INSTRUCTIONS

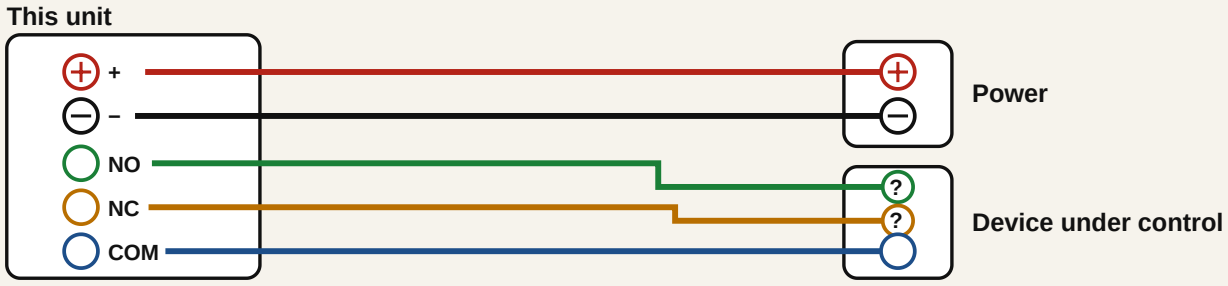
Access Wizard

A box that lets a phone operate a dry contact. Use it on a gate or an electric strike door.

Quick start

This device connects to a gate or a door. A phone controls it over the device's own Wi-Fi.

1 Connect wires



2 Connect phone to device Wi-Fi

Power on. The device Wi-Fi stays available for three minutes. Hold the button for two seconds when you need to connect again later. Scan the code on the label on the unit to connect the phone to **Access Wizard-???**. The password is printed under it. You can type that password instead.

3 Open the control panel in the phone browser

Scan this code. The address is printed under it.

http://192.168.4.1/

Complete manual online

This page gets you started. The rest of the instructions are on the internet at spokaneonlinesalesllc.com/products/access-wizard-phone/

Wire it

Five screw terminals on the end of the box.

TERMINAL	USE
1	Power in (10–30 V, AC or DC)
2	Power in (either way round)
3	Relay, normally open (NO)
4	Relay, normally closed (NC)
5	Relay, common (COM)

The relay is a dry contact: 1 A at 30 V. Wire COM and NO (or NC) where the key switch or button used to go. Install the box inside an enclosure.

First time in the control panel

1. The first time, the unit asks you to name it. Use the place it lives: "Cabin", "Shed", "First Street".
2. To bring the unit's setup Wi-Fi back at any time, hold the button for two seconds.

Simple use cases

Open the gate with your phone

Open **Phone access**. Choose **Broadcast Wi-Fi**. Pick a management code (exactly 6 digits), then press **Save**. The unit now has its own Wi-Fi named "Access Wizard-" and the name you gave it. At the gate, join that Wi-Fi on your phone. A keypad page opens. Type your management code and you are in the full control panel. Press **Open** on the Status tab.

Let a guest in

On **Phone access**, press **Add a guest**. Type the guest's name. Choose how long they may use it: never expires, 1 hour, 1 day, 7 days or 30 days. Press **Copy guest text** and send it to them. The text tells them the Wi-Fi to join and their own 6-digit code. At the gate they join the Wi-Fi, type the code, and press **Open**. A guest can only open. They cannot close, and they cannot change any setting.

Hold the gate open for a delivery

On **Status**, under **Manual override**, type a time (for example 30 minutes) and press **Open**. The gate stays open for that long and then goes back to normal. Press **Use settings** to end it early.

Close it for a while

Same place, press **Close** instead. The unit ignores guests and everything else for the time you set. Press **Use settings** to end it early.

Open the gate every weekday morning

On **Schedule**, turn on **Always open weekly hours**. Tick the days, set **Open from** and **Close after**, and press **Save hours**. The gate is held open during those hours and returns to normal after.

Only let guests in during the day

On **Schedule**, turn on **Guest access hours** and set the days and times. Outside those hours a guest's code or invite is refused. You can still open the gate yourself from Status.

Advanced use cases

Reach it from anywhere

The unit does not put itself on the internet. Join it to your home Wi-Fi, then connect to your home network through your own VPN. VPN software stays current on security far better than a small device can. Your AI can walk you through setting one up.

