

SVWIN
SPECTRUM SOFTWARE

FOR WINDOWS

Software Rev. 1.05 and up

Sentexsystems

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Sentex Systems
Chatsworth, CA

Visit us at www.sentexsystems.com

INTRODUCTION

SVWin SOFTWARE BASICS

Spectrum software for Windows (SVWin) offers the ability to program and maintain Spectrum units with a -101 board. SVWin has the following features:

- ◆ **EASY INSTALLATION** The SVWin software guides you quickly and easily through the installation procedure.
- ◆ **FAST STARTUP** SVWin allows the user to enter data without first connecting with the unit, so as soon as the unit is installed, you're ready download the unit information, send new data, and go.
- ◆ **CONVENIENCE** SVWin gives the user the ability to program unit configurations, entry codes, directory codes and telephone numbers from a remote location.
- ◆ **DATA CONTROL** SVWin has additional features that give the user the power over what data supercedes when receiving.
- ◆ **SCHEDULING** The user can maintain and edit all data offline, then schedule up-loading or down-loading at a convenient time.
- ◆ **RELAY CONTROL** Relay Control Mode allows the user to control unit functions directly. Connect to the unit, select the control panel, and you can cycle, latch or release relays.

PART 1

INSTALLING SVWIN

A. THIS MANUAL

- The procedures in this manual assume that you have basic computer knowledge. If not, please read your computer manuals before continuing.
- The procedures in this manual assume that you have already read the manuals for your telephone entry system (Spectrum). If not, please read the appropriate manuals before continuing.

B. HARDWARE REQUIREMENTS

Windows-based software offers many advantages in terms of usability and versatility, but requires a computer configuration powerful enough for it to work effectively. While you may be able to run SVWin on older, less powerful computers, it will run very slowly and with greater chance of failure. For this reason we strongly recommend using at least the minimum computer configuration. To use SVWin Software, the following items are required:

- A Sentex Spectrum with -101 Board connected to a telephone line; or direct connection via RS-232.
NOTE: SVWin may be programmed without being connected to a unit. You can input data while the unit is being installed, so as soon as the unit is ready, you are.
- An IBM PC-compatible computer running Windows 3.1, 3.11, or Windows 95 or 98 (all 16-bit*) and:

MINIMUM	RECOMMENDED
386 processor	Pentium processor
8 MB of RAM	16 MB of RAM
3 MB hard disk free	8 MB hard disk
VGA monitor	SVGA monitor
REQUIRED:	
Hayes-compatible modem	
3 1/2" floppy	
Mouse	

Table 1. SVWin Hardware Requirements.

***Note:** This software has not yet been tested for use with Windows NT. Use at your own risk.

C. INSTALLING SVWin SOFTWARE IN WINDOWS 3.1 OR 3.11

In order for SVWin to operate properly, it must be installed onto the computer hard disk drive. SVWin cannot be executed directly from the diskette or CD. To install SVWin Software, use the following steps:

1. Start Windows.
2. Place SVWin diskette #1 into drive A (or drive B).
3. From the Program Manager, pull down the File menu and choose Run.
4. In the Command Line box, type **A:\SETUP** (or **B:\SETUP**) and click on the OK button.
5. Follow the on-screen prompts.

D. INSTALLING SVWIN IN WINDOWS 95 OR 98

In order for SVWIN to operate properly, it must be installed onto the computer hard disk drive. SVWIN cannot be executed directly from the diskette or CD. To install SVWIN Software, use the following steps:

1. Start Windows 95.
2. Place SVWIN diskette #1 into drive A (or drive B).
3. From the taskbar, select the Start Button.
4. Select Settings.
5. Select Control Panel. The Control Panel window will be displayed.
6. Select Add/Remove Programs. The Add/Remove Programs window will be displayed.
7. Select the Install tab.
8. Follow the on-screen prompts.

E. SVWIN SOFTWARE HELPFUL HINTS AND EDIT FUNCTIONS

HELP – SVWin has three “help” aids:

- **Balloon help** - Balloon help is available on most screens. Balloon Help provides a brief identifying statement describing most buttons and many screen features. The “balloon” is a small yellow box that appears near the item it describes.
- **Status bar** - The status bar is located at the bottom of most screens and provides screen information or helpful suggestions.
- **What Next button** - The What Next button is located on the Work On An Existing Unit screen and offers a list of suggested actions.

KEYBOARD SHORTCUTS – Various keyboard shortcuts are available in SVWin

- Many menu and buttons have an underlined letter. To access a menu or button from the keyboard, simultaneously press the ALT key and the key representing the underlined letter.
- To move the highlight within a screen, use the TAB key.

CORRECTING DATA INPUT - To correct a mistake while keying in data, do the following:

BACKSPACE - Place the cursor to the right of the word(s) or data that is incorrect. Press the BACKSPACE key until the data is deleted.

DELETE – Place the cursor to the left of the incorrect data and press the DELETE key.

SELECT AND DELETE – Highlight the incorrect data with the mouse by placing the I-beam over the beginning of the data that are to be deleted. Press and hold the left mouse button. While still pressing and holding the mouse button, drag the I-beam over the data. The data are highlighted. When all the data are highlighted, press the DELETE key. All highlighted data are deleted.

EDIT FUNCTIONS - Select and/or edit the various functions in the following ways:

Round Buttons - Round buttons (also called radio buttons) which are highlighted (filled in) indicate that the corresponding option is currently selected. To select a different option, click on the corresponding round button. That button becomes highlighted. Usually, you may only select one of these buttons at a time.

Text Entry Boxes - Blank text entry boxes indicate that no value has been set for the corresponding option. To enter a value, place the mouse I-beam in the box and key in the desired value. To edit a text entry box with a value displaying, drag the mouse I-beam over the value. The value becomes highlighted. Enter the desired value. The new value replaces the previously displayed value.

Check Boxes - Check boxes are used to select one or more items in a category. When they have a check (✓) in them, the corresponding option is currently selected. To select a different or additional option, click on the corresponding check box. That box will display a check (✓). To deselect an item, click on the box. The check (✓) will disappear.

DONE or OK - After completing the screen entries, click on the Done button or the OK button (if available) to return to the Main Screen.

CANCEL - Selecting cancel will close a window without making any changes.

F. SVWIN UNIT SETUP OVERVIEW

Because SVWin is capable of so much, units can require extensive setup if all SVWin functions are to be used. When setting up new units, Sentex recommends that you follow the setup sequence provided below.

1. **SET UP THE MODEM AND PORT:**
Enter your modem and port settings (telephone number, etc.) to communicate with your unit.
2. **SET UP THE NEW UNIT:**
Create a file for the new unit. Unit files require a unique file name and the unit's telephone number. If the unit has not been installed yet, you may edit the factory settings and enter directory codes, telephone numbers, and entry codes. However, Sentex recommends that you receive the unit data first.
3. **RECEIVE UNIT DATA:**
Connect to the unit and receive the data entered during installation.
4. **EDIT THE UNIT'S CONFIGURATION:**
Edit the factory settings, if required.
5. **SEND DATA TO THE UNIT:**
If you changed the unit's configuration, you need to send all the new data to the unit.
6. **SET UP THE DIRECTORY CODES:**
Enter the directory codes. Directory codes are unique codes with a programmed number of digits that dial a corresponding telephone number in the building or complex.
7. **SET UP THE ENTRY CODES:**
Entry codes are unique 4-digit codes that authorized personnel can use to gain access.
8. **SEND CHANGES TO THE UNIT:**
Send all programming changes made in SVWin to the unit.
9. **PRINT THE UNIT REPORTS:**
Print reports detailing the unit configuration, directory codes, and entry codes on your computer's printer.
10. **PRINT THE DIRECTORY:**
Print the directory listing of tenants and their directory codes

PART 2

STARTING SVWIN

A. STARTING SVWIN FOR THE FIRST TIME

To start SVWin, double click on the SVWin icon; OR from the Start Menu, select Programs, Sentex Applications, then SVWin. The initial password screen is displayed.

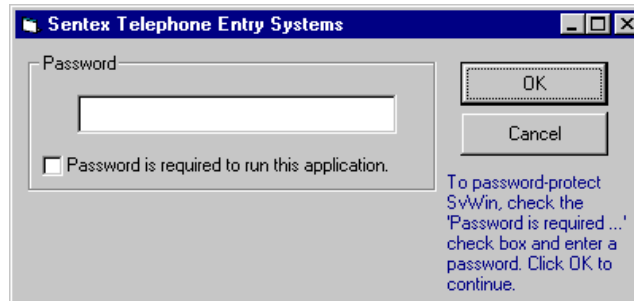


Figure 1. SVWin Initial Password Screen

The initial SVWin password screen gives you the following choices:

- ✓ **No Password Required** - SVWin can be accessed directly without a password.
- ✓ **Password Required** - If a password is entered, the password will be required for future access. All future password entries must be **EXACTLY** like the first password entry, with the exception of case.

- NOTES:**
- ◆ The first time you enter the password, the characters are displayed. For security, subsequent entries are displayed as asterisks (*) instead of letters.
 - ◆ Up to 30 keyboard characters can be entered.
 - ◆ Any keyboard character can be used, including the spacebar.
 - ◆ The password is not case sensitive.

From the Initial Password Screen, Select:

1. **No Password Access** - If you do not wish to require a password, click the OK button to display the Main Menu.
2. **Password Access** - If you wish to require a password:
 - A. Click on the box next to "Password is required to run this application"; a check (✓) will appear in the box. Type in the desired password, and click the OK button.
 - B. When the "Please Confirm Password Required" screen appears, click on the Yes button to display the Main Menu. Your password will be required to gain access to SVWin until you either change the password or until you return to No Password Required operation.
3. **Exit SVWin** - If you wish to exit SVWin, click the Cancel button. The Main Menu will be displayed.

NOTE: When SVWin is first accessed, only two buttons are available for use: the Set-Up This Computer's Modem To Communicate With Units button; and the Exit button.

B. CHANGING THE PASSWORD OR PASSWORD REQUIREMENT

If you opt for password access, an expanded password screen will be displayed when SVWin is accessed in the future. From the Main Window, you can change the password or the password requirement. Select Tools from the toolbar, then select the Security option from the drop down menu to bring up the Expanded Password Screen.

