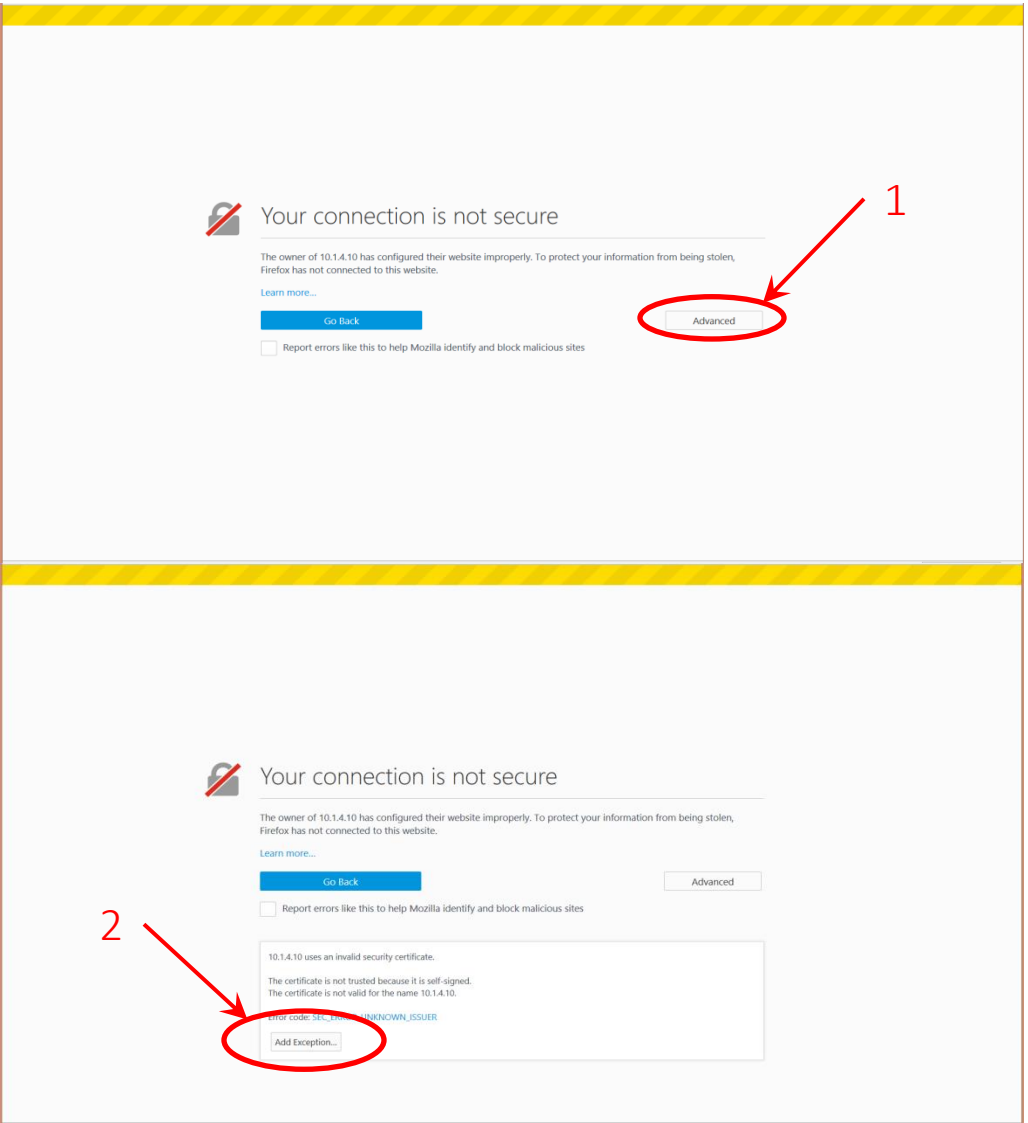


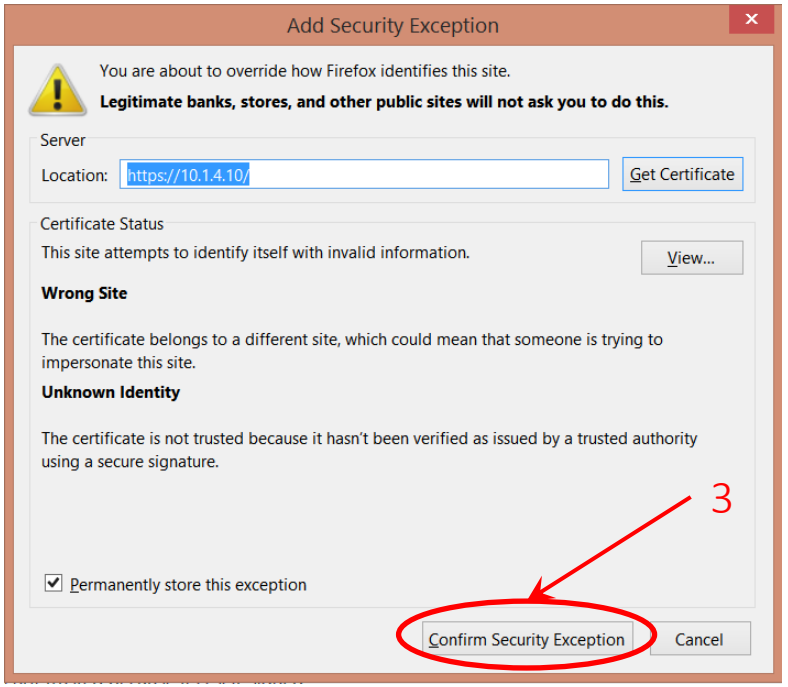
Saint Paul Public Schools

Building Automation System Training

Accessing the System

https://10.1.4.10

