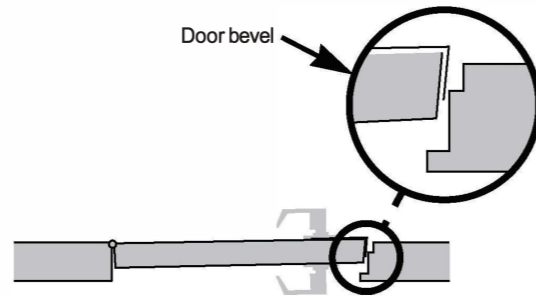
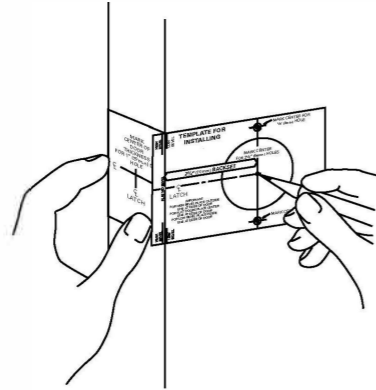


# Instructions For Installing 5000 Series Lever Lockset

**NOTE :** Accurate door preparation is essential for proper functioning of this lock. Follow template and instructions carefully.



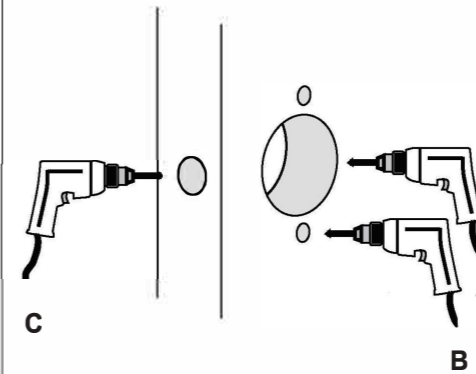
## Door and jamb preparation



## 1. Mark door

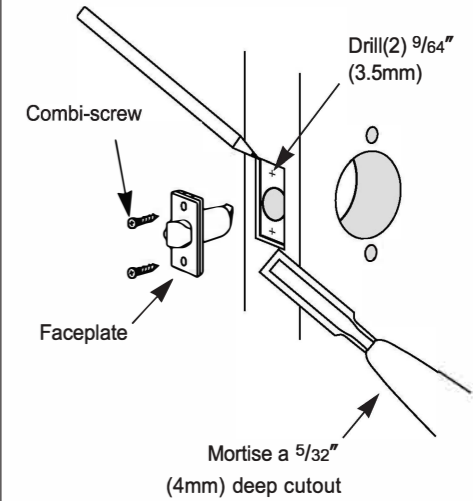
- Check lock for proper backset before marking.
  - Detach stub.
  - Fold template at correct marking for door bevel of door (high or low bevel, or flat).
  - Position template at correct height (recommended height for centerline is 38" (97cm) from floor).
  - Mark center for  $2\frac{1}{8}"$  (54mm) hole.
  - Also mark for (2)  $\frac{5}{16}"$  (8mm) holes for mounting screws.
  - Use stub to mark center of door thickness.
- HINT :** For retrofitting existing lock holes, fold template in half to position for the mounting screw.

## 2. Drill holes



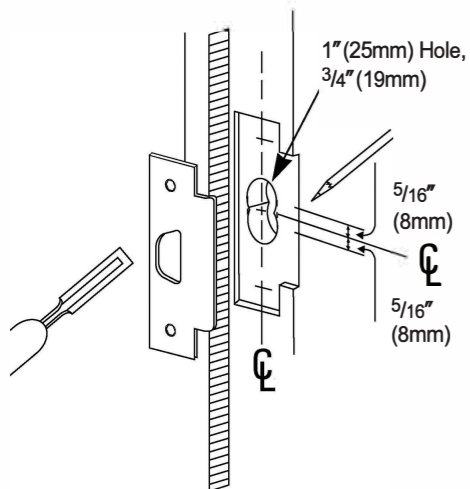
- Drill a  $2\frac{1}{8}"$  (54mm) hole through door (from both sides to avoid damaging door).
  - Drill (2)  $\frac{5}{16}"$  (8mm) holes for through-bolt
- NOTE :** Do not drill the (2)  $\frac{5}{16}"$  (8mm) holes for locks No through - bolt type
- Drill a 1" (25mm) hole in door edge.