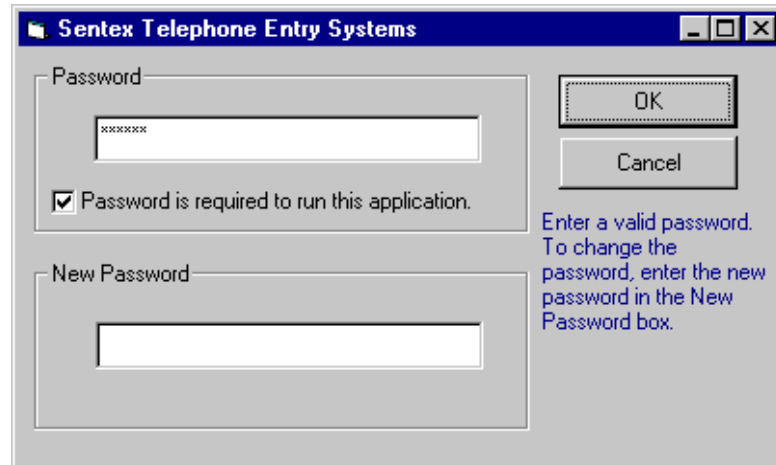


Figure 2. Expanded Password Screen

From the Expanded Password Screen, Select:

1. **Normal Login** - To perform a normal login and retain the existing password, enter the password, then click the OK button. The Main Menu will display.
2. **Change Password** - To change the existing password:
 - A. Enter the existing password in the top password entry box.
 - B. In the lower password entry box, enter the desired new password.
 - C. Click the OK button. The Main Menu displays.
3. **Return to "No Password Required"** - To eliminate the use of a password the next time you access SVWin:
 - A. Enter the existing password in the top password entry box.
 - B. Click on the "Password is required to run this application" box to un-check (remove the "✓" from) the password requirement field, then Click the OK button.
 - C. When the "Please Confirm Password No Longer Required" screen appears, click the Yes button to display the Main Menu, and no password will be required the next time you access SVWin.
4. **Require A Password** - To require a password the next time you access SVWin:
 - A. Click on the "Password is required to run this application" checkbox, type in the desired password and click the OK button.
 - B. When the "Please Confirm Password Required" screen appears, click on the Yes button to display the Main Menu. Your password will be required to gain access to SVWin until you either change the password or until you return to No Password Required operation.

Incorrect Password

Three incorrect password tries are allowed before SVWin terminates. If this happens, access SVWin and enter the correct password.

D. THE MAIN MENU

The Main Menu has five buttons. The first time you use SVWin, two buttons are available: Set-Up This Computer's Modem To Communicate With Units and Exit

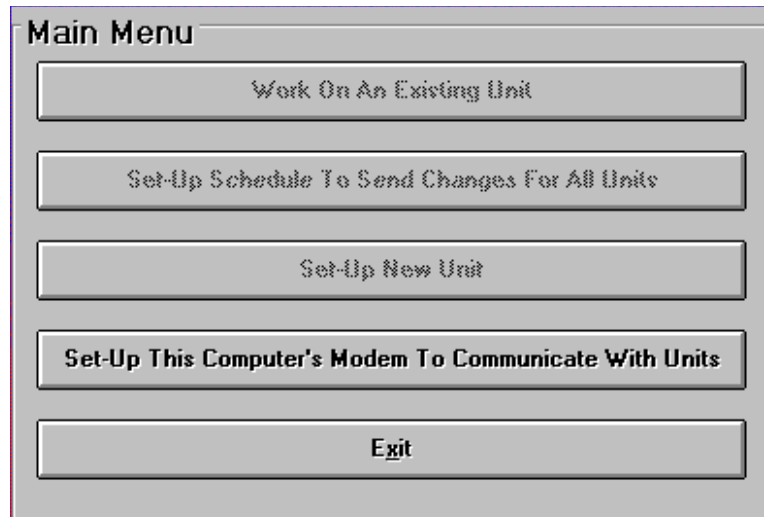


Figure 4. Main Menu

The buttons on the Main Menu are:

Work On An Existing Unit - Displays the Existing Units screen.

Set-Up Schedule To Send Changes For All Units - Displays the Schedule When To Send Changes To All Units screen.

Set-Up New Unit - Displays the Set-Up New Unit screen.

Set-Up This Computer's Modem To Communicate With Units - Displays the Select Modem Setup Function screen.

Exit - Exits SVWin.

PART 3

MODEM CONFIGURATION

In order to communicate with your Spectrum unit, you must enter your port and modem settings in SVWin.

A. SELECT MODEM SETUP DESCRIPTION

From the Main Menu, click the Set-Up This Computer's Modem To Communicate With Units button. The Select Modem Setup Function screen displays.

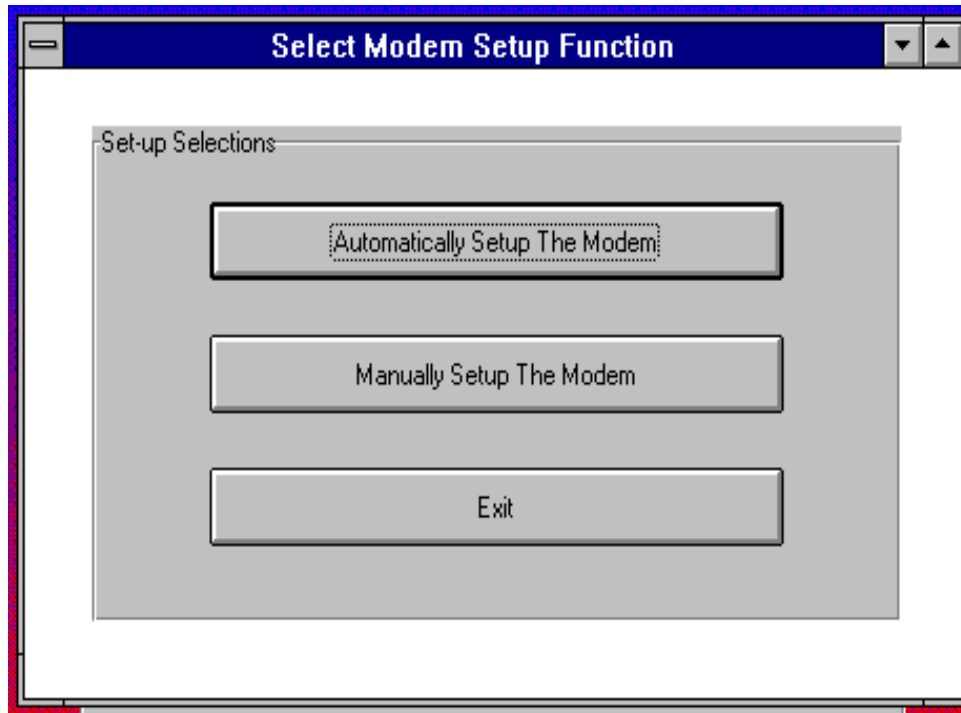


Figure 5. Select Modem Setup Function Screen

There are two options for setting up the modem.

BUTTON	FUNCTION
Automatically Setup The Modem	Automatically searches computer configuration and sets the port and modem settings. If unsuccessful, displays message "- Please Use Manual Set-Up."
Manually Setup The Modem	Displays the Modem Set-Up screen.
Exit	Returns to the Main Menu.

B. SETUP MODEM

To set-up the modem, click either button on the Select Modem Setup Function screen. Try the automatic setup first.

Automatic - To set up the modem automatically, select the Automatically Setup The Modem button.

- **Successful Set-Up** – The message “Modem Set-Up Successfully Completed” is displayed.
OK - Select the OK button. The Select Modem Setup Function screen displays.
Exit - Select the Exit button. The Main Menu displays.
- **Unsuccessful Set-Up** - If the automatic set-up is not successful, a message displays, “Unable To Locate and/or Identify The Modem In This Computer - Please Use Manual Set-Up.”

OK - Click the OK button. The Select Modem Setup Function screen displays.

Manual - To set the modem manually, select the Manually Setup The Modem button on the Select Modem Set-Up Function screen. The Modem Set-Up screen displays.

C. MANUALLY SETUP THE MODEM

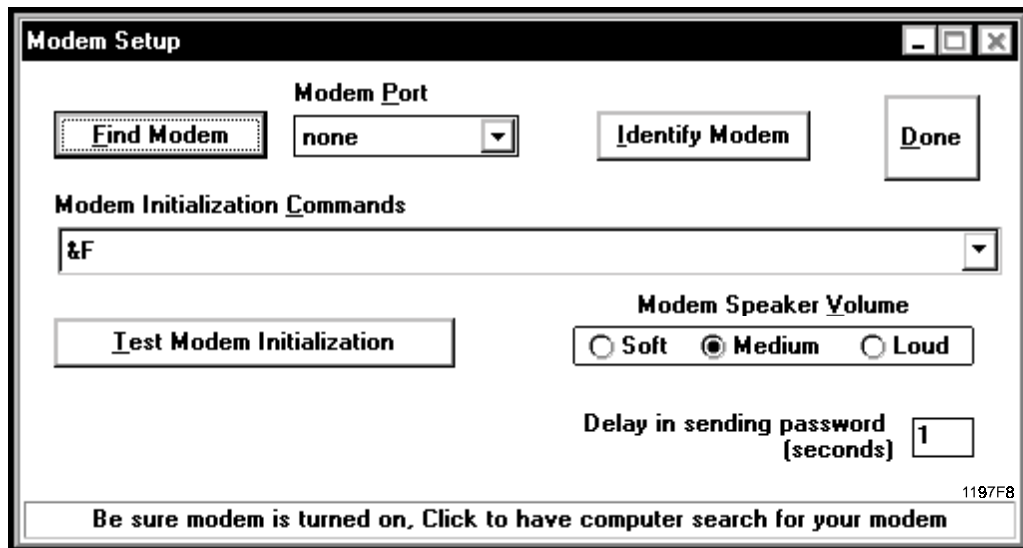


Figure 6. Modem Setup Screen

1. **Find Modem** - Click the Find Modem button. SVWin searches the computer’s configuration and locates the port to which the modem is connected. When detected, SVWin displays the port identification in the Modem Port box.
2. **Identify Modem** - Click the Identify Modem button to identify the type of modem that is connected to the computer.

When the modem and port are identified, SVWin displays a recommended modem initialization string in the Modem Initialization Commands box. Try this first. If necessary, you may select the modem initialization string from the available list by clicking on the down arrow.

3. Highlight the desired initialization string. The selection displays in the Modem Initialization box.
4. **Test Modem Initialization String** - Select the Test Modem Initialization button. If the modem initialization string is acceptable, SVWin responds with the message, “Modem Response OK” in the status bar. If the modem initialization string is not acceptable, “ERROR” displays. In the case of an “ERROR”, edit the commands according your modem instructions and test again.

5. **Set Volume** - Select the Modem Speaker Volume button to set the desired volume level.
6. Select the Done button to save your settings and return to the Select Modem Setup Function screen.
7. **Exit** - Select the Exit button. The Main Menu displays.

PLEASE NOTE: SVWin may not be able to identify the modem. It may be necessary to modify the initialization commands to make the modem work correctly. To modify the modem initialization string, it must have the following features:

- BELL103 protocol
- DTE speed 300 bits per second
- No data compression
- No error correction
- No protocol negotiation
- No automatic speed changing

NOTE: If you need assistance with your modem, including help with editing the modem initialization string, contact your computer retailer or modem manufacturer.

