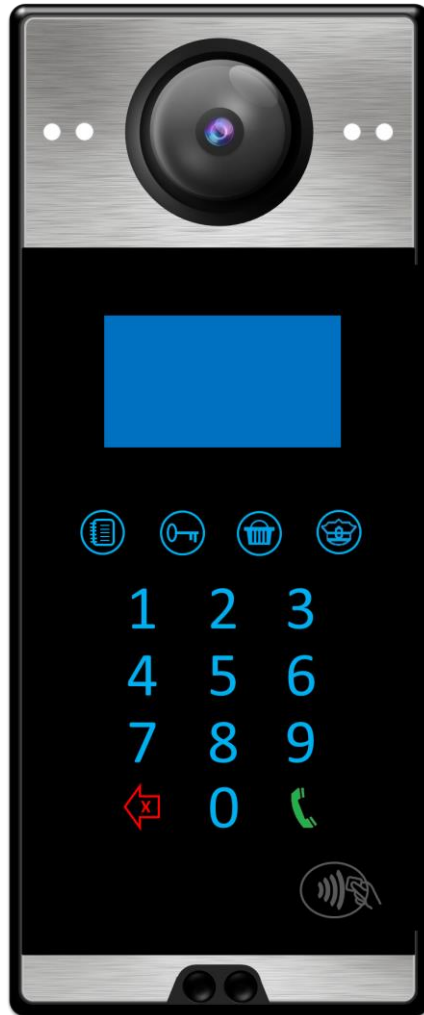




**MB-12**  
**DOOR PANEL USER MANUAL**



It obeys the rules of AEEE regulations.



## **MB-12 DOOR PANEL USER MANUAL**

**Thank you for choosing MB-12 door panel. This user manual was prepared for using the device more efficiently.**

MB-12 DOOR PANEL HAS WARRANTY FOR 2 YEARS AGAINST MANUFACTURING DEFECTS.

**Multitek has rights to change the features of the device given in this document prior given any information.**

Manufacturer/Importer: **Multitek Elektronik San. Ve Tic. A. Ő.**

Headquarter / Factory: **Meclis Mahallesi Atatürk Cad. No: 47 34785 Sancaktepe / İSTANBUL**

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## **SAFETY WARNINGS**

For your own and the device safety, you should obey the security warnings;

- Read the user manual carefully.
- Read the safety warnings carefully.
- Remarks about Transport, Shipment and Preservation.  
During transport and shipment keep the product with its case. The case will protect the product against the physical damages.  
Don't put heavy weight on to the product or the product case. The product might be damaged.  
In case of falling, the product might have permanent damage which will make it non-operational.  
Deformation might be caused in case of extreme air conditions such as hot or cold weather. Life time of the electronic circuits tend to decrease in such conditions.
- Situations that might be dangerous to human or natural environment:  
Beware of the sharp pointed edges of the case,  
Recycle the product case in the proper recycling bin.
- Maintenance of the product  
The product doesn't need periodic maintenance. For maintenance and repair please consult to the authorized services.  
By rubbing with dry cloth, you can clean the product periodically.  
You can keep the product in its case, when you are not using it.  
Before cleaning the product, unplug the connection. Be careful that the cleaning material doesn't contain any solvent such as alcohol, gasoline or thinner.
- Place the product on a plain and stable wall.
- To prevent any kind of electrical shock, use the product with its original cable.
- Don't put any foreign substance in the product. And don't try to open it with devices that might cause electrical shock.
- When maintenance and repair are practiced in places other than the authorized services, the product might be damaged.
- Remarks about the energy consumption of the product  
The product is designed to work 24/7. Yet to prevent energy consumption, it should be unplugged when it won't be used for a long period of time. The user should be aware that each of the terminal stations that are left on use energy that is not needed.  
In case of malfunctioning please consult to an authorized service.

