LEHMANN®
www.lehmann-locks.com

GB

# Central Control Panel

## Operating Instructions

BDA CENTRAL CONTROL PANEL / 2025-03-06 (GB)

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## 1. GENERAL DESCRIPTION

The Central Control Panel is an interactive terminal that is used to operate LEHMANN RFID locks. The product is intended for use in office areas inside buildings. These operating instructions provide you with information on how to operate this product without errors. Keep the operating instructions in an easily accessible place. Improper use can destroy the this product and lead to the loss of any warranty claims.

Note that the Central Control Panel consists of the ELO I-Series 4.0 Android terminal and a LEHMANN RFID reader. Information about the ELO terminal can be found in the separate ELO Quick Installation Guide, which is included with the product, and in the operating instructions, which can be found at www.elotouch.com/support.

Please be sure to observe all warnings and read the operating instructions completely before proceeding with installation, commissioning and operation.

It may be possible to use this product together with products made by other manufacturers, but their compatibility must be checked in each individual case. We cannot accept any liability for damage or loss due to incompatibility.

Wording and graphics have been prepared with care. However, no liability will be assumed for any mistakes that mayhave occurred. Technical specifications as well as the scope of items in the system are subject to change without notice.

**ATTENTION:** Please change the factory PIN code for the admin area immediately after putting the terminal into operation. Further information can be found in the “Admin area” chapter.

## 2. TECHNICAL SPECIFICATIONS

The technical specifications of the terminal can be found in the ELO operating instructions for the I-Series 4.0 Android.

The technical specifications for the RFID reader are as follows:

| | |
|---|---|
| **Frequency** | 13.56 MHz<br>National legislation about permissible radio frequencies must be observed. |
| **RFID technology** | MIFARE DESFire, LEGIC advant |
| **Energy supply** | via ELO I-Serie 4.0 Android terminal |
| **Operating temperature** | -5°C to +60°C |
| **Storage temperature** | -25°C to +70°C |
| **Type designation of RFID-Leser** | L1LA13MX |

## 3. SAFETY PRECAUTIONS

- Touching parts can lead to injuries from electric shock.
- Electrical components must not be opened.
- Do not touch connection terminals when the product is powered.
- The installation, commissioning and maintenance of our devices must be carried out by appropriately qualified personnel. In particular, electrical connections may only be carried out by qualified personnel. The installation regulations in accordance with the relevant national regulations must be observed.
- Unless otherwise specified, the installation and maintenance of the devices must only be carried out in a voltage-free state. This applies in particular to devices that are connected to the low-voltage network.

## 4. CARE AND MAINTENANCE

- Do not spill any liquid over or into the product
- Only clean the product with a clean, soft and slightly damp cloth.
- Do not use any cleaning agents containing abrasives or solvents, as these may damage the housing.
- Treating any of the electronic and mechanical components improperly or in a any way other than described in these operating instructions may lead to malfunctions and the loss of warranty.

## 5. FACTORY SETTINGS

The Central Control Panel is delivered with different LEHMANN applications. The software starts automatically. When commissioning, you select an application.

## 6. FUNCTIONAL DESCRIPTION

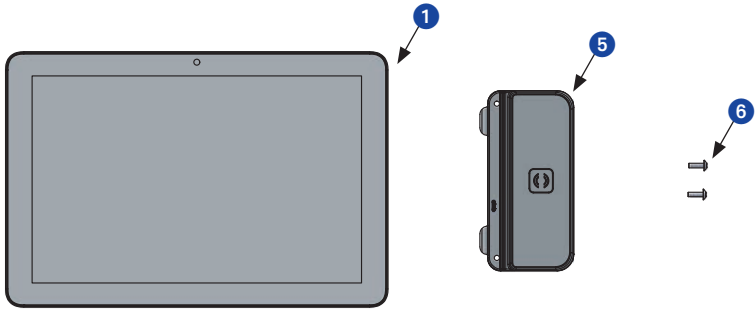
The following applications are available:

