



BLUETOOTH

Vanma Smart Lock System Quick Start Guide



Best Solution For You



HELLO!

Thank you for choosing **VANMA**.

This short guide will help you configure all the basic settings required for the initial setup of your smart lock system, and you will learn all the necessary steps to quickly manage this system.

You need prepare:

Vanma Software

VanLock APP

Bluetooth Fingerprint Key-FBK04

Smart Lock



Vanma Lock

Contents

Vanma

1. Login Software
2. Download Program
3. Setup Department
4. Setup User

1

Vanma

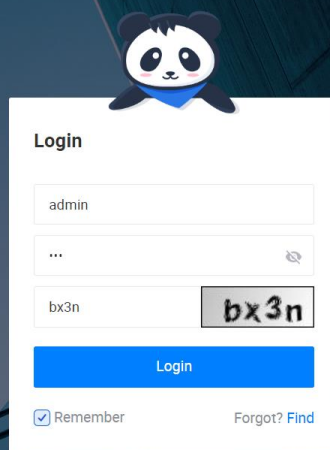
5. Add Key
6. Add Lock
7. Setup Task
8. Download Task

Vanma

9. Login App
10. Unlock/Lock
11. Check Records

Vanma Lock

1. Login Software



Login

admin

...

bx3n

bx3n

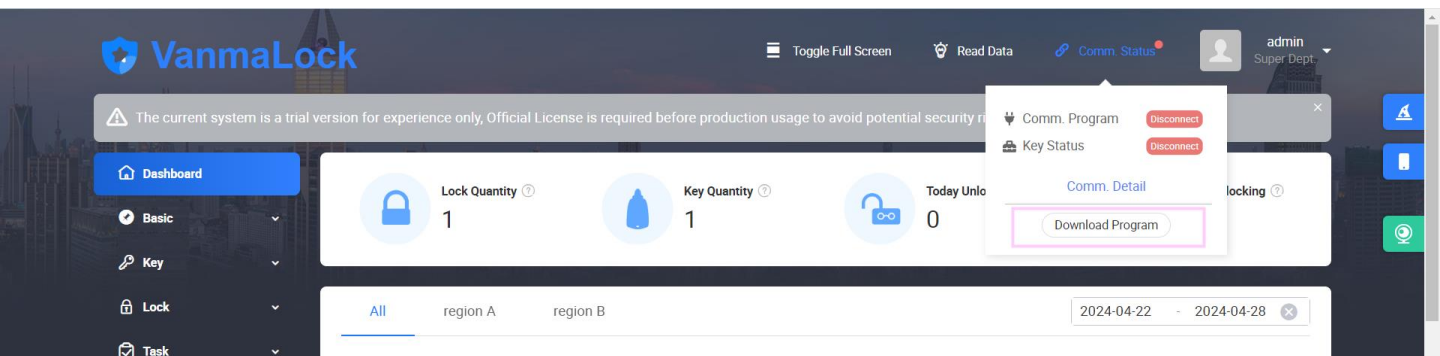
Login

☒ Remember

Forgot? [Find](#)

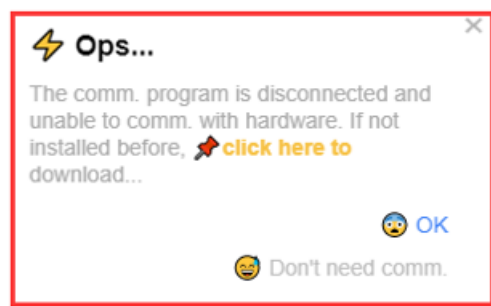
- Enter the username and password after installing the software.
- Default account is “admin”, the password is “999”, we also need fill in the random captcha.

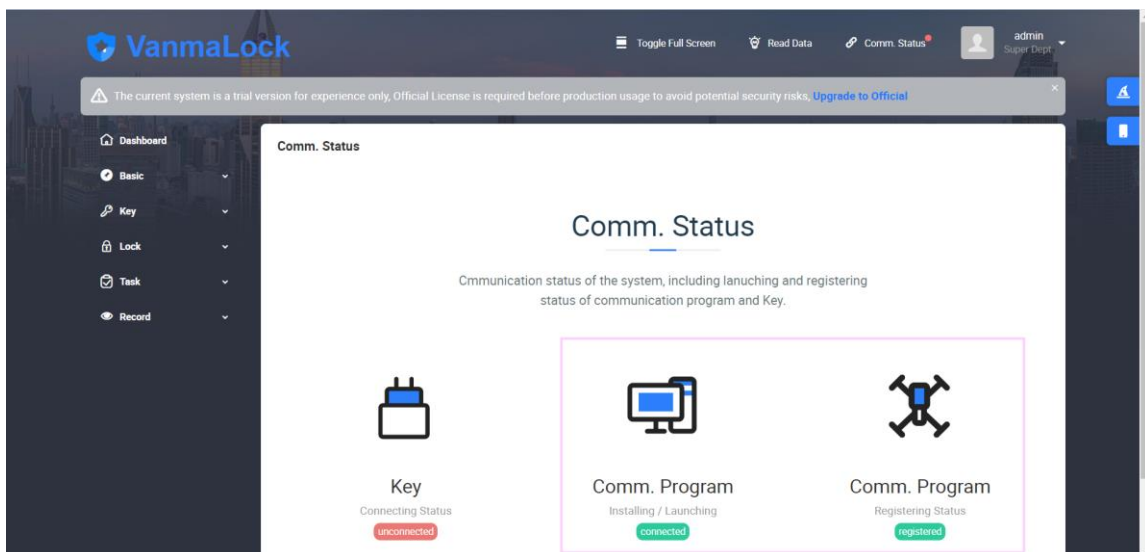
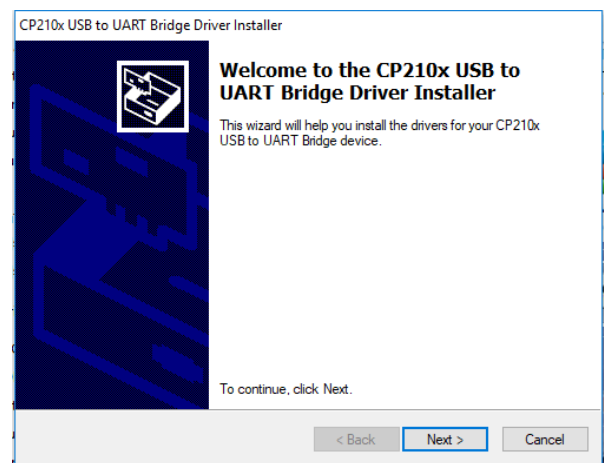
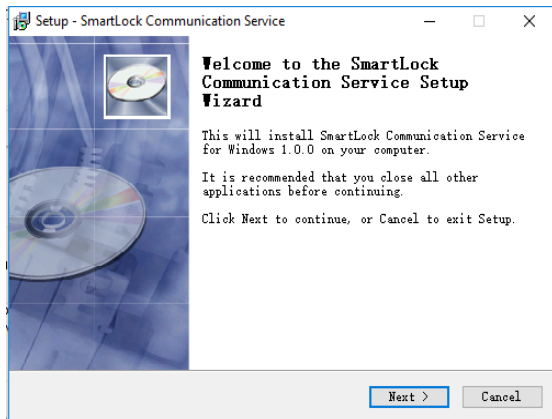
2. Download and install Communication Program