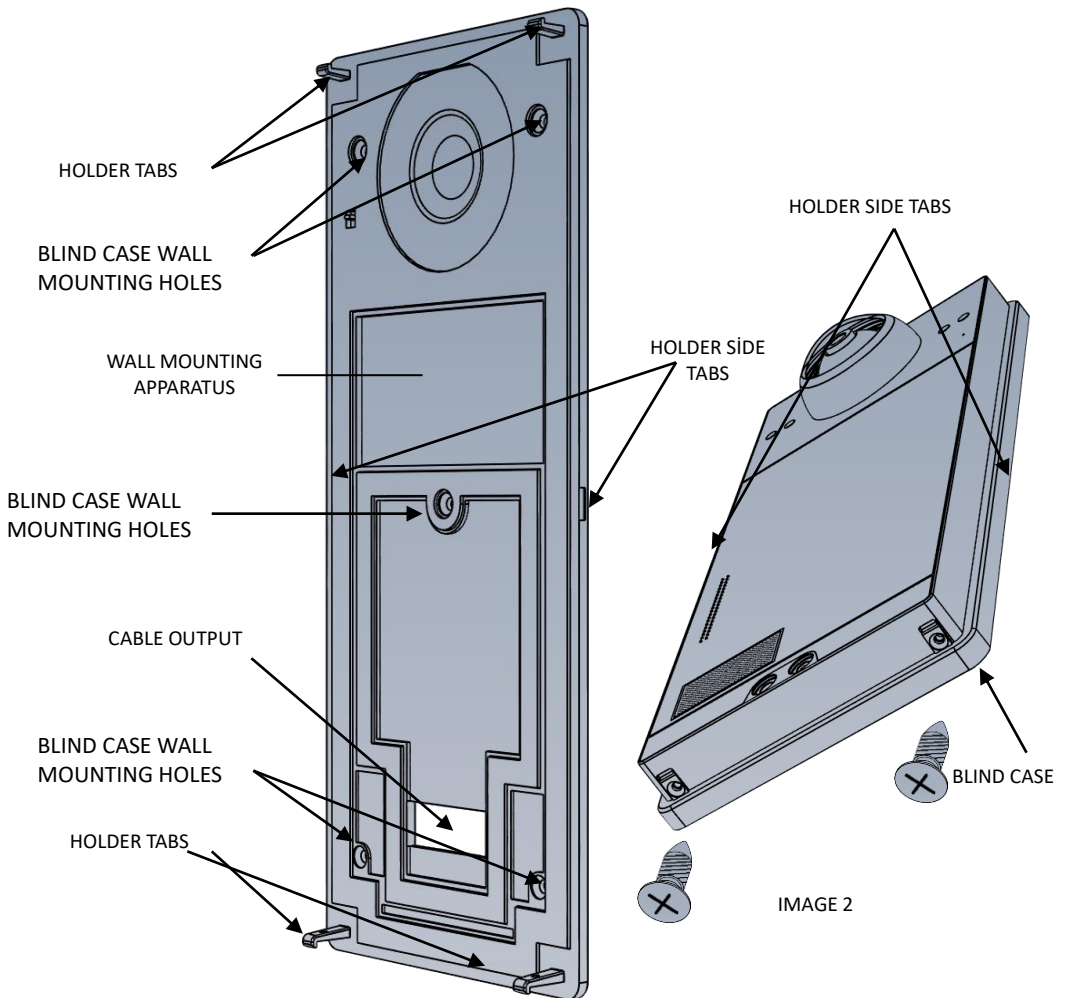
# 1. SPECIFICATIONS

- 128 X 64 LCD Display
- Dimensions: 309 X 130 X 27 mm
- Lightened, Touch keypad
- Lighting LED ' s for Night Vision
- Proximity Card Reader
- Infrared Proximity Sensor
- ABS Plastic Body
- Surface Mounted Installation
- IP65 Sealing
- Camera with adjustable angle

# 2. FRONT VIEW

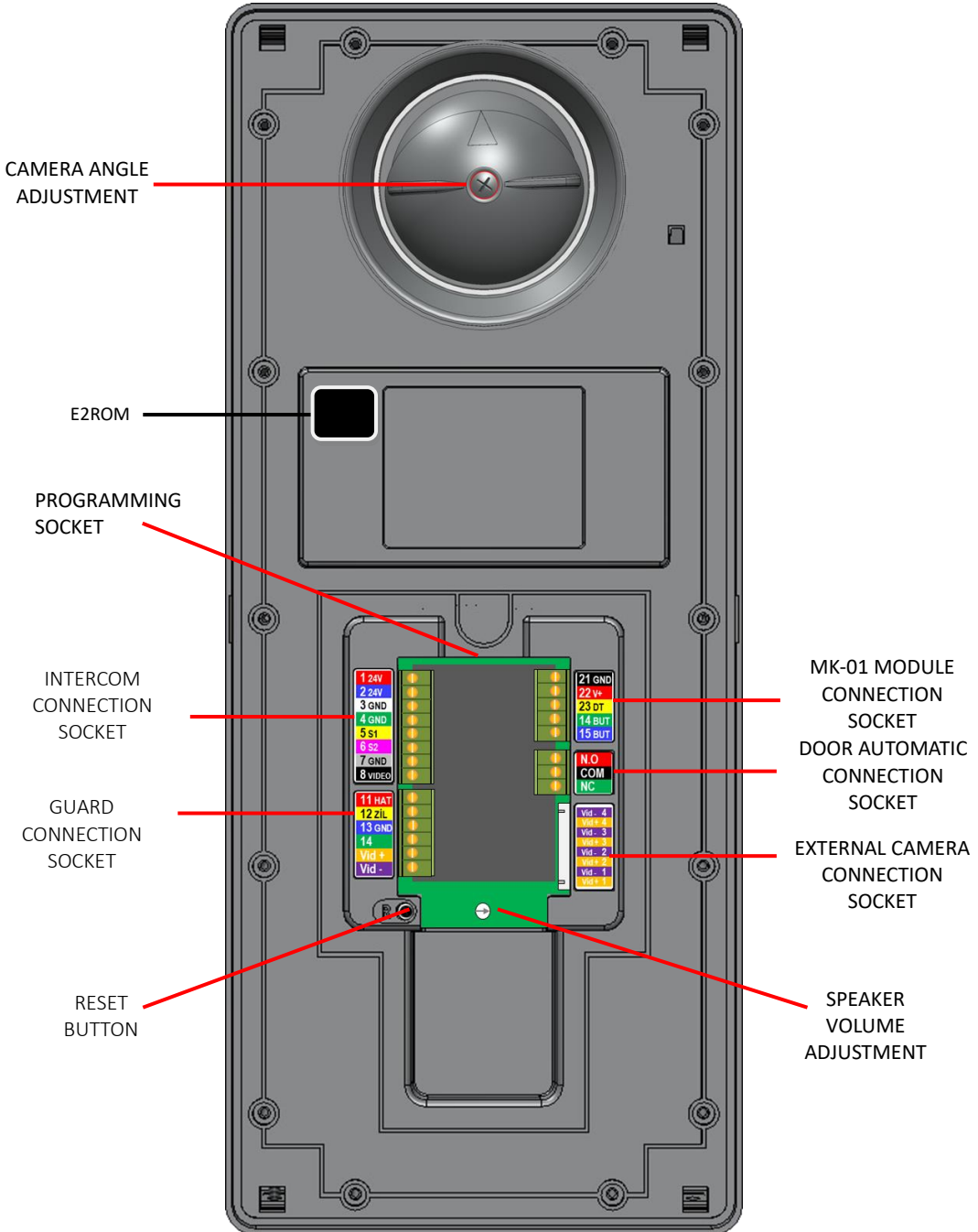


### 3. WALL MOUNT



- **Mount the blind case on the wall with 5 screws.**
- **Make the cable connections according to the connection diagram on page 9.**
- **Place the MB-12 panel, the rests at the back of MB-12 upper and lower corners are placed in the blind case with the holder on the holder plastic tabs in the Wall Mounting Apparatus. First place the top tabs and then the bottom tabs.**
- **Press the panel at the side edges and snap the HOLDER SIDE TABS.**
- **Main body and the blind case are fixed each other as in Image 2, using the 2 x 2.9mm X 13mm screws out of product package.**