D. CONNECTION TROUBLE

The vast majority of connection problems have to do with incorrect modem initialization strings. See note above.

If you suspect that SVWin is sending the password too soon for the unit, try changing the Delay in sending password (figure 6, bottom right).

1. The factory default is a one second delay. Increase the Delay setting by one second and try connecting to the unit again.
2. Continuing increasing the Delay setting by one second, and testing again, until you have reached 10 seconds.
3. If no Delay settings between 1 and 10 seconds work, contact Sentex Technical Support.

E. MAIN MENU AFTER MODEM SET-UP

After the modem set-up, the Main Menu displays three buttons available for use, the two buttons previously mentioned and the Set-Up New Unit button.

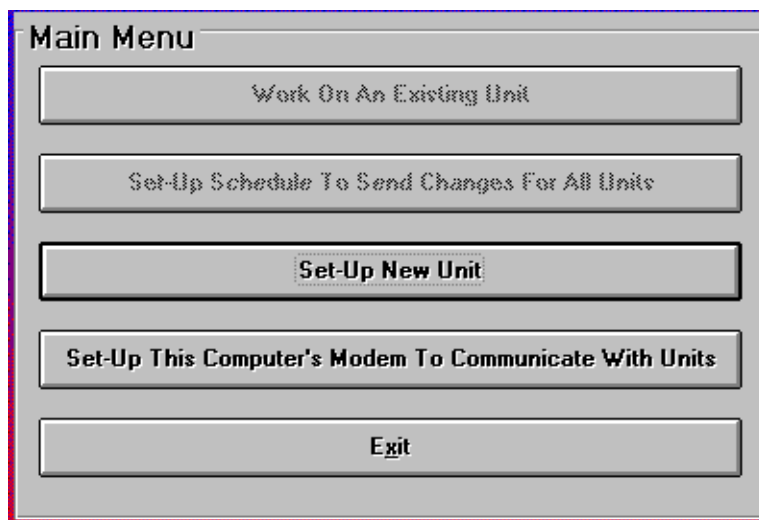


Figure 7. Main Menu After Modem Set-Up

PART 4

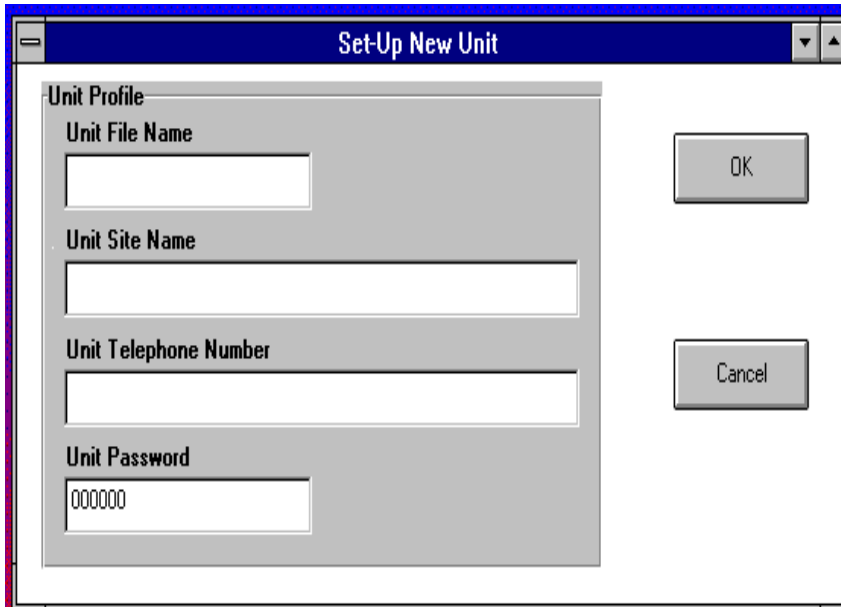
SET-UP NEW UNIT

You may set up the unit profile, even if your unit has not yet been installed. Follow the procedures in Section A, then skip to Part 5 to begin entering directory codes

A. UNIT PROFILE BOX

To set-up a new unit, click the Set-Up New Unit button in the Main Menu. The Set-Up New Unit screen displays.

IMPORTANT NOTE: The **unit password** displays at the bottom of the Set-Up New Unit screen. **Do not change the unit password on this screen.** To change the unit password, see Part 10 Relay Control, Section C Change Password.



The screenshot shows a window titled "Set-Up New Unit" with a blue header bar. Inside the window, there is a form titled "Unit Profile" with four input fields: "Unit File Name", "Unit Site Name", "Unit Telephone Number", and "Unit Password". The "Unit Password" field contains the text "000000". To the right of the form are two buttons: "OK" and "Cancel".

Figure 8. Set-Up New Unit Screen

To set up the unit profile, do the following:

1. **File Name** - Enter a file name for the new unit in the File Name box. The name can be up to 8 characters long, and can include letters, numbers, and punctuation, but not spaces.
If the file name already exists, a message displays, "This file already exists, the file name must be unique." Select the OK button . Enter a new file name.
2. **Unit Site Name** (Optional) - Enter the unit site name in the Unit Site Name box. The site name can have up to 64 characters, including spaces.
3. **Unit Telephone Number** - Enter the unit telephone number in the Unit Telephone Number box.
4. **OK** - Click the OK button. The data are saved and the Main Menu displays. To return to the Main Menu without saving the data, select the Cancel button.

Now, all five buttons are available for use on the Main Menu.

- If your unit has been installed, Sentex recommends you receive data next. See the next section.
- If your unit has not been installed yet, and you want to begin entering data, skip to Part 5.

B. RECEIVE DATA FROM NEW UNIT

Use this feature if the unit has already been installed. You may enter information before your unit is installed. To edit the unit configuration, see Part 5. To enter directory codes, see Part 6. To put in entry codes, see Part 7.

NOTE: Before doing any other work on a new or upgraded unit, Sentex recommends that you receive all settings from the unit. See Part 1 Installing SVWin, Section F SVWin Unit Setup Overview.

This procedure may take a few minutes or more than an hour. No other functions are available during this procedure. **NOTE:** You may change the length of the directory code first, if you wish. See Part 6 Directory Codes, Section F Directory Code Length.

1. From the Main Menu, select Work On An Existing Unit. The Existing Units screen will be displayed.

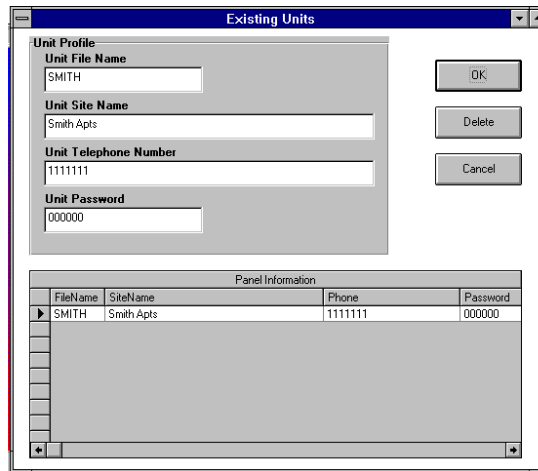


Figure 9. Existing Units Screen.

2. At the bottom of the screen in the Panel Information box, you will see a list of existing units. Select the button next to the **File Name** of your new unit. The file data is displayed in the Unit Profile box at the top of the screen.
3. Select the OK button. The Work On An Existing Unit screen is displayed.

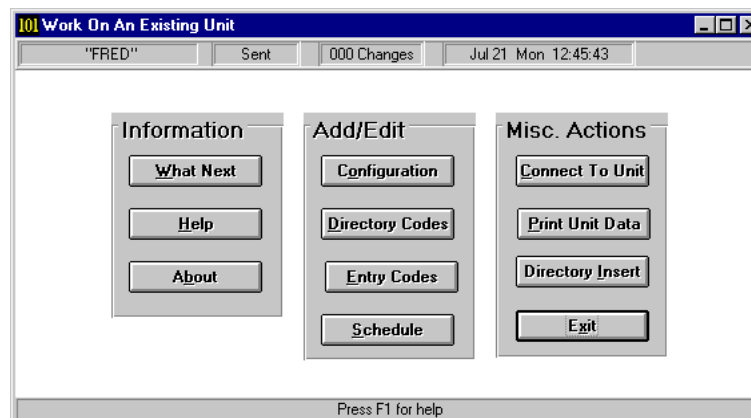


Figure 10. Work On An Existing Unit Screen

4. From the Work On An Existing Unit screen in the Misc. Actions panel, select Connect to Unit. The Communicate screen is displayed (figure 11).

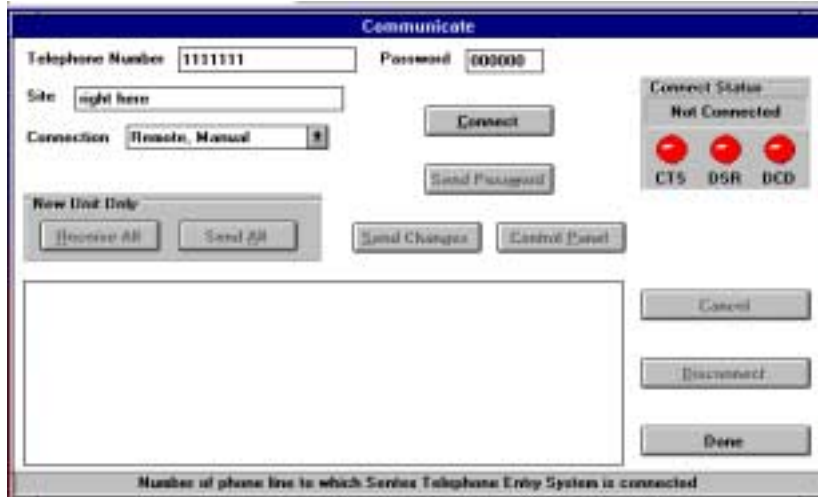


Figure 11. Communicate Screen

The **unit's telephone number** is automatically displayed in the Telephone Number box. If the **site name** was entered on the Set-Up New Unit screen, the site name appears in the Site box.

5. Select the **Connection method**:

Remote, Automatic - The programming password is automatically sent during initial communication.

Remote, Manual - The programming password is not automatically sent during initial communication.

6. Select **Connect**. SVWin will connect to the unit. When you are connected the message "On-Line, Modem" appears in the Connect Status box.

7. In the New Unit Only box, select the **Receive All** button. SVWin will receive all the settings entered during installation. This process may take anywhere from a few minutes to over an hour. **Do not attempt to use other SVWin functions while SVWin is receiving data from the unit.**

IMPORTANT NOTE: If the directory code length received from the unit is different than the directory code length specified in SVWin, SVWin will display a message stating that there is a mismatch in the directory code size. See instructions below for resolving the discrepancy in directory code lengths.