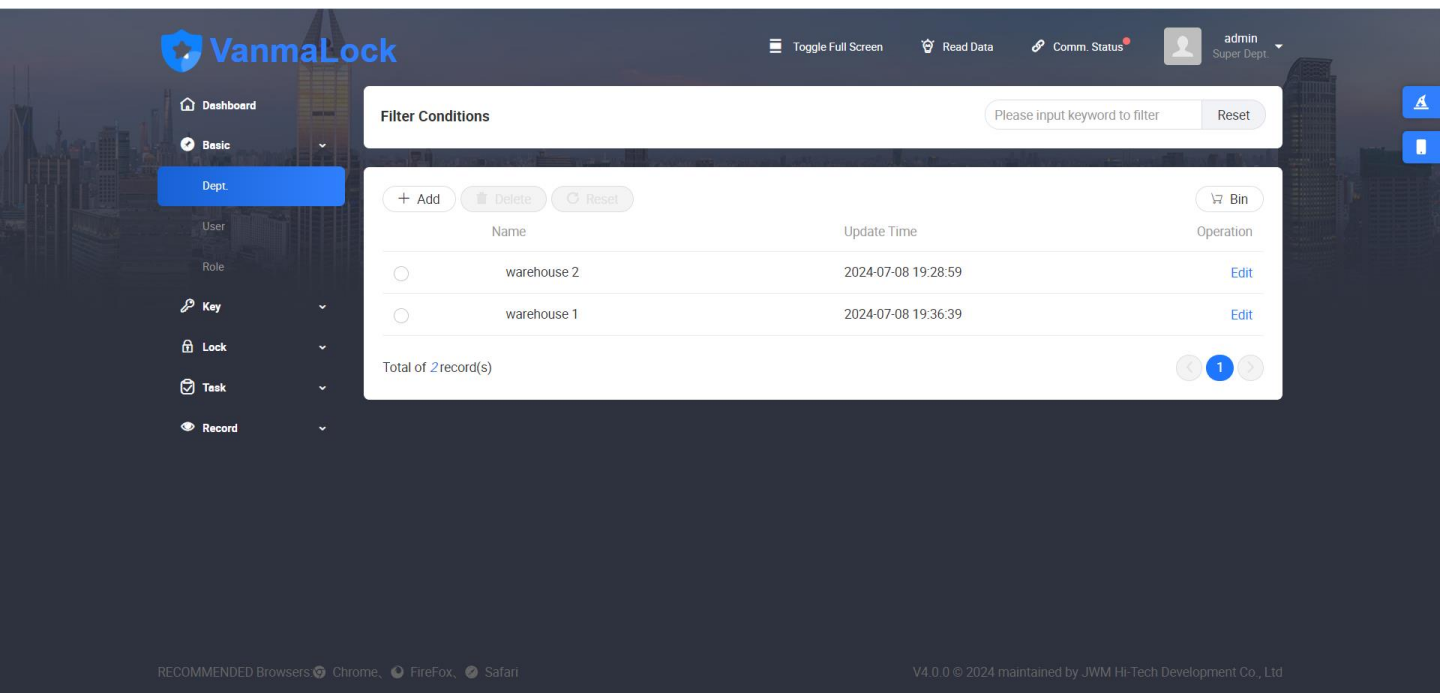
There will be a prompt when you enter this software if you did not install the communication program.

You also could click “Comm. Status—Download Program”.

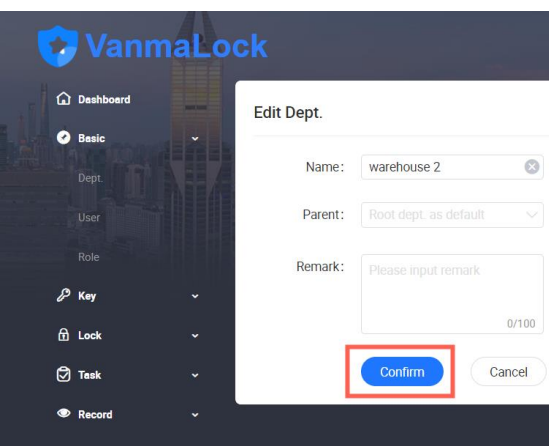




3. Setup Department



Click “Add” to add a new department.



Enter department name, parent is used for choosing a higher level, click confirm.

4. Setup User



Dashboard

Basic

Dept.

User

Role

Key

Lock

Task

Record

VanmaLock

Toggle Full Screen

Read Data

Comm. Status

admin
Super Dept.

Filter Conditions

Dept.

Please select Dept.

Finger

Please select.

Name:

User name is required

From

Please select validity period

To

Please select validity period

Reset

Query

+ Add

Delete

Reset

Restore initial password

Import/Export

☐	Name	Dept.	Role	Finger	TEL.	Update Time	Operation
☐	Ivan	warehouse 1	Admin			2024-07-08 19:48:26	Edit Detail
☐	Jackie	warehouse 2	Admin			2024-07-08 19:37:02	Edit Detail

Total of 2 record(s)

Show rows:

10

<

1

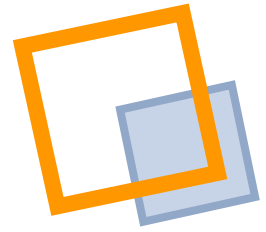
>

RECOMMENDED Browsers Chrome, Firefox, Safari

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Click “Add” to add new users who can login this platform & APP to unlock.

Vanma Lock



User Edit

Basic Info.

Name: 4/50

Dept.:

Role:

Gender: ☒ Male ☐ Female

TEL.: 0/50

E-Mail: 0/50

Validity Period:

User name and password

Username: 8/50

*The default password is 999. It is recommended to change it promptly after logging in

App Settings.

Login: ☒

Fingerprint: [+ Collect](#)

Confirm

Cancel

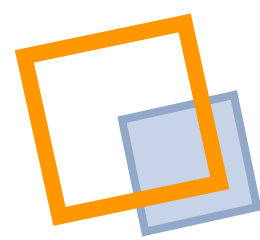
User is the staff who will use the key to work and login platform & Vanlock APP.

Input these information you need.

Username is used to login the platform and Vanlock APP.

Enable “APP” means this user can use APP. When your employee use the FBK04, you must enable the APP.

It is **necessary to collect fingerprint** for those employee who will use the FBK04.



User Edit

Basic Info.

Name:

ivan

4/50

Dept.:

warehouse 1

Role:

Admin

Gender:

✓ Admin

creat a new role

TEL.:

Please input TEL.

0/50

E-Mail:

Please input E-Mail

0/50

Validity Period:

Please select validity period

■ We can set a role for the user you create.

■ We can customize the role information in detail.

Role Edit

Basic Info.

Name:

Please input role name

Description:

Please input role description

Role Permissions

Permissions:

> ☒ Dashboard

✓ ☒ Basic

> ☒ Dept.