# 4. BACK VIEW



## 5. CAMERA AND IMAGE SETTINGS

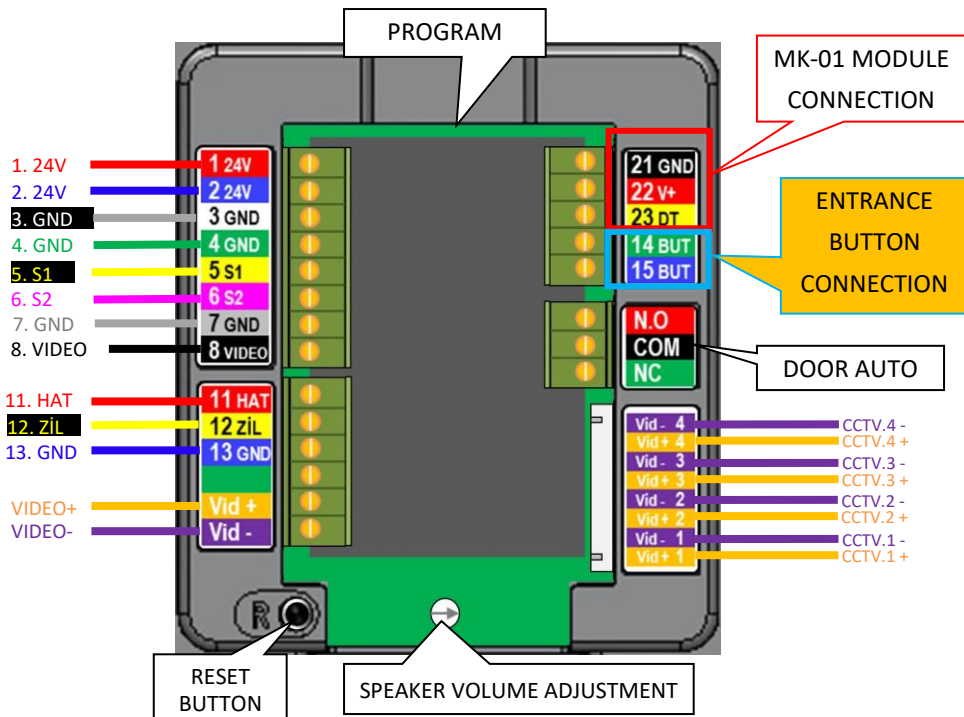


### 5.1 Adjusting the Camera Angle

- To change the angle of the camera, loosen the screw shown in the "RED" circle.
- The camera slot will be circularly movable in all directions.
- When you find the right angle, fix the camera slot by tightening the screw again.



## 6. INSTALLATION CONNECTION AND AUDIO SETTINGS

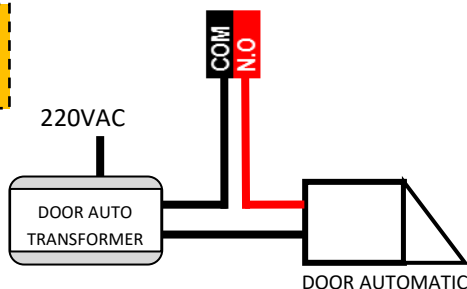


DOOR AUTO CONNECTION

TO OPEN THE DOOR AUTOMATIC, CONNECT THE BUTTON EDGES IN THE BUILDING ENTRY DIRECTLY ENTRANCE BUTTON NO 14 AND NO 15.

N.O CONTACT IS OPEN CIRCUIT WITH "COM". WHEN THE RELAY TURN-ON, IT WILL BE SHORT CIRCUIT WITH "COM".

N.C CONTACT IS SHORT CIRCUIT WITH "COM". WHEN THE RELAY TURN-ON, IT WILL BE OPEN CIRCUIT WITH "COM".



### 6.1 Adjusting the Speaker Volume

- You can adjust the speaker volume with the trimpot displayed as "SPEAKER SOUND SETTING".

### 6.2 Resetting the Door Panel

- You can perform the RESET operation with the button indicated as "RESET". Detailed information is given on page 29.

## 7. USE

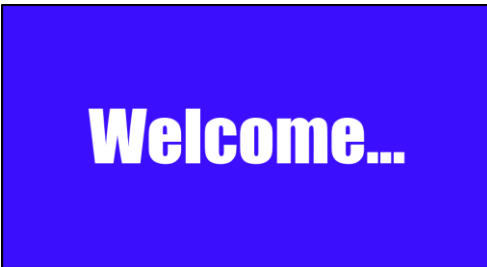
### 7.1 Display Usage

While the Door Panel is in standby, information about the use of features appears on the screen.

#### 7.1.1 StandBy Screens

While the panel is on hold, the following screens appear in sequence.

1. Screen:



2. Screen:



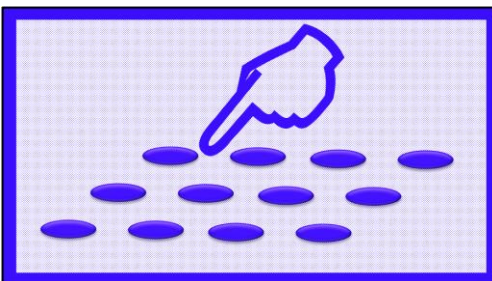
3. Screen:



4. Screen:





5. Screen:




## 7.2 Use of Features

### 7.2.1 Make to Calls by Entering the Apartment Number


Press the **CALL** button after typing the room number you want to call.

For example, to call 5 room number; press the **CALL**.  

Press the **DELETE** button to cancel the search. 

### 7.2.2 Make To Calls Form the Phone Book

**NOTE:** To create the phone book, see the page 13.

Press the **CALL** button to open phone book. 

