4100U
Fire Alarm

Operator's
Manual
579-197
Rev. B
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READ AND SAVE THESE INSTRUCTIONS. Follow the instructions in this installation manual. These instructions must be followed to avoid damage to this product and associated equipment. Product operation and reliability depends upon proper installation.

DO NOT INSTALL ANY SIMPLEX PRODUCT THAT APPEARS DAMAGED. Upon unpacking your Simplex product, inspect the contents of the carton for shipping damage. If damage is apparent, immediately file a claim with the carrier and notify Simplex.

ELECTRICAL HAZARD - Disconnect electrical field power when making any internal adjustments or repairs. Servicing should be performed by qualified Simplex Representatives.

STATIC HAZARD - Static electricity can damage components. Therefore, handle as follows:

- Ground yourself before opening or installing components (use the 553-484 Static Control Kit).
- Prior to installation, keep components wrapped in anti-static material at all times.

EYE SAFETY HAZARD - Under certain fiber optic application conditions, the optical output of this device may exceed eye safety limits. Do not use magnification (such as a microscope or other focusing equipment) when viewing the output of this device.

RADIO FREQUENCY ENERGY - This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instruction manual, may cause interference to radio communications. It has been tested and found to comply with the limits for a Class A computing device pursuant to Subpart J of Part 15 of FCC Rules, which are designed to provide reasonable protection against such interference when operated in a commercial environment. Operation of this equipment in a residential area may cause interference in which case the user at his own expense will be required to take whatever measures may be required to correct the interference.

SYSTEM REACCEPTANCE TEST AFTER SOFTWARE CHANGES - To ensure proper system operation, this product must be tested in accordance with NFPA72-1996, Chapter 7 after any programming operation or change in site-specific software. Reacceptance testing is required after any change, addition or deletion of system components, or after any modification, repair or adjustment to system hardware or wiring.

All components, circuits, system operations, or software functions known to be affected by a change must be 100% tested. In addition, to ensure that other operations are not inadvertently affected, at least 10% of initiating devices that are not directly affected by the change, up to a maximum of 50 devices, must also be tested and proper system operation verified.
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Before you start using the 4100 Fire Alarm Operator’s Manual, it’s important to understand the typographic conventions used in this publication.

The following conventions are used in this publication to identify special names or text.

<table>
<thead>
<tr>
<th>Convention</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bold type</strong></td>
<td>Indicates words or characters that you type. Unless it is specifically noted, you can type the text in lowercase or uppercase characters. For example, cd access means that you type the lowercase letters “cd” followed by a space and the lowercase word “access.”</td>
</tr>
<tr>
<td><strong>Italic type</strong></td>
<td>Indicates information that the user must supply, such as filenames. For example, cd directory_name means that you type the letters “cd” followed by a space and a directory name.</td>
</tr>
<tr>
<td><strong>“Text in quotes”</strong></td>
<td>Indicates important terms or titles of publications.</td>
</tr>
<tr>
<td>• Bulleted lists</td>
<td>Provides you with information. They are also used to indicate alternatives in numbered procedural steps.</td>
</tr>
<tr>
<td>1. Numbered lists</td>
<td>Indicates procedures that you must carry out sequentially.</td>
</tr>
</tbody>
</table>

The following conventions are used to describe keys and key combinations.

<table>
<thead>
<tr>
<th>Convention</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SHIFT</strong></td>
<td>Key names appear in bold type and in capital letters and are referred to by their names only, without the word &quot;key.&quot; For example, &quot;press SHIFT&quot; means press the key labeled &quot;Shift.&quot;</td>
</tr>
<tr>
<td><strong>CTRL+ALT+DEL</strong></td>
<td>A plus sign (+) between two key names means that you hold down the first key while pressing the second key. For example, &quot;press SHIFT+F1&quot; means hold down the SHIFT key while pressing the F1 key. If the key sequence includes three or more key names, hold down all of the keys except for the last one, and then press and release the last key. For example, &quot;press CTRL+ALT+DELETE&quot; means hold down the CTRL and ALT keys, and then press the DELETE key.</td>
</tr>
<tr>
<td><strong>ALT,F,P</strong></td>
<td>A comma between key names means that you press and release the first key, and then press and release the second key, and so on. For example, &quot;press ALT, F, P&quot; means press ALT and release it, press F and release it, then press P and release it.</td>
</tr>
<tr>
<td><strong>Arrow keys</strong></td>
<td>Arrow keys refers to the UP ARROW (↑), DOWN ARROW (↓), LEFT ARROW (←), and RIGHT ARROW (→) keys.</td>
</tr>
</tbody>
</table>

Continued on next page
### Using the Mouse

The following table lists four common terms related to mouse operation that you should know. Use the left mouse button for all actions unless instructed otherwise.

**Note:** When using the mouse button to point, click, or drag, keep the mouse steady; otherwise, you may select the wrong item.

<table>
<thead>
<tr>
<th>Term</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Point</td>
<td>Move the mouse until the tip of the mouse pointer rests on the screen object or area that you wish to select.</td>
</tr>
<tr>
<td>Click</td>
<td>Point to the item you want to select, then press and immediately release the mouse button.</td>
</tr>
<tr>
<td>Double-click</td>
<td>Point to the item you want to select, then press and immediately release the mouse button twice in rapid succession.</td>
</tr>
<tr>
<td>Drag</td>
<td>Point to the item you want to move, then press and hold down the mouse button while you move the mouse to the desired location. Once you have moved the mouse pointer to the position you want, release the mouse button.</td>
</tr>
</tbody>
</table>
Chapter 1
Basic Concepts and Operations

This chapter provides an overview of the 4100 operator interface panel and describes the normal appearance of the operator interface panel.

Refer to the page number listed in this table for information on a specific topic.

<table>
<thead>
<tr>
<th>Topic</th>
<th>See Page #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic System Description</td>
<td>1-2</td>
</tr>
<tr>
<td>Normal Appearance of Operator Interface Panel</td>
<td>1-4</td>
</tr>
</tbody>
</table>
The Simplex 4100 Fire Alarm Control Panel (FACP) has three general functions.

- It monitors fire alarm initiating points (smoke detectors, heat detectors, and pull stations).
- It activates fire alarm notification appliances (horns, strobes, audio evacuation messages) when an initiating point activates.
- It monitors and controls auxiliary building equipment (fan dampers, relays, security devices).

**Note:** The term point is used extensively throughout this manual. It is a generic term used to refer to an individual component of the system, such as a single smoke detector, a single pull station, etc.

The 4100 operator interface, shown in Figure 1-1, allows a system operator to control and monitor the facility-specific components connected to the 4100 FACP.

### Table 1-1. Components of the Operator Interface

<table>
<thead>
<tr>
<th>LED/Key</th>
<th>Description</th>
<th>Refer To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Alarm LED and Fire Alarm ACK Key</td>
<td>The Fire Alarm LED flashes to indicate the presence of an unacknowledged alarm condition. Other components of the system, such as the horns and strobes, also activate to indicate the presence of an alarm. The FIRE ALARM ACK key allows you to indicate that you have observed the presence of an alarm.</td>
<td>Chapter 2</td>
</tr>
<tr>
<td>Alarm Silenced LED/Alarm Silence Key</td>
<td>Pressing the ALARM SILENCE key provides a means of silencing the building's audible notification appliances (horns). The LED indicates when this key has been used.</td>
<td>Chapter 2</td>
</tr>
</tbody>
</table>

*Continued on next page*
Table 1-2. Components of the Operator Interface (continued)

<table>
<thead>
<tr>
<th>LED/Key</th>
<th>Description</th>
<th>Refer To</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Warning Keys and LEDs</td>
<td>The System Warning LEDs – Supervisory and Trouble – indicate when abnormal, non-fire conditions occur to the fire alarm’s wiring or devices. The System Warning keys – SUPV ACK and TROUBLE ACK – allow an operator to acknowledge the presence of the abnormal condition.</td>
<td>Chapter 3 for Troubles. Chapter 4 for Supervisory Conditions</td>
</tr>
<tr>
<td>System Reset Key</td>
<td>Pressing this key directs the panel to reset all attached devices and clear all acknowledged alarms, troubles, and supervisory conditions.</td>
<td>Chapter 2</td>
</tr>
<tr>
<td>AC Power LED</td>
<td>Indicates the presence of AC power at the panel.</td>
<td>N/A</td>
</tr>
<tr>
<td>Event Time Key</td>
<td>Used to display the time at which an acknowledged alarm, trouble, or supervisory condition occurred.</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>Entry Keypad</td>
<td>Used to call up points for monitoring and control.</td>
<td>Chapter 5</td>
</tr>
<tr>
<td>Facility-Specific Control Keys</td>
<td>These are programmable keys. Typical functions include manual evacuation, ground fault monitor, etc.</td>
<td>N/A</td>
</tr>
<tr>
<td>Enable/Disable Keys</td>
<td>Pressing these keys allows you to enable or disable devices attached to the panel.</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>On/Off/Auto Keys</td>
<td>Pressing these keys allows you to force a device (such as a relay) ON or OFF. The Auto key returns control of the device to the panel.</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>Arm/Disarm Keys</td>
<td>Used with security points. These keys allow you to turn security devices on (arm) or off (disarm).</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>Alphanumeric Display</td>
<td>Displays text describing abnormal conditions for devices attached to the panel (i.e., smoke detector in main lobby is in alarm). Also displays system prompts and messages.</td>
<td></td>
</tr>
</tbody>
</table>

Important Note: The degree to which you are allowed to control the system depends on the passcode assigned to you. See “Logging in and Out of the System” below for details on this.
Normal Appearance of Operator Interface Panel

The 4100 operator interface panel shows the following under normal conditions.

