Kit Instructions

Security Door Electronic Lock

7360-K051
Issue A

The product described in this document is a licensed product of NCR Corporation.

NCR is a registered trademark of NCR Corporation. NCR FastLane SelfServ™ Checkout is a trademark of NCR Corporation in the United States and/or other countries. Other product names mentioned in this publication may be trademarks or registered trademarks of their respective companies and are hereby acknowledged.

The terms HDMI and HDMI High-Definition Multimedia Interface, and the HDMI Logo are trademarks or registered trademarks of HDMI Licensing LLC in the United States and other countries.

Where creation of derivative works, modifications or copies of this NCR copyrighted documentation is permitted under the terms and conditions of an agreement you have with NCR, NCR's copyright notice must be included.

It is the policy of NCR Corporation (NCR) to improve products as new technology, components, software, and firmware become available. NCR, therefore, reserves the right to change specifications without prior notice.

All features, functions, and operations described herein may not be marketed by NCR in all parts of the world. In some instances, photographs are of equipment prototypes. Therefore, before using this document, consult with your NCR representative or NCR office for information that is applicable and current.

To maintain the quality of our publications, we need your comments on the accuracy, clarity, organization, and value of this book. Please use the link below to send your comments.

EMail: FD230036@ncr.com

Copyright © 2020
By NCR Corporation
864 Spring St. NW
Atlanta, GA 30308
United States
All Rights Reserved

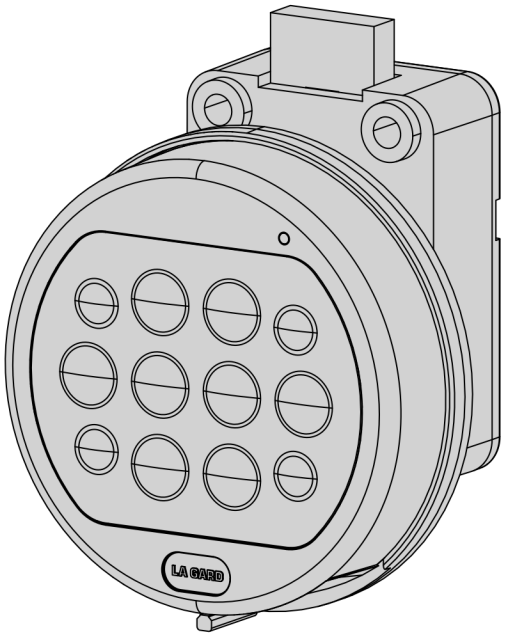
Revision Record

Issue	Date	Remarks
A	Sep 2020	First Issue

Security Door Electronic Lock (La Gard)

The Security Door Electronic Lock limits the access to the currency devices. This publication provides procedures for installing an Electronic Lock (La Gard) on the Security Door of an NCR FastLane SelfServ™ Checkout (7360) unit.

Kit Contents



Safe Basic Electronic Lock, La Gard

CCP-79245

	Part Number	Description
	497-0528448	7360-K051 Kit - La Gard Electronic Lock
	006-8627089	Safe Basic Electronic Lock, La Gard
*	497-0423108	Instructions-Kit (Reference Sheet)

* Items marked with an asterisk are not called out on the image.

Installation Procedure

To install the Electronic Lock (La Gard), do the following procedures:

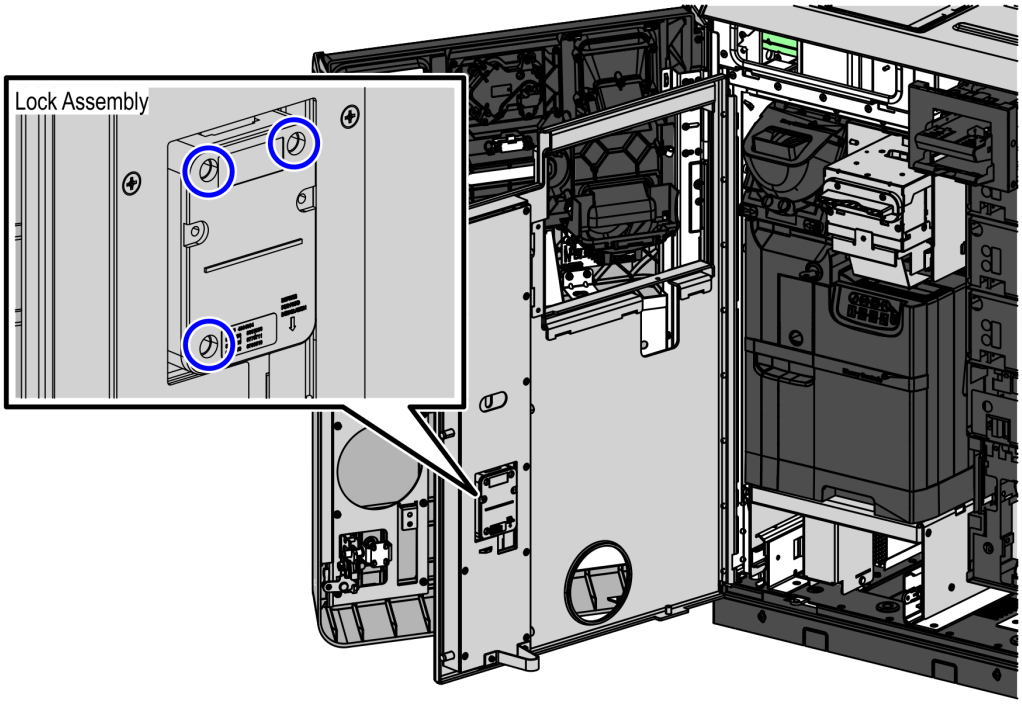
1. Remove the existing Security Door Lock. Depending on the type of Lock, refer to either of the following procedures:
   - *Removing Electronic Lock* on the facing page.
   - *Removing Keylock* on page 6.
2. Install the Electronic Lock (La Gard). For more information, refer to *Installing Electronic Lock* on page 8.

Note: To replace the Electronic Lock Battery, refer to *Replacing Electronic Lock Battery* on page 18.

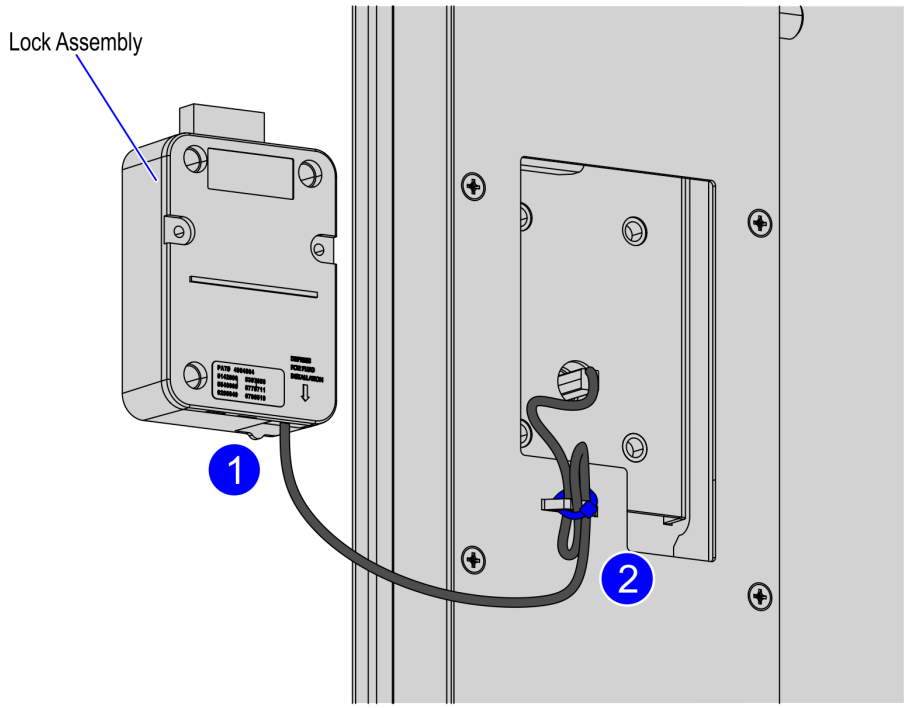
Removing Electronic Lock

To remove the Electronic Lock, follow these steps:

1. Open the Electronic Lock. For more information, refer to *Opening Electronic Lock* on page 14.
2. Remove the Lock Assembly by doing the following:
   a. Detach the Lock Assembly from the Security Door by removing three (3) bolts, as shown in the image below.

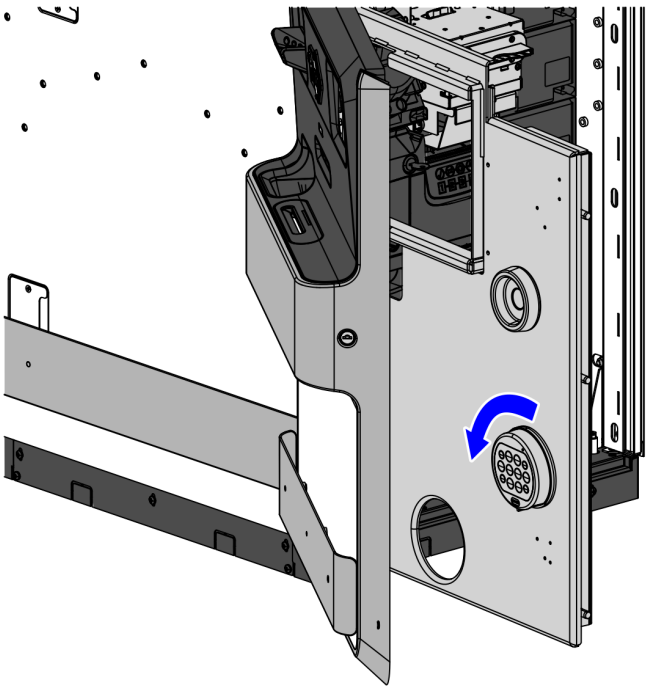


b. Disconnect the cable from the connector port of the Lock Assembly and then remove the excess cable secured on the bridge lance, as shown in the image below.



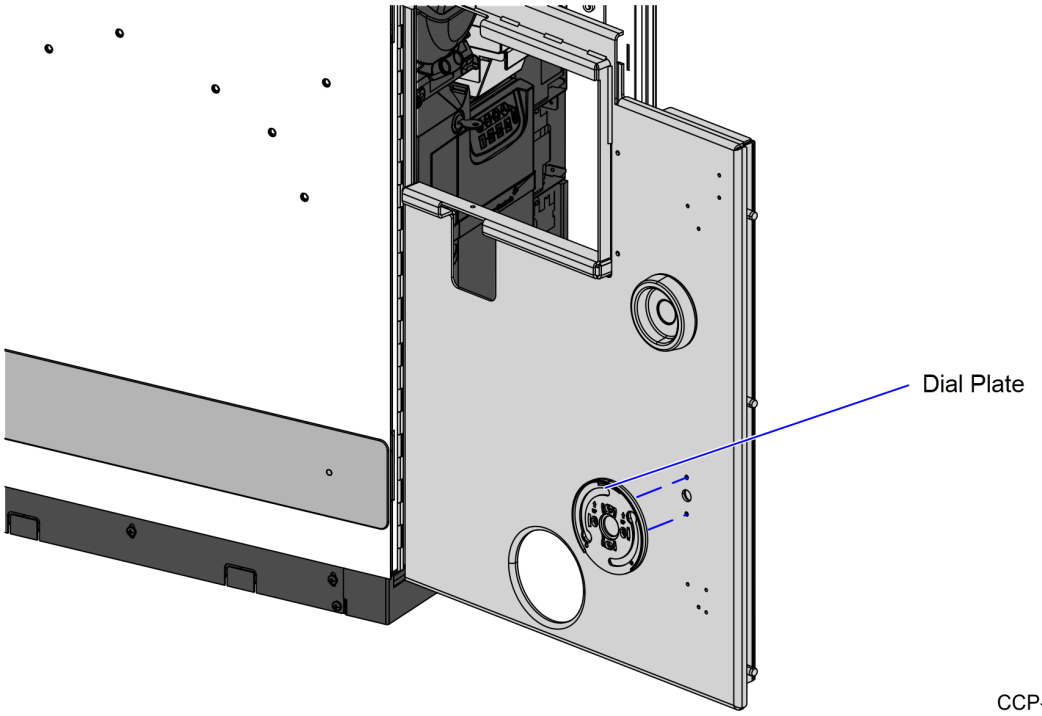
CCP-79231

3. Rotate the Entry Device Assembly at approximately 30° counterclockwise to disengage it from the Dial Plate, as shown in the image below.



CCP-79252

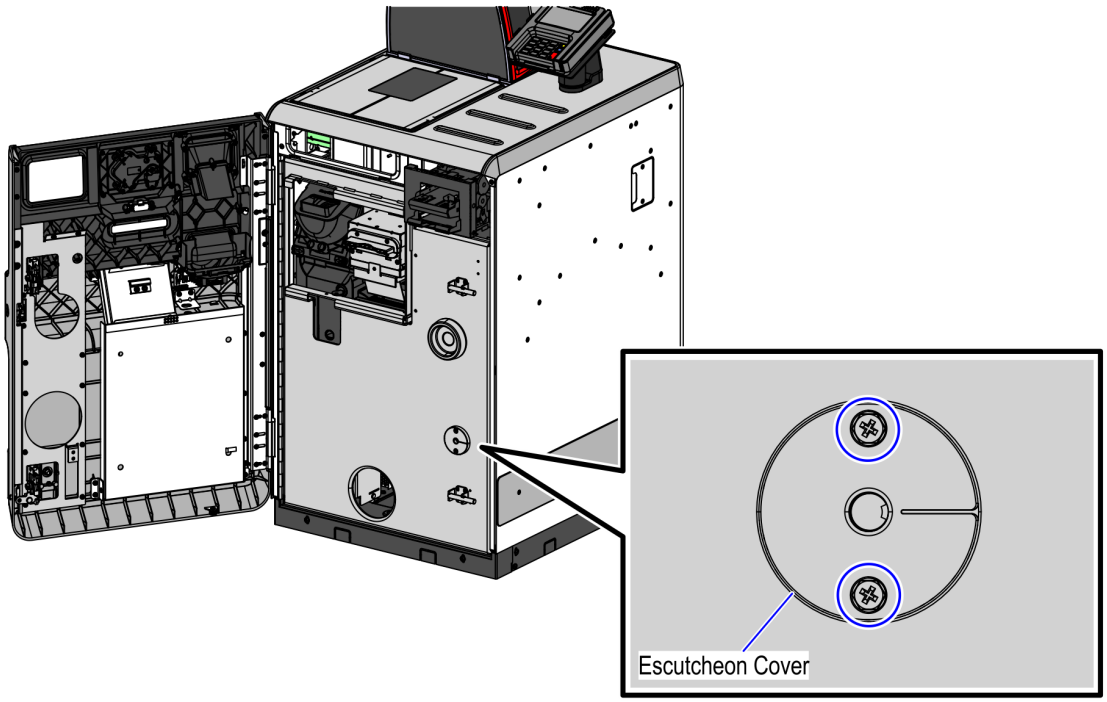
4. Detach the Dial Plate from the Security Door by removing two (2) screws, as shown in the image below.



