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**Advisor MASTER<sup>®</sup>  
ATS4000**

**Manager's guide**

Version 1.0

Intelligent Security & Fire Ltd.

Intelligent Security & Fire Ltd.

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Intelligent Security & Fire Ltd.

# WELCOME

This manual explains how to use the Advisor MASTER system if you are responsible for managing the system. There is also a shorter user guide available that explains every day usage.

The Advisor MASTER panel combines sophisticated design with versatility, which makes it the leader in its field.

## **How your system has been programmed?**

Your system has been programmed to meet your requirements. However, not all of the features described in this guide may apply to your system. The system may also have additional features and these are detailed separately in the user guides for that equipment.

Depending on how the system has been programmed, some of the system features might not be authorised to all users.

This guide details all the procedure variations, including the different responses from the Advisor MASTER system. However, it should be noted that the procedures and Advisor MASTER responses will be consistent throughout one system. For example, if a list is presented in a particular way in one function, it will be presented in the same way in all other functions.

## **The display text**

The terminology used to describe the various parts of your premises or security system has been programmed specifically for your organisation.

## **Testing the system**

It is important that you regularly test your system to ensure that all installed equipment is operating properly.

# THE ADVISOR MASTER KEYPAD

Figure 1: The keypad



## The keypad

①	<b>0 - 9</b>	Used to enter alphanumeric information.
②	<b>ON</b>	Used after entering your PIN code to tell the system that you want to arm your area(s). <i>(some arming stations may have a # as ON key)</i>
③	<b>OFF</b>	Used after entering your PIN to tell the system that you want to disarm your area(s). <i>(some arming stations may have a * as OFF key)</i>
④	<b>ENTER</b>	<ul style="list-style-type: none"> <li>Used when information is to be processed (similar to the Enter key on a computer).</li> <li>Scroll forwards in the menu.</li> </ul> <i>(some arming stations may have a # as ENTER key)</i>
⑤	<b>MENU*</b>	<ul style="list-style-type: none"> <li>Display the menu login prompt.</li> <li>Backspace to correct an error.</li> <li>Scroll backwards in the menu.</li> </ul> <i>(some arming stations may only have the * without the word menu)</i>
②	<b>NEXT</b>	<ul style="list-style-type: none"> <li>Display the next items in a menu list.</li> <li>Update the information displayed.</li> </ul> <i>(available on some arming stations only)</i>
⑦	<b>[CLEAR]</b>	Exit the current function or operation and return to alarm control prompt. <i>(available on some arming stations only)</i>
⑧	<b>LCD display</b>	Used to display messages.
⑨	<b>Area LED</b>	Used to display the status of the areas.

## The LCD display

Messages are displayed on the liquid crystal display (LCD) on the keypad. They guide you through the functions of the Advisor MASTER SYSTEM, such as identifying problems, the procedures necessary to rectify problems, programming functions and other menu options. The display might also show information you have entered on the keypad.

The first line of the display shows system information and scrolls if there are more characters than can be displayed, depending on the arming station type. The second line of the display shows instructions, and characters you enter on the keypad.

**There Are No Alarms In This Area**  
Code:

In some instances there can be insufficient space to display all the text being presented (e.g. a list of areas in your building):

- If a complete list is displayed on line 1, there is a full stop at the end of the list.
- If the list is incomplete, there is a ">" at the end of the line and the full stop does not appear.  
By pressing [NEXT] you can then display the rest of the list and update the information at the same time.
- If only part of a name or location is shown, it can be moved left by entering the applicable number preceding the text, and then pressing [ENTER].

Your system might display a custom message instead of the one shown above if it has been programmed to do so.

e.g.:

**Welcome to the ATS**  
Code:

## The LED's

The red LED Advisor MASTER on the Advisor MASTER keypad, together with the information shown on the display, allow you to determine the system status at a glance. Not all LED's are available on all arming stations.

### Area LED's:

The area LED's, one for each of the possible security areas, indicate the status of the particular area.

<b>ON</b>	The area is unoccupied and armed.
<b>OFF</b>	The area is occupied and the security system has been set to allow normal access.
<b>BLINKING</b>	An alarm has occurred in the area while the area was disarmed (LED flashes slow) or armed (LED flashes fast)



### System alarm LED's: (available on some arming stations only)

The system alarm LED's indicate a breach of security. One of the system alarm LED's flashes when an alarm has occurred (the area's armed LED also flashes to indicate the location of the alarm).

<b>DISARMED alarm</b>	Flashes when an alarm has occurred in an occupied area and the area was disarmed.
<b>24-HOUR alarm</b>	Flashes when an alarm has occurred in an area where a zone has been programmed for 24-hour alarm.
<b>ARMED alarm</b>	Flashes when an alarm has occurred in an armed area.
<b>TAMPER alarm</b>	Flashes when an alarm has occurred due to tamper.

### System faults: (available on some arming stations only)

System faults are displayed on the arming station keypads if the arming station has an LCD fitted and/or "System faults" LED's.

<b>Comms Fail</b>	When there is a failure in the communications between THE Advisor MASTER control panel and a central station.
<b>RAS Fail</b>	When a remote arming station is off-line.
<b>DGP Fail</b>	When a data gathering panel is off-line.
<b>Battery Fail</b>	When the auxiliary battery power is found to be low.
<b>Trouble</b>	Indicates a trouble in the system (RAS fail, low battery, etc).

## USER IDENTIFICATION

All users of the Advisor MASTER system need PIN codes and/or a cards. The PIN code has between four and nine digits and is unique for each user. It is a combination of numbers between 0 and 9.

The PIN code is programmed to let a user do specific tasks, such as arm or disarm the system. The following three features are used to group functions together and consequently determine which functions a user can access.

The Advisor MASTER system combines options for alarm and access control. Alarm control provides options to monitor zones and determine if an alarm should occur when an intruder is detected (depending if the area the zone is assigned to is armed or disarmed). Access control provides options to monitor and control access to (parts) of the premises.

#### Alarm groups:

Alarm groups contain options available to control the alarm system and perform functions.

There are many alarm groups and each one is assigned specific areas and a specific set of functions. Your user number is assigned to an alarm group and therefore performs only the functions of that alarm group.

Also, timezones are allocated to each alarm group. This means that the functions of an alarm group can be further controlled by the time.

### **Door groups:**

Door groups contain options available to gain access to the premises by controlling doors.

There are at least 10 and up to 128 door groups in your system for controlling access to doors. Each door group is allocated specific door numbers, and each door number is allotted a timezone during which you can access the door.

Your user number is assigned to a door group and will therefore access only the doors of that door group during the specified timezone(s).

### **Floor groups: (relevant to systems with lift controllers)**

Floor groups contain options available to gain access to floors by controlling lifts.

There are at least 10 and up to 64 floor groups in your system. Each door group is allocated specific floor numbers, and each floor number is allocated a timezone during which the user can select a floor.

Each user number is assigned to a floor group and will therefore access only the floors of that floor group during the specified timezone(s).

The Advisor MASTER can therefore be programmed so that a PIN code and/or card can be used to perform any function or combination of functions during any time period.

For example:

- An *alarm group* for Managers can allow access to all Advisor MASTER user operations at all times.
- An *alarm group* for a cleaner can only allow their card to disarm an area for 1 hour between 17:00 and 23:00.
- A *door group* for a night shift worker may allow their PIN code to be used to open a door between 23:00 and 07:00 only.

### **Using a PIN code:**

When you enter your PIN code on the Advisor MASTER keypad, each key pressed is indicated by \* on the display.

If you enter the wrong PIN code, or a code/card that is not valid at the particular arming station, the keypad will beep quickly seven times. Correct a wrong code by pressing [CLEAR] and enter the correct code.

If you access a menu and do not use any keys for two minutes, you will automatically exit from the menu. It is good practice to exit the menu using 0 [ENTER] or [CLEAR] rather than the time out facility because if someone else uses the menu before it times out, the functions they use will be logged against your PIN code.

Users can only access the menu options that their PIN code had been authorised to access. When they try to access an option that they are not authorised to access, they get the message, *You are not authorised to enter*.

Also, although users might be able to access a menu option, depending on how their PIN code has been programmed, they might not be authorised to access all the information available on it.

*See also: Program Users - Menu Option 14.*

# DURESS

The duress function activates a silent signal to alert security personnel. For example, if you are asked, under threat, to breach your system security (e.g. forced to disarm the system), this function lets you do so while at the same time activating the system duress facility. However, your Advisor MASTER system must be programmed to use it.

You use a duress digit in conjunction with your PIN code. The duress digit is the last digit of your PIN, plus one (1).

e.g.: PIN = 1234 - duress digit = 5

If the last digit of your PIN is 9, then the duress digit is 0.



## To activate duress

1. Enter your PIN code without the last digit (e.g. 123)
2. Enter the duress digit, for example **5** in the case shown above.
3. Press: **[OFF]**  
or **[ON]**  
or **[ENTER]**.

## To reset duress

To reset the duress facility (i.e. to turn off the signal), enter a valid PIN code.



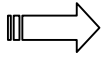
*If duress was activated under conditions that are no longer valid (false alarm), and it has been reset, you must contact your central station company to ensure that no further action is taken by them.*

*Using your PIN code with the duress digit still activates the functions associated with the PIN.*

## DOOR OPENING OPTION

An Advisor MASTER keypad can be used to open a door by entering a *door code*.

Your *door code* is related to your PIN code. It varies, depending on whether your PIN code has been programmed to allow you to arm/disarm your system, as well as open doors.



### To open a door

1. The bottom line of the display must show:

Code:

2. Enter your door code (see Note 3 below).
3. Press: **[ENTER]** to open the door only,  
or  
**[OFF]** to disarm the security and open the door if your full PIN code is entered (see Notes 2 and 3 below),  
or  
**[ON]** to arm the security and open the door if your full PIN code is entered (see Notes 2 and 3 below).