- Green power LED is ON – indicating the panel is receiving AC Power.
- All other LEDs off.
- Alphanumeric display reports that the system is normal, as shown below.

```
SYSTEM IS NORMAL
08:23:45   MON 18-SEPT-00
```

Note: If the appearance of the operator interface panel is not as shown above, refer to the information in Chapters 2, 3, and 4 for instructions on managing the alarm, supervisory, or trouble condition.
Chapter 2
Alarm Conditions

Introduction

An alarm condition occurs when an initiating device (such as a manual pull station, smoke detector, etc.) activates. The 4100 indicates the presence of the alarm condition through messages it displays on the alphanumeric display, by flashing the ALARM indicator, and by activating the building’s notification appliances (horns and strobes).

Note: An alarm condition is a serious event, indicating the possibility of fire danger. In addition to using the 4100 operator interface panel to investigate and manage alarm conditions as described in this chapter, you should also be aware of any facility-specific procedures that you may be required to follow.

In this Chapter

Refer to the page number listed in this table for information on a specific topic.

<table>
<thead>
<tr>
<th>Topic</th>
<th>See Page #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acknowledging an Alarm</td>
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</tr>
<tr>
<td>Silencing an Alarm</td>
<td>2-5</td>
</tr>
<tr>
<td>Resetting the System</td>
<td>2-6</td>
</tr>
<tr>
<td>Disabling a Point that Remains in Alarm</td>
<td>2-8</td>
</tr>
</tbody>
</table>
When an alarm condition is detected by the 4100, the panel does the following to indicate the presence of the alarm:

- Red LED, labeled Fire Alarm flashes
- Tone-alert (piezo buzzer) pulses
- LEDs on remote annunciators may illuminate
- The alphanumeric display on the interface panel indicates an alarm condition. The exact manner in which the alphanumeric display reports information for the alarm condition depends on whether the system’s Display First Alarm Option is enabled.

  - **If Display 1st Alarm Option is Enabled.** The display alternates between two screens similar to Screen 1 and Screen 2 shown below. Screen 1 is a tally screen indicating the total number of fire alarms, priority 2 alarms, supervisory conditions, and trouble conditions present on the panel. Screen 2 is a detailed description of the first alarm received by the panel.

    **Screen 1**
    
    **FIRE** **Press (ACK) to review.**
    FIRE = 1 PRI2=0 SUPV=0 TRBL=0

    **Screen 2**
    
    FIRST FLOOR EAST WING ROOM 31 PULL STATION

  - **If Display 1st Alarm Option is not enabled.** Only a screen similar to Screen 1 appears, indicating the total number of alarm conditions present on the system.

The first step in managing an alarm condition is to **acknowledge** the alarm. Acknowledging an alarm does two important things:

- It records the time and date at which you observed the presence of an alarm, trouble, or supervisory condition on the operator interface panel and stores that information in the system’s historical log.
- When you press the acknowledge key, the system displays specific data on the location of the alarm.

It is important to understand that the 4100 can be configured with either **Global** or **Individual** Acknowledge. These options function as follows:

- **Global Acknowledge.** When global acknowledge is enabled, one press of the ALARM ACK key acknowledges *every* abnormal point currently reporting an alarm status. This is helpful when a series of devices enter an alarm state (for example, all of the smoke detectors in an area of the building) and you want to acknowledge all of them at the same time.
- **Individual Acknowledge.** If individual acknowledge is enabled, the ALARM ACK key must be pressed to individually acknowledge each alarm. Individual acknowledge must be selected if the panel is providing proprietary receiving service in accordance with NFPA72.

The ALARM ACK key, which is used to acknowledge alarms (either globally or individually), is located just beneath the SYSTEM ALARM LED.

**Continued on next page**
Acknowledeing an Alarm, Continued

Globally Acknowledging Alarms

Use the following procedure if the Global Acknowledge option is enabled on your 4100 system.

1. Unlock and open the enclosure door. Read the alphanumeric display on the interface panel. It reports the number of alarm conditions as shown below.

   **FIRE**  
   Fire =1 PRI2 = 0 SUPV = 0 TRBL=0

2. Press the ALARM ACK key. Read and follow the instructions on the alphanumeric display. After you press the ALARM ACK key, the system responds as follows:

   - The tone-alert silences and the alphanumeric display reports pertinent information about the alarm, such as the following:

   FIRST FLOOR EAST WING ROOM 31  
   FULL STATION FIRE ALARM

   - The SYSTEM ALARM LED changes from flashing to steady ON, and all alarm conditions are acknowledged.

   - Pressing the ALARM ACK key again displays information on the next alarm. Continue to do this to review all alarms in the system.

Individually Acknowledging Alarms

Use the following procedure if the Individual Acknowledge option is enabled on your 4100 system.

1. Unlock and open the enclosure door. Read the alphanumeric display on the interface panel. It reports the number of alarm conditions as shown below.

   **FIRE**  
   Fire =1 PRI2 = 0 SUPV = 0 TRBL=0

2. Press the ALARM ACK key. A report similar to the one shown below appears. Read and follow the instructions on the alphanumeric display.

   FIRST FLOOR EAST WING ROOM 31  
   Press ACK key to acknowledge ALARM  
   FULL STATION ALARM

Continued on next page
Acknowledging an Alarm, Continued

Individually Acknowledging Alarms, (continued)

3. Press the ALARM ACK key again. Read the report data. Repeat this procedure to review all reports. Reports are displayed in chronological order.

- Tone-alert silences when the last unacknowledged alarm is acknowledged.
- System Alarm LED is ON, but is no longer flashing.
Silencing an Alarm

Overview

When an alarm condition exists, various signals (horns and strobes), auxiliary relays, the city connection (which is the link to the local fire department or central station monitoring service), and the tone-alert may activate. The ALARM SILENCE key turns OFF all devices that are programmed to turn off when it is pressed. Typically, this will be the audible notification appliances (horns).

Note: Depending on the programming of the system, some devices may not turn off when the ALARM SILENCE key is pressed.

At a minimum, the following occurs when the key is pressed.

- Turns OFF signal circuits (which usually connect to the Notification Appliances)
- Turns ON the ALARM SILENCED LED
- Displays a message indicating the ALARM SILENCE function is activated

You should be aware that the following functions affect the operation of the ALARM SILENCE function.

- If a Coded Input Device (typically a pull station) activates, the <ALARM SILENCE> key may be ignored until this function has completed coding. Notification appliances (horns) cannot be silenced when a coded station is in alarm, but silence upon coding completion.

- If the Alarm Silence Inhibit Option -- which is a timer that inhibits the operation of the ALARM SILENCE function -- is enabled, pressing the <ALARM SILENCE> key is ignored until the timer expires. The message “ALARM SILENCE INHIBITED” displays for a short time to indicate the action was not taken. The message “ALARM SILENCE NO LONGER INHIBITED” displays when the timer expires.

- If Waterflow Sprinkler Devices are activated, Notification Appliances may or may not be silenced (depending on local code requirements). Usually, a dedicated bell will continue to sound to indicate water flow.

- Some visual notification appliances may continue to flash until the system is reset.

Using the Alarm Silence Key

Press the <ALARM SILENCE> key and read the display. The alphanumeric display shows signal status and the ALARM SILENCE LED turns ON steady.

ALARM SILENCE IN PROGRESS
The function of the SYSTEM RESET key depends on whether active alarms are present at the time the key is pressed.

- **Active Alarms Present.** Pressing the SYSTEM RESET key when alarms are present attempts to return the system to its normal state. This includes resetting initiating devices (pull stations and smoke detectors, for example), relays (including city relay and door holder relays), notification appliances (horns and strobes), and all LEDs and indicators that have been programmed to be reset with the SYSTEM RESET key. See “Resetting a System with Active Alarms” below for more information.

- **No Active Alarms Present.** Pressing the SYSTEM RESET key when no alarms are present causes the system to perform a hardware reset. See “Performing a Hardware Reset” below for more information.

### Overview

Activated devices (i.e., devices in alarm) can be reset, using the SYSTEM RESET key. Doing this allows the system to return to a normal state following alarm activation. Follow these steps to perform a System Reset when alarms are present.

1. Press the SYSTEM RESET key. The following message appears.

   ![SYSTEM RESET IN PROGRESS](image)

2. One of the following occurs, depending on whether the activated devices reset or not.

   - If all zones or devices in alarm reset, the SYSTEM ALARM LED flashes. Press the <ALARM ACK> key, and the following message appears.

     ![SYSTEM IS NORMAL](image)

   - If a zone or device remains in alarm and fails to reset, the “SYSTEM RESET IN PROGRESS” message is followed by the message shown below.

     ![ALARM PRESENT, SYSTEM RESET ABORTED](image)

     When this message appears, the system remains in an alarm state. The display indicates the total number of alarms present in the system along with a prompt to use the <ALARM ACK> key to review the points. (These points do not require acknowledgment.) The SYSTEM ALARM LED remains ON to indicate that a fire alarm device is still in the alarm condition. Read the display to determine the type and location of the device. Follow local procedures to investigate the area of the building in alarm. Look for devices that are in an alarm state -- pull stations with the handle down, smoke detectors with their LED lit.

### Resetting a System with Active Alarms

Continued on next page
A hardware reset reinitializes the state of certain hardware components and is typically used to reset a Class A Trouble (for example, on a MAPNET, IDNet, or RUI channel) after the problem causing the trouble is resolved. If you attempt to perform a hardware reset without first fixing the problem causing the trouble, the hardware reset fails and the trouble reappears.

