

Verbatim™ Quick Start Guide

Basic set-up and testing of the Verbatim involves:

1. Program at least one phone number.
2. Program the input channels to reflect alarm conditions.
3. Test the alarm conditions to be sure wiring and programming are correct.
4. Record voice messages, trip delays and other programming as desired.

All programming operations must be done with the unit in the Program mode.

To put the Verbatim autodialer in Program mode, press PROGRAM. Program mode is indicated by the lighted PROGRAM LED.

Important Note about Shipping and Clearing Memory:

Before you begin programming the Verbatim for your monitoring application it is best to first clear the unit's memory of any old programming. This step also ensures that memory corruption, which might have occurred during shipment or due to anomalous power disturbances, will be wiped away.

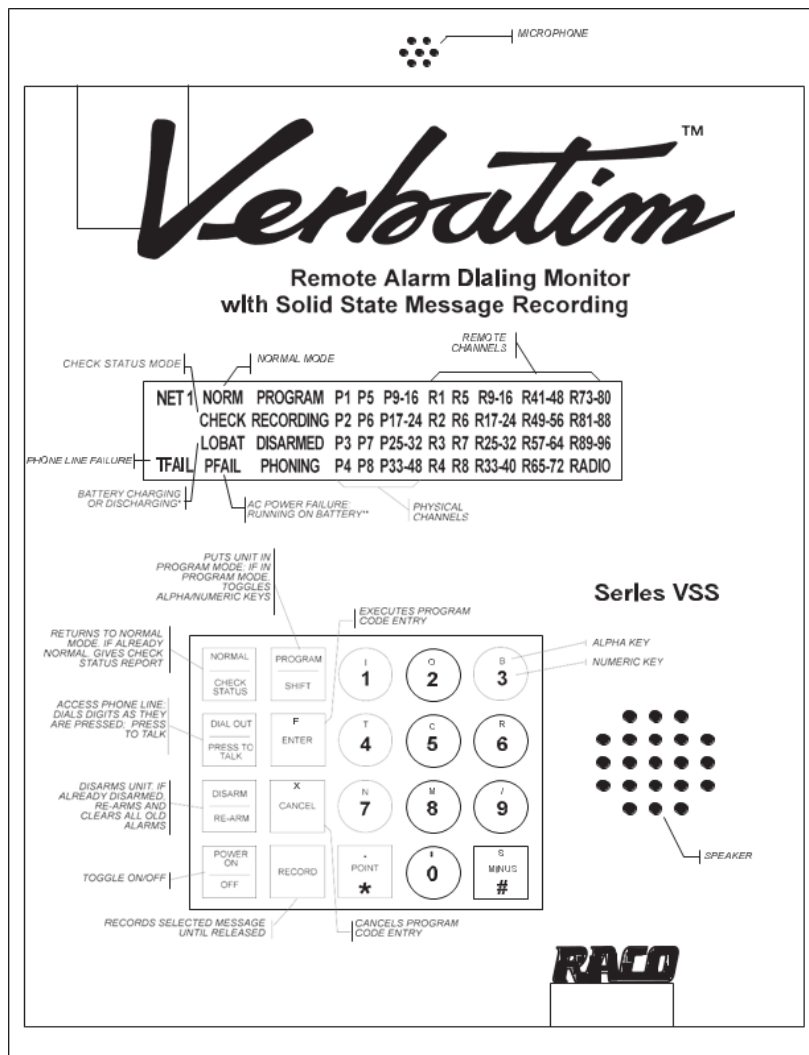
Caution:

The following step erases all user programming including recorded messages so normally it is done only at initial start-up.

To clear the system memory, press: **9 35 9 ENTER**

Note: If you make an error in code entry, press CANCEL and start again.

Front Panel Keys and Indicators Diagram



- **A discharged battery may take up to a day to fully charge. Meanwhile, light may remain on.**
- **During AC power failure, all illuminated LEDs will flash to conserve battery power.**

If you have powered up your Verbatim without connecting a live telephone line to the unit you may observe that the TFAIL indicator is on. This indicates that the unit is checking for the presence of a telephone connection and attempting to determine the line configuration. If you are planning to program your unit without a live telephone

connection you may wish to disable the Telephone Line Fault Detection (Phone Fault) feature by pressing: **9 17 0 ENTER**

Programming Phone Numbers

To program the first dial-out phone number, press:

7 01 (then the complete phone number) ENTER

For example, to program 1 (510) 658-6713 as the first phone number, press:

7 01 1 5 1 0 6 5 8 6 7 1 3 ENTER

To program a second phone number:

Use code **7 02** instead of **7 01**, progressing to a maximum of code **7 16** for the 16th phone number.

