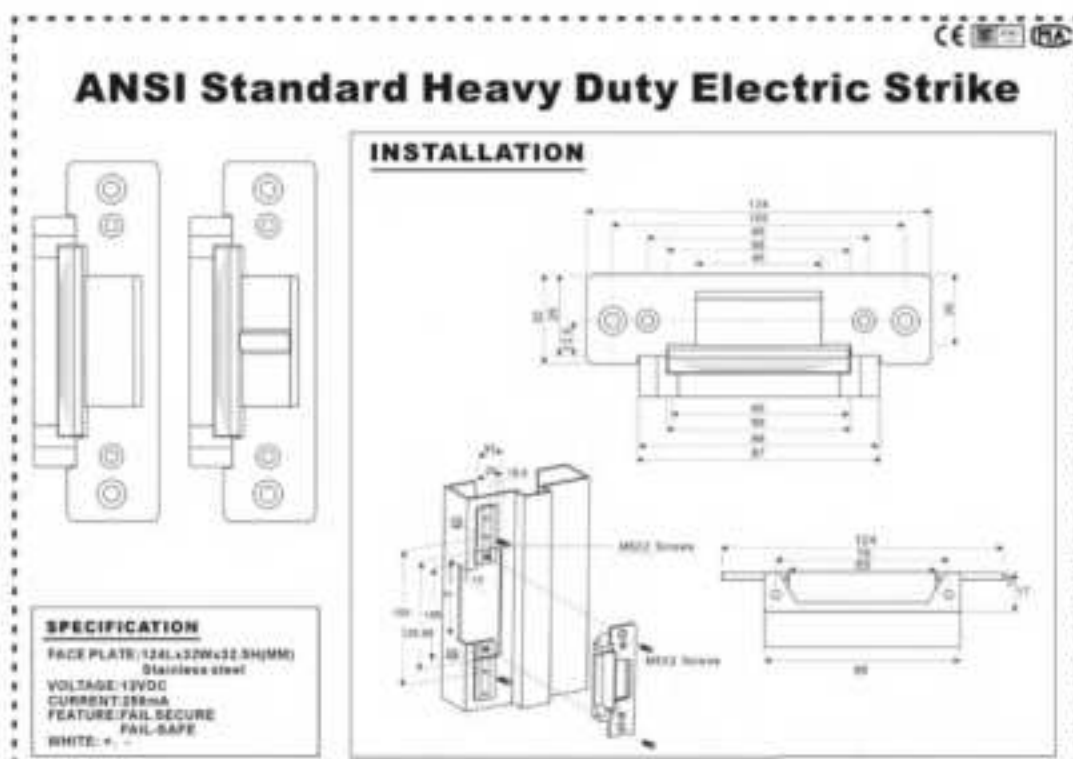


ZL Mounting Bracket



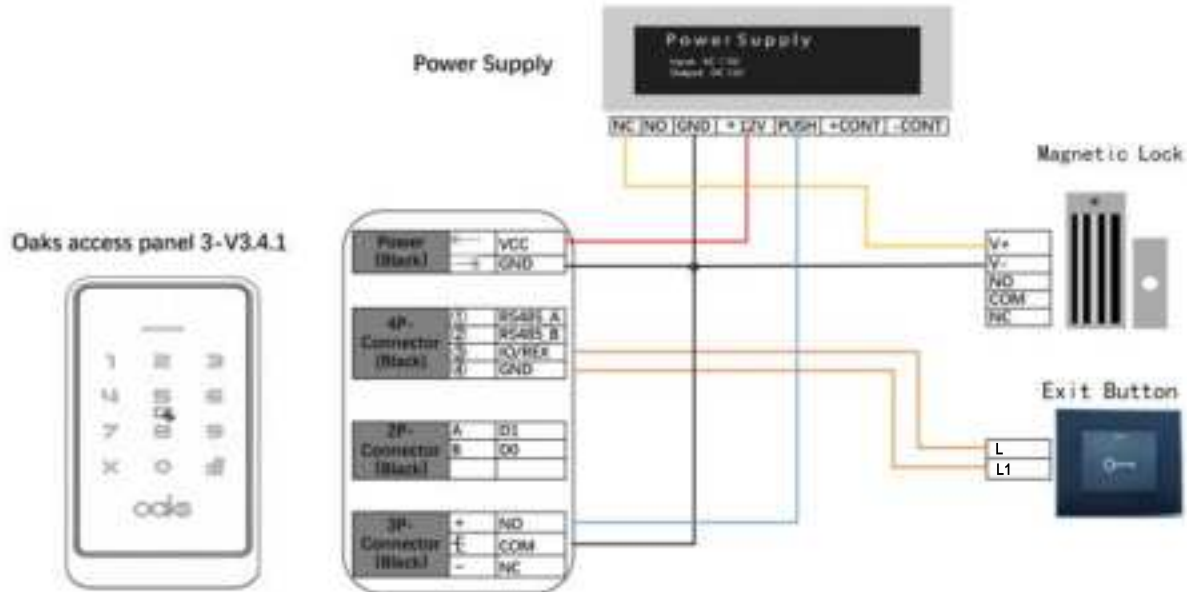
U Mounting Bracket