8. When SVWin is finished receiving, you will see a message in the lower box. Select the **Disconnect** button. The message "Not Connected" will be displayed in the Connect Status box.

9. Select **Done**. You will be returned to the Work On An Existing Unit Screen. You are now ready to make changes to the unit.

IF THERE WAS A MISMATCH IN THE DIRECTORY CODE SIZE

1. SVWin will display a message stating that there is a mismatch in the directory code size after receiving data from the unit. Resolving the discrepancy in directory code lengths is easy.
 - A. See Part 6 Directory Codes, Section B Resolving Differences in Directory Code Length.
 - B. If the directory codes are too long, see Part 6 Directory Codes, Section C Edit Directory Codes for more instructions.
2. Connect to the unit again
3. In the New Unit Only box, select the Send All button.
4. A dialog box will appear asking whether to **Add** the new data, or **Replace** it.

If you chose Current Size when you resolved directory code differences, choose Replace. The new data will be sent to the unit; the old directory codes will be erased.

If you selected Received Size when you resolved directory code differences, choose Add. The new data will be added to the data in the unit

PART 5

EDIT UNIT CONFIGURATION

NOTE: Before doing any other work on a new or upgraded unit, Sentex recommends that you receive all settings from the unit. See Part 1 Installing SVWin, Section F SVWin Unit Setup Overview.

A. CONFIGURING UNIT

From the Main Menu select the Work On An Existing Unit button. The Existing Units screen displays.

The screenshot shows a window titled "101 Existing Units". It contains a "Unit Profile" section with four text input fields: "Unit File Name" (containing "CHERYL"), "Unit Site Name" (containing "Cheryl Joy"), "Unit Telephone Number" (containing "5550912"), and "Unit Password" (containing "123456"). To the right of these fields are three buttons: "OK", "Delete", and "Cancel". Below the profile section is a "Panel Information" table with four columns: "FileName", "SiteName", "Phone", and "Password". The table lists several units, with "CHERYL" selected. At the bottom of the window, there is a status bar that says "Press OK to Work on This Unit" and a version number "1197F5".

Panel Information				
	FileName	SiteName	Phone	Password
▶	CHERYL	Cheryl Joy	5550912	123456
	DOOR1	Front Door	5555678	000000
	ELEVATO		5551357	000000
	GATE1	Entry Gate	5551234	000000
	GATE2	Exit Gate	5552468	000000
	PH	Penthouse	5551234	000000

Figure 12. Existing Units Screen

UNIT PROFILE Information for the unit you select appears at the top of the screen.

PANEL INFORMATION Information for all existing unit files is listed in this box (bottom of figure 12). Each file name is preceded by a selection button.

1. **Select File** - Select the button that corresponds to the desired file. The file data displays in the Unit Profile box (top of figure 12).
2. Click on one of these two buttons:
 - **OK** - Select the OK button to work on the unit. The Work On An Existing Unit screen is displayed (Figure 13, Section B Work On An Existing Unit).
 - **Delete** - Select the Delete button to delete the file. You will be asked to confirm that you wish to delete the file.
3. Select Cancel to return to the Existing Units screen without deleting the file.

B. WORK ON AN EXISTING UNIT

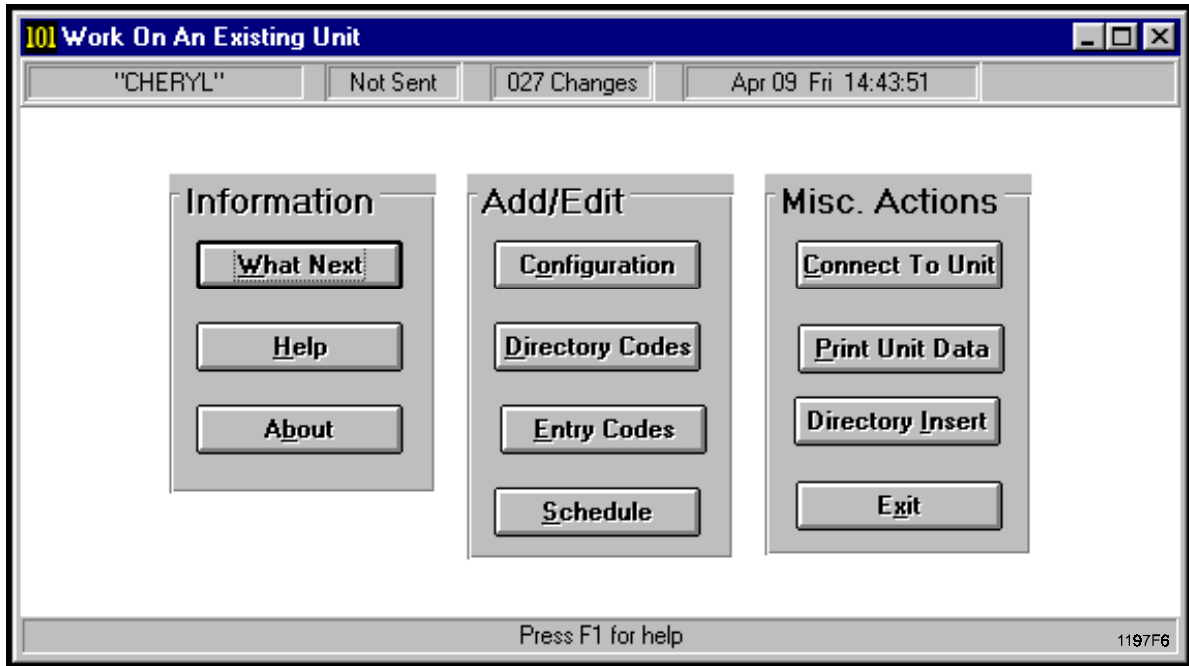


Figure 13. Work On An Existing Unit Screen

NOTE: Before doing any other work on a new or upgraded unit, Sentex recommends that you receive all settings from the unit. See Part 1 Installing SVWin, Section F SVWin Unit Setup Overview.

File Data Bar (top of figure) – displays the file name; alerts you to whether changes have been sent to the unit; shows the number of changes made since the last updates were sent to the unit; and shows the computer's date and time.

Information Panel - Consists of three buttons:

- **What Next button** - Provides suggestions for work continuation.
- **Help button** - Provides on-line help.
- **About button** - Provides SVWin software information.

Add/Edit Panel - Consists of four buttons:

- **Configuration button** - Provides the ability to edit the system configuration.
- **Directory Codes button** - Provides the ability to add, edit, or erase directory codes.
- **Entry Codes button** - Provides the ability to add, edit, or erase entry codes.
- **Schedule button** - Provides the ability to schedule the time to send and/or receive unit data.

Misc Actions Panel - Consists of three buttons:

- **Connect To Unit button** - Provides the ability to connect to the unit.
- **Print Unit Data button** - Provides the ability to print the following reports: Configuration, Directory Codes, and Entry Codes.
- **Directory Insert button** - Provides the ability to format and print directory listings for display at apartment house/complex entry points.
- **Exit button** - Displays the Main Menu.

In the Add/Edit panel, click on the Configuration button. The Edit System Configuration screen displays with the factory settings (figure 14).

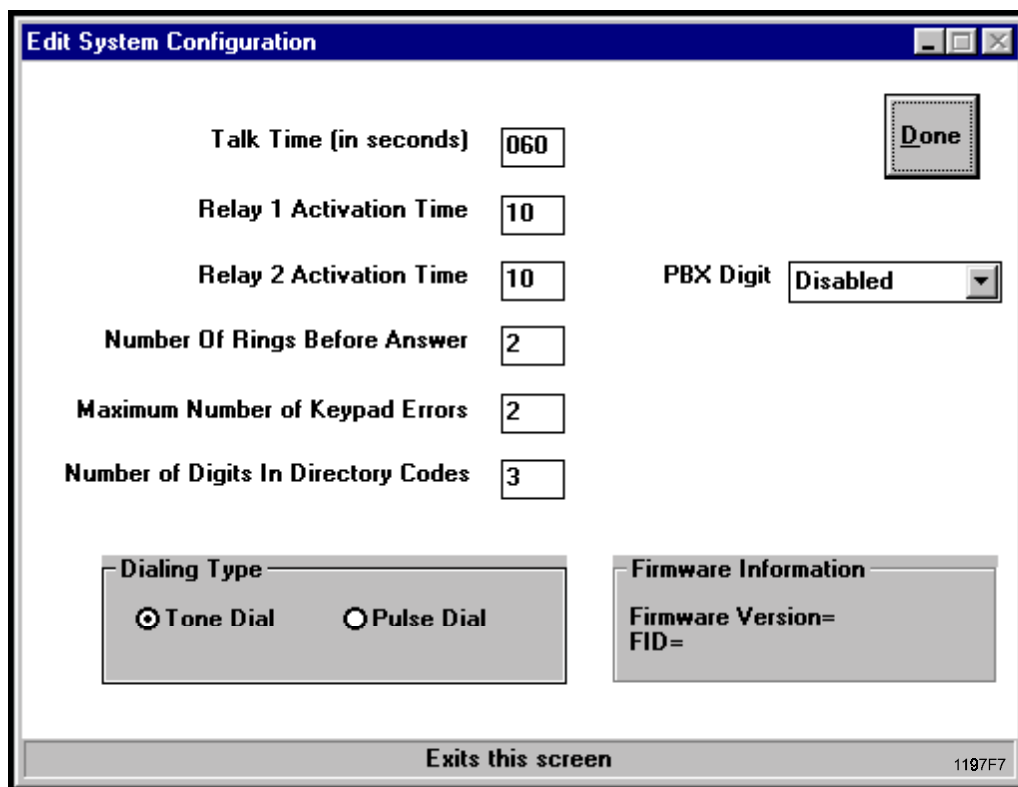


Figure 14. Edit System Configuration Screen

Option	Description	Input	Factory Set
Talk Time (In Seconds)	Maximum number of seconds for visitor call	15 - 250	60 seconds
Relay 1 Activation Time	Number of seconds relay 1 remains active	1 - 99	10 seconds
Relay 2 Activation Time	Number of seconds relay 2 remains active	1 - 99	10 seconds
Rings Before Answer	Number of rings before the system answers	0 - 9 rings 0 = disable	2 rings
Maximum Number Of Keypad Errors	Number of wrong entries before unit stops accepting codes for 3 minutes.	0 - 9 errors 0 = disables this feature	2 keypad errors
Number of Directory Code Digits		1 - 4 digits.	Factory Set = 2
Dialing Type	Tone or Pulse - Click the appropriate round button		Factory Set = Tone
PBX Digit	PBX digit to dial for outside line		Factory Set = Disabled
Firmware Information (For your information)	Firmware Version	Supplied upon connection to the unit	
	FID	Supplied upon connection to the unit	
Done	Click the Done button. The Work On An Existing Unit screen displays		
Status Bar	Describes functions; displays at bottom of screen. Activated by mouse movement.		

