

Quick User Reference Manual
Most Commonly Used Functions

USER CODE PROGRAMMING - Users 1 - 39 are normal user codes (arm / disarm only) User 40 is the Master Code (can program other functions)

CHANGING YOUR MASTER CODE

Press *5, then your existing master code (eg. 1234)
Enter 40 (the master code is user 40)
Enter New Master Code (4 digits)
Press # to exit

ADDING / DELETING ADDITIONAL USER CODES

Press *5, followed by your master code (eg. 1234)
Enter 01 (for user 1)
Enter New 4 Digit Code (for user 1; repeat for user 2, 3 etc.)
OR press * to delete the user code. Press # to exit when finished

DATE & TIME PROGRAMMING - This will need to be updated should the system need to be rebooted (or if there is a prolonged power outage)

Press *6, followed by your Master Code
Press 1 to select Date & Time Programming
Enter the time in 24hr Format HHMM (eg. 1300, for 1:00pm); followed by the Date MMDDYY (eg. 021520 for Feb 15, 2020)
Press # to exit

BYPASSING A ZONE - This is useful if there is a zone that needs to be serviced, but there is a delay for a technician

Press *1
Enter the 2 digit zone number (eg. 04 for zone 4)
Press #

NOTE: Bypass is only valid for 1 arming cycle; meaning this will need to be repeated if you will need to bypass the zone again, after the system has been dis-armed

TESTING YOUR SYSTEM - This is recommended at least monthly, but can be done at any time

Call in to our central monitoring station (1-866-829-2113), give the operator your system number or address; then once validated ask the operator to place the system on "Test" (meaning ignore signals and do not dispatch as you're simply testing the system)
Arm the system in away mode - pretend to leave (eg. open and close the front door)
Once the system has been fully armed - "enter" the premises (eg. open and close the front door)
Trip all sensors - walk in front of motions, open and close all doors / windows with sensors, tap on glassbreak sensors etc
Once satisfied with all sensors - disarm the system and notice the keypad. Then call back in and verify all signals / alarm that were reported by the system with the operator. Once satisfied, ask the operator to delete the testing period.

CHIME - Beeps when a perimeter sensor is opened / closed

This is simply a "toggle" option
Press and Hold the Chime button (usually 3rd from the top on the right side of the keypad) - ON
Press and Hold the Chime button (usually 3rd from the top on the right side of the keypad) - OFF

For additional help please contact us at the appropriate number below:

CENTRAL STATION TEL 1-866-829-2113
available 24/7

SALES, SERVICE & BILLING: 1-877-5000-ACE
available 9-5 M-F