## 3. Install latch

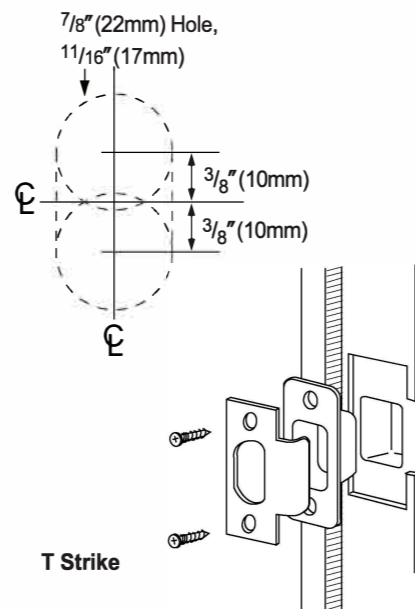


- Insert latch into hole. Trace around faceplate
- Chisel out wood until faceplate fits flat with door edge.
- Drill (2)  $\frac{9}{64}"$  (3.5mm) holes and secure latch unit with combi-screws supplied.
- Fasten latch to door so that beveled side of latchbolt faces jamb.

## 4. Install strike



ASA Strike - Standard



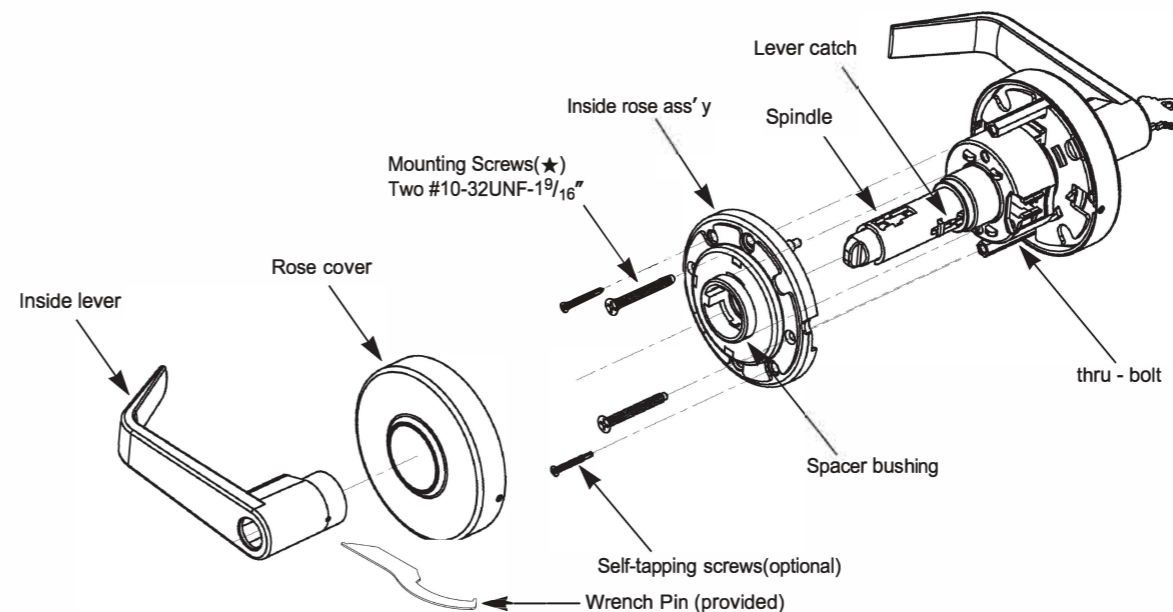
T Strike

- Mark vertical line and heightline on jamb exactly opposite center of latch hole.
- Drill (2) 1" (25mm) holes,  $\frac{3}{4}"$  (19mm) deep,  $\frac{5}{16}"$  (8mm) above and below heightline.
- Use strike plate to pattern for cutout. Clean out hole and install strike.