An information screen about Selection Keys appears.





Then the phone book screen appear.

00	DOORKEEPER
01	ROOM 1
02	ROOM 2
03	ROOM 3
04	ROOM 4
05	ROOM 5
06	ROOM 6
07	ROOM 7



You can use the 2- 8- 4- 6 keys on the Keypad to select the dlat number you want to call. The selected room number appears as White.


**For example:** to call the room number 2, With the key 2, the selection partition is moved to 01 ROOM1.

00	DOORKEEPER
01	ROOM 1
02	ROOM 2
03	ROOM 3
04	ROOM 4
05	ROOM 5
06	ROOM 6
07	ROOM 7



00	DOORKEEPER
01	ROOM 1
02	ROOM 2
03	ROOM 3
04	ROOM 4
05	ROOM 5
06	ROOM 6
07	ROOM 7




 Each time the key is pressed, the selection partition will move 1 line up.

00	DOORKEEPER
01	ROOM 1
02	ROOM 2
03	ROOM 3
04	ROOM 4
05	ROOM 5
06	ROOM 6
07	ROOM 7



When the room you want to call is selected, the room is called by pressing  the Button.

Press the **DELETE** button to cancel the call. 

### 7.2.3 Open to External Door with a Password

**NOTE:** To create the phonebook, see page 13.

The door is opened by entering 99 + 4 digit password from the external door.

**For example:** In a system set as Door Opening Code 4675, it is necessary to enter 99 + 4675.



### 7.2.4 Open to External Door with a Card

**NOTE:** See page 13 for card registration. The door can be opened using the previously saved Proximity Card or Key.



Proximity Card or Key approach on the section shown, door opens.

## 7.3 User and System Settings

### 7.3.1 Create to Door Open Password







A special door opening code can be created for each room.

- The number of the room that will determine its password is called from the external door panel.

For Example; for 5 number room, Press   from the door panel.

- Answer to the called room and press the “Door Keeper” button of the monitor.
- 99 is entered first from the external door panel, then a 4 digit password is defined.

For example: Setting the password to 6754 for room 5;

From the door panel, enter the numbers.      

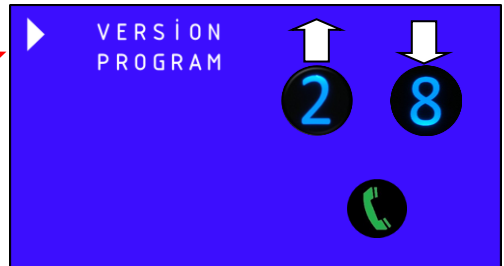
**NOTE:** You cannot enter a password consisting of consecutive numbers (such as 1234, 5678). When the consecutive number is entered, it is warned by the wrong entry tone from the external door panel.

### 7.3.2 Access to Setup Menus

In order to enter the Setup Menu, **CALL 99** is entered on the standby screens.

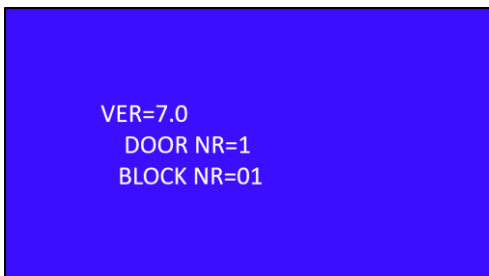


White Color Arrow indicates the option selected. For Up-Down Keys 2 and 8 are used. To confirm the selection CALL is used.



There Call 2 options on the main menu screen.

**Version:** The version information of the devices's software, door and block number are displayed.

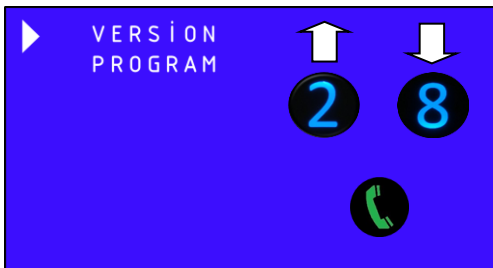


Press the **DELETE** button to exit the screen.

Version screen automatically is turned of after 10 seconds.



**Program:** All adjustments and program changes of the device are made through this menu. Press the **DELETE** button after highlighting the **PROGRAM** option by using the 2 - 8 keys.

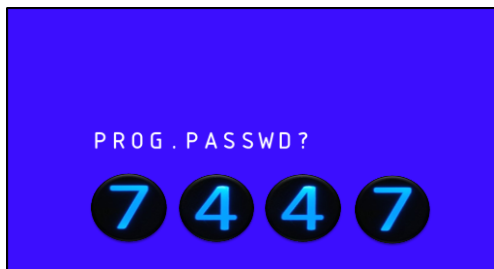


You will be asked to enter the PROGRAMMING PASSWORD.

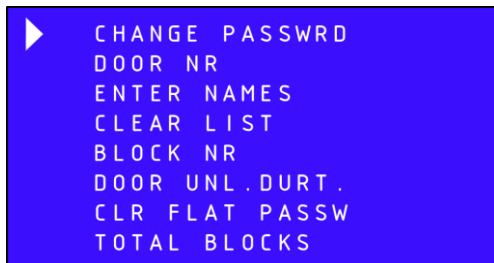
**NOTE:** ALL OPERATIONS ARE MADE THROUGH SETUP MENUS.

A "**PROGRAMMING PASSWORD**" IS REQUIRED TO ACCESS THE SETTING MENUS.

