Instructions on how to change the access rights on a flexible user key

Dear customer,

The following instruction explains how to change the access rights on a flexible user key. The example explains how to add cylinders to a key's List of Authorised Locks (LOAL). Removing cylinders for a keys LOAL is done the same way but with the result that the key no longer will be able to open the specified locks.
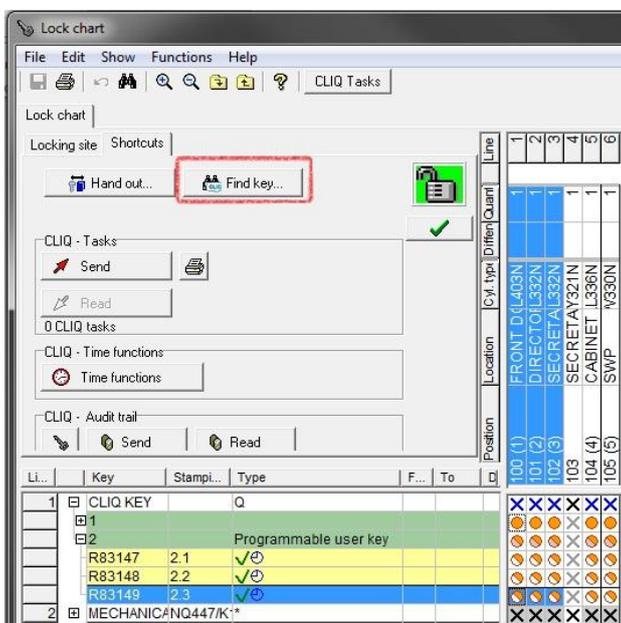
Step 1

Insert the flexible user key you want to change the access rights for in the right port of the programming device. The programming key should be in the left port.
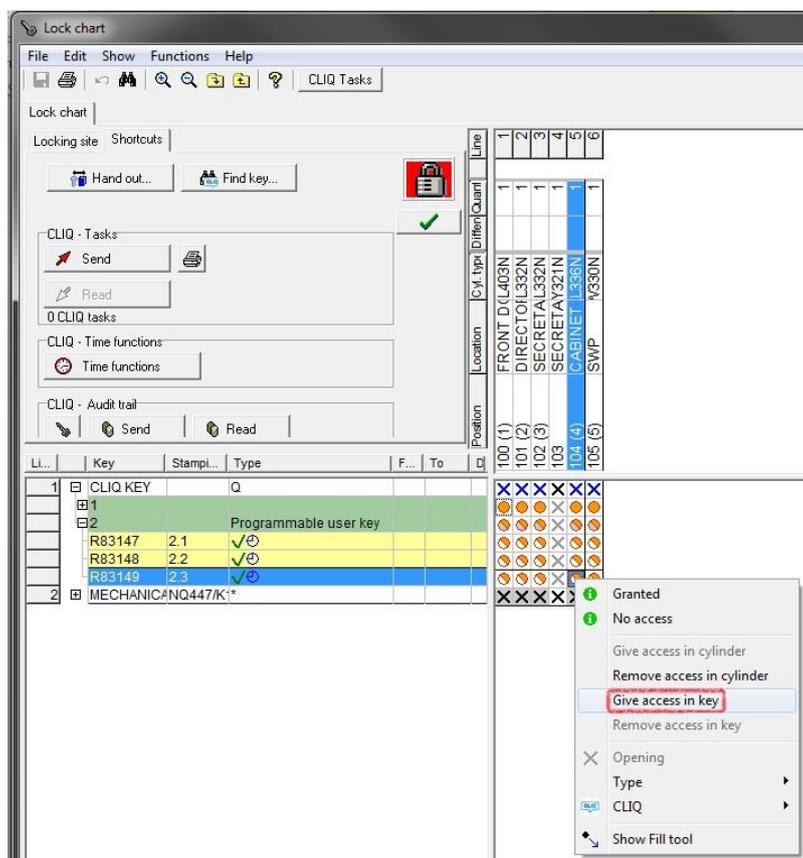

Step 2

Click Find key

The user key which is inserted in the right port of the programming device will now be highlighted.
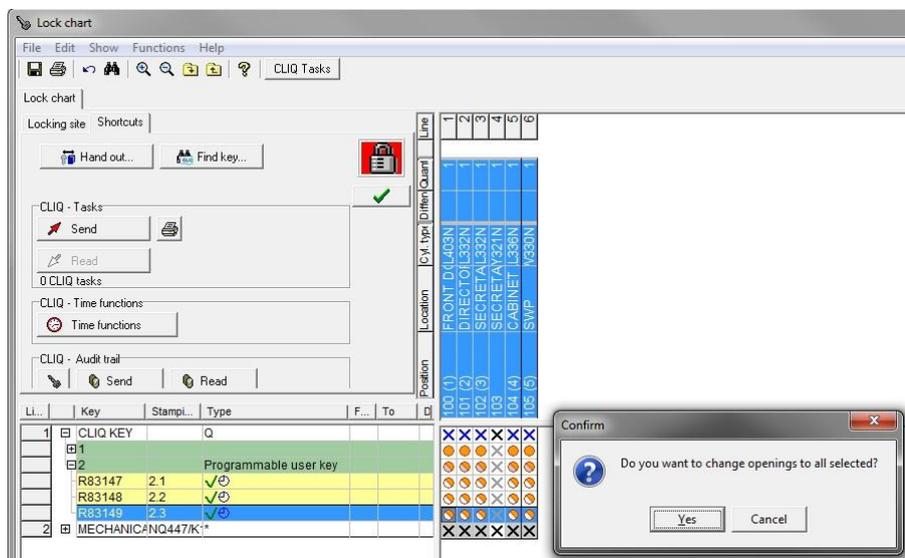
Step 3

