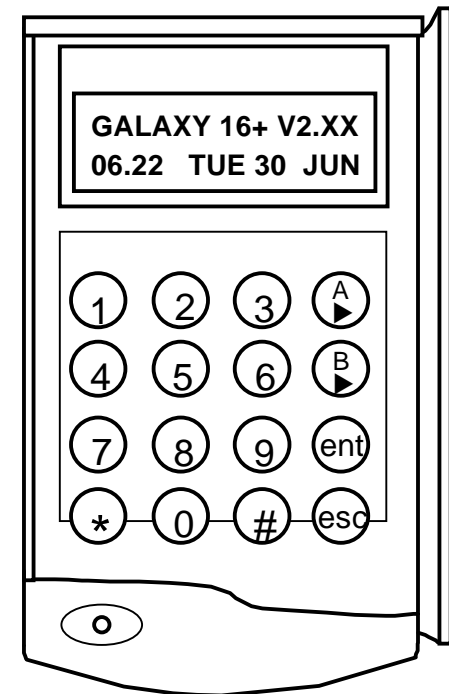


GALAXY

8 *plus* and 16 *plus* User's Guide



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ZONE REFERENCE TABLE				
No.	Type	Location	Omittable	Part
01				
02				
03				
04				
05				
06				
07				
08				
09				
10				
11				
12				
13				
14				
15				
16				

INTRODUCTION

The Galaxy 8 *plus* and 16 *plus* V2 control panels used with your ADT Alarm System are designed to the highest specifications and requirements using the most advanced software and hardware technology.

The system is designed to satisfy the requirements of domestic and smaller commercial installations, yet is flexible enough to provide ease of use and operational versatility.

The system will normally consist of a boxed end-station, usually out of sight, up to three remote LCD keypads, signalling equipment and a variety of detectors.

The two line 16 character LCD keypads enable the user to Set and Unset the system and operate the various available functions which are described in this User's Guide.

This User's Guide contains the information required to operate the system, a Glossary of Terms is given overleaf. An ADT Engineer will program and commission the system to meet your requirements.

The system is simple to operate but users are advised to read this guide carefully before using the system and retain it in a safe place for future reference.

APPENDIX B – AVOIDING FALSE ALARMS

False alarms are inconvenient and may give rise to Police response being withdrawn from your site which may affect your insurance cover.

Here are twelve points to help you avoid false alarms:

1. Ensure that you understand how to operate the alarm system. In your absence the system should be operated by someone thoroughly instructed in its use.
2. Ensure that:
 - you know your User Code
 - your Password is readily available if you need to quote it to the Alarm Receiving Centre.
3. Before leaving the premises ensure that all doors and windows are securely closed.
4. Ensure that detection devices such as Infra-red beams or movement detectors are not obstructed by stock or building partitions.
5. Where Passive Infra-red (PIR) or movement detectors are installed make sure that the area is kept free from animals and birds. Particular attention should be paid to swinging signs, fluorescent lights and Christmas decorations. Electric fans, heating or ventilation systems should, where possible, be switched off before the system is Set.
6. Always follow the setting and unsetting procedure and keep to the entry and exit routes agreed with ADT Security Systems.
7. Treat the alarm system with care and ensure that it is not accidentally damaged.
8. Consult ADT Security Systems about alterations to your building and its contents if you think they may affect your system or its performance.
9. Always report any obvious reasons for unwanted or false alarms to ADT Security Systems. If necessary an engineer will be sent to check the system where it is established that a technical fault exists.
10. If opening or closing times are monitored by the Alarm Receiving Centre be sure you notify them of any changes from the agreed times using your password where necessary.
11. While the system will be provided with a stand-by battery for use in the event of an a.c. mains failure every effort should be made to restore the a.c. mains supply as soon as possible.
12. Make sure that regular maintenance checks are carried on the system to minimise the risk of technically related false alarms.

GLOSSARY OF TERMS

Chime:	Programming method which enables an internal audible warning following the operation of a detector or contact.
Duress:	Applicable when a remote signalling device is fitted. A Duress code entered at the keypad will Unset the system but transmit a Duress code to the Alarm Receiving Centre.
Entry Time:	A preset time delay to allow the user to reach the keypad and Unset the system.
Exit Time:	A preset time delay to allow the user to leave the building during setting the system.
Exit Terminator:	A switch or push-button located on the outside of the premises and used to Set the system. This is also known as a Final Set button.
Event Log:	The control panel memory which stores, in sequence, a record of the system events.
Final Exit:	The last door closed or detector operated by the user on exit.
LCD	Liquid Crystal Display.
Non-omit:	An alarm circuit which cannot be omitted by the user.
Numeric Keypad:	The part of the operator panel comprising number keys
Omit:	Intentionally setting with alarm zones excluded from the system. Only zones programmed as "omit-enable" by the engineer can be omitted.
PA	Panic Alarm: an emergency button or switch used to set off the alarm; results in instantaneous transmission of a silent alarm signal using the remote signalling device.
Part Set:	To set only part of the system.
Programme:	To select the system functions or options.
Remote Signalling Device:	A optional signalling device connecting the alarm system to an Alarm Receiving Centre via the telephone line.
Set:	To arm the system.
Unset:	To disarm the system.