TO EDIT

1. Click in the text box you wish to change.
2. Delete the old information. Enter the current data.
3. When you are finished with your configuration, select Done.

PART 6

DIRECTORY CODES

Directory codes are unique codes that dial a corresponding telephone number in the building. When a visitor wishes to contact a resident, the visitor types in the directory code. The resident is able to talk to the visitor by telephone and determine whether or not to permit the visitor entry. The directory code can be 1 to 4 digits long.

A. ADD DIRECTORY CODES

From the Work On An Existing Unit screen Add/Edit panel (figure 13), select Directory Codes. The Add/Edit Directory Codes screen will be displayed. If the Directory Code Conflict dialogue box appears, see Part 10, Section D.

NOTE: Once directory codes are stored in the database, SVWin will not allow you to change the directory code length. See Section F Directory Code Length.

Directory Codes			
	Directory	Telephone Number	Name
▶	101	5551223	Thierry, Peter
	102	5552345	Hill, Cheryl
	103	5553456	Strange, Steven
	104	5554567	Clavin, Tracy
	105	5552345	Hill, David
	106	5557890	Kleerup, Margie

Figure 15. Add/Edit Directory Codes

1. When the window first appears, and after selecting Save, the Dir. Code box is empty. You may now add directory codes.
2. **Code** - Select the Dir. Code box and enter the directory code.
3. **Telephone Number** - Select the Telephone Number box. Enter the telephone number.
4. **Name** (optional) - Select the Name box and enter a name. This entry can be up to 31 characters in length and can include letters, numbers, and punctuation marks.
5. **Save** - Select the Save button to save the directory code.
6. To enter more directory codes, repeat steps 1 through 4.
7. **Done** - Select the Done button when all directory codes are entered. You will be returned to the Work On An Existing Unit screen.

IMPORTANT NOTE: The Capacity Used box shows the number of codes already assigned. The Remaining box shows the number of codes available. If the number of directory codes entered exceeds the capacity, the Capacity Used number will turn red. You will not be allowed to send data to the units until the extra codes have been deleted.

B. RESOLVING DIFFERENCES IN DIRECTORY CODE LENGTH

1. If you changed the directory code length before receiving data from a new or upgraded unit, a dialogue box will appear when you open the Add/Edit Directory Code screen. It will display the Received Size directory code length and the Current Size directory code length. Select the correct directory code length for the unit.
2. All directory codes already entered that are the specified directory code length will be accepted as is. Any directory codes already entered that are shorter than the received size will be reformatted to the new length. For example, you may already have entered directory code "07". The new unit has a directory code length of 3 digits. After you select Received Size or Current Size, directory code "07" will be reformatted to "007".
3. If the directory code length was shortened, directory codes that are too long will be flagged as invalid. You will see three exclamation points ("!!!") in the column second to the left (figure 15). You must change them to the correct length before you can send any new data to the unit.
4. Once you have corrected any directory code discrepancies (and the upgrade to your unit is complete), you must send data to the new or upgraded unit. See Part 8 Send Changes to Unit.
 - ◆ If you selected Received Size: you must **send changes** or **send all** to the unit; use the **add** option.
 - ◆ If you selected Current Size: you must **send all** to the unit; use the **replace** option.

C. EDIT DIRECTORY CODES

Watch for invalid directory codes (too long) – they will be flagged in the column second to the left on the Add/Edit Directory Codes screen (figure 15). If the Directory Code Conflict dialogue box appears, see Part 10, Section D.

1. Click the selection button on the left of the **directory code** in the Directory Code list.
An arrow displays on the selection button and the data for that directory code is highlighted. The data displays in the corresponding boxes at the top of the screen.
2. Click in the appropriate box(es) and edit the data.
3. Click the Save button after editing the directory code data. The data is saved and a blank code box displays.
4. To edit more directory codes, repeat steps 1 through 3.
5. Click the Done button when editing is completed. You will be returned to the Work On An Existing Unit screen.

D. ERASE A DIRECTORY CODE

If the Directory Code Conflict dialogue box appears, see Part 10, Section D.

1. Click the selection button to the left of the **directory code** in the Directory Code list (figure 15).
An arrow displays on the selection button and the data for that directory code is highlighted. The data displays in the corresponding boxes at the top of the screen.
2. Click the Erase button. The directory code is erased from the Directory Code list.
3. To erase more directory codes, repeat steps 1 and 2.
4. Click the Done button after erasing the desired directory codes. You will be returned to the Work On An Existing Unit screen.

NOTE: To erase a group of sequential directory codes, refer to Section E Directory code – Advanced Selection Screen.

E. DIRECTORY CODE - ADVANCED SELECTION SCREEN

The Advanced Selection screen provides the ability to sort directory codes by either number or name and to delete groups of directory codes.

Figure 16. Directory Code Advanced Selection Screen

To access the Directory Code Advanced Selection screen, click the Other button on the Add/Edit Directory Codes screen (figure 15). The Directory Code Advanced Selection screen displays.

Sort On Codes

1. Click in the circle next to Sort On Codes; a black dot appears in the circle.
2. Click on the Exit button. When the Add/Edit Directory Codes screen is displayed, the codes in the Directory Codes list will be in numerical order.

Sort On Names

1. Click in the circle next to Sort On Names; a black dot appears in the circle.
2. Click on the Exit button. When the Add/Edit Directory Codes screen is displayed, the names in the Directory Codes list will be in alphabetical order.

Delete Group

Use this function to delete a large number of sequential codes.

1. In the **Delete Group** box, click in the **Beginning Code** text box. Enter the first code number to be deleted.
2. Click in the **Ending Code** box. Enter the last code number to be deleted.
3. Click the Delete button. A message displays stating the number of codes that were deleted.
4. Click the OK button. You will be returned to the Add/Edit Directory Codes screen displays. The group of codes has been deleted.

NOTE: Directory Codes Used/Directory Codes Left displays the status of directory code availability.

F. DIRECTORY CODE LENGTH

If you add or upgrade a unit, you may want to change the directory code length. The Edit System Configuration screen (figure 14) will show the current number of digits allowed for a directory code.

The Easy Way

1. Receive all data from the new or upgraded unit. See Part 10 Sending and Receiving Data from Units.
Directory codes that are shorter can automatically be lengthened. Any directory codes that are too long will be flagged as invalid.
2. Resolve differences in directory code length by editing directory codes. See Section B Resolving Differences in Directory Code Length to automatically lengthen directory codes. See Section C Edit Directory Codes to shorten directory codes that are too long.
3. Once all the directory codes are the correct length, you will need to send all data to the unit. See Part 10 Sending and Receiving Data from Units, Section D Send All Data to a Unit.

The Hard Way

It is highly unlikely that you will ever want to change the directory code length using this method.

1. Erase all old directory codes from directory. Section F Erase a Directory Code below. **NOTE:** You will not be allowed to enter directory codes of a different length until you erase all the old directory codes.
2. Bring up Edit System Configuration Screen (figure 14). See Part 5 Edit Unit Configuration.
3. Click in the box next to Number of Digits In Directory Codes. Enter the number of digits.
4. Click on the Done button.
5. Bring up the Communicate screen and send the changes to the unit. See Part 8 Send Changes to Unit.
6. You must now enter all new directory codes.

3. **Name** (optional) - Click in the Name box and enter a name. This entry can be up to 31 characters in length and can include letters, numbers, and punctuation marks.
4. Click the Save button to save the entry code.
5. To enter more codes, repeat steps 1 through 4.
6. Click the Done button when all entry codes are entered. You will be returned to the Work On An Existing Unit screen.

NOTE: Capacity Used/Remaining tracks the number of codes assigned and indicates how many available codes remain. If the number of access codes used exceeds the capacity, the Capacity Used number will turn red. You will not be allowed to send data to the unit until the excess codes are erased.

B. EDIT AN ENTRY CODE

If the Entry Code Conflict dialogue box appears, see Part 10, Section D.

1. Click the selection button to the left of the desired entry code in the **Entry Code** list (figure 17).
An arrow displays on the selection button and the data for that entry code is highlighted. The data displays in the corresponding boxes at the top of the screen.
2. Click in the appropriate boxes and edit the data.
3. Click the Save button after editing the entry code data. The data is saved and a blank code box displays.
4. To edit additional entry codes, repeat steps 1 through 3.
5. Click the Done button when editing is completed. You will be returned to the Work On An Existing Unit screen displays.

C. ERASE AN ENTRY CODE

If the Entry Code Conflict dialogue box appears, see Part 10, Section D.

1. Click the selection button to the left of the entry code in the **Entry Code** list (figure 17).
An arrow displays on the selection button and the data for that entry code is highlighted. The data displays in the corresponding boxes at the top of the screen.
2. Click the Erase button. The entry code is erased from the Entry Code list and the highlight displays over the next entry code in the list.
3. To erase more entry codes, repeat steps 1 and 2.
4. Click the Done button after erasing the desired entry codes. You will be returned to the Work On An Existing Unit screen.

NOTE: To erase a group of sequential entry codes, refer to Section D Entry Codes – Advanced Selection Screen.

NOTES

D. ENTRY CODES - ADVANCED SELECTION SCREEN

The Advanced Selection screen provides the ability to sort the entry codes by either number or name, as well as the ability to delete groups of codes.

Figure 18. Entry Code Advanced Selection Screen

To access the Advanced Selection screen, click the Other button on the Add/Edit Entry Codes screen. The Advanced Selection screen displays.

Sort On Codes

1. Click in the circle next to **Sort On Codes**; a black dot appears in the circle.
2. Click Exit. When the Add/Edit Entry Codes screen is displayed, the codes in the Entry Codes list will be in numerical order.

Sort On Names

1. Click in the circle next to **Sort On Names**; a black dot appears in the circle.
2. Click Exit. When the Add/Edit Entry Codes screen is displayed, the names in the Entry Codes list will be in alphabetical order.

Delete Group

Use this feature to delete many Access Codes in sequential order.

1. Click in the **Beginning Code** text box. Enter the first code number to be deleted.
2. Click in the **Ending Code** text box. Enter the last code number to be deleted.
3. Click the Delete button. A message displays stating the number of codes that were deleted.
4. Click the OK button. The Add/Edit Entry Codes screen displays. The group of codes has been deleted.

NOTE: Entry Codes Used/Entry Codes Left displays the status of entry code availability.

PART 8

SEND CHANGES TO UNIT

All programming changes made through SVWin must be sent to the unit. The changes can be sent to the unit through the Communicate screen or through the Schedule When to Send Changes To All Units screen. No unit programming or unit activity can take place during a send/receive process. In addition, tenants and visitors cannot gain entry during that time.

IMPORTANT NOTE: If the directory or entry code capacities are exceeded, you will not be allowed to send changes to units.