## American Standard Electric Strike

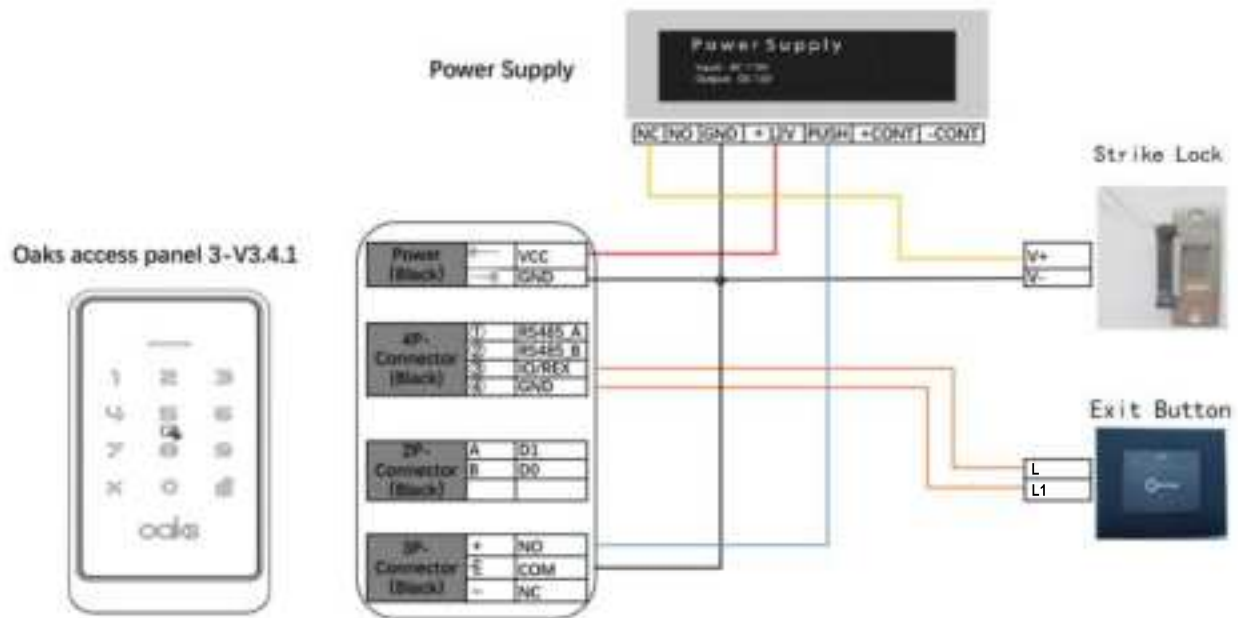


# Wiring Diagram

## Scenario A: Oaks Smart Access Control System