If the door can only be opened for a preset time, the display might show.

e.g.

Shunted zone  
Code:

If the door is closed before the end of the maximum open time, the word "Shunted zone" is removed from the display and the keypad sounds the warning buzzer for three seconds to indicate that the door is no longer shunted.

If the door is not closed at the end of the shunt time, the display shows "Shunting Ends" on the top line of the display.

The keypad sounds the warning buzzer for a preset time to let you to close the door or re-enter your PIN code to extend the suppression time.

1. *If the keypad sounds seven quick beeps when you enter your door code, an invalid code has been entered, or the code is not valid at this arming station.*
2. *A door code only opens doors that are programmed to be opened by that code. i.e. The Door Group assigned to the user might not allow access to all doors.*
3. *In most systems with access control, an "Alarm Code Prefix" is used. The Alarm Code Prefix is the number of digits not to enter at the beginning of your full PIN code to make the door code and is programmed by the installer. e.g. Alarm Code Prefix = 2 digits. Full PIN code = 123456. Door PIN code is therefore 3456.*

*For further information see also: Menu option 20, Door Groups. Arming your system*

## When to arm

You arm your premises, or areas in it, when they are unoccupied. Then if an unwanted event occurs, such as someone forcing a door open, this sets off the alarm.

## The time limit when arming

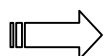
Once you have armed the system, you must leave the area within a preset time as otherwise you will set off the alarm. The manager of the alarm system will need to inform everyone about this time limit.

Make sure you know which route to take when leaving the premises.

## When you cannot arm/disarm

You might not be able to arm/disarm specific areas in the premises because:

- Your keypad has been programmed to arm/disarm specific areas in the premises only. Make sure you know which keypad to use if there is more than one present in the premises.
- Your PIN code has been programmed to arm/disarm specific areas only of the premises. Make sure you know which areas you can arm/disarm.
- You cannot arm/disarm an area if it has a zone device not properly closed, such as the magnetic contacts on a door or window. So, before arming, make sure that all doors and windows are properly closed. If a zone is open when you arm, the keypad will beep quickly seven times and you will get the message "Active On ....".



## To arm the system

1. Before beginning, the display must show:

There Are No Alarms In This Area  
Code:

2. Enter your PIN code.
3. Press **[ON]**.
4. The result of step 3 depends on how the system has been programmed:
  - Whether the system has been programmed to display the areas assigned to your PIN.
  - Whether the areas to be armed are normal (see *Active Zones* on page 14 for further information).

### **Areas not displayed:**

If your system has not been programmed to display the areas assigned to your PIN code, any of those areas that were disarmed are now automatically armed (provided all zones were normal).

The display returns to that shown in step 1.

The *area* LED(s) illuminate when the arming procedure has been successful.

**Areas displayed:**

If the areas assigned to your PIN are displayed, any of those areas that are disarmed will be listed.

e.g. 0-All 1, Office 2, Boardroom 3, Workshop  
Enter Area:

5. You have four options:

Option	Action	Result
Arm all areas	Press <b>0</b> and <b>[ENTER]</b>	Arms all areas at once. Returns you to the original display.
Arm individual areas	Enter area number and press <b>[ENTER]</b> .  When finished arming, press <b>[ENTER]</b> again.	Arms the selected area. If there are more disarmed areas, they will be displayed.
Cancel	Press <b>[CLEAR]</b>	Exit and return to the original display. Areas already armed, stay armed.
Display more areas	Press <b>[NEXT]</b>	Displays the next disarmed area in the list. You can then select an area to be armed, or continue to press <b>[NEXT]</b> .

6. The area LED(s) illuminate when the arming procedure has been successful.

# DISARMING YOUR SYSTEM

## When to disarm

If the area you want to enter is armed, you must first disarm the alarm system before you can enter, otherwise you will set off the alarm. You will know which zone is armed because it's LED on the keypad will be lit red.

## The time limit when disarming

On entering the area, the system will allow you a preset time to disarm before an alarm occurs

## Disarming when there is an alarm

If there is an alarm condition when you are disarming the system, the alarm is reset. You must then find out what caused the alarm and fix it. Use the function "Listing past alarm events" to get a list of all the alarms that recently have happened (see page 19).

## When you cannot disarm

You might not be authorised to disarm specific areas in the premises. See the earlier section "When you cannot arm/disarm" on page 9 for more information.



## To disarm the system

1. Before commencing, if there is no alarm in the area, the display must show:

**There Are No Alarms In This Area**  
Code:

2. Enter your PIN code.
3. Press **[OFF]**.
4. The result of step 3 depends on:
  - Whether the system has been programmed to display a list of the areas assigned to your PIN.

### **Areas not displayed:**

If your system has not been programmed to display a list of the areas assigned to your PIN, all armed areas are now automatically disarmed (provided all zones were normal). The display returns to that shown in step 1.

### **Areas displayed:**

If a list of the areas assigned to your PIN are displayed, all armed areas are now listed.

e.g.

**0-All 1, Office 2, Boardroom 3, Workshop**  
Enter Area:

From this display you have several options:

Option	Action	Result
Disarm all areas	Press <b>O</b> and <b>[ENTER]</b>	Disarms all areas at once. Returns you to the original display.
Disarm individual areas	Enter area number and press <b>[ENTER]</b> . When finished disarming, press <b>[ENTER]</b> again.	Disarms the selected area. If there are more armed areas, they will be displayed.
Exit	Press <b>[CLEAR]</b> and <b>[ENTER]</b>	Exit and return to the original display. Areas already disarmed, stay disarmed.
Display more areas	Press <b>[NEXT]</b>	Displays the next armed area in the list. You can then select an area to be armed, or continue to press <b>[NEXT]</b> .

5. The *area* LED(s) extinguish when the disarming procedure has been successful.



## ACTIVE ZONES (WHEN ARMING)

You cannot arm (or disarm, if your system is programmed that way) an area unless all the zones in that area are normal, as an active zone would usually set off an alarm. For example, all the doors and windows must be closed.

If a zone is active while you try to arm or disarm an area, the Advisor MASTER keypad sounds seven quick beeps and displays the active zones.

Active zones are listed either:

One at a time

*e.g*

**Active On 6. Front Door  
NEXT or ENTER**

Or

As a list of numbers

*e.g*

**Active On 6, 7, 9.  
Zone No:**

*From either display:*

Action	Result
Press <b>[NEXT]</b>	Update the list of active zones and display the next zones in the list (if any).
Enter area number and press <b>[ENTER]</b> .	Display the zone name in full.
Press <b>[CLEAR]</b>	Exit the function and return to the display shown when you were attempting to arm the system.

After you have determined which zones are active, you must check these and correct the problem (e.g. close the door) then exit this display, and try again to arm. If you are unable to close the zone, refer to Menu option 10, Inhibit Zone.

See also:

*Arming Your System  
Disarming Your System  
Inhibit Zone - Menu Option 10*

# TYPES OF ALARMS

There are three types of alarms used in the Advisor MASTER system.

1. Local alarm
2. Alarm
3. System alarm

## Local alarm

- It occurs when an area is occupied (that is, disarmed). For example, zones with 24-hour security have been activated: a fire door has been opened.
- The circumstances that caused the local alarm need to be checked and rectified by someone on site. Consequently, the alarm does not need to be reported to a central station.

See "*Resetting a local alarm*" for the procedure to identify, acknowledge and reset a local alarm.

## Alarm

- The area is armed and one of its zones has been activated. For example, a door lock has been forced open causing a siren to sound.
- The area is disarmed and a 24 Hour zone was activated. For example: Hold-up button is activated, tamper switch is open.

The exact type of alarm (siren, flashing light, etc.) depends on how the system has been programmed.

The area LED on the panel identifies the location of the alarm.

See "*Resetting a zone in alarm*" for the procedure to reset an alarm.

## System alarm

- The state of a security system when an Advisor MASTER device (Advisor MASTER panel, RAS or DGP) is tampered, stops communicating, or detects a fault condition such as mains fail, low battery, fuse fail etc.

- e.g.
- Alarm equipment interfered with or covers removed (DGP tamper)
  - Communications cabling interfered with - cut or shorted (DGP Fail, RAS Fail)
  - Connections to siren speaker(s) interfered with - cut or shorted. (Siren Fail)
  - Telephone line interfered with - cut, shorted or damaged. (Report Fail)
  - Power supply interruption and/or overload and battery problems. (Mains Fail, Fuse Fail, Low Battery)

- The exact type of alarm (siren, flashing light, etc.) depends on how the system has been programmed.

Your system has been programmed to respond to a system alarm in one of two ways:

1. **Latching System Alarms**  
A PIN code, which is authorised to reset system alarms, must be entered to reset a system alarm.  
The procedure to identify and reset latching system alarms is the same as the procedure described for "Alarms".
2. **Non-Latching System Alarms**  
The system alarm resets automatically as soon as the condition causing the alarm has been rectified.  
The procedure to identify the system alarm details is the same as the procedure described to Identify "Alarms".

## WHAT TO DO WHEN THERE IS AN ALARM

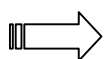
When there is an alarm, the LED of the area in alarm flashes red on the keypad. The message "There are no alarms in this area" is no longer displayed. If it is a local alarm, this is shown.

An area can have several zones associated with it. When there is an alarm, it is important that you know exactly which zone is causing the problem so that you can quickly deal with it.

### Resetting a local alarm

- The keypad emits a discontinuous tone until the local alarm is acknowledged (if programmed).
- The LED of the area in alarm flashes red on the keypad, depending on how it has been programmed.
- The display shows the following:

,Local Alarm  
Code:



#### To reset a local alarm

1. Press **[ENTER]** twice.
2. The zones causing the alarm are listed either:

One at a time

Local Alarm On A4. Rear Fire Door  
NEXT or ENTER

or

As a list of numbers

Local Alarm On A4, A5, A9, NEXT  
Zone No:

You now know which zones are causing the problem.


