

# OPERATING INSTRUCTIONS FOR THE 8-AREA PANEL

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## ARMING

To arm an area, enter your user code and then press the number key (1, 2, 3, etc.) that represents that area. If all zones in the area are closed, then the display will show **AREA-1 ARMED**, **AREA-2 ARMED**, etc. The piezo-sounder(s) will pulse slowly to give an audible indication that it is safe to leave. If any zones are open, the piezo-sounder(s) will sound one long beep and the display will show **CANNOT ARM**, followed by a list of the open zones. If an open zone cannot be closed, refer to SHUNTING A ZONE on page 4. While the piezo-sounder is beeping, the user must follow the exit path and leave the area through an exit zone. Straying from the exit path into protected areas will cause a full intruder alarm condition. At the expiry of the exit time, the piezo-sounder(s) will stop beeping. The area is now armed.

If an exit door in any individual area remains open at the end of the exit time for that area, then a full intruder alarm condition will result. The display will show the flashing alert message **\*IMPROPER CLOSING\***, the flashing alert message **\*\* INTRUDER ALARM \*\***, and a flashing zone description.

When the last area is armed, the display will turn off (become blank). If the common area feature is being used, then this area will automatically be armed when the last of the areas is armed.

## DISARMING

Opening an entry/exit door into an area will cause the piezo-sounder(s) to start beeping. The user must then disarm that area within the entry time. To disarm an area, enter your user code and then press the number key that represents that area. This action automatically disarms the common area if the common area feature applies. If excessive time is taken to disarm the area and the entry timer expires, a full intruder alarm condition will result. When the area is finally disarmed, the display will show the flashing alert message **\*SLOW ENTRY ALARM\***, the flashing alert message **\*\*INTRUDER ALARM\*\***, and a flashing zone description.

## INTRUDER ALARM

When an intrusion occurs, the display will show the flashing alert message **\*\* INTRUDER ALARM \*\***, alternating with a flashing zone description of the first zone to trip. If the intrusion involves the entry door, then the flashing alert message **\*SLOW ENTRY ALARM\*** will be displayed, along with the previous alert message. If alarms occur in other areas at the same time, then the first zone to trip in each area will be displayed.

## ENTERING USER CODES, OPTIONS AND ASSIGNING USERS TO AREAS

It is necessary to enter two sets of information in a multi-area system. The first set of information consists of the Ids (PIN numbers), Options and Names and the second set is the assigning of the Users to the individual Areas.

### INFORMATION SET 1:

The panel has a capacity for 248 general users. These users are known as user numbers 3 through 248. These can be assigned a four-digit **identification code** (PIN number) by user 2 who is known as the Master user. The specific functions and modes that each general user is allowed to use (e.g., full arm, shunt zones, etc.) must also be selected. Should a general user attempt to enter a function or mode other than that permitted in his or her list, the display will show: **\*\* INVALID ENTRY \*\***. The Master user can also assign functions and modes to the 248 general users and they, in turn, if authorized, can re-assign their functions and modes to others.

Enter your user code and then press the C key (SHIFT key then FULL DISARM key). The panel will display a flashing sub-menu: **IDS--OPTIONS-NAMES**.

**IDS (IDENTIFICATION CODES)** - To select identification codes (PIN numbers), press the FULL DISARM key. The panel will respond with **ENTER USER NO. 1**. This is the SERVICE user. **DO NOT SELECT THIS USER**. Enter the appropriate user number and press the RETURN key. The next message displayed will be **ENTER CODE \_ \_ \_ \_**. Enter a numeric code from 1000 to 9999 and press the RETURN key. Note that the ID (user code) is not displayed as it is entered; rather an \* is displayed for every digit entered. This is a security feature that prevents display of the ID (user code) on a remote keypad. The panel will now display the next user number. If this user requires a code, then press the RETURN key and follow the procedure described above. Note: **No two user codes should be the same!!** The panel will test for duplicate codes and will indicate on the display if a duplicate has been entered. To exit, press the NO key when the display shows **ENTER USER NO. #**. The **QUIT ?** message will appear and you may press the Yes key to exit or any other key to return to the sub-menu.

### REMOVING A USER CODE

Enter the user number in question and press the RETURN key. The display will show **ENTER CODE \_ \_ \_ \_**. Press the E key (labelled PART ARM 2 or AUDIBLE SILENCE 2 on certain membrane keypads). Notice that a \* appears on the display. Press the RETURN key again. Press the NO key to quit and the YES key to exit.

**OPTIONS** - To select the OPTIONS option, press the PART ARM 2/AUDIBLE SILENCE 2 key. The panel will display **ENTER USER NO. 1**. **DO NOT SELECT THIS USER**. Enter the appropriate user number and press the RETURN key. The panel will now present a list of choices to be confirmed. The first choice will be: **FULL DISARM NO**. In a multi-area system it is suggested that only senior staff or manager/owners should be given FULL DISARM. If you do

## ENTERING USER CODES, OPTIONS AND ASSIGNING USERS TO AREAS cont.

not wish to allow this general user to fully disarm the panel, press the RETURN key. The flashing **NO** will remain and the next option will follow. If this new option is to be allowed, then press the YES key. This changes the **NO** to a **YES** on the panel to confirm your choice. The next

option will then appear, along with **NO**. This procedure must be repeated for this user for all the available options. The PART ARM 1/AUDIBLE SILENCE 1 (-) key may be used to return to a previous option. Hint: If you are only changing a few options, you may wish to exit before all options have been displayed. Press the HELP key and the next user will appear.

