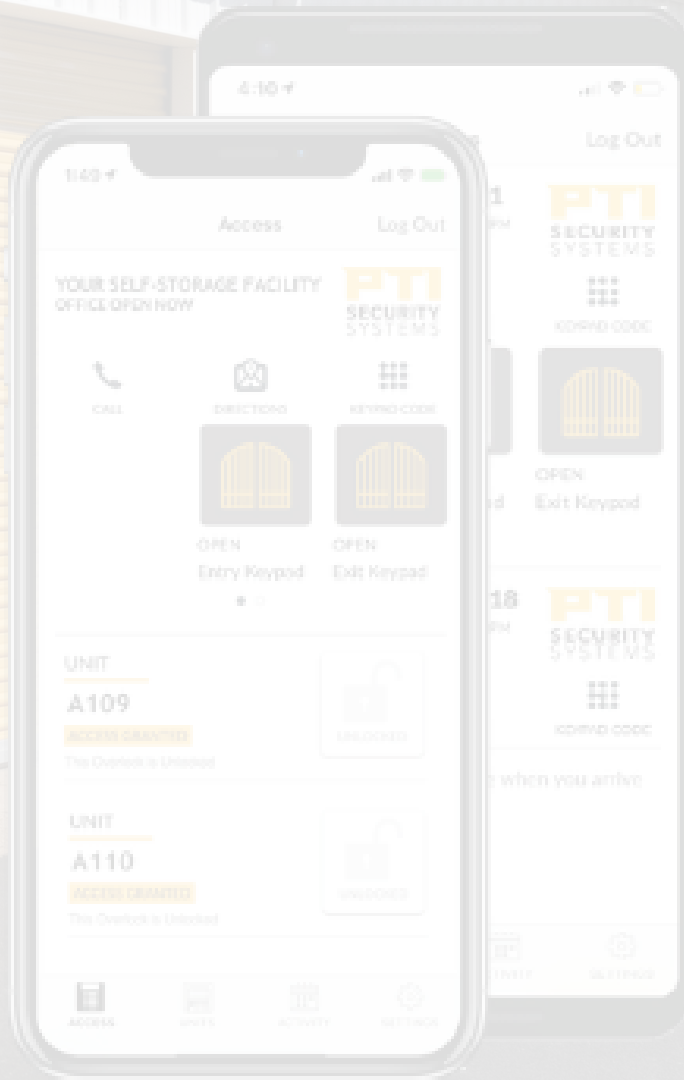# EASYCODE

QUICK START MANUAL

2024

PTI SECURITY SYSTEMS
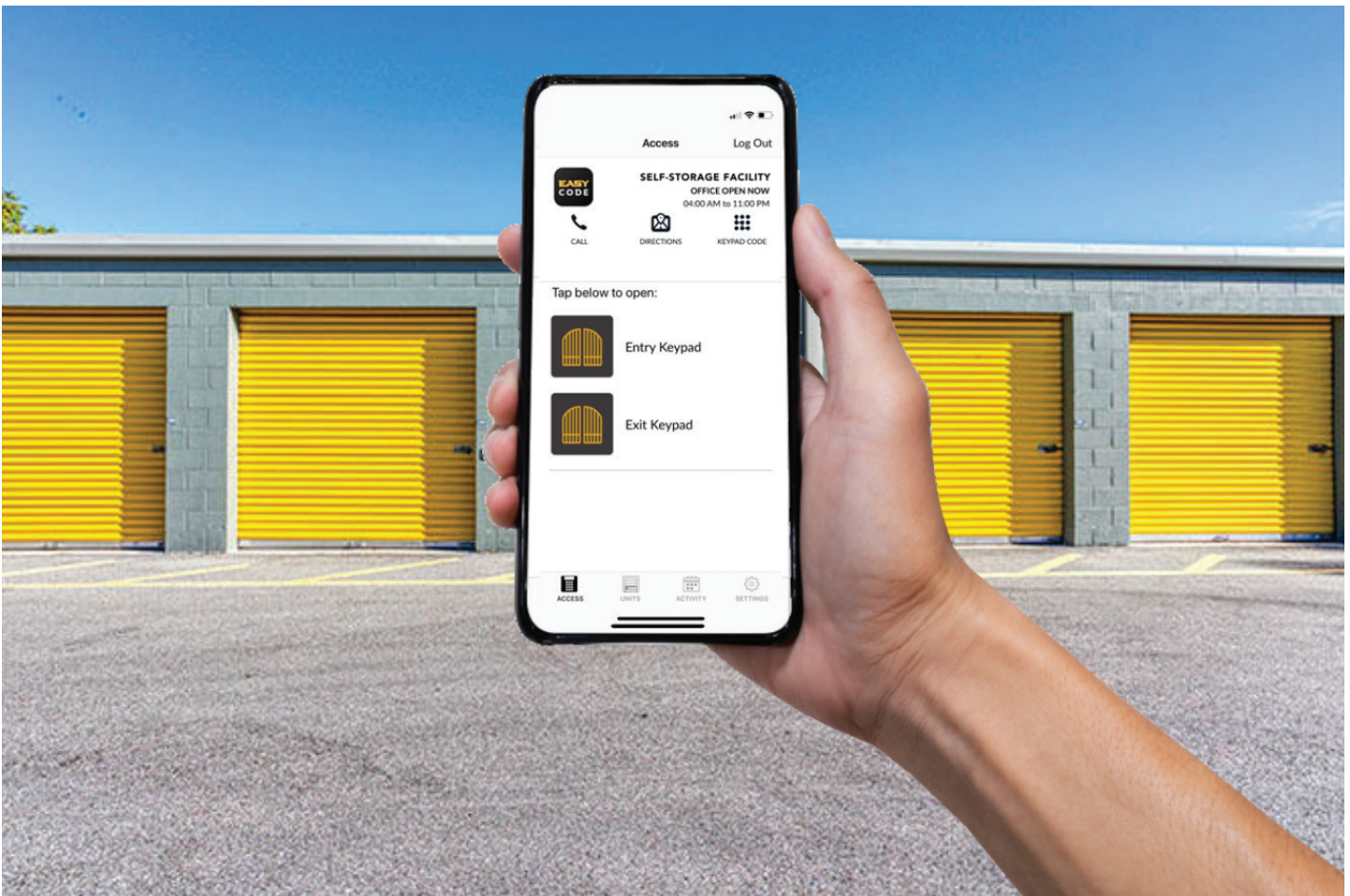
ASSA ABLOY

STOR**SYNX**

Quick Start Manual

Sales: +1.800.523.9504
Support: +1.866.240.7602
Web: ptisecurity.com

Rev A – March 2024

INTRODUCTION