To perform a hardware reset, press the SYSTEM RESET key when no alarms are present.
Disabling a Point that Remains in Alarm

Overview

If a device remains in alarm and no alarm condition (i.e., smoke or an activated pull station) exists, the 4100 provides a way to inhibit alarm reporting for the malfunctioning point. Disabling a point causes a trouble condition for the point or zone that you disable.

The <DISABLE> key, which is used to disable points, may be passcode protected. If it is, you need to first log in to the system using the passcode that enables the key. Refer to “Logging In and Out of the System” in Chapter 1 for information on doing this.

Important Notes

Be aware of the following issues related to disabling points.

- Disabling a point causes the point to NOT report alarm conditions or other status changes. A point should not be disabled unless it is clearly understood that fire detection or security for the area of the building covered by that point will be lost. Appropriate steps must be taken to provide alternate means of protecting the area of the building covered by the disabled point.

- If the Service Reset option is enabled, an operator can clear an alarm condition (i.e., successfully perform a system reset) even though the device that caused the alarm remains in a trouble state. The typical application for this would be the case where a malfunctioning initiating device such as a smoke detector (consisting of a base and removable sensor) causes an alarm and activates the city circuit. With this option enabled, the sensor can be removed and the system (including the city circuit) can be reset. Without this option enabled, removing the sensor would cause a trouble, which would prevent the city circuit from being reset.

  Note: Service Reset is not a UL-Approved option and enabling this option on the panel invalidates the panel’s UL certification.

Procedure

To disable a point in alarm, follow these steps.

1. Press the <ALARM ACK> key to display the point’s information on the alphanumeric display. For example:

   SECOND FLOOR EAST WING          ROOM 16
   PULL STATION                      ALARM

2. Press the <DISABLE> key. The alphanumeric display shows the following message.

   PRESS <ENTER> TO DISABLE
   MONITOR ZONE:  ZNXX

  Note: XX represents the point to be disabled.

Continued on next page
3. Press the <ENTER> key. The alphanumeric display shows the action taken.

ALARM PRESENT, SYSTEM RESET ABORTED

Note: The system indicates a trouble condition each time a point is disabled. It is important to repair the disabled point as soon as possible. Once repaired, the disabled point should be enabled as soon as possible. See “Enabling a Disabled Point” for additional information.
Chapter 3
Trouble Conditions

Introduction

A Trouble message is used to indicate the presence of a circuit break or ground within a system point, or somewhere between the 4100 and one of its points.

This chapter describes using the Operator Interface Panel keys to investigate the details of the trouble condition.

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</table>
When a trouble condition is detected by the 4100, the panel does the following to indicate the presence of the trouble condition:

- Yellow LED, labeled “SYSTEM TROUBLE” flashes
- Tone-alert (piezo buzzer) sounds steady
- LEDs on remote annunciators may illuminate
- The alphanumeric display on the interface panel indicates trouble condition, as shown below

The first step in managing a trouble condition is to acknowledge the trouble. Acknowledging a trouble does two important things:

- It records the time and date at which you observed the presence of the trouble and stores that information in the system’s historical log.
- When you press the acknowledge key, the system displays specific data on the location of the trouble.

It is important to understand that the 4100 can be configured with either Global or Individual Acknowledge. These options function as follows:

- **Global Acknowledge.** When global acknowledge is enabled, one press of the <TBL ACK> key acknowledges every point currently reporting a trouble.

- **Individual Acknowledge.** If individual acknowledge is enabled, the <TBL ACK> key must be pressed to individually acknowledge each trouble. Individual acknowledge must be selected if the panel is providing proprietary receiving service in accordance with NFPA72.

The <TBL ACK> key, which is used to acknowledge troubles (either globally or individually), is located just beneath the SYSTEM TROUBLE LED. Refer to Figure 3-1. If the <TBL ACK> key is passcode protected (by default, it is not), you cannot use this key to acknowledge troubles unless you have the required passcode.

Continued on next page
Trouble Indications for TrueAlarm Sensors

TrueAlarm™ devices are considered sensors instead of detectors because these devices do not determine alarm conditions. Instead, the TrueAlarm smoke sensor is a measuring device that sends data regarding smoke density to the 4100 FACP. The TrueAlarm heat sensor operates in a similar fashion, but it sends temperature data to the control panel instead of smoke density data. The 4100 uses this data to determine whether a trouble has occurred.

The TrueAlarm sensor has two automatic trouble indications.

- **Dirty.** A “Smoke Detector Dirty” condition is reported any time the average value on an individual sensor reaches a set threshold value.
- **Excessively Dirty.** A “Smoke Detector Excessively Dirty” trouble condition is reported any time the average value of an individual sensor reaches a slightly higher threshold level.

In addition to the two automatic trouble conditions, the 4100 software includes a pre-programmed digital pseudo point (P132, Sensor Almost Dirty Log Enable) that can be turned ON through the 4100 PC Programmer application to allow a TrueAlarm sensor that is close to being dirty to report as if it were one. This is useful when maintenance is being scheduled for dirty sensors, as it provides a means of seeing which sensors are approaching a dirty state.

Once a minute the 4100 performs a test of each TrueAlarm sensor. The test raises the value of each sensor to a value that simulates an alarm condition. If the sensor reports back a value that is not within the alarm range, a “Self-Test Abnormal” trouble is displayed for the sensor.

What to Do when TrueAlarm Troubles Occur

System Operators should do the following when these troubles occur.

- **Almost Dirty Trouble.** In this case, a Simplex Technical Representative has programmed the system to allow almost dirty sensors to report as dirty. Contact your facilities management personnel to report the trouble and schedule maintenance (cleaning) for the sensors.
- **Dirty.** This trouble means the sensor is holding its sensitivity, that maintenance should be scheduled for the sensor. Contact your facilities management personnel to report the trouble and schedule maintenance (cleaning) for the sensors.
- **Excessively Dirty.** This trouble means the sensor is no longer compensating for dirt and dust. False alarms are possible in this condition and sensors should be cleaned as soon as possible. Contact your facilities management personnel to report the trouble and immediately schedule maintenance (cleaning) for the sensors.
- **Self-Test Abnormal.** All TrueAlarm sensors are automatically tested once a minute. If a sensor fails to report properly to the 4100 FACP, a Self-Test Abnormal trouble occurs. This indicates that the sensor is not working properly and needs to be replaced. Contact your facilities’ management personnel to report the trouble.
Acknowledging Troubles

Globally Acknowledging Troubles

If global acknowledge is enabled on the 4100, the system automatically clears after the source of the trouble clears. Approximately 30 seconds after the source of the trouble clears, the alphanumeric display should indicate a normal system.

To globally acknowledge trouble points, follow these steps.

1. Unlock and open the enclosure door. The alphanumeric display shows the trouble condition. For example:

```
**TROUBLE Press <ACK> to review.
FIRE = 0 PRI2 = 0 SUPV = 0 TRBL = 1
```

2. Press the <TBL ACK> key under the flashing yellow LED. The alphanumeric display shows the area and type of trouble. The tone-alert silences and the yellow LED glows steady.

```
**TROUBLE Press <ACK> to review.
FIRE = 0 PRI2 = 0 SUPV = 0 TRBL = 1
```

3. Read the alphanumeric display and investigate the area to determine the cause of the trouble.
   a. Restore or replace the defective device (switch, wire, notification appliance, etc.) in accordance with the device’s instructions.
   b. The trouble condition automatically clears when the problem has been corrected.
   c. After a delay, the alphanumeric display reads:

```
SYSTEM IS NORMAL
8:36:28 FRI 15-SEP-00
```

Individually Acknowledging Troubles

When individual acknowledge is used, the tone-alert re-sounds when the condition clears. Individual acknowledge must be selected if the panel is providing proprietary receiving service in accordance with NFPA72. Follow these steps to use individual acknowledge.

1. Unlock and open the enclosure door. The alphanumeric display shows the trouble condition. For example:

```
**TROUBLE Press <ACK> to review.
FIRE = 0 PRI2 = 0 SUPV = 0 TRBL = 1
```

Continued on next page
2. Press the <TBL ACK> key. Repeat this step and read the reports. You need to do this for each trouble event. The following occurs

- The tone-alert silences and the LED glows steady
- The alphanumeric display shows the area and type of problem, as shown below.

```
FIRST FLOOR EAST WING  ROOM31
Press ACK key to acknowledge
FIRE MONITOR ZONE OPEN CIRCUIT TROUBLE
```

3. Read the alphanumeric display. Investigate the trouble to determine its cause. Restore or replace defective device (switch, wire, notification appliance, etc.) in accordance with the manufacturer’s instructions.

When the trouble clears, the Trouble LED flashes and the tone-alert sounds steady.

4. Press the <TBL ACK> key. The display shows the system status. Press the <TBL ACK> key again. After a delay, the display shows that the system status is normal.
If the Trouble Doesn’t Clear

Overview

Normally, trouble points do not require acknowledgment of the cleared condition. If the system does not clear, read the display. Check for devices still in trouble (pull stations with their handles down, smoke detectors with their LEDs ON). If the source of the trouble cannot be located, call Simplex to repair the system.

System Reset Key

Some troubles latch until they are reset manually, or are reset by pressing the SYSTEM RESET key. Try pressing the SYSTEM RESET key if the trouble is any one of the following:

- Style D initiating device circuit trouble
- City Circuit trouble
- 24 Point I/O trouble

If pressing the SYSTEM RESET key does not clear the trouble, or if the trouble toggles (clears and then reappears), you may choose to either disconnect the device or to disable the point, using the procedure outlined in the next section.

Disabling a Point with a Trouble Condition

Keep the following in mind when disabling points.