A. CONNECTING TO THE UNIT

To access the Communicate screen, click the Connect to Unit button in the Misc. Actions panel on the Work On An Existing Unit screen (figure 13).

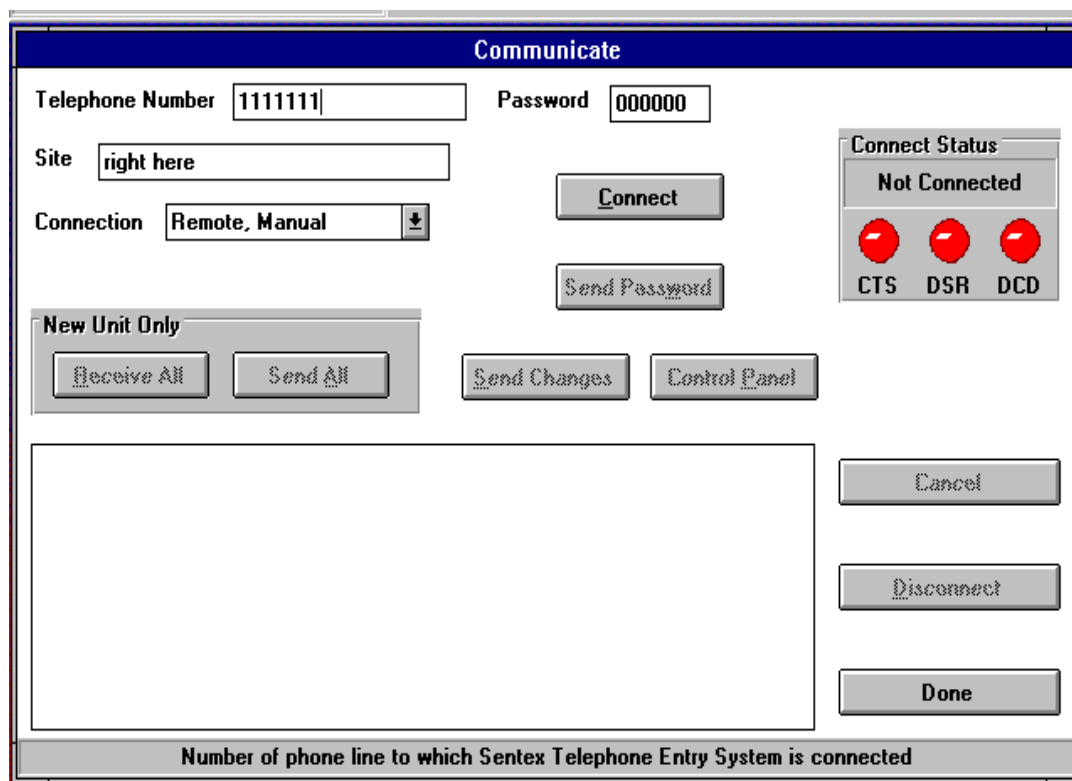


Figure 19. Communicate Screen

Box	Description
Telephone Number	The unit's telephone number displays
Site	Site name displays if it was entered on the Set-Up New Unit screen
Connection	Remote, Automatic - Programming password is automatically sent during initial communication Remote, Manual - Programming password must be sent manually during initial communication Click on arrow and highlight selection.
Password	Programming password displays

Buttons – New Unit Only	
Receive All	Click to receive unit settings
Send All	Use if the controller unit is replaced or you want to reconfigure the unit; click to send settings in SVWin to unit

Buttons	
Connect	Click to connect SVWin to the unit
Send Password	If Remote, Manual in the Connection Box is chosen, click to send password
Send Changes	Click to send data entered in SVWin to the Unit
Control Panel	Click to display the Relay Control screen
Cancel	Click to cancel “Send All”, “Receive All”, “Send Changes”
Disconnect	Click to disconnect from the unit
Done	Click to exit this screen and return to Work On An Existing Unit screen

Status Indicators	
Connect Status Box	Reports connection status and displays modem activity lights
Status Report Box	Reports communication activity
Status Bar	Helpful description of various functions (bottom of screen). Activated by mouse movement.

B. SEND CHANGES TO THE UNIT

Sending All To A New Unit:

Use this procedure if you have added a new unit or upgraded a unit.

1. **Connect** - Click the Connect button to establish communication with the unit. When communication is established, the message “Connected” displays in the Connect Status box.
2. **Send All** - Click the Send All button to send the data in the SVWin database to the unit.
3. A dialogue box will appear, asking whether to **Add** the data to the unit or **Replace** the data in the unit. **If you have changed the directory code length**, you will want to Replace the data.
4. **Disconnect** - Click the Disconnect button after the changes have been sent.
5. **Done** - Click the Done button. The Work On An Existing Unit screen displays.

Sending Changes To A Unit:

Use this procedure for normal maintenance and changes.

1. **Connect** - Click the Connect button to establish communication with the unit. When communication is established, the message “Connected” displays in the Connect Status box.
2. **Send Changes** - Click the Send Changes button to send the new data to the unit.
3. **Disconnect** - Click the Disconnect button after the changes have been sent.
4. **Done** - Click the Done button. The Work On An Existing Unit screen displays.

PART 9

RELAY CONTROL

The Relay Control screen provides the ability to temporarily override the relay settings; to change the system's programming password; and to reset the unit. In order to access the Relay Control screen, you must be directly connected to the unit.

A. RELAY CONTROL SCREEN DESCRIPTION

From the Communicate screen, click the Control Panel button. The Relay Control screen displays.

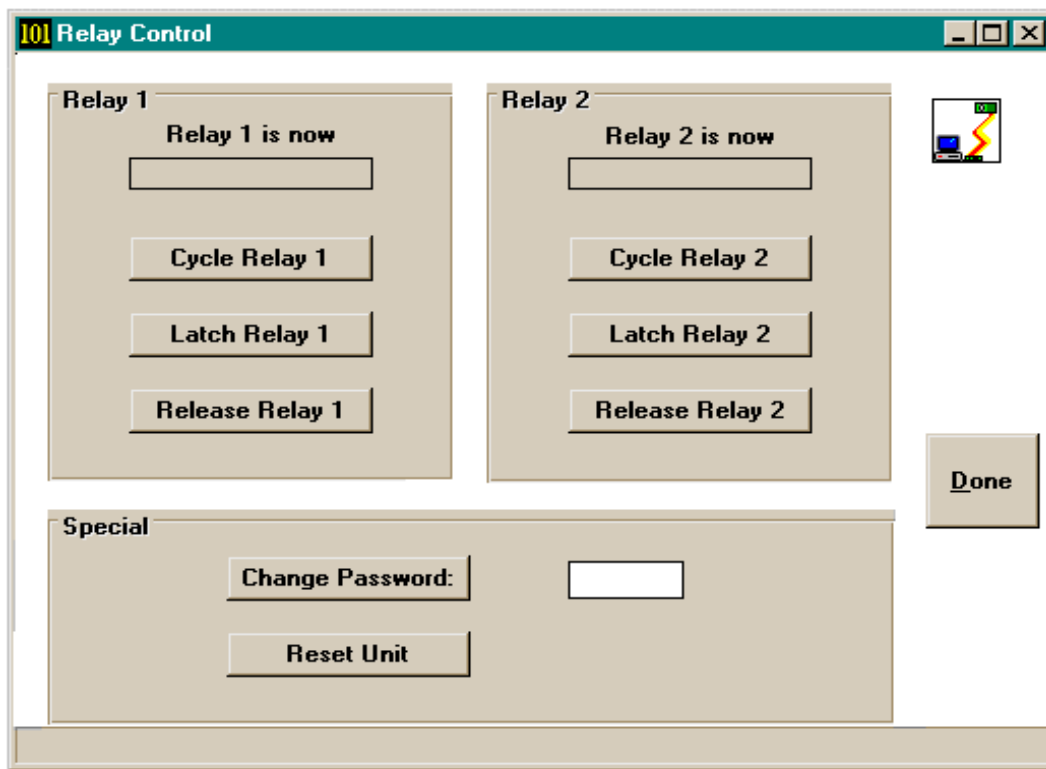


Figure 20. Relay Control Screen

Relay Control Screen Description			
Relay 1		Relay 2	
Relay 1 is now (Current Activity Panel)	Displays current relay activity	Relay 2 is now (Current Activity Panel)	Display's current relay activity
Cycle Relay 1	Momentary open and close of relay	Cycle Relay 2	Momentary open and close of relay
Latch Relay 1	Relay opened	Latch Relay 2	Relay opened
Release Relay 1	Relay closed	Release Relay 2	Relay closed
Special	Change Password	Change the programming password here	
	Reset Unit	Resets the unit	
Done – Exit the Relay Control screen; return to the Communicate screen			

B. RELAY 1 AND RELAY 2

To control relay 1 or relay 2 from the Relay Control screen, click the button that corresponds with the desired relay activity. The relay status is displayed in the current activity panel.

C. CHANGE PASSWORD

The unit programming password can be changed on the Relay Control screen. To change the unit password, do the following:

1. Move the mouse I-beam into the text editing box and enter the new programming password. It can be any combination of 6 digits.
2. Click the Done button. The new password is saved both in the SVWin database and at the unit.

D. RESET UNIT

The Reset Unit button on the Relay Control screen resets the unit without disconnecting the power to the unit.

PART 10

SCHEDULING COMMUNICATION WITH UNITS

A. INTRODUCTION

Each time you make changes through SVWin, you will need to send the changes to your unit(s). Since no one can access the unit while data is being sent or received, SVWin gives you the ability to schedule the time to communicate with the unit. You will likely want to schedule communication in the early morning hours.

You will need to perform routine maintenance. For example, when people move out, you will erase their directory and entry codes. Later, others may move in and you will be adding directory and entry codes. Every time you make changes, you must send them to your unit(s). For more information, see Section B Set-Up Schedule to Send Changes to All Units.

If you make changes to only one unit, you will need to send the changes to that unit. See Section E Send Changes To An Individual Unit.

Once in a while you may need to receive all data from a unit, or send all data to a unit. This may occur if you add or upgrade a unit – you will be receiving the unit's data first; then sending its new configuration. For more information, see Section C Receive All Data From A Unit; or Section D Send All Data To A Unit.

IMPORTANT NOTE: If the number of directory or entry codes entered exceeds the capacity; or if there are any directory codes which are too long; you will not be allowed to send data to the units until the extra codes are deleted; or you have changed the directory codes which are too long.

B. SET UP SCHEDULE TO SEND CHANGES TO ALL UNITS

When you have made changes to more than one unit, you can use this feature to send the new information to all units. From the Main Menu, select the Schedule When To Send Changes To All Units button.