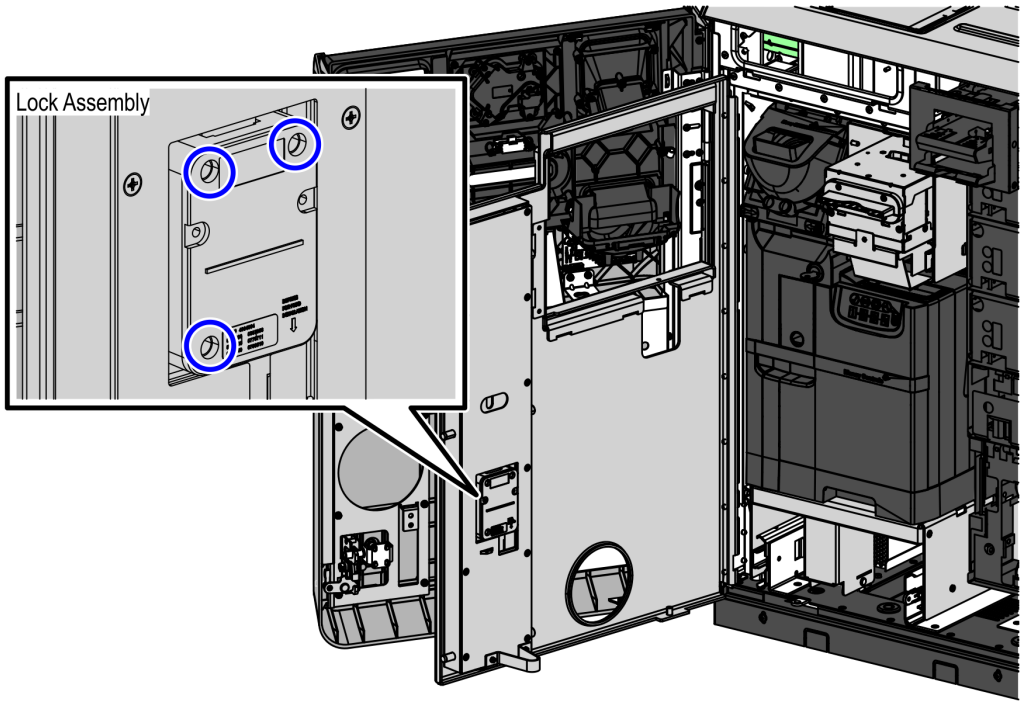
Removing Keylock

To remove the Keylock, follow these steps:

1. Open the Keylock. For more information, refer to *Opening Keylock* on page 16.
2. Detach the Escutcheon Cover from the Security Door by removing two (2) mounting screws, as shown in the image below.



3. Detach the Lock Assembly from the Security Door by removing three (3) bolts, as shown in the image below.

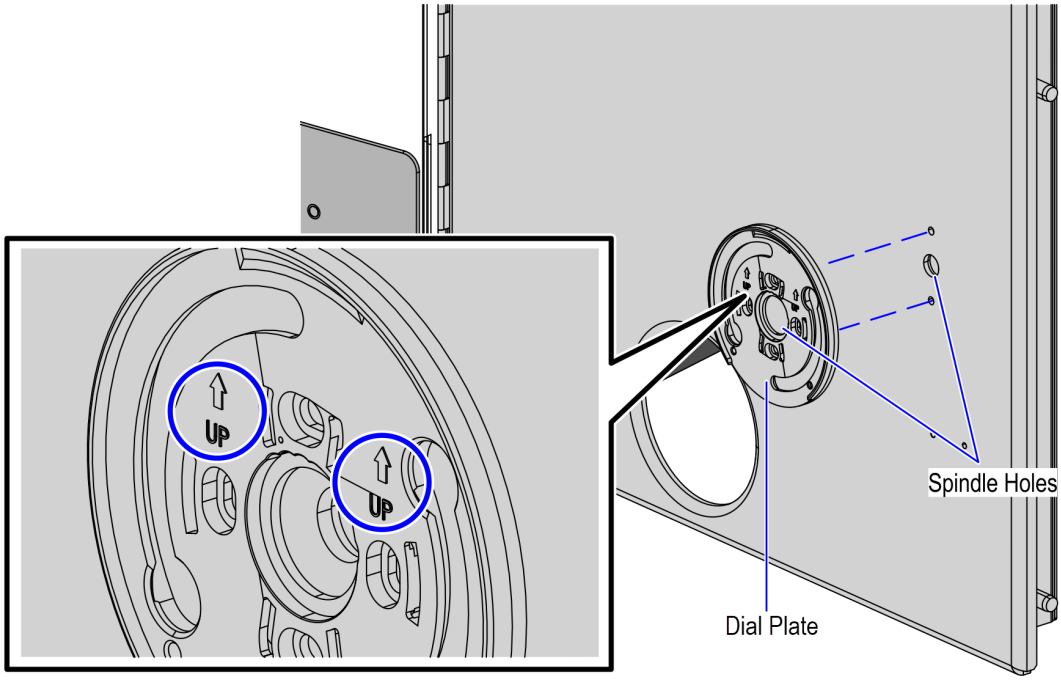


Installing Electronic Lock

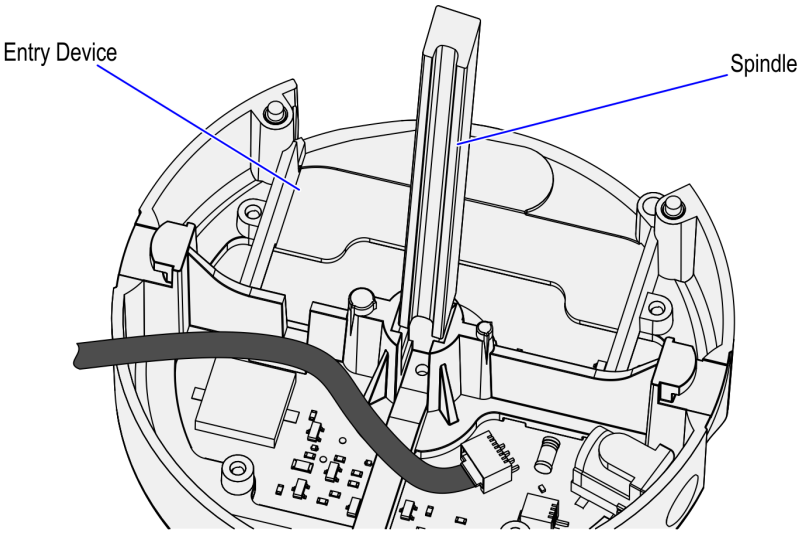
To install the Electronic Lock, follow these steps:

1. Remove the existing Electronic Lock, if necessary. Depending on the type of Lock, refer to either of the following procedures:
   - *Removing Electronic Lock* on page 3.
   - *Removing Keylock* on page 6.
2. Align the Dial Plate to the Spindle hole of the Security Door and then secure it using two (2) screws, as shown in the image below.