with Magnetic Lock



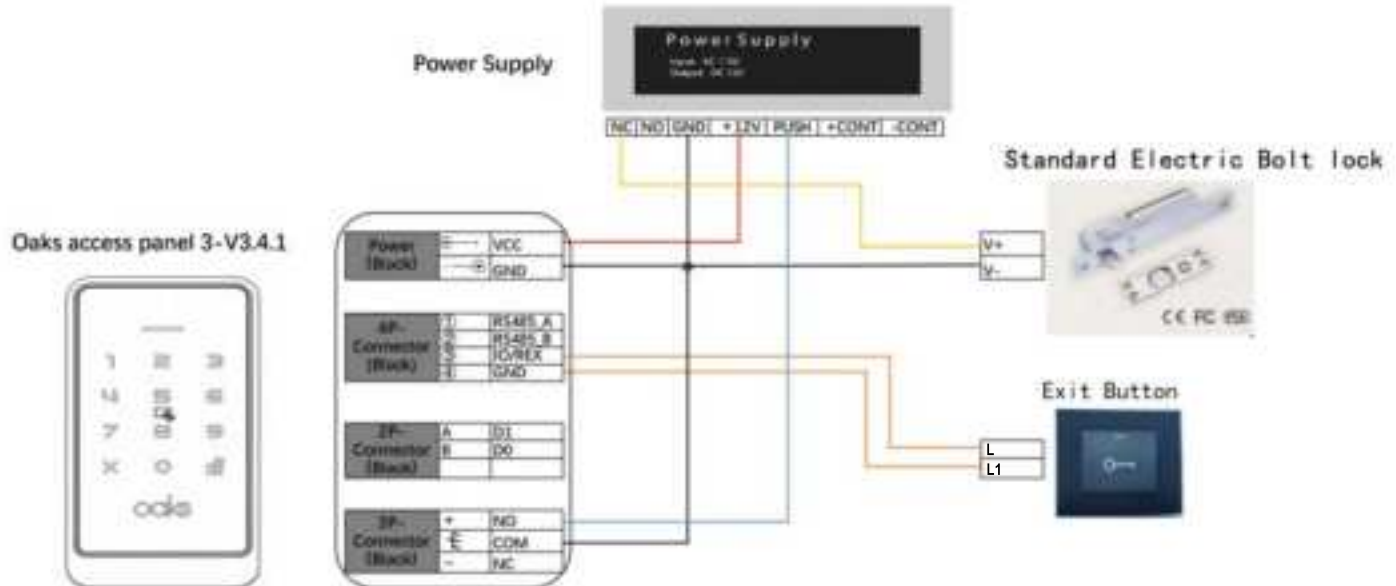
## Scenario B: Oaks Smart Access Control System with Electric Strike



