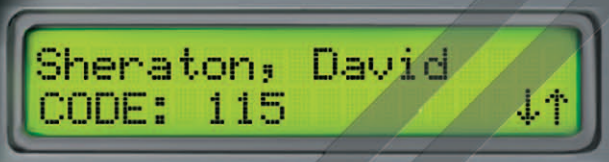
ELITEPRO™ SOFTWARE

OWNERS MANUAL

Windows compatible software for use with Chamberlain Elite Telephone Entry Systems.



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ELITE™

INTRODUCTION

ADVANCED TELEPHONE ENTRY SYSTEMS

WELCOME

Welcome to Chamberlain Elite's Telephone Entry Systems, ELITEPro™ Software manual where you can find all the information you need for the installation, operation and features of the ELITEPro™ Software program. Please take a few moments to familiarize yourself with this manual.

THE ICON26™

DIAL CODE VF™

DIAL CODE LC™

ABOUT ELITEPro™ SOFTWARE

ELITEPro™ Software is exclusively for the use of the Icon26™ and the Dial Code™ Series. It is designed to run under Windows 98, ME, 2000 and XP.

ABOUT ICON26™ PHONE SYSTEM

The Icon26™ is equipped with a state of the art, 10" display capable of 26 name viewing and is highly readable in DIRECT SUNLIGHT, eliminating the need for an unsightly hoods or other viewing devices. The Icon26™ features a double box design, a scrollable directory, programmable clock and calender, leapyear and daylight savings compensation, plus two independent 7-day timers for both door and gate control. For more information on other features of the Icon26™, please visit us at www.chamberlain.com.

ABOUT DIAL CODE™ LC & VF PHONE SYSTEMS

The Dial Code LC™ (Liquid Crystal Display) and Dial Code VF™ (Vacuum Florescent) include many standard features including the unique, double box design for simple removal of the processor for easy programming. For a complete breakdown of all the Dial Code Series features, visit us at www.chamberlain.com.

INSTALL

LOADING THE ELITEPRO SOFTWARE

The ElitePro™ software is supplied on CD ROM. You cannot run the program directly from the CD. You must first install the program on your computer system's hard drive. To install the program, follow the steps outlined below. The installation program has been designed to automate the process.

1. Insert the CD ROM into your CD drive. Installation automatically starts unless the "autorun" feature is disabled on your computer (See Windows documentation). In this case, you should locate the "Setup.exe" program. Double click on it to start installation

2. The installation procedure will guide you to install ElitePro™. We suggest you leave the default value as it is.

3. The program will ask you to reboot your computer only if rebooting is necessary.

4. At this point your ElitePro™ system has been installed. Installation procedure copied all necessary files to the hard drive. It also copied the on-line help file which is readily available for you. To activate it, press F1 key any time while ElitePro™ program is running.

5. To run the program, locate the ElitePro icon on the desktop. Start the program by double clicking (or clicking, depending on your Windows setup) on it.

Software Tutorial

Your package may contain two more CD ROMs. They are on-line tutorials. One is for installers and the other for facility managers. These unique lessons were developed especially for ElitePro™ software. By using these CDs you can easily learn even the most complicated features of ElitePro™. The lessons are short videoclips explaining each individual steps you may take to get the most from your Chamberlain Elite Telephone Entry System.

1. In most cases it is not necessary to install the tutorial. Simply insert the appropriate CD ROM to your system's CD drive. In a few moments you will see the opening screen.