Each number may be up to 60 digits in length. Be sure to include any necessary area codes or "1" prefixes.

Press the MINUS key to add a 1 second delay to the end of the phone number dialing process. Default delay is one second.

Refer to Verbatim Help documentation for advanced calling features.

Programming Input Channels

Your Verbatim autodialer needs to know whether its input channels are to be normally closed (alarm on Open Circuit), or normally open (alarm on Closed Circuit).

All contact inputs are initially set normally closed (i.e. they will alarm on Open Circuit). This is the default setting and, therefore, any open circuits, including any inputs left disconnected during installation, will appear as alarms until the inputs are programmed.

To automatically program the inputs: Make sure all inputs are in their normal (non-alarm) state. Then press: **5 0 0 ENTER**

The Verbatim autodialer automatically examines all inputs and programs them to alarm on the opposite input state from their present status. This code 500 does not affect any channels that have been programmed for Disabled Channels, Status Only, Run Time Meter, or Pulse Totalizer function.

Exceptions:

In most cases, no further programming of contact inputs is necessary. However, the following configuration options are available:

To set any input to be **disabled** and never be annunciated, press: **5 ZZ 0 ENTER**

where ZZ is the 2 digit channel number you are programming. Be sure to always use a leading 0 for channels 1 through 9 to keep the channel number a two-digit entry.

To set an individual contact input for **normally closed** operation (i.e. to alarm on Open Circuit), press: **5 ZZ 1 ENTER**

To set an individual contact input channel for **normally open** operation (i.e. to alarm on Closed Circuit), press: **5 ZZ 2 ENTER**

To set inputs to report **status only**, program each channel as follows: **5 ZZ 3 ENTER**

This setup never causes an alarm to dial out.

To set contact inputs for the **run-time meter** function, program each channel as follows:

5 ZZ 4 ENTER

Initial Testing

Perform the following steps to ensure that your Verbatim autodialer is properly installed:

1. First, temporarily disarm the unit by pressing: DISARM/RE-ARM until the DISARM LED is flashing. This prevents the unit from dialing out.
2. Next, physically trip each sensing device in turn (manipulate float switches, relays, etc.). Verify that the corresponding input channel LED lights at the front panel, and then restore all sensors to their normal state.
3. Now press DISARM/RE-ARM. This will clear out the channel input LEDs and restore the unit to a ready condition.
4. To test the phone line connection, with the unit's phone cord plugged into its phone jack, temporarily remove the AC power cord to the unit. The PFAIL LED will illuminate. At this point all illuminated LEDs will flash on and off in order to conserve battery power. Since the unit is not disarmed this time, after a 0.1 minute Alarm Trip Delay the PHONING light will illuminate and the unit will access the phone line and will begin dialing the first phone number. The unit will recite its station ID and power failure messages. You may converse with the person answering by pressing and releasing DIALOUT/ PRESS TO TALK. Press this key again when you wish to speak, and release this key to listen. This action will suspend message recital. In this case, when the conversation is done, you should end the call by pressing NORMAL. Ordinarily the alarm call would end automatically.

5. Now press DISARM/RE-ARM twice. This step disarms and then rearms the unit clearing all acknowledged alarms. This clearing also occurs automatically after the Alarm Reset Time has elapsed (default value 1 hour).
6. Your Verbatim autodialer is now able to operate, having at least one dial out phone number programmed and having its input channels configured. However, you may wish to record your own voice messages (see the next section) or perform special advanced programming items (refer to Verbatim Manual)

Introduction - How to Record Your Own Voice Messages

Messages may be recorded for the Station ID and for the Alarm and Normal condition for every channel in your Verbatim autodialer.

Note: Be sure to complete the programming of the input channels as described above before recording any messages.

Using Default Messages Instead of Recording Your Own

Recording messages is an optional step. Your Verbatim autodialer comes with built-in default normal and alarm messages for all channels. Recording voice messages can be postponed until you have become more familiar with your unit. You may even choose to record or re-record your own messages from a remote telephone at any time.

Using default messages for selected channels or for the Normal condition of channels is an excellent way to conserve speech memory for certain important and lengthy alarm messages.