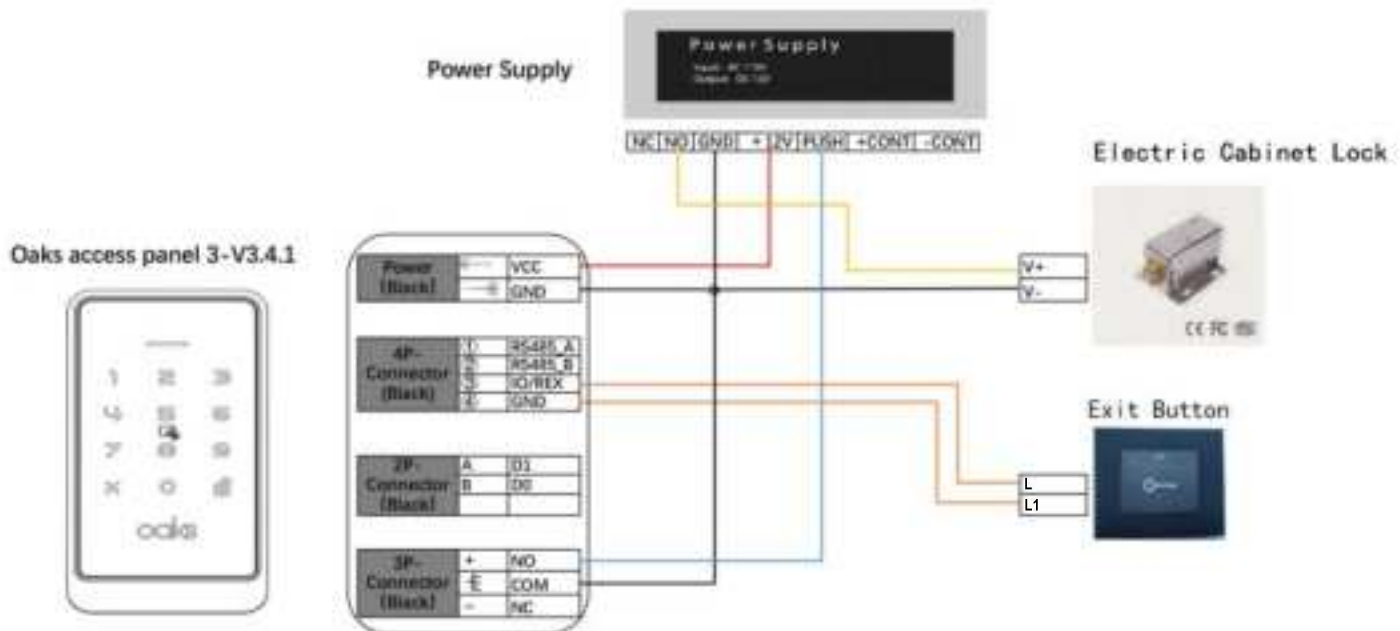
BOM		
model	Material Name	dosage
Scenario A	Oaks access panel 3	1
	Power Supply	1
	Magnetic Lock	1
	Electro-magnetic Lock Bracke ( L Type)	1
	Exit Button	1
Scenario B	Oaks access panel 3	1
	Power Supply	1
	Strike Lock	1
	Exit Button	1

# Wiring Diagram

## Scenario C: Oaks Smart Access Control System with Standard Electric Bolt lock



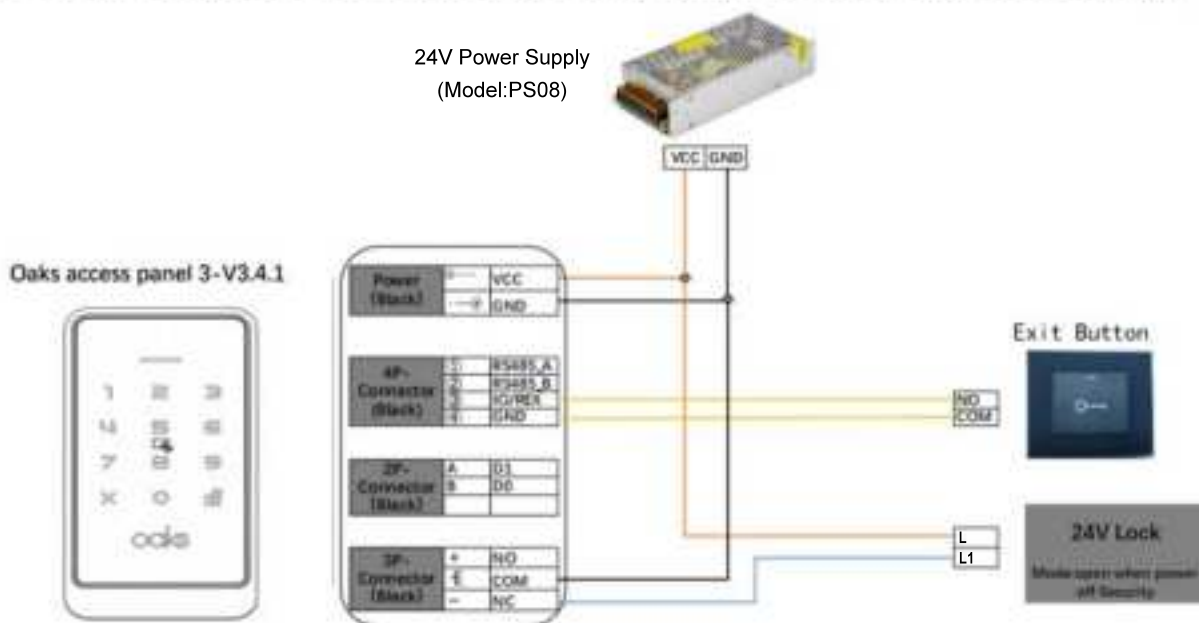
## Scenario D: Oaks Smart Access Control System with Electric Cabinet Lock