> ☒ User

> ☒ Role

> ☐ Key

> ☐ Lock

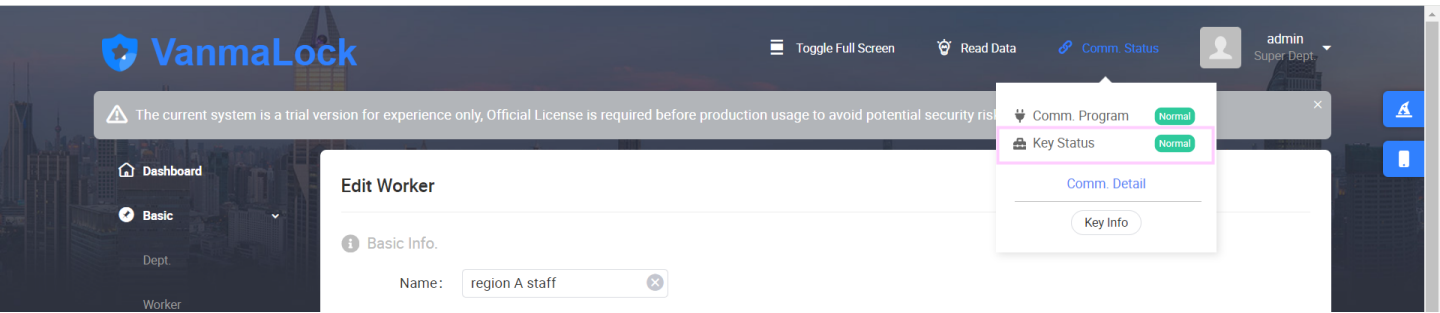
> ☐ Task

> ☐ Record

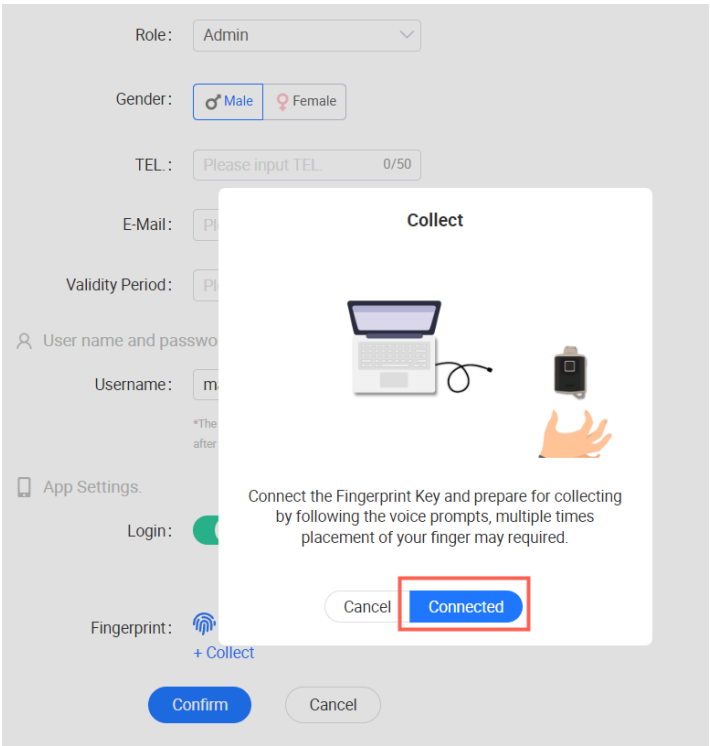
Confirm

Cancel

Vanma Lock

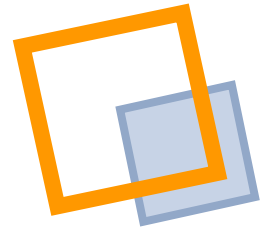


Let us connect the key first and you could see the status is normal with green marked.



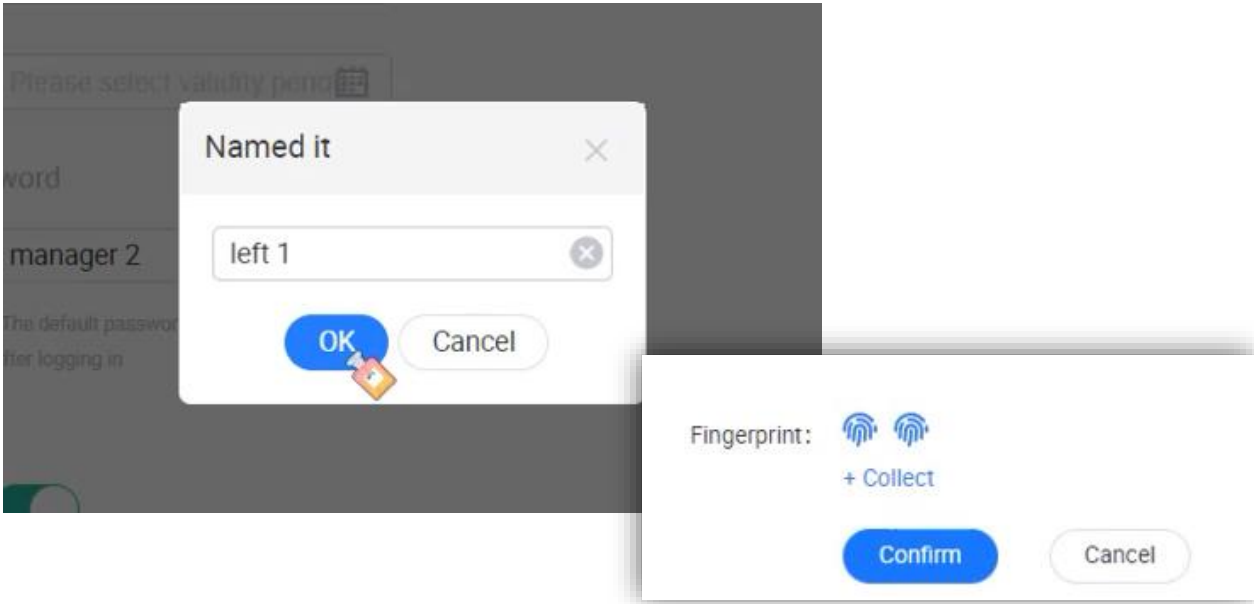
Then click “Collect”, and it will prompt like this, click “Connected”.



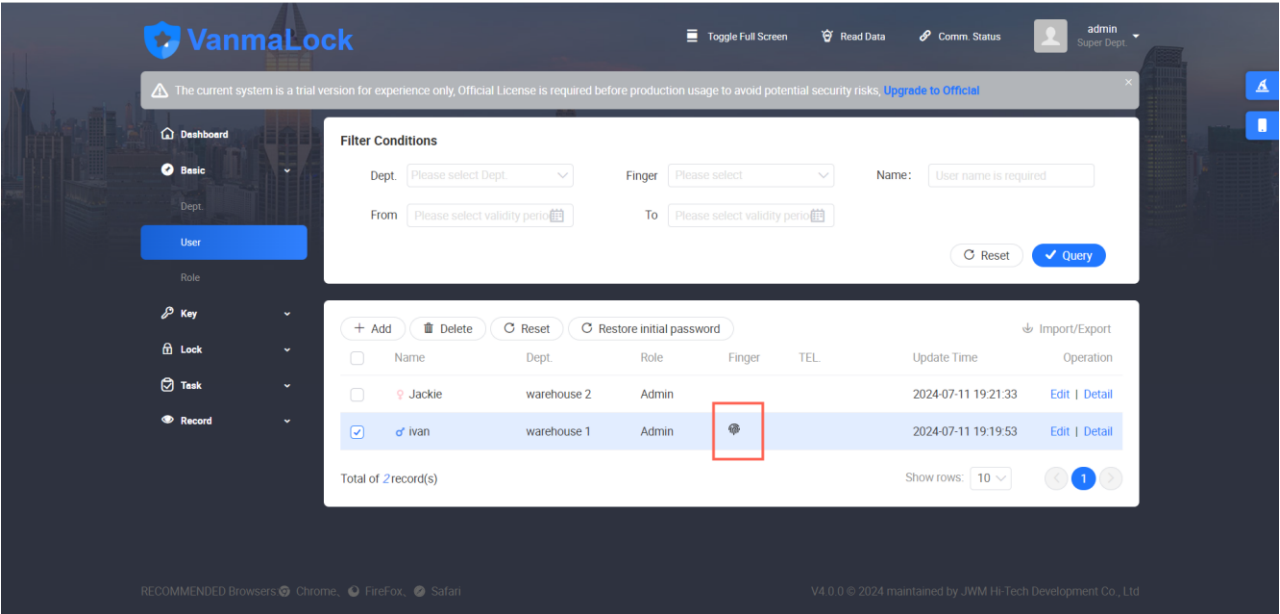


Attn:

- ① You will be requested to press your finger for **4 times** in each round.
- ② Press and hold the fingerprint sensor **completely**.
- ③ We suggest collect the same finger for **2 rounds** at least.



