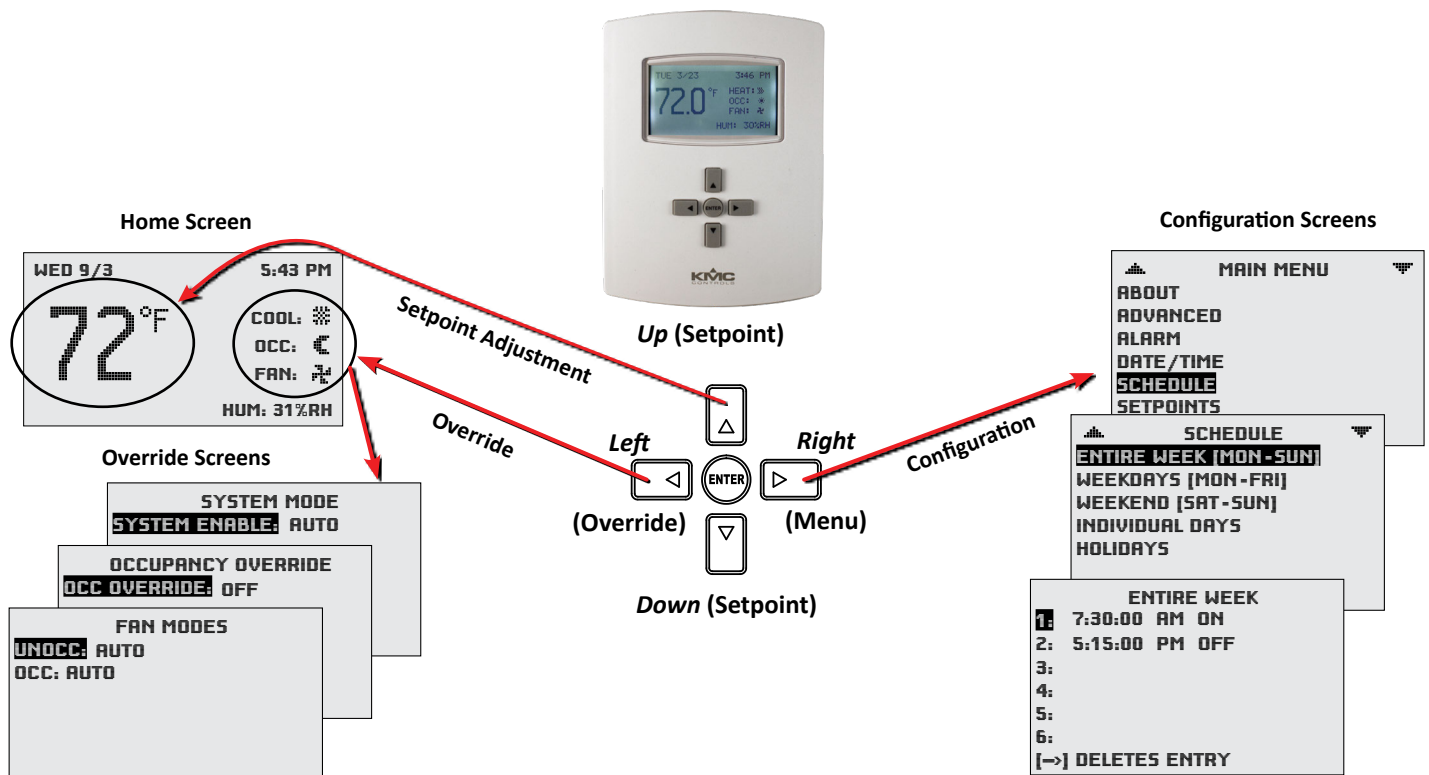


Quick Reference Guide



Navigation

Navigate the menus and change settings by pressing a combination of various arrow buttons and the (center round) Enter button. Push the:

- *Enter* button to select and/or exit value editing.
- *Up* or *Down* button to move among entries.
- *Right* or *Left* button to move among value fields.
- *Left* button to return to the Home screen.

