Protege Alphanumeric LCD Keypad User Manual



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Introduction

Thank you for choosing the Protege integrated alarm and access control system. The Protege system will give you peace of mind by providing reliable security protection, building automation and access control for your premises.

The Protege system is an advanced technology security system specifically designed to enhance the functionality of security, building automation and access control by providing a complete integrated solution with local monitoring and offsite communication.

The elegant Protege LCD Keypad allows complete control of your security and access control system with a user friendly LCD display and 24 key ergonomic keypad.

All the actions performed in your system will be executed and displayed through the keypad. Therefore, before using your Protege integrated alarm and access control system, we highly recommend you read this manual carefully and have your security professional or property manager explain basic system operation to you.

Optional management software (Protege System Management Suite) is available and is recommended to enhance your productivity when using the Protege system. For more information visit the ICT website (http://www.incontrol.co.nz) or ask your System Administrator.

Legend



Indicates a warning or cautionary message



Indicates an important note or advisory information



Indicates a hint or suggestion

[TEXT]

Bold text enclosed in brackets is used to show a section number or address of a programmable option or information on programming shortcut sequences

This Key	ls Shown as
	[ARM]
	[DISARM]
	[MENU]
STAY	[STAY]
FORCE	[FORCE]
MEMORY	[MEMORY]
BYPASS	[BYPASS]
X	[CLEAR]
	[ENTER]
\bigcirc	[FUNCTION]

Terminology

To ensure that you manage your Protege system effectively please familiarize yourself with the following terms used throughout this manual.

Areas

Areas are used to divide large systems into manageable regions. For example a building may have a Warehouse area, Administration area and Production area. An area operates like an individual alarm and is armed and disarmed independently.

Zone Inputs

Movement detectors, door contacts and other protection devices are connected to the system on zone inputs. A zone belongs to an area to protect the area and system from unauthorized entry. For example the reception movement sensor zone would be assigned to the Administration area.

Trouble Zone Inputs

Trouble zones operate similar to zones however they are used to monitor the status and condition of the system. For example if the enclosure door on the main control device is opened it will open the Enclosure Tamper trouble zone.

PGM Programmable Outputs

PGMs or Programmable Outputs are used to control devices from the Protege system. A PGM can be used to activate lighting, activate a siren, turn on an indicator or unlock a door.

Automation Outputs

Automation outputs are used to control devices that are required to be operated regularly by a user. For example outdoor lighting, irrigation or HVAC (heating ventilation and air conditioning) systems can be connected to automation outputs.

Doors

When access control is enabled in a system, users are restricted access by programming the doors in a door group. To gain entry or exit from a door the user must present a card, key tag or access the door using alternative means (keypad control, remote or system management application).

LCD Keypads

LCD Keypads are used for all functions within the Protege system and are typically located near an entrance or door to allow areas within the system to be armed and disarmed.

Card Readers

Card readers can be used to provide many functions within the Protege system. Primarily used to manage the access of users through doors, a card reader can also be used for time and attendance, area arming and disarming, elevator access control and car park management allowing the access control and alarm system to be seamlessly integrated. Ask your installation company or security professional for more information.

Users

A user is a person or entity that uses the system to arm, disarm, access a door or use a function within the system.

Access Level

An access level is assigned to a user and defines the functions that the user has access to on a keypad, what areas they can arm or disarm, and the doors and elevators they can access.

Menu Group

A menu group is assigned to an access level and is used to restrict a users ability to access certain functions on the keypad.

Area Group

Area groups are assigned to an access level and are used to control the areas that a user can arm and disarm. An area group can be assigned for arming and disarming. Areas assigned in the disarm area group can also be armed by the user.

Door Group

Door groups are assigned to an access level and are used to control access through the doors within the door group.

Floor Group

Floor groups are assigned to an access level and are used to control access to floors in an elevator. You must also be assigned an elevator group.

Elevator Group

Elevator groups are assigned to an access level and are used to control access to a group of elevators. You must also be assigned a floor group to define the floors you are allowed to access.

Operation

The following section provides you with information on how to use the keypad.

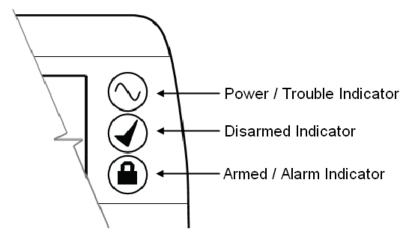


When the text [USER CODE] is shown, it indicates that you are required to logon with your user code. The default Master code to gain access to your system is [123456] followed by the [ENTER] key. For security reasons, this code should always be changed after initial setup. Refer to Programming User Codes (see page 28) for instructions on how to add and modify user codes.

Many of the features and options must be enabled by the installation company or security professional.

Indicator Lights

The keypad features three status indicator lights showing the condition of the Protege system.



Power / Trouble Indicator

When **FLASHING**, indicates that there is a trouble condition present. When **ON**, the system is powered and operating normally. If there is a complete power failure this indicator will be **OFF**.

Disarmed Indicator

Indicates when the system is disarmed. When **ON**, the system is disarmed, enter your user code to arm.

Armed / Alarm Indicator

When **FLASHING** the system is in alarm and you need to enter your user code to silence the alarm. When **ON**, the system is armed, enter your user code to disarm.



Indication of the system status and the operation of the indicators are programmable and may not function as above. Verify the operation with your installation company or security professional.

Visual Display

The keypad features a rich 32 character LCD (Liquid Crystal Display) showing customized messages. All messages are shown on the LCD display screen.

Audible Tone

When you press a key on the keypad, a short audible tone is generated. Other tones are generated when certain functions are used, you should be familiar with the following audible tone outputs.

Confirmation Tone

When an operation is successfully completed on the keypad, the keypad generates a series of four audible tones. The display will also show the success or failure of the operation.

Rejection Tone

When the system times out or when an operation is incorrectly entered on the keypad, it will generate a continuous audible tone for three seconds.



If required the audible key press tone can be silenced by pressing and holding the **[CLEAR]** key for 3 seconds. This option must be enabled by your security professional or system administrator.

Keypad Function

The keypad incorporates a backlit silicone membrane keypad. The primary function that each key performs is shown below, in some cases these may vary based on the function or action being performed.

, , , , , , , , , , , , , , , , , , , ,		
Key	Function	
0 - 9	Numerical keys from [0] to [9] are used to enter your user code to logon. When in a scroll display, the [1] key scrolls the display up and the [3] key scrolls down. When controlling devices, the [1] key turns the device on, [2] key turns the device off and the [3] key will latch the device in the on state.	
ARM	The [ARM] key is used to start the arming process for an area.	
DISARM	The [DISARM] key is used to silence alarms, disarm the area and cancel an arming sequence.	
MENU	The [MENU] key is used to access the menu and can be followed by menu shortcut selection key(s), the numerical key representing the menu item.	
STAY ARMING	The [STAY] key is used to start the stay arming (see page 23) process for an area.	
FORCE ARMING	The [FORCE] key is used to force arm (see page 24) an area.	
MEMORY	The [MEMORY] key provides a shortcut to the memory view menu from the area control screen, to perform a text search action or a jump function from a programming list selection entry.	
BYPASS	The [BYPASS] key can be pressed when a zone is breached during an arming process to bypass the displayed zone.	
CLEAR	The [CLEAR] key will log off the user currently logged on the keypad. When pressed while not logged in the display will be refreshed.	
ENTER	The [ENTER] key is used to confirm an action on the keypad, acknowledge memory and alarm information and move to the next programming screen.	
FUNCTION	The [FUNCTION] key can be programmed to unlock a door.	
* * *	The arrow keys are used to scroll the menu, move the focus of a program window to the next screen and move the cursor when programming or editing values.	

Text Entry

The keypad can be used to program text names for objects in the system (users, zones, areas and doors). To program the text value the numerical keys operate similar to the text entry on a telephone.





















Entering text data is done by pressing keys multiple times to show the character required. The display will change as the key is pressed.

For example, using the character key map shown, to enter the name **John**, you would press the [5] key once for J, move the cursor one location to the right using the $[\triangleright]$ key, press the [6] key seven times for o, and repeat the procedure for the other characters in the text entry.



For more productive management of a Protege system ask your security professional about the Protege System Management Suite.

Option Entry

The keypad uses option programming entry when configuring a yes or no option setting. Option screens are shown with eight characters enclosed in '[' brackets.

Numerical Option Key Entry

If an option is enabled the corresponding number will be shown. When disabled a '*' will be shown in place of the option.

UN00010 Misc [****6*8]

In this example, option 6 and 8 are enabled. The example shows the miscellaneous options group when programming a user.

Detailed Text - Option Key Entry

In many cases options are not known by the numerical number alone. In this case the Protege system provides a text based entry system for options allowing the complete system to be programmed without the need for a reference manual.

UN00010 Misc [****6*8]

In any option entry screen press the **[STAY]** key. The display will change and now show you the text description of the first option in the option entry location that you are programming.