You could name it after fingerprint collecting.



5. Add Key



 Dashboard

 Basic

 Key

 Key List

 Add Key

 Blacklist

 Lock

 Task

 Record

 The current system is a trial version for experience only. Official License is required before production.

Filter Conditions

Dept.

Please select Dept. 

Key Name

Key Type

Please input key type 

Occupier

To

Please select validity period 

+ Add

Delete

Reset

All

Normal

Damage

Lost

☐	Name	Type	Dept.
☐	K01		warehouse 2
☐	BK01		warehouse 1

1

2

3

Connect

Informations

Finish

Please connect the key



Back

Connected



Connect

2

Informations

Basic Info.

Dept.

warehouse 1 

Key Type

Normal

Blue-Tooth

Finger-Print

BLE Flag: 204405289999

Key No.

204405289999

i Key Name

FBK04 5/50

Keep the key and software connected, click “Add” and “connected”, then you need input these information.

Vanma Lock



VanmaLock

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admin Super Dept

Dashboard

Basic

Key

Key List

Add Key

Blacklist

Lock

Task

Record

Edit Key

1 Connect 2 Informations 3 Finish

Basic Info.

Dept. warehouse 1

Key Type Normal Blue-Tooth Finger-Print

BLE Flag: 204405289999

Key No. 204405289999

Key Name FBK04 5/50

Back Save

VanmaLock

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admin Super Dept

Dashboard

Basic

Key

Key List

Add Key

Blacklist

Lock

Task

Record

Edit Key

1 Connect 2 Informations 3 Finish

Save key successfully!

Save key successfully!

Do more configuration to the key:

Status: Normal [Modify >](#)

Finish Continue

You could continue to add other keys or leave.

Vanma Lock



VanmaLock

Toggle Full Screen

Read Data

Comm. Status

admin

Super Dept.

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Dashboard

Basic

Key

Key List

Add Key

Blacklist

Lock

Task

Record

Filter Conditions

Dept.

Please select Dept.

Key Name

Please input key name

Key No.

Please input key no.

Key Type

Please input key type

Occupier

Please input occupier

From

Please select validity period

To

Please select validity period

Reset

Query

+ Add

Delete

Reset

Import/Export

All

Normal

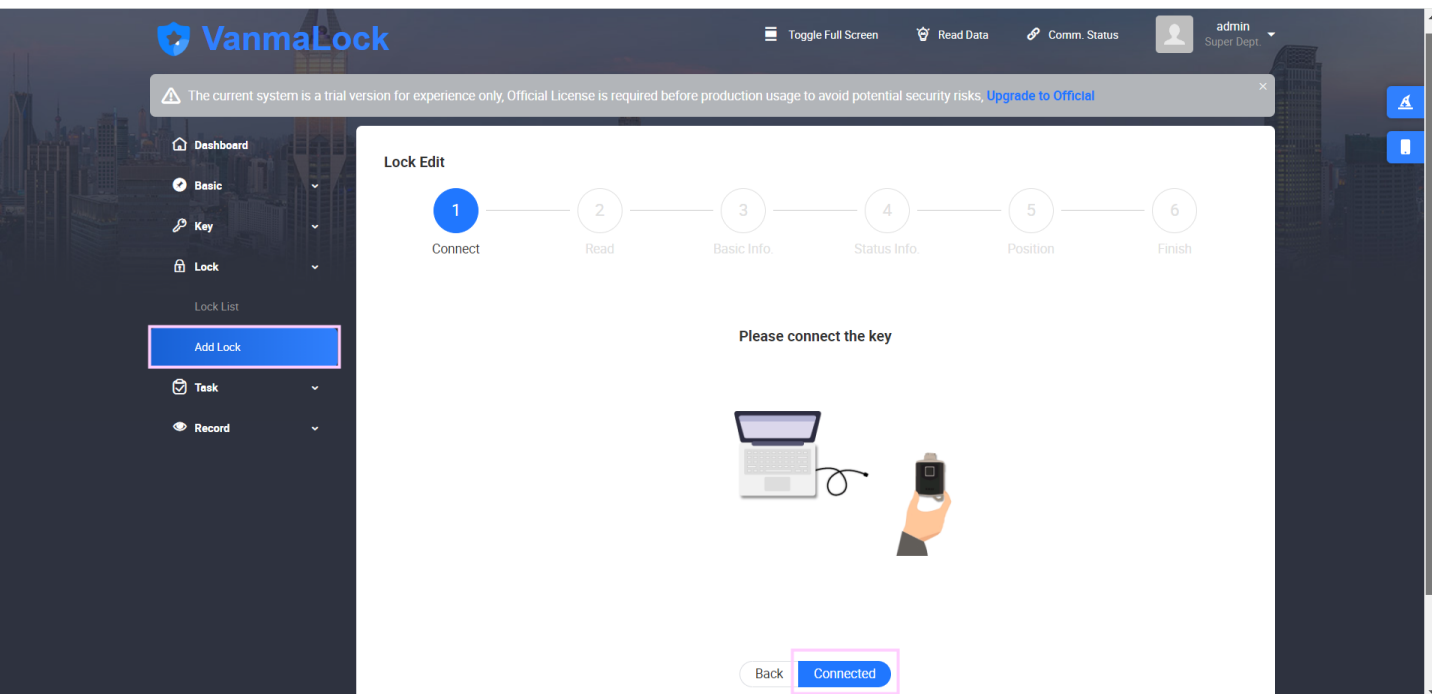
Damage

Lost

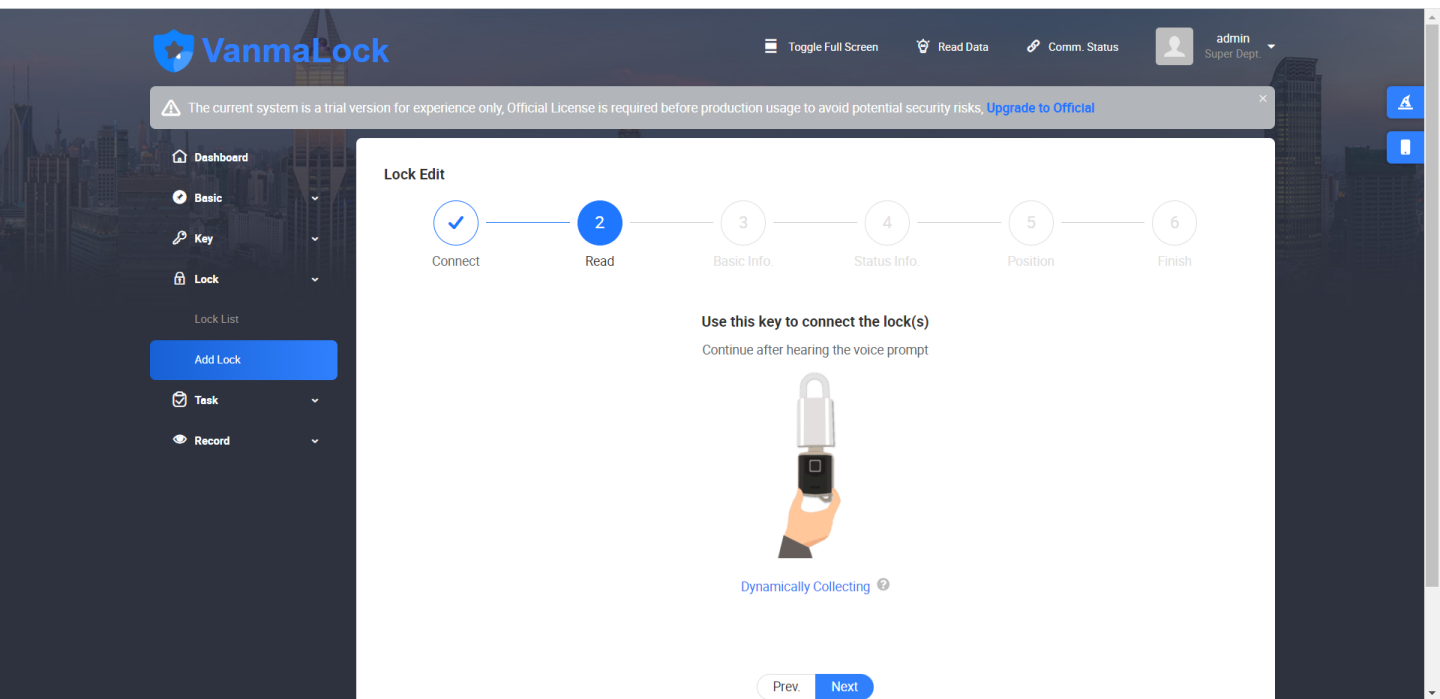
☐	Name	Type	Dept.	Occupier	Status	Update Time	Operation
☐	FBK04	 	warehouse 1		Nor	07-11 19:42	Edit