- Disabling a point causes the point to NOT report alarm conditions or other status changes. A point should not be disabled unless it is clearly understood that fire detection or security for the area of the building covered by that point would be lost. Appropriate steps must be taken to provide alternate means of protecting the area of the building covered by the disabled point.

- Repair or replace the failed device or circuit as soon as possible. Once repaired, the disabled point should be enabled as soon as possible.

1. Press the TBL ACK key to display the point’s information on the alphanumeric display. For example:

   SECOND FLOOR EAST WING    ROOM 16
   PULL STATION    OPEN CIRCUIT TROUBLE

2. Press the DISABLE key. The alphanumeric display shows the following message.

   PRESS <ENTER> TO DISABLE
   MONITOR ZONE:  ZNXX

   Note: XX represents the point to be disabled.

   Continued on next page
3. Press the <ENTER> key. The alphanumeric display shows the action taken.

Note: The system indicates a trouble condition each time a point is disabled. It is important to repair the disabled point as soon as possible. Once repaired, the disabled point should be enabled as soon as possible. See “Enabling a Disabled Point” for additional information.
Chapter 4
Supervisory Conditions

Introduction

A Supervisory trouble indicates a problem with the condition of the building’s automatic sprinkler system or some other system used for the protection of life and property.

This chapter describes using the Operator Interface Panel keys to investigate the details of the supervisory condition.

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</table>
When a supervisory condition is detected by the 4100, the panel does the following to indicate the presence of the condition.

- Yellow LED, labeled “SUPERVISORY” flashes
- Tone-alert (piezo buzzer) sounds steady
- The alphanumeric display on the interface panel indicates supervisory condition, as shown below

![Figure 4-1. Interface Panel Showing Supervisory Condition](image)

The first step in managing a supervisory condition is to **acknowledge** the condition. Acknowledging a supervisory does two important things:

- It records the time and date at which you observed the presence of the condition and stores that information in the system’s historical log.
- When you press the acknowledge key, the system displays specific data on the location of the supervisory condition.

It is important to understand that the 4100 can be configured with either **Global** or **Individual** Acknowledge. These options function as follows:

- **Global Acknowledge.** When global acknowledge is enabled, one press of the SUPV ACK key acknowledges *every* point currently reporting a supervisory condition.

- **Individual Acknowledge.** If individual acknowledge is enabled, the SUPV ACK key must be pressed to individually acknowledge each supervisory condition. Individual acknowledge must be selected if the panel is providing proprietary receiving service in accordance with NFPA72.

The SUPV ACK key, which is used to acknowledge supervisory conditions (either globally or individually), is located just beneath the “SUPERVISORY” LED. Refer to Figure 4-1. If the SUPV ACK key is passcode protected (by default, it is not), you cannot use this key to acknowledge supervisory conditions unless you have the required passcode.
Pressing the SUPV ACK key once globally acknowledges all supervisory conditions that exist within the fire alarm system. In addition, the “SUPERVISORY” LED changes from flashing to steady ON and the tone-alert silences.

If global acknowledge is enabled on your system, use the following procedure to acknowledge the supervisory conditions.

1. Unlock and open the enclosure door. The alphanumeric display shows the supervisory condition, similar to the following example.

   **SUPERVISORY** Press <ACK> to review
   FIRE = 0    PRI2 = 0    SUPV = 1    TRBL = 0

   REVERE BASEMENT NORTH WING  ROOM 31
   SPRINKLER MONITOR  ABNORMAL

   Read the alphanumeric display. Investigate the problem to determine its cause. Restore or replace the defective device (switch, wire, notification appliance) in accordance with the manufacturer’s instructions, or call Simplex to repair the system. When the problem causing the supervisory is corrected, the supervisory automatically clears and, after a delay, the alphanumeric display indicates that the system status is normal.

If individual acknowledge is enabled on your system, you need to separately acknowledge each supervisory condition. Use the following procedure to do this.

1. Unlock and open the enclosure door. The alphanumeric display shows the supervisory condition, similar to the following example.

   **SUPERVISORY** Press <ACK> to review
   FIRE = 0    PRI2 = 0    SUPV = 1    TRBL = 0

   Continued on next page
2. Press the SUPV ACK key. Repeat this step and read the reports. The alphanumeric display shows the area and type of condition. The tone-alert silences and the yellow LED glows steady.

   a. The tone-alert silences and the LED glows steady.
   b. The display shows the area and type of problem, as shown below.

```
FIRST FLOOR EAST WING   ROOM 31
Press <ACK> key to acknowledge
```

OR

```
FIRST FLOOR EAST WING   ROOM 31
FIRE PUMP MONITOR       RUNNING
```

3. Read the alphanumeric display. Investigate the problem to determine its cause. Restore or replace the defective device (switch, wire, notification appliance) in accordance with the manufacturer’s instructions, or call Simplex to repair the system.

   When the problem causing the condition is corrected, the SUPERVISORY LED flashes and the tone-alert sounds steady.

4. Press the SUPV ACK key. The display shows the system status.

5. Press the SUPV ACK key again. After a short delay, the display indicates that the system is normal.
Chapter 5
Selecting Points for Status and Control

Introduction

Many of the advanced operations that can be accomplished from the operator interface first require you to select the point on which you want to perform the operation. Points can be selected in one of three ways.

- **Alarm, Trouble, Supervisory List.** Points that are reporting an alarm, trouble, or supervisory condition can be selected from the active alarm, trouble, or supervisory list.

- **Using the Menu.** The menu system includes an option that allows you to scroll through each category (monitor, signal, etc.) of point, and then after selecting a category, you can scroll through the points for the category.

- **Using the Entry Keys.** The Entry keys, located on the far right of the operator interface, contain abbreviated labels for each category of point. (For example, the key in the upper left corner of the Entry keys is labeled “ZONE” and the key to its right is labeled “SIG.”) Pressing one of these keys causes the system to prompt you to select a specific point within the selected category.

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</table>
Selecting Points from Alarm, Trouble, Supervisory List

When a point experiences an abnormal condition, such as an alarm, trouble, or supervisory, it is added to the appropriate list (alarm list, supervisory list, or trouble list). Points within these lists can be selected as follows:

1. Press the appropriate acknowledge key to enter the list. (For example, press the FIRE ALARM ACK key to enter the list of current fire alarms; press the TROUBLE ACK key to enter the list of current troubles).

2. Use the NEXT and PREV keys to scroll through the entries in this list. Stop scrolling when the point you are interested in is displayed.
Selecting Points from the Menu

Procedure

1. Press the MENU key to enter the panel’s menu system.

2. Press the NEXT key until the alphanumeric display reads as follows:

   Press <NEXT> or <PREVIOUS> to scroll
   Select a List of Points?

3. Press ENTER. The display reads as follows:

   Press ENTER to select a list of points
   All Monitor Zones?

4. Press the NEXT key to scroll through the categories of points until the appropriate category is shown. Press the ENTER key. The first point in the selected category appears. In the example below, the point shown is the first one in the monitor zone category.

   MONITOR CARD 1 ZONE NUMBER 1
   FIRE MONITOR ZONE NORMAL

5. Press the NEXT key to scroll through the list of points in the category. When the point that you want to select is displayed, press ENTER.
Selecting Points with the Entry Keypad

Overview

The Entry Keypad, shown below, allows you to quickly select a category of points. For example, pressing the ZONE key on the upper left side of the keypad selects the monitor zone category. After selecting a category, messages on the display prompt you for the specific point in the category.

You can use the keypad to select either a local point or a network point. A local point is one that is physically connected to the panel you are currently at, and a network point is one that is located on a different panel but has been programmed so that it can be selected and controlled from another panel.

![Entry Keypad Diagram]

Selecting Points

Refer to the following table for information on using the keypad to select local points on this panel.

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<th>Key</th>
<th>Data to Enter</th>
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<tr>
<td>ZONE – allows you to select a Monitor Zone point.</td>
<td>ZN, followed by ENTER, where ZN represents a zone card and is a number from 1 to ( n ). ((n ) represents the number of the last zone card in your system.) After selecting a zone, use NEXT and PREV to scroll through the points.</td>
</tr>
<tr>
<td>SIG – allows you to select a Signal point.</td>
<td>SIG, followed by ENTER, where SIG represents a signal card and is number from 3 to ( n ). ((n ) represents the number of the last signal card in your system.) After selecting a signal card, use NEXT and PREV to scroll through the signal points.</td>
</tr>
<tr>
<td>AUX – allows you to select an Auxiliary Relay</td>
<td>AUX, followed by ENTER, where AUX represents an auxiliary relay and is a number from 3 to ( n ). ((n ) represents the number of the last auxiliary relay in your system.)</td>
</tr>
</tbody>
</table>