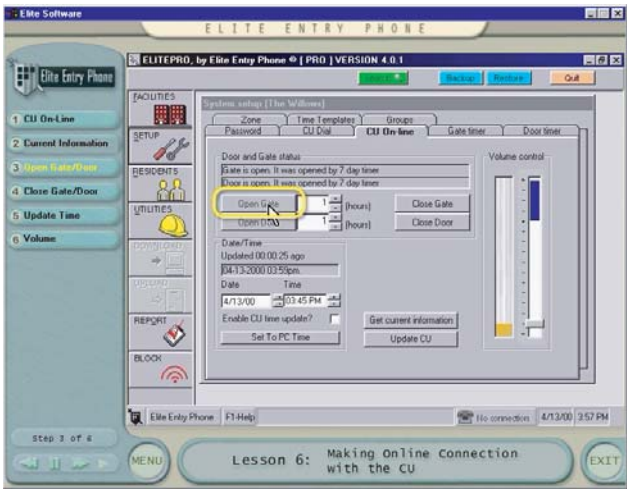
TUTORIAL

PROGRAM OVERVIEW

2. Select CD ROM ORIENTATION icon to learn how to use Chamberlain Elite Telephone Entry System's unique teaching tool.

3. Select the item you want to learn about. Your on-line tutor will teach you how to use ElitePro™ software.

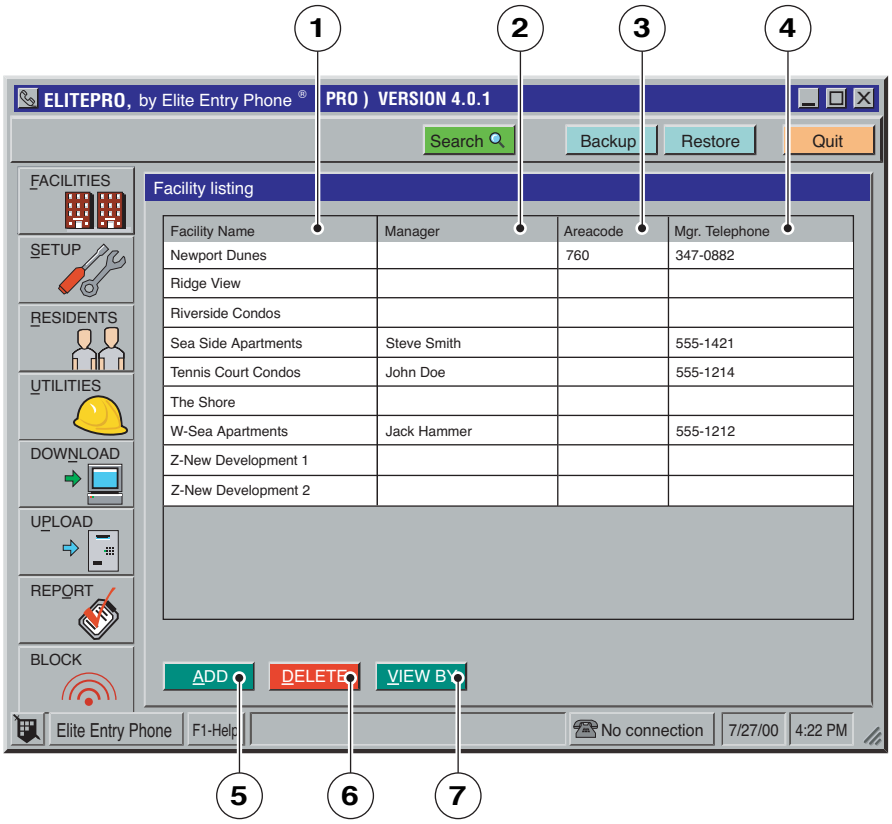
4. Watch and listen to your "personal" tutor to get familiar with ElitePro™.



FACILITIES

ENTER AND MAINTAIN SEPARATE PROPERTIES

The FACILITIES window is where you will enter and maintain your separate properties using the Telephone Entry Systems. From this window, you will be able to ADD, DELETE, EDIT or SELECT a facility. Additional features allow you to list facilities by fields and obtain help by selecting the example button. To SELECT a facility, select any field on a facility entry line. That facility will be the currently active facility for any subsequent working screen until a new facility is selected.



– HOW TO USE THIS FEATURE –

- Click the “FACILITIES” button.

Repeat the following steps until all properties have been entered. Each facility entry is saved automatically upon completion of the data entry for that facility.

- Click on the “ADD” button.
- Click on the “Facility Name” field and enter facility name.
- Click on “Manager” field and enter manager’s name.
- (Optional) Click on “Area Code” and enter area code.
- Click on “Telephone” and enter manager’s (voice) telephone number.

FACILITIES

ENTER AND MAINTAIN SEPARATE PROPERTIES

1 **FACILITY NAME**
This is the field for entering the name of the facility. This field is mandatory and must contain a minimum of one character. You may use any combination of characters including spaces up to a maximum length of 21 characters. Please note that you are allowed to use the identical name for more than one facility. Don't do it!! The resulting confusion is not worth it. Try to use unique names for each of the properties. Keep in mind that the program will convert all characters to upper case.

2 **MANAGER (NAME)**
Optional field for entering the name of the manager for the facility. This field can be any combination of spaces and characters up to a maximum of 30.

3 **AREA CODE**
Optional field to enter the area code of the telephone number for the facility contact person. This field is numeric only and will accept 3 digits maximum. Any entry of only 1 or 2 numbers will be formatted to 3 digits with leading zeros to pad the entry.

4 **TELEPHONE**
Optional field to enter the telephone number of the facility contact person. Although not required, most people find this feature useful when they need to speak to a person at the facility. This field will accept 7 digits and will automatically place a "-" after the third digit. As with the area code, any entry less than 7 digits will invoke the "helpful built-in assistant" to fill the rest with zeros.

5 **ADD**
Select this button to add a new facility to the database. A new record is created and the editing cursor is automatically set to the name field of the new facility. This field is MANDATORY. You must enter one character as a minimum to identify it. If you made a mistake and really didn't want to ADD a facility, you can remove it. Use the button described next.

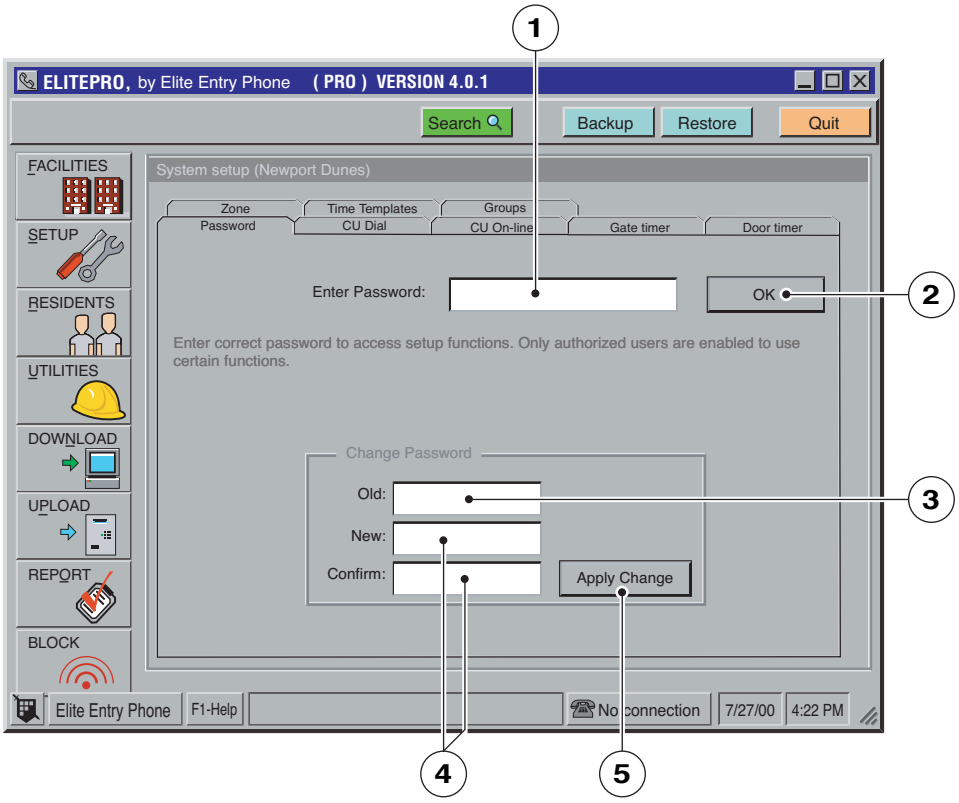
6 **DELETE**
This button does just the opposite of ADD. Select a facility and then select DELETE. That's all there is to it. Don't worry though, ElitePro™ will warn you and ask if you really want to delete the facility. Select "NO" to cancel the delete request or select "YES" to 'permanently' delete the facility and all its records. Use this button with care!

