Virtual Keypad™



FEATURE UPDATE | APRIL 2025

New Feature

Virtual Keypad app and browser have been updated to include the following feature:

• Digital Key Email and Text Credentials

Digital Key Email and Text Credentials

This feature allows **Digital Key** credentials to be sent and activated via email or text. Virtual Keypad customers with **Administrator** level authority can assign Digital Keys to users, who receive a text or email with a link to add the credentials to their Apple[®] or Google[®] wallets. Downloading the Virtual Keypad app is not required to add a credential.

To assign a Digital Key credential to a user, complete the following steps:

- 1. Log into Virtual Keypad app or browser.
- 2. In the menu, select Users.
- 3. Add a user and enter their personal information.
- 4. Add a User Code.
- 5. In Type, select Digital Key.
- 6. In **Deliver by:**, select **Email** or **Text**, then insert the user's email address or phone number.
- 7. Select **Save**. A credential is automatically sent to the user.

To add a Digital Key to a phone wallet, complete the steps below:

- 1. Check for an email or text that a Digital Key has been assigned.
- 2. Select the link to add the Digital Key to your wallet.
- 3. A credential displays. Select Add to Wallet.
- 4. Once you are redirected to the Apple® or Google® Wallet page, add the credential to your device. A message appears to confirm that the credential was successfully added to your wallet.

More Information

To learn more, refer to the following documentation:

- <u>Virtual Keypad App Help: Digital Key Credentials</u>
- <u>VirtualKeypad.com Help: Users</u>
- Virtual Keypad App Help: Users