3. From either display:

Option	Action	Result
Acknowledge the local alarm	Press <b>0</b> and <b>[ENTER]</b>	Acknowledge the local alarm (see below). Depending on programming a user code is required to reset.
Display the zone name in full	Press <b>[NEXT]</b>	Display the complete zone name.
Update the list of zones	Enter the zone number and press <b>[ENTER]</b>	Update the list of zones and display the next zones in the list (if any).

4. The display shows:

**There Are No Alarms In This Area**  
Code:

Fix the problem (e.g. close the door).

 *Re-arming: If your system has been programmed to remind you about alarms, it will automatically re-arm after a preset time unless the cause has been fixed, no matter how many times you acknowledge the alarm.*

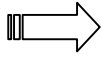
*When a re-arm does occur, the letter preceding the zone number will not be shown.*

## Resetting a zone in alarm

- The LED of the area in alarm flashes red on the keypad.
- The sirens are active (if programmed),
- When an alarm occurs, the display *There Are No Alarms In This Area* disappears from the top line. Instead you see:

Code:

 *Zones in Tamper Alarm are displayed with a **T** in front of the zone number.*



## To reset a zone in alarm

1. Enter your PIN code.
2. Press **[OFF]**.

The display shows:

0- All 1, Area One 2, Area Two 3, Area three  
Enter Area:

3. Enter the area number of the zone in alarm (flashing LED) and press **[ENTER]**.

The display shows:

There are no alarms in this area  
Code:

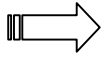
4. Determine where the alarm occurred by reviewing the quick alarm history (page 19).
5. Fix the problem.

## Further information about alarms

- If the alarm conditions are no longer valid, and the alarm has been reset, you must contact your central station company to ensure that they take no further action.
- If you are unable to reset an alarm because of a faulty zone, refer to the section Menu option 10, Inhibit zone.
- You can only reset an alarm for an area that is assigned to your PIN code. If you are unable to reset the alarm, ensure that the flashing area LED is for an area you can disarm with your PIN code. If not, your attempt to reset the alarm might result in you arming/disarming your system.
- If you are unable to reset a system alarm because the conditions require the service technician to attend, refer to the section on Inhibit/Uninhibit RAS/DGP (Menu option 16 on page 46).
- The system can be programmed in such a way that certain alarms (like tamper alarms) require a specific action from your installer. "Engineer reset req" will appear in the display and a code will be shown. Pass this information to your installer.

# LISTING PAST ALARM EVENTS

This list provides you with a quick alarm history. It is a fast and easy way to review where alarms have happened. This information is useful when you have had to reset an alarm without initially checking its cause.




## To list past alarm events

1. Before commencing, the display must show:

There Are No Alarms In This Area  
Code:

2. Press **[ENTER]** twice.

 You do not need to enter your PIN code.

The display shows the following details of each alarm (the most recent alarm is shown first):

- The time the alarm occurred as hour and minutes - HH:MM.
- The date the alarm occurred as day and month - DD:MM.
- The type and location of the alarm.

e.g.

\*13:23 31/10 LOCAL ALARM Zone 1 Fire D> 1-  
1-Scan, 0-Exit

3. From the history display you can now:

Option	Action	Result
Scroll backwards	Press <b>[ENTER]</b>	Scroll backwards through the alarm history one by one.
Scroll forwards	Press <b>[NEXT]</b>	Scroll forwards through the alarm history one by one.
Exit	Press <b>0</b>	Exits and returns to the original display
View the complete event description	Press <b>1</b>	View the complete details for this event.

See also : *Menu option 5, History.*

# THE ADVISOR MASTER MENU

The Advisor MASTER menu has 23 options available for performing various functions. Some of the functions are specific only to certain installations, while others might not be authorised to you. Therefore, you are unlikely to see all the menu options when you access the menu, but only those which have been programmed to be available when your PIN code is used. As manager of the system, your PIN code will have been programmed by the installer to access a wider number of the menu options than the general user.

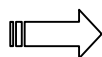
If you access the menu and do not use any keys for two minutes, you will automatically exit from the menu. It is good practice to ensure you exit the menu using 0 [ENTER] or [CLEAR] rather than the time out facility. If anyone else uses the menu before it times out, the functions they use would be logged against your PIN code.

If you attempt to select an option that is not authorised to your PIN, the display will show the message: *You are not authorised to enter.*

Although you might be authorised to access a menu option, you might not be allowed to access all the information it provides. You will only be allowed to access information on the areas assigned to your PIN code.

## How the menu option sections are organised in this manual

The menu options are numbered from 1 to 24 in the Advisor MASTER system. This numbering system is also used in this manual, so menu option 1 "Panel status" is chapter number 1 "Panel status".



## To access a menu option

1. Before commencing, ensure that the prompt below is shown on the bottom line of the display:

There Are No Alarms in This Area  
Code:

2. Press [MENU\*].

The display shows:

To Access Menu Enter Code  
Code:


3. Enter your PIN code and press [ENTER]

The display shows:

0-Exit ENTER-Down \*-Up  
0-Exit, Menu:

4. From the display you can now:

Option	Action	Result
Scroll forwards	Press <b>[ENTER]</b>	Scroll forwards through the menu options one by one.
Scroll backwards	Press <b>[MENU*]</b>	Scroll backwards through the alarm history one by one.
Select a menu option	Enter menu option number and press <b>[ENTER]</b>	Jump to a specific menu option.
Exit a menu option	Press <b>[ENTER]</b>	Exit the menu option.
Exit the menu	Press <b>0</b> and <b>[ENTER]</b>	Exit and return to the original display shown in step 1

 When scrolling, each menu option is displayed.

e.g.

**10-Inhibit Zone**  
**0-Exit, Menu:**



# 1. PANEL STATUS

Use this function to list all zones that are in alarm, tamper alarm, inhibited or active and any system alarms.

There are menu options available that display each of these conditions separately. However, this option can be used to check on all zones that need attention. The status is shown by the letter preceding the zone number:

Code	Zone status	Meaning
<b>A</b>	Alarm	An alarm has occurred at this zone and must be acknowledged and reset. See the section, <i>Alarm</i> , on page 15.
<b>T</b>	Tamper alarm	An alarm has occurred at this zone due to tamper or accidental damage. The alarm must be acknowledged and reset. See the section, <i>Alarm</i> , on page 15.
<b>i</b>	Inhibited	The zone has been excluded from functioning as part of the security system. It is probably broken or faulty.
<b>a</b>	Active	The zone is activated and needs to be checked and fixed if necessary to ensure security is maintained. e.g. Close the door.

⇒ **To list all the state of all zones: Access menu option 1.**

What happens next depends on the status of the zones:

No zones in alarm, tamper, inhibited or active	Zones in alarm, tamper alarm, inhibited or active
<p>No Alarms, Tampers, Inhibits, Active Press ENTER</p>	<p>Zones are listed either one at a time, or as a list of numbers:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>Summary On A2. Front Door Contact NEXT or ENTER</p> </div> <p style="text-align: center;">or</p> <div style="border: 1px solid black; padding: 5px;"> <p>Summary On A1, A3, T4, i5, i9. Input No:</p> </div>

From the display you can now:

Option	Action	Result
Display the complete zone name	Enter the zone number and press [ENTER]	Display the complete zone name (Excludes the status <i>No alarms, tampers, inhibit, active</i> ).
Update the list	Press [NEXT]	Update the list of zone status.
Exit	Press [ENTER]	Exit the menu option and return to the display "Code:".

See also: *Menu option 2, Zones active*  
*Menu option 3, Zones in alarm*  
*Menu option 4, Zones inhibited*

## 2. ACTIVE ZONES

Use this function to list all active zones. e.g. An open door.

### ⇒ To list all active zones

1. Access menu option 2.

What happens next depends on whether there are any active zones:

No zones active	Zones are active
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p><b>All Zones are Normal</b> Press ENTER</p> </div>	<p>Active zones are listed either one at a time, or as a list of numbers:</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p><b>Active On 4, PIR IN Managers Office</b> NEXT or ENTER</p> </div> <p style="text-align: center;">or</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p><b>Active On 1, 2, 6.</b> Zone No:</p> </div>

2. From the display you can now:

Option	Action	Result
Display the complete zone name	Enter the zone number and press <b>[ENTER]</b>	Display the complete zone name. (Excludes the status <i>All zones are normal</i> ).
Update the list	Press <b>[NEXT]</b>	Update the list of zone status.
Exit	Press <b>[ENTER]</b>	Exit the menu option and return to the display "Code:".

See also: *Menu option 1, Panel status*

### 3. ZONES IN ALARM

Use this function to list all zones that are in alarm.

Alarms must be acknowledged and reset. See the section *What to do when there is an alarm* on page 16.

#### ⇒ To list all zones in alarm


1. Access menu option 3.

What happens next depends on whether there are zones in alarm:

No zones in alarm	Zones are in alarm
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">                     No Alarms Press ENTER                 </div>	Zones in alarm are listed either one at a time, or as a list of numbers: <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;">                         Alarm On 3, Fire Escape Door NEXT or ENTER                     </div> <p style="text-align: center;">or</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;">                         Alarm On 1, T2, 6. Zone No:                     </div>

2. From the display you can now:

Option	Action	Result
Display the complete zone name	Enter the zone number and press <b>[ENTER]</b>	Display the complete zone name. (Excludes the status <i>No alarms</i> ).
Update the list	Press <b>[NEXT]</b>	Update the list of zone status.
Exit	Press <b>[ENTER]</b>	Exit the menu option.