1. Show greeting at user logon: N

In any option entry screen press the **[STAY]** key. The display will change and now show you the text description of the first option in the option entry location. Press the **[1]** key to toggle the option state ('Y' or 'N'). Use the $\llbracket \nabla \rrbracket$ and $\llbracket \Delta \rrbracket$ keys to scroll the options within the option entry. When the required options have been set press the $\llbracket STAY \rrbracket$ key and you will be returned to the option entry screen where the changes you have made will be applied. Press the $\llbracket ENTER \rrbracket$ key to save your changes and proceed to the next programming screen.

Text Search

The keypad features a powerful text search function that allows you to find items that have been given text names.

In the following example the name for a user is searched for from the user selection screen when programming the user. If the text searching option is available for a record, pressing the memory button will open the search entry.

Select user to modify: UN00001

From the user selection screen press the **[MEMORY]** key to open the search screen. The display will then show the text search entry.



Use the keypad to enter the text data that you want to search for in the search details screen. In our example we want to find the user James Cook. To cancel the search press the **[MEMORY]** key to return to the screen were you selected the search.



When you press the [5] key to get the 'J' in James, the display will change with the prompt telling you to press the [ENTER] key to find the text shown. Complete the entry to get the first three characters. You can enter up to the full 16 characters.

[ႃ/] Find Next JAMES COOK

When you press the **[ENTER]** key the system will begin the search. If a record is found matching the text you have entered the record will be shown. The top line will prompt you to find the next record by pressing the **[▼**] key.

Press [FORCE] to jump to the item shown or press [DISARM] to clear the entry.

Jumping To Search Results

To use the information that is found by the search press the **[FORCE]** key to jump to the record.

Menu Operation

The keypad uses a well defined menu structure. Shortcuts are provided to these menus without the need to scroll using the up and down arrow keys. Throughout this manual a keypad menu shortcut will be shown as **[MENU,3,1]**. To execute the shortcut press the **[MENU]** key and then the numerical keys **[3]** and **[1]** that follow.

The keypad menu is structured as detailed in the following sections. The installer menu [MENU,4] is omitted from this manual and should only be accessed by a professionally certified security installer.

Main Menu

The main menu contains all of the menus in the system. A user can only view menus that are assigned to the menu group in the programmed access level.

1. Area Control (Arming and Disarming Areas)

2. User (Programming Users)

3. Event Review (Reviewing Event Log Information)

4. Installer Only Access)

View (System View and Control)
 Time (Set Time and Schedules)
 Bypass (Bypass/Isolate Zone)
 System (System Functions)

Area Control

To access the area control menu (by default you will be taken to the area control menu automatically when you logon to the keypad) press [MENU,1].

User (Sub Menu)

To access the user programming menu press [MENU,2]. The following user sub menus are available.

1. Add/Modify (Add/Modify Users)

Menu Groups (Menu Group Programming)
 Door Groups (Door Group Programming)
 Area Groups (Area Group Programming)
 Access Level (Access Level Programming)
 View Status (View Users Current Location)

Event Review (Sub Menu)

To access the event log review menu press [MENU,3]. The following event sub menus are available.

Review (Review System Events)
 Hex Review (Installer Only Access)
 Stats (Installer Only Access)

View (Sub Menu)

To access the view menu press [MENU,5]. The following view sub menus are available.

Alarm Memory (View Alarm Memory)
 Trouble View (View System Troubles)

3. Bypass List (Display All Bypassed Zones)

Time (Sub Menu)

To access the time menu press [MENU,6]. The following time sub menus are available.

Change Time (Set/Adjust Real Time Clock)
 Schedules (Add/Modify Schedules)
 Holidays (Add/Modify Holidays)
 Daylight (Set Up Daylight Savings)

Bypass (Sub Menu)

To access the bypass menu press [MENU,7]. The following bypass sub menus are available.

Zone (Bypass Zone Inputs)
 Trouble Zone (Installer Only Access)

System (Sub Menu)

To access the system menu press [MENU,8]. The following system sub menus are available.

Answer Call (Answer Incoming Remote Call)
 Call Remote (Call Remote Upload Computer)
 Test Report (Send Monitoring Test Report)

Offline Menu Operation

The keypad also provides an offline menu that allows quick access to certain menu functions while you are logged out. To view the Offline Menu press the [MENU] key.

Offline Menu

The offline menu contains four menus that are provided without the need to log in to the system.

Automation (Control Automation Points)
 Trouble View (View Trouble Conditions)
 Events (Review System Events)
 System Info (View System Information)

Logon To LCD Keypad

Before most operations a user must first logon to the keypad.

Logon Procedure

To logon to the keypad follow the procedures below.

Enter user code: *****

Enter your [USER CODE] then press the [ENTER] to logon to the keypad. Each key press will display a '*'. To restart the entry process press the [CLEAR] key.

Good Evening J Smith

If the correct code is entered you will be presented with a welcome screen greeting you with the time of day.

If the user is programmed to view alarm memory the alarm memory message will be shown to the user before they are automatically taken to the area control menu.

Warehouse is DISARMED

If enabled the display will then proceed to the area control menu [MENU,1] or to the main menu depending on the user configuration.

Log Off Procedure

The keypad will automatically log the user off after no key press for the programmed time or if the **[CLEAR]** key is pressed at any time while the user is logged on.



The welcome screen display, alarm memory display and other display options can be configured per user or per access level.

Alarm Memory

All zones that generate an alarm can optionally be stored in the event log and/or the alarm memory for the area that the alarm was activated.

Alarms in memory logon to view.

If an alarm has occurred on your system and the alarm memory display option is enabled the display will show the alarm memory screen.

Viewing Alarm Memory

Enter your [USER CODE] to logon to the keypad.

Warehouse *Alarms In Mem* Select the memory view menu item located in the view main menu [MENU,5,1]. Use the up [▲] and down [▼] keys to scroll the areas that can be viewed. If an area has alarms in memory the keypad will generate a rejection tone beep and the display will show the memory message.

Had alarm on Roller Door

To view the first item stored in the area memory press the **[ENTER]** key. The first alarm stored will be displayed and the screen will scroll the information.

in AREA Warehouse

The display will then show the area that the alarm occurred. If a tamper alarm occurs the first line will state that it was a 24HR alarm.

Press [ENTER] to acknowledge

If the user is programmed with the memory acknowledge option the **[ENTER]** key can be pressed to acknowledge the alarm and remove it from the list.

Press $[\Psi]$ to show next item

To view the next item stored in the area memory press the down [▼] key.

Press [MENU] to exit view mode

If viewing memory is completed the user can press the **[MENU]** key to exit view mode and return to the main menu where another action can be performed.

Clearing Alarm Memory

It is recommended to always take a note of the alarm memory before acknowledging the alarm or clearing the alarm memory. The alarm memory is cleared automatically next time you ARM your Protege system if the clear memory option is enabled for the area. Alternatively the alarm memory can be acknowledged by a user that has the acknowledge option programmed.

Display Alarm Memory On Logon

The alarm memory can be displayed when you logon, this option is programmed per user or per access level based on the menu group assigned to the access level.



The Protege system features comprehensive event logging and full audit information. It is recommended to review the event log for alarm events or inform the security system administrator.

Trouble Display

The Protege Security System continually performs self diagnostics of system devices and monitors trouble conditions that can occur on your system.

System Trouble logon to view.

If a trouble condition is present in the system and trouble display option is enabled for the keypad the display will show the system trouble screen.



Trouble conditions are cleared automatically by the system. If required these can be programmed to require acknowledgment. It is recommended that you inform your property manager or security company immediately if a trouble condition occurs.

When a trouble condition occurs the keypad can be programmed to generate an audible tone every 120 seconds. The trouble tone is canceled when the trouble condition is viewed or the condition is returned to normal. Refer to the Disable Audible Output (see page 55) section for instructions on how to disable the keypad beep tone.

Viewing System Troubles

Enter your [USER CODE] to logon to the keypad.

Battery The system or a

Select the trouble view menu item located in the view menu [MENU,5,2]. This will take you to the trouble view menu. If a trouble condition exists the first trouble will be shown.



The trouble view menu can also be accessed from the offline menu (see page 13). This option must be enabled by your security professional.

component of it
has a battery

The trouble message will scroll to show the full details of the trouble condition and action that should be taken.

problem. Call service tech.

As shown in the example display the trouble message "*The system or a component of it has a battery problem.*" *Call service tech.*" is presented to the user.

Press [ENTER] to acknowledge

If troubles require acknowledgement the user can acknowledge the trouble by pressing the [ENTER] key.

Press $[\Psi]$ to show next item

To view the next trouble condition (if present) press the down [▼] key.

Press [MENU] to exit view mode

If viewing memory is completed the user can press the **[MENU]** key to exit view mode and return to the main menu were another action can be performed.

Trouble Groups

Trouble groups split the available troubles in to categories that can be viewed separately. When a trouble condition occurs in a trouble group the trouble group title will be shown in place of the trouble condition in the normal trouble display. Press the **[ENTER]** key to view the troubles within the group.

General Trouble List

General trouble conditions monitor the system devices and functions for trouble conditions that affect all aspects of the system.