NOTE: Access to various functions may require a password.

NOTE: See the [FlexStat Operation Guide](#) for complete details on FlexStat configuration.

Room Temperature Setpoint Adjustment

From the Home (temperature display) screen, press the *Up* or *Down* arrow button **once** to view the existing setpoint.

To **temporarily** change the setpoint, press the *Up* or *Down* arrow button repeatedly until the desired setting is displayed and press *Enter*. (If *Enter* is not pressed, the display will return to the Home screen after about ten seconds and the new setpoint value will still be saved.) The new setpoint will hold until the next schedule change.

To **permanently** change the setpoint for occupied mode, go to the Setpoints section under the Main Menu. (In the Setpoints menu, heating/cooling setpoints/setbacks and deadband can be changed with, if required, the correct password access.)

Heat/Cool, Fan, Occupancy, and Override

When the fan is commanded to run, the animated FAN icon on the display rotates (if programmed to). When the fan command stops, the fan icon is motionless.

The OCC icon shows a sun when in Occupied mode and a quarter moon when in Unoccupied mode.

HEAT or COOL will show (and be animated when there is an active command to move the room temperature toward the setpoint via mechanical heating/cooling or an economizer), depending on the current mode. This can also be turned OFF.

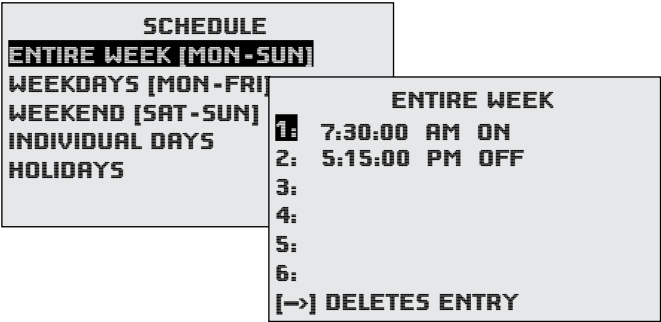
To override these modes from the Home (temperature display) screen, press the Left arrow button. Press Up or Down to get to the desired line and then Enter (twice) to edit the mode setting. Press Left to exit to Home.

Main Menu and Settings

From the Home (temperature display) screen, press the Right arrow button to enter the Main Menu.

NOTE: Settings and adjustments may require a password.

Schedules



The factory default schedule is always occupied (ON). To modify the schedule for mixed occupied (ON) and unoccupied (OFF) times, select Schedules in the Main Menu and press:

- 1. Right/Left to move among days and Enter to select.
- 2. Up/Down to move among entries and Enter to select and edit.
- 3. Right/Left to move among value fields.
- 4. Up/Down to increment/decrement value.

- 5. Enter to exit value editing.
- 6. Left to move back to days or back one page.

NOTE: If a day of a week (e.g., Friday) has a different schedule than the rest, using the Weekdays menu first and then modifying that one day in the Individual Days menu may be easier (two entries) than entering schedules for each day separately in the Individual Days menu (five entries).

NOTE: The last overlapping entry overrides any other. For example, suppose the WEEKDAYS menu is used to set all weekdays for 7:00 AM ON and 5:00 PM OFF, and then the INDIVIDUAL DAYS menu is used to add some additional evening meeting ON times for Tuesday and Wednesday. If the WEEKDAYS menu is later used to change the ON time from 7:00 to 7:15, schedules for all the individual week days will be reset to conform to what appears in the WEEKDAYS menu and any special times for individual days will be erased. (Special day schedules will then need to be added again through the INDIVIDUAL DAYS menu).

The Holiday entries will override the normal occupied weekly schedule entries and keep those days' settings at their setback values. (Setback values are entered in the Setpoints section of the Main Menu.)



NOTE: See the [FlexStat Operation Guide](#) for more operation details.

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