 *Tamper alarms are identified by T preceding the zone number.*

See also: *Types of alarms*  
*Menu option 1, Panel status*  
*What to do when there is an alarm*

## 4. INHIBITED ZONES

Use this function to list all inhibited zones.

You inhibit a zone to exclude it from the security system when it is broken or faulty. This stops it causing an alarm. Use this function to determine which zones are not operating properly and need attention.

### ➡ To list all inhibited zones

1. Access menu option 4.

What happens next depends on whether there are inhibited zones.

No inhibited zones	Zones are inhibited
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">                     No Inhibited Zones. Press ENTER                 </div>	Inhibited zones are listed either one at a time, or as a list of numbers: <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;">                         Inhibited On 4. Beam Across Bay NEXT or ENTER                     </div> <p style="text-align: center;">or</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;">                         Inhibited On 1, 2, 6. Zone No:                     </div>

2. From the display you can now:

Option	Action	Result
Display the complete zone name	Enter the zone number and press [ENTER]	Display the complete zone name. (Excludes the status <i>No inhibited zones</i> ).
Update the list	Press [NEXT]	Update the list of zone status.
Exit	Press [ENTER]	Exit the menu option.

See also: *Menu option 1, Panel status*

## 5. HISTORY

Use this function to list past events of the system history, including alarms, access to the menu, etc. You can determine events such as the time that an alarm occurred, the time it was reset and who reset it, the time the system was disarmed in the morning, etc.

**Alarm Events:** All events related to the alarm system.

**Log Only Events:** Events not reported to the central station but are instead sent to a local printer or computer.  
e.g.: Access Granted/Denied at doors etc.

Example of one event:

13:49 26/11 Menu Entered at Keypad 1>  
1-Scan, 0-Exit

The top line of the display shows:

- The time of the event in hours and minutes - HH:MM.
- The date of the event as day and month - DD/MM.
- The type of event eg. Menu Entered.
- The location of the event eg. RAS 1 = Remote Arming Station 1.
- The user's number and name (off display)

The events are displayed in reverse chronological order; *i.e.* the last event is the first shown.



### To list the system history

1. Access menu option 5.

The display shows:

1-Alarm Events 2-Log Only Events  
Option:

2. Select which event list you want to look at by:
  - Pressing **1** and **[ENTER]** to list alarm events, or
  - Pressing **2** and **[ENTER]** to list log only events.
3. From the Event display you can now:

Option	Action	Result
Scroll forwards	Press <b>[MENU*]</b>	Scroll forwards through the event list one by one.
Scroll backwards	Press <b>[ENTER]</b>	Scroll backwards through the alarm history one by one.
Exit history	Press <b>0</b>	Exit event history and return to the menu.
Scan the display to view all details	Press <b>1</b>	Scan the display to view all details for an event (e.g. user name number and name).

## 6. TEST REPORT

Use this function to display the results of the Disarm Test or Arm Test.


### Disarm test report:

The test results to see if specific zones and cameras are operating correctly. The zones need to be programmed to be included in the test, and operate when areas are disarmed. All cameras are tested.

The results of the camera tests are only displayed if the user doing the disarm test has been programmed to test cameras. Also, Area 1 must be assigned to this user's Alarm Group when the user is testing Area 1.

### Arm test report:

The test results to see if specific zones are operating correctly. The zones need to be programmed to be included in the test, and operate when areas are armed.

 Where a zone is displayed as untested, it could mean that it has not been tested because it was missed, or because it was faulty and could not be tested.

### To display the results of a test

1. Access menu option 6.

The display shows:

Test Report: 1-Disarm 2- Arm  
Option:

2. Select the test report you want by pressing:  
1 [ENTER] for Disarm Test, or  
2 [ENTER] for Arm Test, or  
[ENTER] to return to the menu.
3. What happens next depends on which option you chose and whether there are untested zones/cameras:
  - **Disarm test:** (Zone test report is shown first.)

DISARM TEST	
All zones tested successfully	Untested zones
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <b>No Untested Zones</b>            Press ENTER         </div>	Untested zones are listed either one at a time, or as a list of numbers:  <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <b>Untested Disarm On 25, Reception Hold UP</b>  <b>NEXT or ENTER</b> </div> <p style="text-align: center;">or</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <b>Untested Disarm On 25, 26, 27.</b>  <b>Zone No:</b> </div>
All cameras tested successfully (press ENTER to display)	Untested cameras (press ENTER to display)
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <b>All Cameras Have Tested Successfully</b>            Press Enter         </div>	<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <b>Untested Arm On 17, Rear Door Contact</b>  <b>NEXT or ENTER</b> </div>

4. From the display you can now:

Option	Action
Display complete zone name	Enter the zone number and press <b>[ENTER]</b>
Update the list of zones and display the remaining zone (if any)	Press <b>[NEXT]</b>
If zone test report is displayed, display the camera test results (if applicable)	Press <b>[ENTER]</b>
Exit	Press <b>[ENTER]</b>

- **Arm test:**

ARM TEST	
All zones tested successfully	Untested zones
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <b>No Untested Zones</b>            Press ENTER         </div>	Untested zones are listed either one at a time, or as a list of numbers:  <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <b>Untested Arm On 17, Rear Door Contact</b>  <b>NEXT or ENTER</b> </div> <p style="text-align: center;">or</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <b>Untested Arm On 9, 14, 17.</b>  <b>Zone No:</b> </div>

5. From the display you can now:

Option	Action
Display the complete zone name	Enter the zone number and press <b>[ENTER]</b>
Update the list of zones and display the remaining zones (if any)	Press <b>[NEXT]</b>
Exit	Press <b>[ENTER]</b>

## 7. SERVICE MENU

Use this function to allow the user to request a service call or to establish a connection to a remote service centre in order to program over the telephone network. There are six options available.

Table 1: Service menu options

Option no.	Option name	Description
1	Request Service Technician	Sends a request for a service technician to the central station. (Not available in all reporting formats.)
2	Disconnect Management Software	Terminates the connection to management software.
3	Dial Management Software	The control panel dials the pre-programmed service telephone number and attempts to connect to the remote service modem in order to allow programming changes to be made over the telephone network. If it fails on the first try, it will not redial.  The panel automatically drops the line if there have been no keys pressed by the remote service operator within the last two minutes.
4	Dial Temporary Management Software	Allows a temporary telephone number to be programmed and dialled for the remote computer/RAS connection.
5	Direct (via J18) Management Software	The control panel establishes a temporary direct connection to a PC connected to the serial port (J18) on the motherboard. This is a Service Technician option only.
6	Answer Management Software	Instructs the control panel to answer a current dial-in attempt immediately.



## ➡ To request the service menu

1. Access menu option 7.

The display shows:

**Code Required  
Code:**

2. Enter your PIN code
3. Press **[ENTER]**.

The display shows:

**1 - Request Service Technician  
0-Exit, Menu:**

4. Enter the service option number required (see table above) and press **[ENTER]**.

In some cases this will bring up another display for more information to be entered:

Option	Procedure
Request service technician	<p>Press <b>1</b> and <b>[ENTER]</b>. The display shows:</p> <div data-bbox="794 1014 1369 1108" style="border: 1px solid black; padding: 5px;"> <p><b>1-Confirm Request Service Technician 0-Exit, Menu:</b></p> </div> <p>The control panel then sends a "Service Requested" message to the central station.</p> <p>Then press:</p> <ul style="list-style-type: none"> <li>- <b>1</b> and <b>[ENTER]</b> to confirm request for service technician, or</li> <li>- <b>0</b> and <b>[ENTER]</b> to return to the menu, or</li> <li>- <b>[ENTER]</b> to return to the menu.</li> </ul>
Dial management software	<p>Press <b>3</b> and <b>[ENTER]</b>. The display shows:</p> <div data-bbox="778 1503 1369 1597" style="border: 1px solid black; padding: 5px;"> <p><b>1-Confirm Dial 0-Exit, Menu:</b></p> </div> <p>Then press:</p> <ul style="list-style-type: none"> <li>- <b>1</b> and <b>[ENTER]</b> to confirm that the control panel dials the management software, or</li> <li>- <b>0</b> and <b>[ENTER]</b> to return to the menu, or</li> <li>- <b>[ENTER]</b> to return to the menu.</li> </ul>

Dial temporary management software

This option allows a temporary telephone number to be programmed and dialed by the system.

Press **4** and **[ENTER]**. The display shows:

\*\*\*-Pause, Ph No:  
Serv No:

Then:

- Enter the temporary service telephone number (up to 10 digits) and press **[ENTER]**, and/or
- Press **[ENTER]** to save the displayed telephone number and move to the "Confirm Dial" display. Follow the instructions described above.

*Note: If this option is used to make the connection to the remote computer, the computer operator will not be required to use the security password to gain access to the control panel.*

## 8. FILM COUNTERS

Use this function to display the current frame number position on each of the security camera films. If you maintain a log on frame counts, it will indicate whether the cameras have operated since they were last checked.

### ⇒ To display the current frame number on the security camera film

1. Access menu option 8.

The display shows, for example:

Film Counts 1: 0123 2:1077 3:0056 4:----  
Press ENTER

2. Press **[ENTER]** to move the film count display for cameras 5 to 8.

The display shows:

Film Counts 5: ---- 6:---- 7:---- 8:----  
Press ENTER

3. Press **[ENTER]** to return to the menu.

1. *If a camera is fitted with a film out detector and that camera does not have a film in it, the frame count will be displayed as OUT. OUT is removed when film is loaded.*
2. *Up to eight cameras can be displayed. A camera position that does not have a camera fitted will display the frame count as '----'.*
3. *A frame count can be from 0 to 9999.*

## 9. LIST ZONE NAMES

Use this function to display the zone names (text that describes the zones) in your system.

