

# MicroIQ™

## CORE REPLACEMENT LOCK

### Installation Instructions



### Steelcase

FOR OFFICE FURNITURE, STORAGE CABINETS, LOCKERS, SAFES, VAULTS, SECURED ENCLOSURES

www.microiqlock.com

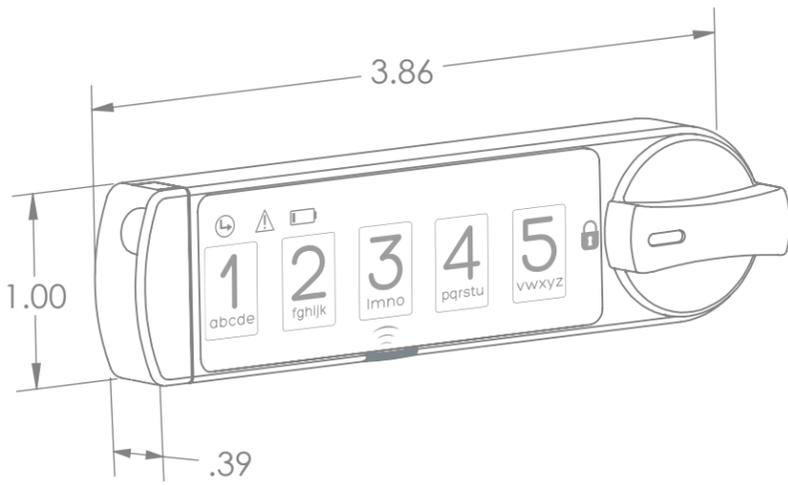
TriTeg Lock and Security  
701 Gullo Ave  
Elk Grove Village, IL 60007

Phone: (847) 640-7002  
Toll Free: (888) 603-5625  
Email: marketing@triteqlock.com

100719 - Rev. 9

© Copyright 2014 TriTeg Lock and Security. All rights reserved

### General dimensions



1

### Installation

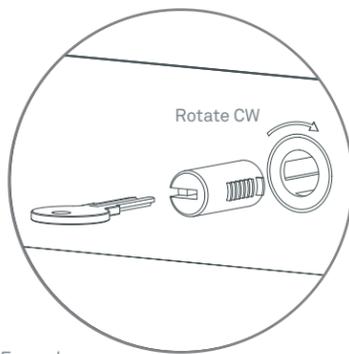
See Figure 1 for available mounting hardware for the MicroIQ. When mounting the MicroIQ to a cabinet door or drawer, a separately mounted handle should be used to operate, open and close the door or drawer.

Additional mounting fasteners (10) are provided and must be added through the battery extremity of the housing. Select the fasteners that best fit your panel material and thickness. If drilling is needed for thick panels use the drilling template provided at the end of this manual. Double sided tape is also provided.

- Using your change key, turn the lock to the extreme CW position and remove the lock core.

Note the position of the retaining tumbler on the lock core removed

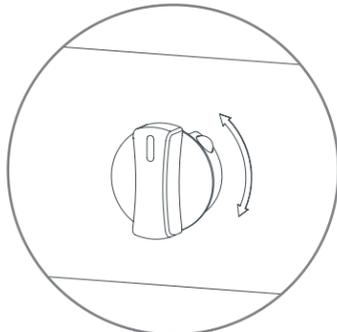
i.e.: 12 o'clock, 3, 6 or 9 o'clock position.



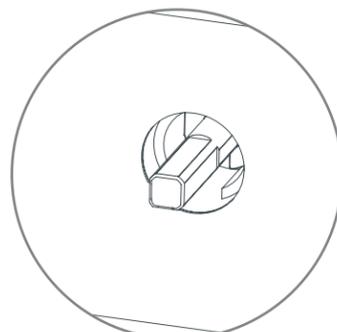
Example:  
3 o'clock position

3

- Insert the knob. Exercise the knob and verify that the spindle is engaged and operates your locking mechanism as intended.

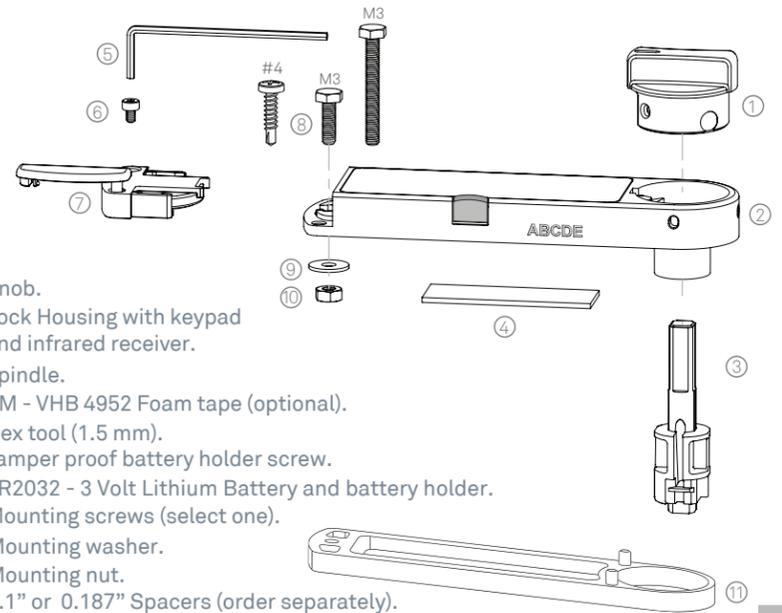


- Remove the knob from the spindle with the mechanism in the locked position.