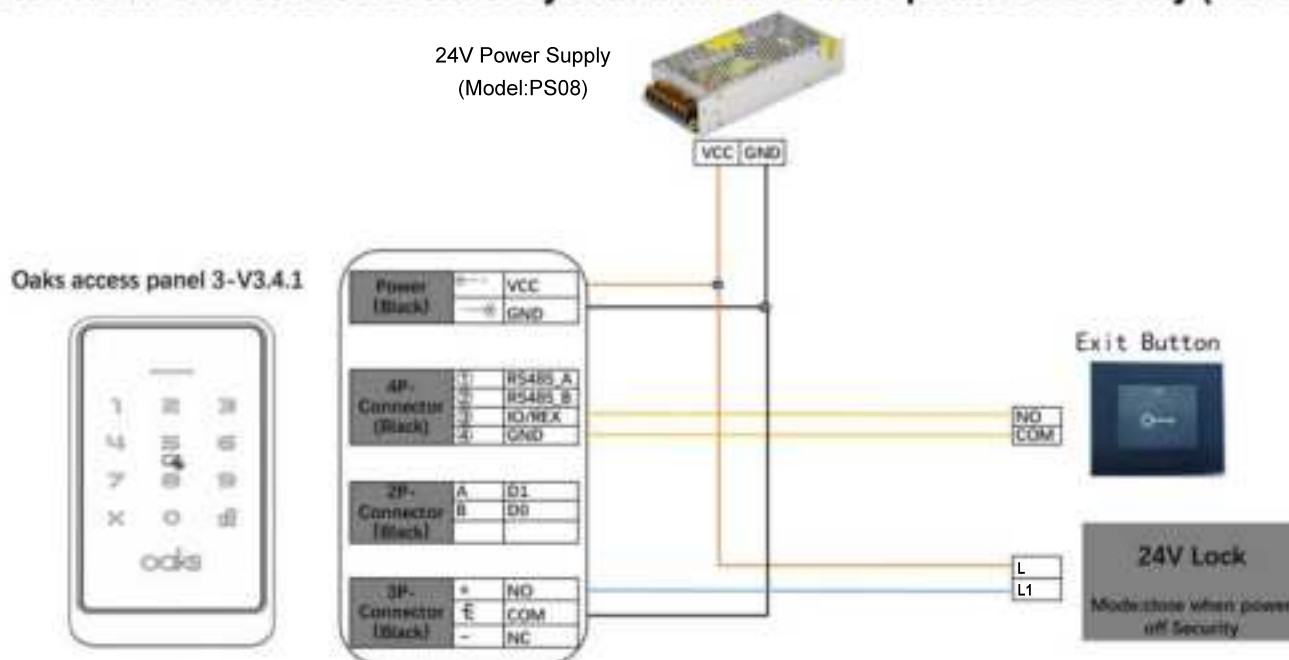
BOM		
model	Material Name	dosage
Scenario C	Oaks access panel 3	1
	Power Supply	1
	Standard Electric Bolt lock	1
	Exit Button	1
Scenario D	Oaks access panel 3	1
	Power Supply	1
	Electric Cabinet Lock	1
	Exit Button	1