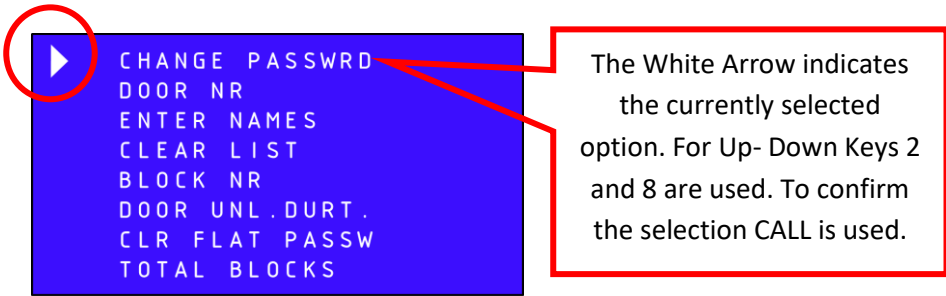
**Factory Setting Programming Password: 7447.**



**PROGRAM Screen:**

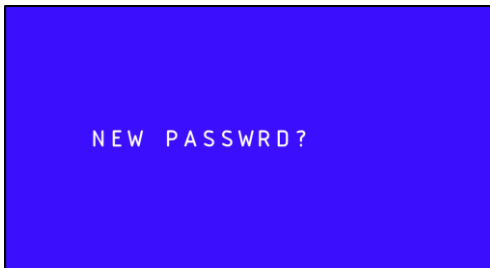


### 7.3.2.1 Changing the Programming Password



While the White Color Arrow is on the “**CHANGE PASSWORD**” option, press the CALL button.

On the screen that appears, you will be asked to enter "**NEW PASSWORD**".



The password must consist of 4 digits. Enter your new password on the keypad.

**NOTE:** You cannot enter a password consisting of consecutive numbers (such as 1234, 5678).

When consecutive numbers are entered, an incorrect entry is warned from the outer door panel with a sound tone.

At the end of the process, the following confirmation screen appears.

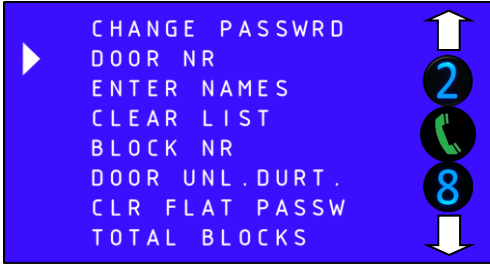


### 7.3.2.2 Changing the Door Panel Number

In blocks with more than one Door Panel, the number of each door panel must be defined separately. DOOR NR is set as 1 in Factory Settings.

This definition is done through the "DOOR NR" option in the Programming screen.

**NOTE:** For Setting Menus-Programming Screen entry, see "Pages 13-14".



After reaching the DOOR NR option by using the 2-8 keys, press the **CALL** button.

The current Door Nr is shown on the incoming screen.



You can set the DOOR NR between 1 and 4 by using the 2- 8 keys. You can increase the No with the 2 key and decrease it with the 8 key. After setting, press the **CALL** button.

**For example:** To set the door number as 4, you have to press the 2 key 3 times.

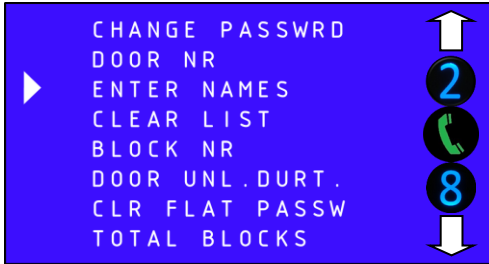


### 7.3.2.3 Entering a Name in the Door Panel Directory

In order to use the Door Panel Guide, Name information of the residents must be entered beforehand.

This is done through the "ENTER NAMES" option on the Programming screen.

**NOTE:** For Setting Menus-Programming Screen entry, see "Pages 13-14".



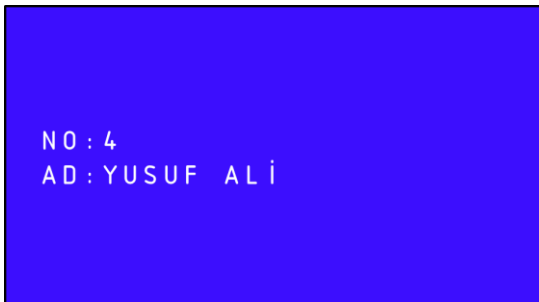
Press the **CALL** button after selecting ENTER NAMES option by using the 2-8 keys.

On the screen that appears, you will be asked to enter Flat Number and Flat Name.

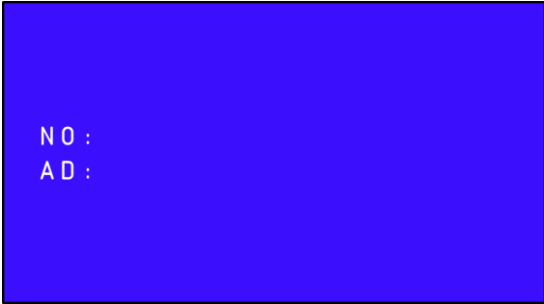


**For example:** For apartment no 4 enter 4 from the keypad Press and CALL button.

On the screen that appears, you will be asked to enter Flat Number and Flat Name.



Keypad is used for sim entry. You can use the table on the next page 18 for the places of the letters on the keys. Press the CALL button after entering the name.

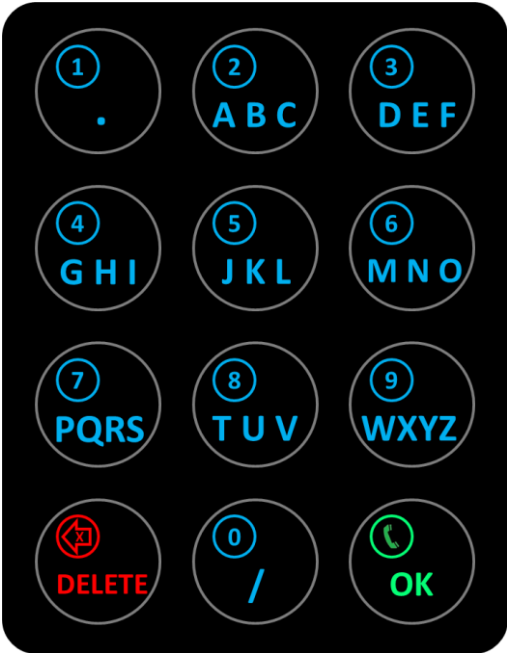


If there is a new entry, the Flat Number and Name are entered again. To exit, the **DELETE** button is pressed on the blank screen.