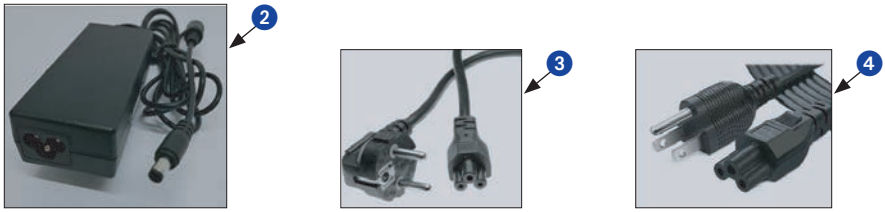
| Application | Description |
|---|---|
| LMS Online Self Service | This application can only be used when using networked LEHMANN RFID locks (CAPTOS) with the LEHMANN Management Software LMS (LMS Online). In this application, users have the opportunity to select, manage and open available lockers on the central control panel. In addition to RFID transponders, PIN codes are also supported on the terminal for operating the locks. For this application, the Central Control Panel must be connected to the LEHMANN Management Software LMS via the network (LAN or WLAN). The LEHMANN transponder app is currently not supported. Depending on the lock type, the lock can be opened with an RFID transponder on the terminal and/or directly on the lock. |
| LMS Virtual Network | This application can be used with offline LEHMANN RFID locks that are managed in the LEHMANN Management Software LMS. While the Central Control Panel is connected to the LMS directly via the network (LAN or WLAN), the locks are not directly connected to the LMS via the network. Permission changes are sent from the LMS to the terminal. The permissions are updated on the transponders when users hold the transponders in front of the RFID reader of the terminal. The LEHMANN transponder app is currently not supported. |
| Locker info | In this application, the number or the name of the previously occupied locker is shown on the terminal display when the transponder is held in front of the RFID reader on the terminal. This application is suitable for both online and offline LEHMANN RFID locks in the “shared use” operating mode. The locks must be managed with the LEHMANN Management Software LMS. The LEHMANN transponder app is currently not supported. The Central Control Panel does not have to be connected to the LMS. |
| Pick-Up | With the LEHMANN Central Control Panel, the LEHMANN Management Software LMS and the networked CAPTOS locks, internal parcel and goods distribution can be handled efficiently. An authorized employee stores a package in a locker, the recipient is automatically notified and can pick up the package at any time in the respective locker. With a one-time collection code or a QR-code, which is sent directly to the recipient, or with the employee ID card, the package can only be picked up by the recipient.<br>A connection to the customer’s email server is required and must be implemented by the customer. |

The prerequisite for using the Central Control Panel is that the LEHMANN RFID locks and the transponders are configured and managed with the LEHMANN Management Software LMS. The LMS requires version 2.1 or higher. The RFID locks or RFID readers require firmware version 2.x or higher.

## 7. SYSTEM COMPONENTS AND PACKAGE CONTENT

Please note that due to the different materials on which the Central Control Panel can be mounted, no mounting screws are included.



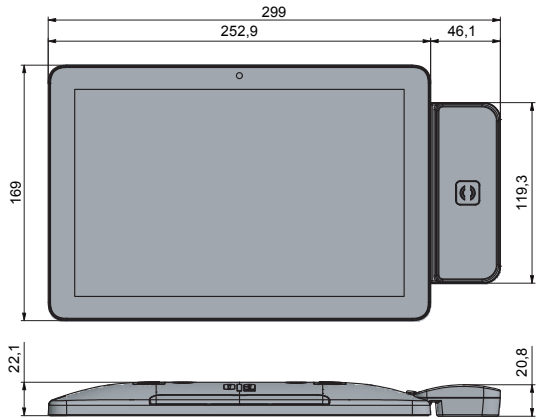




**Components:**

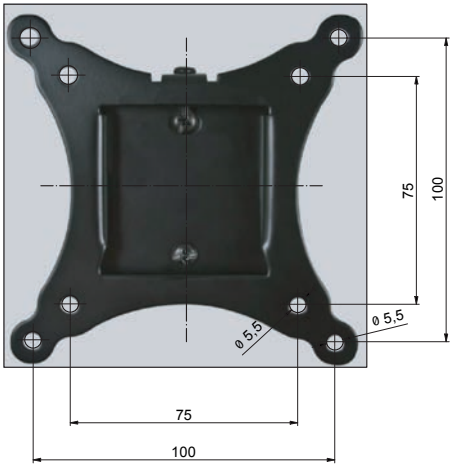
1. ELO I-Serie 4.0 Android terminal 10‘‘
2. Power unit
3. Power plug EU
4. Power plug US
5. RFID reader
6. 2x pan head screw M3x10