7 **VIEW BY**
Select this button to organize the listing of your properties. You can sort the list by Facility Name, Manager, Area Code, or Telephone number.

S E T U P

ENTER AND UPDATE FACILITY INFORMATION

The SETUP window is where you will enter and update all of the specific facility's system information. Maintain password, setup CU specific information, control gate/door/CU volume/time on-line, maintain 7 day timers, provide zone specific data.



1 PASSWORD

You need to enter your password to access any of the system setup functions. Passwords are not case sensitive. Although there is no restriction on this field (it accepts letters, numbers, special characters, etc.) We suggest to use 4-8 letters and numbers depending the security you need to provide. Password can be disabled, as well. Leave both the "New" and "Confirm" fields blank. It removes password protection.Factory setting is: MANAGER. Important! Keep your password in secure place. You cannot access "Setup" features without proper password.

2 OK BUTTON

Click on OK button to process password. Certain functions will be available after validating password. You need to click on the "OK" button even if the password has been removed. Leave the password field blank in this case.

3 OLD

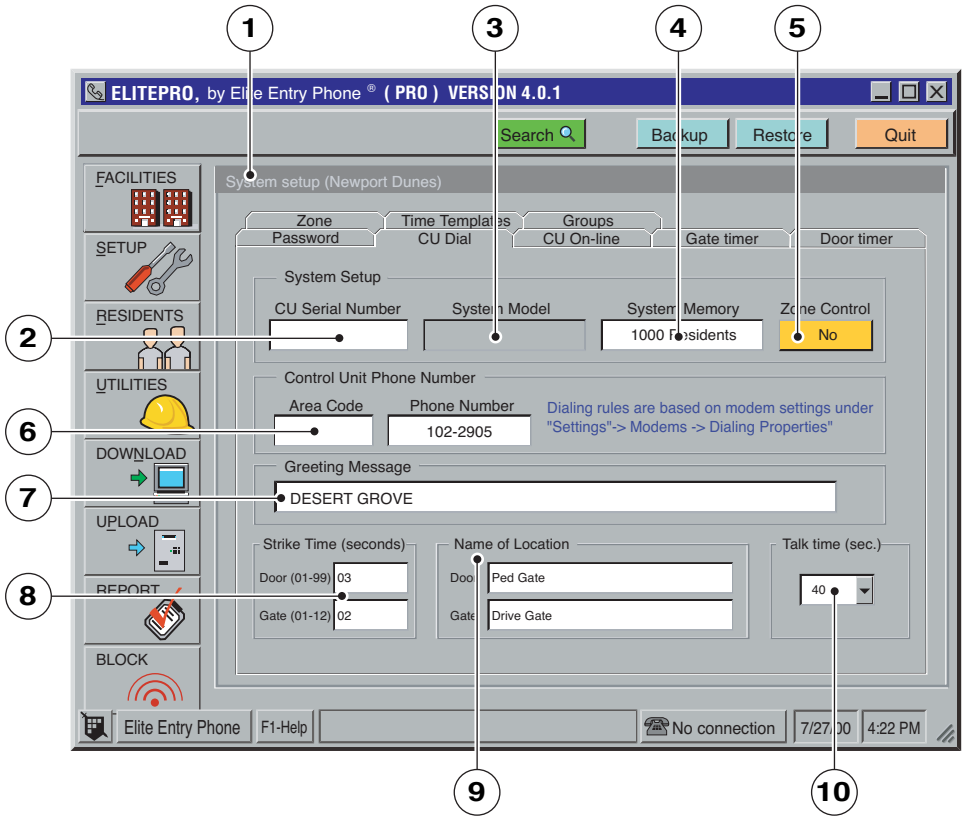
Enter your current password here if you want to change password.

(4) **NEW and CONFIRM**
Enter the new password to both the "New" and "Confirm" fields. Password change is possible only if both fields are identical. To remove password is very simple: leave both fields blank and click on "Apply Change" button. Remember your new password. You will not able setup functions without the password.

(5) **Apply Change**
Click on this button if you want to change password. The program checks if the old password is correct.

ENTER AND UPDATE FACILITY AND CU SPECIFIC INFO

By selecting the "CU Dial" Tab, you may enter and update facility and CU specific information. The CU Dial window is where you maintain your CU specific information including Zone mode selection.



S E T U P

ENTER AND UPDATE FACILITY INFORMATION

1 SYSTEM SETUP HEADER

This line will display the name of the currently selected facility.