- Mark vertical line and heightline on jamb exactly opposite center of latch hole.
- Drill (2)  $\frac{7}{8}"$  (22mm) holes,  $\frac{11}{16}"$  (17mm) deep, into doorjamb as shown.
- Mortise a cutout for the strike. Use strike as a pattern for the mortise. (Strike should fit flush with the doorjamb.)

## Lock Installation

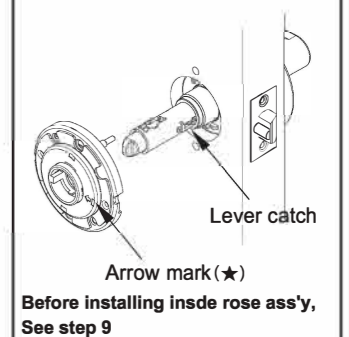
**NOTE :** Use Mounting screws(★) (two #10-32UNF- $1\frac{9}{16}"$  provided) to secure thru - bolts .



- Push to depress lever catch and remove lever.
- Rotate inside rose cover to remove cover and rose ass'y.

## 5. Disassemble inside trim

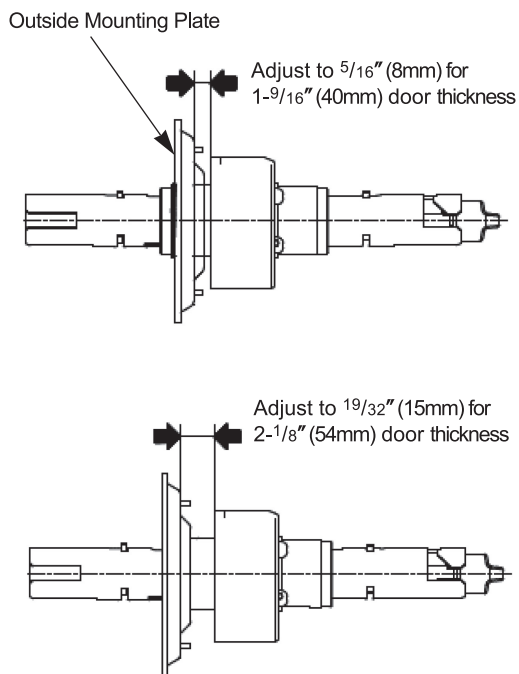
### Tip for Inside rose ass'y



Before installing inside rose ass'y, See step 9

## 6. Adjust for door thickness

**LOCKSET IS FACTORY PRESET FOR 1<sup>3</sup>/<sub>4</sub>" (45mm) DOORS.**



**It can be adjusted for door thickness range from 1<sup>9</sup>/<sub>16</sub>" up to 2<sup>1</sup>/<sub>8</sub>"**

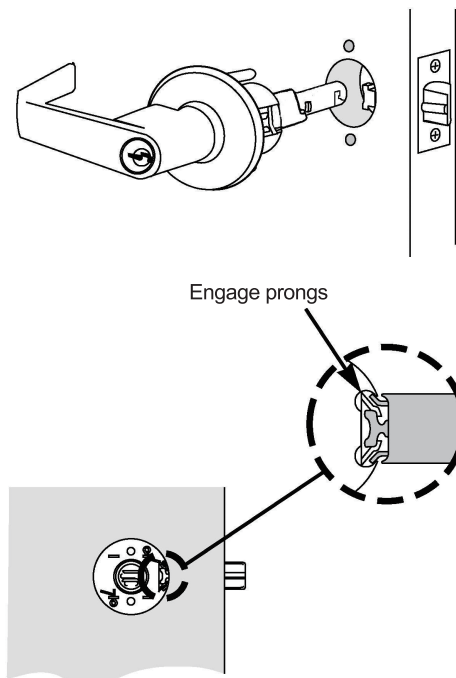
For adjustment of nonstandard door thickness, follow step 11, then :

- Rotate outside rose plate for proper door thickness as shown left.
- Assemble outside rose assembly onto chassis while inserting inner posts through holes in the plate.
- Insert spacer bushing and assemble outside lever by reversing procedure.