Note: Ensure that the Dial Plate is in its proper orientation with the UP labels pointing upwards.

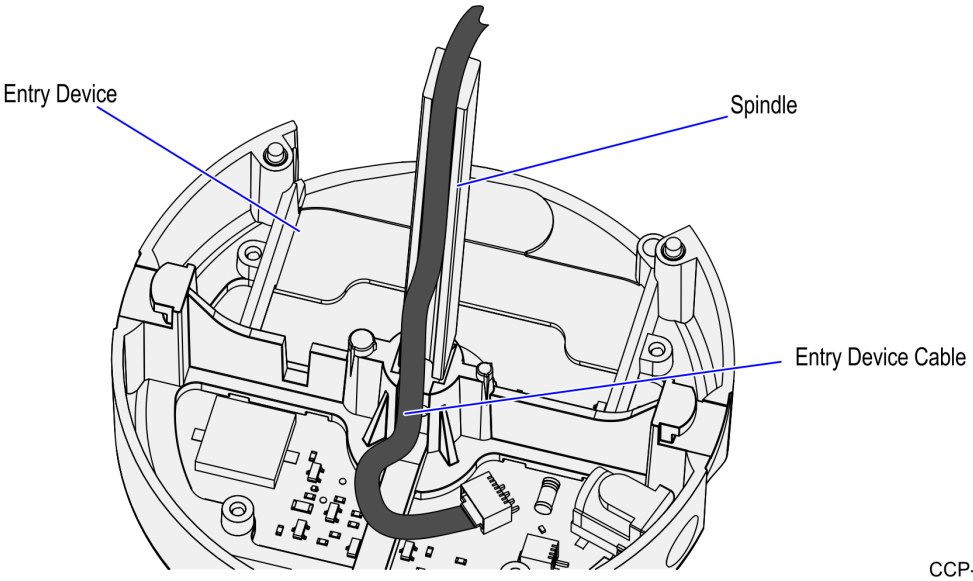


3. Assemble the Entry Device Assembly by doing the following:
   a. Insert the Spindle into the Entry Device and ensure that it is fully seated in the slot.



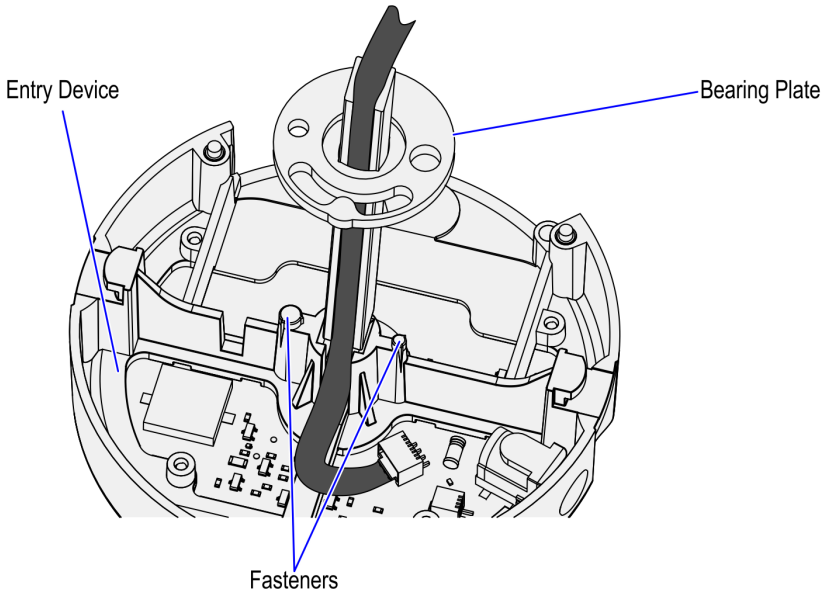
CCP-79246

   b. Route the Entry Device cable in the groove of the Spindle, as shown in the image below.



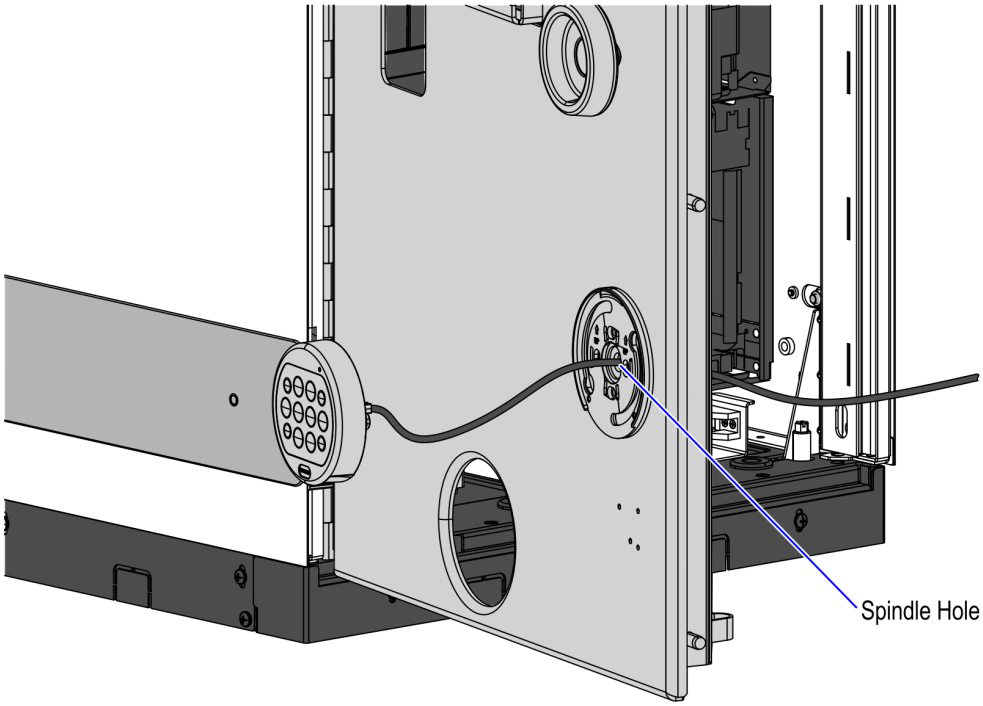
CCP-79250

c. Slide the Bearing Plate over the cable and spindle and then press onto the fasteners of the Entry Device.



CCP-79249

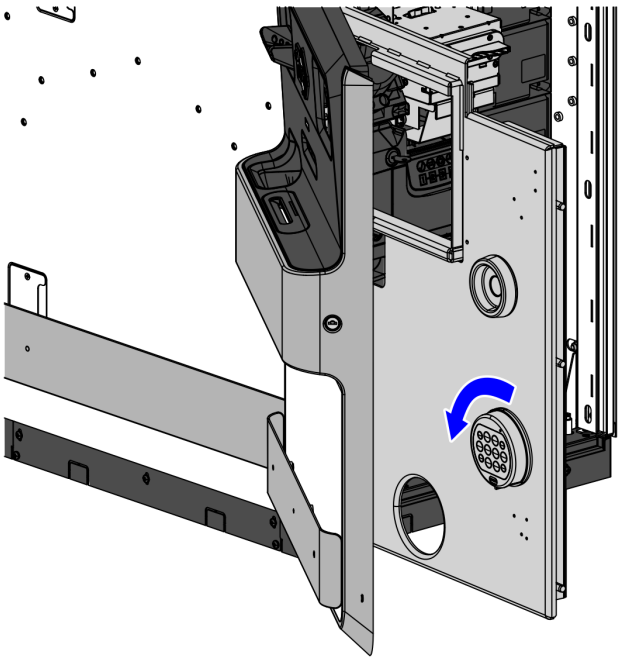
4. Feed the Entry Device Assembly cable through the Spindle hole, as shown in the image below.