2 CU SERIAL NUMBER

This field contains the facility password that the ElitePro™ program will use to establish a modem connection with the control unit. The ElitePro™ will obtain the password from the control unit during its initial communication session. Normally you would not ever need to change this data. In the event the control unit is replaced, and a new password is required, erase the data in this field and perform an UPLOAD. The ElitePro™ program will acquire a new password from the control unit and reset the SYSTEM MODEL and SYSTEM MEMORY fields accordingly.

3 SYSTEM MODEL

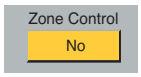
The SYSTEM MODEL field is automatically filled in by the ElitePro™ program and represents the model number of the control unit. This field is for your information only and cannot be altered.

4 SYSTEM MEMORY

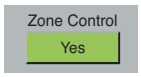
The SYSTEM MEMORY field is automatically filled in by the ElitePro program and represents the resident capacity of the control unit. This field is for your information only and cannot be altered.

5 ZONE CONTROL

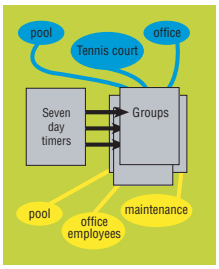
This two state button enables you to select how you want to maintain access of remote controls and keypads.



Selects individual remote control setup. That is to individually setup days, times and expiration date for each remote. Keycodes are not programmable they are active 24 hours/7 days



Selects zone control. There can be up to 32 zones to be controlled by the CU. Remote codes can be assigned to "Groups". Groups have Time template setups, one for each zones. There can be 32 groups. Time templates are so called "7 day timers". Each Time template has its own time setup.



6 CONTROL UNIT PHONE NUMBER

There are two fields for the control unit phone number. AREA CODE, and TELEPHONE NUMBER. The telephone number is the only mandatory field. It is the actual telephone number used by the ElitePro™ program to contact the control unit.

The area code is required only if the facility is outside the area code of this host computer. Dial prefix codes are provided by Windows itself and there is no longer a setup field in ElitePro™. (See picture). All modem and location specific features should be set by clicking the "Start button", "Settings", "Control Panel", "Modems", "Dialing Properties". For more information, please use your Windows documentation.

7 **GREETING MESSAGE**

This field is for the greeting message that will be displayed at the control unit. Any combination of printable characters (up to a maximum of 19 characters) are allowed. Initially, this field will default to the facility name.

8 **STRIKE TIME**

These are the fields to enter the time that the door or gate will remain open after a valid "access granted". The DOOR time can be set from 1 to 99 seconds while the GATE time is settable from 1 to 12 seconds.

9 **NAME OF LOCATION**

These fields allow you to enter names for both the DOOR and GATE. Although it will have no effect on the actual operation, using names or labels tend to be more meaningful.

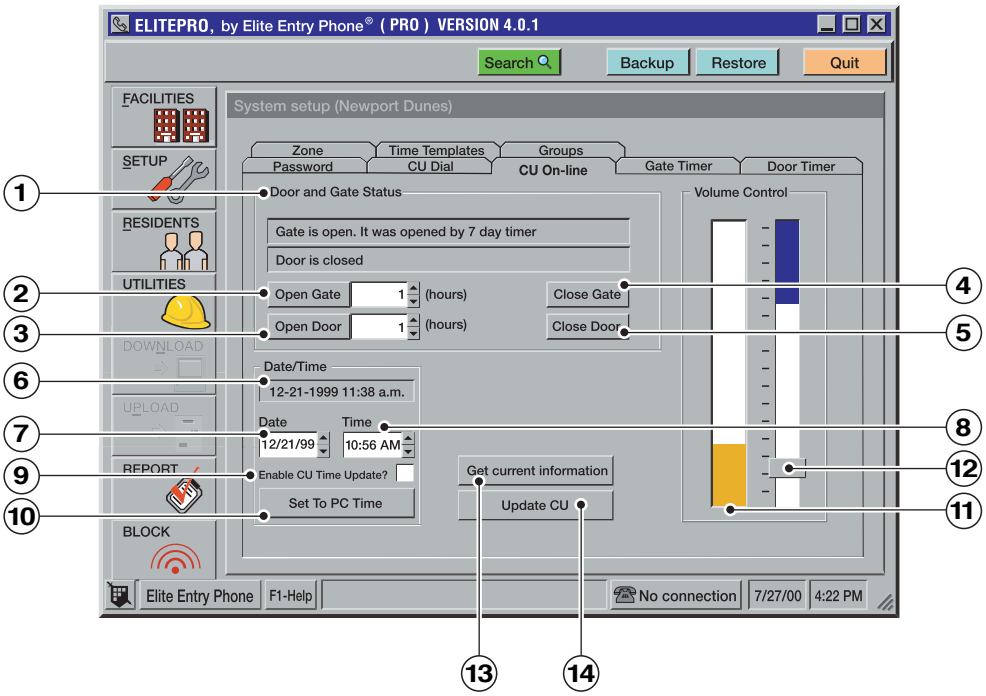
10 **TALK TIME**

This field will set the maximum talk time allocated for a visitor or resident to speak. Having a preset talk time circumvents having the telephone line busy for extended periods of time. The time can be selected from a drop down menu for 20, 40, or 80 seconds.

S E T U P

ENTER AND UPDATE FACILITY AND CU SPECIFIC INFORMATION

Use this feature to access/activate certain functions of the CU pseudo-on-line. Make your pre-selection and update the CU. Action in CU takes effect only after successful data transmission. Connection will be established by request and automatically terminated right after PC and CU exchange information. One common mistake is to request action from the CU and forget to update the CU. To explain each command, we assume that the user will execute the "Update CU" command.
Also, we suggest to "Get current information" from the CU before any modification of the CU on-line setup.

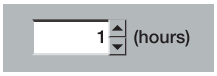


1 DOOR and GATE status

Displays current door and gate information after successful data exchange with the CU (Use "Get current information" button).