Here you could see the keys we just added.

6. Add Lock



Click “Add Lock”, still keep the key and software connected, then click “Connected”



Remove the key from cable and touch the lock cylinder, **Blue LED blinks** and prompt “Communication Successfully” which means **correct operation**, Click “Next”.





Connect the key again and ensure the communication status is ok, then go to the basic info, please input these as you need.

The screenshot shows the 'Lock Edit' interface with a progress bar at the top indicating steps: Connect, Read, Basic Info (current), Status Info, Position, and Finish. The 'Basic Info' section includes a dropdown for 'Dept.' (warehouse 1), a text field for '# Lock No.' (202405270002), and a text field for 'Name(location name recommended)' (L40). There are 'Prev' and 'Next' buttons at the bottom.

Next, you could setup the lock's status information. Uninstalled, Installed, Damage, Repair.

The first screenshot shows the 'Status Info' step with a progress bar indicating steps: Connect, Read, Basic Info, Status Info (current), and Position. It includes a section 'Select status tag of the current lock' with four buttons: Uninstalled, Installed, Damage, and Repair. The second screenshot shows the 'Position' step with a progress bar indicating steps: Connect, Read, Basic Info, Status Info, Position (current), and Finish. It includes a section 'Setup installed location(Mark Only for now)' with a map and input fields for Latitude and Longitude. Both screenshots have 'Prev' and 'Next' buttons at the bottom.

Add lock on map is an optional choice, the position is just for reference, then click “Next”.

Vanma Lock

7. Setup Task

VanmaLock

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Dashboard

Basic

Key

Lock

Task

Task List

Add Task

Record

Filter Conditions

Dept. Please select Dept.

User User name is required

Approve Please select status

Subject Please input subject

From Please select validity period

To Please select validity period

Reset Query

+ Add Delete Reset

Clear Export

☐	Subject	User	Creator	Time	Status	Operation
☐	test task 2	ivan	admin	07-11 19:18	✓ Approved	Detail Edit Download

Total of 1 record(s)

Show rows: 10

RECOMMENDED Browsers Chrome, Firefox, Safari

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Click “Add” to setup one task.

VanmaLock

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Dashboard

Basic

Key

Lock

Task

Task List

Add Task

Record

Edit Task

1 Dept. 2 Lock 3 User 4 Time 5 Confirmation

Unlock Authority

Please select authorized dept(s)

Please select dept

warehouse 2

warehouse 1

Back Next

Choose one department. Note that there **must** have locks under the department you choose.

Vanma Lock

7. Setup Task



VanmaLock

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Dashboard
Basic
Key
Lock
Task
Task List
Add Task
Record

Edit Task

1 Dept. 2 Lock 3 User 4 Time 5 Confirmation

Unlock Authority
Please select authorized lock(s)

☐ Default: Authorize all locks
☒ Advance: Authorize locks by myself

1 item
☐ L40

0 item

Prev Next

VanmaLock

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Dashboard
Basic
Key
Lock
Task
Task List
Add Task
Record

Edit Task

1 Dept. 2 Lock 3 User 4 Time 5 Confirmation

User
Please select user who using this key

Ivan

Jackie
✓ Ivan
Anna

Prev Next

Select the locks you want and user.

Click “Next”.



Edit Task

Dept. Lock User Time Confirmation

Working Time

Please select working date/time range

2024-07-11 2024-07-18

Next, select working time range

☐ ☒ **Default:** All the day

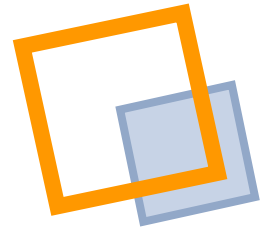
☒ **Advance:** Select time range by myself

1. 09:00:00 20:00:00

+

Prev. Next

Select the permission validity time period. Click “Next”.



VanmaLock

Toggle Full Screen Read Data Comm. Status admin Super Dept

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Dashboard Basic Key Lock Task Task List Add Task Record