User Code: A four digit code that has been programmed to be accepted by the system.

Walk Test: A routine test of the alarm detectors.

24 Hour Circuit: An alarm circuit which has been programmed to be armed continuously whether the system is Set or Unset.

APPENDIX A — ALARM AND HELP MESSAGES

ALARM IS ACTIVE: The system is currently in alarm and must be cancelled by a valid User Code.

PA RESET REQUIRED: The User Code that cancelled the alarm does not have the authorisation to reset the system. A User Code with the PA Reset attribute enabled must be entered. The PA switch which created the alarm may also have to be reset.

ENGINEER RESET REQUIRED: This message is displayed when a tamper alarm occurs. Tamper alarms usually require an engineer to visit the site and check all modules on the system.

INVALID CODE: The code that was entered is not registered in the system memory.

DUPLICATED CODE: When assigning new User Codes, the code entered has already been assigned to a code.

TIMED TIMEOUT DISABLED: When setting the system, the Exit Time has been set to infinity and a Final zone or Push-to-Set zone is used to act as the exit terminator.

TELECOM FAILURE: A fault has occurred with the telephone line or remote signalling which will require engineer attention.

KEYPAD INFORMATION

The Galaxy system is programmed and operated from the LCD keypads.

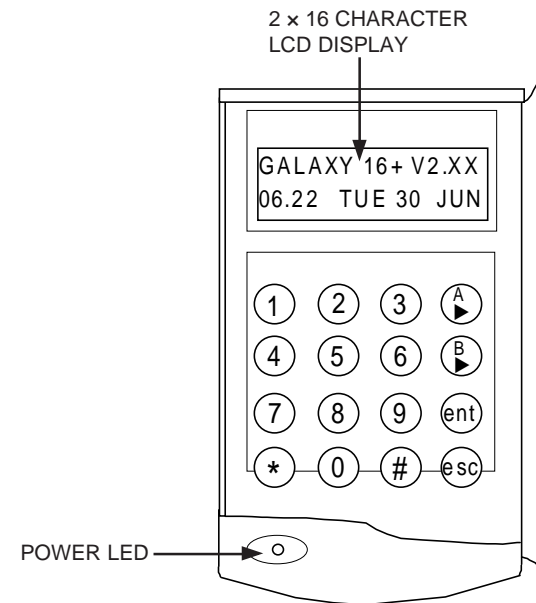


Figure 1 Galaxy Mk 3 LCD Keypad.

Number Keys (0–9): are used to enter your User Code and to select and modify options.

View (A and B) Keys: are used to Set the system and to step through the menu options during programming.

Enter (ent) Key: The **ent** key allows you to Unset the system, to access the menu options and to accept programming selections.

Escape (esc) Key: The **esc** key permits you to cancel any modifications made to a menu option and allows you to return to the previous menu option level. The **esc** key also aborts the setting routine if pressed during the Exit-Time from the same keypad used to initiate the setting.

Hash (#) Key: The **#** key is used as a toggle key, which enables or disables the programming features of certain menu options. It is also used to select the user attributes feature in menu option 4 – Codes.

Star (*) Key: The ***** key, when combined with other keys, provides special functions. The engineer will advise of these where applicable, see also: Star (*) Key Features.

Power LED: The green power LED remains lit whenever the system is connected to the a.c. mains power supply and a charged stand-by battery. A mains power failure is indicated by the LED flashing slowly. A fuse or battery failure is indicated by the LED flashing quickly.

Note: A fuse or battery failure will require an Engineer Reset after the fault has been corrected.

Your User Code: is a four digit personal identification number which identifies you and allows you to operate the system.

Note: Entry of an invalid code will cause the keypad to display the message INVALID CODE. Entry of six consecutive invalid codes will cause a ten minute keypad lockout during which the keypad horns will activate and the keypad will display the message ALARM IS ACTIVE. No further code entries will be recognised during the lockout period.

Star Key (★) Features

The star key is used as a shift key; when combined with other keys it provides additional system features. The Star Key features are only available if they have been enabled. The Star Key features can only be enabled/disabled by the ADT alarm engineer. Table 1 gives the key combinations for the Star key features.