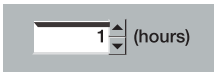
2 OPEN GATE

Click on this button to open the gate. The gate will open and stay open for a given time interval (between 1 and 255 hours selectable by the control next to the button).



3 OPEN DOOR

Click on this button to open the gate. The gate will open and stay open for a given time interval (between 1 and 255 hours selectable by the control next to the button).



(4) **CLOSE GATE**
Close the gate immediately. Release gate relay.

(5) **CLOSE DOOR**
Close the door immediately. Release door relay.

(6) **DATE/TIME**
Displays the date and time of the CU at the last data-exchange time.

(7) **DATE**
Set CU date.

(8) **TIME**
Set CU time.

(9) **ENABLE CU TIME UPDATE**
Enables to send date and time information to the CU. (IMPORTANT! CU date and time will be unchanged in case this checkbox remains unchecked to prevent accidental update).

(10) **SET TO PC TIME**
Updates DATE and TIME fields by synchronizing those to the PC clock.

(11) **VOLUME INDICATOR**
Displays current CU speaker volume.

(12) **VOLUME CONTROL**
Adjust the volume for the CU. The higher you pull the slider the louder the CU speaker. There is a visual mark for the loudest area.

(13) **GET CURRENT INFORMATION**
Establishes communication with the CU and receives its current status such as time, volume, etc.

(14) **UPDATE CU**
Establishes communication with the CU and updates its on-line features such as opening/closing gate/door, sets volume and optionally time.

– Terminology –

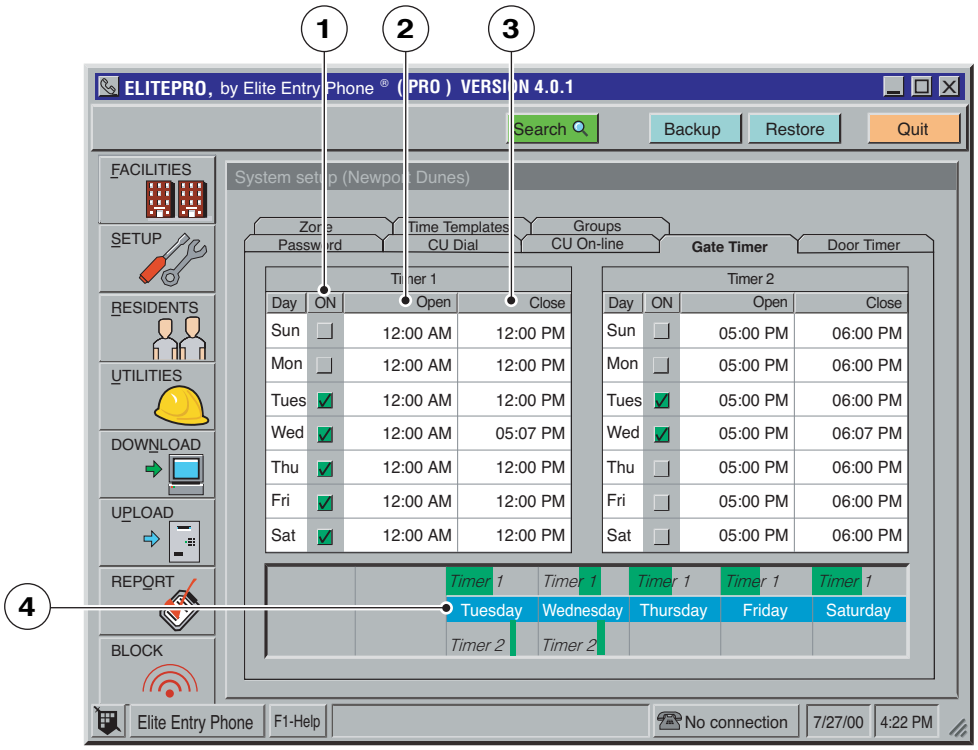
PASSWORD – Access to system page may be protected by a password. Applying password will protect the system for unauthorized access to functions, such as time change, gate/door activation, password change, etc.

Passwords are not case sensitive

S E T U P

S E T T I N G U P T H E 7 - D A Y T I M E R S

The 7-DAY TIMER SETUP window is where you can enter and update the timer settings for the DOOR and GATE. There are 7-day timers available for both the DOOR and GATE. Selecting either DOOR or GATE timers will open the timer configuration screen for that device. There are two timers available for each day of the week. Each timer is independent of the other and can individually be enabled by clicking on the box next to the day of week. A check mark in the box indicates that the timer is active. Virtually any combinations of timer settings are allowed including overlapping timers. The only invalid setting is having a “close” time earlier than the “open” time in the same timer (just remember, you can’t close the door if it’s not open).



(1) **ON/OFF**
Turn timer ON or OFF. Checkmark in this position indicates that the timer is active (unless the setup is incorrect)

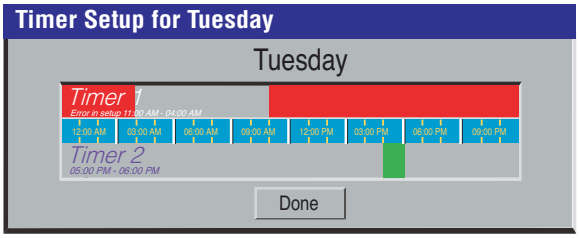
(2) **OPEN**
Gate/Door opening time. Gate/Door will open if the timer is active and it is not already opened.

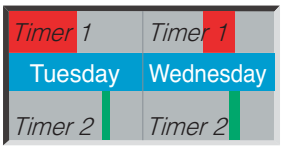
(3) **CLOSE**
Gate/Door closing time. Gate/Door will close if the timer is active and it is not already closed.