Continued on next page
## Selecting Points with the Entry Keypad, *Continued*

<table>
<thead>
<tr>
<th>Press this Key on Keypad</th>
<th>Data to Enter</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FB</strong> – allows you to select a feedback point.</td>
<td><em>FB</em>, followed by ENTER, where <em>FB</em> represents a feedback point and is a number from 3 to <em>n</em>. (<em>n</em> represents the number of the last feedback point in your system.)</td>
</tr>
<tr>
<td><strong>IO</strong> – allows you to select a point on a 24 Point I/O card</td>
<td><em>IO</em>, followed by ENTER, where <em>IO</em> represents a point and is a number from 1 to <em>n</em>. (<em>n</em> represents the number of the last I/O point in your system.)</td>
</tr>
<tr>
<td><strong>IDNet</strong> – allows you to select an IDNet, MAPNET, or VESDA point.</td>
<td><em>C-D</em>, followed by ENTER, where <em>C</em> represents the IDNet, MAPNET, or VESDA channel and <em>D</em> represents the device number. You must insert the dash between channel and device. Use the NET key to insert the dash.</td>
</tr>
<tr>
<td><strong>P / A / L</strong> – allows you to select a digital (P), analog (A), or List (L) pseudo point.</td>
<td>Enter the number corresponding to the digital pseudo, analog pseudo, or list point. For example, pressing the P key and entering a 1 selects the Alarm Silence Key pseudo point.</td>
</tr>
<tr>
<td><strong>NET</strong> – allows you to select a network point.</td>
<td>Enter a network NODE number, followed by ENTER. The system then prompts for the type of point you want to select. Press the keypad key corresponding to the type of point (Zone, Signal, etc.) Use the descriptions above for information on selecting the specific point.</td>
</tr>
<tr>
<td><strong>ADDR</strong> = sw address of the point in the system</td>
<td>Specify the address using the format <em>C-P-S</em>, where <em>C</em> is the card, <em>P</em> is the point, and <em>S</em> is the subpoint. You must insert the dash between the components of the address. Use the NET key to enter the dash.</td>
</tr>
</tbody>
</table>

**Notes:**
- **IDNet.** Specify the channel with a number from 1 through 10. Use the number 0 to represent channel 10. Device numbers on each IDNet channel run from 1 to 250.
- **MAPNET.** Specify the channel then the device. Device numbers on each MAPNET channel run from 1 to 127.
- **VESDA.** Specify the channel then the device. Device numbers on each VESDA channel run from 1 to 127.
Chapter 6
Advanced Functions

Introduction

This chapter describes advanced functions that you can perform from the operator interface panel.

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Logging In and Out of the System

Introduction

The 4100 system uses four access levels, referred to by the numbers one through four, to control what system operators can do with the system. The system typically operates at access level one, which allows an operator to accomplish basic tasks (for example, acknowledge alarm, trouble, and supervisory conditions) without logging in to the system.

Other functions – for example, the use of the user-defined function keys – are passcode protected to prevent access by unauthorized personnel.

Log In Procedure

Follow these steps to log in to the system at access level two, three, or four. The keypad used to enter the passcode is located behind the interface panel access door.

1. Obtain the passcode for the access level at which you want to operate.
2. Press the <MENU> key on the Display/Action keypad, located on the right side of the interface panel. The alphanumeric display shows the following message.

   Press <NEXT> or <PREVIOUS> to scroll
   Change Access Level?

3. Press the <ENTER> key on the Display/Action keypad. The following message displays.

   1 = Login   2 = Logout
   CURRENT ACCESS LEVEL = 1

4. Press the 1 key on the Display/Action keypad. The display shows the following message.

   Enter a Passcode followed by <ENTER>

5. Enter the passcode for the access level. The passcode can be up to 10 numbers in length. Press the <ENTER> key on the Display/Action keypad when you have finished entering the code. An X is displayed for each digit of your passcode, as shown below.

   Enter a Passcode followed by <ENTER>
   XXX

Continued on next page
Log In Procedure, Continued

If the passcode entered in Step 5 is correct, the following message is shown.

Enter a Passcode followed by <ENTER>
ACCESS GRANTED

After a brief pause, the system displays the granted access level, such as the level 2 message shown below.

1 = Login   2 = Logout
CURRENT ACCESS LEVEL = 2

Press the <CLR> key twice. The display shows the system status, as shown below.

1 = Login   2 = Logout
CURRENT ACCESS LEVEL = 2

Log Out Procedure

Failure to log out allows unauthorized personnel access to the various passcode protected functions. If no keypad activity is detected for ten minutes, the system returns to Level 1 access.

Perform the following procedure to log out and return the operator access level to Level 1.

1. Press the <MENU> key. The following message is displayed.

Press <NEXT> or <PREVIOUS> to scroll
Change Access Level?

2. Press the <ENTER> key. The following message is displayed.

1 = Login   2 = Logout
CURRENT ACCESS LEVEL = 2

Continued on next page
3. Press the <F2> key. After a brief pause, the display shows a message similar to the one below.

```
1 = Login    2 = Logout
CURRENT ACCESS REDUCED TO LEVEL 1
```

4. Press the <CLR> key to exit. The display shows the system status.
Setting System Time and Date

Follow these steps to set the time and date used by the 4100 FACP. Ensuring that the current time and date are correct on the system is important. In particular, the accuracy of historical logs and reports depends on the system time.

1. Press the MENU key. Press the NEXT or PREVIOUS key until the display shows the option for setting time and date.

2. Press the ENTER key. The system responds as follows:

3. Press the MORE INFO key. The display shows the time and date and places an underline character under the hour, meaning it is the part of the time and date that can be changed.

4. Set the time and date as follows:

   - **Time.** Use the < and > keys to move the underline character between hours and minutes. Use the NEXT and PREVIOUS keys to increment or decrement the value. For example, to change the minutes, first use the < and > keys to move the highlight under the minutes field. Then use the NEXT and PREVIOUS keys to change the value of the minutes field.

   - **Date.** Use the < and > keys to move the underline character between the components of the date field. Use the NEXT and PREVIOUS keys to increment or decrement the value of the field until it is correct.

5. When the date and time are correct, press the ENTER key.
Viewing the Time at which an Event Occurred

Overview

The system records the time at which each alarm, trouble, and supervisory event occurs. You can view this information in one of two ways:

- By displaying or printing the historical alarm or trouble log. Refer to “Displaying Historical Logs” later in this chapter for information on doing this.

- By scrolling through the list of active alarm, trouble, or supervisory conditions, selecting a specific event, and using the EVENT TIME key. Refer to the procedure below for information on doing this.

Procedure

1. Select the alarm, trouble, or supervisory event whose event time you want to display. To do this, follow these steps.

   a. Press the FIRE ALARM ACK, PRIORITY 2 ACK, TROUBLE ACK, or SUPERVISORY ACK key to enter the appropriate list of events. (For example, press the FIRE ALARM ACK key to enter the list of active fire alarms.)

   b. Use the NEXT and PREVIOUS keys to scroll through the list until the alarm in which you are interested is displayed.

   c. Press the EVENT TIME key. The time at which the alarm, priority 2 alarm, trouble, or supervisory occurred appears in the display.
Enabling and Disabling Points

Overview

Enabling and disabling points is sometimes necessary when performing maintenance on the system. When using this function, it is critical that you understand whether Custom Control (either the system’s default Custom Control or any user Custom Control) makes reference to the point or not. Actions driven by custom control are suspended for the duration of time the point is disabled, but execute immediately after the point is enabled.

Example. Suppose you disable a signal point and during the time the point is disabled, a Custom Control equation executes that turns the point ON. This action is suspended for the duration of time the point is disabled. However, when the point is subsequently enabled, the point’s state updates and the Custom Control equation turning the point ON executes, turning the signal ON.

Procedure

Follow these steps to enable or disable a point.

1. Select the point. Refer to Chapter 5 for information on selecting points.

2. Press the DISABLE or ENABLE key.

3. Press the ENTER key to carry out the action.

The system generates a “Disable Trouble” to remind you that the point is disabled. When you enable the point again, the trouble clears.
Forcing Points On and Off

Overview

Forcing control points ON and OFF allows a precise degree of manual system control. For example, you can force a relay or signal point ON to test or execute its function. Unlike ENABLE/DISABLE (see description in previous section), a point that you force OFF does not refresh its state when the point is turned back ON.

Example. Suppose you turn a signal point OFF and during the time the point is disabled, a Custom Control equation executes that turns the point ON. When the point is subsequently returned to automatic operation, the point’s state does not update and the Custom Control equation turning the point ON does not executes.

Forcing Points ON and OFF

Follow these steps to force a point ON or OFF.

1. Select the point. Refer to Chapter 5 for information on selecting points.

2. Press the ON or OFF key.

3. Press the ENTER key to carry out the action.

The system generates a “Manual Override Trouble” for the point to remind you that the point has been forced ON or OFF.

Returning a Point to Automatic Operation

Automatic operation is the normal operation of the point. For example, if the point is a signal point, a setting of AUTOMATIC indicates that the signal is under the control of the job executing on the panel.

To return the state of a point that is currently ON or OFF to AUTOMATIC, follow these steps.

1. Select the point. Refer to Chapter 5 for information on selecting points.

2. Press the AUTOMATIC key.

3. Press the ENTER key to carry out the action.

The system clears the “Manual Override Trouble.”
Displaying and Clearing Historical Logs

Overview

Historical logs provide a record of both the events that have occurred on the system and the actions taken by an operator to manage those events. The system contains the following logs.

- Historical Alarm Log. Provides detailed information on each alarm, including time and date stamp, that has occurred since the last time the logs were cleared.
- Historical Trouble Log. Provides detailed information on each trouble, including time and date stamp, that has occurred since the last time the logs were cleared.

Displaying/Clearing Historical Logs

1. Press the MENU key. Use the NEXT and PREVIOUS keys to scroll through the choices until the “DISPLAY HISTORICAL ALARM LOG” or “DISPLAY HISTORICAL TROUBLE LOG” choice is displayed.

2. Press ENTER to enter the log file.

3. Use the NEXT and PREVIOUS keys to scroll through the entries in the selected log.
## Printing Reports

### Overview

The system can generate any of the following reports.