AC Mains Failure

AC or Mains power that is supplying one of the devices in the system has been lost and that device is operating on standby battery power.

Low/Missing Battery

A battery is either low or damaged and is not able to provide adequate backup power to a device in the system.

Clock Inaccurate

The real time clock used to log event data is inaccurate. Set the time using the time menu.

Reporting

The system has failed to send a reportable message to the security monitoring company. Inform the security monitoring company of the trouble condition.

Telephone Line

The telephone line that is connected to the main system controller has been damaged.

Zone Fault

A zone that has been programmed with fault monitoring is in a compromised condition and needs to be serviced.

Fire Loop

The fire detection wiring or a fire detector has become faulty.



Fire Zones and Fire Loop trouble detection must be enabled by your security professional or installation company.

System Power

An electronic protection device used to limit current to external devices has tripped due to excessive loading on the circuit.

Siren/Bell Output

A siren or bell warning output is disconnected or excessive loading has caused the output to shutdown.

System Trouble List

System trouble conditions monitor the system devices that are used to connect the system to zones, readers and other ancillary equipment.

Module Tamper

A module enclosure has been opened and security is potentially compromised.

Module Communication

Communication with a module or device is momentarily interrupted or the device has been removed from the system.

Module Security

A module or device has attempted to register with the system when the system has the network security option enabled.

System Hardware

A hardware component has failed and needs to be serviced.

Access Trouble List

Access control trouble conditions monitor user operation and access control devices within the system alerting the system manager when a user is attempting to compromise the system or a device is in an unauthorized state.

Forced Door

A door in the system has been forced open. A forced door occurs if entry or exit from the door results in the door being forced open. A forced door trouble condition may also occur when a door unlock emergency break glass has been activated.

Door Left Open

A door in the system has been left in the open state or has been held open beyond the programmed door open time.

Number Of Access Attempts

An unauthorized user has exceeded the number of times they can attempt to gain entry in to a door or the user has entered an excessive number of incorrect PIN numbers on a keypad.

User Denied Entry

An unauthorized user has attempted to gain entry through a door.

Unknown Card

A card that is not programmed in to the system has been presented to a card reader.

Card Reader Tamper

A card reader has been removed or damaged and has failed to report to the system.

Bypassed Zone List

The bypass list is accessed from the view sub menu [MENU,5,3] and will list all bypassed zones (see page 26) in the system.

Zone(s) bypassed logon to view.

The display will be shown when zones are bypassed in the system and the keypad is configured to display bypass messages.

Viewing Bypassed Zones

Enter your [USER CODE] to logon to the keypad.

Checking zone(s) for bypass...

Select the bypass view sub menu item located in the view menu [MENU,5,3]. This will take you to the bypass view menu. Bypassed zones will be scanned and reported to the display.

Bypass list completed.

When the bypass list has been completed the display will show the completed message.

Roller Door Find next zone ?

If a zone is found in the system that is bypassed the display will show the zone name and prompt you to find the next zone. Press the down $[\nabla]$ key to continue searching for bypassed zones or press the [MENU] key at any time to perform another action.

Arming/Disarming

To take full advantage of your Protege system, you should familiarize yourself with the different arming methods.

Exit Delay

After entering a valid arming sequence the exit delay time will provide you with enough time to exit the protected area before the area arms. The keypad will generate a beep-beep tone repeatedly during the exit delay period.



The configuration of the exit delay beeper is dependent on the installation. Please verify the operation with your security professional or property manager.

Disarming Areas

An entry point, like a front door, will be programmed with an entry delay time for an area. When an entry point is opened, the keypad will emit a continuous audible tone until you disarm the area. Your Protege system will not generate an alarm until this timer elapses allowing you time to disarm the area. Any zone activation on a zone that is not designated as an entry zone will result in the alarm activating.

Disarming Your Area

Logon to the keypad by entering your [USER CODE] followed by the enter key.

Warehouse is ARMED

The display will show the area associated with the keypad you have logged on to and the current status. If you have access to more than one area you are able to scroll the areas using the [A] and [V] keys.

To search for an area by name press the [MEMORY] key to open the search screen.

Warehouse in ENTRY delay

If you have triggered an entry zone the display will show the 'in ENTRY delay' message for the area you have selected.

Warehouse is DISARMING

Press the [DISARM] key to start the disarming process. The display will show the progress.

Warehouse is DISARMED

Once the disarming process has completed the display will show the area as being disarmed. You may now proceed to enter the area and alarms will not be activated.

Silencing and Cancelling Alarms

Logon to the keypad by entering your user code followed by the enter key.

Warehouse in ALARM

The display will show the area associated with the keypad you have logged on to with the alarm status. If you have access to more than one area you are able to scroll the areas using the $[\blacktriangle]$ and $[\blacktriangledown]$ keys.

To search for an area by name press the [MEMORY] key to open the search screen.

Warehouse is DISARMING

Press the [DISARM] key to silence the alarm and start the disarming process. The display will show the disarming progress.

Warehouse is DISARMED

Once the disarming process has completed the display will show the area as being disarmed and the alarms will be silenced.

Regular Arming Areas

Regular arming of an area will enable all of the zones in the area and start an exit delay timer allowing you to exit the area.

Regular Arming Areas

Logon to the keypad by entering your [USER CODE] followed by the enter key.

Warehouse is DISARMED

The display will show the area associated with the keypad you have logged on to and the current status. If you have access to more than one area you are able to scroll the areas using the $[\blacktriangle]$ and $[\blacktriangledown]$ keys.

To search for an area by name press the [MEMORY] key to open the search screen.

Warehouse Enabling zone(s)

Press the [ARM] key. The area will enable the zones in the area. The display will show the progress.

Warehouse Checking zone(s)

Once the enabling of the zones has been completed the area will now ensure that the zones in the area are ready to be armed.



If an area has zones that are not ready to be armed and are not secured the display will show you the first zone that is open in the area. The following section describes how to arm an area with open zones.

Warehouse Arm complete

If all the zones are ready the area will complete the arming process and briefly display the message "Arm Complete" to you.

Warehouse in EXIT delay

After the display period for the arm complete message the display will return to the area status display and show the exit delay. You should now leave the area.

Regular Arming An Area With Open Zones

When an area has open zones an action needs to be taken by the user to complete the arming process.

Logon to the keypad by entering your [USER CODE] followed by the enter key.

Warehouse is DISARMED

The display will show the area associated with the keypad you have logged on to and the current status. If you have access to more than one area you are able to scroll the areas using the [A] and [V] keys.

Warehouse Enabling zone(s)

Press the [ARM] key. The area will enable the zones in the area. The display will show the progress.

Warehouse Checking zone(s)

Once the enabling of the zones has been completed the area will now ensure that the zones in the area are ready to be armed.



If an area has zones that are not ready to be armed and are not secured the display will show you the first zone that is open in the area. You can force arm (see page 24) the zone or press the **[BYPASS]** key to bypass the displayed zone and continue with the arming process.

Roller Door is OPEN

When the zone is not ready to be armed the display will show the zone name on the first line and the zone status below.

Press [ARM] to re-test zone(s)

The display will then scroll showing the available options for the zone. Pressing the **[ARM]** key will start the zone test from the beginning.

Press $[\Psi]$ to view next zone

Pressing the [V] key will show the next open zone in the system.

Press [FORCE] to force arm area.

If the area that has been selected can be force armed the option to force arm the area will be shown. Pressing the **[FORCE]** key will start the force arming. A zone must be able to be force armed to allow this option to operate correctly.

Press [BYPASS] to bypass zone.

If the zone that is shown is able to be bypassed and the user is allowed to bypass zones (they must have the menu option enabled). Pressing the [BYPASS] key will bypass the zone and proceed with the arming operation. The bypass menu can also be accessed directly by the menu shortcut [MENU,7,1].

Stay Arming

This method of arming allows you to remain in the protected area while partially arming the system. Stay zones are zones that are bypassed when the system is stay armed. For example, if you are working late or going to sleep and the stay option is programmed you can arm a portion of the building protecting windows and doors without arming other zones.

Stay Arming Your System

Logon to the keypad by entering your [USER CODE] followed by the enter key.

Office is DISARMED

The display will show the area associated with the keypad you have logged on to and the current status. If you have access to more than one area you are able to scroll the areas using the $[\blacktriangle]$ and $[\blacktriangledown]$ keys.

To search for an area by name press the [MEMORY] key to open the search screen.

Office Enabling zone(s)

Press the **[STAY]** stay key. The area will enable the normal zones in the area and bypass the stay zones. The display will show the progress.

Office Checking zone(s)

Once the enabling of the zones has been completed the area will now ensure that the zones in the area are ready to be stay armed.

Office Arm complete

If all the zones are ready the area will complete the arming process and briefly display the message arm complete to you.

Office in EXIT delay After the display period for the arm complete message the display will return to the area status display and show the exit delay. You should now leave the area.

Office is STAY ARMED

On completion of the exit delay the display will return to the area status display and show the area status as being stay armed.

