

Your Handle Type:

Schlage Entry



1
Insert a thin rod through the hole at the base of the handle. Push to release the handle.



2
Pull off the door handle.



3
Remove the thumb-turn lock.



4
Insert the inner extension into the hole left by the thumb-turn lock.



5
Slide on the outer extension. Make sure that the slot lines up with the catch.



6
Push on the outer extension until it snaps into place. Turn it back and forth to seat it into the slot. Hold the extension straight and tighten the set screw on the opposite side.



7
Line up the thumb-turn lock with the inner extension as shown in the picture. Push on the thumb-turn lock until it seats flat on the inner extension. You may have to push hard.



8
Slide on the door handle until you hear it click into place.