This document is intended to provide a high level overview of how to operate the PTI EasyCode mobile application. For additional information, please contact PTI Support.
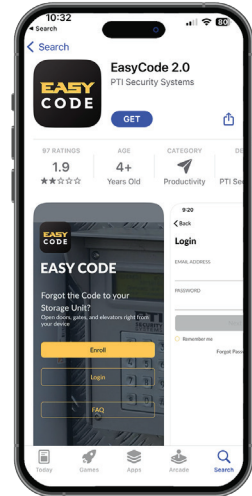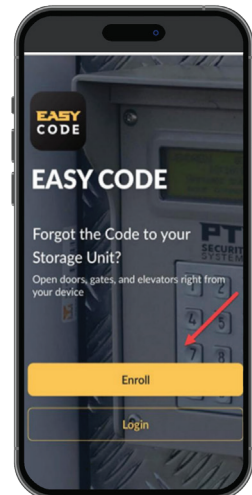
ENROLL IN EASYCODE

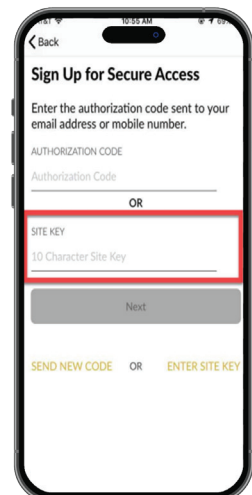**1** Download EasyCode from the Apple App Store or Google Play Store.