Switching From Stay To Regular/Force Armed

To change an area from stay armed to a regular or force armed mode follow the procedures for disarming an area and then arm the area using the method required.

Force Arming

Force Arming allows you to rapidly arm the system without waiting for all zones in the system to close. During force arming, a forced zone is considered deactivated until it closes, then the system will arm that zone. Force arming is commonly used when a motion detector is protecting the area occupied by a keypad. For example, when arming and the motion detector is programmed as a force zone, the system will allow you to arm even if the zone is open.

Force Arming Your System

Logon to the keypad by entering your [USER CODE] followed by the enter key.

Office is DISARMED

The display will show the area associated with the keypad you have logged on to and the current status. If you have access to more than one area you are able to scroll the areas using the $[\blacktriangle]$ and $[\blacktriangledown]$ keys.

To search for an area by name press the [MEMORY] key to open the search screen.

Office Enabling zone(s)

Press the [FORCE] key. The area will enable the zones in the area. The display will show the progress.

Office Checking zone(s)

Once the enabling of the zones has been completed the area will now ensure that the zones in the area are ready and automatically skip any open zones that can be force armed.

Office Arm complete

If all the zones are ready the area will complete the arming process and briefly display the message arm complete to you.

Office in EXIT delay

After the display period for the arm complete message the display will return to the area status display and show the exit delay message. You should now leave the area.

Office is FORCE ARMED

On completion of the exit delay the display will return to the area status display and show the area status as being force armed.

Area 24hr Status

All available areas also contain an individual 24HR tamper section that continuously monitors the status of connected devices in the area. When maintenance is being performed on an area the installer can disable the 24HR monitoring of an area without disrupting other areas.

The 24HR section of an area can only be managed by the installer or a user programmed with the appropriate option. By default users are not provided access to the 24HR area.

Controlling The 24HR Area Section

Logon to the keypad by entering your [USER CODE] followed by the enter key.

Office is DISARMED

The display will show the area associated with the keypad you have logged on to and the current status. If you have access to more than one area you are able to scroll the areas using the $[\blacktriangle]$ and $[\blacktriangledown]$ keys.

To search for an area by name press the [MEMORY] key to open the search screen.

Office 24HR Enabled

Once the area is shown, Press the [◀] key. The display will now show the status of the 24HR section of the area.

Office 24HR Disabled

Press the [DISARM] key to disable the 24HR section or the [ARM] key to enable the 24HR section.

Office 24HR Busy

While completing the requested operation on the 24HR area the display will briefly show the busy message to indicate that it is completing the required action.



The 24HR section of an area is enabled automatically when the area is armed.

Bypassing Zones

Bypassing zones allows you to program the alarm system to ignore (Bypass/Deactivate) specified zones the next time the system is armed or until the bypass is removed (Bypass/Deactivate Latched). For example, you may wish to bypass certain zones when workers are renovating part of your establishment.



A zone will automatically have the bypass settings removed when all areas to which the zone has been assigned are disarmed. If the bypass is a latched bypass it will remain until removed manually.

Bypassing Zones

Logon to the keypad by entering your [USER CODE] followed by the enter key.

Roller Door is not BYPASSED

Select the bypass zones sub menu item located in the main menu [MENU,7,1]. This will display the first zone available to be bypassed. The name will be shown on the first line of the display and then the current bypass status will be shown on the second line. Pressing the right [▶] key will prompt you for the zone using the zone reference (CP001:01).

To search for a zone by name press the [MEMORY] key to open the search screen.

Warehouse PIR is not BYPASSED

Use the up [▲] key to scroll the display to the next zone.

Warehouse PIR is BYPASSED

Press the [1] key to bypass the zone. Press the [3] key to latch bypass the zone or press the [2] key to remove the bypass setting.

Latch Bypassing Zones

Latched bypassing allows a zone to be permanently bypassed and can be used when a zone is removed due to building maintenance or on going changes.



The list of zones that are available to be bypassed are dependent on the configuration settings of a keypad and the area being controlled. In some cases zones may not be available to be bypassed, in such a case a message will be shown to you.

Events

Events are logged for all actions that are performed on the Protege system and can be viewed from the keypad. Events are presented in plain text on the keypad.



To manage your system effectively and get detailed, exception and custom reports direct to your desktop ask your security professional about the Protege System Management Suite.

Viewing Events

Viewing events can be accessed from the event review menu or from the offline menu. For information on offline menu functions refer to the Offline Menu Operation section.

Viewing Events

Enter your [USER CODE] to logon to the keypad.

Wed 13:27:41 Use r OFFLINE USER L

Select the event review sub menu item located in the main menu [MENU,3,1]. This will take you to the screen displaying the most recent event that has occurred in the system. To move to the previous event press the [\blacktriangle] key or to move to the next event press the [\blacktriangledown]key.

r OFFLINE USER L ogged in at KP00

The first 32 characters of the event will be shown. Pressing the [▶] key will scroll the display up one line to show the next line for the event.

ogged in at KP03 9

Pressing the [>] key again will scroll the display up one more line to show the remainder of the event.

In the example shown above the event is converted to "Wed 13:27:41 User OFFLINE USER Logged In At KP039" clearly showing that an offline menu access was made on Keypad 39 at 1:30pm on Wednesday.

User Codes

User Codes are personal identification numbers that allow you to enter certain programming modes, arm or disarm your Protege system as well as activate or deactivate automation functions. The Protege system supports multiple master codes and over two thousand user codes.

Master Code

The master code can perform all functions within the Protege system and is used to program and configure all user functions. The default master is [123456] followed by the [ENTER] key.

Duress Code

If you are forced to arm or disarm your system, entering the user code assigned with the duress code option will arm or disarm the system and immediately transmit a silent message (Duress Code) to the security monitoring station.



Duress Codes must be programmed by your security professional or installation company who will provide you with the operating instructions. .

Programming User Codes

Your Protege system uses one to eight digit user codes, where each digit can be any value from 0 to 9. Avoid programming simple or obvious user codes, such as part of your telephone number or address and codes such as 1234, 1111 or 1212.

Programming User Codes

Enter your [USER CODE] to logon to the keypad.



In the example user configuration user number UN00010 is being edited. Modifying the master code or other codes within the system is not advised as this may prevent access to the keypad if the master code is deleted or modified from the default settings in error.

Select user to modify: UN00001

Select the user add/modify sub menu item located in the main menu [MENU,2,1]. This will take you to the screen asking to select a user number to modify. The initial user number will be the user number who logged in to the keypad. The cursor will be located over the first number.

To search for users by their name press the [MEMORY] key.

Select user to modify: UN00010

Use the up [A] key to increment the user number until UN00010 is displayed or enter the user number using the numerical keys.

UN00010 Name *User 00010 Press the [ENTER] key and the display will show the user display name. The cursor will be positioned at the start of the text entry. To modify the name use the numerical keys. Press the [ENTER] enter to save the name and move to the next programming screen. Press the [DISARM] key to clear the name or to recall the current name press the [ARM] key.

UN00010 User code:

Enter the user code using the numerical keys on the keypad. All users that are required to access a keypad or use a user code for access control must have a user code assigned. To clear a user code press the **[DISARM]** key. Press the **[ENTER]** key to move to the next programming screen and save the user code.

UN00010 Access → None

The display will show the access level programming. An access level defines what the user is able to access within the system and contains the menu, area, floor, elevator and door groups that can be assigned. By default this is set to None. Use the $[\blacktriangle]$ and $[\blacktriangledown]$ keys to scroll the records. The arrow \Rightarrow on the top line indicates it is a scroll selection entry screen.



The programming options that follow require an advanced knowledge of the Protege system and may not be available, consult the configuration section or contact your security professional.

UN00010 Area → None

The display will show the users area programming screen. A user area is ideal for the control of an area within an office for the alarm, HVAC and lighting. By default this is set to None and should only be set if advised by your security professional or system administrator.

UN00010 Expiry date: --/---

The display will show the users expiry date programming screen. A users expiry date when programmed will allow the user access to the system up to and on the expiry date programmed in conjunction with the time. An example if the expiry date is 14/5/2004 and the expiry time is 13:45, the user will not have access past this time and date. Use the numerical keys to enter a date. To clear the date entry press the **[DISARM]** key. A setting of --/---- will mean no expiry date/time checking will be performed.

UN00010 Expiry time: --:--

The display will show the users expiry time programming screen. Use the numerical keys to enter a time in 24HR military format. To clear the time entry press the **[DISARM]** key. A setting of --:-- will mean no expiry time checking will be performed.

UN00010 Facility id: 4294967295

The display will show the users card facility programming screen. Depending on the card facility and card number type the screen may differ from shown. Use the numerical keys to enter the card facility code. To load a users card from a reader press the **[FORCE]** key and present a card. To clear the entry press the **[DISARM]** key. A setting of 4294967295 will mean no facility id is programmed.



The facility code of a users card is not normally printed on the card. The facility code is also referred to as the family number, site code or issue id. Verify with your security professional if you are not sure of the facility code for cards.