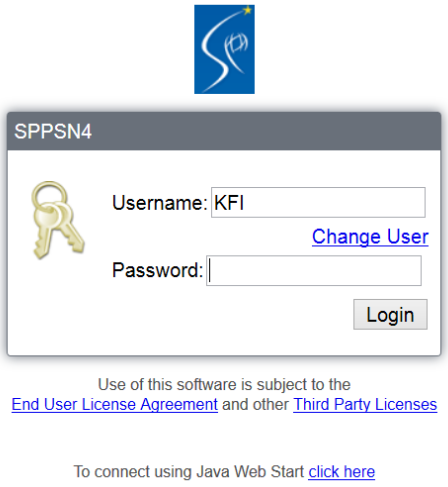




Logging In

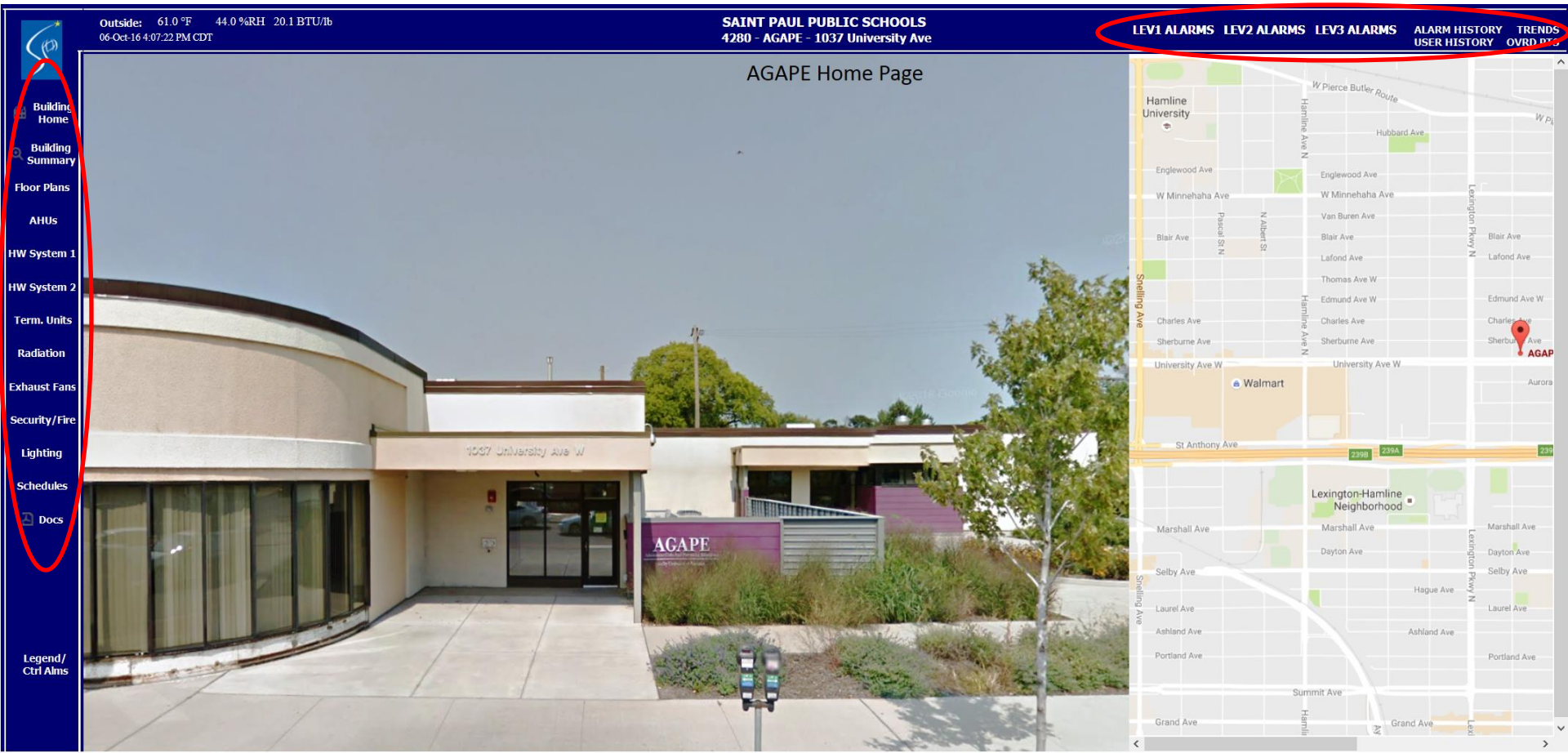
- Enter your username, click *Login*
- Enter your password, click *Login*
- Must click *Change User* to re-enter username