### 7.3.2.4 Using the Keypad for Name Entry

In the name entry, the key with the letter to be typed is pressed until the desired letter is reached. The next letter will appear on each press. When the desired letter is reached, the writing cursor slides aside after 2 seconds of waiting.

Flat name can be up to 10 letters.  
Use the **DELETE** button for deleting in the wrong writing process.  
The **CALL** button to confirm the Flat Number and Flat Name entry.

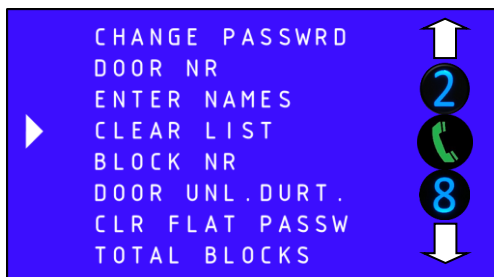


### 7.3.2.5 Deleting the Door Panel Guide

When Door Panel Guide is deleted, the saved Proximity Card Records and Door Open Passwords are not deleted.

This process is done through the option "**CLEAR LIST**" on the Programming screen.

**NOTE:** For Setting Menu-Programming Screen entry, see "Pages 13-14".



Using keys 2-8, scroll to the option to **CLEAR LIST** and press the **CALL** button.

The Operation Screen appears.



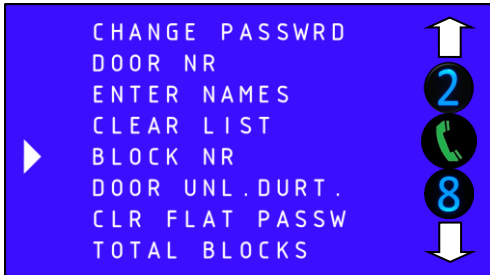
When the Guide Deletion process is finished, the Device Main Screen appears.

### 7.3.2.6 Changing the Block Number

In systems with more than one Block, the Block Number of the door panels belonging to each block must be defined separately. It is set as BLOCK NR 1 in Factory Settings.

This definition is done through the "**BLOCK NUMBER**" option in the Programming screen.

**NOTE:** For Setting Menus-Programming Screen entry, see "Pages 13-14".



Press the **CALL** button after reaching the BLOCK NUMBER option by using the 2-8 keys. The current Block Number is displayed on the screen that appears.



**NOTE:** In order to change the block number, you must have entered the total number of blocks in the system from the "**BLOCK NUMBER**" option on the Program Screen.

"See page 23"

You can set the BLOCK NR between 1 and 16 by using the 2-8 keys. You can increase the No with the 2 key and decrease it with the 8 key. After setting, press the **CALL** button.

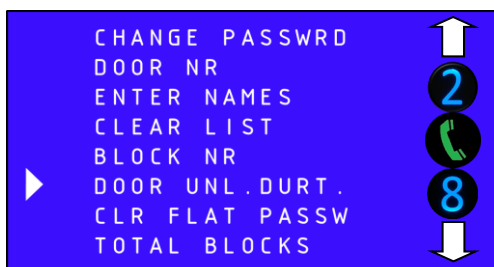
**For example:** To set the Block Number to 5, you have to press the 2 key 4 times.

### 7.3.2.7 Changing the Door Unlock Duration

Depending on the type of Door Opener used, it may be necessary to change the pulling time of the Door Unlock Duration in the Door Panel. Shrinking Time is set as 1 second in Factory Settings.

This identification process is displayed on the Programming screen. “**DOOR UNLOCK DURATION**” option.

**NOTE:** For Setting Menu-Programming Screen entry, see “Pages 13-14”.



By using the 2-8 keys, select the **DOOR UNLOCK DURATION** option and press the **CALL** button.

**On the screen that appears, the set Door Unlock Duration is displayed.**



You can set the **DURATION** between 01 and 99 seconds by using the buttons 2-8.

You can increase the time with the 2 key and decrease it with the 8 key.

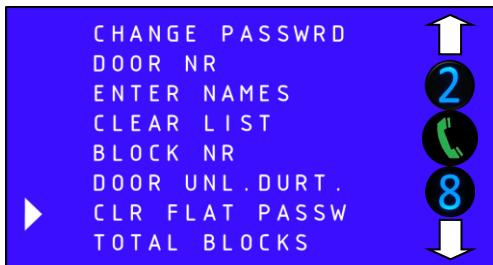
After setting, press the **CALL** button.

### 7.3.2.8 Clear Flat Passwords

When Door Opening Passwords registered in the Door Panel are deleted, the saved Proximity Card Records and Contacts are not deleted.

This operation shows “**CLEAR FLAT PASSWORD**” option.

**NOTE:** For Setting Menus-Programming Screen entry, see “Pages 13-14”.



By using the 2-8 keys, highlight the **CLEAR FLAT PASSWORD** option and press the **CALL** button.

**The Operation Screen appears.**



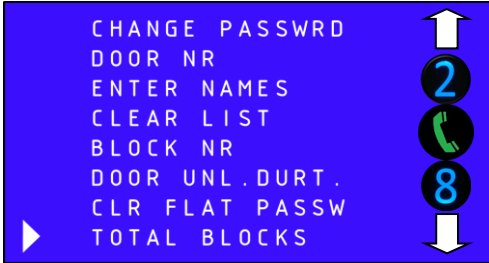
**When the Guide Deletion process is finished, the Device Main Screen appears.**

### 7.3.2.9 Entering the Total Blocks in the System

In systems with more than one Block, the Total Blocks in the system must be entered in each door panel. TOTAL BLOCKS is set to 1 in Factory Settings.

This definition is done through the "**TOTAL BLOCKS**" option on the programming screen.