UN00010 Card no: 4294967295

The display will show the users card number programming screen. Depending on the card facility and card number type the screen may differ from shown. Use the numerical keys to enter the card number code. A card number is typically printed on the card device. To clear the card number press the **[DISARM]** key. A setting of 4294967295 will mean no card number is programmed. The card number and facility code must be prefixed with leading zeros if less than the required digits are displayed.



To automatically load a large number of users cards enter 'autoload' card entry mode. To program large numbers of users or import an existing user table from an excel or CSV file ask your security professional about the Protege System Management Suite.

Miscellaneous Options

UN00010 Misc [*******]

The display will show the users miscellaneous options programming screen. An option can be toggled on and off by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

(1) Show User Greeting At Logon

The user will be shown a greeting message when they logon to the keypad.

(2) Go Direct To Menu Display On Logon

Normally a user will be shown the area status screen for the primary area assigned to the keypad. Enabling this option will take the user to the main menu. Set this option for users that have no area control functions.

(3) User Can Acknowledge Memory

User is able to press the [ENTER] key to acknowledge memory.

(4) Show User Memory On Logon

The user will be shown the alarm memory when they logon. It is recommended to also enable option three when option four is enabled.

(5) Disarm Primary Area On Logon

When enabled the user only needs to enter their user code and press the **[ENTER]** key. If the primary area for the keypad is armed it will be disarmed.

(6) Disarm User Area On Logon

Operating the same as option five however the area assigned in the users area location will be disarmed if it is armed. Use this option to control lighting and HVAC for an office area.

(7) User Can Acknowledge Trouble Message

When enabled this option will give the user permission to acknowledge trouble conditions in the system when the require trouble acknowledgement is enabled.

(8) User Can Acknowledge SYSTEM Trouble Message

This option operates the same as option seven however allows a user to acknowledge system trouble conditions.

Special Options

UN00010 Special [*******]

The display will show the users special options programming screen. An option can be toggled on and off by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

(1) Users Area Configured As Area Group

This option will allow a users area to be programmed as a group providing the ability to control multiple user areas.

(2) Reserved Option

This option is reserved and should not be modified.

(3) User Is A Super User

Setting the super user option gives the user a privileged status allowing them to override anti-passback and other settings that will prevent normal access.

(4) User Can Modify Their Own Code

Enabled this option will allow a user to modify their own code. The user must also be given access to the user menu.

(5) Reserved Option

This option is reserved and should not be modified.

(6) User Is Calculated With Loiter Area

Enabled the user is defined as being a loiter user and will be included in the loiter area calculation. If loiter areas are used within your application check with your security professional.

(7) User Enabled To Remote Logon

Enabled the user code can be used as an increased security measure to validate a remote logon from the Protege System Management Suite.

(8) User Enabled As Duress Code User

Enabled the user code when entered will generate a duress code. The duress operation on the system must be enabled by your installer.

Select user to modify: UN00010

After the special option entry the display will return to the select user screen. You may use the up [A] and down [V] keys to scroll another user or enter the user number directly.

Scrolling Multiple User Code Entries

When viewing or modifying records each programmable entry can be scrolled to and from the previous record. In the user entry the example below details the method to view a user by name.

Select user to modify: UN00010

Select the user. Once the desired user is displayed press the **[ENTER]** key to move to the name programming screen.

UN00010 Name J Smith

Once the user name is displayed use the up $[\blacktriangle]$ and down $[\blacktriangledown]$ keys to scroll to the next user. Modifications can be made and WILL be saved if the $[\blacktriangle]$ or $[\blacktriangledown]$ keys are pressed.

UN00011 Name G Bates

In the example shown pressing the up [A] key moves to the next user (UN00011) and shows the name.

Removing User Codes

To remove a user code from the system but monitor if the user code or card has been attempted to be used refer to Disabling User Codes (see page 33). Follow the procedures below to remove a user number and associated information or to re-assign the user number to another user.

Select user to modify: UN00010

Select the user. Once the desired user is displayed press the [ENTER] key.

UN00010 Name J Smith

Once the user name is displayed clear the name entry by pressing the **[DISARM]** key. Press the **[ENTER]** key to move to the User Code entry screen.

UN00010 User code: **1**234

To clear the user code press the **[DISARM]** key. Press the **[ENTER]** key to save the changes and move to the next programming screen. This will prevent pin number access using the user code.

UN00010 Acs Lvl→ Administration

Clear the access level setting to none by pressing the **[DISARM]** key. Press the **[ENTER]** key to save the changes and move to the next programming screen. Press the **[ENTER]** repeatedly until you are at the facility code programming entry.

UN00010 Facility id: 0000000279

The display will show the users card facility programming screen. Clear the facility code by pressing **[DISARM]** key and then press enter to save the changes and move to the next screen.

UN00010 Card no: 0030497182

The display will show the users card number programming screen. Clear the card number by pressing **[DISARM]** key and then press enter to save the changes.

Repeat the above steps as required for other users.

Disabling User Codes

Disabling a user code has the added benefit of monitoring the attempted use of any user credentials by allow access denied events to be processed for the user (User Code/Card Number).

Select user to modify: UN00010

Select the user. Once the desired user is displayed press the **[ENTER]** key. Press repeatedly until the access level programming screen is shown.

UN00010 Access → None

Once the user name is displayed use the list selection keys [1] and [3] to scroll to the access level none. Once selected press the [ENTER] key.



When a user attempts to use the User Code at a keypad or presents the associated card to a card reading device, they will be denied access. An event will be recorded in the event log that can be viewed.

Changing User Codes

To change a user code follow the procedures in Programming User Codes (see page 28). Where required modify the settings of the user.

Access Levels

Access levels are used to define what areas, doors, menus, floors and elevators a group of users will be able to access and/or control. An access level must be assigned to a user to allow them in to the system. By default the Protege system provides three default access levels. The Protege system supports up to 250 access levels.

Master Access Level

The master access level is a special access level that is not limited and provides full access to all of the programmed system with the exclusion of the Installer Menu.



The Master access level controls the ability for a master user to login to the system. It is strongly recommended not to change the Master access level or other records that are programmed for the master to operate correctly.

Programming Access Levels

Access levels should be programmed for groups of users, for example administration, warehouse and management. Where the group can clearly be identified by certain doors and functions that they need to perform. This will ensure that access levels are managed effectively.

Programming Access Levels

Enter your [USER CODE] to logon to the keypad.



In the example access level configuration access level AC010 is being edited. Modifying the master access level or the other default access levels is not recommended and may prevent access to the keypad or other system functions.

Access level to modify: AL001

Select the access level add/modify sub menu item located in the main menu [MENU,2,5]. This will take you to the screen asking to select a access level number to modify. The first access level number will be shown. The cursor will be located over the first number.

AL010 Name Administration

The cursor will be positioned at the start of the access level name entry. To modify the name use the numerical keys. Press **[ENTER]** key to save the name and move to the next programming screen. Press the **[DISARM]** key to clear the name or to recall the current name press the **[ARM]** key.

AL010 Schedule → None

A schedule defines when this access level will be valid. A setting of none will disable schedule verification. Use the [1] and [3] keys to scroll the records. The arrow → on the top line indicates it is a scroll selection entry screen.

AL010 Secondary→ None A secondary access level if programmed will be used if the assigned schedule is not valid. This allows an access level to operate based on a certain time period and outside the time period another access level used. By default this is set to None and is disabled if a schedule of none is programmed. Use the [1] and [3] keys to scroll the records. The arrow è on the top line indicates it is a scroll selection entry screen.



An example of the secondary access level function would be for the administration access level to require that the administration staff have a different access level after hours. Setting the schedule and then programming a secondary access level will facilitate this operation.

AL010 Arm Grp → None

The arming group defines which areas a user assigned the access level will be able to arm. A setting of none will disable arming of an area. Use the [1] and [3] keys to scroll the records.

AL010 Disarm Gp→ None

The disarming group defines which areas a user assigned the access level will be able to disarm. A setting of none will disable arming of an area. Use the [1] and [3] keys to scroll the records.



An access level with a disarm group assigned will also be able to arm the area in the disarm group.

AL010 Door Grp → None

The door group defines which doors a user assigned the access level will be able to gain access. A setting of None will prevent a user assigned the access level from being able to unlock any doors. Use the [1] and [3] keys to scroll the records.

AL010 Menu Grp → None

The menu group defines which menu options the user is able to access from the keypad. A setting of None will prevent the user from being able to access any keypad functions. Use the [1] and [3] keys to scroll the records.

AL010 Elevator → None

The elevator group defines which elevators a user assigned the access level will be able to gain access. A setting of None will prevent a user assigned the access level from being able to use elevators. Use the [1] and [3] keys to scroll the records.

AL010 Floor Grp→ None

The floor group defines which floors a user assigned the access level will be able to gain access, a user must also be assigned a valid elevator car group. A setting of None will prevent a user assigned the access level from being able to unlock any floors. Use the [1] and [3] keys to scroll the records.