### ⇒ To display the zone names.

1. Access menu option 9.

The zones are listed either:

One at a time

*e.g.*

**Zone 1, Rear Door**  
**Zone No:**

*Or*

As a list of numbers

*e.g.*


**Zone 1, 2, 3, 4, 5, 6, 7**  
**Zone No:**

2. From either display:

Option	Action
Display the remaining zones in the list (if any).	Enter the zone number and press <b>[ENTER]</b>
Scroll the list	Press <b>[NEXT]</b>
Exit the function and return to the menu.	Press <b>[ENTER]</b>

## 10. INHIBIT ZONE

Use this function to inhibit zones and exclude them from the security system. A zone is inhibited when it is faulty or broken (that is, it is active). By inhibiting it, you prevent it causing an alarm until it is fixed. You can also inhibit normal zones if you know their zone number.

 *An inhibited zone is by default inhibited only until the next disarm of the area to which it belongs.*

### To inhibit a zone

1. Access menu option 10.

What happens next depends on whether or not there are active zones.

No active zones	Zones are active
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p><b>All Zones are Normal Inhibit:</b></p> </div>	<p>Active zones are listed either one at a time, or as a list of numbers:</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-bottom: 10px;"> <p><b>Active On 4, PIR In Managers Office Inhibit :</b></p> </div> <p style="text-align: center;">or</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p><b>Active On 1, 2, 4. Inhibit:</b></p> </div>

2. From the display you can now:

Option	Action	Result
Inhibit the selected zone	Enter the zone number and press <b>[ENTER]</b>	Inhibit the selected zone (this removes the zone from the display and replaces it with the next active zone in the list).
Update the list of active zones	Press <b>[NEXT]</b>	Update the list of active zones (if any).
Exit	Press <b>[ENTER]</b>	Exit the menu option.

1. *If the active zones are shown as a list of numbers, it is not possible to display the name of the zone.*
2. *If an attempt is made to inhibit a zone that is already inhibited, the request appears as if it is processed but it is not logged in the history and the zone remains inhibited.*
3. *As soon as a zone that is in alarm is inhibited, the alarm is reset.*

See also: *Uninhibit zone*

# 11. UNINHIBIT ZONE

Use this function to uninhibit zones and include them again in the security system. Do not uninhibit a zone before checking the circumstances, as uninhibiting an active zone might cause an alarm.

## ➡ To uninhibit a zone

1. Access menu option 11.

What happens next depends on whether or not there are inhibited zones.

No inhibited zones	Zones are active
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>All Zones are Uninhibited. Uninhibit:</p> </div>	<p>Active zones are listed either one at a time, or as a list of numbers:</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-bottom: 10px;"> <p>Inhibited On 4, Beam Across Loading Bay Uninhibit:</p> </div> <p style="text-align: center;">or</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>Inhibited On 1, a2, 4. Uninhibit:</p> </div>

2. From the display you can now:

Option	Action	Result
Uninhibit the selected zone	Enter the zone number and press <b>[ENTER]</b>	Uninhibit the selected zone (this removes the zone from the display and replaces it with the next inhibited zone in the list).
Update the list of zones	Press <b>[NEXT]</b>	Update the list of inhibited zones (if any).
Exit	Press <b>[ENTER]</b>	Exit the menu option.

See also: *Inhibit zone*

## 12. TEST ZONE

Use this function to test if an individual zone is operating correctly.

### To test a zone

1. Access menu option 12.

The display shows:

**Test Individual Zone:**  
**Zone No:**

2. Enter the zone number you want to test and press **[ENTER]**, or press **[ENTER]** to exit and return to the menu.
3. If you selected a zone, one of four responses is displayed:

- The zone is normal

e.g.

**NORMAL STATE on 12, Roller Door**

- The zone is active

e.g.

**ACTIVE on 12, Roller Door**

- There is a faulty condition due to cable tamper. The cabling to the zone shows an OPEN circuit.

e.g.

**OPEN on 12, Roller Door**

- There is a faulty condition due to cable tamper. The cabling to the zone shows a SHORT circuit.

e.g.

**SHORT on 12, Roller Door**

4. Press **[ENTER]** to exit and return to the menu option display.



1. *If a zone is active, open or short, the keypad emits a continuous tone. When the status of the zone is changed to normal, the display is updated and the tone stops.*
2. *If the zone is inhibited when a test is requested on it, the system uninhibits the zone, conducts the test, and then returns the zone back to inhibited.*
3. *The test must be carried out within a pre-determined time. If the test is not completed within this time, the option is exited.*

## 13. START AUTO DISARM TEST

Use this function to start the disarm test.

### ⇒ To start the disarm test

1. Access menu option 13.

The display shows:

Disarm Test, NEXT For Untested  
"0"-Cancel::

2. Press:

[NEXT] to display the untested zones, or

0 and [ENTER] to cancel the arm test and move on to test completed/not completed display.

3. If you have pressed [NEXT], the untested zones are displayed either one at a time or as a list:

Zones displayed one at a time	Zones displayed as a list
For example: <div style="border: 1px solid black; padding: 5px; text-align: center;">Untested Disarm On 4. PIR In Office NEXT or ENTER</div>	For example: <div style="border: 1px solid black; padding: 5px; text-align: center;">Untested On 1, 2, 4. Zone No:</div>

4. For either display, you can now:

Option	Action
Display the description of the selected zone (when displayed as a list of numbers only)	Enter the zone number and press [ENTER]
Display the remaining untested zones (if any)	Press [NEXT]
Move on to the Camera Test or Test Completed/Not Completed display.	Press [ENTER]

5. The display might shows information about cameras:

All Cameras Have Tested Successfully  
Press ENTER

Press [ENTER] to return to the original option display.

Note that only cameras allocated to Area 1 are tested.

6. The testing automatically stops when:

- When all zones that are programmed to be tested during disarm test have been tested, or
- The time allowed for the disarm test has expired.

The display then indicates if the test is completed or not.

The test is completed

Test Completed  
Press ENTER

The test is not completed

Test Not completed  
Press ENTER

7. Press [ENTER] to return to the menu.

## 14. PROGRAM USERS


Use this function to add, delete or create a user. Your system might have been set up to require two authorised users to enter this menu.

The user programming includes a record of:


- The control panel user (or card) number. This is a number between 1 and 11,466 (see note below) which is used by the system to link a PIN code or card to the functions it will perform and the doors it can enter.

When programming cards, the ID number programmed in the card is the user number (unless your system uses a card offset).

- The user's *alarm group*, which determines the user's area(s) and alarm control functions. e.g. Manager, Staff etc.

 *Your own alarm group might not allow you to program PIN codes. If it does allow use of the function, there might still be restrictions on which alarm groups you are allowed to update.*

- The users *door group*, which determines which doors the user has access to.
- The users *floor group*, which determines which floors the user has access to.
- The user's name (some users only).
- The user's PIN code (some users only). Note that card ID numbers are NOT programmed as the PIN code.

 *Only 50 users with name, PIN code and/or card can be programmed in a system with standard memory.*

*In a system with an expanded memory:*

- *Only the first 200 users can have their name programmed to their user number.*
- *Only the first 1000 users can have a PIN code assigned to them.*
- *Users 1 to 1000 can have a PIN code and/or card.*
- *Users 1001 to 11,466 can only have a card.*



## ⇒ To program user if two users are required

1. Access menu option 14.

If your system requires two users to access this option, the display shows:

Enter Second Code  
Code:

2. Enter the second user's PIN code.
3. Press **[ENTER]**.

The display shows:

1-Delete 2-Display 3-Create  
Option:

4. Select the function you want to perform, or press **[ENTER]** to return to the menu.


## ⇒ To delete a user

1. Access menu option 14 and press **1** to delete a user.

The display shows:

Delete User  
User No:

2. Enter the system user number and press **[ENTER]**.  
This will delete the user.
3. Repeat step 2 to delete other users, or press **[ENTER]** to exit and return to the option menu.

 *You cannot delete a user unless your alarm group authorises you to do so.*

## ⇒ To display a user

1. Access menu option 14 and press **2** to display a user.

The display shows:

Display User  
User No:

2. Enter the system user number and press **[ENTER]**.  
The display shows the user's alarm group.

e.g.

\*-View, Alm Grp:12,Forman  
Press ENTER

3. Press **[ENTER]**

The display shows the user's door group.

e.g.

Door Group: 2  
Press ENTER

4. Press [ENTER]

The display shows the user's floor group.

e.g.

Floor Group: 1  
Press ENTER

5. Press [ENTER].

If your system is programmed to assign special User Flags to users, the display will now show the User Flags in sequence. See the section "Create (and change) a user" for User Flag details.

The display shows the user's name (if any and the user number is 200 or less).

e.g.

Your Name is Ann Brown, (\*)-End  
Ann Brown

6. Press [ENTER]. The display shows the user's PIN code (if any, and if user number is 1000 or less).

e.g.

Pin Code: 1234  
Press ENTER

7. Press [ENTER] to return to step 1.

## ⇒ To create (and change) a user

The procedure to create a user may vary depending on whether you are creating a user higher than 200 or higher than 1000.

If your system has the ability to program non-ATS format magnetic cards (e.g. credit cards, financial institution cards, etc.) into the system as users, follow the special procedure described on page **Error! Bookmark not defined.**, before proceeding with step 1.

1. Access menu option 14 and press 3 to create a user.

The display shows:

e.g.

Create User  
User No:

2. Select the system user number (card number) and press [ENTER].

The display shows the user's *alarm group*.

e.g.

\*-View, Alm Grp:1-No Access  
Alarm Group:

3. Do one of the following options:

Option	Action
Select the number of the <i>alarm group</i> to be issued to this user. See Note 2.	Enter the zone number and press [ENTER]
Display the list of <i>alarm groups</i> that you can issue to a user (if any).	Press [NEXT]
Move on to next display.	Press [ENTER]

The display shows the user's *door group*.