CCP-79251

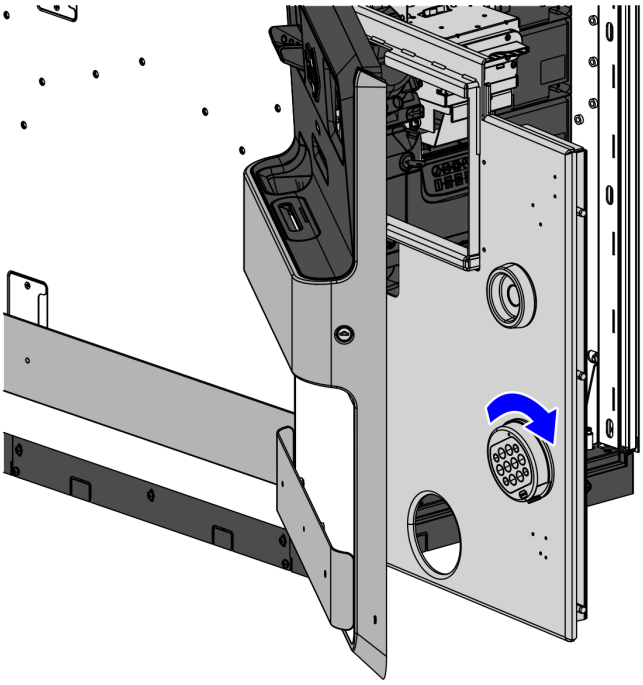
5. Secure the Entry Device Assembly to the Dial Plate on Security Door by doing the following:

   a. Rotate the Entry Device approximately 30° counterclockwise to engage its bushings into the large openings of the Dial Plate, as shown in the image below.



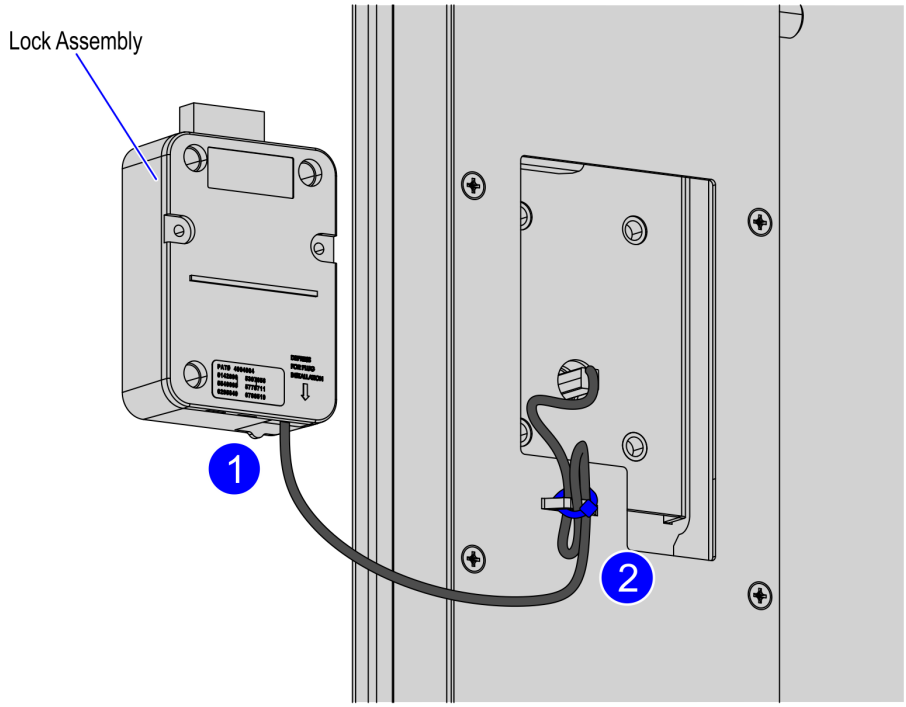
CCP-79252

   b. Turn the Entry Device clockwise until it is in vertical orientation.



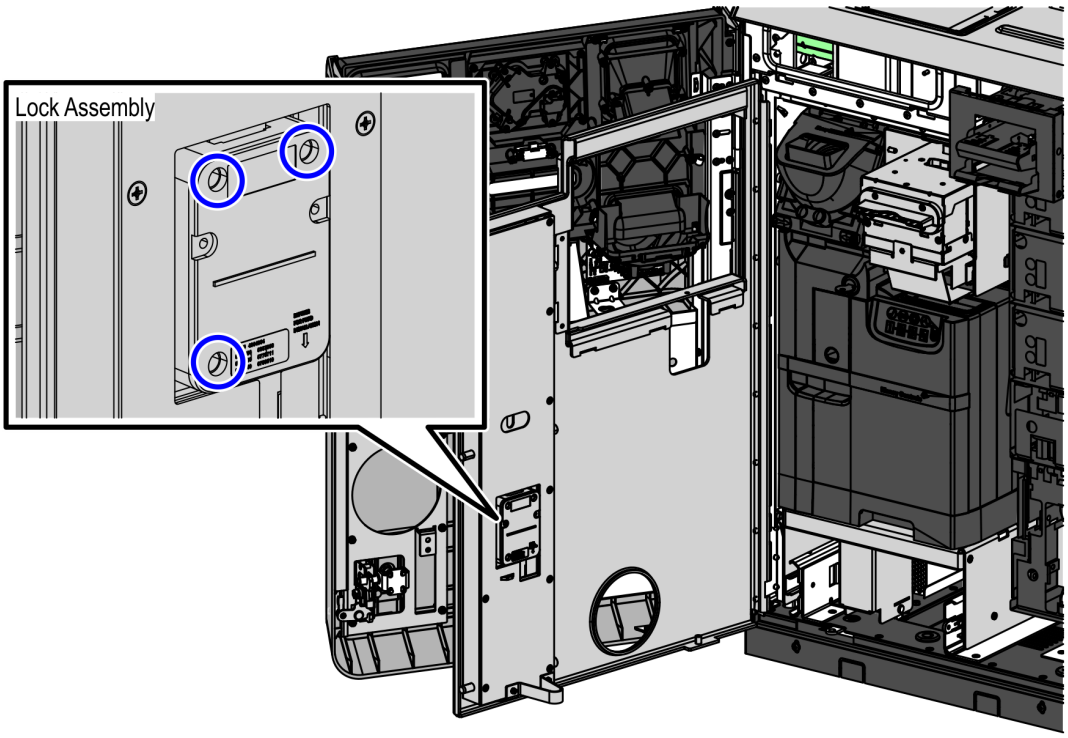
CCP-79247

6. Install the Lock Assembly by doing the following:
   a. At the back of the Security Door, pull the cable gently to ensure that there is no excess cable in the Spindle hole.
   b. Connect the cable to the connector port of the Lock Assembly and then secure the excess cable on the bridge lance of the Security Door.