## 8. DIMENSIONS

Central Control Panel




Wall mount (optional)

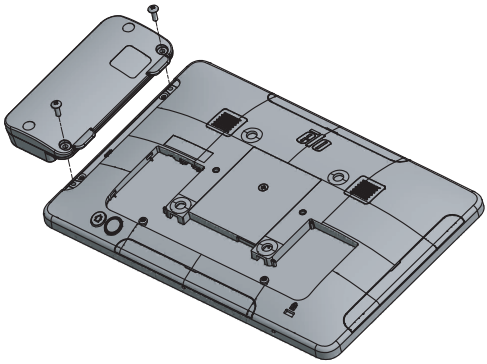


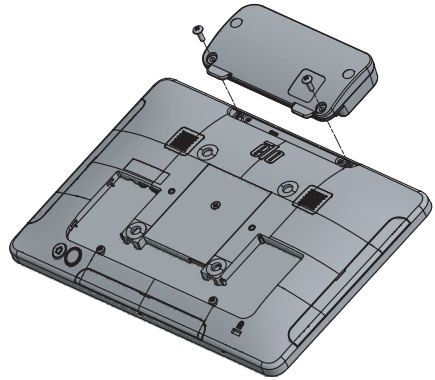

All dimensions in mm

## 9. MONTAGE DES CENTRAL CONTROL PANELS

Remove all protection material from the terminal.

Remove the cover on the edge at the back of the terminal to attach the RFID reader to the terminal using the screws provided (see illustration). You can attach the RFID reader to all four sides of the terminal.





On the back of the terminal, remove the left cable cover by lifting it up.

Connect the power cable. Alternatively, the power supply is possible via Power over Ethernet. Please note the information in the ELO operating instructions.

Connect an Ethernet cable. Alternatively, a WLAN connection can be established. Once all cables are connected, secure the cables with the cover and the included security screw.

The Central Control Panel can be mounted at the desired location using a standard VESA mount, 75 x 75mm (e.g. wall mount, stele, etc.).

## 10. COMMISSIONING

The Central Control Panel is already configured in the factory delivery mode so that you only have to put the system into operation. Make sure that the LEHMANN Management Software LMS is installed in your network.

As soon as the power supply to the terminal is secured, the system switches on automatically. Do not touch the screen during system startup.

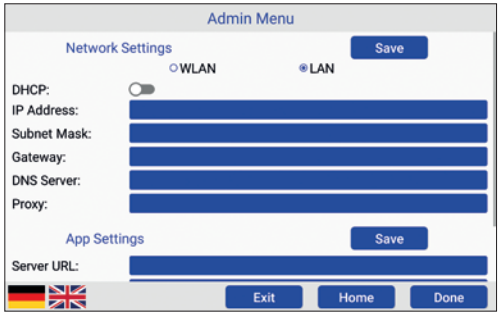
You can force the system to shut down by pressing and holding the power button for 12 seconds.

1) When using the device for the first time, select the required operating mode.

In the “Online (LMS)” operating mode, the terminal is connected to the LEHMANN management software LMS via LAN or WLAN. This operating mode is necessary for the “LMS Online Self Service” and “LMS Virtual Network” applications. Follow step 2 if you selected “Online (LMS)”.

In the “Offline” operating mode, the terminal is not connected to the LMS and is suitable for the “Locker info” application. If you select this operating mode, the “Locker info” application starts automatically. The following network settings are not necessary.

2) Enter the network settings and click “Save”. Then click “Done”.
**Note:** The server URL is the same URL as in the LMS client login window.




