

Getting Started

This guide will help you navigate the most common functions on your RISCO push-button keypad.

Take a look at the image below to find the key buttons that you'll be using:



How to Set & Unset Your Alarm

Using the **Keypad Buttons**

- **To Full Set** (When Leaving):
 - Just press the **locked padlock button** (top right). You don't need a code. Exit through your designated route, and the system will arm itself automatically.
- **To Part Set** (At Night):
 - Press the **house button** (top left). This activates the pre-programmed "night" setting, securing windows and doors while leaving motion detectors deactivated, allowing you to move freely indoors.
- **To Unset** (When Returning):
 - a. Enter your **4-digit user code**.
 - b. Press the green **OK button** (bottom right) to confirm. The system will disarm.

Using Your **Proximity Tag**

Your proximity tag offers a quick way to set and unset the alarm.

- **Tag Reader Location:** The tag reader is located on the '**0**' button of the keypad.
- **To Full Set:** Hold your tag briefly over the '**0**' button. The keypad will beep, and the exit timer will commence.
- **To Unset:** Upon entering, the entry timer will activate. Simply hold your tag over the '**0**' button briefly to disarm the system.

Important Note: Only a *Full Set* or *Unset* can be performed with a proximity tag. To *Part Set*, you must press the house button.

How to Adjust the Time & Date

1. Enter the User Menu:

- Press the **Menu/Back button** (sideways arrow, bottom left).
- Enter your **4-digit user code**.
- Press the green **OK button** (bottom right).

2. Navigate to 'Clock':

The screen will show 'Activities'. Press the **down arrow button** (centre) repeatedly to scroll through the options until the screen displays 'Clock'. The sequence is:

- Activities → View → Codes/Tags → **Clock**

3. Access Time/Date Settings:

- With 'Clock' on the screen, press **OK**.
- The screen will show 'Time and Date'. Press **OK** again.

4. **Enter New Time & Date:** The screen will show the current time and date with a flashing cursor.

- Use the number keys to type the new time and date in the **HHMM DDMMYY** format.

5. Save and Exit:

- Press the green **OK button** to save. The keypad will beep to confirm.
- Press the **Menu/Back button** (sideways arrow) twice to return to the main screen.

How to Omit a Zone

This allows you to arm the system while **temporarily disabling a specific detector**, like a motion sensor in a room with a pet.

1. Enter the User Menu:

- Press the **Menu/Back button** (sideways arrow, bottom left).
- Enter your **4-digit user code**.
- Press the green **OK button** (bottom right).

2. Navigate to the Zone List:

- The screen will show 'Activities'. Press **OK**.
- 'Omit' will appear. Press **OK**.
- 'Zones' will appear. Press **OK**.

3. Choose Omit Duration:

- For a temporary omit (for the next time you set the alarm), press **OK** while 'One Time Only' is displayed.
- For a permanent omit, press the down arrow to select 'Permanent Omit', then press **OK**.

4. Select the Zone: A list of your zones will appear.

- Use the **down arrow** to scroll until you find the zone you want to disable (e.g., 'Kitchen PIR'). Press **OK** to select it. The keypad will beep to confirm. You can select and confirm multiple zones if needed.

5. Exit and Set the Alarm:

- Press the **Menu/Back** button (sideways arrow) four times to return to the home screen. You can now set your alarm as normal, and the zone(s) you selected will be inactive.

How to Change Your User Code

For security, you can **change your 4-digit Grand Master code** used to operate the system.

1. Enter the User Menu:

- Press the **Menu/Back button** (sideways arrow, bottom left).
- Enter your **4-digit user code**.
- Press the green **OK button** (bottom right).

2. Navigate to 'Edit Code':

- Press the **down arrow** until the screen shows 'Codes/Tags', then press **OK**.
- 'Define' will appear. Press **OK**.
- 'Grand Master' will appear. Press **OK**.
- 'Edit Code' will appear. Press **OK**.

3. Enter Your New Code: Your current 4-digit code will be displayed. Simply type your **new 4-digit code** using the number keys; it will replace the old one on the screen.

4. Save and Exit:

- Press the green **OK button**. The keypad will beep to confirm the new code is saved.
- Press the **Menu/Back button** (sideways arrow) four times to return to the main screen.

How to View the Event History

Your system logs all events, such as when the alarm was set, unset, or activated.

1. Enter the User Menu:

- Press the **Menu/Back button** (sideways arrow, bottom left).
- Enter your **4-digit user code**.
- Press the green **OK button** (bottom right).

2. Navigate to the Event Log:

- The screen will show 'Activities'. Press the **down arrow** until the screen displays 'Event Log'.
- Press **OK**.
- If 'Security Log' appears on the screen, simply press **OK** again to proceed.

3. View Events and Exit:

- The most recent event will be displayed. Use the **down arrow** to scroll backwards through the event history.
- When finished, press the **Menu/Back button** (sideways arrow) repeatedly until you return to the main home screen.

Keypad Function Cross-Reference

The following comparison offers a brief overview of the main functions found on **both push-button and touchscreen keypads**.

This information can be particularly useful if you manage various systems across different properties or if you upgrade in the future.

	Push-Button Keypad	Touchscreen Keypad
Full Set	Locked Padlock (Top Right)	Locked Padlock (Right Button)
Part Set	House Icon (Top Left)	House Icon (Left Button)
Confirm	Green 'OK' (Bottom Right)	Green 'Tick' (Bottom Right)
Menu / Back	Sideways Arrow (Bottom Left)	Sideways Arrow (Bottom Left)
Proximity Tag	'0' Button (Bottom Centre)	Symbol left of screen

We're happy to help if you have any further questions:

Get in touch



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