CCP-79231

c. Align the Spindle hole of the Lock Assembly to the protruding Spindle and then secure the Lock Assembly on the door using three (3) bolts, as shown in the image below.

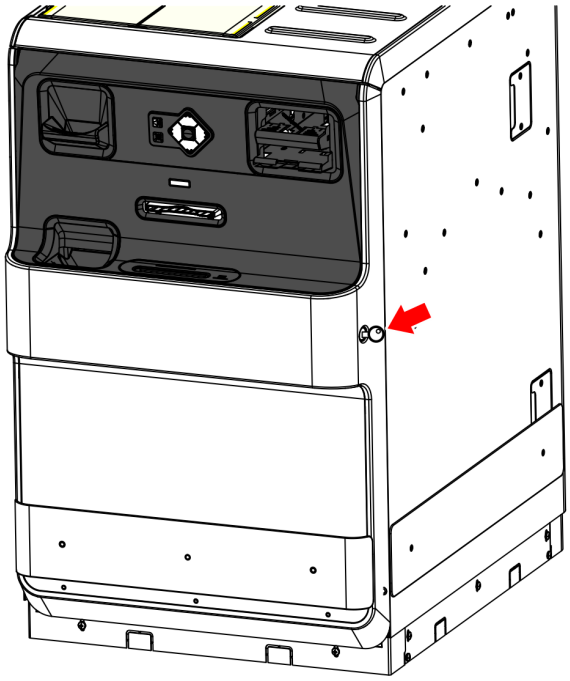


To change the combination of the Electronic Combination Lock, refer to *Changing Number Combination of Electronic Lock* on page 25.

Opening Electronic Lock

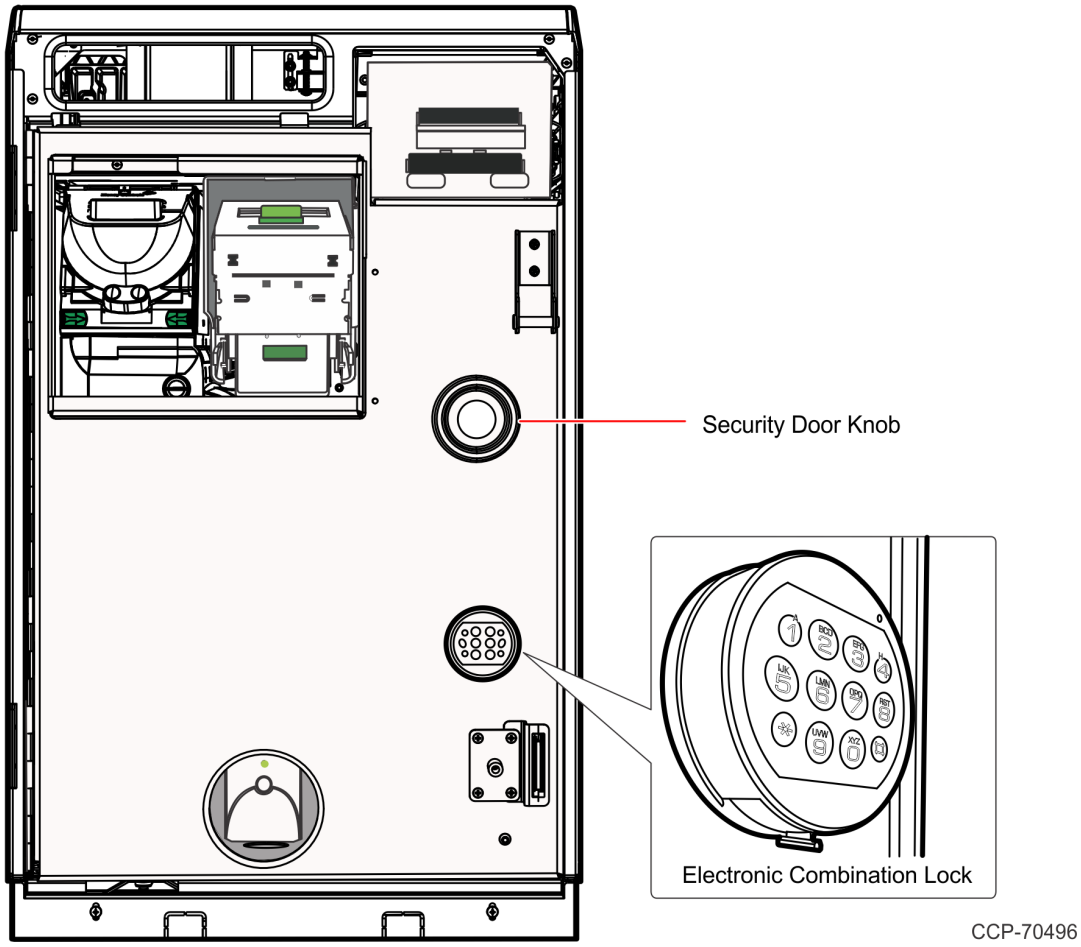
To open the Electronic Lock, follow these steps:

1. Access the Security Door by using a key to unlock and open the NCR FastLane SelfServ™ Checkout (7360) Cosmetic Door.



CCP-61338

2. On the Security Door, enter a valid combination in the Combination Lock. The Combination Lock LED flashes two times and beeps two times.



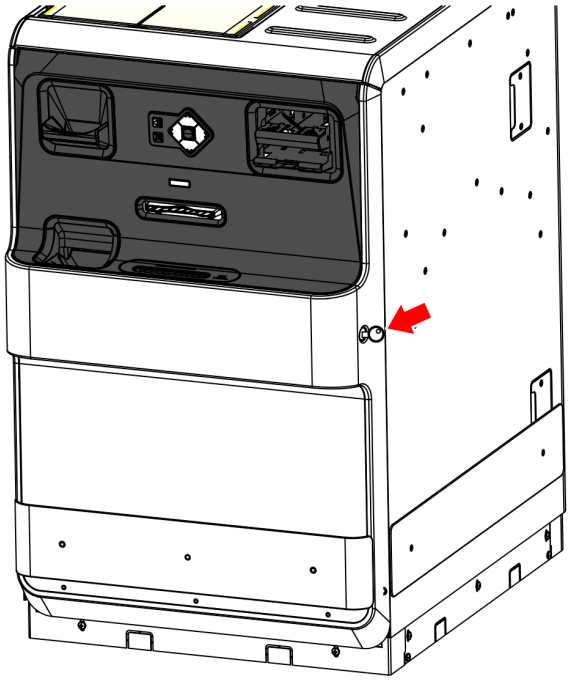
Note: If the combination is invalid, the Combination Lock LED flashes three times and beeps three times. Entering four consecutive invalid combination starts a five-minute delay period, during which the Lock LED flashes red at ten-second intervals. The five-minute delay period restarts after two more consecutive invalid combination entries.

3. Within four seconds, turn the Security Door Knob and Combination Lock to the open position and then open the Security Door.