The ADT alarm engineer will advise you of the operation of these features where appropriate.

Key Combination	Star Feature
★ 1	Changes keypad buzzer volume between High, Low and Off.
★ 2	Activates PA alarm.
★ 4	Toggles keypad backlighting On / Off.
★ 5	Activates Assist Alarm
Enter code then press ★ 6	Prints the entire system details.
Enter code then press ★ 7	Prints the entire Event Log.
★ 8	Activates Fire Alarm.

Table 1: Star Key Features.

Note: A printer must be fitted to the system for the print options to work.

Selecting the Time Option

Enter the Manager Code and press the **ent** key. Press the **B** key until the Time option is displayed then press the **ent** key.

Operation of the Time Option

On selecting the Time option **⏰=TIME** is displayed. If the time requires to be modified press the **ent** key and enter the time (this is a four digit number and must be a valid time between 00:00 and 23:59). Press the **ent** key to accept the programming and **esc** to cancel.

To change one of the other time features use the **A** or **B** keys to select the required option and follow the same procedure.

To exit from the Time option press the **esc** key.

Option 9 – Log

The Log option permits the system manager (User 14) to view the events stored in the system log.

Selecting the Log Option

Enter the Manager Code and press the 9 key.

The Event Log

Once the Log option has been selected the current date is displayed. To view the Event Log press the A or B key to move through the log. Figure 3 shows the Event Log display.

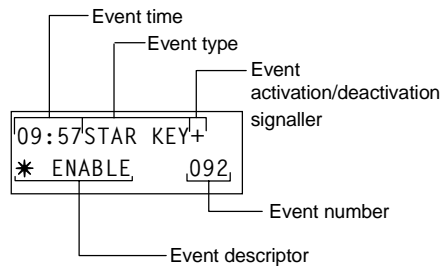


Figure 3 Viewing the Event Log.

The log event displays the event type, time, descriptor and number. Also displayed is the activation (+) and deactivation (-) signaller.

The highest event number (maximum of 250 events) is the most recent event.

To display the date of the event currently being displayed press the # key. Repressing the # key will return the display to the event details.

To quickly move through the log enter a three digit number between 001 and 250 followed by the # key. The system will jump to the event number entered.

To escape from the Log option press the esc key.

Option 10 – Time

The Time option allows the system manager (User 14) to modify the four time features of the system, these are:

- Time (hr:min)
- Date (dd/mm/yy)
- Start Summer (dd/mm) – the date that summer time begins (clocks go forwards).
- End Summer (dd/mm) – the date that summer time ends (clocks go backwards).

Setting and Unsetting the System

Setting the System

Before Setting the System

Before the setting of a system is initiated ensure that:

- All doors and windows are secured.
- All areas protected by movement detectors are free from obstructions and any animals are excluded from the areas to be protected.

Full Setting the System

Enter your User Code and press the A key:

- If all the system zones are closed when the setting routine is initiated the keypad sounders will emit a continuous tone and the keypad displays the Exit Time countdown blocks (If optioned for timed exit).
- If any zones are open (for example: protected doors or windows; or if someone activates a movement detector, when the setting process is started) then the keypad sounders will pulse rapidly and the keypad will display which zones are open. Closing the open zones will allow the setting routine to restart.

Leave the building using the agreed exit route. Close and lock the Final Exit Door and then operate the Exit Terminator; the horn outputs and the keypad buzzers become silent, the countdown blocks all clear and four seconds later the keypad buzzers emit two long tones to confirm that the system is Set. On the keypad the message SYSTEM IS SET briefly appears before the display goes blank.

The setting routine can be aborted, before the system sets, by pressing the esc key on the keypad used to initiate the setting routine.

Part Setting the System

Your alarm system can be Part Set using the B key. To Part Set the system enter your User Code then press the B key. The keypad will then display the Set/Unset status of those parts assigned to your code.

Leave the building using the agreed Exit Route. Close and lock the Final Exit Door and then operate the Exit Terminator; the horn outputs and the keypad buzzers become silent, the countdown blocks all clear and four seconds later the keypad buzzers emit two long tones to confirm that the system is Set. On the keypad the message SYSTEM IS SET briefly appears before the display goes blank.

The setting routine can be aborted, before the system sets, by pressing the esc key on the keypad used to initiate the setting routine.

Note: If the Silent Part Set facility has been enabled only the keypad display will indicate the setting status, that is, no audible tones will be emitted.