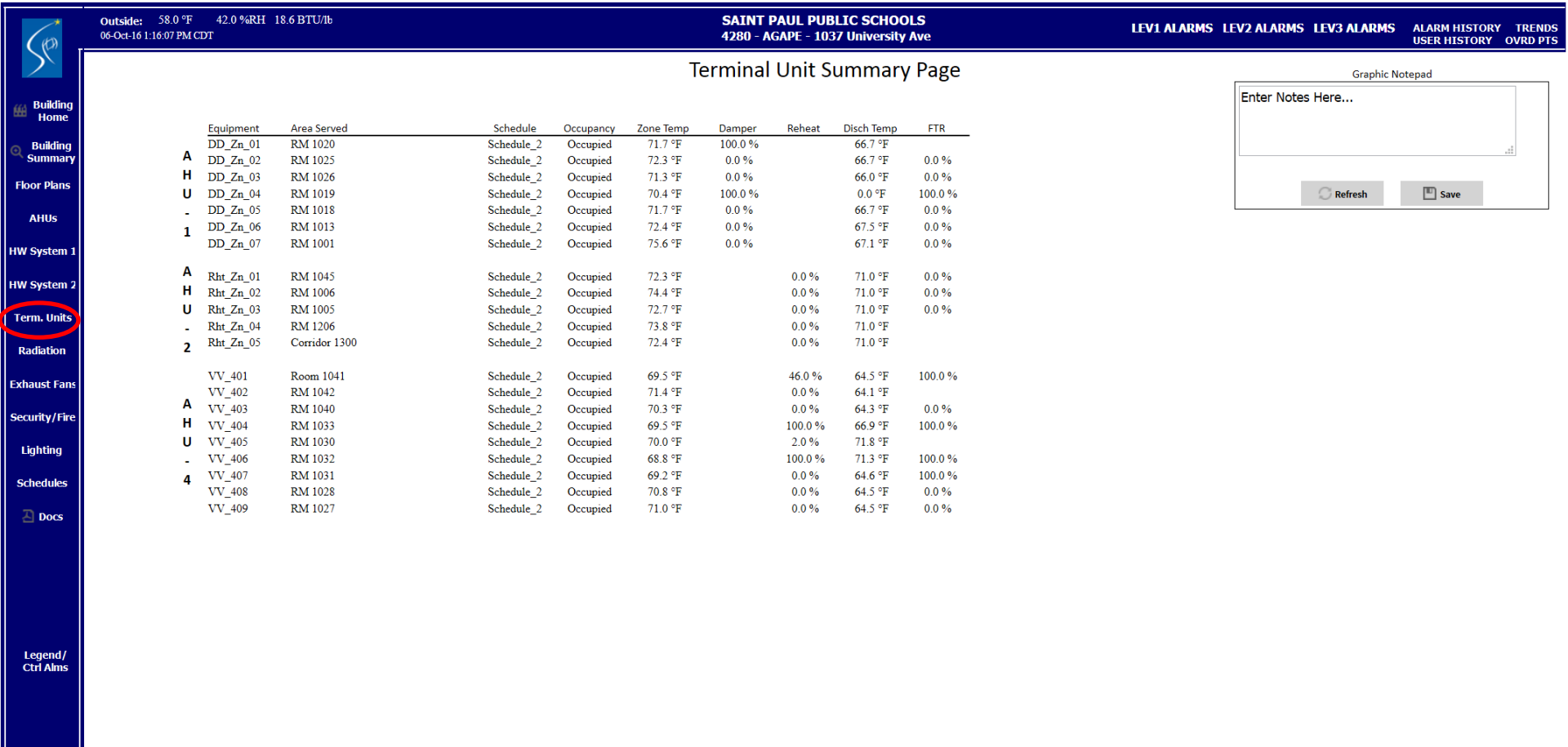
Building Home

- Click links on left for systems and summaries
- Click links on top for alarms, etc.