Opening Keylock

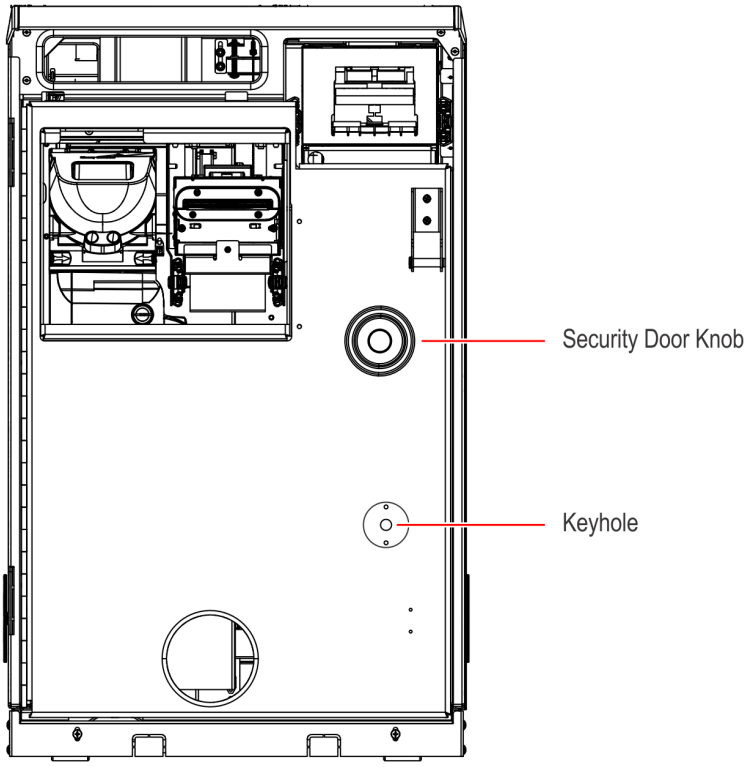
To open the Keylock, follow these steps:

1. Access the Security Door by using a key to unlock and open the NCR FastLane SelfServ™ Checkout (7360) Cosmetic Door.



CCP-61338

2. On the Security Door, insert the Setup Key or current Operating Key into the keyhole.



⚠ **Caution:** Do not force the key into the lock to avoid causing permanent damage to the Lock or the Key. Do not apply inward or outward axial force to the Key once it is inserted to avoid causing the Lock from opening incorrectly.

3. Turn the Key to the Right until it stops and the bolt is retracted.
4. Turn the Security Door Knob and Keylock to the open position and then open the Security Door.

Replacing Electronic Lock Battery

If the Combination Lock LED flashes and beeps repeatedly when the door is open, the battery is low and needs to be replaced. It is recommended to replace the battery at least once per year. Replacing the Electronic Lock battery involves the following procedures:

- *Removing Electronic Lock Battery* on the facing page.
- *Installing Electronic Lock Battery* on page 22.

Note: Use one (1) 9–Volt alkaline battery only. Use of a high quality, name brand battery (Energizer® or Duracell®) is recommended.

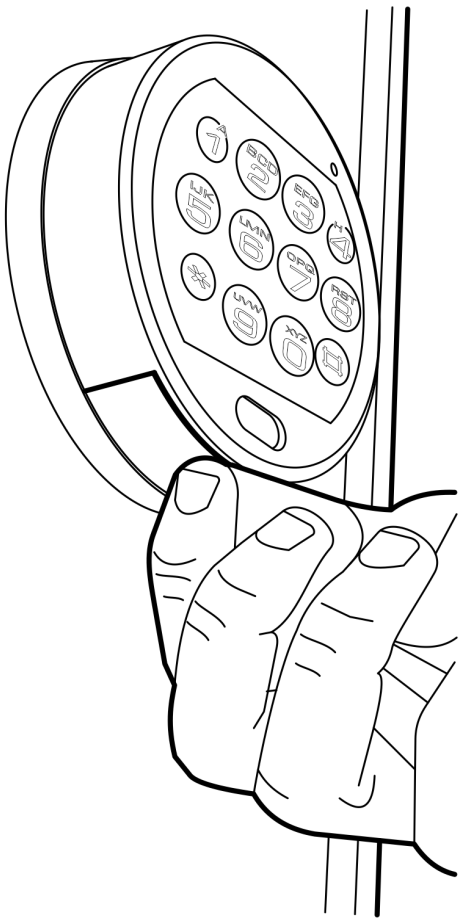
Removing Electronic Lock Battery

If the Combination Lock LED flashes and beeps repeatedly when the door is open, the battery is low and needs to be replaced. It is recommended to replace the battery at least once per year.

Note: This procedure assumes that the battery is depleted and the lock cannot be opened.

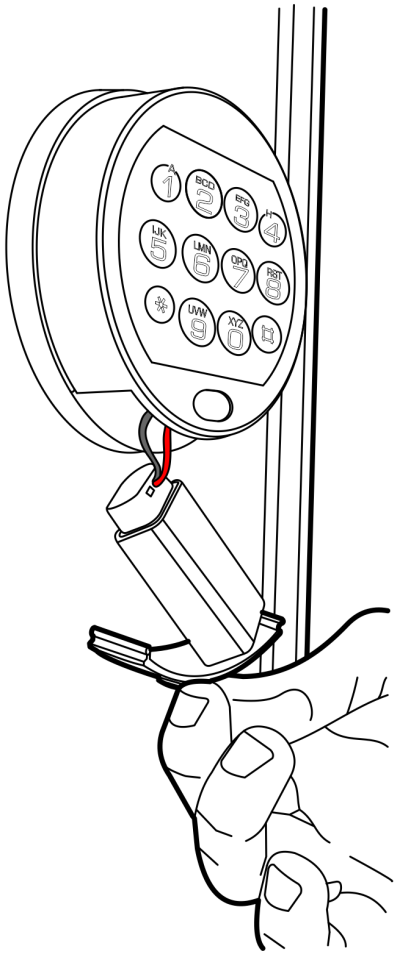
To remove the battery, follow these steps:

1. At the bottom of the keypad, remove the black plastic battery compartment cover by gently pulling downward on its handle.



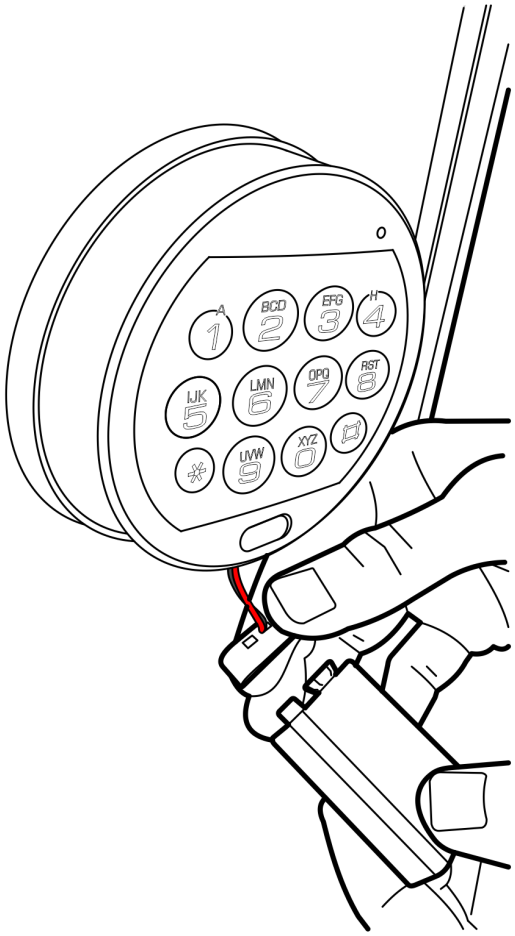
CCP-61824

2. Allow the battery and its attached leads to drop down and out of the battery compartment. If the battery does not drop, gently pull on the battery until it drops out.