**NOTE:** See Step 11, must be done if you have to make adjustments for door thickness

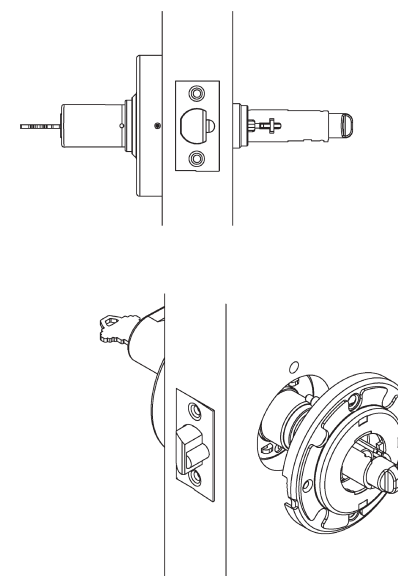
**ADJUSTMENT FOR DOOR THICKNESS**

## 7. Install outside unit



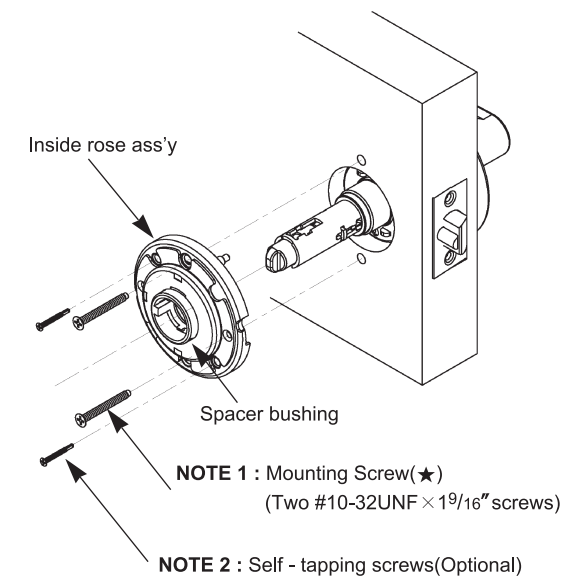
**IMPORTANT :** Place outside lock unit into position. Make sure that latch prongs engage chassis housing, and retractor engages latch bar

## 8. Install inside rose assembly

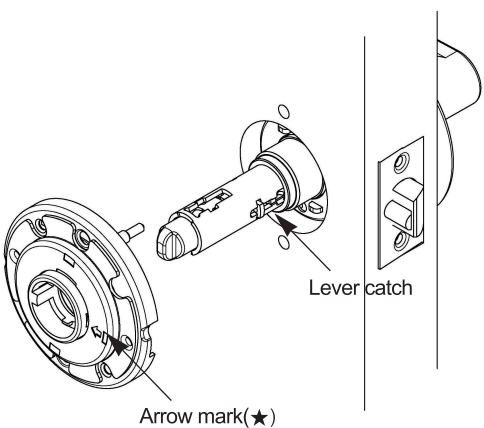


- Hold outside unit in place.
- Put inside rose assembly into position on chassis.
- Insert and tighten mounting screws (★) (two #10 - 32UNF × 1<sup>9</sup>/<sub>16</sub>" screws provided)
- And may secure more with 2 self - tapping screws(provided) onto door surface at user discretion.
- Put on rose cover and rotate clockwise.