Summary Pages

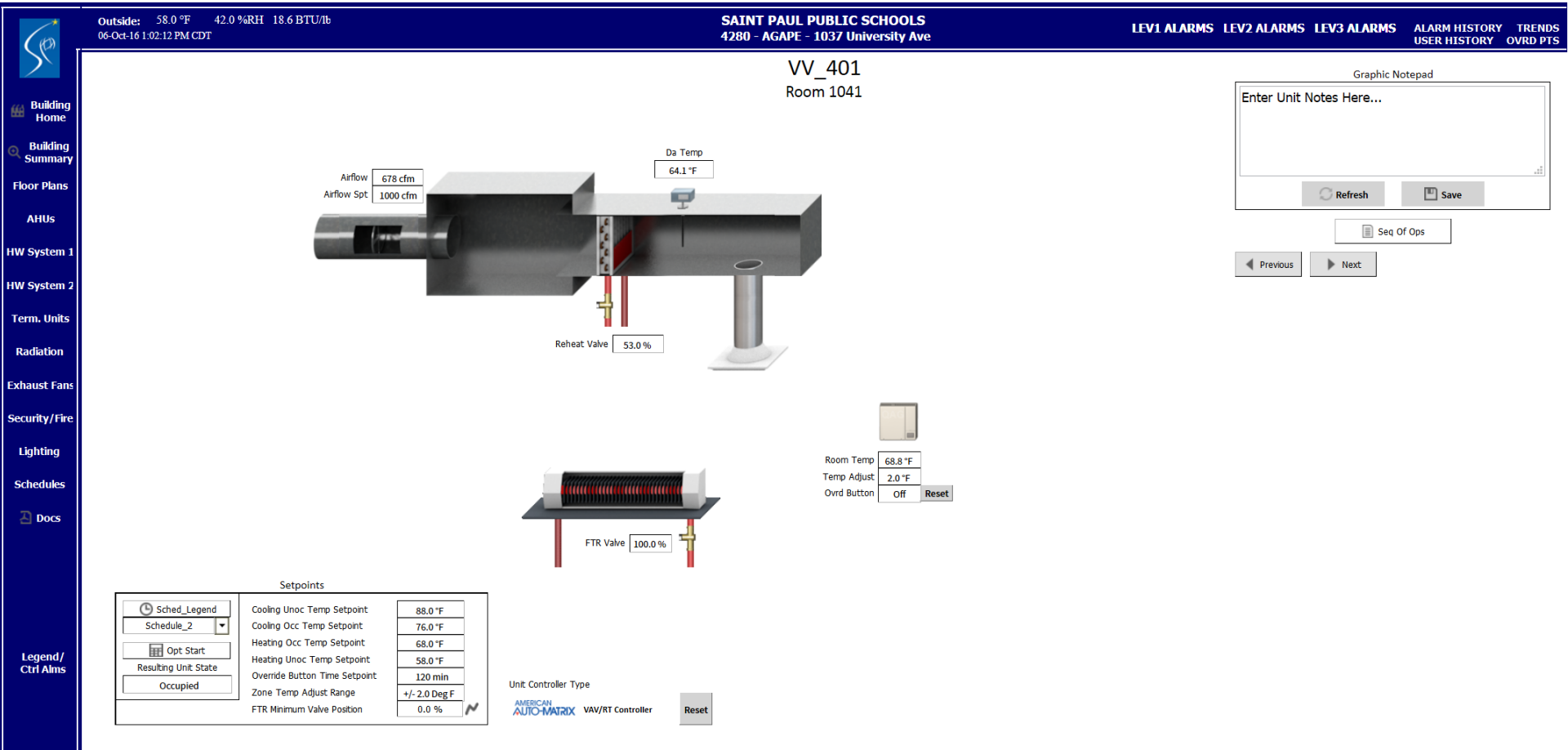
- View summaries of different systems
- Click on equipment names to view system