To exit from this option, press the NO key whenever the display shows **ENTER USER NO. #**. The display will now show **QUIT ?** and you may press the YES key to exit or any other key to return to the sub-menu.

**NAMES** - Using the procedure for IDS above, select the NAMES option by pressing the HELP key and enter each user's name. The following section describes how to enter the letters of the alphabet to create a name.

The cursor is normally a flashing  $\wedge$  symbol. In normal operation, when the cursor is pointing up, the number or phrase in the centre of a key is chosen when that key is pressed. If the SHIFT/DELETE key (generally referred to as the SHIFT key) is pressed once, the cursor changes to a  $<$  symbol and the upper, left-hand letter or character of each key is available. For example, in the case of the NO key, this is a "B" and, in the case of the RETURN key, it is a space, designated by the space bar symbol. This cursor mode is called LEFT SHIFT. Pressing the SHIFT key a second time will change the cursor to a  $>$  symbol and the upper, right-hand letter or character is then available. This is a ":" in the case of the NO key and "%" in the case of the RETURN key. This cursor mode is called RIGHT SHIFT. Pressing the SHIFT key again will return the cursor to a  $\wedge$  symbol and each key will have its original meaning. In text-entry mode, the bottom character on nonnumeric keys becomes available instead of the operating phrase when the cursor is pointing up; in the case of the NO key, this is the letter "X". If you examine the layout of the keys, you will see that the letters used most often are available in left shift. Because the keyboard has non-tactile keys, an audible feedback (a short beep from the piezo-sounder) is created to confirm each operation of a key.

All keys have an auto-repeat capability. If a key is pressed for longer than one second, the panel will generate about four duplicate characters a second until the key is released. The SHIFT key operates differently. If pressed for longer than one second, it will **delete** characters at about half the normal repeat rate. This is used when editing to delete errors made during name entries, etc. **To correct an error**, ensure that the flashing cursor is pointing up. Press the BACKSPACE key to position the cursor over the error. Press and hold the SHIFT key to delete the incorrect character or characters, reposition the cursor and enter the correct character or characters (these will appear on the display, automatically moving the rest of the entry to the right), and use the YES key (in normal shift) to move the cursor right (forwardspace) to continue.

## ENTERING USER CODES, OPTIONS AND ASSIGNING USERS TO AREAS cont.

### INFORMATION SET 2:

**AREA/USER ASSIGNMENT:** This function assigns to the users the individual areas they can arm and disarm. Enter your user code and then press the **M** key (SHIFT key then 3 key). The display will show **ENTER USER NO. 1. DO NOT SELECT THIS USER.** Enter the appropriate user number, and then press the RETURN key. You may now assign which areas, if any, that user can arm and disarm. The display will now show **AREA-1 NO** indicating that at this time area 1 is not to be armed and disarmed by that user. Press the RETURN key to accept the display or press the YES key to change to yes; a yes choice may be changed to no by pressing the NO key. Proceed in a similar manner until all areas have been dealt with. The display will now show the next user number. At this point, you may continue to assign areas to users or you may press the NO key to exit from this function.

This completes the user programming requirements.

**SHUNTING (BYPASSING) A ZONE:** In the event that a zone remains open at time of arming, it may be shunted (bypassed) as follows: Enter your user code and then press the NO key. The display will show **SHUNT ZONE 0.** Enter the number of the zone that is to be shunted and then press the RETURN key. The display will then show the description, if one exists, of the zone (e.g., **\*3. MANAGER'S OFFICE**) or, if no description exists, simply **\*AREA-1 3.** Having a zone description allows the user to see exactly which zone is being shunted. The flashing \* in front of the description indicates that the zone is currently shunted. If the zone displayed is the one desired, then press the RETURN key and the panel will exit from this mode. As the exit occurs, the panel beeps and then briefly displays the number of shunts in place. If an incorrect zone number is entered, that zone can be unshunted by pressing the YES key. The YES key, in fact, toggles the shunt on and off. As the YES key is pressed, the flashing \* at the left of the display will come and go indicating whether the zone is shunted or not. The FULL DISARM (+) key can be used to select higher zone numbers and the PART ARM 1/AUDIBLE SILENCE 1 (-) key can be used to select lower zone numbers. As a zone is displayed, its current status (shunted/ unshunted) will be indicated by the presence or absence of the flashing \* at the left of the display. Again, the status can be toggled by pressing the YES key. By using the + and - and YES keys, you can quickly step through a range of zones and examine or change their status. To exit at any time, press the RETURN key or the NO key. The panel will beep for a moment and the display will show **FINISHED** followed in a moment by **# SHUNTS.** Area zone-shunts are automatically removed when that particular area is disarmed.