**NOTE:** For Setting Menus-Programming Screen entry, see "Pages13-14".



Using the 2-8 keys, select **TOTAL BLOCKS** and press the **CALL** button.

**The current Total Number of Blocks is displayed on the screen.**



**You can set the Total Blocks by using the 2-8 keys. You can increase the No with the 2 key and decrease it with the 8 key.**

**Press the CALL button after setting.**

**For example:** To set the Block Count to 4, you have to press the 2 key 3 times.

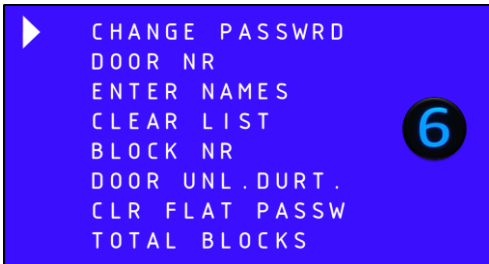
### 7.3.2.10 Proximity Card Transactions

Proximity Cards to be used to open the door automatic are introduced on the Door Panel.

Identification of the cards, deletion of them individually or all of them can be done in the PROXIMITY CARD OPERATIONS menu.

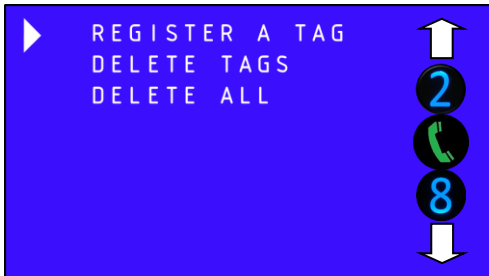
The PROXIMITY CARD OPERATIONS menu can be accessed on the Programming Screen;

**NOTE:** For Setting Menus-Programming Screen entry, see “Pages 13-14”.



While on the Programming Screen, press the 6 button.

The Proximity Card Transactions Menu appears.



**REGISTER A TAG:** You can introduce 5 Proximity Cards for each flat.

**DELETE TAGS:** If the cards or cards belonging to an apartment are lost, you can delete only the cards belonging to the relevant apartment and by re-registering the existing cards of the apartment, you can delete the lost card from the system.

**DELETE ALL:** You can delete all Proximity Cards introduced to the door panel.

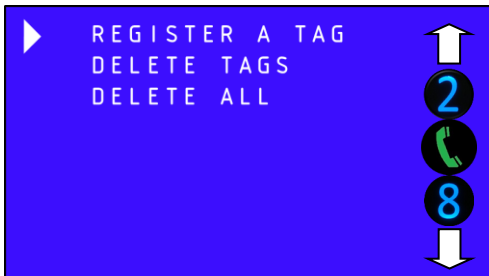


## Register Proximity Tags

You can save the Proximity cards to be used to turn on the Automatic Door to the Door Panel according to their Apartment Numbers.

This process is done with the "**REGISTER A TAG**" option in the Proximity Card Transactions menu.

**NOTE:** For Setting Menus-Programming Screen-Proximity Card Operations entry, see "Pages 13-14-24".



Using the 2-8 keys, scroll to the **REGISTER A TAG** option and press the **CALL** button.

**We are asked to enter the Apartment Number where the cards will be registered. A maximum of 5 cards can be registered for each circle.**



**For example:** For circle number 4, 4 is entered on the keypad and the CALL key is pressed.



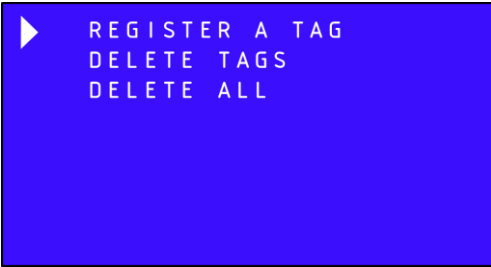
Move the Proximity card closer to the card reader. "Page 5"



The message OK appears when the card is registered. Then we are asked to read the other card.

To end the process when all the cards belonging to the relevant apartment are recorded as "maximum 5". Press the **DELETE** button.

Proximity Card Transactions Menu appears again.



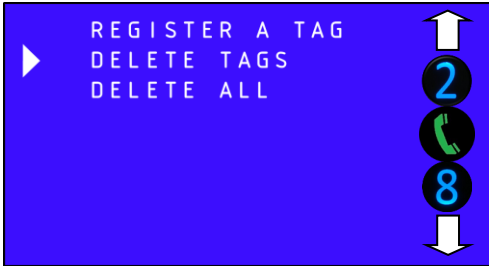
Press the **DELETE** button to exit the programming screen.

## Delete Tags of the Flat

You can delete saved proximity cards according to their Apartment Numbers.

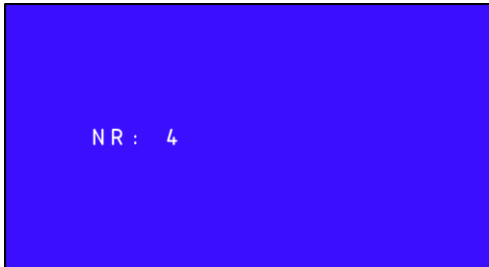
This process is done with the option "**DELETE TAGS**" in the Proximity Card Transactions menu.

**NOTE:** For Setting Menus-Programming Screen-Proximity Card Operations entry, see "Pages 13-14-24".



Select the **DELETE TAGS** option by using the 2-8 keys and press the **CALL** button.

We are asked to enter the Apartment Number whose cards will be deleted.



**For example:** For circle number 4, 4 is entered from the keypad and the **CALL** key is pressed.



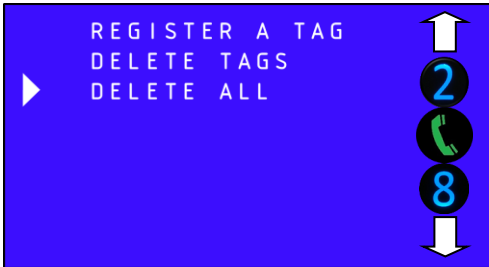
When the process is completed, the Proximity Card Transactions Menu appears after the **OK** message.