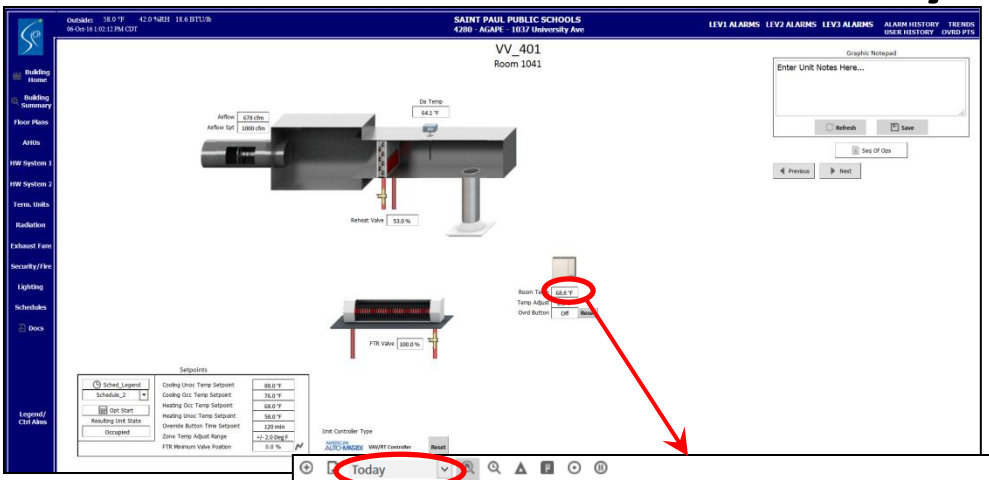
	Equipment	Area Served	Schedule	Occupancy	Zone Temp	Damper	Reheat	Disch Temp	FTR
AHU-1	DD_Zn_01	RM 1020	Schedule_2	Occupied	71.7 °F	100.0 %		66.7 °F	
	DD_Zn_02	RM 1025	Schedule_2	Occupied	72.3 °F	0.0 %		66.7 °F	0.0 %
	DD_Zn_03	RM 1026	Schedule_2	Occupied	71.3 °F	0.0 %		66.0 °F	0.0 %
	DD_Zn_04	RM 1019	Schedule_2	Occupied	70.4 °F	100.0 %		0.0 °F	100.0 %
	DD_Zn_05	RM 1018	Schedule_2	Occupied	71.7 °F	0.0 %		66.7 °F	0.0 %
	DD_Zn_06	RM 1013	Schedule_2	Occupied	72.4 °F	0.0 %		67.5 °F	0.0 %
	DD_Zn_07	RM 1001	Schedule_2	Occupied	75.6 °F	0.0 %		67.1 °F	0.0 %
AHU-2	Rht_Zn_01	RM 1045	Schedule_2	Occupied	72.3 °F		0.0 %	71.0 °F	0.0 %
	Rht_Zn_02	RM 1006	Schedule_2	Occupied	74.4 °F		0.0 %	71.0 °F	0.0 %
	Rht_Zn_03	RM 1005	Schedule_2	Occupied	72.7 °F		0.0 %	71.0 °F	0.0 %
	Rht_Zn_04	RM 1206	Schedule_2	Occupied	73.8 °F		0.0 %	71.0 °F	