Edit Task

Dept. Lock User Time Confirmation 5

Please confirm your take out details
Continue after the carefully confirmation

✓ Subject: test task

✓ Offline task: ☐

✓ Dept.: warehouse 1

✓ Lock: All

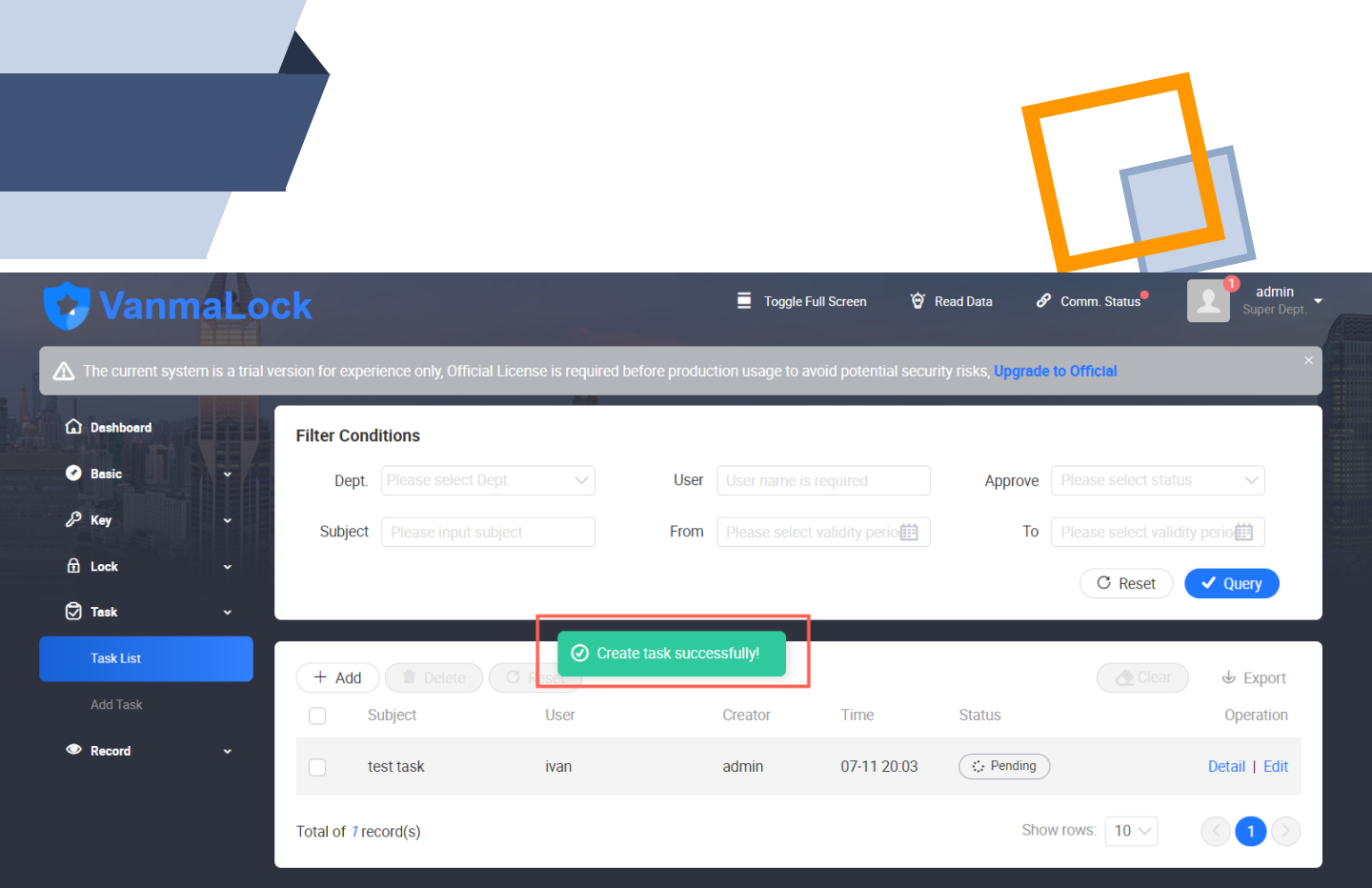
✓ User: ivan

✓ Time: 2024-07-11 ~ 2024-07-18 | All the day

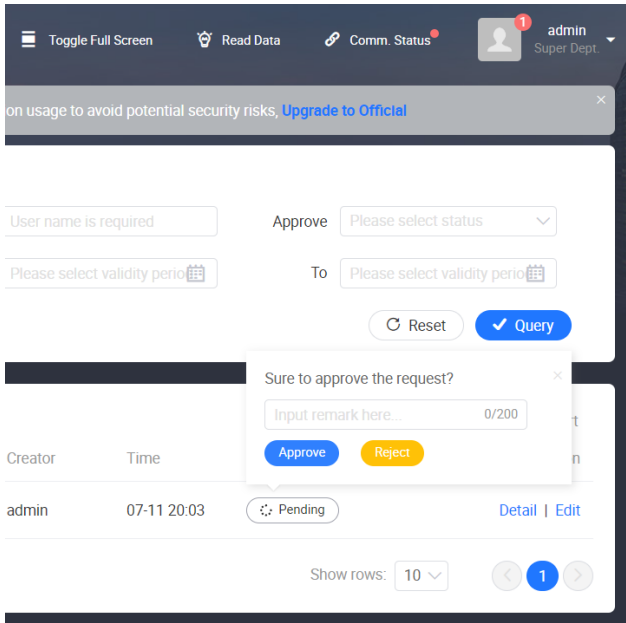
Prev. Finish

Input the subject, then all the settings are done. You could see the setup information here, click “Finish”.

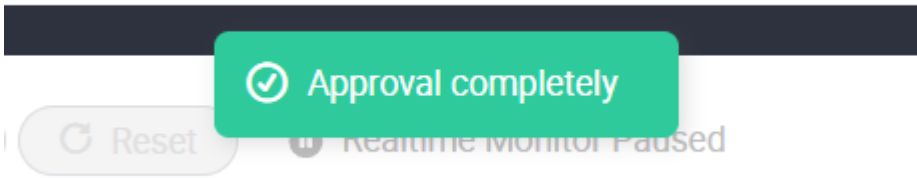
Now you need to approve this task and execute it in APP.



You could see the prompt which means task created successfully.



Click “Pending” to approve or reject this task.



8. Download Task



Dashboard

Basic

Key

Lock

Task

Task List

Add Task

Record

VanmaLock

Toggle Full Screen

Read Data

Comm. Status

admin
Super Dept.

The current system is a trial version for experience only, Official License is required before production usage to avoid potential security risks, [Upgrade to Official](#)

Filter Conditions

Dept.

Please select Dept.

User

User name is required

Approve

Please select status

Subject

Please input subject

From

Please select validity period

To

Please select validity period

Reset

Query

+ Add

Delete

Reset

Clear

Export

☐	Subject	User	Creator	Time	Status	Operation
☐	test task	ivan	admin	07-11 20:03	✓ Approved	Detail Edit Download

Total of 7 record(s)

Show rows: 10

<

1

>

Toggle Full Screen

Read Data

Comm. Status

admin
Super Dept.

Comm. Program

Normal

Key Status

Normal

Comm. Detail

Key Info

Please select worker

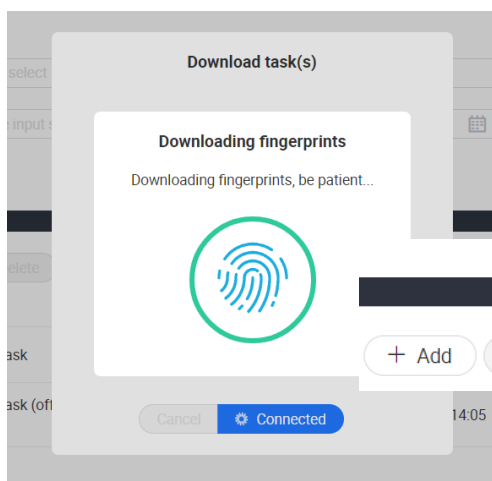
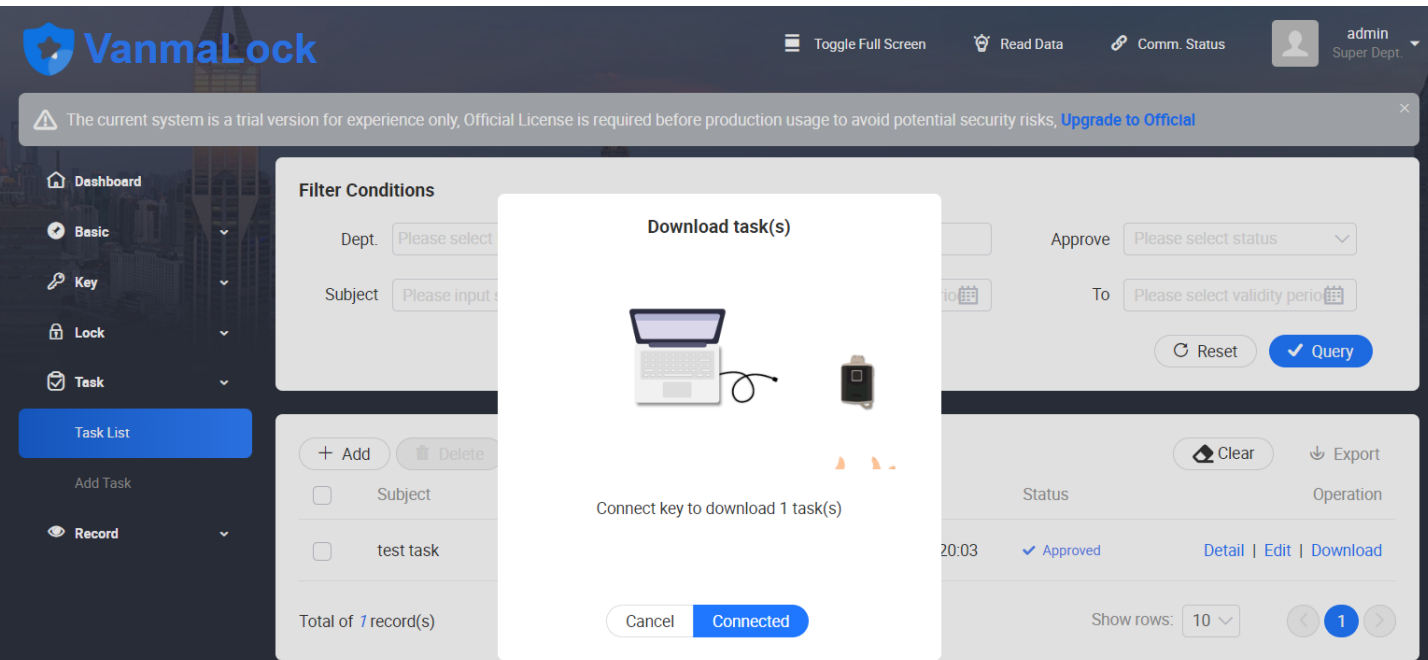
Please select status