Specify which cylinders this key shall be able to open by right-clicking on cell in the lockchart and then "Give access in key".
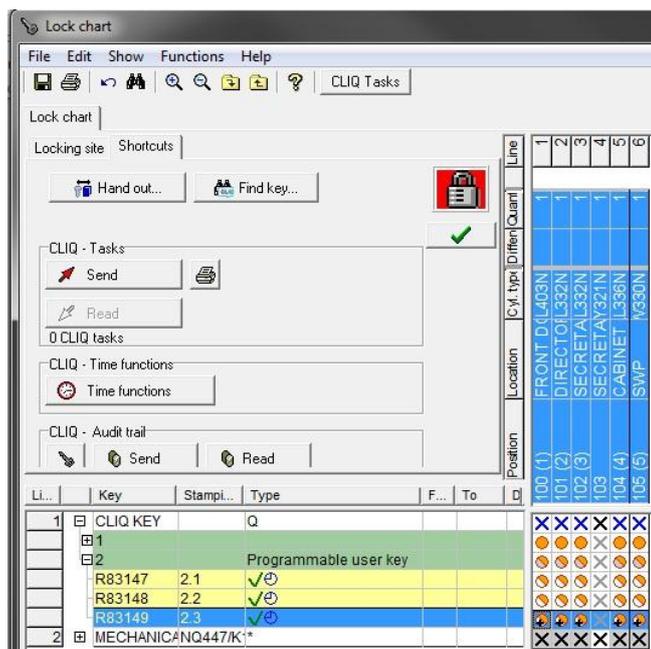

Click "OK".

You can also do bulk changes by highlighting the cells in the lockchart that you would like to alter and then click "space" on the keyboard. Click "Yes" on the question that pops up.
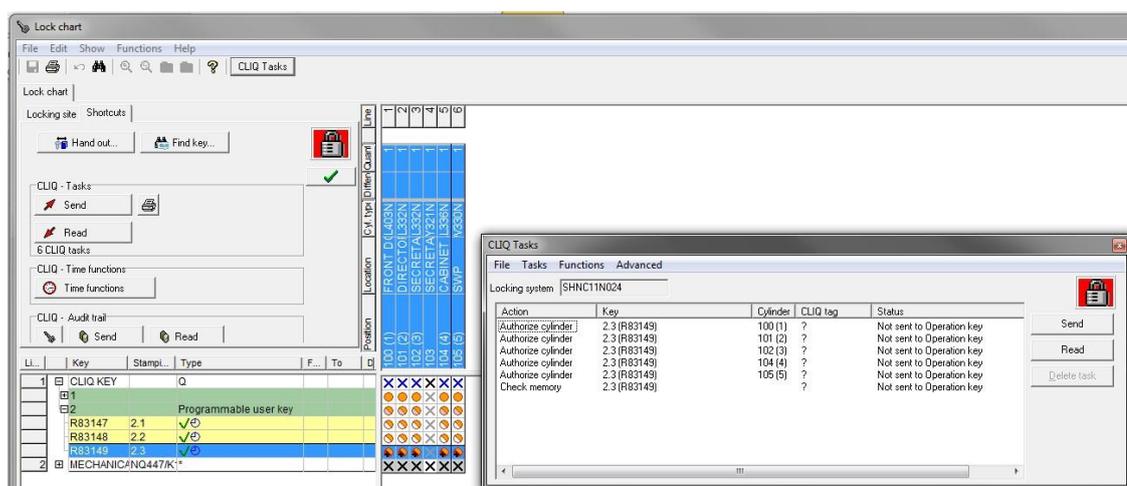
Step 4

The lockchart will now look like this if you selected all the cylinders.

Click on "CLIQ Tasks" at the top of the window. Click "OK" to save the changes. The CLIQ tasks will now be listed (see picture below).

Step 5

Make sure that the user key (2.3 in the example above) is inserted the Programming Device.

Click Send. You might need to type the PIN code for the programming key.

Key number 2.3 in the example above will now be able to open all the cylinders in this example system. This is indicated by the filled orange circle in the lockchart.

Step 6

Now programme the other user keys the same way by inserting them in the programming device and then writing your selection of cylinders into the key's LOAL.

Best regards