Unsetting the System

Normal Entry

The system begins the unsetting routine whenever a Final door is opened or an Exit/Entry zone is activated (If Part Set). The keypad buzzers pulse slowly indicating that the Entry Time countdown has started.

To Unset the system, go directly to the keypad using the agreed entry route, enter your code and press the **ent** key.

Slow Entry

The keypad sounder begins to pulse rapidly after 75% of the Entry Time has expired to indicate that time is running short. If the Entry Time expires before a valid User Code is entered, a full alarm occurs.

Straying From The Entry Route

If, during the entry routine, you stray from the agreed entry route and activate a zone in a protected area an audible alarm occurs.

Alarm Abort

Notes: If the system is programmed for Alarm Abort a period of 90 seconds after expiry of the Entry Time is provided to enable the user to cancel an alarm caused by exceeding the Entry Time or deviating from the entry route.

If the 90 second Alarm Abort time is exceeded then a full alarm may result in the Police being called to the premises and the system requiring an Engineer Reset.

Cancelling Alarms

To cancel an alarm enter your User Code. The keypad displays the zones that have been activated during the alarm. Press the **esc** key to return to the normal display.

Certain types of alarms, once cancelled, require a code authorised with the appropriate reset authorisation to be entered. The system prompts for a valid reset code by displaying **INTRUDER RESET REQUIRED, PA RESET REQUIRED** or **ENGINEER RESET REQUIRED** on the keypad.

Engineer Reset

Certain types of alarm require an engineer to visit the site and, after investigation, reset the system.

When the Codes option is selected User 01 is displayed. Press the **ent** key to select this user or the **A** or **B** key to view the other users. To modify the attributes of the selected user press the **#** key.

The Set Access attribute is displayed along with its status. Press the **#** key to toggle the enable status of the attribute. An attribute is enabled when the square next to the attribute number is black and Enable appears on the bottom line of the display. When the required attributes have been assigned to the user, press the **ent** key to save the selection. The display returns to the selected user number. Press the **A** or **B** key to view and select other users.

To exit from the codes option press the **esc** key.

Note: The Manager Code can always modify the attributes of the other User Codes. The Manager Code can be used to enable the Modify Codes option on other User Codes allowing these codes to modify other code's attributes.

Keyswitch Zones and User Codes

Keyswitches are assigned the attributes of User Code 1, 2 or 3. A Keyswitch zone assigned to one of these codes can Set and Unset the parts assigned to the code and reset authorised alarms. The user code assigned to the Keyswitch must be assigned Set Access to allow the Keyswitch to set the allocated parts. The Keyswitch assumes the assigned attributes even if the code has not been allocated a PIN.

Your engineer will advise you of the use of Keyswitch zones where necessary.

Option 5 – Test

The Test option allows the Manager Code (User 14) to test the Bells and Strobe outputs on the system.

Selecting the Test Option

Enter the Manager Code and press the **5** key.

Operation of the Test Option

On selecting the Test option **5** **BELLS** is displayed. If the bells are to be tested press the **#** key. Any output programmed as Bells will activate. To end the test repress the **#** key.

Pressing the **A** key will display **6** **STROBE** (where applicable). If the strobes are to be tested press the **#** key. To end the test repress the **#** key.

To exit from the Test option press the **esc** key.

Selecting the Codes option

Enter your User Code and press the 4 key.

Assigning Modifying and Deleting User Codes

Once the Codes option is selected the User Code assignment of User 1 is displayed. If the box next to CODE is filled then a PIN has been assigned, if it is blank then no PIN has been assigned. Use the A or B keys to select a user number and press the ent key.

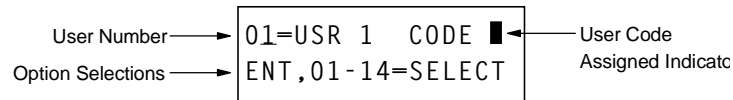


Figure 2 Menu Option 4 – Codes.

To assign or modify a user PIN enter a four digit number. Press the ★ key to erase any digits incorrectly entered. When the required four digit code is displayed press the ent key.

If a User Code is to be deleted press the ★ key four times followed by the ent key.

Note: User Code 13 may be assigned as a Duress Code. Entry of this code causes a Duress alarm which will activate the PA outputs and trigger the Remote signalling Device (if fitted); the Horn, Bells and Strobe outputs do **not** activate. Your engineer will advise you on the operation of this function where applicable.

Assigning User Attributes

No	Attribute	Description
01	Set Access	Enables the user to Set the system by entering their code and pressing the A key.
02	Unset Access	Enables the user to Unset the system by entering their code and pressing the ent key.
03	Part 1 Access	Gives the user access to Part 1.
04	Part 2 Access	Gives the user access to Part 2.
05	Part 3 Access	Gives the user access to Part 3.
06	Omitting	Enables user to omit omissible zones.
07	Modify codes	Enables user to program User Codes and attributes.