	Rht_Zn_05	Corridor 1300	Schedule_2	Occupied	72.4 °F		0.0 %	71.0 °F	
AHU-4	VV_401	Room 1041	Schedule_2	Occupied	69.5 °F		46.0 %	64.5 °F	100.0 %
	VV_402	RM 1042	Schedule_2	Occupied	71.4 °F		0.0 %	64.1 °F	
	VV_403	RM 1040	Schedule_2	Occupied	70.3 °F		0.0 %	64.3 °F	0.0 %
	VV_404	RM 1033	Schedule_2	Occupied	69.5 °F		100.0 %	66.9 °F	100.0 %
	VV_405	RM 1030	Schedule_2	Occupied	70.0 °F		2.0 %	71.8 °F	
	VV_406	RM 1032	Schedule_2	Occupied	68.8 °F		100.0 %	71.3 °F	100.0 %
	VV_407	RM 1031	Schedule_2	Occupied	69.2 °F		0.0 %	64.6 °F	100.0 %
	VV_408	RM 1028	Schedule_2	Occupied	70.8 °F		0.0 %	64.5 °F	0.0 %
	VV_409	RM 1027	Schedule_2	Occupied	71.0 °F		0.0 %	64.5 °F	0.0 %

Equipment Pages

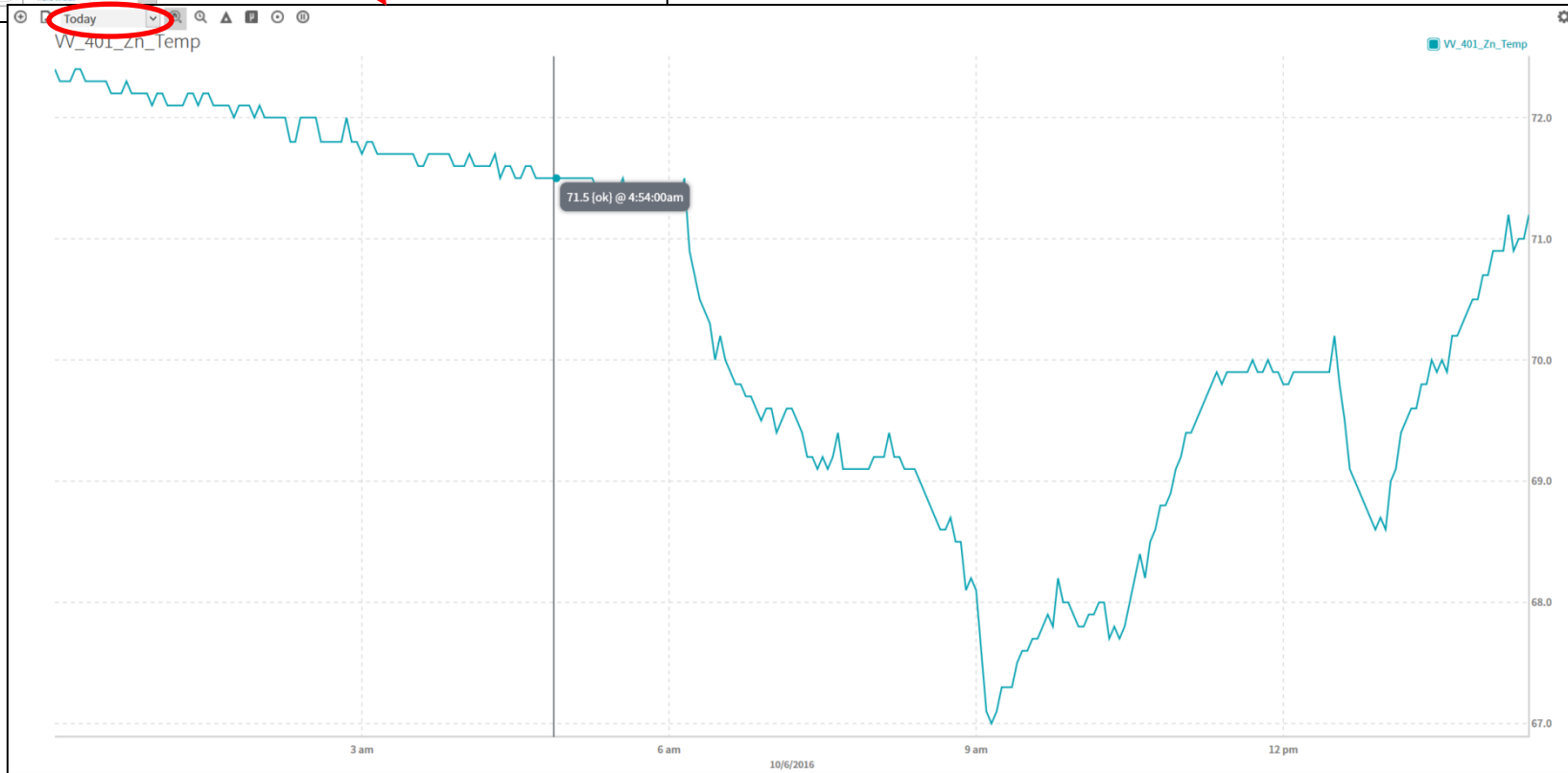
- Click on values for history charts
- Right-click on values to *set* or *override*