**CAUTION :** When using power screwdriver for installation, set to minimum torque setting.

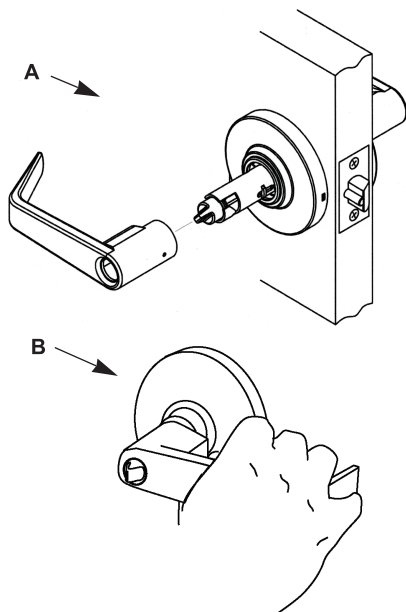


## 9. Tip for inside rose ass'y



- When putting inside rose assembly into position on chassis, It needs to align the direction of arrow mark (★) with lever catch.

## 10. Install inside lever

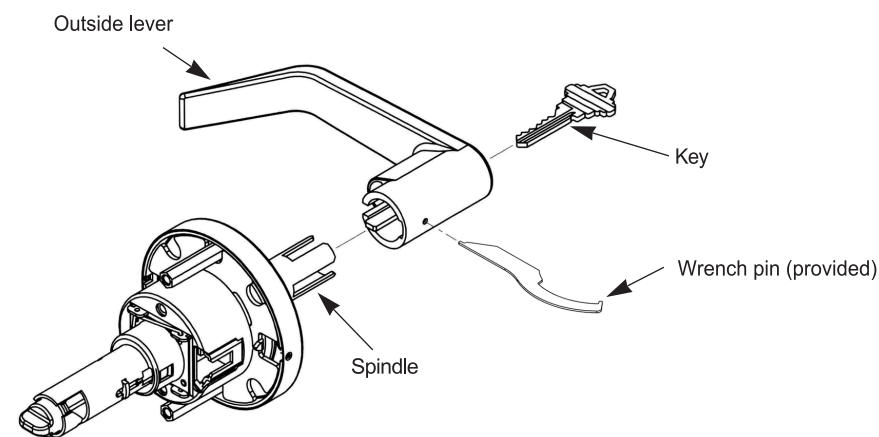


- Slide inside lever onto spindle.  
Push lever completely into place. (Pull on lever to make sure that catch is fully engaged.)
- Test operation of lock to make sure you have followed instructions correctly.

## How to remove & reassemble outside lever

### 11. Remove outside lever

**NOTE:** Required if you re-key the lock or adjust the door thickness (See Step 6)



- Insert key into cylinder. Insert wrench pin(provided) into hole in lever. Turn key one - quarter turn and push pin to depress lever catch. Slide the lever from spindle.

### 12. Reassemble outside lever

Reverse Step 11 to reassemble levers.

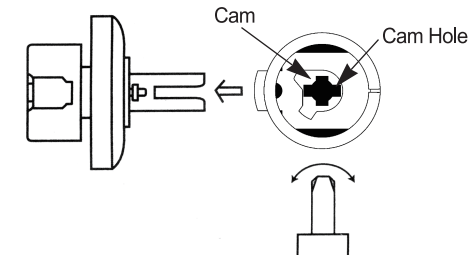
- To reassemble. Put a cylinder and key in lever.
- Push cylinder further in until it engages retractor.
- Turn key 90° clockwise and hold a key.
- Depress lever catch and push lever (Not key) in until it clicks then release a key.

## CAUTION FOR CLASSROOM FUNCTION

### A. CLASSROOM



### B. INTERCHANGEABLE CORE CLASSROOM



- (1) Locking:** Turn key 360 degree counter - clockwise.
- (2) Unlocking:** Turn key 360 degree clockwise.

(★) Make sure to turn cam counter clockwise with a screw driver as far as it will go before reassembling of cylinder to prevent mis-positioning of cam for classroom function.