Alternatively, the Central Control Panel can be commissioned in online operating mode (LMS) by using the LEHMANN Data Transfer app on an NFC-enabled Android smartphone. To do this, hold the smartphone with the app in front of the RFID reader on the terminal. Enter the network settings in the app. Then hold the smartphone again in front of the RFID reader on the terminal.

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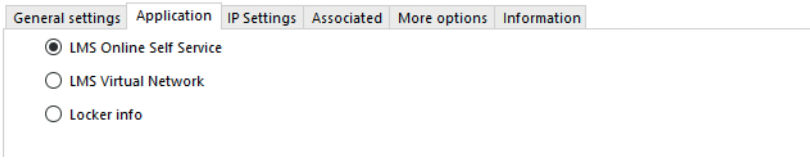
3) After the configuration data has been received and processed by the LEHMANN Management Software LMS, the terminal appears under the „Network“ menu item in the LMS. Now programme the terminal and configure it.

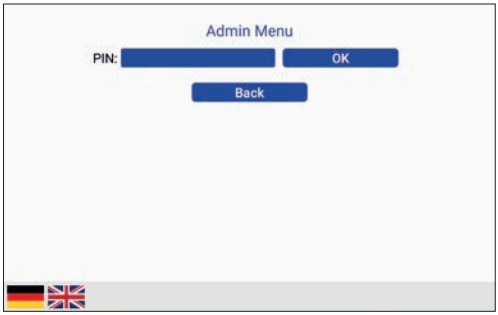
Select the required application for the terminal in the LMS. To do this, click on the menu item “Terminals” and then double-click to select the terminal to be configured. The required application can be selected in the “Application” tab.




4) The selected application starts

## 11. ADMIN AREA

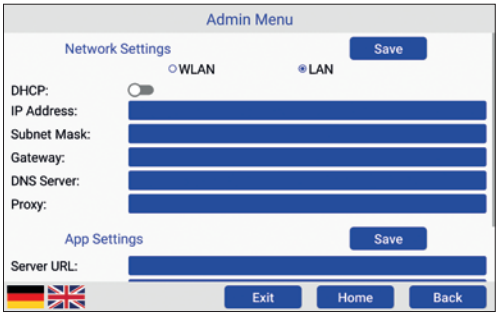
To switch to the admin area from an application, tap the German flag in the lower left corner of the display 7 times.




The factory PIN code is: 9080705555

**ATTENTION:** Please change the factory PIN code immediately. To do this, enter your new PIN code in the PIN field in the admin area and click on “Save”.

### 11.1 Admin area for online operating mode



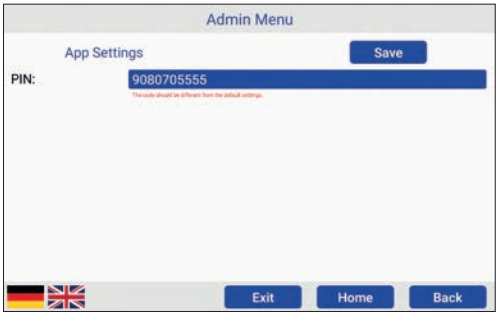

In the admin area of the online operating mode, the network settings for the Central Control Panel can be adjusted at any time. Enter the appropriate settings and click “Save”. Then click “Back” to go to the application.

If you click on “Home”, you can select the operating mode.

You can access the application via “Back”.

You can exit the software using “Exit”. This function is only possible using a separate PIN code. If necessary, the PIN code can be requested from the support department of Lehmann Vertriebsgesellschaft.

## 11.2 Admin area for offline operation mode




The PIN code can be adjusted in the admin area of the offline operating mode.

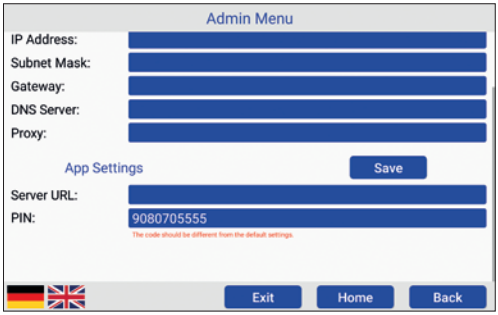
If you click on “Home”, you can select the operating mode.