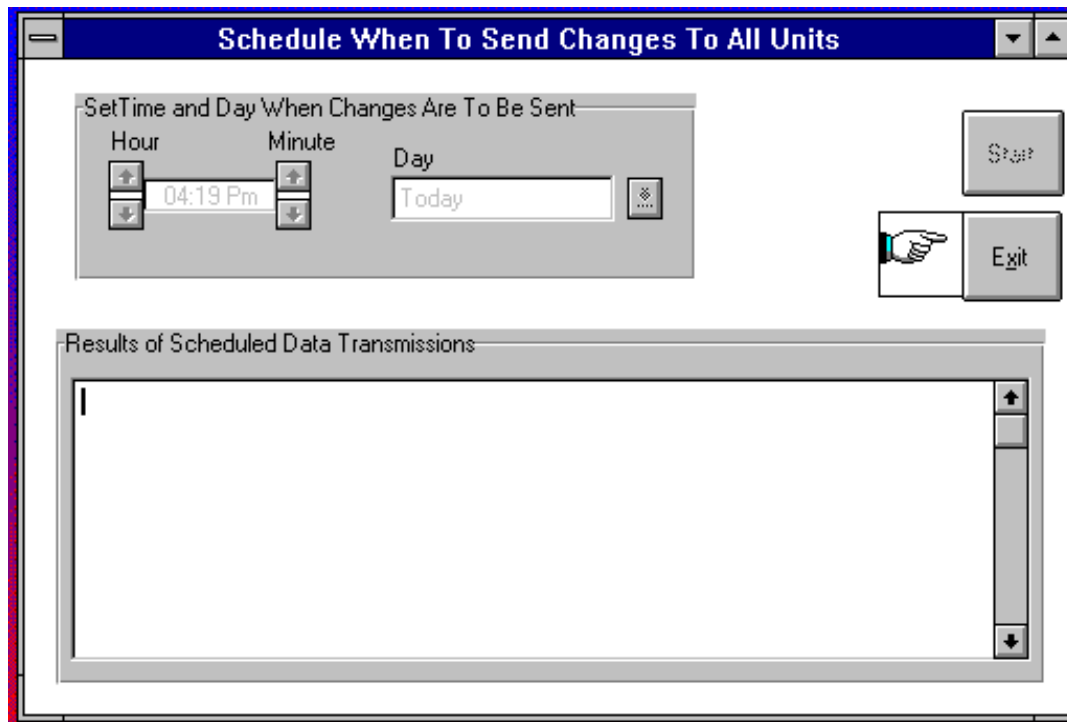


Figure 21. Schedule When To Send Changes To All Units Screen

1. Set Time and Day When Changes Are To Be Sent

Hour And Minute - Set the hour and minute by clicking on the corresponding arrow. The desired time displays.

Day - Click on the down arrow. A drop down menu with a list of days is displayed. Click the desired day. The menu closes and the selected day is displayed.

2. Start - Select the Start button.

A progress message states, "The schedule is enabled." If you want to cancel the schedule, select Exit.

If no changes have been made, a progress message states, "There are no changes to schedule at this time."

Select OK. You will see the results of the upload in the progress window (Results of Scheduled Data Transmission) after the data are sent.

Be sure to leave the computer on or the changes will not be sent.

3. Exit -Select Exit to close the schedule. SVWin returns you to the Main Menu.

C. RECEIVE ALL DATA FROM A UNIT

If you have just added or upgraded a unit, you will want to receive all its current data. Then you can check its configuration and make whatever changes are appropriate.

1. From the Work On An Existing Unit screen in the Add/Edit panel (figure 10), select the Schedule button. The Schedule Send/Receive For Individual Unit screen is displayed.

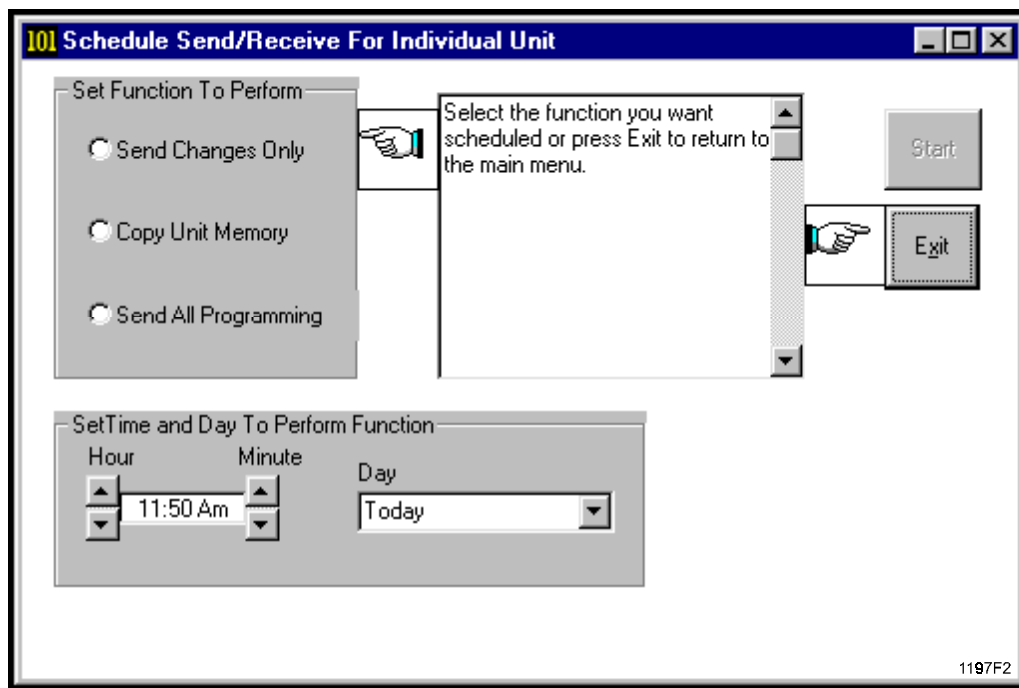


Figure 22. Schedule Send/Receive For Individual Unit

2. Click in the circle next to Copy Unit Memory. A black dot will appear.
3. Set the time by clicking on the corresponding arrows. The desired time displays.
4. Click on the down arrow next to the Day text box. A drop-down menu with a list of days is displayed. Click the desired day. The menu closed and the selected day is displayed.
5. Click on the Start button. The results of the receive operation will be displayed in the progress window (large box on upper right). **Be sure to leave the computer on or no data will be received.**
6. After SVWin is finished receiving, or if you change your mind, select the Exit button.

D. DIRECTORY OR ENTRY CODE CONFLICT

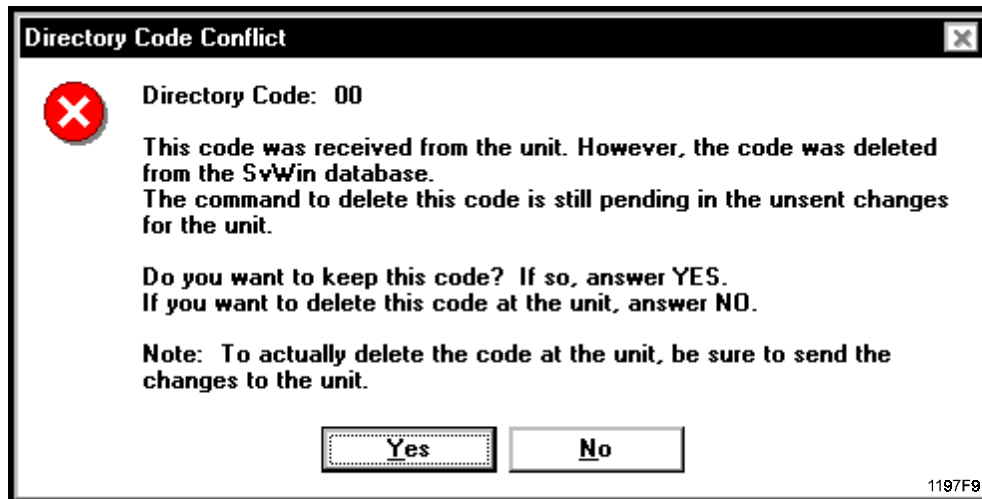


Figure 23. Direct Code Conflict Dialogue Box

1. If you erase a directory code or an entry code;
2. Then you receive data from the unit **before** you send changes;
3. The next time you edit Directory or Entry codes, SVWin will notify you that a conflict exists. The Directory or Entry Code Conflict Dialogue Box will be displayed.
4. If you are sure you want to delete the directory or entry code, select No.
5. If you do **not** want to delete the directory or entry code, select Yes. The directory or entry code will be deleted the next time you send changes to the unit (see Sections E and F below).

NOTE: in order to delete the directory or entry code from the unit, you must send changes to the unit.

E. SEND ALL DATA TO A UNIT

Once you have entered the configuration for a new or upgraded unit, you will need to send it all the new information.

1. From the Work On An Existing Unit screen in the Add/Edit panel (figure 10), select the Schedule button. The Schedule Send/Receive For Individual Unit screen is displayed (figure 22).
2. Click in the circle next to Send All Programming. A black dot will appear.
3. Set the time by clicking on the corresponding arrows. The desired time displays.
4. Click on the down arrow next to the Day text box. A drop-down menu with a list of days is displayed. Click the desired day. The menu closes and the selected day is displayed.
5. A dialogue box will appear, asking whether to **Add** the data to the unit or **Replace** the data in the unit. **If you have changed the directory code length**, you will want to Replace the data.
6. Click on the Start button. **Be sure to leave the computer on or no data will be sent.**
7. After SVWin is finished sending, or if you change your mind, select the Exit button.

F. SEND CHANGES TO AN INDIVIDUAL UNIT

After you make changes to an individual unit, you will need to send the information to the unit.

1. In the Existing Units screen, select the unit (figure 9). Click on OK.
2. From the Work On An Existing Unit screen, in the Add/Edit panel (figure 10), select the Schedule button. The Schedule Send/Receive For Individual Unit screen is displayed (figure 22).
3. Click in the circle next to Send Changes Only. A black dot will appear.
4. Set the time by clicking on the corresponding arrows. The desired time displays.
5. Click on the down arrow next to the Day text box. A drop-down menu with a list of days is displayed. Click the desired day. The menu closes and the selected day is displayed.
6. Click on the Start button. **Be sure to leave the computer on or no data will be sent.**
7. After SVWin is finished sending, or if you change your mind, select the Exit button.

PART 11

PRINT THE UNIT INFORMATION REPORT

Information reports concerning the unit configuration, directory codes, and entry codes can be printed. To print the information reports access the Work On An Existing Unit screen (figure 13) and do the following:

1. **Print Unit Data** – On the Misc. Actions panel, click the Print Unit Data button. The Unit Information Report Setup screen displays.