4 **INFO**

Displays current setup for active timers. Green bar spans from opening time to closing time. A red bar indicates an erroneous setup (opening time is earlier than closing as shown on the picture to the right).

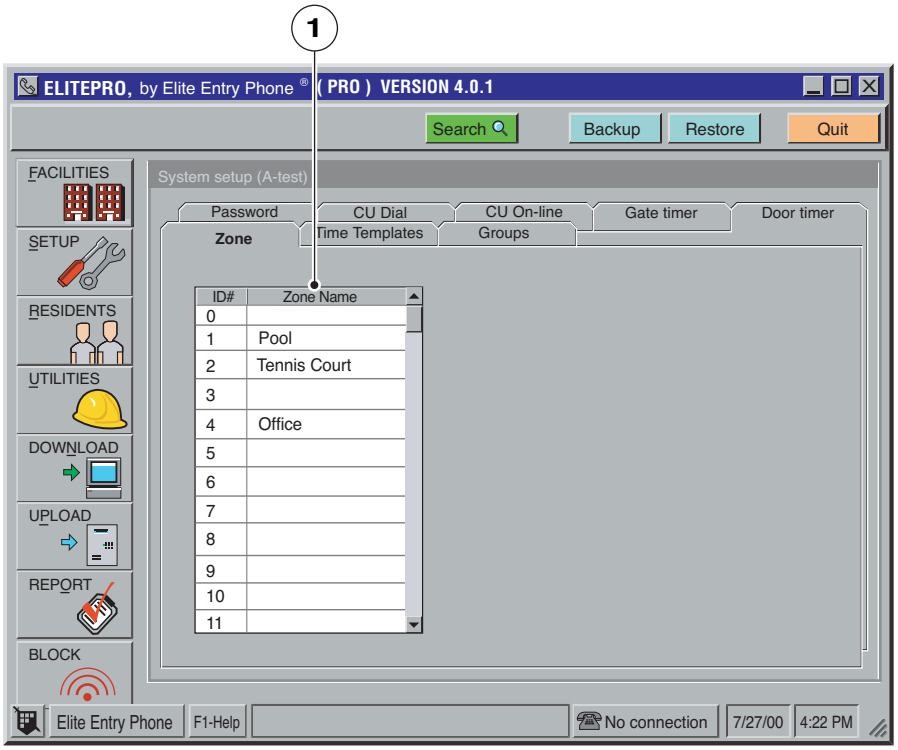
Double-clicking on any day on this area brings up a more detailed information window:





ENTER NAMES FOR ZONES

Elite's Control Unit (Firmware version 4.x or later) is able to control up to 32 different zones using RS485 communication link. This setup page is to assign a names for the used zones. Names have no restrictions besides of their lengths. Example names are: "Pool", "Clubhouse", "Play area", etc. (ID's are set by rotary switches during installation). Blank items will not be used for most of the menus.



S E T U P

E N T E R N A M E S F O R Z O N E S

(1) **ZONE NAME**
Enter the name for the zone identified by the ID number. Leave names of unused (not installed) zones blank.
Zone names are not transmitted to the CU therefore they cannot be downloaded from the CU.

ID# Click on the "ID" header to sort the window by ID number (default)

or

Zone Name on the "Name" header to sort alphabetically by names

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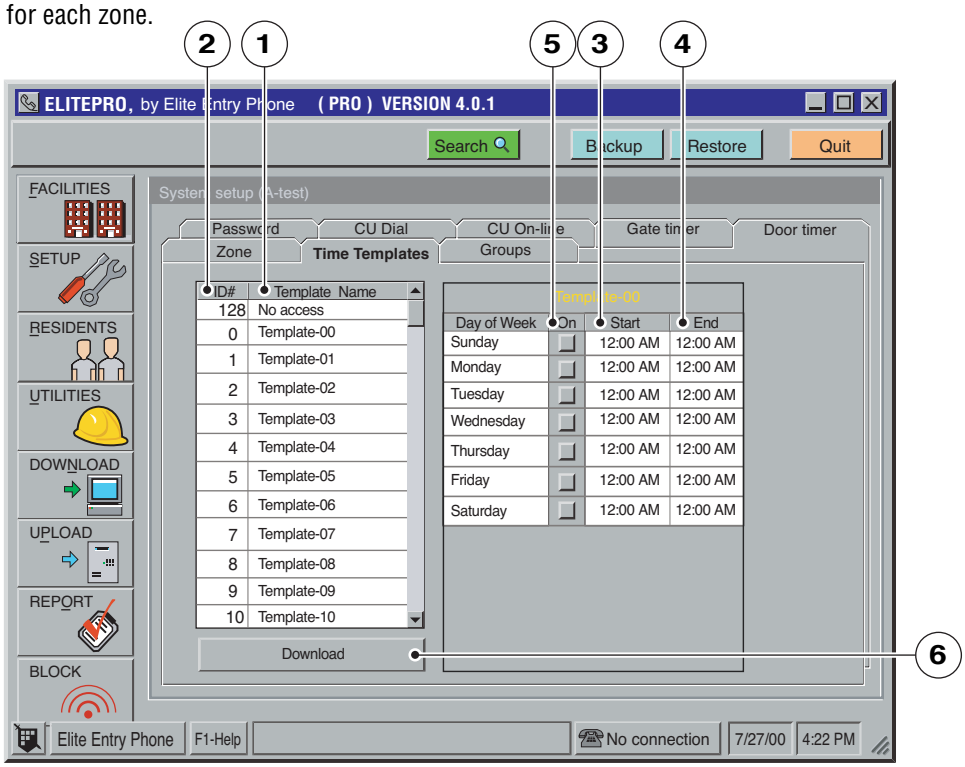
ENTER AND UPDATE FACILITY AND CU SPECIFIC INFORMATION

ElitePro™ program allows you to set up a maximum of 32 "7 day timer" like time templates. You will use these templates to assign access time for group of people for each zone.