Subject

Please input subject

- Connect key with PC and check the communication status
- Click “Download”.

8. Download Task



✓ Download Task(s) successfully!

Click “Connected”, then it will download the fingerprint into the key automatically.

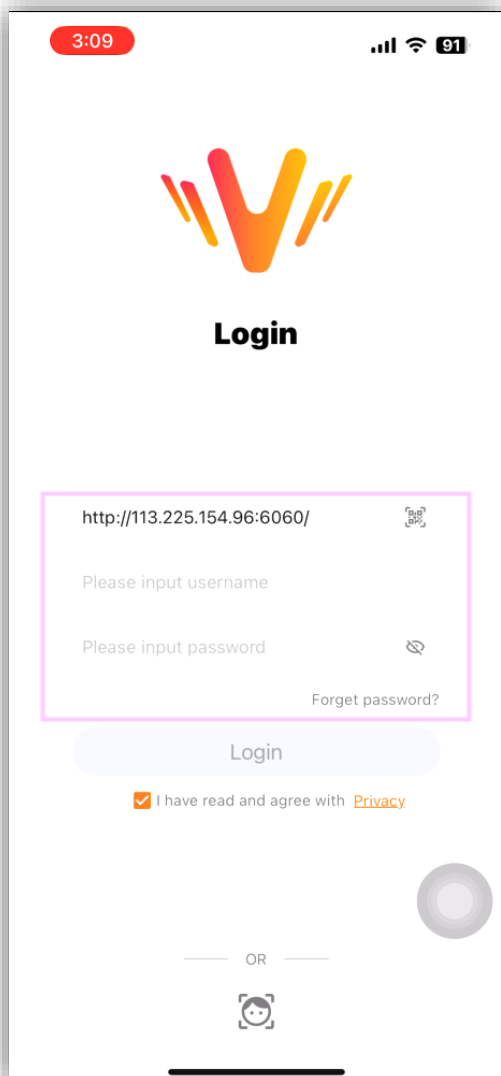
Then the task is downloaded successfully.

Vanma Lock

9.Login APP

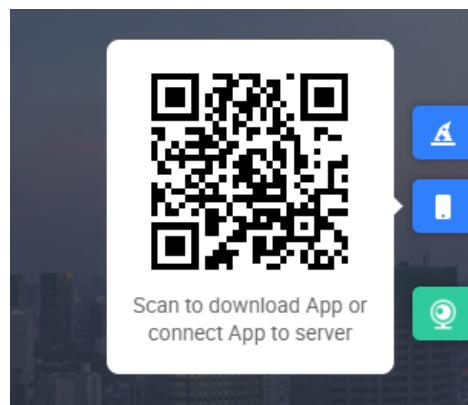


Let us install
VanLock APP.



You could download APP from **App Store** or **Google Play**.

Scan the QR code in software, input username and password.



Vanma Lock

10. Unlock/Lock



20:07

📶

📶

40

Task

Record

+

test task

>

🕒 00:00:00

In Progress

🕒 23:59:59

admin

Reviewer

1

Lock List

Worker

2024-07-11 20:04:51

Execute

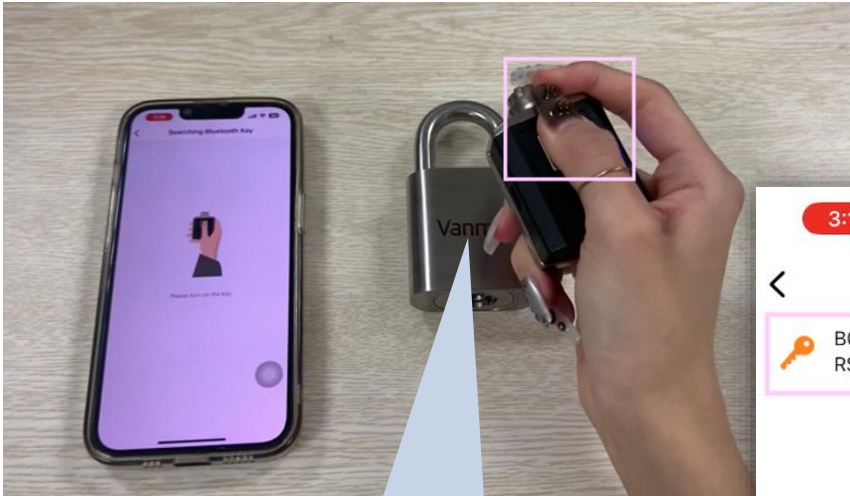
No more...

Task

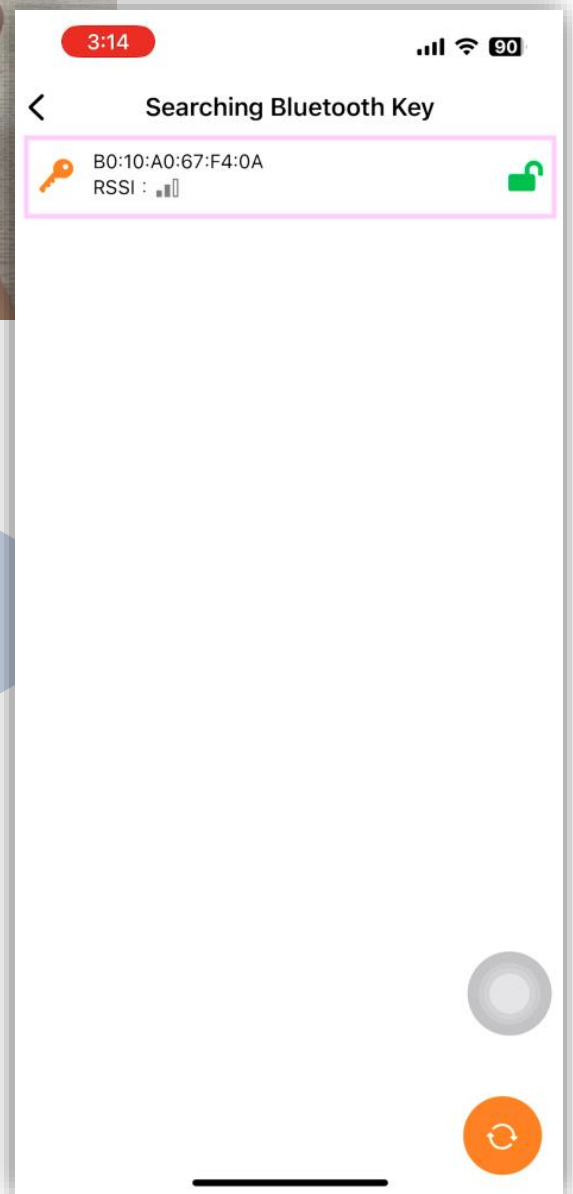
Work

My

You could see the task in the APP. Click “Execute”.