# Wiring Diagram

## Scenario E: Oaks Smart Access Control System with open when power off Security (24V Lock)



## Scenario F: Oaks Smart Access Control System with close when power off Security (24V Lock)



### BOM

model	Material Name	dosage
Scenario E	Oaks access panel 3	1
	24V Power Supply (Model: PS08)	1
	open when power off Security(24V Lock)	1
	Exit Button	1
Scenario F	Oaks access panel 3	1
	24V Power Supply (Model: PS08)	1
	close when power off Security(24V Lock)	1
	Exit Button	1



## Post Installation Instructions

With the components installed and wired, please carry out this simple test to ensure that the Oaks Smart Access Control System was installed correctly and is fully functional.

To ensure wiring was done correctly, please press the exit button to see if the single door magnetic lock releases for a few seconds.

**If the test is failed**, please reexamine the installation and wiring of the Oaks Smart Access Control System.

**If the test is successful**, please Install and power on the Rently Keyless Smart Home Hub. The hub will automatically connect to the Oaks Smart Access Control system when it is powered on.



**Once the light on the back of the hub is a solid blue**, you are all set!

## End User Guide

## Section for Real Estate Operators and Managers

### How does a Manager set up resident access?

1. Make sure the access panels are assigned to Common Area assets.



Halfway Point

41725



Full Page

5x4(1100000)



NA



Halfway Point

41725

Community

Crescentville

Address

41725

City

State

Zip

2. Create a common access community, including both the common area assets and the residents' home assets.

The screenshot displays the 'Common-Access Communities' page. On the left, there is a sidebar with navigation links: 'Home', 'Communities', 'Users', 'Groups', 'Roles', 'Permissions', 'Settings', and 'Help'. The main content area is titled 'Common-Access Communities' and contains a search bar and a list of communities. The 'Communities' list has a table with columns: 'Community Name', 'Status', 'Created By', and 'Created Date'. There are two entries: 'Community 1' and 'Community 2'. A red arrow points from the 'Add New' button in the 'Communities' list to the 'Add New' button in the 'Add New Community' form on the right. The 'Add New Community' form has fields for 'Community Name', 'Status', 'Created By', and 'Created Date'. The 'Add New' button is highlighted in red.

3. Now, whenever you set up a resident within a home asset, their access information will be pushed to all associated common areas. This included both codes and fobs.

Send Invitation

Recently Invited

Privacy Mode: ☐ Public ☒ Private

First Name:

Last Name:

From:

Email:

Phone:

Time Zone:

## How does a Manager add a staff fob or code?

1. Go to the staff section, and click new staff/code or click edit on an existing staff/code.



2. Make sure both code and fob are enabled in the checkboxes.
3. Select the fob you want to add, and input its number written beneath the barcode into the fob field.
4. Enter or randomly generate the 6 digit code you want the staff to have. Codes that are created can be input into the access panel.