(1) **TEMPLATE NAME**
Free form field to name your templates. These names will be used for both setting up groups and zone information windows.

Click on the header Template Name to sort template names alphabetically.

2 TEMPLATE ID NUMBER
Computer generated number. Numbers between 1 and 32 (inclusive) are for setting up 32 time templates. 128 and 129 are software generated templates for NO ACCESS and FULL ACCESS. You cannot modify these last two templates

3 START TIME
or activation time. 7 day timers becomes active from that time on the selected day unless the timer is off.

4 END TIME
or deactivation time. The selected timer becomes inactive.

5 ON/OFF
Check this box to activate time period for that given day. Time may span to the next day if the end time is earlier than start time. For example: Friday's start time is 5:00PM and end time is: 2:00AM. In this case, access is granted between Friday 5:00PM and Saturday 2:00AM

6 DOWNLOAD
Clicking on this button brings up a download selection (as seen on the picture on the right). Select the item (Group information, Template data or both) you want to download. Download begins immediately after you made your selection. Regardless which item you selected, the current Zone control mode (Zone control or traditional individual time setup) will be downloaded and applied for the current facility.

Download Groups & Templates
Download Groups
Download Templates

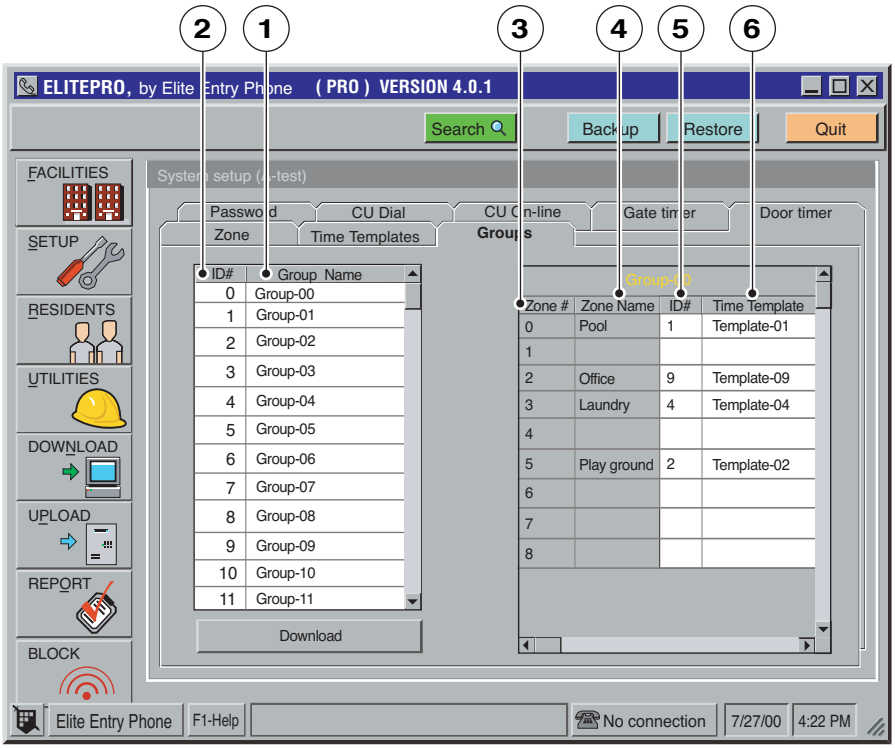
Important!

Some information such as Template and Group names are never stored in the CU. During a download operation only available data will change (time values, group matrix, etc.). Descriptive names will remain as they were before downloading. It is your responsibility to maintain logical naming after each download. (Regular download operation is not effected because Group and Template information is not part of that download)

S E T U P

ENTER AND UPDATE FACILITY AND CU SPECIFIC INFORMATION

Group setup window assists you to assign time templates to groups individually for each active zone. A pull down menu lists all time templates to choose from.



1 GROUP Name
Free form field to name your groups. These names will be used to assign group attributes to a remote. Click on the header to sort group names alphabetically.

2 GROUP ID Number
Computer generated number. Numbers between 1 and 32 (inclusive) are for setting up 32 groups. 128 and 129 are software generated templates for NO ACCESS and FULL ACCESS. You cannot modify these last two templates.

3 ZONE Number
Lists your Device numbers regardless if they are installed or not.

4 ZONE Name
Lists the names of installed devices. (ElitePro™ thinks a device installed if the name is not blank. (See: Zone)

5 Template ID Number
Select a template number to assign a time template for the selected group and zone. Time template name will change accordingly immediately after you leave the row by clicking to another row. This time template will be the basis to grant or deny access to the zone when the activator remote/key is assigned to this group.
The pull-down menu lists all your templates plus "Access Denied" and "Access Granted".
The program refuses any change in this field if the Zone Name is blank. (Device is not installed)