AL010 Misc [*******]

The display will show the option entry screen for the miscellaneous options. An option can be toggled on and off by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

Miscellaneous Options

AL010 Misc [******]

The display will show the option entry screen for the miscellaneous options. An option can be toggled on and off by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

(1) Activate PGM On Keypad Access

When enabled the PGM associated with the access level will be activated when a user logs in to an keypad. The keypad must also be programmed to activate an access level PGM (Installer Option).

(2) Activate PGM On Reader Access

When enabled the PGM associated with the access level will be activated when a user unlocks a door. The reader must also be programmed to activate an access level PGM (Installer Option).

(3-8) Reserved Options

These options are reserved and should not be modified.

PGM Activation

AL010 Select pgm: --000:00

The display will show the access level PGM. This is activated based on option 1 and 2 of the miscellaneous options. This option should not be modified and should be configured by the installer.

AL010 PGM on time: 00000 secs

The display will show the access level PGM activation time. This time is used when the PGM is activated. This option should not be modified and should be configured by the installer.

Menu Groups

Menu groups are used to define which menus a user or keypad will be able to access and/or display. A menu group is assigned to an access level (see page 34), to allow users to access the menus enabled on an keypad. The Protege system supports up to 250 menu groups.

Master Menu Group

The master menu group is a special menu group that allows access to all general functions with the exclusion of the Installer menus.



The Master access level controls the ability for a master user to login to the system. It is strongly recommended not to change the Master menu group or other records that are programmed for the master to operate correctly.

Programming Menu Groups

Menu groups should be programmed so that they are used for groups of users, for example administration, warehouse and management. Where the group can clearly be identified by the menus they need to access. This will ensure that when the menu group is assigned to an access level it is easy to identify and manage.

Programming Menu Groups

Enter your [USER CODE] to logon to the keypad.



In the example menu group configuration, menu group MG010 is being edited. Modifying the master menu group or the other default menu groups is not recommended and may prevent access to the keypad or other system functions.

Menu group to modify: MG001

Select the menu group add/modify sub menu item located in the main menu [MENU,2,2]. This will take you to the screen asking to select a menu group number to modify. The first menu group number will be shown. The cursor will be located over the first number. Pressing enter will take you to the name programming screen of the selected menu group.

MG010 Name Warehouse Menus

To modify the name use the numerical keys. Press **[ENTER]** key to save the name and move to the next programming screen. Press the **[DISARM]** key to clear the name or to recall the current name press the **[ARM]** key.

MG010 Schedule → None

The display will show the schedule programming. A schedule defines when this menu group will be valid. A setting of none will disable schedule verification. Use the [1] and [3] keys to scroll the records. The arrow \rightarrow on the top line indicates it is a scroll selection entry screen.

Secondary Menu Group

MG010 Secondary→ None

The display will show the secondary menu group selection. A secondary menu group if programmed will be used if the assigned schedule is not valid. This allows an access level to be assigned menu groups based on the time of the day. By default this is set to None and is disabled if a schedule of None is programmed. Use the [1] and [3] keys to scroll the records. The arrow → on the top line indicates it is a scroll selection entry screen.

The display will show the option entry screen for the main menus that the menu group will allow access to.An option can be toggled on and off by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

(1) Area Control Menu

Setting the area control menu option allows the menu group to access [MENU,1].

(2) User Programming Menu

Setting the user programming menu option allows the menu group to access [MENU,2]. Some restrictions apply to the sub menus see sub menu options.

(3) Event Review Menu

Setting the event review menu option allows the menu group to access [MENU,3].

(4) Installer Menu

Setting the installer menu option allows the menu group to access [MENU,4]. It is not recommended any menu groups other than the installer menu group has this enabled.

(5) View Menu

Setting the view menu option allows the menu group to access [MENU,5].

(6) Time Settings Menu

Setting the time settings menu option allows the menu group to access [MENU,6]. Some restrictions apply to the sub menus of the time settings.

(7) Bypass Zones Menu

Setting the bypass zones menu option allows the menu group to access [MENU,7]. Some restrictions apply to the sub menus of the bypass zone settings.

(8) System Menu

Setting the system menu option allows the menu group to access [MENU,8].

Sub Menu

MG010 Sub [******]

The display will show the option entry screen for the sub menus that the menu group will allow access to. An option can be toggled on and off by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

(1) Installer Advanced Menu

Setting the sub menu option installer advanced menu option allows the menu group to access [MENU,4,8] and the sub menus.

(2) Extra Time Menus

Setting the sub menu option extra time menus allows the menu group to access [MENU,6,2,4] for programming schedules, holidays and daylight savings.

(3) Bypass Trouble Zones Menu

Setting the bypass trouble zones menu option allows the menu group to access [MENU,7,2] and bypass system trouble zones.

(4) Allow Area Group Control

When enabled the user will be able to press the [▶] right arrow key and access area groups from the keypad.

(5) 24HR Area Control

When enabled the user will be able to press the [◀] left arrow key and access the 24 hour section of areas from the keypad.

(6) Stay Arming Enabled

Setting the stay arming option allows a user to stay arm an area. An area must be enabled for stay arming.

(7) Force Arming Enabled

Setting the force arming option allows a user to force arm an area. An area must be enabled for force arming.

(8) Reserved Option

This option is reserved and should not be modified.

Extra 1 Menu

MG010 Extra 1 [******]

The display will show the option entry screen for the first extra menus that the menu group will allow access to. An option can be toggled on and off by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

(1) Extra User Sub Menus

Setting the extra users sub menu option will allow the menu group to access [MENU,2,2,7].

(2) Installer Menu Group

Setting the installer menu groups option will open the Installer Trouble Zone when this menu group is used to login to a keypad. It is recommended that this option is only set for the installer menu group and not modified.

(3) Show Greeting To User On Login

The show greeting to user option operates the same as the greeting option for the user however this will be applied to all users who have this group in their access level. If this or the user option is set the display will show a greeting.

(4) User Can Acknowledge Alarm Memory

The user can acknowledge memory option will allow users who are assigned this menu group to their access level memory acknowledge functions. If this or the user option is set the user will be able to acknowledge memory.

(5) User Can View Alarm Memory

The user can view memory option will show alarm memory when they login to users who are assigned this menu group. If this or the user option is set the user will be shown memory on login.

(6-8) Reserved Options

These option are reserved and should not be modified.

Extra 2 Menu

MG010 Extra 2 [*******]

The display will show the option entry screen for the second extra menus that the menu group will allow access to. An option can be toggled on and off by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

(1-8) Reserved Options

All options in the Extra 2 entry screen are reserved and should not be modified.

Once the menu group has been programmed to use the menu group it must be assigned to an access level.

Area Groups

Area groups are used to define what areas/partitions a user will be able to view, arm and disarm. An area group is assigned to an access level (see page 34) to restrict the ability for a user to control an area or partition. The Protege system supports up to 250 area groups.

All Areas Group

The all areas group is a special area group that allows access to all areas within the system. The all areas group is assigned to the master access level by default.



Changing the all areas group is not recommended as it will restrict access to the areas used by the master access level.

Programming Area Groups

Area groups should be programmed so that they are used for a group of users, for example administration, warehouse and management where the groups can clearly be identified by the areas that they need to view, arm and disarm.

Programming Area Groups

Enter your [USER CODE] to logon to the keypad.



In the example area group configuration area group AG010 is being edited. Modifying the All Areas group is not recommended.

Area group to modify: AG001

Select the area group add/modify sub menu item located in the main menu [MENU,2,3]. This will take you to the screen asking to select an area group number to modify. The first area group number will be shown. The cursor will be located over the first number.

AG010 Name Admin Areas

To modify the name use the numerical keys. Press the **[ENTER]** key to save the name and move to the next programming screen. Press the **[DISARM]** key to clear the name or to recall the current name press the **[ARM]** key.

AG010 Schedule → None

The display will show the schedule programming. A schedule defines when this area group will be valid. A setting of none will disable schedule verification. Use the [1] and [3] keys to scroll the records. The arrow → on the top line indicates it is a scroll selection entry screen.

AG010 Secondary→ None The display will show the secondary area group selection. A secondary area group if programmed will be used if the assigned schedule is not valid. This allows an access level to be assigned area groups based on the time of the day. By default this is set to None and is disabled if a schedule of none is programmed. Use the [1] and [3] keys to scroll the records. The arrow \rightarrow on the top line indicates it is a scroll selection entry screen.

The display will show the option entry screen for the first eight areas that belong to the area group. An option can be toggled on and off (including an area in to the group) by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.



Depending on the number of areas that are available in the system the number of programmable blocks of areas will be restricted.

AG010 Block XX [*******]

The display will show the next block of 8 areas that belong in the group. Pressing **[ENTER]** will move to the next entry until you return to the area group selection screen.

Door Groups

Door groups are used to define what doors a user will be able to access and/or control. A door group is assigned to an access level (see page 34) to restrict the ability for a user to gain entry or exit to certain doors. The Protege system supports up to 250 door groups.

All Doors Group

The All Doors group is a special door group that allows access to all doors within the system. The All Doors group is assigned to the master access level by default.



Changing the All Doors group is not recommended as it will restrict access to the doors by the master access level.