Types of Default Messages

- Discrete (i.e. digital, contact) physical channel inputs: “Channel N Normal” and “Channel N Alarm.”
- Discrete remote channel inputs: “Remote Channel N Normal” and “Remote Channel N Alarm.”
- Discrete Status-only or Run-time meter physical channel inputs: “Channel N is ON” when input circuit is closed, and “Channel N is OFF” when input circuit is open.
- Discrete Status-only remote channel inputs: “Remote Channel N is ONE” or “Remote Channel N is ZERO.”
- Analog (integer) physical or remote channel inputs: [“Channel N, present reading is ...”] followed by the recited analog value.
- Station ID message: “ID Number N.”

Record Your Messages

First, minimize any background sounds. Then proceed as follows:

Have your message Worksheet in front of you and be prepared to recite the first Alarm (fault) Condition message in a loud clear voice within about 6 to 12 inches of the microphone located at the top of the front panel.

Press: **1 ZZ ENTER**

where ZZ is the appropriate 2-digit channel number, such as 01 for channel 1. Be sure to use leading zeros, in order to keep ZZ a 2-digit entry. Use 00 for the Station ID message.

The voice specifically identifies the message you are about to record, and then prompts you to press the **RECORD** key and hold it just for the duration of your spoken message. Note that the **RECORDING** light comes on during recording.

Over the phone, since there is no **RECORD** key, the voice will prompt you to press **ZERO** to begin recording, and press **ZERO** again to stop recording. Refer to “Programming by Phone” in your manual.

The Verbatim autodialer will immediately play back the message you have just recorded, allowing you to determine if you need to re-record it louder, softer or more clearly, etc.

Experiment with different volume levels to get the best message clarity. If there is too much background noise at the Verbatim autodialer site, record your messages over the phone.

Note: Always stop the recording promptly to avoid wasting recording time.

To record an alternate “Normal Condition” message for channel ZZ, press:

2 ZZ ENTER and follow the same procedure as above.

To review both existing messages for channel ZZ, press:

3 ZZ ENTER

The Verbatim autodialer will replay both existing messages for channel ZZ. This will include any default messages remaining in use.

Exceptions:

For any channels programmed for "Status Only" or for Run Time Meter function, use code 1 ZZ for the Open Circuit message, and 2 ZZ for the Closed Circuit message.

If you run out of recording time, you will hear the message "No more message time." You may elect to shorten some messages, or rely more on selected default messages, or you may Autoextend the available recording time. Then, re-record all messages.

If you wish to extend the available time for a specific message while leaving the other messages unaffected, enter the code for recording that message, but add an extra digit 1 through 4, before pressing ENTER. The digit 1 (Rate 1) gives the shortest time and the best sound quality, while 4 (Rate 4) gives the longest time with the poorest sound quality.

If you wish to reinstate a default message, enter the code for recording that message, and an extra POINT before pressing ENTER. For example: **1 ZZ POINT ENTER**

If you wish to use the default Station ID message but with a different ID number in place of the "one", press: **9 1 4 N ENTER**

where N is the desired ID number which may be up to 16 digits long. Some users program the Verbatim autodialer's own phone number as its ID number.

If you want to set a specific recording rate rather than letting Autoextend do it, press:

9 1 3 N ENTER

where N is the desired recording rate 1, 2, 3 or 4. You will then need to re-record any messages that were previously recorded at a different rate.

Frequently Used Codes

Description & Comments	Code	Range
Read Status of Channel ZZ	0ZZ	
Record Channel ZZ Alarm Message	1ZZ	
Record Channel ZZ Normal Message	2ZZ	
Review Normal & Alarm Message for Channel ZZ	3ZZ	
Read Alarm Criteria for Channel ZZ	5ZZ	
Set Current Input Status as Normal Condition for All Contact Input Channels	500	
Read Alarm Trip Delay for Channel ZZ	6ZZ	
Read Phone Number for Destination DN	7DN	01-16
Set Phone Number (N) for Destination DN	7DN N	
Sets Date	941 MMDDYY	
Sets Time	942 HHMMSS	
Set Alarm Reset Time	904 V	.1-99.9 hr
Ring Answer Delay	906 N	1-20 rings
Sets Number of Message Repeats	907 N	1-20 repeats
Establish Security Access Code (N)	910 N	0-8 digits
Total Clearout - Erases all Programming	935 9	

Programming By Phone

- To enter programming codes over the phone:
- Enter a touch tone “1” after the warble tone
- Enter the program code followed by # #
- Enter additional # # when you are ready to hang up.

Some front panel keys are not found on a touch tone keypad:

In Place Of	Enter
CANCEL	**
ENTER	##
POINT	*
MINUS	#