PROGRAMMING NOTE: *FlashBox is unprogrammed and <u>locked</u> by default. **CyberBox** is unprogrammed and <u>unlocked</u> by default. We recommend programming the FlashBox/CyberBox prior to installation. Instructions for programming are located in* **Context Help** *of CyberAudit-Web (https://cyberauditweb.com/cawdocs)*

1. Open the FlashBox/CyberBox and use a coin or flat-bladed screwdriver to turn the shackle release clockwise. See Figure 1.

2. Leaving the shackle open, close the FlashBox/CyberBox lid.

   IMPORTANT: *Hands and fingers can be pinched by the lid if it is left open when closing the shackle.*

Figure 1: *Release Shackle*

3. Pull the shackle up, then pivot it 90 degrees to the rear and slip it over the doorknob. See Figure 2.

4. Hold the shackle in place over the doorknob, then pivot the FlashBox/CyberBox to the shackle and push the FlashBox/CyberBox up until a loud click is heard and the shackle latches firmly into place.

Figure 2: *Install Over Knob, Close Shackle*

5. Open the FlashBox/CyberBox and add the keys or other items to be secured inside and close the lid. Verify that the shackle is locked by checking the orientation of the shackle release slot. The slot should be vertical when the shackle is locked. See Figure 3.
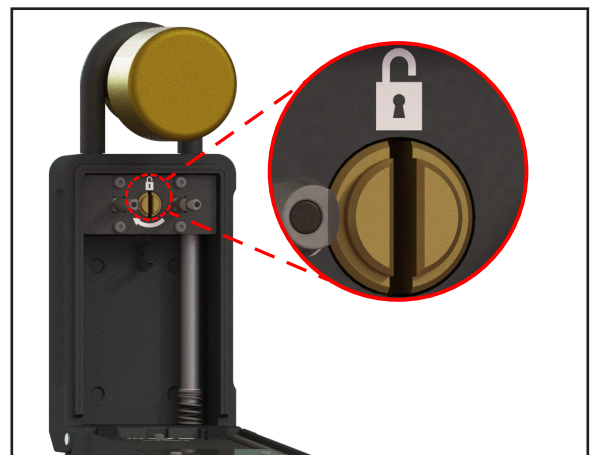

Figure 3: *Reopen and Add Items*