Card users **must always** have a valid *door group* assigned in order to perform alarm control or door functions.

e.g.

Door Group: 0  
Door Group:

4. Enter the door group number to be issued to the user (if any), or press [ENTER] to move to the next display.

The display shows the user's *floor group*.

e.g.

Floor Group: 0  
Floor Group:

5. Select the floor group number to be issued to the user (if any), or press [ENTER] to move to the next display.
6. If the user number that you are programming is higher than 1000, and User Flags are not displayed in your system, then all the options available have been programmed and the display will return to step 1.

If the system has been programmed so that users do not have name files, or if you are programming a user higher than 200 and User Flags are not displayed, skip to step 10.

With file names, skip to step 8.

7. If your system is programmed to assign special user flags to the users, the display now shows them in sequence.

Table 2: The user flags:

<b>Two Cards</b>	If set to YES, the user will always require a second valid user code/card to be entered to perform any alarm or access control function at Doors 17 to 64.
<b>Guard</b>	If set to YES, the user's code/card can only perform functions at Doors 17 to 64 when used in conjunction with a "Visitor" code/card.
<b>Visitor</b>	If set to YES, the user's code/card can only perform functions at Doors 17 to 64 when used in conjunction with a "Guard" code/card.
<b>Trace User</b>	If set to YES, all alarm and access functions performed by the user at Doors 17 to 64, will cause a "Trace" message to be sent to the management computer.
<b>Card Only</b>	If set to YES, the user will NOT be able to use the PIN code. This allows the PIN code field to be used to program cards on formats not normally compatible with the control panel, when a special reader is used. See special procedure on page <b>Error! Bookmark not defined..</b>

<b>Privileged</b>	If set to YES, the User's code/card will over-ride any "Anti-Passback" restrictions on Doors 17 to 64.
<b>Extended Access</b>	If set to YES, the user will be allowed extended door access times at Doors 17 to 64. e.g. To allow the door to remain open longer for disabled access.

The display shows:

e.g.

**YES - Two Cards**  
\* - Change 0 - Skip

Do one of the following options:

Option	Action
Change YES to NO, or NO to YES, and display the new setting.	Press <b>[MENU*]</b>
Save the displayed setting and move to the next User Flag.	Press <b>[ENTER]</b>
Save the displayed setting; skip the remaining user flags, and move on to the next step.	Press <b>0</b>

The programming procedure detailed above is the same for all the user flags.

The display shows:

e.g.

**YES - Guard**  
\* - Change 0 - Skip

e.g.

**YES - Visitor**  
\* - Change 0 - Skip

e.g.

**YES - Trace User**  
\* - Change 0 - Skip

e.g.

**YES - Card Only**  
\* - Change 0 - Skip

e.g.

**YES - Privileged**  
\* - Change 0 - Skip

e.g.

**YES - Extended Access**  
\* - Change 0 - Skip

8. If the user number that you are programming is higher than 1000, then all options available have been programmed and the display returns to step 1.

If the system has been programmed so that users do not have name files, or if you are programming a user higher than 200, skip to step 10.

The display shows.

Your Name is , (\*)-End

9. You can now enter a user's name of up to 16 characters, by using the text option on the keypad.

Keys 1 to 9 have alphabetical characters printed above them. To enter a letter, press the key the number of times relative to the position of the letter. Both upper and lower case letters are available as well as the numerical values. See Figure 2 for details.

Do one of the following options:

Option	Action
Enter the letters of the user's name.	Enter each letter of the user's name followed by <b>[ENTER]</b> .
Move the cursor to the position after the name.	Press <b>[ENTER]</b>
Save the name. (And display the new name if programmed/changed.)  If the name has been changed, only letters preceding the cursor are saved.	Press <b>[MENU*]</b>

10. When finished entering the name, press **[MENU\*]** to save the displayed setting, and skip the remaining user flags.



**CAUTION:** When programming name text, the **[ENTER]** key is ONLY used to move the cursor. Follow the procedure carefully when programming name text. Use **[MENU\*]** to save and exit.

11. The display shows.

e.g.

Pin Code:  
Code:

- Enter the PIN code for this user (see Notes 3, 4, 5, and 6) and press **[ENTER]** to save the PIN code. Then press **[ENTER]** again to return to step 1.



1. You cannot create a user unless your alarm group authorises you to do so.
2. You cannot assign an alarm group to a user unless the alarm group has the option "Can this Alarm Group be Assigned to Users" set to YES, and your alarm group has all the "Areas" and "User Menu Options" of the alarm group you wish to assign. If the alarm group you wish to assign has "Alarm System Control" and "Modem Access" set to YES, then your alarm group must also have these features set to YES.

3. You cannot program a PIN code or user number that already exists.
4. You cannot program a PIN code that will conflict with another user's duress code. (Refer to the section on Duress.)
5. You cannot program a PIN code that will conflict with another user's door code. (Refer to the section on Opening a Door.)
6. A user who is allowed to both open doors and arm/disarm the system, should have a PIN code of at least five digits. (Refer to the section on Opening a Door.)

Figure 2: Keypad layout for entering text

Key	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>
1	A	B	C	1	a	b	c
2	D	E	F	2.	d	e	f
3	G	H	I	3.	g	h	i
4	J	K	L	4	j	k	l
5	M	N	O	5	m	n	o
6	P	Q	R	6	p	q	r
7	S	T	U	7	s	t	u
8	V	W	X	8	v	w	x
9	Y	Z	sp	9	y	z	sp
0	.	,	?	!	:	;	-
Key	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>	13 <sup>th</sup>	14 <sup>th</sup>
0	+	#	*	(	)	'	"
Key	15th	16th	17th	18th	19th	20th	21st
0	_	@	&	\$	£	%	/
Key	22 <sup>nd</sup>	23 <sup>rd</sup>	24 <sup>th</sup>	25 <sup>th</sup>	26 <sup>th</sup>	27 <sup>th</sup>	28 <sup>th</sup>
0	<	>	¿	i	§	=	¤
Key	29 <sup>th</sup>	30 <sup>th</sup>					
0	¢	¥					

(sp = space)

See also: *User Identification*.



**Important:** Always remember to update your "User" List when any changes are made.

## 15. TIME AND DATE

Use this function to program a new time and date.

The time and date are not visible during normal use of the Advisor MASTER system, however, all internal functions rely on them.

A new date or time only needs to be programmed when the Advisor MASTER system is first installed, or if the time needs to be adjusted for daylight saving.

**The time is programmed for a 24-hour clock.**

Access menu option 15

The main menu shows:

**Time 1-Display, 2-Set, 3-DST, 4-Adjust  
0-Exit, Menu:**

### ⇒ To check the time setting press 1

The display shows:

e.g.

**Time 16:41:22 09/03/2000 Thursday  
\* Update, Enter**

1. Press **[MENU\*]** to get an updated time/date
2. Press **[ENTER]** to return to the main menu

### ⇒ To program a new time and date

1. Enter option 2. The display shows:

**Time & Date hh:mm:ss dd/mm/yy Xxxday  
Hours:**

(Where hh:mm dd/mm/yy Xxxday are the current time and date held by the system as hour, minute, day, month, year and day of the week.)

2. Enter the correct hour (2 digits) and press **[ENTER]**.

The display shows:

**Time & Date hh:mm:ss dd/mm/yy Xxxday  
Minutes:**

3. Enter the correct minutes (2 digits) and press **[ENTER]**.

The display shows:

Time & Date hh:mm dd/mm/yy Xxxday  
Day:

4. Enter the correct day (2 digits) and press **[ENTER]**.

The display shows:

Time & Date hh:mm:ss dd/mm/yy Xxxday  
Month:

5. Enter the correct month (2 digits) and press **[ENTER]**.

The display shows:

Time & Date hh:mm:ss dd/mm/yy Xxxday  
Year:

6. Enter the correct year (2 digits) and press **[ENTER]**.

The display shows:



*You cannot exit this function halfway through. Press **[ENTER]** on each value that does not need to be changed until you return to the menu.*

## ⇒ To change the DST (Daylight Saving Time)

1. Press 3 to enter option 3

The display shows the date the time changes from wintertime to summertime

0- DISABLE, MONTH 00  
START SUNDAY

2. Select:

0: No DST

1: DST starts on FIRST Sunday of the month

2: DST starts on LAST Sunday of the month

3. Press **[ENTER]**, **[ENTER]**: to enter the month option

2- Last Sunday, Month 00  
Start Month:



4. Enter the month number and press [ENTER], [ENTER]

2- Last Sunday, Month 3  
End Day:

5. Select:
- 1: DST end at FIRST Sunday of the month
  - 2: DST end at LAST Sunday of the month
6. Press [ENTER], [ENTER] to accept

2- Last Sunday, Month 00  
End Sunday

Enter the month number when the time changes from summertime to wintertime and press [ENTER]

2- Last Sunday, Month 10  
End Month

The programming of DST is completed



## To adjust the internal clock for correct timings

Enter option 4

Daily Adjustment (Sec.): +0  
\*-Change, sec:

Press [MENU\*] to change the sign and give the correction of seconds to add or to subtract daily. Then press [ENTER].

## 16. INHIBIT/UNINHIBIT RAS/DGP

Use this function to inhibit remote arming stations (RASs) and data gathering panels (DGPs), i.e. exclude fault and tamper messages (system alarms) from a RAS or DGP to the security system.

This function is used if a RAS or DGP has generated a system alarm, or is out of service, and needs to be inhibited while awaiting service.

