

CESeasy

Remote control



Configuration and Operating Manual

 English

Version VB

BRO2278-2

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1 Preliminary remarks

1.1 About this manual

CESeasy devices are managed on the web platform. There, various account types are available which offer different functions. The functions you need depend on your role.

If certain pieces of information or functions are relevant only for a certain role, this is always marked in the manual.

Account	Role
 Lock owner account	Lock owner
 Lock owner account with building management function	Building manager
 Organisation account	Organisation manager
 Employee account	Employees

 Managing remote controls requires a lock owner account. For details, please refer to the [manual for the CESeasy web platform](#).

1.2 For your safety

1.2.1 Basic safety instructions

Operation

- Remote controls are not protected against moisture or dirt penetrating them and therefore are suitable only for use in dry and clean rooms.

Notes on dealing with batteries

- Before inserting the batteries, check whether the contacts in the device and on the batteries are clean. Otherwise, clean them. Do not touch the contacts after the cleaning process.
- When inserting the batteries, ensure that the polarity is correct (+/-).
- Never try to recharge the batteries. There is a risk of explosion!

- Do not short-circuit the batteries.
- Store batteries in a cool and dry place. Direct heat may damage the batteries. Therefore, do not expose battery-operated devices to any strong heat source, and do not throw the batteries into fire.
- If you do not use devices for a longer time, take out the batteries.
- Remove leaking batteries immediately from the device. Clean the contacts before inserting new batteries. There is danger of injury from battery acid.
- Remove the empty batteries from the device.
- Recycle the empty batteries.

1.2.2 EU Declaration of conformity

You can find the EU Declaration of conformity on the Internet at www.ces.eu.

1.3 Manufacturer and service

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2 CESeasy remote controls

2.1 About remote controls



A remote control allows you to control motor cylinders and door controllers without the CESeasy app. The remote control has three buttons, whose function you can define yourself.

When do you additionally need the CESeasy app?

In addition to the CESeasy app, you can also use remote controls. However, you still need the CESeasy app to transfer settings you have changed on the web platform to your locks:

- If you have added or deleted a remote control
- If you have changed the functions of the buttons
- If you want to see in the logbook on the web platform when a lock was controlled by a remote control

Whenever the lock is opened or closed with the CESeasy app, the settings are transmitted to the lock.

To which accounts can you add remote controls?

Remote controls can only be added to lock owner accounts (with or without building management).

In this account, the function “Lock management” has to be activated for at least one of your locks, see ["Meaning of the function "lock management" for remote controls"](#) on page 11.

Which locks can you control with the remote control?

A remote control allows you to control motor cylinders and door controllers without the CESeasy app.

You can only assign locks to the buttons of the remote control which are saved in the same account as the remote control.

You can only assign locks to the buttons of the remote control for which the function “Lock management” is activated, see ["Meaning of the function "lock management" for remote controls"](#) on page 11.



If a lock has been controlled by the buttons of the remote control *before* “Lock management” expired, the button function remains unchanged also after expiry of the “lock management”.

Does the fact that a remote control is added use up keys?

Neither adding remote controls nor assigning locks to the remote control buttons uses up any keys of your lock owner account. If e.g. you have issued all five keys you have received with your lock, you still can add a remote control and operate the lock with the remote control, without having to buy additional keys.

However, technically speaking, every button which is used to operate a lock constitutes an "access group" (see below) and therefore requires some key memory capacity in the lock.

Information about the maximum number of keys per lock

Because of a limited memory capacity a lock can be operated by a maximum of 600 access groups.

An access group consists of either:

- 1 key (the key you issue via your lock owner account)
- 1 remote control button
- up to 65,000 employee keys

How big is the remote control range?

The remote control range depends on various factors:

- The lock environment (building materials of doors, walls, etc.)
- The remote control environment (the way it is held, if it is used inside or outside, etc.)
- The surrounding environment between lock and remote control (doors and walls between them, further radio signals in the surroundings which could influence the communication, etc.)

Can one remote control be added to several lock owner accounts?

Yes. In contrast to locks which can only be included in one account, it is possible to add remote controls to *several* accounts. Therefore, it is possible to operate locks from different accounts with one remote control.

Can one button control several locks?

In your lock owner account you can define *one* function for *one* lock for one button. If the remote control has been added to another account, also in this account *one* function can be defined for *one* lock and one button. Therefore, one button can control *two* or more locks. The function of the button can vary.