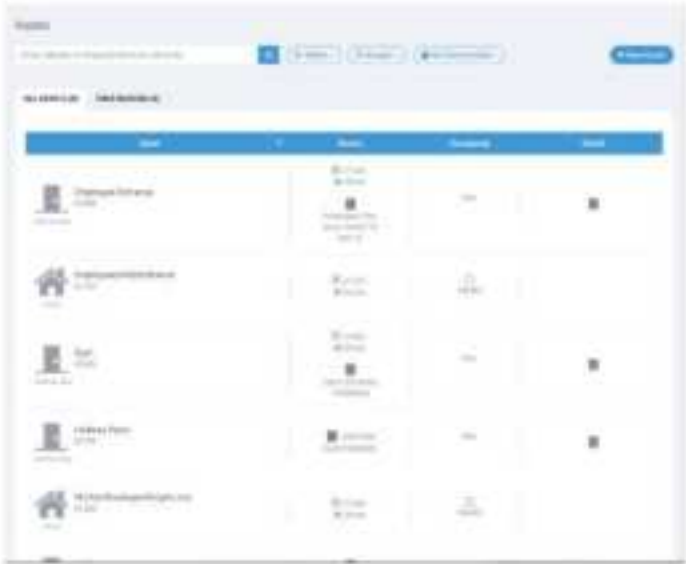
A screenshot of the 'New Staff' form. It includes checkboxes for 'Enable Code' (checked), 'Enable Fob' (checked), and 'Enable Login' (unchecked). There is a 'Staff Name' input field. Below that is a 'Assign Groups' section with a 'Select Group' dropdown (showing 'Select all') and a 'Pick (Default)' button. There is a 'Code' input field with a 'Generate' button next to it. Below that is a 'Fob ID' input field. At the bottom, there are radio buttons for 'Daily Repeating' (selected), 'A Specific Period' (disabled), 'Never Expires' (disabled), and 'Vacancy Code ID' (disabled). At the very bottom right are 'Close' and 'Submit' buttons.

5. Select groups or individual assets that have the access panels you want to add the fob/code to.
6. Click save.

A screenshot of the 'Access Panels' form. It features a 'Select Assets' dropdown menu with a list of assets: 'System', 'Workroom', 'Safety', 'Hallway Panel', 'Employee Entrance', and 'Employee/Infirmary' (which is selected). Below the dropdown is a 'Code' input field with a 'Generate' button. There is also a 'Fob ID' input field. At the bottom, there are radio buttons for 'Daily Repeating' (selected), 'A Specific Period' (disabled), 'Never Expires' (disabled), and 'Vacancy Code ID' (disabled).

How can a manager check the activity log?

1. Click on the asset that has the device you want to see



2. Click on the activity log tile



3. Click "fetch logs" to get the most recent information



4. Wait a couple minutes, then click the "view all" button.
5. You can also use the device dropdown to select specific panels you want to review, if more than one are attached to the same asset. Select that specific device and then click "view all."



How can a manager unlock via the web portal?

1. Go to the asset that has the access panel device you want to unlock.
2. Hover your mouse over the access panel icon
3. Click the "unlock" button.



# Section for Residents

## Residents and Codes

- Resident's are created with default codes, which are automatically pushed to all common areas within their assigned community.
- If a resident desires to edit their own code, or create additional codes that work on their own home, these changes also push to the common areas.
- Residents have the option of creating 24-hour limited codes that only work on a specific common area. This can be useful if they are expecting a large number of guests and they don't want to have to let each one in individually.

### How can a resident create a code?

1. Log onto app and tap on "edit" under locks section.
2. After tapping on "Add Lock Code", edit the code settings, tap on "Save" to push code for use.