History Charts

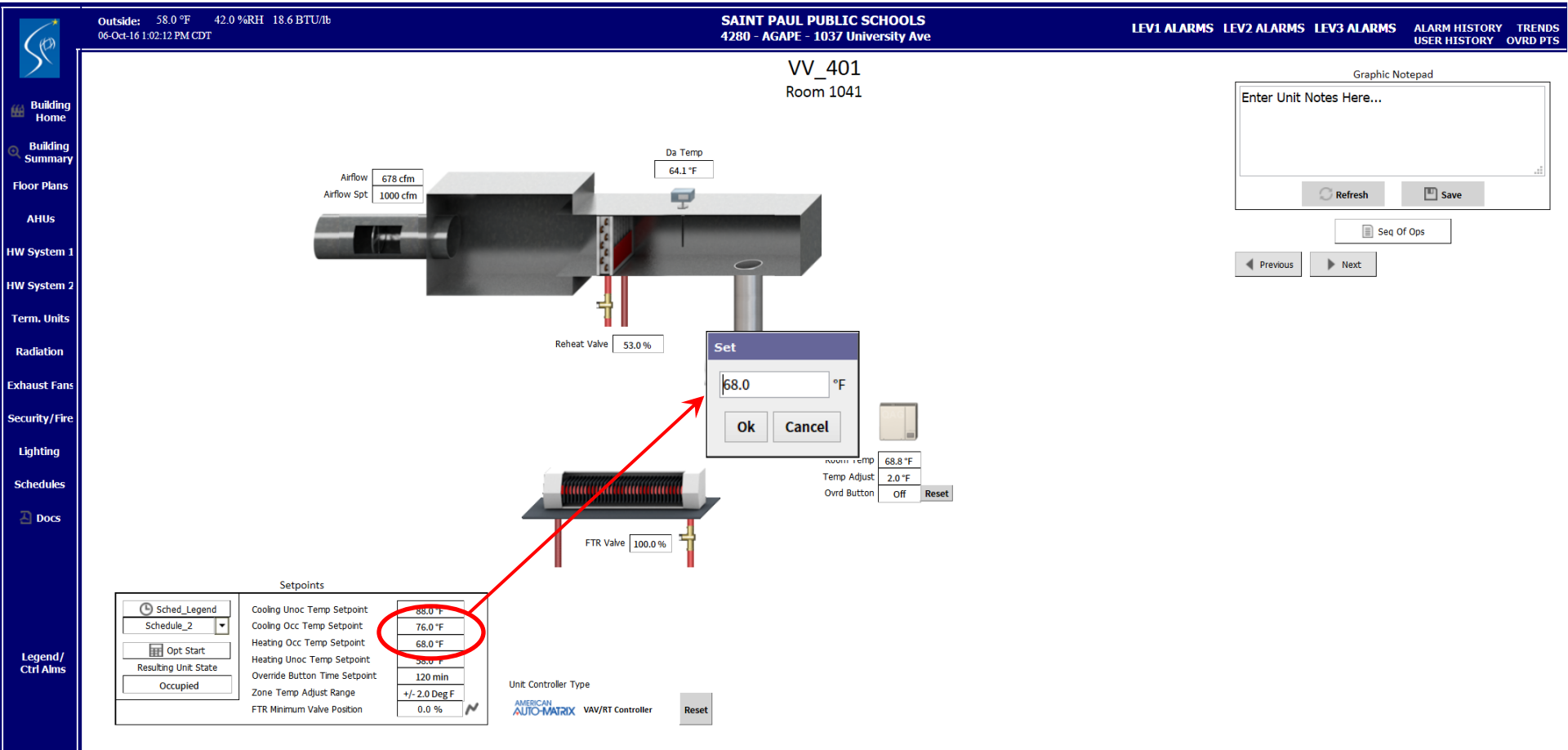


- Select time range
- Click and drag to pan
- Scroll to zoom

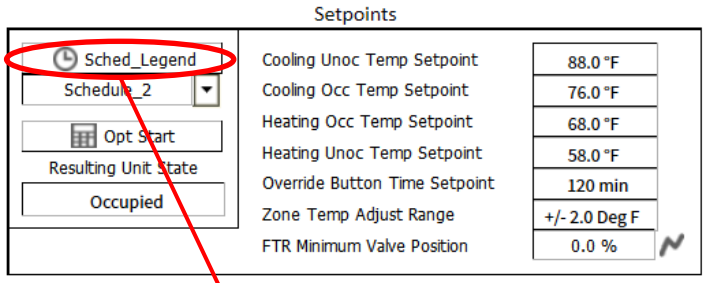


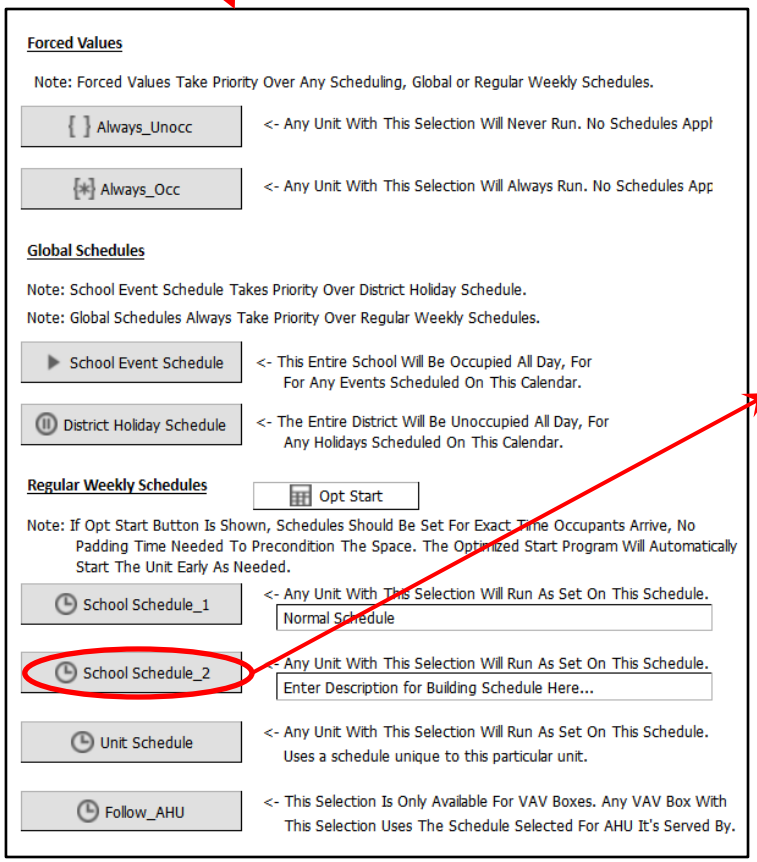
Setpoint Adjustment

- Right-click on heating or cooling occupied setpoints and click *set*

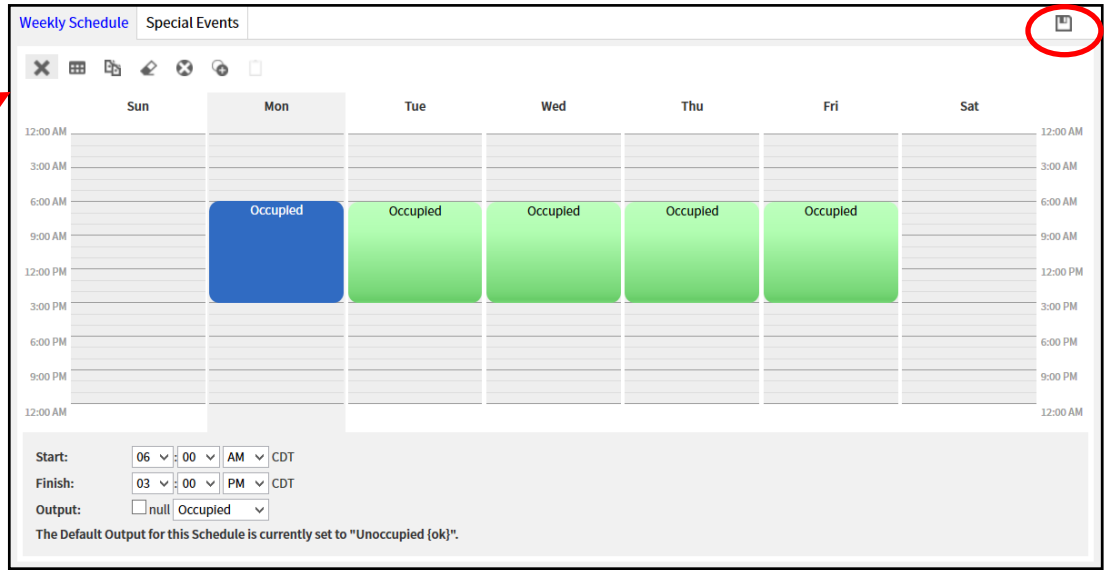