Please note before assigning several functions to one button:

If the locks are located too close to each other, all locks will be controlled *at the same time* when pressing the button. This may lead to undesired effects. You should keep a distance of at least **500m** between the locks which are controlled by one and the same button.

3 Batteries

3.1 Required battery

The remote control already contains a **CR1632 lithium battery** when it is delivered.

3.2 Battery consumption

The battery consumption depends on its usage. If used to a normal extent, the battery will last for several years.

3.3 Battery replacement

If the battery needs to be replaced, please refer to the CES service, or you can do it yourself.

1. Loosen the screw on the back of the remote control with a TORX TX6 screwdriver, and open the casing.
2. Carefully lift the circuit board, and take out the old battery.
3. Insert a new CR1632 lithium battery, and reinsert the circuit board.

 Touching the battery with bare hands may lead to reduced battery life. Therefore, use a cloth or plastic gloves when inserting the battery.

4. Close the casing, and tighten the screw.

The battery has now been changed.

3.4 Battery disposal

See "[Disposal](#)" on page 16.

4 Administration

-  You need a lock owner account to manage remote controls. For details, please refer to the [manual for the CESeasy web platform](#).

4.1 How to add remote controls

Your role:  lock owner

1. Log into your lock owner account on www.myceseasys.eu.

2. Click on the tab “My remote controls”.

All remote controls which have already been added are shown in this tab.

3. Click on “Add”.

4. Enter the required data.

Registration code

The registration code is indicated on the back of the remote control.

Issued on

The name of the person to whom you have issued the remote control.

5. Click on “Continue”.

Now, the remote control has been added to your account and will be displayed under “My remote controls”. Before you can use the remote control, you have to define the functions of its buttons.

4.2 Button assignment

Your role:  lock owner

The CESeasy remote control has three buttons with symbols: 

Per button you can define one lock to be controlled, and the function which is to be triggered for this lock.

1. Log into your lock owner account on www.myceseasys.eu.

2. Click on the tab “My remote controls”.

All remote controls which have already been added are shown in this tab.

3. Click on “Options” next to the remote control in question.

4. Now you can define which of the various buttons controls which lock, and which kind of function is to be triggered by this button.

none	No function defined for this button
Open	Opens the door.
Close	Closes the door.
Lock	Activates the night locking mode  Please take note of the information on " Night locking mode " on page 13.
Privacy mode ON	Activates the privacy mode (see " Privacy mode " on page 14)
Privacy mode OFF	Deactivates the privacy mode

5. Click on “Save”.

The settings are now saved on the web platform, but they are not transmitted to the lock yet.

 Important: These changes have to be transmitted to the lock via the CESeasy app. You can wait until this happens within the normal use of the system, or you can transmit the changes directly yourself (see below).

 If you have assigned different locks to the buttons, you have to transmit the changes to every lock concerned.

How to transmit the changes to a lock:

1. Open the CESeasy app on your smartphone.

2. Refresh the keys in your app by clicking on “Refresh keys” in the menu.

 When the keys are refreshed, at the same time all current lock settings are transferred from the web platform to the CESeasy app.

3. To transmit the changes, open and close the lock once.

 If the changes apply to several locks, you have to open and close **each** of the locks.

Now, all changes have been transmitted to the lock.

-  If you are not able to select a lock in order to assign it to a key, the function “lock management” has expired; please refer to "[Meaning of the function "lock management" for remote controls](#)" on the facing page.

4.3 How to delete remote controls

Your role:  lock owner

1. Log into your lock owner account on www.myceseasys.eu.

2. Click on the tab “My remote controls”.

All remote controls which have already been added are shown in this tab.

3. Click on “Options” next to the remote control in question.

The window “Remote control” opens.

4. Click on “Delete”.

5. Confirm the security prompt with “Continue”.

Now, the remote control has been deleted from your account, but not from the lock.

 Important: For “Delete” to come into effect, these changes have to be transmitted to the lock via the CESeasy app. You can wait until this happens within the normal use of the system, or you can transmit the changes directly yourself (see below).

 If you have controlled several locks with the remote control, you have to transmit the changes to every lock concerned.

 If the remote control in question is in use in other accounts too, it is *not* deleted from these accounts.

How to transmit the changes to a lock:

1. Open the CESeasy app on your smartphone.

2. Refresh the keys in your app by clicking on “Refresh keys” in the menu.

 When the keys are refreshed, at the same time all current lock settings are transferred from the web platform to the CESeasy app.