## Delete All Registered Proximity Cards

You can delete all saved proximity cards in one go.

This process is done with the "**DELETE ALL**" option in the Proximity Card Transactions menu.

**NOTE:** For Setting Menus-Programming Screen-Proximity Card Operations entry, see "Pages 13-14-24".



Using the 2-8 keys, scroll to the option to **DELETE ALL** and press the **CALL** button.

**The Operation Screen appears.**



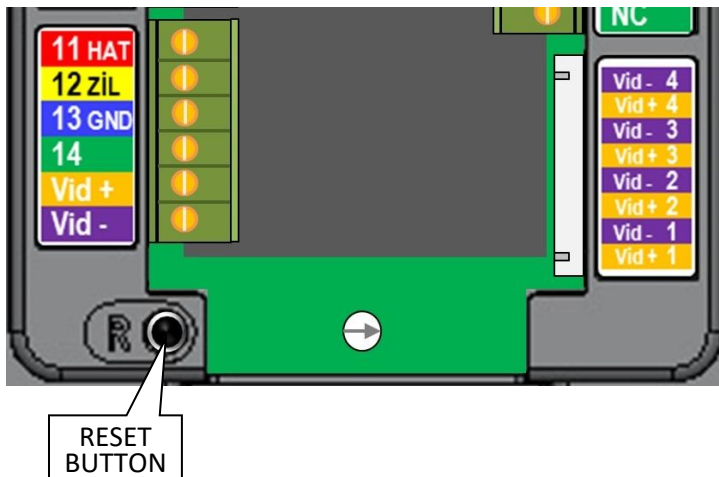
**When Deleting Contacts is finished, the Device Main Screen appears.**

## Resetting the Panel When Programming Password is Forgotten

When the Program Password used to enter the setting menus is forgotten, you need to reset the Door Panel.

### RESET Process

- Door Panel supply voltage must be connected while performing RESET operation.
- Press and hold the RESET button next to the connection connector for 5 seconds.



- When the message OK appears, your door Panel has been RESET.
- After RESET operation, Programming Entry Password will be 7447.
- In RESET process; Directory, Door Opening Passwords, Proximity Card Records and other settings are NOT DELETED.

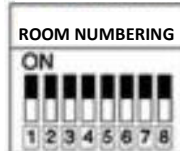
The numbering of MULTIBUS is 0 (janitor),1-9,10-99,100-255

The visitor dials the room number and then press CALL button for the digital door panels or just press the room button to call the room.

The catalogue number of the room is set by the switches located at the back side of the device. The switch is 8 poles, and therefore it is possible to address up to 256 rooms.

The following table gives the switch positions according to the room catalogue number.

DIP SWITCH GROUP



### ROOM CODE LIST

ROOM NO	SWITCH NO	ROOM NO	SWITCH NO	ROOM NO	SWITCH NO	ROOM NO	SWITCH NO
	12345678		12345678		12345678		12345678
JANITOR	00000000	ROOM 25	00000000	ROOM 50	00000000	ROOM 75	00000000
ROOM 1	00000001	ROOM 26	00000001	ROOM 51	00000001	ROOM 76	00000001
ROOM 2	00000010	ROOM 27	00000010	ROOM 52	00000010	ROOM 77	00000010
ROOM 3	00000011	ROOM 28	00000011	ROOM 53	00000011	ROOM 78	00000011
ROOM 4	00000100	ROOM 29	00000100	ROOM 54	00000100	ROOM 79	00000100
ROOM 5	00000101	ROOM 30	00000101	ROOM 55	00000101	ROOM 80	00000101
ROOM 6	00000110	ROOM 31	00000110	ROOM 56	00000110	ROOM 81	00000110
ROOM 7	00000111	ROOM 32	00000111	ROOM 57	00000111	ROOM 82	00000111
ROOM 8	00001000	ROOM 33	00001000	ROOM 58	00001000	ROOM 83	00001000
ROOM 9	00001001	ROOM 34	00001001	ROOM 59	00001001	ROOM 84	00001001
ROOM 10	00001010	ROOM 35	00001010	ROOM 60	00001010	ROOM 85	00001010
ROOM 11	00001011	ROOM 36	00001011	ROOM 61	00001011	ROOM 86	00001011
ROOM 12	00001100	ROOM 37	00001100	ROOM 62	00001100	ROOM 87	00001100
ROOM 13	00001101	ROOM 38	00001101	ROOM 63	00001101	ROOM 88	00001101
ROOM 14	00001110	ROOM 39	00001110	ROOM 64	00001110	ROOM 89	00001110
ROOM 15	00001111	ROOM 40	00001111	ROOM 65	00001111	ROOM 90	00001111
ROOM 16	00010000	ROOM 41	00010000	ROOM 66	00010000	ROOM 91	00010000
ROOM 17	00010001	ROOM 42	00010001	ROOM 67	00010001	ROOM 92	00010001
ROOM 18	00010010	ROOM 43	00010010	ROOM 68	00010010	ROOM 93	00010010
ROOM 19	00010011	ROOM 44	00010011	ROOM 69	00010011	ROOM 94	00010011
ROOM 20	00010100	ROOM 45	00010100	ROOM 70	00010100	ROOM 95	00010100
ROOM 21	00010101	ROOM 46	00010101	ROOM 71	00010101	ROOM 96	00010101
ROOM 22	00010110	ROOM 47	00010110	ROOM 72	00010110	ROOM 97	00010110
ROOM 23	00010111	ROOM 48	00010111	ROOM 73	00010111	ROOM 98	00010111
ROOM 24	00011000	ROOM 49	00011000	ROOM 74	00011000	ROOM 99	00011000

**IMPORTANT NOTE:** The blocks in a site is not defined by a switch but by programming the door panel. The system may have up to blocks, each up to 4 outdoor panels.