## ➡ To inhibit/uninhibit RASs/DGPs

1. Access menu option 16.

The display shows:

1-RAS, 2-DGP Inhibit / Uninhibit  
0-Exit, Menu:

2. Enter **1** for RAS or **2** for DGP, and press **[ENTER]**.

- If RAS is selected, the display shows any RASs that are inhibited:


No RAS's Are Inhibited  
Inhibit RAS:

- If DGP is selected, the display shows any DGPs that are inhibited:

No DGP's Are Inhibited  
Inhibit DGP:

3. Enter the RAS/DGP number to be inhibited.  
If the number entered is not recorded, it is added and displayed.  
If the number entered is already recorded, it is deleted and removed from the display  
or

Press **[ENTER]** to return to the menu.

 *Inhibiting a DGP does NOT inhibit the alarm zones on that DGP, but does disable DGP off-line/on-line reporting (TAMPER switch).*

*Inhibiting a RAS or DGP also resets any system alarm generated by the RAS or DGP.*

See also: *Types of Alarms - System Alarms*

## 17. ENABLE / DISABLE SERVICE TECHNICIAN

Use this function to enable and disable the service technician's code. This option is to be used when a service technician or engineer can only gain access to the installer menu when this options has enabled by a user.

### ➡ To enable/disable the service technician code

1. Access menu option 17.

The display shows:

0-Cancel, 1-Service In  
Option:

2. Do one of the following options:

Option	Action
Enable the Service Technician's code for the programmed timeperiod, and return to the menu.	Press <b>1</b> and <b>[ENTER]</b> .
Cancel the Service Technician's code, and return to the menu.	Press <b>0</b> and <b>[ENTER]</b>
Return to the menu.	Press <b>[ENTER]</b>

## 18. RESET CAMERAS

Use this function to reset the film frame count on a camera to zero, or to change the frame count number on an individual camera. This is done when you have changed the film in a camera.

### ⇒ To reset the cameras

1. Access menu option 18.

The display shows:

**Reset Camera Counts 0-All**  
**Camera No:**

2. Do one of the following options:

Option	Action
Reset the frame count for all the cameras to zero.	Press <b>0</b> and <b>[ENTER]</b> .
Display the present count for the selected camera.  e.g. <b>Film Counts 1:0123</b> <b>Film Count:</b>	Enter the present count for the selected camera and press <b>[ENTER]</b>
Return to the menu.	Press <b>[ENTER]</b>

3. If you have selected to display the present frame count, enter the new frame count and press **[ENTER]** to return to the original camera counts display to allow zone of another camera number, or  
Press **[ENTER]** to return to the menu.

## 20. DOOR AND FLOOR GROUPS

Use this function to select and program *door and floor groups*.

Each *door group* contains a list of all doors (64 doors) and the timezone for each door within the group. Each *floor group* contains a list of all floors (64 floors) and the timezone for each floor within the group. Authorised access is only valid during the timezone.

## To program door and floor groups

1. Access menu option 20.

The display shows:

**Groups, 1-Doors 2-Floors**  
Option:

2. Select the option you want to access (1 for door groups, and 2 for floor groups), and press **[ENTER]**, or press only **[ENTER]** to return to the menu.

### Door groups: (if you selected option number 1)

1. The display shows:

**Door Groups**  
Group No:

Enter the door group number and press **[ENTER]** to move to the next display, or press only **[ENTER]** to return to the initial display ("Groups, 1-Doors 2-Floors").

2. The display shows.

e.g. **Door Grp 1 D1-00 D2-00 D3-\*\* D4-\*\***  
Enter Door:

Enter the door number (e.g. 3) and press **[ENTER]** to move to the next display, or press only **[ENTER]** to return to the previous display ("Door groups").

3. The display shows the details of four doors starting with the door number selected. (See Note on page 57 for details of this display)

e.g. **Door Grp 1 D3-\*\* D4-\*\* D5-03 D6-00**  
\*-Dis,Tz-D3:

Do one of the following options:

Option	Action
Disable the door for this door group.	Press <b>[MENU*]</b>
Enter the timezone number and return to step 2.	Enter the timezone number and press <b>[ENTER]</b>
Return to step 2.	Press <b>[ENTER]</b>



**Important!** Always remember to update your "Door Group" List when any changes are made.

## Floor groups: (if you selected option number 2)

1. The display shows:

Floor Groups  
Group No:

Enter the floor group number and press **[ENTER]** to move to the next display, or press only **[ENTER]** to return to the initial display ("Groups, 1-Doors 2-Floors").

2. The display shows:

e.g.

Floor Grp 1 F1-00 F2-00 F3-\*\* F4-\*\*  
Enter Floor:

Enter the floor number (e.g. 3) and press **[ENTER]** to move to the next display, or press only **[ENTER]** to return to the previous display ("Floor groups").

3. The display shows:

e.g.

Floor Grp 1 F3-\*\* F4-\*\* F5-03 F6-00  
\*-Dis,Tz-F3:

Do one of the following options:

Option	Action
Disable the floor for this floor group.	Press <b>[MENU*]</b>
Enter the timezone number and return to step 2.	Enter the timezone number and press <b>[ENTER]</b>
Return to step 2.	Press <b>[ENTER]</b>



**Important!** Always remember to update your "Floor Group" List when any changes are made.

## 21. HOLIDAYS


Use this function to record the date of holidays. The holidays recorded here can be used in conjunction with timezones to control access. e.g. staff who are allowed access during normal weekdays can be denied access on weekdays declared a holiday.

The control panel can record up to 24 holiday dates.

### To record a holiday

1. Access menu option 21.


The display shows:



Holidays  
Holiday No:

2. Enter the holiday number and press **[ENTER]**.

The display shows the holiday number and the date of the holiday numerically:

e.g. 

3. Enter the new day of the month, or press **[NEXT]** to scroll through the list of holidays. When finished, press **[ENTER]**. The display shows the new day of the month.

e.g. 

4. Enter the new month and press **[ENTER]**.

The display shows the new month:

e.g. 

5. Enter the new year and press **[ENTER]**.

The display returns to step 1 to input the next holiday.



**Important!** Always remember to update your "Holidays" list when any changes are made.

## 22. OPEN DOORS

Use this function to open a valid door via the LCD arming station.

### ⇒ To open a door via the arming station


Access menu option 22.

The display shows:

Open Door  
Door No:

Enter the number of the door you want to open and press [ENTER], or

Press only [ENTER] to return to the menu.

 Only doors that are programmed to be opened by your code can be opened using this option. i.e. The door group assigned to the user may not allow access to all doors.

See also: *Door Groups - Menu Option 20.*

## 23. UNLOCK, LOCK, DISABLE AND ENABLE DOORS

Use this function to unlock, lock disable and enable a valid door via the LCD arming station.

**The function can only be used with door numbers 17 to 64.** i.e. Doors controlled by four-door DGP's.

The door remains in the state selected until an opposite event occurs in the system that will change the state of that door.

e.g. Door 21 automatically unlocks at 08:00. and relocks at 17:00. (Using an "Override Timezone")

If the user wants to arm the premises and leave at 16:00, the door can be locked using the "lock" option, but will still automatically unlock at 08:00 again the following morning.

### ⇒ To unlock, lock, disable or enable a door via the arming station

1. Access menu option 23.

The display shows:

1-Unlock 2-Lock 3-Disable 4-Enable  
Option:

2. Enter the door function option you want to do and press **[ENTER]**, or Press **[ENTER]** to return to the menu.


The display shows the option selected:

e.g.



Unlock Door  
Door No:

3. Enter the door number to unlock and press **[ENTER]** to return to the menu, or Press only **[ENTER]** to return to the menu.

 Only doors programmed to be opened by your code can be operated using this option. i.e. The Door Group assigned to the user may not allow access to all doors.

See Also: *Door Groups - Menu Option 20.  
User Identification.*

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## 24. PRINT HISTORY

Use this function to instruct the control panel to print the complete system history from when the last print history command was issued (maximum 200 events with standard memory or 2000 events with expanded memory).

### To print complete system history

1. Access menu option 24.

The display shows:

Print History back To 00/00/90  
Enter Day:

2. Enter the day of the month from which to start printing and press **[ENTER]**, or Press **[ENTER]** to skip this field.

If zero is entered as day of the month, the printer will start printing from the last unprinted history.

The display shows:

Print History back To 00/00/90  
Enter Month:


3. Enter the month from which to start printing and press **[ENTER]**, or Press **[ENTER]** to skip this field.

The display shows:

Print History Back To 00/00/90  
Enter Year:

4. Enter the year from which to start printing and press **[ENTER]**, or Press **[ENTER]** to skip this field.

The printer now starts printing from the date specified.

 *The Advisor MASTER system will not print if the printer is not ready, e.g. OFF LINE, OUT OF PAPER, etc.*

## PROGRAMMING RECORDS

Use the following pages to record details of the relevant data programmed for your system that relates to:

1. Menu option 14 - Users
2. Menu option 20 - Door Groups
3. Menu option 20 - Floor Groups
4. Menu option 21 - Holidays
5. Alarm Groups - when programming users. (Details to be supplied by your installer.)
6. Timezones - For use in Door Groups and Floor Groups. (Details to be supplied by your installer.)

It is suggested that you complete the details using a pencil so that you can erase obsolete entries and thereby keep the records up to date and compact.

It might be necessary to make copies of certain record sheets where the number of records exceeds the space allowed.

e.g. If your system uses more than two door groups or more than four timezones, etc.

It is recommended to keep this Manager's Guide and any copies of record sheets together in a safe place, and ensure that they are always kept up to date.