<table>
<thead>
<tr>
<th>Report</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alarm History Log Report</td>
<td>Report includes all information contained in the alarm history log – device number, custom label, time and date entered alarm.</td>
</tr>
<tr>
<td>Trouble History Log Report</td>
<td>Report includes all information contained in the trouble history log – device number, custom label, type of trouble, time and date device experienced trouble.</td>
</tr>
<tr>
<td>TrueAlarm Status Report</td>
<td>Reports the following information for each point.</td>
</tr>
<tr>
<td></td>
<td>- Device Number</td>
</tr>
<tr>
<td></td>
<td>- Custom Label</td>
</tr>
<tr>
<td></td>
<td>- Current Sensitivity of the Point</td>
</tr>
<tr>
<td></td>
<td>- Point Status: Normal, Trouble, Alarm</td>
</tr>
<tr>
<td></td>
<td>- Almost Dirty Status: Points which are almost dirty have an asterisk in this field to denote this.</td>
</tr>
<tr>
<td>TrueAlarm Service Report</td>
<td>Reports the following information for each point.</td>
</tr>
<tr>
<td></td>
<td>- Device Number</td>
</tr>
<tr>
<td></td>
<td>- Custom Label</td>
</tr>
<tr>
<td></td>
<td>- Alarm Level (sensitivity level of the device)</td>
</tr>
<tr>
<td></td>
<td>- Average Value --</td>
</tr>
<tr>
<td></td>
<td>- Current Value --</td>
</tr>
<tr>
<td></td>
<td>- Percent of Alarm: Shows the current value for the sensor. Value is shown as a percentage of 100 percent (alarm). For example, if the value shown is 9%, it means that the sensor is currently at 9% of the value required to trigger an alarm.</td>
</tr>
<tr>
<td></td>
<td>- Peak Value. Shows the highest value that the sensor has reached. Value is shown as a percentage of 100 percent (alarm). For example, if the value shown is 9%, it means that the peak value experienced by the sensor was 9% of the value required to trigger an alarm.</td>
</tr>
<tr>
<td></td>
<td>- Current State: Possible values include Normal, Trouble, Dirty, Excessively Dirty, and Almost Dirty.</td>
</tr>
</tbody>
</table>

### Procedure

1. Press the MENU key. Use the NEXT and PREVIOUS keys to scroll through the choices until the “PRINT REPORTS?” choice is displayed.

2. Use the NEXT and PREVIOUS keys to scroll through the categories of report (Alarm History, Trouble History, etc.).

*Continued on next page*
3. When the category of report you want to print is displayed, press ENTER. The system prompts you to confirm that you want to generate the report. Press ENTER again.

The report prints on the panel’s report printer.
Chapter 7
System Test Procedures

Introduction

This section describes performing the system tests that can be performed from the front panel of the 4100.

In this Chapter

Refer to the page number listed in this table for information on a specific topic.

<table>
<thead>
<tr>
<th>Topic</th>
<th>See Page #</th>
</tr>
</thead>
<tbody>
<tr>
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<td>7-2</td>
</tr>
<tr>
<td>Walk Test™ Overview</td>
<td>7-3</td>
</tr>
<tr>
<td>Setting WalkTest Options</td>
<td>7-5</td>
</tr>
</tbody>
</table>
Lamp Test / Tone Alert Test

Overview
The LAMP TEST key on the operator interface panel is used to determine local lamp failures within the system. Lamps on the 4100 operator interface panel illuminate along with the five function and acknowledge LEDs.

The tone-alert (buzzer) can also be tested with the LAMP TEST.

Performing a Lamp Test
Do the following procedures to test for lamp failures.

1. Press the “LAMP TEST” push-button. All LEDs should illuminate (lamps should stay illuminated as long as the key is depressed).

2. If you find defective lamps/LEDs, contact your local Simplex branch office.

Testing the Tone-Alert
Holding the Lamp Test key for more than 3 seconds tests the tone-alert.
Walk Test™ Overview

Overview

WalkTest allows the function of the system’s initiating devices and signals to be tested by a single person. Conducting a WalkTest requires you to perform the following steps.

• **Step 1. Create WalkTest Groups.** The 4100 supports up to eight Walk Test™ groups. This allows the building to be divided into small portions for the Walk Test™, and allows the rest of the building to be protected by the fire alarm panel. Each group has a list of control points (initiating devices) and a list of the signal circuits that activate when one of the group’s control points activates.

Refer to Chapter 9 of the 4100 Fire Alarm PC Programmer Programming Manual (574-849) for information on adding control points (initiating devices) and signals/relays to a WalkTest group.

• **Step 2. Enable WalkTest Options from Front Panel.** These options include the following. Refer to the “Setting WalkTest Options” later in this section for information on setting these options.
  - Which WalkTest Group is enabled.
  - Whether the group’s signals turn on when a control point in the same group activates. Turn this option on (along with the WalkTest logging option) to perform a silent WalkTest on the system.
  - Whether logging of WalkTest information is enabled or not. (Enable this option to perform a silent WalkTest.)

• **Step 3. Manually Activate Initiating Devices in Each Group and Interpret Signals.** Individually activate each initiating device in the group, using a magnet or canned smoke. Make sure to proceed in a logical manner (i.e., start with the lowest IDNet or MAPNET address and work toward the highest). Each time you activate an initiating device, the system’s signals pulse a code that allows you to verify exactly which initiating device triggered the signals. For hardwired monitor zones, the signal code corresponds to the number of the zone. (For example, if the zone number is eight, the signals pulse eight times to indicate zone eight.) For IDNet and MAPNET devices, the first set of pulses from the signals correspond to the channel. The signals then pauses momentarily and the second set of pulses correspond to the number of the device on the channel. For example, if you activate an IDNet smoke detector with an address of M1-25, the signals would sound once to indicate channel one, pause for a short duration, and then sound 25 times indicate device 25.

In some cases, immediately after verifying the function of an initiating device, you may also want to verify its ability to generate a trouble condition. To do this, cause a trouble on the device (i.e., remove the sensor from a TrueAlarm device), and then listen to the signals. The signals sound steady for 4 seconds to indicate trouble conditions, then reset.

Important Notes

Signals and initiating devices (with the exception of pull stations) automatically acknowledge and automatically reset, allowing for one-man testing without the need for someone at the main control panel to acknowledge and reset the system each time an initiating device and its associated signals activate.

A silent Walk Test™ may be performed (no signals will sound) and logging of events may be selected. Refer to “Setting WalkTest Options” below for additional information.

Continued on next page
If an alarm condition is detected from a zone that is not in the present active Walk Test™ group, the system will operate as a fire alarm panel and the active Walk Test™ groups are aborted.
Setting WalkTest Options

Enabling WalkTest for a Group

1. Press the MENU key and then use the NEXT and PREV keys until "ENABLE WALKTEST?" is displayed. Press ENTER.

2. Use the NEXT and PREVIOUS keys to scroll through the WalkTest groups until the group that you want to test is displayed. Press ENTER. A screen similar to the following appears.

```
1 = on->OFF  2 = no->LOG  3 = ?->ZONE  4 = no->SIG
```

Setting Options

Each of the options shown in the example above is associated with a number from one to four. Pressing the associated number on the keypad toggles the setting of the option. The arrow points to choice currently enabled for the option.

Example. The first option shown above (1 = on --> OFF) allows you to turn WalkTest on and off for the group you selected in Step 2 above. In the example, the arrow points to OFF, indicating that WalkTest is not currently on for the selected group. To turn it on, you would press the number 1 on the keypad. When you do this, the arrow turns around to indicate that ON is selected and the option reads 1 = ON <-- off.

The options are as follows:

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = on --&gt; OFF</td>
<td>Turns WalkTest on and off for the selected group. Press 1 on the keypad to toggle the setting of the option.</td>
</tr>
<tr>
<td>2 = no --&gt; LOG</td>
<td>Allows you to enable or disable logging. If the arrow points to LOG, logging is enabled. If the arrow points to NO, logging is disabled. Press 2 on the keypad to toggle the setting of this option.</td>
</tr>
<tr>
<td>3 = ? --&gt; ZONE</td>
<td>When ZONE is selected, the signals play a code that indicates the activated initiating device’s address. (For hardwired zones, the signals sound the number of the zone. For IDNet and MAPNET, the code has two parts, separated by a pause. The first part indicates the channel and the second part indicates the device number. When ? is selected, the signals play 2 ¼ second pulses. Press 3 on the keypad to toggle the setting of this option.</td>
</tr>
<tr>
<td>4 = no --&gt; SIG</td>
<td>Allows you to configure a silent WalkTest (i.e., no signals are used). Make sure to enable the logging of Walk Test™ events, which allows each zone with an abnormal condition to be time tagged and added to the log. See previous option above. When SIG is selected, signals sound during the WalkTest. When NO is selected, no signals are used during the WalkTest.</td>
</tr>
</tbody>
</table>
The 4100U audio system provides the following functionality.

- **Automatic, Pre-recorded Messages.** which automatically play in response to system events. For example, when a fire alarm is detected on the system, a message known as the Primary Evacuation message automatically plays.

- **Manually Selected, Pre-Recorded Messages.** Some systems are capable of playing a prerecorded message when a specific button is pressed. For example, you may press a button to play an attention tone and phrase before using the microphone to make a live audio announcement.

- **Live Audio.** Microphones connected to the audio system allow operator’s to issue live announcement messages.

Refer to the page number listed in this table for information on a specific topic.

<table>
<thead>
<tr>
<th>Topic</th>
<th>See Page #</th>
</tr>
</thead>
<tbody>
<tr>
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<td>8-2</td>
</tr>
<tr>
<td>Single Channel Audio Plus Paging</td>
<td>8-5</td>
</tr>
<tr>
<td>Two Channel Audio Operation</td>
<td>8-7</td>
</tr>
<tr>
<td>Three to Eight Channel Audio System Operation</td>
<td>8-11</td>
</tr>
</tbody>
</table>
Single Channel Audio Operation

Overview

This section describes the single channel and single channel plus paging audio systems. The term *Single Channel Audio* refers to the audio capability of the system.