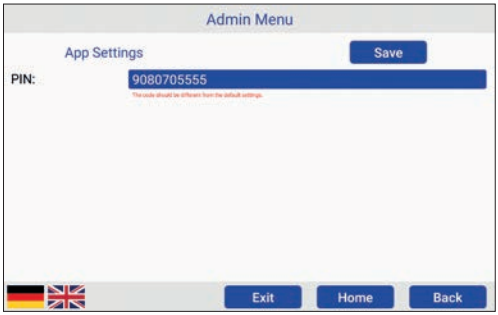
You can access the application via “Back”.

You can exit the software using “Exit”. This function is only possible using a separate PIN code. If necessary, the PIN code can be requested from the support department of Lehmann Vertriebsgesellschaft.

## 11.3 Change PIN code for the admin area

The admin area is protected by a PIN code. It is strongly recommended to change the factory PIN code. To do this, enter your new PIN code in the PIN field in the admin area and click on “Save”. This applies to online and offline operating modes.



## 12. APPLICATION: LMS ONLINE SELF SERVICE

This mode can only be used when using networked LEHMANN RFID locks (CAPTOS) with the LEHMANN management software LMS (LMS Online). In this mode, users have the opportunity to select, to manage and to open available lockers on the central control panel. The Central Control Panel must be connected to the LMS via the network. The LEHMANN transponder app is currently not supported. Depending on the lock type, the lock can be opened with an RFID transponder on the terminal and/or directly on the lock.

### 12.1 Lock configuration in the LEHMANN Management Software LMS

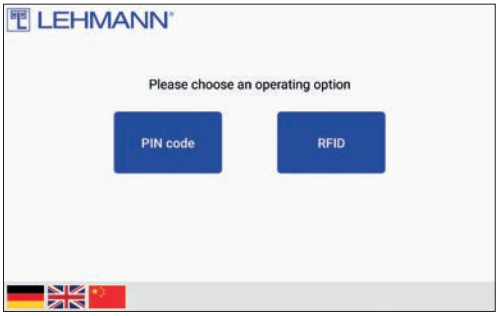
The locks that should be operated via the Central Control Panel require the following configuration in the LMS:

- Operating mode: assigned use
- Auto Locking: 5 seconds
- Push to Open: off

The locks must be grouped together in a lock group in the LMS (menu item in LMS: lock group). This lock group is then assigned to the terminal. To do this, click on “Terminals” under the Network menu item in the LMS. The lock group can be assigned to the terminal in the “Associated” tab.

### 12.2 General Operation

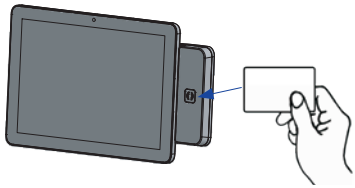
The user selects the required operating option or holds an RFID transponder in front of the RFID reader at the terminal.




PIN code: You can open and manage a locker with a PIN code.

RFID: You can open and manage a locker with a valid RFID transponder.

When using transponders, they must be held in front of the RFID reader at the terminal. Hold the transponder in front of the RFID reader until an acknowledgment or further instructions appear on the display. Then remove the transponder from the RFID reader.



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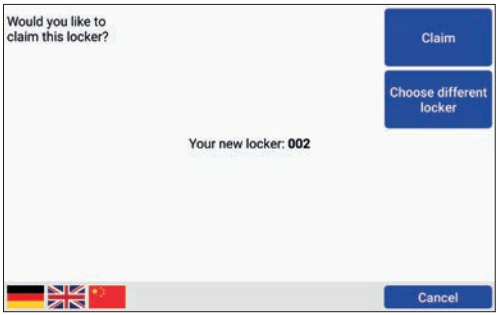
After selecting the operating option, the user selects his required action.

If the user wants to add a new locker, select “Add locker”. If you want to open a locker that is locked, click on “Open locker”. If you want to change a PIN code or delete a permission, click on “Manage locker”.