Get a message every time something happens

Use **Remote reporting**. Every event in the History tab is sent as a short signed message to a web address you choose. Point it at a free push service such as ntfy.sh and your phone buzzes when a guest opens the gate, a wrong code is tried, or the unit stops checking in.

Run it on solar or a battery

On **Power**, turn on **Low power mode**. The unit uses 10 mA with Bluetooth as the way in, and peaks at 150 mA. Use Bluetooth invites instead of Broadcast Wi-Fi in this mode.

Match it to your gate operator or electric strike

On **Settings**, choose how the relay behaves. A gate operator usually wants a short pulse, so use **Pulse on entry** and set the pulse length. An electric strike wants power for a few seconds, so use **Presence** and set **Phone presence seconds**. Use **Fail-safe** or **Fail-secure** to choose what the relay does if the unit ever loses power. The full explanation is below.

Let an AI set it up

On **AI Assist**, download the settings file. Give your AI that file and this page. Tell it what you want: "open on weekdays from 7 to 7, guests only in daytime, add a guest named Sam for one day". It edits the file. Upload it back and the unit applies it.

Copy one unit's settings to another

Download the settings file from one unit and upload it on the next. Hours, relay behavior, low power, remote reporting, and each guest's name and timeout come across. Codes, the Wi-Fi password, the remote secret and the management code never go in the file, so set those on each unit. New guests on the second unit get fresh codes.

How it works

The idea

The unit has one relay. The relay is the "open" signal for your gate operator, strike or lock. The unit decides when that signal should be on.

Something asks to open: a guest with a code, a guest with a Bluetooth invite, you pressing **Open**, or an always-open schedule window. While that is going on, the unit treats it as if someone is standing at the gate. The relay then behaves the way you set in **Settings**. When nobody is there any more, the relay goes back to rest.

Everything you can change is on one of nine tabs. Every setting is saved on the unit and kept through a power cut. The **Save** button at the top is grey until you change something and turns green when you have unsaved changes. If you

leave a tab with unsaved changes the page asks whether to go back or discard them. **Log out** in the corner ends your session. The clock in the corner is the unit's own time. It sets itself from your phone the first time you open the page, and from the internet whenever the unit joins a Wi-Fi network that has internet.

Ways in

There are three ways to open the control panel, and a separate way for guests.

- **The label on the unit.** Its code joins the unit's setup Wi-Fi. The code in the quick start opens the control panel. The setup Wi-Fi turns off three minutes after you stop using it. Hold the unit's button for two seconds to bring it back. The setup password on the label is unique to your unit.
- **A management code**, on the Broadcast keypad page.
- **Your home Wi-Fi.** Once the unit has joined your Wi-Fi, anyone on that network can open the control panel by going to the address the unit shows you. The unit trusts your home network.

Guests use a keypad code over the unit's own Wi-Fi, or a Bluetooth invite. Neither lets them see settings.

Relay output: what the relay actually does

The Status tab shows the relay live. When the coil is **on**, COM connects to NO and COM disconnects from NC. When the coil is **off**, COM connects to NC and disconnects from NO.

The unit decides whether to signal "open" or not. **Fail polarity** decides how that decision is shown on the relay:

- **Fail-secure.** At rest the coil is off. To signal open, the coil turns on. If the unit loses power, the relay falls back to rest, which means "closed".
- **Fail-safe.** At rest the coil is on. To signal open, the coil turns off. If the unit loses power, the relay falls back to the same state as "open".

Which one to pick depends on the lock or operator. Then wire the load to NO or NC so the load sees the right thing in each state.

Status tab

This tab is the live view and the manual controls.

- **Device health.** Total run time since the unit last started, and the chip's temperature with its lowest and highest readings. Tap the F or C button to switch units.
- **Relay output.** A drawing of the relay: whether the coil is on, and whether NC and NO are open or closed right now. If you are testing a connection, watch this to confirm the unit is doing what you expect before looking at the wiring.
- **Manual override.** This is for a delivery, a repair visit, or testing.
  - Type a number and choose **minutes** or **hours**. You can hold up to 60 minutes or up to 24 hours.
  - **Open** signals open for that time, as if someone arrived. It follows your relay mode, so a pulse mode pulses and Presence holds.
  - **Close** keeps the access closed for that time, as if everyone left, and refuses guests while it runs.
  - **Use settings** cancels any override and goes back to normal.
  - **Remaining** shows the time left.

Settings tab

This tab sets how the relay behaves. Press **Save settings** to apply it.