- A Single Channel Audio system has the ability to play pre-recorded messages *or* live audio messages, but it cannot do both at one time. For example, suppose the building’s audio system is divided into eight groups, each of which represents a floor of the building. A single channel audio system can play a pre-recorded message or live audio one floor at a time.

*Figure 8-1. Single Channel Audio*

*Continued on next page*
1. Press the **All Speakers Evac** button to play the Primary Evacuation message on every speaker circuit connected to the audio system.

   To indicate that the All Speakers Evac function has been activated, the LED associated with this button illuminates, as do the LEDs for each of the speaker groups (floors).

Specific floors in the building can be manually evacuated at any time, even when no fire alarm condition is present. To do this, follow these steps.

1. Press the speaker circuit buttons corresponding to the speaker group (floors) you want to evacuate. The LEDs corresponding to the selected speaker groups illuminate.

2. Press the Selective Evac button. The LED associated with the Selective Evac button illuminates and the Primary Evacuation message plays on the selected speaker circuit.

   **Example** To evacuate floors 1 and 2, you would first press the buttons labeled Floor 1 and Floor 2. Their LEDs light to let you know that these are the selected floors. Next, press the Selective Evac button. The Selective Evac LED lights and the message plays on the selected floors.

When a fire alarm occurs, the evacuation message automatically plays on specific floors but other areas of the building may not automatically play the message. Additional floors can be evacuated, as follows:

1. Press the speaker circuit button(s) for the additional floors. When you do this, the LEDs for the selected floors illuminate and the message plays on the speaker circuits for those floors.

   **Note:** The evacuation message begins at whatever point it is currently at. For example, if the entire message is, “Please evacuate this Floor. Proceed to your designated assembly area,” and you press the speaker circuit when the message is half through, only the second half of the message will play on the additional speaker circuit.
### Single Channel Audio Operation, *Continued*

#### Page Entire Building
1. Press the **All Speakers Talk** button. The LED associated with this button illuminates, along with the LEDs for each of the speaker circuits.

2. Key the microphone (depress the talk switch) and wait for the Ready to Talk LED to illuminate. When this LED is ON, talk into the microphone. The page is routed to all speaker circuits connected to the system.

#### Page Only Floors Being Evacuated
1. Key the microphone (depress the talk switch).

2. Wait for the **Ready to Talk** LED to illuminate. (It will not illuminate until the evacuation message has finished playing.)

3. Speak into the microphone to page the floors being evacuated.

#### Page Additional Floors
While an evacuation is in progress, you can page additional floors. To do this, follow these steps.

1. Press the buttons associated with the additional floors prior to keying the microphone. The LEDs associated with these floors turn ON.

2. Key the microphone and wait for the Ready to Talk LED to illuminate. Once this LED illuminates, speak into the microphone. The message is played on the additional floors.

#### Listen to What is Being Played Using the Local Speaker
1. Press the button labeled “Local Speaker” to hear what is being played at that time. The LED associated with this button illuminates when the button is pressed to indicate the function is active.

   **Note:** If the user picks up the local phone or keys the microphone while the local speaker is active, the speaker shuts off to prevent feedback. The local speaker turns back on when the page is complete.

#### Silencing the Audio System
Press the Alarm Silence button on the front panel to silence the audio system. When you do this, the speakers remain on, but play nothing.

#### Resetting the Audio System
Press the System Reset button to reset the audio system. When you do this, the following occurs.

- All speakers and associated LEDs turn OFF.
- The local speaker turns off.
- Any paging that is in progress is canceled.
A Single Channel Audio System Plus Paging can play one prerecorded message and one live message at the same time. In other words, a prerecorded message can be playing on Floor 1 while an announcement is being made on Floor 2. The hardware (microphone, switches, LEDs, etc.) is the same as single channel audio. Refer to Figure 8-1 for an example of the hardware configuration.

1. Press the All Speakers Evac button to play the evacuation message on every speaker circuit connected to the audio system.

To indicate that the All Speakers Evac function has been activated, the LED associated with this button illuminates, as do the LEDs for each of the speaker circuits (floors).

Specific floors in the building can be manually evacuated at any time, even when no fire alarm condition is present. To do this, follow these steps.

1. Press the speaker circuit buttons corresponding to the speaker group (floors) you want to evacuate. The LEDs corresponding to the selected speaker groups illuminate.

2. Press the Selective Evac button. The LED associated with the Selective Evac button illuminates and the Primary Evacuation message plays on the selected speaker circuit.

Example To evacuate floors 1 and 2, you would first press the buttons labeled Floor 1 and Floor 2. Their LEDs light to let you know that these are the selected floors. Next, press the Selective Evac button. The Selective Evac LED lights and the message plays on the selected floors.

When a fire alarm occurs, the evacuation message automatically plays on specific floors but other floors (or areas) of the building may not automatically play the message. Additional floors can be evacuated, as follows:

1. Press the speaker circuit button(s) for the additional floors. When you do this, the LEDs for the selected floors illuminate and the message automatically plays on the speaker circuits for those floors.

Note: The evacuation message begins at whatever point it is currently at. For example, the entire message may be, “Please evacuate this Floor. Proceed to your designated assembly area.” If you press the speaker circuit when the message is half through, only the second half of the message will play on the additional speaker circuit.
### Single Channel Audio Plus Paging, *Continued*

<table>
<thead>
<tr>
<th>Page Entire Building</th>
<th>1. Press the <strong>All Speakers Talk</strong> button. The LED associated with this button illuminates, along with the LEDs for each of the speaker circuits.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2. Key the microphone (depress the talk switch) and wait for the Ready to Talk LED to illuminate. When this LED is ON, talk into the microphone. The page is routed to all speaker circuits connected to the system.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Page Specific Floors</th>
<th>1. Press the buttons corresponding to the floors requiring the page. The LEDs associated with the selected buttons illuminate.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2. Key the microphone (depress the talk switch).</td>
</tr>
<tr>
<td></td>
<td>3. Wait for the <strong>Ready to Talk</strong> LED to illuminate and speak into the microphone to page the floors selected in Step 1.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Page Additional Floors</th>
<th>While a page is in progress, you can add floors to the existing page. To do this, follow these steps.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1. Press the buttons associated with the additional floors. The LEDs associated with these floors turn ON and the page is heard on their speaker circuits</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Listen to What is Being Played Using the Local Speaker</th>
<th>1. Press the button labeled “Local Speaker” to hear what is being played on the EVAC channel at that time. The LED associated with this button illuminates when the button is pressed to indicate the function is active.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Note:</strong> If the user picks up the local phone or keys the microphone while the local speaker is active, the speaker shuts off to prevent feedback. The local speaker turns back on when the page is complete.</td>
</tr>
</tbody>
</table>

| Silencing the Audio System | Press the Alarm Silence button on the front panel to silence the audio system. When you do this, the speakers remain on, but play nothing. |

<table>
<thead>
<tr>
<th>Resetting the Audio System</th>
<th>Press the System Reset button to reset the audio system. When you do this, the following occurs.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• All speakers and associated LEDs turn OFF.</td>
</tr>
<tr>
<td></td>
<td>• The local speaker turns off.</td>
</tr>
<tr>
<td></td>
<td>• Any paging that is in progress is canceled.</td>
</tr>
</tbody>
</table>
Two Channel Audio Operation

Overview

A Dual Channel Audio System can play one prerecorded message and one live message at the same time. In other words, a prerecorded message can be playing on Floor 1 while an announcement is being made on Floor 2.

Figure 8-2. Two Channel Hardware

Continued on next page
### Two Channel Audio Operation, *Continued*

**Evacuate Entire Building**

1. Press the **All Speakers Evac** button to play the evacuation message on every speaker circuit connected to the audio system.

   To indicate that the All Speakers Evac function has been activated, the LED associated with this button illuminates, as do the LEDs for each of the speaker circuits (floors).

**Evacuate Specific Floors when No Alarms are Present**

Specific floors in the building can be manually evacuated at any time, even when no fire alarm condition is present. To do this, follow these steps.

1. Press the speaker circuit buttons corresponding to the speaker groups (floors) you want to evacuate. The LEDs corresponding to the selected speaker groups illuminate.

2. Press the **Selective Evac** button. The LED associated with the Selective Evac button illuminates and the Primary Evacuation message plays on the selected speaker circuit.

**Example** To evacuate floors 1 and 2, you would first press the buttons labeled Floor 1 and Floor 2. Their LEDs light to let you know that these are the selected floors. Next, press the Selective Evac button. The Selective Evac LED lights and the message plays on the selected floors.

**Evacuate Additional Floors During an Alarm**

When a fire alarm occurs, the evacuation message automatically plays on specific floors but other floors (or areas) of the building may not automatically play the message. Additional floors can be evacuated, as follows:

1. Press the speaker circuit button(s) for the additional floors. When you do this, the LEDs for the selected floors illuminate and the message automatically plays on the speaker circuits for those floors.

   **Note:** The evacuation message begins at whatever point it is currently at. For example, the entire message may be, “Please evacuate this Floor. Proceed to your designated assembly area.” If you press the speaker circuit when the message is half through, only the second half of the message will play on the additional speaker circuit.

**Alert Specific Floors**

Follow these steps to play the Alert message on specific floors (areas) of the building.

1. Press the speaker circuit buttons corresponding to the speaker groups (floors) on which you want to play the Alert message. The LEDs corresponding to the selected speaker groups illuminate.