CCP-61825

3. Unsnap the battery terminals from the battery clip.



CCP-61826

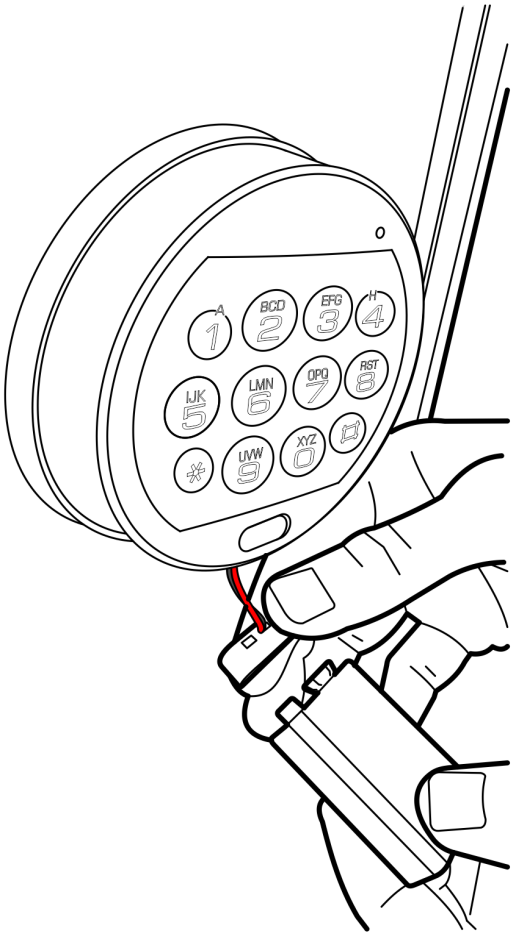
Installing Electronic Lock Battery

If the Combination Lock LED flashes and beeps repeatedly when the door is open, the battery is low and needs to be replaced. It is recommended to replace the battery at least once per year.

Note: Use one (1) 9–Volt alkaline battery only. Use of a high quality, name brand battery (Energizer® or Duracell®) is recommended.

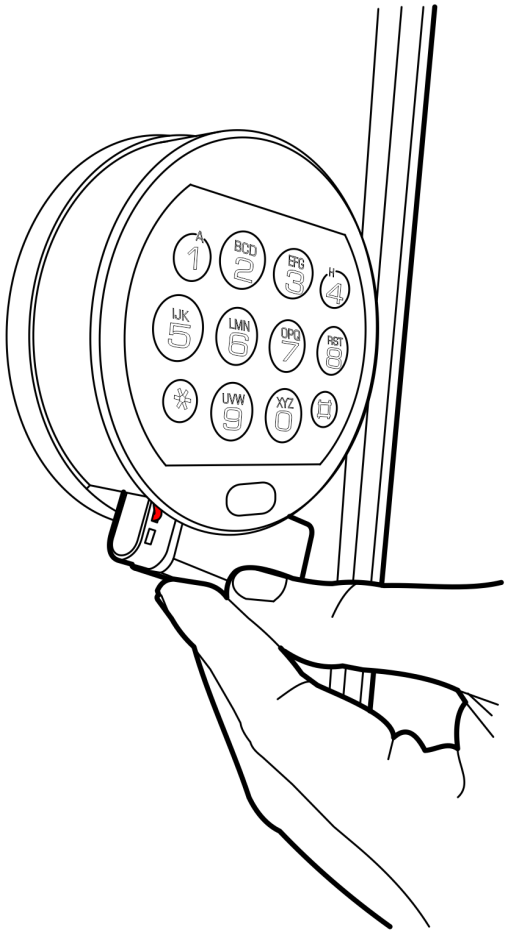
To install the battery, follow these steps:

1. If necessary, remove the existing battery. For more information, refer to *Removing Electronic Lock Battery* on page 19.
2. Connect a new 9–Volt Alkaline battery to the battery clip.



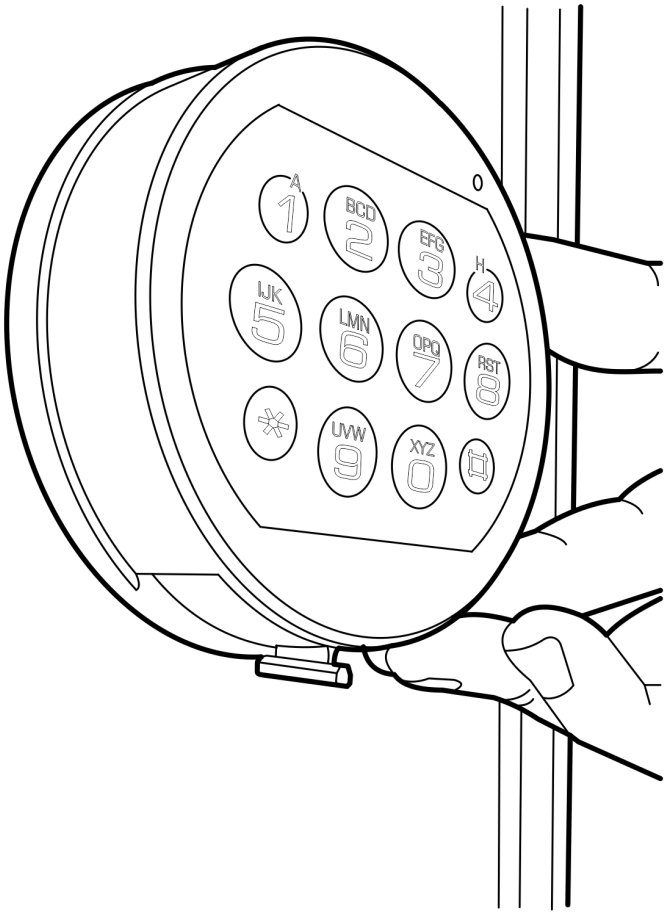
CCP-61826

3. Press and hold the zero (0) key for ten (10) seconds before installing the new battery.
4. Gently push the battery and leads completely into the battery compartment.



CCP-61827

5. Install the battery cover by placing one side of the cover in positon first and then gently pressing the other side into place.



CCP-61828

Changing Number Combination of Electronic Lock

To change the combination of the Electronic Combination Lock of the NCR FastLane SelfServ™ Checkout unit, follow these steps:

Caution: Ensure that the Security Door is open before performing this procedure. For more information, refer to the *Opening Electronic Lock* on page 14.

1. Enter six 0s.
2. Enter the existing six digit combination once. The Combination Lock LED flashes two times and beeps two times.

Note: If the combination is invalid, the Combination Lock LED flashes three times and beeps three times.

3. Enter the new six digit combination twice.

Note: If the Combination Lock LED flashes three times and beeps three times, the old combination is still valid.

4. Close the Security Door by turning the Security Door Knob to the right and then pulling the door outward.

Note: Test the lock operation several times before closing the door.

For more information about the electronic combination lock, refer to the following documents from La Gard:

- *La Gard 3750 Electronic Entry Device User Operating Instructions* (BCC5-0000-5207)
- *La Gard Basic Series Manager Programming Instructions* (BCC5-0000-5208)