- **Mode.**

    - **Presence.** The relay holds the open signal for as long as someone counts as present, then lets go. Good for an electric strike, or a lock that unlocks while powered.
    - **Pulse on entry.** One short pulse when someone arrives. Good for a gate operator that wants a quick button press to start the gate.
    - **Pulse on exit.** One short pulse when someone is no longer present. Useful to send a close signal after a guest has had time to get through.
    - **Pulse on entry and exit.** A pulse at both ends.
- **Fail polarity.** Fail-safe or fail-secure. Explained above.
- **Pulse milliseconds.** How long each pulse lasts. 0 means no pulse. The most is 10,000 (10 seconds). The default is 250.
- **Delay milliseconds.** How long to wait after someone arrives before the relay acts. 0 to 10,000. Use it if the gate needs a moment before it should start.
- **Extend milliseconds.** How long to keep the relay active after someone is no longer present. 0 to 10,000. Use it to give a vehicle or person a little more time.
- **Phone presence seconds.** A guest code or a Bluetooth invite counts as someone being there for this long. 1 to 600 seconds. The default is 10. Presence mode holds the relay for the whole time. Pulse on entry pulses when it starts. Pulse on exit pulses when it ends.

A plain gate operator: Pulse on entry, 250 ms, delay 0, extend 0, Fail-secure. A plain strike: Presence, phone presence 5 to 10 seconds, Fail-secure. Adjust from there.

Power tab

One setting, **Low power mode**. Turn it on to put the unit in its lowest-power state. Peak current is 150 mA. In low power with Bluetooth as the way in, it is 10 mA.

What changes in low power mode:

- **Bluetooth** is the best choice for saving power.
- **Joining your home Wi-Fi** still works but uses more power.
- **Broadcast Wi-Fi** does not work in low power mode.

The unit stays awake on its own while something is happening, such as a gate being held open or someone using the page, and goes back to sleep afterwards. Press **Save** to apply.

Schedule tab

Two weekly windows, each with its own on/off switch, days, and times. Press **Save hours** to apply.

- **Always open weekly hours.** While this window is running, the unit holds the gate open as if someone were standing at it. Presence mode holds the relay for the whole window. A pulse mode pulses at the start and again at the end. Leave it off if you do not want the schedule to open the gate on its own.
- **Guest access hours.** Guest codes and Bluetooth invites work only during this window. Outside it they are refused and the attempt is logged. Leave it off and guests are never limited by time. Pressing **Open** on Status always works, and so does a management login.

For each window:

- Tick the weekdays the window applies to.
- **Open from** and **Close after** set the daily start and end.
- A window can run past midnight. Set "from 22:00" to "to 06:00", for example. Days are counted by the clock day, so an overnight window that should cover early Saturday morning needs Saturday ticked.

- If the two times are the same, the window runs all day on the ticked days.

Schedule now shows what is in charge at this moment: normal phone access, a timer you started on Status, or the open window.

Phone access tab

This is where you choose how phones reach the unit, and who may open. Press **Save** at the bottom to apply changes in the first two cards.

Location and Site Wi-Fi.

- **Edit location.** The unit's name, up to 32 characters. It is used in the Broadcast Wi-Fi name and in remote reports.
- **Site Wi-Fi.** Off, or **Join site Wi-Fi** to put the unit on your home or site network. Type the network name and password and press Save. The **Signal** line shows Good, Fair, Weak, Connecting, Failed or Not connected.
- Once joined, the page shows an address under **Open this page at**. Copy it before you leave the setup Wi-Fi. On your home Wi-Fi, type it into the phone browser to open the control panel.
- Joining is needed for remote reporting, for setting the clock from the internet, and for the VPN setup.

Phone access. Choose one.

- **Off.** Phones cannot open the gate. A new unit starts here, so nothing opens until you choose Broadcast Wi-Fi or Bluetooth.
- **Broadcast Wi-Fi.** The unit makes its own Wi-Fi. Phones join it at the gate and see a keypad. There is no Wi-Fi password. The keypad is the checkpoint.
  - The Wi-Fi name is "Access Wizard-" plus your location.
  - Type a **Management code**: exactly 6 digits, and avoid birth years and dates. It opens the full control panel.
  - Saving turns Bluetooth off.
- **Bluetooth.** Guests get an invite link. Android needs Chrome. iPhone needs a Bluetooth browser from the App Store, Bluefy or WebBLE. Our own App Store app is later.