### How to Add Guest Codes?

1. Select desired lock and tap on "Guest Codes"
2. Choose the desired settings for the guest code.

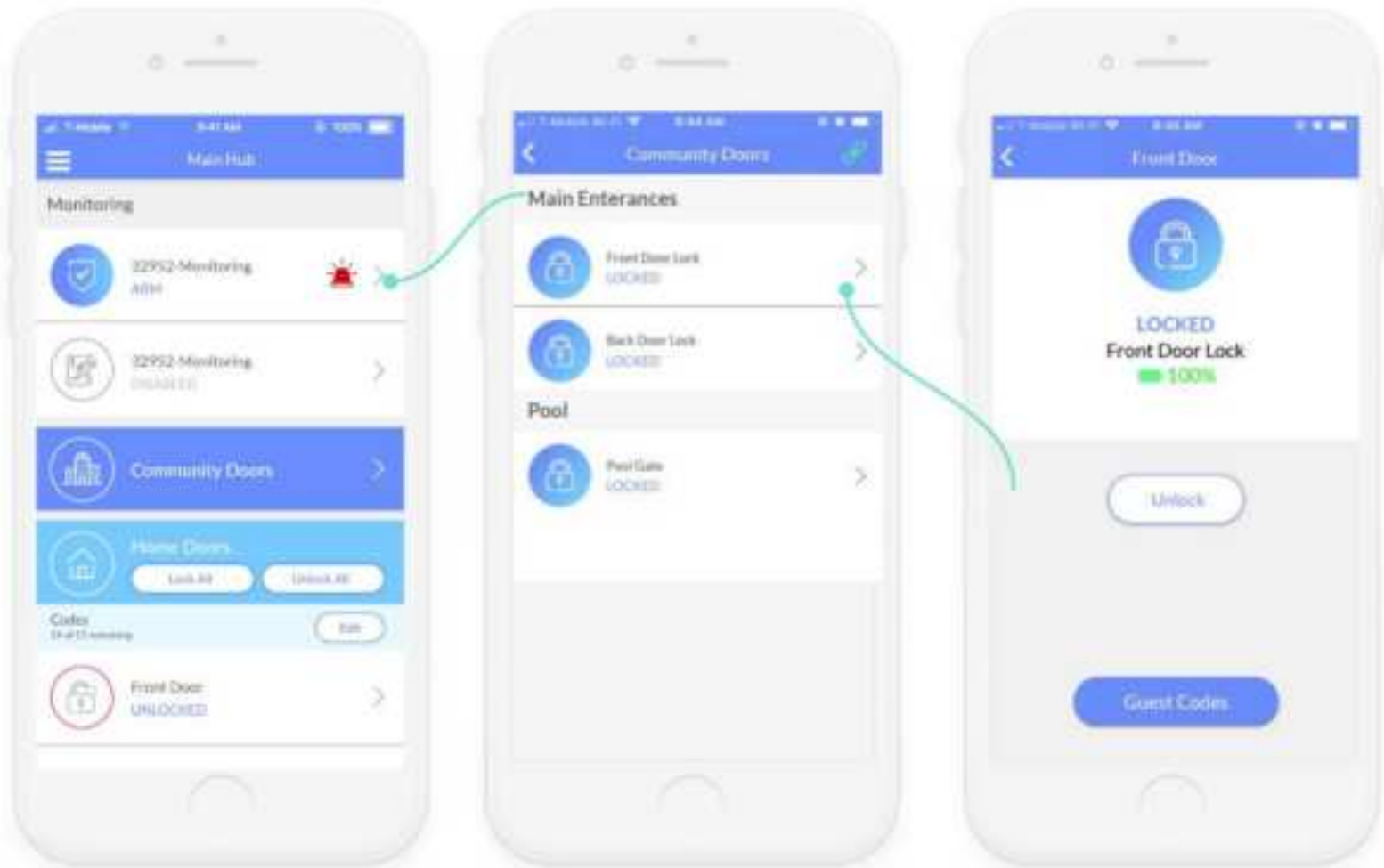


## How can a resident unlock via the app?

1. Log onto the app

2. Select the desired lock to interact with it.

3. Tap on unlock to unlock selected lock.



oaks

## FCC WARNING

This device complies with part 15 of the FCC Rules. Operation is subject to the following two

conditions: (1) this device may not cause harmful interference, and (2) this device must accept

any interference received, including interference that may cause undesired operation.

Any changes or modifications not expressly approved by the party responsible for compliance

could void the user's authority to operate the equipment.

NOTE: This equipment has been tested and found to comply with the limits for a Class B

digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide

reasonable protection against harmful interference in a residential installation.

This equipment generates, uses and can radiate radio frequency energy and, if not installed and

used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation.

If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to

correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

To maintain compliance with FCC's RF Exposure guidelines, This equipment should be installed and operated with minimum distance between 20cm the radiator your body: Use only the supplied antenna.