Table 4 User Code Attributes.

User Menu

For access to the menu options key in your User Code then press the ent key. The keypad then displays the menu options available to the user.

Menu Option	
No	Option
01	Omit
02	Chime
03	Walk
04	Codes
05	Test
09	Log
10	Time

Table 2 Menu Options.

The user menu offers a selection of up to seven options. All users have access to the Chime, Omit and Walk options. The Code options are assigned to users, (if required) by the installer.

The system manager (User 14) can also:

- Test outputs (Bells and Strobe only).
- View the Event Log.
- Modify the Time options.

Note: The keypad returns to the normal display if no key press occurs for two minutes while accessing the menu.

The menu options are described in the following pages.

Option 1 – Omit

This option allows authorised users to omit designated zones from the system. Once a zone has been omitted it is not able to generate an alarm condition when the system is set. Omitted zones are reinstated automatically when the system is Unset or manually when the Omit feature is disabled by the user.

Selecting the Omit Option

Enter your user code and press the ent key to select the menu options. Press the ent key again to select Omit.

Omitting Zones

When the Omit option is selected, zone 01 is displayed, along with its omit eligibility and status (NON OMITTABLE – the zone cannot be omitted; #,01 OMIT – the zone is omissible; OMIT – the zone is currently omitted).

If the zone is currently omitted then the box on the top line of the display will be filled; if zone is not currently omitted then the box is empty.

If the zone can be omitted and the omit status is to be changed, press the # key. The display indicates the new omit status of the zone. Use the A or B keys to view and select other zones.

Setting with Omitted Zones

Once the required zones have been selected for omission press the **ent** key. The system begins to set omitting the selected zones. To abort the setting routine press the **esc** key. The selected zones remain omitted allowing the system to be set, as normal, at a later time.

To set the system after zones have been omitted initiate the Full or Part Setting routine. The system starts to set and the keypad display indicates how many zones have been omitted. The zones will remain omitted until the system is Unset.

Option 2 – Chime

This option allows the user to assign the Chime function to the zones on the system. Any zone with the Chime function enabled momentarily activates the keypad buzzers each time the zone is opened.

Selecting the Chime Option

Enter your User Code and press the 2 key.

On selecting the Chime option the first zone is displayed along with its chime status (enabled or disabled). Pressing the # key changes the chime status of the zone.

Press the A or B keys to view and program the other zones on the system.

Press the **ent** key to accept the programming or **esc** to cancel.

Option 3 – Walk

The Walk option allows the user to Walk test the zones on the system, ensuring that they are operating correctly.

Selecting the Walk Option

Enter your User Code and press the 3 key.

On selecting the Walk option zone 01 is displayed. If the zone is to be tested press the # key. Use the A or B keys to scroll through the zones on the system, each one may be selected for inclusion in the test. When all the required zones have been selected press the **ent** key to start the Walk Test. The keypad displays the number of Walk Test zones currently open on the system. Pressing the A or B keys allows the currently open zones to be viewed.

Walk test the selected zones by activating the appropriate sensor (movement detector, door contact, etc). When the Walk Test is complete return to the keypad. The display shows the number of test zones that are currently open. Press the # key to toggle the keypad display between showing the number of test zones currently open and the number of zones registered as tested.

To terminate the Walk Test press the **esc** key.

Note: If the **esc** key is not pressed the Walk Test will remain active for 20 minutes after the last key press.

Option 4 – Codes

The Codes option enables authorised users to allocate, modify and delete User Codes (PINs), as well as assign and modify user attributes. Only users with the Modify Codes attribute (option 7, see Table 4) enabled can carry out these functions.

Note: The Galaxy 8 *plus* has six user codes (Users one to four, (Duress code) user thirteen and (Manager Code) user fourteen) and one Engineer Code (User 15). The Galaxy 16 *plus* has fourteen user codes (users one to thirteen and (Manager Code) fourteen) and one Engineer Code. This is summarised in Table 3.

User Code	Galaxy 8 <i>plus</i>	Galaxy 16 <i>plus</i>
01	✓	✓
02	✓	✓
03	✓	✓
04	✓	✓
05	✗	✓
06	✗	✓
07	✗	✓
08	✗	✓
09	✗	✓
10	✗	✓
11	✗	✓
12	✗	✓
13 (Duress)	✓	✓
14 (Mgr)	✓	✓
15 (Eng)	✓	✓

Table 3 User Codes for Galaxy 8 *plus* and 16 *plus*.