QMI Security Solutions

1. Place control key into the core.

Picture 1: Control key clearly marked

Picture 2: Control key inserted in Best core

2. Turn control key clockwise .
   a. Key will only turn slightly and in one direction. Best core shown below with circled area showing what moves to allow the core to be inserted into the cylinder. All brands have something small that moves with the control key to insert the core, but will vary from brand to brand.
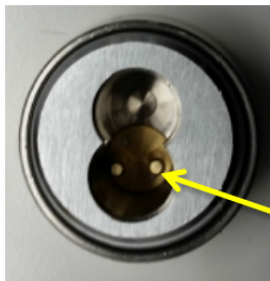

Picture 3: Left is front when inserted; right is back when inserted (circled area is what moves for best brand)

Picture 4: Left is front when key is turned; right is back when key is turned (circled area is what moves for best brand)

3. Check to see if cylinder pins are lined up horizontally so that they match up with holes on back of the core.
   a. Use black plastic temporary key to move the pins if not in the proper position.

Picture 5: The front view of a cylinder provided for the posts. (Best brand is shown)

Cylinder pins

Picture 6: Back of the core. (Best brand is shown)

Pin holes

4. Slide core into the cylinder with the key portion on bottom. Make sure the key is still in the slightly turned orientation from step 2, reference picture 4 for visual.
   a. Push completely into the cylinder – face of core should be flush with cylinder face.

Picture 7: Left is halfway inserted; Right is fully inserted flush

5. Turn control key counter clockwise, back to vertical. This locks the core into the cylinder.
   Note: Core must be fully inserted into the cylinder for the key to turn back to vertical.

Picture 8: Core inserted in cylinder and locked into place with key turned vertically

6. Pull out the control key.

Picture 9: Core inserted and ready for use

Core installation is complete! Repeat above as needed for all cylinders to be cored.

7. Use Operating key to check each cylinder functions properly.

8. Put the control key somewhere safe for later use, if needed.