3. To transmit the changes, open and close the lock once.

 If the changes apply to several locks, you have to open and close **each** of the locks.

Now, all changes have been transmitted to the lock.

4.4 Remote controls and organisation management

Remote controls cannot be issued to organisations. Therefore, a remote control cannot be used as a key to the organisation. For this reason, it is not important if the function “Key to organisation” has been assigned to the lock you open and close with a remote control, or not.

4.5 Remote controls and building management

Remote controls are not included in building management. If you control a private lock with a remote control, you just control this specific lock and not the shared locks of the entire building.

Example: Your front door lock is a private lock in a building. The lock of the entrance door is located in the same building and has been released. For this reason, you automatically issue a key for the entrance door when you issue one for your front door. However, if you use a remote control to open and close your front door, you can *only* control your front door lock, *not* the entrance door lock.

4.6 Meaning of the function "lock management" for remote controls

 The “Lock management” function is part of the locks as delivered by CESeasy.

The “Lock management” function allows you to manage your locks for 5 years on the web platform without any restrictions. You can extend it for another five years by buying an additional “Lock management” function.

When “Lock management” has expired, lock management will be restricted:

- You can no longer issue keys for this lock, you can only retrieve them. (The keys issued before this period expired are preserved)
- It is no longer possible to link a lock to a button of the remote control. (Buttons linked to a lock before this period expired are preserved)
- If no lock in your account has the “Lock management” function any longer, you can no longer add a remote control.
(The remote controls added before this period expired are preserved)

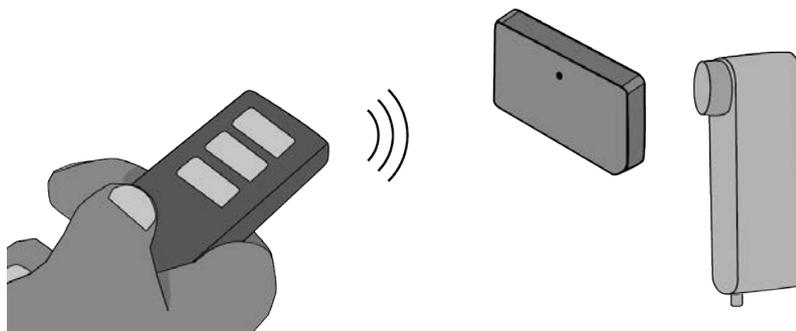
 “Lock management” is linked to each lock.

-  The time starts to run upon the first lock registration. If you delete a lock, the functions linked to it continue to be activated, and time continues to run. If this lock is registered again, it is added to the account with the remaining time.

-  If you have activated the "5 additional keys" function for a lock, you can issue and retrieve these keys for the lock in question only within the validity period. The additional keys do not prolong the term of expiration.

5 How to use it

A remote control allows you to control motor cylinders and door controllers without the CESeasy app.



Please go near the lock and press one of the buttons. The functions assigned to each button have been defined in the lock owner account to which the lock in question belongs.

The following functions are available:

- To open and close
- To activate the night locking mode (see "[Night locking mode](#)" below)
- To activate the privacy mode (see "[Privacy mode](#)" on the next page)
- To deactivate the privacy mode

5.1 Night locking mode

If in night locking mode, the motor cylinder locks the door, which then no longer can be mechanically opened. If someone tries to turn the rotary knob in the opening direction, the motor cylinder exerts some force turning it in the closing direction. The night locking mode is a break-in resistance property intended e.g. to prevent someone from turning the rotary knob of the motor cylinder from the outside through the mail slot.

 The night locking mode is deactivated when the lock is opened by remote control or the CESeasy app.

 To be able to open a door which is in night locking mode, you must have a remote control or the CESeasy app. In an emergency, this could lead to life-threatening situations!

 Before you activate the night locking mode, be sure to note all requirements concerning escape routes and fire protection (e.g. certain doors must not be locked).

-  When in night locking mode, the motor prevents the knob from being manually turned by exerting force in the opposite direction. This uses a lot of battery energy, which is why they may empty more quickly when in night locking mode.

5.2 Privacy mode

When the privacy mode is activated, the employees of an organisation cannot open the lock. The lock can be opened only with keys which you have issued directly to someone.