The unit's own Wi-Fi and Bluetooth never run at the same time. You can switch between them any time and your guests stay. Send them the new text for the new way in.

Guests. You can have up to eight. For each:

- **Name** (up to 24 characters, and required). It also names the invite.
- **Code.** Shown for Broadcast Wi-Fi. Each guest has their own 6-digit code.
- **Timeout.** Never, 1 hour, 1 day, 7 days or 30 days, counted from when you added them.
- **Copy guest text.** A message for Broadcast: the Wi-Fi to join and the code.
- **Copy invite.** A message with a link for Bluetooth.
- **Invite file.** The invite as a small file you can send.
- **Remove.** Takes their access away immediately.

A guest can only open the gate. Their open counts as someone being there for **Phone presence seconds**. They have no Close, and no access to settings.

Remote reporting tab

Sends a message to a web address every time something is logged. It needs the unit to be joined to a network that has internet.

- **Enable remote reporting.** The master switch.

- **HTTPS URL.** A public web address starting with https. A private or local address is refused. A service such as ntfy.sh will turn each message into a phone notification. Your own server can store or filter them.
- **Secret.** A password that signs each message, so the receiver can tell it came from your unit. Leave the field blank to keep the stored secret.
- **Heartbeat hours** and **Post heartbeat.** A regular "I'm alive" message. 1 to 168 hours, default 24. If heartbeats stop, something is wrong: power, Wi-Fi, or the unit.
- **Last post** shows whether the last message went through.
- **Send test post.** Sends one now so you can check the receiving end. You need to be on a network first.

Each message contains the unit's identity, its location name, the event, and the time. The unit does not read the reply.

Firmware tab

- **Firmware file.** Shows the version running now. Choose a downloaded firmware file and press **Apply firmware**. The page hands the file to the unit. The unit installs it and restarts. A file that is not valid firmware is rejected.
- **Erase all data.** Clears the saved settings, the history and the event log, then restarts. Your phone disconnects. The setup password on the unit's label stays. Hold the unit's button to join again.
- **Firmware metrics.** For support only: free memory, last restart reason, Wi-Fi signal and how often it dropped.

History tab

A time-stamped list of what the unit did. Use **Minute, Hour, Day, Week** or **Month** to pick how far back to look. Typical entries:

- A guest code opened the gate. A Bluetooth invite opened the gate.
- Someone logged in as management, as a guest, or with the label on the unit.
- A guest was refused, and why: outside guest hours, code expired, or radio off.
- A wrong keypad guess, and the delay the keypad now imposes.
- Settings changed: hours on or off, low power, a guest added or removed.
- Open or close for a set time, held until settings.

A wrong code is logged without the code. After three wrong codes in a row the keypad makes the person wait, starting at 1 second and doubling up to 15 minutes. A right code after the wait opens and starts the count over.

Everything on this tab is also what Remote reporting sends.

AI Assist tab

- **Download settings.** A plain text file listing every setting the unit has, what each can be set to, and what each is now. Codes and passwords are left out.
- **Upload settings.** Pick the file your AI gave back. The unit applies only the "current settings" part. If the file has a setting the unit does not know, nothing is applied and you are told why.

For the best help, give your AI both the downloaded file and this instructions page.

What a guest sees

- **The keypad page** (Broadcast). A number pad for the 6-digit code and a **Go** button. A guest code opens the next page. The management code opens the full control panel.
- **The Open page.** One **Open** button and a **Log out** button. It tells them Open counts for the phone presence time. There is no Close.

- **The invite page** (Bluetooth). The invite link opens a page that asks the unit to open over Bluetooth. If Bluetooth is not available, a guest on the unit's Wi-Fi can use the link on the unit itself and tap **Open**.
- **Waiting for setup.** A page that appears until the unit's button turns the Wi-Fi on. It tells a visitor to press the button and then scan the label, or on Broadcast to type a code.
- **Name this access point.** On first use the control panel asks for a name before anything else.

Good to know

- In Broadcast mode the unit's Wi-Fi has no password and the page is not encrypted. Anyone in range can see the keypad. The slow-down after wrong codes is what protects it. Use Bluetooth if that matters.
- On your home Wi-Fi, anyone on that network can open the control panel.
- A Bluetooth invite that is forwarded works until it expires or you remove the guest.
- Do not power the unit from the field supply and USB at the same time.