

Editing Records

To edit a record, you must be in **Programming Mode**. Refer to *Entering Programming Mode* on page 2 for instructions


Step 1: Enter Edit Record mode



Add New Record
>Edit Record

1. Press (scroll up) or (scroll down).
2. Press when the arrow is pointed beside "Edit Record". The display enters Edit Record mode.

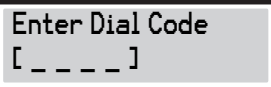
Step 2: Select record



1000 >
1001

1. Press (scroll up) or (scroll down) to find the record you want to change.
2. Press when the arrow is beside the record you want to change. The display now enters the record. *Note: Records are listed according to resident dial code.*


Step 3: Enter Dial Code



Enter Dial Code
[_ _ _ _]

- If you want to change the dial code, enter a code that is between 1 to 4 digits long. Press to save and continue.
- If you do not want to change the dial code, press to continue.

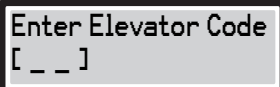
Step 4: Enter Telephone Number



Enter Telephone No.
[_ _ _ _ _ _ _ _]

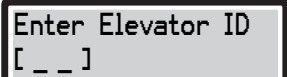
- If you want to change the telephone number, enter the number. Press twice to save and continue.
- If you do not want to change the telephone number, press twice to continue.

Step 5: Enter Elevator Code




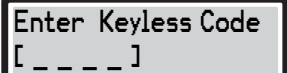
Enter Elevator Code
[_ _]

- If elevator control is not being used, press to continue.
- If elevator control is being used, please contact your technician for assistance.



Step 6: Enter Elevator ID

Enter Elevator ID
[_ _]


- If elevator ID is not being used, press  to continue.
- If elevator ID is being used, please contact your technician for assistance.

Step 7: Enter Keyless Code

Enter Keyless Code
[_ _ _ _]

- If keyless codes are being used, enter the 4-digit code. Press  to save and continue.
- If keyless codes are not being used, press  to continue.

You have successfully edited the record. The display now returns to the previous menu.

- To *edit another record* repeat steps 2 through 7.
- To *exit the Edit Record mode*, press  to return to the programming menu.