Schedules



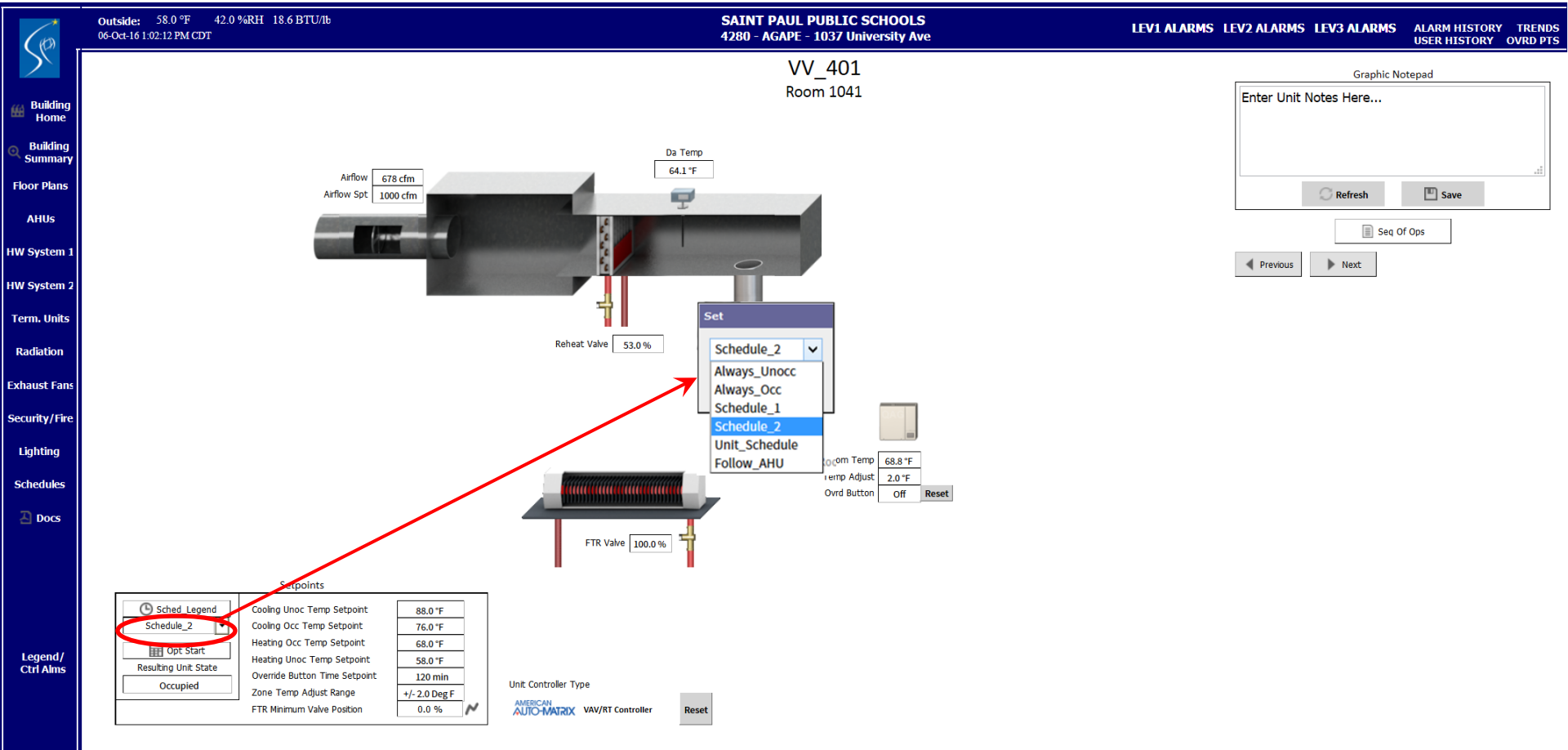


- Click *Sched_Legend* to review choices
- Click a schedule button to view or edit
- Save when finished



Schedules

- Click schedule selector
- Choose which schedule to apply to the unit



Alarms

- Use checkbox and buttons to manage alarms
- Click hyperlink to view system in alarm