2. Press the **Selective Alert** button. The LED associated with the Selective Alert button illuminates and the Alert message plays on the selected speaker circuit.
Follow these steps to convert the Alert message playing on a group of speakers to an Evacuation message.

1. On the EVAC display card, press the buttons corresponding to the floors currently playing the Alert message (the LEDs on the Alert display card for these floors are lit).

2. Press the Selective Evac button.

When you do this, the following occurs.

- The Alert message stops playing
- The Evacuation message starts playing
- The LEDs on the Alert Display Card turn off
- The LEDs on the EVAC display card that correspond to the buttons pressed in Step 1 turn on

**Note:** If other floors were playing the Evacuation message, the evacuation message would start at the point it is at on the other floors.

### Page Entire Building

1. Press the **All Speakers Talk** button. The LED associated with this button illuminates, along with the LEDs for each of the speaker circuits.

2. Key the microphone (depress the talk switch) and wait for the Ready to Talk LED to illuminate. When this LED is ON, talk into the microphone. The page is routed to all speaker circuits connected to the system.

### Page Specific Floors

1. Press the buttons corresponding to the floors requiring the page. The LEDs associated with the selected buttons illuminate.

2. Key the microphone (depress the talk switch).

3. Wait for the **Ready to Talk** LED to illuminate and speak into the microphone to page the floors selected in Step 1.

### Page Additional Floors

While a page is in progress, you can add floors to the existing page. To do this, follow these steps.

1. Press the buttons associated with the additional floors. The LEDs associated with these floors turn ON and the page is heard on their speaker circuits.

### Listen to What is Being Played on the EVAC Channel Using the Local Speaker

1. Press the button labeled “Local Speaker” to hear what is being played on the EVAC channel at that time. The LED associated with this button illuminates when the button is pressed to indicate the function is active.

**Note:** If the user picks up the local phone or keys the microphone while the local speaker is active, the speaker shuts off to prevent feedback. The local speaker turns back on when the page is complete.

Continued on next page
Two Channel Audio Operation, *Continued*

<table>
<thead>
<tr>
<th>Listen to What is Being Played on the Alert Channel Using the Local Speaker</th>
</tr>
</thead>
</table>
| 1. Press the button labeled “Local Speaker Alert” to hear what is being played on the Alert channel at that time. The LED associated with this button illuminates when the button is pressed to indicate the function is active.  

**Note:** If the user picks up the local phone or keys the microphone while the local speaker is active, the speaker shuts off to prevent feedback. The local speaker turns back on when the page is complete. |

<table>
<thead>
<tr>
<th>Silencing the Audio System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Press the Alarm Silence button on the front panel to silence the audio system. When you do this, the speakers remain on, but play nothing.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Resetting the Audio System</th>
</tr>
</thead>
</table>
| Press the System Reset button to reset the audio system. When you do this, the following occurs.  

- All speakers and associated LEDs turn OFF.  
- The local speaker turns off.  
- Any paging that is in progress is canceled. |

8-10
Three to Eight Channel Audio System Operation

Overview

Triple Channel Audio

Figure 8-3. Three to Eight Channel Hardware

Continued on next page
Three to Eight Channel Audio System Operation, *Continued*

<table>
<thead>
<tr>
<th>Evacuate Entire Building</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Press the <strong>All Speakers Evac</strong> button to play the evacuation message on every speaker circuit connected to the audio system.</td>
</tr>
<tr>
<td>To indicate that the All Speakers Evac function has been activated, the LED associated with this button illuminates, as do the LEDs for each of the speaker circuits (floors).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Evacuate Specific Floors when No Alarms are Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specific floors in the building can be manually evacuated at any time, even when no fire alarm condition is present. To do this, follow these steps.</td>
</tr>
<tr>
<td>1. Press the speaker circuit buttons corresponding to the speaker groups (floors) you want to evacuate. The LEDs corresponding to the selected speaker groups illuminate.</td>
</tr>
<tr>
<td>2. Press the <strong>Selective Evac</strong> button. The LED associated with the Selective Evac button illuminates and the Primary Evacuation message plays on the selected speaker circuit.</td>
</tr>
<tr>
<td><strong>Example</strong> To evacuate floors 1 and 2, you would first press the buttons labeled Floor 1 and Floor 2. Their LEDs light to let you know that these are the selected floors. Next, press the Selective Evac button. The Selective Evac LED lights and the message plays on the selected floors.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Evacuate Additional Floors During an Alarm</th>
</tr>
</thead>
<tbody>
<tr>
<td>When a fire alarm occurs, the evacuation message automatically plays on specific floors but other floors (or areas) of the building may not automatically play the message. Additional floors can be evacuated, as follows:</td>
</tr>
<tr>
<td>1. Press the speaker circuit button(s) for the additional floors. When you do this, the LEDs for the selected floors illuminate and the message automatically plays on the speaker circuits for those floors.</td>
</tr>
<tr>
<td><strong>Note:</strong> The evacuation message begins at whatever point it is currently at. For example, the entire message may be, “Please evacuate this Floor. Proceed to your designated assembly area.” If you press the speaker circuit when the message is half through, only the second half of the message will play on the additional speaker circuit.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Alert Specific Floors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follow these steps to play the Alert message on specific floors (areas) of the building.</td>
</tr>
<tr>
<td>1. Press the speaker circuit buttons corresponding to the speaker groups (floors) on which you want to play the Alert message. The LEDs corresponding to the selected speaker groups illuminate.</td>
</tr>
<tr>
<td>2. Press the <strong>Selective Alert</strong> button. The LED associated with the Selective Alert button illuminates and the Alert message plays on the selected speaker circuit.</td>
</tr>
</tbody>
</table>

*Continued on next page*
Evacuate Floors On Which Alert Message is Playing

Follow these steps to convert the Alert message playing on a group of speakers to an Evacuation message.

1. On the EVAC display card, press the buttons corresponding to the floors currently playing the Alert message (the LEDs on the Alert display card for these floors are lit).

2. Press the Selective Evac button.

When you do this, the following occurs.

- The Alert message stops playing.
- The Evacuation message starts playing.
- The LEDs on the Alert Display Card turn off.
- The LEDs on the EVAC display card that correspond to the buttons pressed in Step 1 turn on.

**Note:** If other floors were playing the Evacuation message, the evacuation message would start at the point it is at on the other floors.

Page Entire Building

1. Press the All Speakers Talk button. The LED associated with this button illuminates, along with the LEDs for each of the speaker circuits.

2. Key the microphone (depress the talk switch) and wait for the Ready to Talk LED to illuminate. When this LED is ON, talk into the microphone. The page is routed to all speaker circuits connected to the system.

Page Specific Floors

1. Press the buttons corresponding to the floors requiring the page. The LEDs associated with the selected buttons illuminate.

2. Key the microphone (depress the talk switch).

3. Wait for the Ready to Talk LED to illuminate and speak into the microphone to page the floors selected in Step 1.

Page Additional Floors

While a page is in progress, you can add floors to the existing page. To do this, follow these steps.

1. Press the buttons associated with the additional floors. The LEDs associated with these floors turn ON and the page is heard on their speaker circuits.

*Continued on next page*
Multi channel audio systems have the capability to play specific announcements on specific floors. To do this, follow these steps.

1. Press the button corresponding to the floors.
2. Press the Start All Selected button.

When you do this, the LEDs on the display card light and the announcement plays over the speakers.

**Note:** If the user picks up the local phone or keys the microphone while the local speaker is active, the speaker shuts off to prevent feedback. The local speaker turns back on when the page is complete.

<table>
<thead>
<tr>
<th>Play Announcements on Specific Floors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi channel audio systems have the capability to play specific announcements on specific floors. To do this, follow these steps.</td>
</tr>
<tr>
<td>1. Press the button corresponding to the floors.</td>
</tr>
<tr>
<td>2. Press the Start All Selected button.</td>
</tr>
<tr>
<td>When you do this, the LEDs on the display card light and the announcement plays over the speakers.</td>
</tr>
</tbody>
</table>

**Note:** If the user picks up the local phone or keys the microphone while the local speaker is active, the speaker shuts off to prevent feedback. The local speaker turns back on when the page is complete.

<table>
<thead>
<tr>
<th>Listen to What is Being Played on the EVAC Channel Using the Local Speaker</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Press the button labeled “Local Speaker” to hear what is being played on the EVAC channel at that time. The LED associated with this button illuminates when the button is pressed to indicate the function is active.</td>
</tr>
<tr>
<td><strong>Note:</strong> If the user picks up the local phone or keys the microphone while the local speaker is active, the speaker shuts off to prevent feedback. The local speaker turns back on when the page is complete.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Listen to What is Being Played on the Alert Channel Using the Local Speaker</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Press the button labeled “Local Speaker Alert” to hear what is being played on the Alert channel at that time. The LED associated with this button illuminates when the button is pressed to indicate the function is active.</td>
</tr>
<tr>
<td><strong>Note:</strong> If the user picks up the local phone or keys the microphone while the local speaker is active, the speaker shuts off to prevent feedback. The local speaker turns back on when the page is complete.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Silencing the Audio System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Press the Alarm Silence button on the front panel to silence the audio system. When you do this, the speakers remain on, but play nothing.</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>Resetting the Audio System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Press the System Reset button to reset the audio system. When you do this, the following occurs.</td>
</tr>
<tr>
<td>• All speakers and associated LEDs turn OFF.</td>
</tr>
<tr>
<td>• The local speaker turns off.</td>
</tr>
<tr>
<td>• Any paging that is in progress is canceled.</td>
</tr>
</tbody>
</table>