## DOOR GROUP RECORD – MENU OPTION 20

Door Group N°: _____			
Door N°:	Time zone:	Door N°:	Time zone:
1	_____	33	_____
2	_____	34	_____
3	_____	35	_____
4	_____	36	_____
5	_____	37	_____
6	_____	38	_____
7	_____	39	_____
8	_____	40	_____
9	_____	41	_____
10	_____	42	_____
11	_____	43	_____
12	_____	44	_____
13	_____	45	_____
14	_____	46	_____
15	_____	47	_____
16	_____	48	_____
17	_____	49	_____
18	_____	50	_____
19	_____	51	_____
20	_____	52	_____
21	_____	53	_____
22	_____	54	_____
23	_____	55	_____
24	_____	56	_____
25	_____	57	_____
26	_____	58	_____
27	_____	59	_____
28	_____	60	_____
29	_____	61	_____
30	_____	62	_____
31	_____	63	_____
32	_____	64	_____

\* = Disabled

Door Group N°: _____			
Door N°:	Time zone:	Door N°:	Time zone:
1	_____	33	_____
2	_____	34	_____
3	_____	35	_____
4	_____	36	_____
5	_____	37	_____
6	_____	38	_____
7	_____	39	_____
8	_____	40	_____
9	_____	41	_____
10	_____	42	_____
11	_____	43	_____
12	_____	44	_____
13	_____	45	_____
14	_____	46	_____
15	_____	47	_____
16	_____	48	_____
17	_____	49	_____
18	_____	50	_____
19	_____	51	_____
20	_____	52	_____
21	_____	53	_____
22	_____	54	_____
23	_____	55	_____
24	_____	56	_____
25	_____	57	_____
26	_____	58	_____
27	_____	59	_____
28	_____	60	_____
29	_____	61	_____
30	_____	62	_____
31	_____	63	_____
32	_____	64	_____

\* = Disabled

## FLOOR GROUP RECORD – MENU OPTION 20

Floor Group N°: _____			
Floor N°:	Time zone:	Floor N°:	Time zone:
1	_____	33	_____
2	_____	34	_____
3	_____	35	_____
4	_____	36	_____
5	_____	37	_____
6	_____	38	_____
7	_____	39	_____
8	_____	40	_____
9	_____	41	_____
10	_____	42	_____
11	_____	43	_____
12	_____	44	_____
13	_____	45	_____
14	_____	46	_____
15	_____	47	_____
16	_____	48	_____
17	_____	49	_____
18	_____	50	_____
19	_____	51	_____
20	_____	52	_____
21	_____	53	_____
22	_____	54	_____
23	_____	55	_____
24	_____	56	_____
25	_____	57	_____
26	_____	58	_____
27	_____	59	_____
28	_____	60	_____
29	_____	61	_____
30	_____	62	_____
31	_____	63	_____
32	_____	64	_____

\* = Disabled

Floor Group N°: _____			
Floor N°:	Time zone:	Floor N°:	Time zone:
1	_____	33	_____
2	_____	34	_____
3	_____	35	_____
4	_____	36	_____
5	_____	37	_____
6	_____	38	_____
7	_____	39	_____
8	_____	40	_____
9	_____	41	_____
10	_____	42	_____
11	_____	43	_____
12	_____	44	_____
13	_____	45	_____
14	_____	46	_____
15	_____	47	_____
16	_____	48	_____
17	_____	49	_____
18	_____	50	_____
19	_____	51	_____
20	_____	52	_____
21	_____	53	_____
22	_____	54	_____
23	_____	55	_____
24	_____	56	_____
25	_____	57	_____
26	_____	58	_____
27	_____	59	_____
28	_____	60	_____
29	_____	61	_____
30	_____	62	_____
31	_____	63	_____
32	_____	64	_____

\* = Disabled

## HOLIDAY RECORD – MENU OPTION 20

<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year
<b>Holiday Number:</b>	Number _____	Date _____ / _____ / _____ Day Month Year

# ALARM GROUP RECORD

## DETAILS TO BE SUPPLIED BY THE INSTALLER

Number: \_\_\_\_\_ Name: \_\_\_\_\_

Function Summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number: \_\_\_\_\_ Name: \_\_\_\_\_

Function Summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number: \_\_\_\_\_ Name: \_\_\_\_\_

Function Summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number: \_\_\_\_\_ Name: \_\_\_\_\_

Function Summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number: \_\_\_\_\_ Name: \_\_\_\_\_

Function Summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number: \_\_\_\_\_ Name: \_\_\_\_\_

Function Summary: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# TIMEZONE RECORD

## DETAILS TO BE SUPPLIED BY THE INSTALLER

**Timezone Number**

_____	.1	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.2	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.3	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.4	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
_____	.1	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.2	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.3	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.4	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
_____	.1	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.2	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.3	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.4	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
_____	.1	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.2	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.3	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL
	.4	Start	_____ End _____
		Days:	SUN/MON/TUE/WED/THU/FRI/SAT/HOL



## GLOSSARY

Access control	The control of entry to, or exit from, a security area.
Active	See Normal/Active/Tamper/Inhibited
Alarm	The state of a security system when a device connected to a zone is activated and the condition of the area is such that activation should be signalled. E.g. a door lock is broken, causing a siren to sound.
Alarm group	Alarm groups define the options available to users, arming stations or door reader to allow alarm control. Alarm groups are defined by a set of areas, alarm control functions and menu options. Zone types for area control (keyswitches) also make use of alarm groups.
Area	A section of a premise which has specific security requirements. The Advisor MASTER system allows any premise to be divided into 16 areas of different security requirements. Each area has its own zones. Each area is identified by a number and a name. E.g. Area 1 Office, Area 2 Workshop, Area 3 Boardroom, etc.
Armed	The condition of an area where a change in the status of any zone (from normal to active) causes an alarm. An area or premise is only armed when it is unoccupied. Some zones (like vaults) can remain armed continually.
Armed	The condition of an area or premise when it is armed (security turned on) and unoccupied.
Arming stations (RAS)	A device that is the user's control panel for security functions for an area(s) or for access points (doors). The arming station can be an Advisor MASTER keypad (LCD keypad, reader) or any other device that can be used to perform security function, such as arm/disarm, open doors, etc.
Central station	A company that monitors whether an alarm has occurred in a security system. A central station is located away from the premise/area it monitors.
Control panel	An electronic device that is used to gather all data from zones on the premises. Depending on programming and status of areas, it will generate alarm signals. If required, alarms and other events can be reported to a central station.
Cursor	A flashing underline character on the liquid crystal display (LCD) that indicates where the next character entered on the keypad will appear.
DGP	Data Gathering Panel. A device that collects data from other security devices within an area, and transfers it to the Advisor MASTER control panel or 4-door/4-lift DGP.
Disarmed	The condition of an area when it is occupied and when the security system has been set so that normal activity does not set off an alarm.
Door contact	A magnetic contact used to detect if a door or window is opened.
Door group	An Advisor MASTER feature that assigns a group of doors or lifts to a user, in order to allow access to those doors/lifts. Access to each door in a group can be restricted via a timezone.
Duress	A situation where a user is being forced to breach the system security (e.g. forced at gunpoint to open the door). The Advisor MASTER duress facility allows a signal to be activated (e.g. notification to a central station) by the user. This is done by entering a duress digit in conjunction with a PIN code.
Event flags	A signal activated by a zone condition, area condition, system status or fault condition, door command (on doors 1 to 16) or shunt condition. The main purpose of an event flag is to activate an output.
Floor group	An Advisor MASTER feature that assigns a group of floors to a user, in

	order to allow selection of floors when accessing a lift reader. Access to each floor in a group can be restricted via a timezone.
History	A list of past alarm and access control events stored in memory that can be viewed on an LCD arming station or sent to a printer.
Hold-up	A (silent) alarm that is triggered by a hold-up button. Normally it will not trigger any siren, only send a message to a central station.
Inhibit	See Normal/Active/Tamper/Inhibited
Installer	A company that installs and services security equipment.
Keypad	A remote arming station with keys to input data (keypad). Used to program the control panel, perform user functions, view alarms, etc.
LCD	(Liquid Crystal Display). The part of an arming station where messages are displayed.
LED	(Light Emitting Diode). A visual indicator on an arming station which conveys a condition. E.g.; area in alarm, communication fault, etc.
Local alarm	An alarm that is signalled only within a premise and occurs when an area is occupied. The circumstances that cause a local alarm can be checked and rectified by personnel on site and it is therefore unnecessary for the alarm to be reported to a central station.
Normal/Active/Tamper/Inhibited	Describes the condition of a zone. Normal: The zone is NOT activated. E.g. Fire Exit Door closed Active: The zone is activated. E.g. Fire Exit Door open Tamper: The zone is open or short circuited. Someone may have tried to tamper the security device. Inhibited: The zone has been inhibited from indicating normal or active status. It is excluded from functioning as part of the system.
Nuisance alarm	An alarm that is triggered by a security device, without any burglar. Could be caused by open windows, pets or incorrect projection of security equipment.
PIN code	A 4-10 digit number given to, or selected by, a user. It is necessary to enter a PIN code on an Advisor MASTER keypad as a pre-requisite to perform most Advisor MASTER functions. In the Advisor MASTER programming the PIN code is associated with a user number which identifies the PIN code holder to the system.
RAS	Remote Arming Station. See Arming station.
Reader	A device used for access control that can read cards to allow access. Depending on the needs and the type of cards, the reader can for example be a magnetic swipe reader or proximity reader.
Tamper	A situation where a zone, an arming station, control panel, DGP or associated wiring are tampered with, or accidentally damaged. The Advisor MASTER tamper facility activates a signal when tamper occurs. Tamper alarms from zones are called zone tampers.
Timezone	A program setting which identifies specific timeperiods on specific days. Timezones are allocated to Advisor MASTER functions to control the activity of that function by time and day and are primary used to restrict access. E.g automatically arm or disarm areas or open doors.
User	Anybody making use of the Advisor MASTER system. Users are identified to the Advisor MASTER system by a unique number that is associated with the user's PIN code.
Zone	An electrical signal from a security device (PIR detector, door contact) to the Advisor MASTER system. Each device is identified by a zone number and name. e.g. 14 Reception Holdup Button, 6 Fire Exit Door.

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