2 Open EasyCode and click on *Enroll*.

3 Enter your facility's 10 character site key and click *Next*.

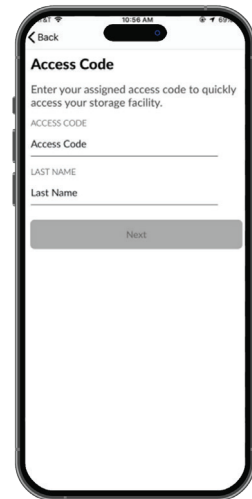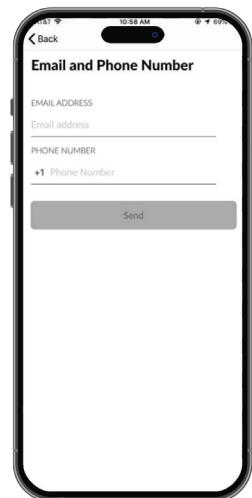*The site key can be found on the site key card provided to you.*

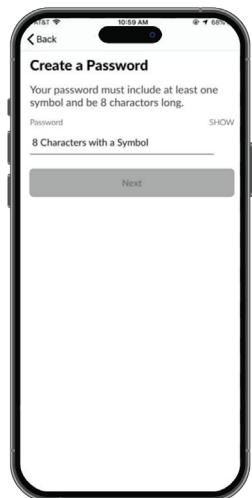**4** Enter your assigned access code and last name, and click *Next*.

5 Enter your email address and mobile phone number, and click *Send*.

If you entered an incorrect phone number, please contact the storage facility directly for a resolution.

6 Create a new password that's 8 characters long and includes a symbol.
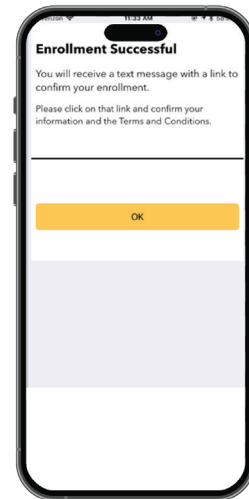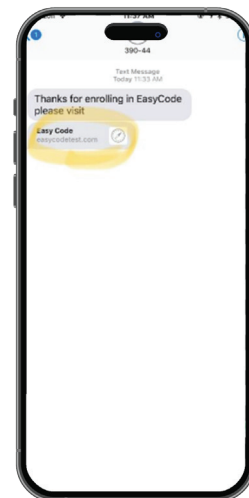
7 A screen will appear informing you that enrollment was successful. A enrollment confirmation link will be sent to the mobile phone number you provided.
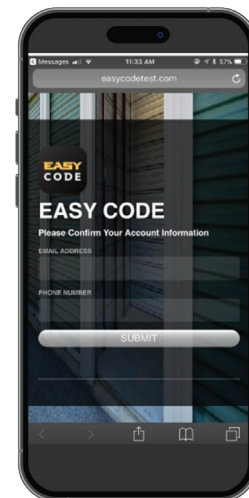
8 Click on the enrollment confirmation link texted to you.

9 Re-enter the information you provided in Step 5 and click *Submit*. Your enrollment is confirmed and you can close the app.

10 Re-open the app and login with your email and password.
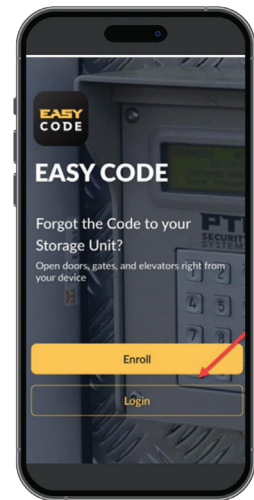
EASYCODE NAVIGATION

Access Page

Here, you can open your Entry and Exit Keypads. If you have more than one site, they will be stacked on this page.

a. Click **Call** to call the facility's front office if their number is linked to the app.

b. Click **Directions** to open the facility address in your GPS.

c. Click **Keypad Code** if you need to view your code to enter the facility.

Units Page

Here, your rented units will be displayed.