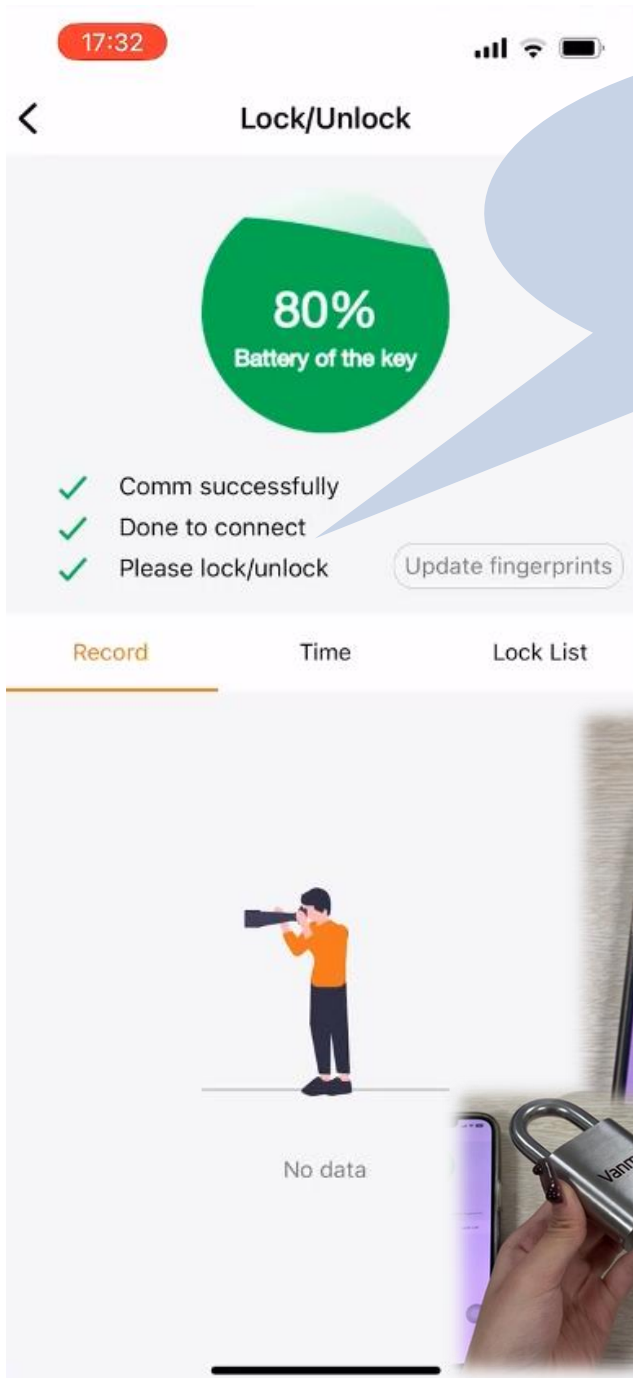
For FBK04, you need to press the key sensor to wake up the Bluetooth.



Then it will show in the list, click in.



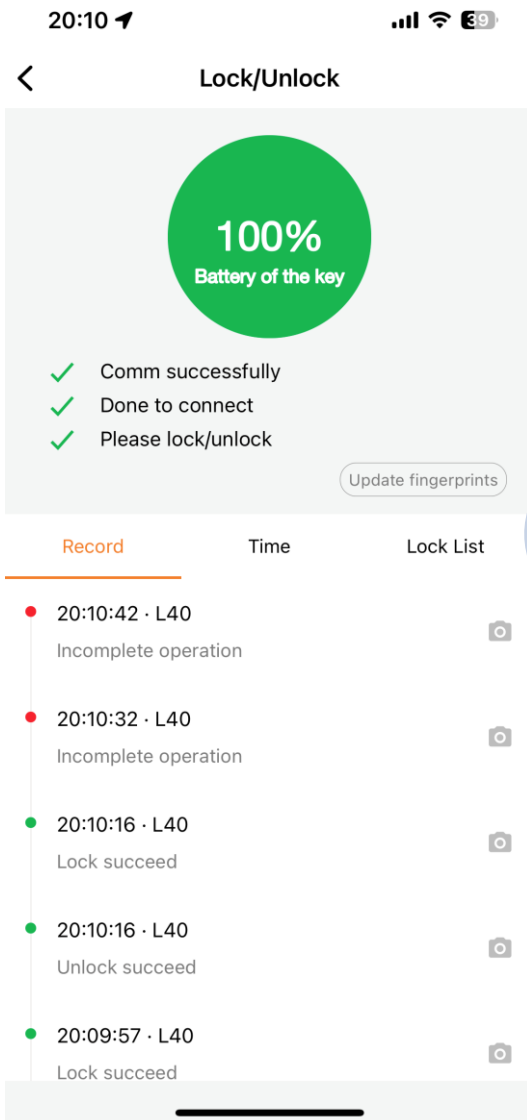
Vanma Lock



It shows that the key connect with APP successfully, now you could verify the fingerprint and operate the lock.

The fingerprint verification will be requested every time you operate lock.

Vanma Lock



Here you could see the operation records, the records are shown in real time and sync to the software.

Now let us back to the software to check the operation records.

11. Check Records



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Dashboard

Basic

Key

Lock

Task

Record

Task Download

Unlock

Key Loss

Lock Replace

Log

Filter Conditions

Dept.

Please select Dept.

Key Name

Please input key name

Key No.

Please input key no.

Lock Name

Please input lock name

Lock No.

Please input lock no.

User

User name is required

Type

Please select

From

2024-06-11

To

2024-07-11

Reset

Query

Read Unlock Records

Export

All

Unlocking

Locking

	Lock Name	Key Name	Dept.	User	Type	Time	Media	Operation
!	L40	FBK04	warehouse 1	ivan		07-11 20:10:42		Detail
!	L40	FBK04	warehouse 1	ivan		07-11 20:10:32		Detail
✓	L40	FBK04	warehouse 1	ivan		07-11 20:10:16		Detail
✓	L40	FBK04	warehouse 1	ivan		07-11 20:10:16		Detail

After unlock/lock operations with APP, you can check the specific situations in the software, click “Unlock” under “Record”.





Toggle Full Screen

Read Data

Comm. Status

admin
Super Dept

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Dashboard

Basic

Key

Lock

Task

Record

Task Download

Unlock

Key Loss

Lock Replace

Log

Filter Conditions

Dept.

Key Name

Key No.

Lock Name

Lock No.

User

Type

From

To

Reset

Query

Read Unlock Records

Export

All

Unlocking

Locking

Lock Name	Key Name	Dept.	User	Type	Time	Media	Operation
! L40	FBK04	warehouse 1	ivan		07-11 20:10:42		Detail

You could check the specific situations in filter conditions.

This operation report could exported in these ways.

Best Solution For You



Attention:

The software you see now is the trial version, all the keys and locks need be initialized under “Key List” when you use the official version, otherwise the keys and locks will be invalid in the official software.



📖 Now the quick start guide manual is end.

Any questions, you could send email to
support@lockmanage.com

Thanks for choosing JWM!
Bye 🙋



Thanks!

Do you have any questions?

- support@lockmanage.com
- +86 15002480721
- lockmanage.com

Vanma Lock