3

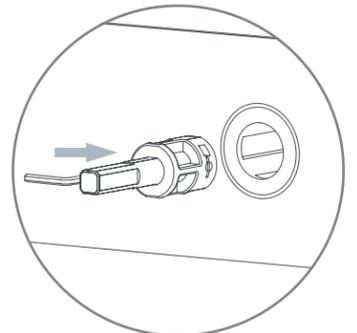
Fig. 1



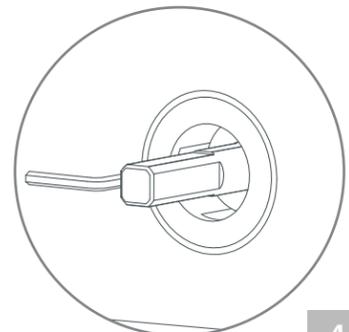
- Knob.
- Lock Housing with keypad and infrared receiver.
- Spindle.
- 3M - VHB 4952 Foam tape (optional).
- Hex tool (1.5 mm).
- Tamper proof battery holder screw.
- CR2032 - 3 Volt Lithium Battery and battery holder.
- Mounting screws (select one).
- Mounting washer.
- Mounting nut.
- 0.1" or 0.187" Spacers (order separately).

2

- Push the hex tool into the spindle slot and move the tool toward the spindle shaft until the upper edge of the retaining tumbler is retracted. Insert the spindle with the retaining tumbler at the same orientation as the lock core that was removed, such as 3 o'clock in this example.

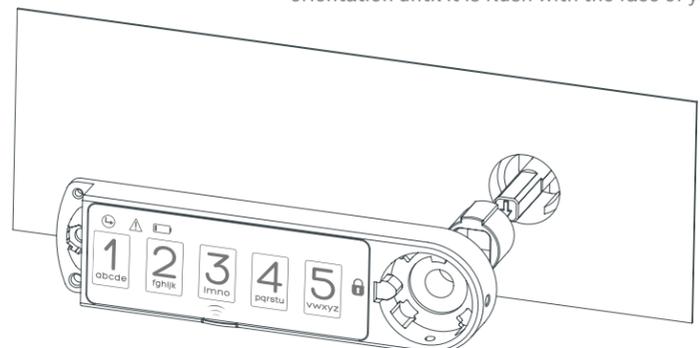


- While holding the spindle in, remove the hex tool.  
Confirm that the spindle is engaged into the lock shell.



4

- Remove the backing from the foam tape (underneath the lock body) and insert the MicroIQ in the desired orientation until it is flush with the face of your panel.



If the lock shell has a collar/bezel that would restrict the MicroIQ from being inserted flush to the cabinet, insert an appropriate spacer in between the MicroIQ and the cabinet. Spacers of 0.1" (P/N: 13081-00) and 0.187" (P/N: 13081-10) are available from TriTeg.

The spacers are available in chrome and black finish. To select your preferred finish, add the letter "C" for chrome or "B" for black to the end of the part number. (E.g.: 13081-00-C)

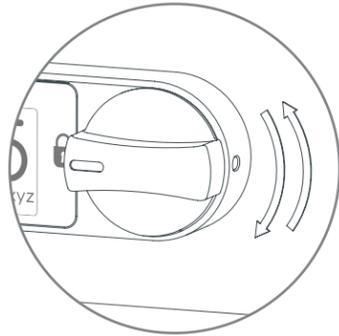
6

7 The installation template at the end of this manual can be used to drill the mounting hole for the MicroIQ. A wood screw and a self-tapping metal screws are provided.

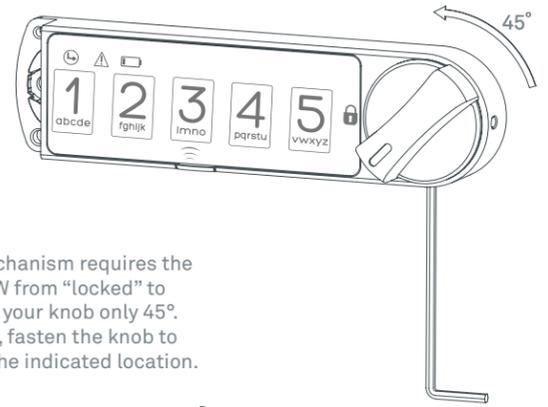
In addition, the double stick tape can be used solely or in conjunction with the mounting screw to further secure the lock. Allow tape to cure for 72 hours.