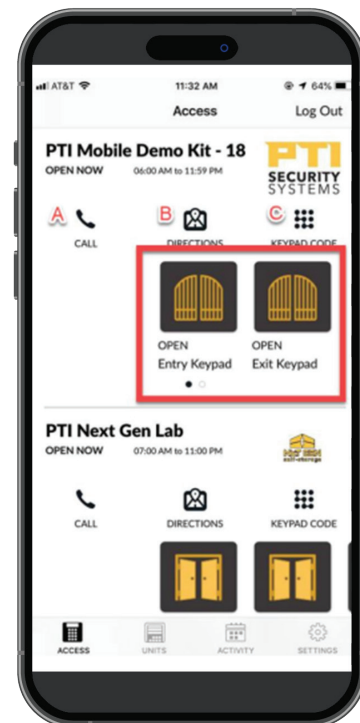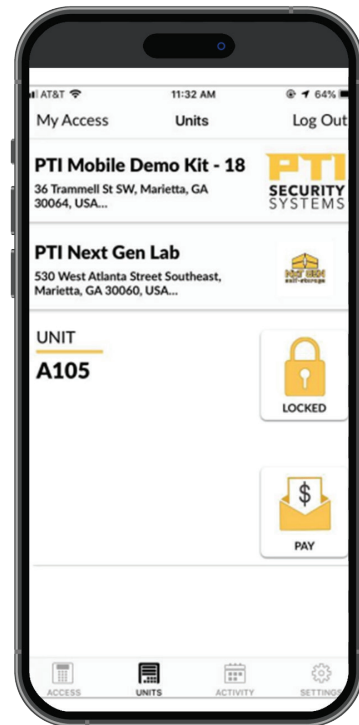a. Press on the lock icon to lock and unlock your units.

b. Click *Payments* to be directed to the facility's payment portal.

Activity Page

Here, any unit activity will be displayed with the date and time. You can also view historic activity.

EASYCODE Mobile App

Settings Page

Here, you can adjust your personal preferences, including text and email notifications, by toggling the switches under **Preferences**.

You can manage your personal info if you scroll down on this page.

The **Log Out** function is located at the very bottom of the screen.

a.   Click **Manage Storage Locations** to remove facilities you are no longer renting from.

b.   Click **Storage Unit Payment** to choose which unit to make payments for.

c.   Click **Add New Site** to add additional rented units. You will be prompted to enter the new site's 10 digit site key, access code, and your last name.
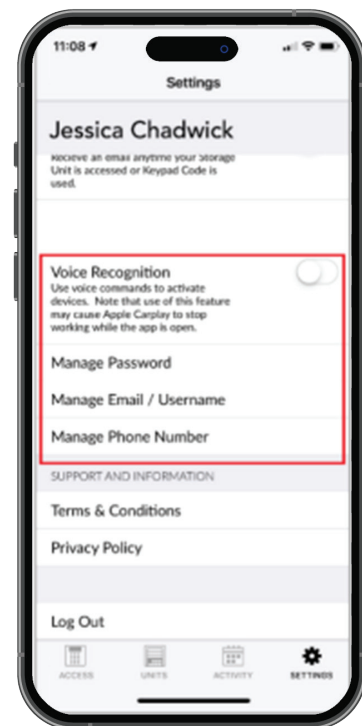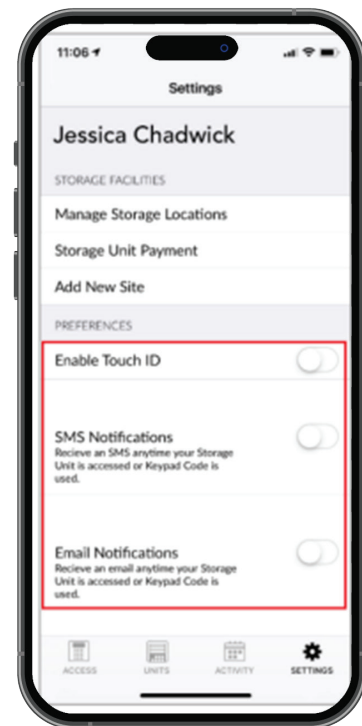
SHAPING THE INDUSTRY SINCE 1979

With PTI Security Systems, operators can easily customize all of their facility's access areas, review site activity, and monitor zones and alarms from one cloud-based account. Create a world-class operation with the most advanced enterprise access control solution from the trusted industry leader with over 40 years of experience.

Since 1979, PTI Security Systems™ has provided the self-storage industry with proven security and access control systems. Known for our complete and innovative solutions that deliver advanced and cost-effective security systems, self-storage owners and operators can efficiently manage their facility from anywhere, lower operating costs, and enhance the tenant experience.

For more information about PTI Security Systems, please contact a PTI representative or visit our website.

PTI is a trademark of Preferred Technology Systems, LLC

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