Programming Door Groups

Door groups should be programmed so that they are used for a group of users, for example administration, warehouse and management where the groups an clearly be identified by the doors that they need to have access to.

Programming Door Groups

Enter your [USER CODE] to logon to the keypad.



In the example door group configuration door group DG010 is being edited. Modifying the *All Doors* group is not recommended.

Door group to modify: DG001

Select the door group add/modify sub menu item located in the main menu [MENU,2,3] This will take you to the screen asking to select a door group number to modify. The first door group number will be shown. The cursor will be located over the first number.

DG010 Name Warehouse Doors

The cursor will be positioned at the start of the door group name entry. Press **[ENTER]** key to save the name and move to the next programming screen. Press the **[DISARM]** key to clear the name or to recall the current name press the **[ARM]** key.

DG010 Schedule → None

The display will show the schedule programming. A schedule defines when this door group will be valid. A setting of none will disable schedule verification. Use the [1] and [3] keys to scroll the records. The arrow → on the top line indicates it is a scroll selection entry screen.

DG010 Secondary→ None The display will show the secondary door group selection. A secondary door group if programmed will be used if the assigned schedule is not valid. This allows an access level to be assigned door groups based on the time of the day. By default this is set to None and is disabled if a schedule of None is programmed. Use the [1] and [3] keys to scroll the records. The arrow → on the top line indicates it is a scroll selection entry screen.

DG010 Block 01 [*******]

The display will show the option entry screen for the first eight doors that belong to the door group. An option can be toggled on and off (including a door into the group) by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.



Depending on the number of doors that are available in the system the number of programmable blocks of doors will be restricted.

DG010 Block XX [*******]

The display will show the next block of 8 doors that belong in the group. Pressing **[ENTER]** will move to the next block of 8 doors until you return to the door group selection screen.

Floor Groups

Floor groups are used to define what floors a user will be able to access and/or control when using elevators within your facility. A floor group is assigned to an access level (see page 34) to restrict the ability for a user to gain entry to certain floors. The Protege system supports up to 250 floor groups.

All Floors Group

The All Floors group is a special floor group that allows access to all floors within the system. The All Floors group is assigned to the master access level by default.



Changing the All Floors group is not recommended as it will restrict access to the floors used by the master access level.

Programming Floor Groups

Floor groups should be programmed so that they are used for a group of users, for example administration, legal department and management where the groups can clearly be identified by the floors that they need to have access to.

Programming Floor Groups

Enter your [USER CODE] to logon to the keypad.



In the example floor group configuration floor group FG010 is being edited. Modifying the *All Floors* group is not recommended.

Floor group to modify: FG001

Select the floor group add/modify sub menu item located in the main menu [MENU,2,3]. This will take you to the screen asking to select a floor group number to modify. The first floor group number will be shown. The cursor will be located over the first number.

The cursor will be positioned at the start of the floor group name entry. To modify the name use the numerical keys. Press [ENTER] key to save the name and move to the next programming screen. Press the [DISARM] key to clear the name or to recall the current name press the [ARM] key.

FG010 Schedule → None

The display will show the schedule programming. A schedule defines when this floor group will be valid. A setting of none will disable schedule verification. Use the [1] and [3] keys to scroll the records. The arrow \rightarrow on the top line indicates it is a scroll selection entry screen.

FG010 Secondary→ None

The display will show the secondary floor group selection. A secondary floor group if programmed will be used if the assigned schedule is not valid. This allows an access level to be assigned floor groups based on the time of the day. By default this is set to None and is disabled if a schedule of None is programmed. Use the [1] and [3] keys to scroll the records. The arrow \rightarrow on the top line indicates it is a scroll selection entry screen.

FG010 Block 01 [*******]

The display will show the option entry screen for the first eight floors that belong to the floor group. An option can be toggled on and off (including a floor into the group) by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.



Depending on the number of floors that are available in the system the number of programmable blocks of floors will be restricted.



The display will show the next block of 8 floors that belong in the group. Pressing **[ENTER]** will move to the next block of floors until you return to the floor group selection screen.

Elevator Groups

Elevator groups are used to define what elevators a user will be able to access and/or control. A elevator group is assigned to an access level (see page 34) to restrict the ability for a user to use certain elevators. For example service elevators can only be used by service staff restricting them access to the public elevators. The Protege system supports up to 250 elevator groups.

All Elevators Group

The All Elevators group is a special elevator group that allows access to all elevators within the system. The All Elevators group is assigned to the master access level by default.



Changing the All Elevators group is not recommended as it will restrict access to the elevators used by the master access level.

Program Elevator Groups

Elevator groups should be programmed so that they are used for a group of users, for example administration, legal department, butler service, maintenance and management where the groups can clearly be identified by the elevators that they need to access.

Programming Elevator Groups

Enter your [USER CODE] to logon to the keypad.



In the example elevator group configuration elevator group EG010 is being edited. Modifying the *All Elevators* group is not recommended.

Elevator grp to modify: EG001

Select the elevator group add/modify sub menu item located in the main menu [MENU,2,7]. This will take you to the screen asking to select an elevator group number to modify. The first elevator group number will be shown. The cursor will be located over the first number.

EG010 Name Service Team

The cursor will be positioned at the start of the elevator group name entry. To modify the name use the numerical keys. Press **[ENTER]** key to save the name and move to the next programming screen. Press the **[DISARM]** key to clear the name or to recall the current name press the **[ARM]** key.

EG010 Schedule → None

The display will show the schedule programming. A schedule defines when this elevator group will be valid. A setting of None will disable schedule verification. Use the [1] and [3] keys to scroll the records. The arrow → on the top line indicates it is a scroll selection entry screen.

EG010 Secondary→ None The display will show the secondary elevator group selection. A secondary elevator group if programmed will be used if the assigned schedule is not valid. This allows an access level to be assigned elevator groups based on the time of the day. By default this is set to None and is disabled if a schedule of None is programmed. Use the [1] and [3] keys to scroll the records. The arrow → on the top line indicates it is a scroll selection entry screen.

EG010 Block 01 [*******]

The display will show the option entry screen for the first eight elevator cars that belong to the elevator group. An option can be toggled on and off (including an elevator car into the group) by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.



Depending on the number of elevator cars that are available in the system the number of programmable blocks of elevators will be restricted.

EG010 Block XX [*******]

The display will show the next block of 8 elevator cars that belong in the group. Pressing **[ENTER]** will move to the next block of elevator cars until you return to the elevator car group selection screen.

Time Setting

Setting the date, time and day of the week is accessed through the time menu [MENU,6,1].

Setting the Date and Time

Enter your [USER CODE] to logon to the keypad.

Enter system time: 14:29

Select the date and time menu item located in the main menu [MENU,6,1]. This will display the time. Use the numerical keys to enter the time pressing [ENTER] to move to the date entry screen.

Enter system date: 18/10/2005

The display will show the date entry. Use the numerical keys to enter the date pressing **[ENTER]** to move to the day of the week entry screen and save the date setting.



The display will show the current day of the week. Use the [1] key to scroll up and the [3] key to scroll down. Press [ENTER] to move forward to the time entry. Press [MENU] to return to the menu or [CLEAR] to exit.

Schedules

Schedules are used to perform functions based on a time period (up to 4) and days of the week. You can also prevent a schedule from occurring based on a holiday setting. Schedules are accessed through the time menu [MENU,6,2].

Programming Schedules

Enter your [USER CODE] to logon to the keypad.

Schedule to modify: 010

Select the schedule menu item located in the main menu [MENU,6,2]. This will prompt you for a schedule to modify with the first schedule that is available being shown.

SC010 Name Outside Sign

The cursor will be positioned at the start of the schedule name entry. To modify the name use the numerical keys. Press **[ENTER]** key to save the name and move to the next programming screen. Press the **[DISARM]** key to clear the name or to recall the current name press the **[ARM]**key.

SC001 Start P1 Time: --:--

The display will show the first period start entry. Enter the time that you want the period to start on. Press **[FORCE]** to clear the entry to --:--.

SC001 End P1 Time: --:--

The display will then move to the first period end entry. Enter the time that you want the period to end on. Press [FORCE] to clear the entry to --:--.

SC010 P1 Days [*******]

The display will show the option entry screen for the days that period one will be active on. An option can be toggled on and off (enabling the day) by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key.

SC010 P1 Hols [*******]

The display will show the option entry screen for the holiday groups that period one will be active on. An option can be toggled on and off (enabling the schedule to be active on the holiday group) by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key. Option 1 to 8, are assigned Holiday Group 1 to 8.

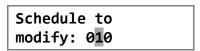


If a holiday is active and a period in a schedule is NOT programmed with the holiday group the schedule will not be valid. If a schedules period is to operate on a holiday the period must have at least one of the holiday group options programmed that matches the holiday setting.

The above sequence is repeated for Period 2 until Period 4. Once Period 4 has been programmed you will be returned to the schedule selection screen.

View Schedule Status

To view the current status of a schedule press the **[ARM]** key while in the schedule selection screen. The schedule status screen will be shown.