8 Insert the knob at locked position and rotate to verify that the cam stop was positioned correctly. Confirm that your mechanism is locked when the knob matches this status.



9 If your locking mechanism requires the knob to rotate CW from "locked" to "unlocked", rotate your knob only 45° and using the hex tool, fasten the knob to the spindle from the indicated location.



10 If your locking mechanism requires the knob to rotate CCW from "locked" to "unlocked", rotate your knob only 45°. Using the hex tool, fasten the knob to the spindle from the indicated location.

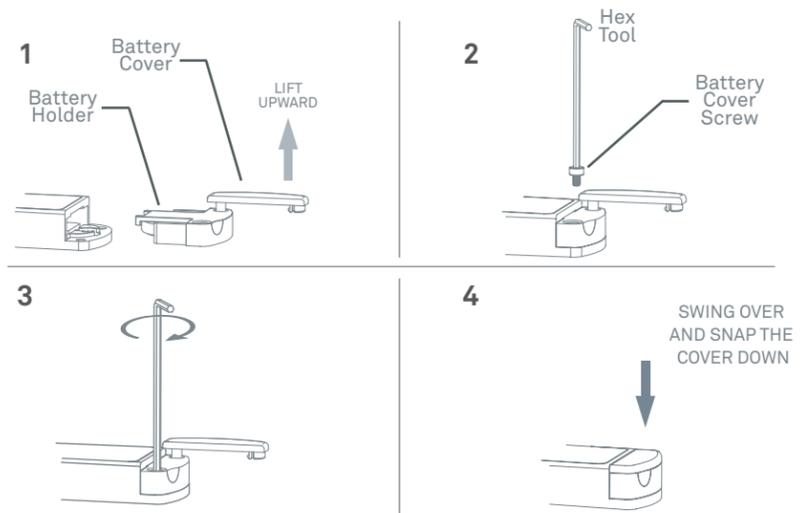


**Battery**

After installing the lock to the mounting surface, the battery and holder can be inserted into the lock. The cover for the battery holder also serves to lock the holder into the lock housing. The battery cover must be in the fully open position before inserting the holder. The battery holder screw cannot be protruding from the bottom of the battery holder. It must be flush with the holder so the holder can be inserted.

Check that the battery is properly inserted into the holder. The "+" surface of the battery should be inserted into the holder against the surface of the holder marked with the "+" symbol. Insert the battery holder into the lock with the holder cover in the fully open position and with the battery holder screw flush to the bottom of the holder until the holder is fully seated. Next, use the hex tool to fasten the battery holder screw into the lock body. Last, swing the battery holder cover to the closed position, push in and fully seat the cover into the battery holder until it is flush to the lock body.

If the battery is inserted while the knob is locked, you should hear the lock mechanism click and the unit will lock. If the battery is inserted while the knob is unlocked, after turning the knob to the locked position you should hear the lock mechanism click and the unit will lock. If the unit will not lock after inserting the battery, enter the factory code, move the knob to the unlocked position, and move the knob to the locked position and you should hear the lock mechanism click and the unit will lock. If the unit still does not lock, replace the battery.



**Cleaning and Care:**

To clean the MicroIQ surface, apply a non-acid based cleaner to a clean cotton cloth. Do not spray cleaner directly on the MicroIQ. Wipe down the keypad and housing surface of excess cleaner.

- Operating Temperature: 0 - +50 C
- Storage temperature: -10 - +70 C
- Operating Moisture: 20% - 80% Rh (without condensation)
- Replacement Battery: 3 volt lithium CR2032
- Battery Life: minimum of 3 years

**ATTENTION:** Battery life may vary with battery brand and environmental conditions.

**TriTeq Limited Warranty:**

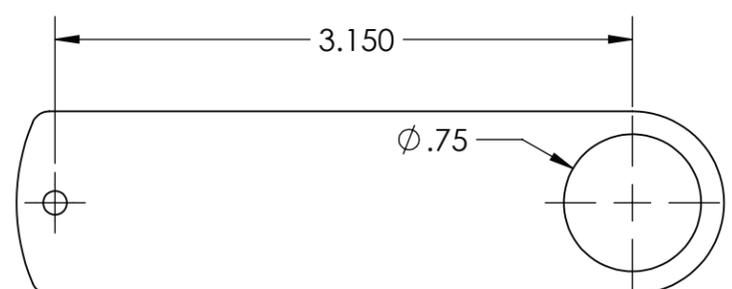
TriTeq offers a one year limited warranty all products to be free from manufacturing defects in materials and workmanship. This limited warranty does not cover battery, lost combinations or damages caused by improper mounting, operation or unreasonable use.

**Liability Limits:**

This is a limited warranty and in lieu of all other warranties (including the implied warranties of merchantability and fitness of use) and under no circumstances shall TriTeq Lock & Security or Hudson Lock, LLC be liable for any incidental or consequential damages or losses.

Cut along the dotted line and use as template for drilling

**Mounting Template**



Measure before drilling. If the length of the segment is different from 1.00" the template dimensions will be scaled accordingly