## 12.3 Add locker

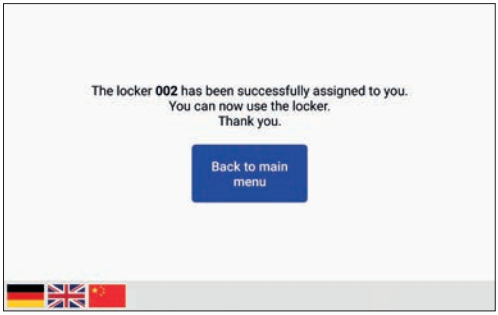
If the user selects “Add locker”, the system automatically suggests a locker.




The user can take the suggested locker or select different locker by clicking on one of the two options. If you click on “Choose different locker”, the available lockers are displayed and the user can select.

When using an RFID transponder, it must now be held in front of the RFID reader on the terminal according to the instructions. When using a PIN code, a PIN code must be entered and confirmed.

The locker is confirmed and you can now open the locker in a separate step.



## 12.4 Open locker

To open a locker, the user clicks on “Open locker” in the main menu and selects the respective locker in the overview. When using RFID transponders, the authorized transponder must be held in front of the RFID reader on the terminal. When using a PIN code, the correct PIN code must be entered. The locker opens and locks automatically after 5 seconds. The user pushes the door of the locker in closed position.

## 12.5 Manage locker

To delete a permission or change a PIN code, click on “Manage locker” in the main menu. Then click on the required action and select the respective locker in the overview. When deleting a permission, the user must complete the process by clicking “Release”.

## 12.6 Emergency opening

Regardless of whether a locker was locked by using a PIN code or a RFID transponder, an emergency opening can be carried out by using the LEHMANN Management Software LMS. For an emergency opening, select the lock in the LMS and open the lock settings. Under “More options” click on “Open lock”.

## 12.7 Release of a locker by the admin

In order to release a lock by the admin, the permission for that lock simply needs to be revoked in the LEHMANN Management Software. The lock is then available to all users again.

# 13. APPLICATION: LMS VIRTUAL NETWORK

This application can be used together with offline LEHAMNN RFID locks. The locks must be managed in the LEHMANN Management Software LMS. While the Central Control Panel is connected to the LMS directly via the network (LAN or WLAN), the locks are not directly connected to the LMS via the network. Permission changes are sent from the LMS to the Central Control Panel. The authorizations are transferred to the transponders when users hold the transponders in front of the RFID reader at the terminal. The LEHMANN transponder app is currently not supported.

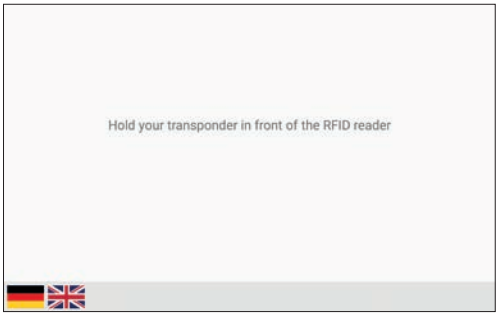
## 13.1 Lock configuration in the LEHMANN Management Software LMS

There is no specific configuration for the locks required in the LMS for this application. The general configuration of the locks takes place in the LMS. Configuration changes are transferred from the software to the locks via NFC-enabled Android smartphones by using the LEHMANN Data Transfer app. Configuration changes are not transmitted to the locks via transponders. To do this, follow the instructions in the separate manual for the LEHMANN Management Software LMS.

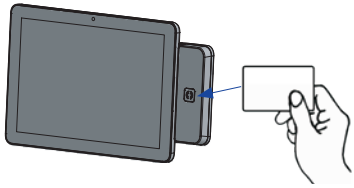
## 13.2 Transfer of permissions to transponders

Permission changes are carried out in the LEHMANN Management Software. The permission change is automatically transferred to the USB desktop readers and to the connected terminals. Transponders must be programmed in the LEHMANN Management Software LMS.

After commissioning the application and establishing the connection between the terminal and LMS, the following view can be seen on the display.