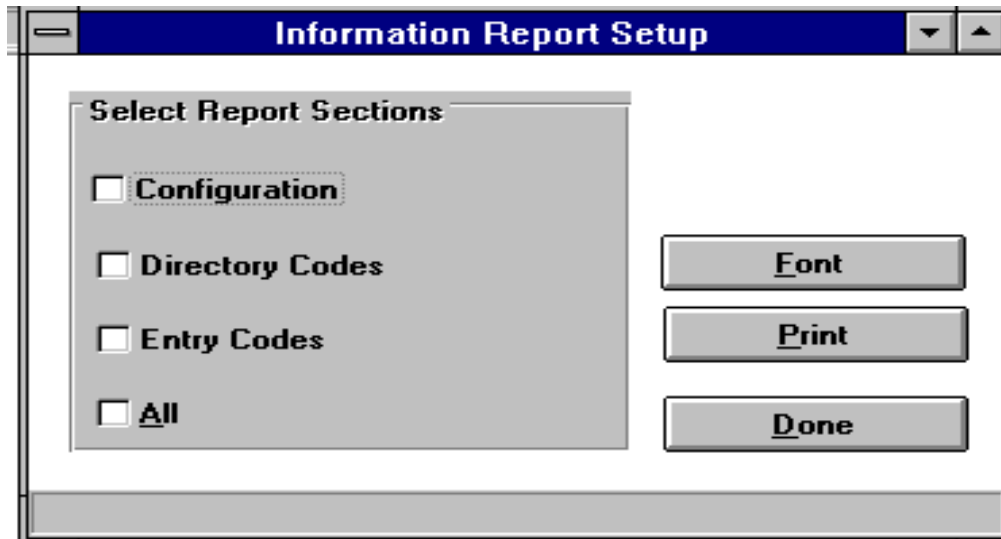


Figure 24. Information Report Setup Screen

2. **Configuration, Directory Codes, Entry Codes, All** - Click the desired selection. An "X" displays in front of the selection.
3. **Font** - Click the Font button. The Font Selection Screen is displayed. This window is identical to the font selection screen in Windows.
4. **Print** - Click the Print button. The unit's information prints.
5. **Done** - Click the Done button. The Work On An Existing Unit screen displays.

PART 12

DIRECTORY LISTING SETTINGS - PRINT DIRECTORY

A. PRINTING THE DIRECTORY LISTING

The Print Directory Insert screen may be selected either from the Directory Listing Settings menu on the menu bar or the Work On An Existing Unit menu, Misc. Actions panel (figure 13).

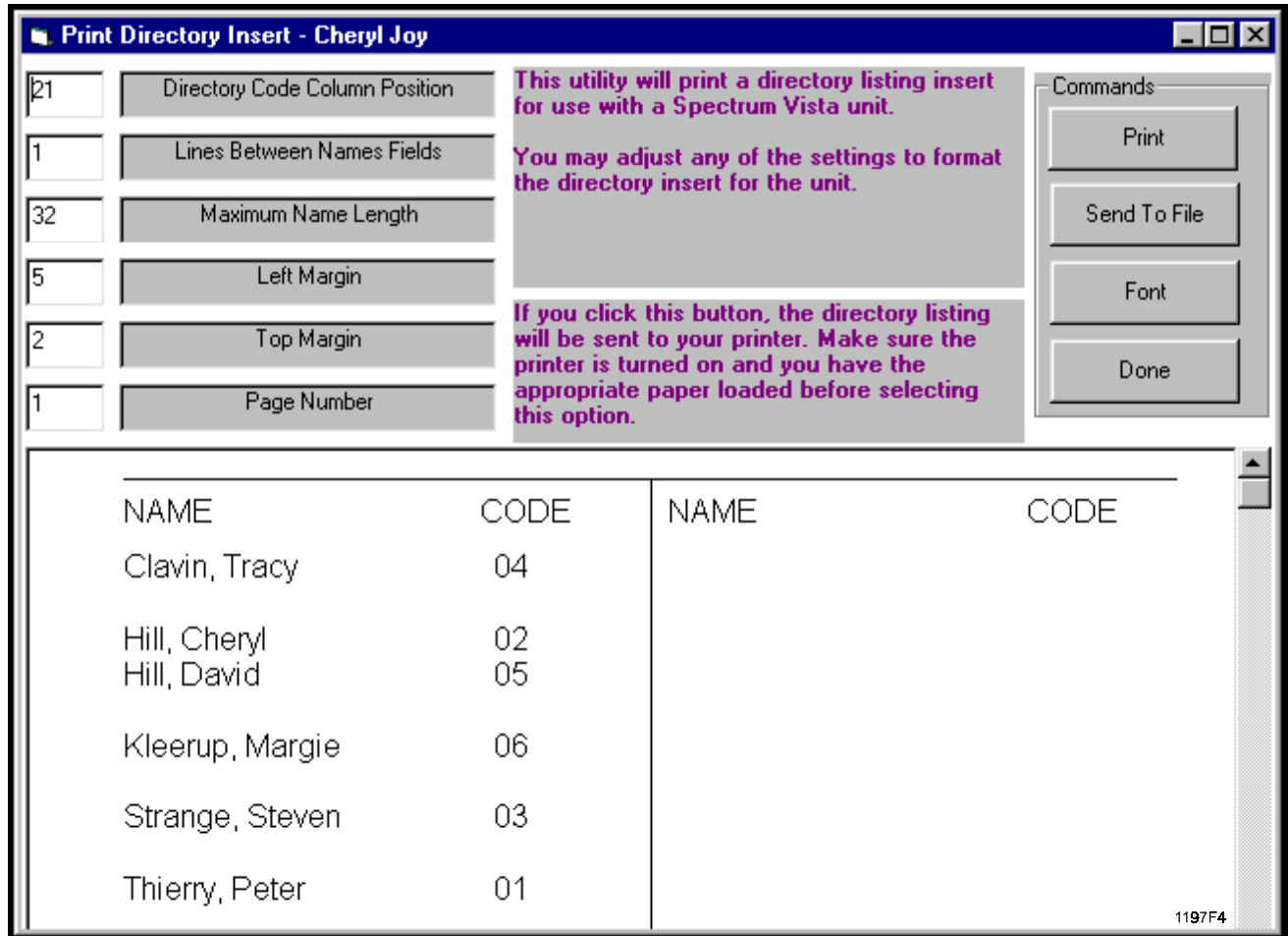


Figure 25. The Print Directory Insert

Option	Description	Input	Factory Set
Directory Code Column Position	Number of spaces from the directory code column to the left margin of the directory listing.	0 - 80 spaces	21 spaces
Lines Between Names Field	Number of spaces between names at alphabetical breaks (A, B, C, etc.).	0 – 40 lines	1 line
Maximum Name Length	Maximum number of characters allowed for a name.	0 – 80 letters	39 letters
Left Margin	Sets the left margin of the directory listing.	0 – 80 spaces	5 spaces
Top Margin	Sets the top margin of the directory listing.	0 – 80 spaces	2 spaces
Page Number	Sets the page number of the directory listing.	1 - 40	1
Print	Prints current directory listing.		
Send to File	Saves current directory listing to file for later editing/printing.		
Font	Displays the font selection screen. Select the desired font for directory listing.		
Done	Closes the Print Directory Insert Screen.		

B. PRINTING THE DIRECTORY LISTING IN ALPHABETICAL ORDER

You will most likely want your directory listing to print out in alphabetical order. To do this, you will need to sort the directory codes by name. See Part 6 Directory Codes, Section F Directory Code Advanced Selection Screen, Paragraph 2 Sort On Names for instructions on sorting directory codes.

APPENDIX:

UPGRADING SPECTRUM UNIT MEMORY

Upgrading a Spectrum Unit with a –101 board involves is done in two parts. Before the new microchip has been installed, you must prepare SVWin for the upgrade by creating a new unit profile. After the new microchip has been installed, you must send the unit its new configuration and data.

A. PREPARING SVWIN FOR MEMORY UPGRADE

You will need to program SVWin for the upgrade by defining a new unit configuration, so that you can use the new directory and entry code capacities. Then you will need to download the current directory codes, telephone numbers, and entry codes into SVWin. This is done in three steps:

- 1) **Create a new definition for the upgraded unit** – this will allow you to change the configuration to fit your upgraded unit; pay special attention to the directory code length.
- 2) **Receive all data from the old unit** – so you will not have to re-enter directory codes, telephone number, and entry codes.
- 3) **Resolve any directory code length discrepancies** – as soon as your upgrade is complete, you can send the new information to the unit.

Follow the procedures below.

1. Create A New Definition For The Unit

1. Start SVWin.
2. Create a new definition for the unit. See Part 4, Section A. Use the same telephone number you used for the old unit definition.
3. When you edit the unit configuration (see Part 5, Sections A and B, figure 13 Work On An Existing Unit Screen, Add/Edit Panel, Configuration Button), make sure the directory code length is correct for the upgraded unit capacity. If you are increasing the number of directory codes, you must make sure the directory code length is correct.

Example One: the unit currently has the capacity for 80 directory codes. Its directory code length is 2 (for directory codes 01 to 80). The upgrade will give the unit the capacity for 115 directory codes (001 to 115). You must change the directory code length from 2 digits to 3 digits.

Example Two: the unit currently has the capacity for 150 directory codes. Its directory code length is set at 3 (for directory codes 001 to 150). The upgrade will give the unit the capacity for 250 directory codes (001 to 250). You do **not** need to change the directory code length – it is still 3 digits.

2. Receive All Data From The Old Unit

1. Access the new unit profile through Work On An Existing Unit. See Part 4, Section B.
2. Connect to the unit.
3. Download the old data by selecting Receive All. If you increased the directory code length, say from 2 digits to 3, SVWin will notify you.
4. Disconnect from the unit.

3. Resolve Directory Code Discrepancies

1. Bring up the Directory Codes for the new unit definition. SVWin will give you a message that the directory code length has changed. See Part 6, Section B.
2. You will be offered the choice of using the Received Size or the Current Size. Choose Current Size – the same size you set in Paragraph 1, Step 3 above.
3. SVWin will automatically reformat all directory codes that are shorter than the new length (see Part 6, Section B).
4. Check to see if any of your directory codes are longer than the new length. SVWin will flag them with three exclamation points (“!!!”). You must change these directory codes to fit the new directory code length.

B. AFTER INSTALLATION OF THE NEW MICROCHIP

After the new microchip has been installed, two more steps are required to program the unit.

- 1) **Send all data to the new unit** – in Section A you created a new unit definition and copied the directory codes, telephone numbers, and entry codes you had already entered; you must now send this data to the unit.
- 2) **Delete the old unit definition** – the old definition is now incorrect for the unit; delete it so that you don't accidentally send the wrong information to the upgraded unit.

1. Send All The Corrected Data To The Unit

1. Connect to the unit and send all data. See Part 8, Section B, Paragraph 1.
2. SVWin will ask you whether to Add the new data to the unit or Replace the data in the unit. Select **Replace**. See Part 8, Section B, Paragraph 1.

2. Delete The Old Unit Definition

1. Bring up the old unit definition through Work On An Existing Unit and delete it. See Part 5, Section A.