Select the schedule using the [▲] and [▼] keys. Press the [ARM] key to view the schedule status.



The display will show the schedule status. If a 'Y' is under the 'V' the schedule is valid. If a 'Y' is under the 'S' or 'E' the start or end time are valid.

Holidays

Holidays are used to prevent a schedule from operating during a predefined holiday period. A holiday can be programmed to be a single day or a period from start until end. To make a holiday repeat the holiday can be programmed with a blank entry for the year. Holidays are accessed through the time menu **[MENU,6,3]**.

Programming Holidays

Enter your [USER CODE] to logon to the keypad.

```
Holiday to modify: 010
```

Select the holiday menu item located in the main menu [MENU,6,3]. This will prompt you for a holiday to modify with the first holiday that is available being shown.

```
HL010 Start
Date: --/--/
```

The display will show the start date entry. Enter the date that you want the holiday to start on. Press **[FORCE]** to clear the entry to --:--.

```
HL010 End
Date: --/---
```

The display will then move to the holiday end date entry. Enter the date that you want the holiday to end on. Press **[FORCE]** to clear the entry. Program the same date as the start date for a holiday that is valid for one day.

To make a holiday repeat leave the year section set to ----.

```
HL010 Hol Group
[*******]
```

The display will show the option entry screen for the holiday groups that this holiday will enable when the holiday is active. These will be masked with the holiday group in the schedule. An option can be toggled on and off (enabling holiday group number) by using the numerical keys [1] to [8]. To view the options in text entry mode press the [STAY] key. Option 1 to 8, are assigned Holiday Group 1 to 8.



If a holiday is active and a period in a schedule is NOT programmed with the holiday group the schedule will not become valid. If a schedules period is to operate on a holiday the period must have at least one of the holiday group options programmed that matches the holiday setting.

View Holiday Status

To view the current status of a holiday press the **[ARM]** key while in the holiday selection screen. The holiday status screen will be shown.

```
Holiday to
modify: 0<mark>1</mark>0
```

Select the holiday using the [▲] and [▼] keys. Press the [ARM] key to view the holiday status.

```
S: V G: 12345678
Y -----Y-
```

The display will show the holiday status. If a 'Y' is under the 'V' the holiday is valid. If a 'Y' is under the 'S' or 'E' the start or end time are valid.

Daylight Savings

Daylight savings settings are used to configure the rules associated with processing time changes for daylight savings in your country. The daylight savings rules are provided to match the international UTC daylight savings rules. The daylight savings configuration is accessed through the time menu [MENU,6,4].

Programming Daylight Savings

Enter your [USER CODE] to logon to the keypad.

D/S Starts On → 1st Sunday

Select the daylight savings menu item located in the main menu [MENU,6,4]. This will prompt you for the starting rule for daylight savings. Use the [1] and [3] keys to change the start day rule.

D/S Start Month→ October

The starting rule for daylight savings also requires the month to be set. Use the [1] and [3] keys to change the start month rule setting.

D/S Ends On → Last Sunday

This will prompt you for the ending rule for daylight savings. Use the [1] and [3] keys to change the end day rule.

D/S End Month → March

The ending rule for daylight savings also requires the month to be set. Use the [1] and [3] keys to change the end month rule setting.

D/S Options [*******]

The display will show the option entry screen for the daylight savings. Options for daylight savings are currently reserved and should not be modified from the default value.



Daylight savings will activate at 2:00 AM on the morning of the rule becoming active and either increment or decrement the time accordingly. An event will be logged indicating that the time has been changed by a daylight saving operation.

Special Features

The Protege system offers many flexible features to enhance the management of your installation.

Offline Menu Access

Offline menu options are provided to allow access to certain functions without the need to log in to the keypad. Pressing the **[MENU]** key while logged out will allow you view the offline menu.



The offline menu options must be enabled by your security professional.

Automation Menu

To control automation points press [MENU,1] while logged out. The screen will display the first automation point.

Warehouse Lights is OFF

Use the [A] and [V] keys to change the displayed automation point. Press the [1] key to turn the point on for the timed period, [2] key to turn the point off or [3] key to latch the point on.

Trouble View

To view troubles from the offline menu press [MENU,2] while logged out. The screen will show the trouble display.

Event View

To view events from the offline menu press [MENU,3] while logged out. The screen will show the event display.

Information Menu

To view system information press [MENU,3] while logged out. The screen will display the first line of information with the address of the keypad that you are logged in to.

Info at KP039 Ver: 1.04.1371

Use the [▲] and [▼] keys to change the display information. The first display will show the System Controller application version, 1.04 build 1371. This will vary depending on the version installed.

Info at KP039 Bios: 1.04.1371

Pressing the [▲] key will show the BIOS Application Version Number, 1.02 Build 0375.

Info at KP039 Boot: 1.04.0176

Pressing the [A] key will show the BOOT Application Version Number, 1.04 Build 0176.

Info at KP039
Database: 1.09

Pressing the [A] key will show the Database Version Number, 1.09.

Info at KP039 Serial: 2AF7139B

Pressing the [A] key will show the serial number of the hardware.

Info at KP039 Memory: 512KB I

Pressing the [\triangle] key will show the current memory capacity that is available onboard. The letter following the memory size will indicate the location of the memory that is in use. This will be blank or 'I' for internal and 'E' for extended.

Info at KP039
Time: 09:50

Pressing the [A] key will show the current time setting in the internal real time clock.

Info at KP039 Date: 24/04/2004

Pressing the [A] key will show the current date setting in the internal real time clock.

Info at KP039 Day: Tuesday

Pressing the [A] key will show the current day of the week that is set in the real time clock.

Pressing the [A] arrow again will return to the first screen showing the application version number.

Offline Door Unlock

The **[FUNCTION]** key can be used to unlock a door that is located near the keypad. This key can be programmed to unlock without the user logging in or from the main menu when the user has logged in.



The ability to unlock the door from the function key must be enabled by your security professional or property manager.

Disable Audible Output

It may be desirable to disable the audible tone on your keypad. This will prevent the beeper from generating any notification of alarms, exit delay or entry delay. The keypad will not generate a tone when a key is pressed and audible confirmation will be turned off.

Disabling Audible Output

- 1. Press and hold the [CLEAR] key.
- 2. Keypad will generate one long audible tone (rejection tone) to signify that the audible output is disabled.

Enabling Audible Output

To enable the audible output repeat the above steps, the keypad will generate four audible tones to indicate that the audible output has been enabled.



The ability to disable the audible tone is a configuration option and must be enabled by your security professional.

Messages

The Protege system provides powerful message handling capabilities to allow messages to be sent to the keypads within an installation from the Protege System Management Suite or programmable function. A new message that has been sent to your system is announced by an audible tone and the message will be displayed on the keypad.

Clearing Messages

- 1. Message text is displayed on the LCD display screen.
- 2. To acknowledge and clear the display message press the [ENTER] key.

Panic Alarm

The Protege system can provide three panic alarms that can immediately generate an alarm after simultaneously pressing and holding two specific buttons for three seconds. Based on your needs, these panic alarms can generate audible alarms (sirens or bells) or silent alarms and can communicate specific messages to your monitoring station or property manager.

Press and hold keys [1] and [3] for the panic alarm.

Press and hold keys [4] and [6] for a medical alarm.

Press and hold keys [7] and [9] for a fire alarm.



All Panic Alarm activations must be enabled by your property manager or installation company.

Fire Alarm

When a fire alarm occurs, the LCD User Station will emit three audible tones at 2 second intervals until reset by entering a valid user code. If the zone is a delay fire zone, there is a delay of thirty seconds before the system contacts the security company or property manager.

A delayed fire zone will prevent unnecessary reporting of false alarms allowing you to reset the fire alarm before a report is sent. If there is no fire condition, contact your property manager or security company immediately to avoid an unnecessary response.

A delayed fire zone will automatically cancel if the smoke detector is reset within 30 seconds. Pressing any key on the keypad during the first 30 seconds will silence the alarm for 90 seconds.



Fire Alarm functions must be enabled by your security professional or installation company.

Smoke Detector Reset

When a fire alarm occurs depending on the installation it may be required to generate a smoke detector reset. To reset smoke detectors from a keypad press the [CLEAR] key and [ENTER] key together for 3 seconds.

Warranty

Integrated Control Technology (ICT) warrants its products to be free from defects in materials and workmanship under normal use for a period of one year. Except as specifically stated herein, all express or implied warranties whatsoever, statutory or otherwise, including without limitation, any implied warranty of merchantability and fitness for a particular purpose, are expressly excluded. ICT does not install or connect the products and because the products may be used in conjunction with products not manufactured by ICT, ICT cannot guarantee the performance of the security system. ICT's obligation and liability under this warranty is expressly limited to repairing or replacing, at ICT's option, any product not meeting the specifications. In no event shall ICT be liable to the buyer or any other person for any loss or damages whether direct or indirect or consequential or incidental, including without limitation, any damages for lost profits, stolen goods, or claims by any other party caused by defective goods or otherwise arising from the improper, incorrect or otherwise faulty installation or use of the merchandise sold.



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