Users must hold their transponders in front of the RFID reader on the terminal, in order to transfer permissions to the transponder.

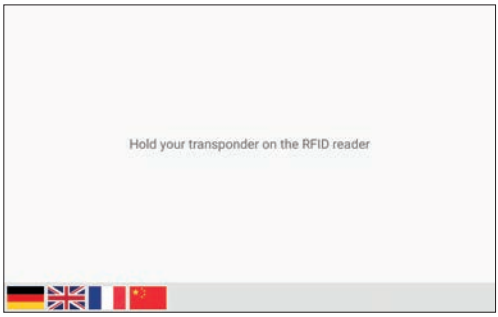


The transponder must be held in front of the RFID reader until an acknowledgment (green tick) or further instructions appear on the display. Then remove the transponder from the RFID reader.

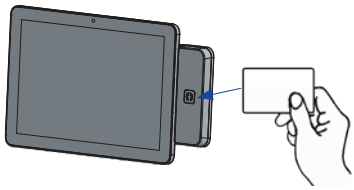
The permissions for the transponder have been transferred. The transponder can be used on the respective lock(s).

## 14. APPLICATION: LOCKER INFO

In this application, the number or the name of the previously occupied locker is shown on the terminal display when the transponder is held in front of the RFID reader on the terminal. This application is suitable for both online and offline LEHMANN RFID locks in the “shared use” operating mode. The locks must be managed with the LEHMANN Management Software LMS. The LEHMANN transponder app is currently not supported. The Central Control Panel does not have to be connected to the LMS.



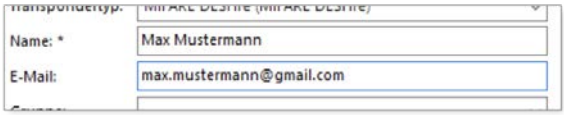

Users must hold their transponder in front of the RFID reader on the terminal, in order to get the information of his used locker on the terminal displayed.



# 15. APPLICATION: PICK-UP

## 15.1 Programming transponders and email addresses

In the LEHMANN Management Software LMS, the email addresses must be created in the transponder settings for the respective transponders.




## 15.2 Configuring the mail server settings

The settings for the mail server must be made in the Project Settings menu item within the LMS. To do this, click on the “Mail Server” tab.

## 15.3 Configuring the Pick-up application in the LMS

In the LMS, click on Terminal and Edit. Then click on the „Application“ tab and select „Pick-up“.

For further configuration, click on the „Edit“ button next to „Pick-up“. The window opens.

Click on the “Edit” button next to Postmen. You can now select one or more transponders that should have the authorization to deposit packages in the lockers.

Now select the technology that the recipients should use to open the locker door. RFID, PIN code and QR code are available. The PIN code and QR code are automatically generated by the system and sent to the recipient by email. Then click on „Save“.

Now select the “Associated” tab under the configuration settings. The available lock groups are displayed in the right-hand “Available” window. Mark the required lock group and click on the left arrow. Click on “Save”.

## 15.4 Operating the terminal with the Pick-up application

### 15.4.1 Deposit a package

To drop off a package, an authorized person clicks on the „Package delivery“ button. To authorize yourself, you must hold the corresponding transponder in front of the RFID reader on the terminal.

After authorization, the recipient can be selected. All people with an email address in the LMS are displayed now. Select the required recipient and then click „OK“. The system then suggests an available locker. Click „Apply“ if the package should be placed in the suggested locker.

After a compartment has been selected and „OK“ has been clicked, an email is automatically sent to the recipient. The selected compartment also opens automatically and the package can be deposited. The locker door simply needs to be pushed shut.

### 15.4.2 Pick up the package

The recipient receives an email with information about the compartment in which a package has been deposited and the technology that can be used to open the compartment. Only the technologies that were selected in the configuration are mentioned in the email.

The recipient selects the „Pick up“ button at the terminal and authenticates himself using the appropriate technology (RFID, PIN code, QR code). The compartment opens automatically and the package can be removed.

## 16. DISPOSAL

Dispose of the product according to local regulations and guidelines.

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