1) On the inside of the case on the back of the combo lock is a change lever. It should be able to be changed from "a" to "b". Please change the lever to "b"
2) Now set the dials to your combo code
3) Without changing the position of the dials push the change lever back to position "a"

If you use key lock with the combination please note the following:
When opening the case: $1^{\text {st }}$ open the combo then the keys locks.
When closing: $1^{\text {st }}$ close the key locks then close the combo.