Example: You have issued a key to a nursing service, which passes on the key to several employees. You have issued two additional keys to your children. When you activate the privacy mode, the employees of the nursing service can no longer open your lock. However, your children can still open the lock, because they have received the key directly from you.

-  When in privacy mode, the lock can still be opened manually or via remote control.

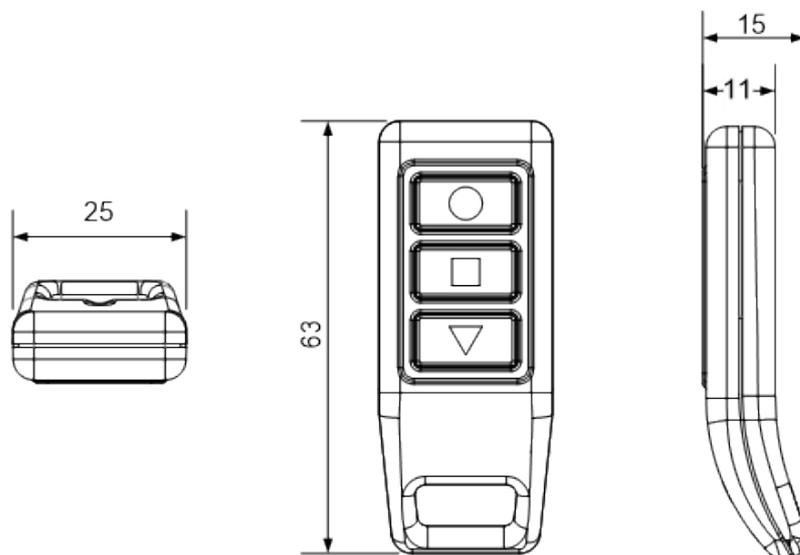
6 Technical data

6.1 Equipment features

CESeasy remote control	
Article number	347103V
Dimensions	63 mm x 25 mm x 11/15 mm
Material	ABS
Power supply	
Batteries	1 x exchangeable CR1632 lithium battery. The battery is already inserted.
RF-Transceiver	
RF-Transceiver	868 MHz
Encryption	AES128
Buttons and functions	
Buttons and functions	3 buttons (functions can be programmed via the CESeasy web platform)
Compatibility	
Devices	Compatible with CESeasy motor cylinders and door controllers
Tests and certificates	
CE label	NEN EN 300330-02, NEN EN 301489-03

6.2 Dimensions

All dimensions in mm.



7 Disposal

7.1 Notes on disposal

Device

In accordance with the Waste Electrical and Electronic Equipment recycling (WEEE) Regulations, every consumer has a duty to dispose of old electronic/electrical appliances safely and separately from household waste. It is forbidden to dispose of electronic devices in the household waste. You can bring old devices free of charge to the local (council's) collection points. Or you can send the device to C.Ed. Schulte GmbH Zylinderschlossfabrik, Velbert/Germany. Please make sure correct postage is paid for the return.



The symbol with the crossed-out dust bin signifies old electrical appliances must not be disposed of as household waste.

Electronic devices contain many different substances and materials. If old electronic devices are not disposed of appropriately, the contaminants contained in them can lead to health and environmental hazards. In addition, appropriate disposal allows recovery and re-use of recyclable materials, which is a substantial contribution to maintaining natural resources.

Batteries

In accordance with the Waste Batteries and Accumulators Regulations 2009, every consumer has a duty to return used and empty batteries. It is illegal to dispose of them in the household waste. You may bring all batteries free-of-charge to any local (council's) collection point that is part of the waste battery collection scheme. You can also send used batteries that were delivered by CES back to C.Ed. Schulte GmbH Zylinderschlossfabrik, Velbert/Germany. Please make sure correct postage is paid for the return.

Used batteries may contain contaminants or heavy metals which can pose a health and environmental hazard. Batteries are recycled, as they contain important raw materials like iron, zinc, manganese, or nickel.



The symbol with the crossed-out dust bin signifies that batteries and rechargeable batteries must not be disposed of as household waste. Beneath the symbol you may also find the chemical designation of the substances contained, e.g.:

- (Pb) lead
- (Cd) cadmium
- (Hg) mercury

Collection points for batteries and rechargeable batteries are identified by a variety of symbols.

Package

Packaging of the components is made from environmentally friendly, reusable materials. In detail, these are:

- Outside packaging and inlays from cardboard
- Inlays and protective foils from Polyethylene (PE)



Please dispose of the packaging in an environmentally friendly way through waste separation streams.

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