B L A N K

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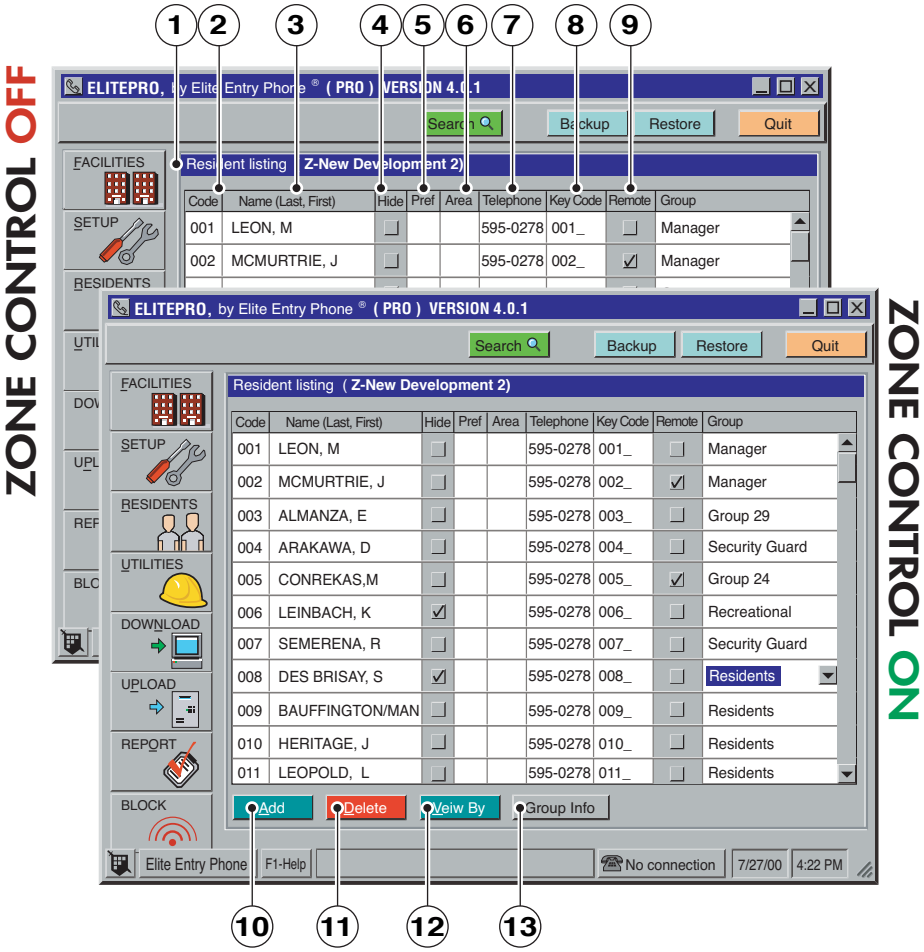
RESIDENTS

ENTER AND MAINTAIN RESIDENT INFORMATION

The RESIDENT window is where you will enter and maintain information for individual Residents, including tenant codes, keycodes, telephone numbers, and assigned remotes. From this window, you will be able to ADD or DELETE a resident.



– HOW TO USE THIS FEATURE –

- Select a facility.
- Click the “RESIDENTS” button. The selected facility’s name will appear on the header.

Repeat the following steps until all residents have been entered. Each resident entry is saved automatically upon completion of the data entry for that resident.

- Click on the “ADD” button.
- Click on each field to enter the data for that resident.
- (Optional) Click on the “DELETE” button to remove a resident.
- (Optional) Click on any field of an existing resident to modify the data within that field
- (Optional) Click on the “REMOTE” button of a resident to assign remote codes to that resident.

RESIDENTS

ENTER AND MAINTAIN RESIDENT INFORMATION

1 **RESIDENT SCREEN HEADER**
This line will display the name of the currently selected facility.

2 **DIRECTORY CODE**
This field is the directory code for a resident. The field is three digits in length. If less than three digits are entered, the ElitePro™ program will fill the length with leading zeros. There are several rules to remember: 1) No duplicate directory codes are allowed. 2) Directory codes greater than the resident capacity of the control unit are not allowed. 3) When in doubt, let the program select the directory code for you.

3 **RESIDENT NAME (Last, First)**
This is the field for entering the name of the resident. This field is mandatory and must contain a minimum of one character. The preferred format is LAST NAME, FIRST NAME although you may use any combination of characters including spaces up to a maximum length of 19 characters. Identical names are allowed but should be avoided.

4 **HIDE (UNPUBLISHED NAME)**
Optional button to "tag" the name of the resident as unlisted. The control unit will not display the resident's name in the directory. A check mark appears to indicate HIDE is selected. NOTE: This feature requires control unit firmware version 0210 or newer.

5 **PREFIX**
Dialing prefix for phone number. Area code will be padded with leading zeros if this field is not blank. Clear it if you need 10 digit dialing.

6 **AREA CODE**
Optional field to enter the area code of the telephone number for the resident. This field is numeric only and will accept 3 digits maximum. Any entry of only 1 or 2 numbers will be formatted to 3 digits with leading zeros to pad the entry.

7 **TELEPHONE**
Mandatory field to enter the telephone number of the resident. This field will accept 7 digits and will automatically place a "-" after the third digit. As with the area code, any entry less than 7 digits will be padded to fill the rest of the string with zeros.

8 **KEYCODE**
This is the personal key code of the resident. The 6-digit code is derived from two fields.The first 3 digits are the directory code for that resident while the second 3 digits are manually assigned. When entering the keycode, remember that the first 3 digits will always revert to the resident's assigned directory code. If the last 3 digits are deleted or left blank, the keycode is disabled.

9 **REMOTE**
Selecting this button will enable a popup window to allow you to add or delete remote codes assigned to that resident. Remote codes are 8 characters in length and must be unique (no duplicates allowed at any one facility). Valid characters are 0 - 9.

10 **ADD**
Select this button to add a new resident to the current facility. A new record is created and the editing cursor is automatically set to the directory code field of the new entry. Refer to the directory code description above. If you made a mistake and really didn't want to ADD a resident, you can remove it. Use the button described next.

11 **DELETE**
Permanently removes selected resident listing. Use this button with care!

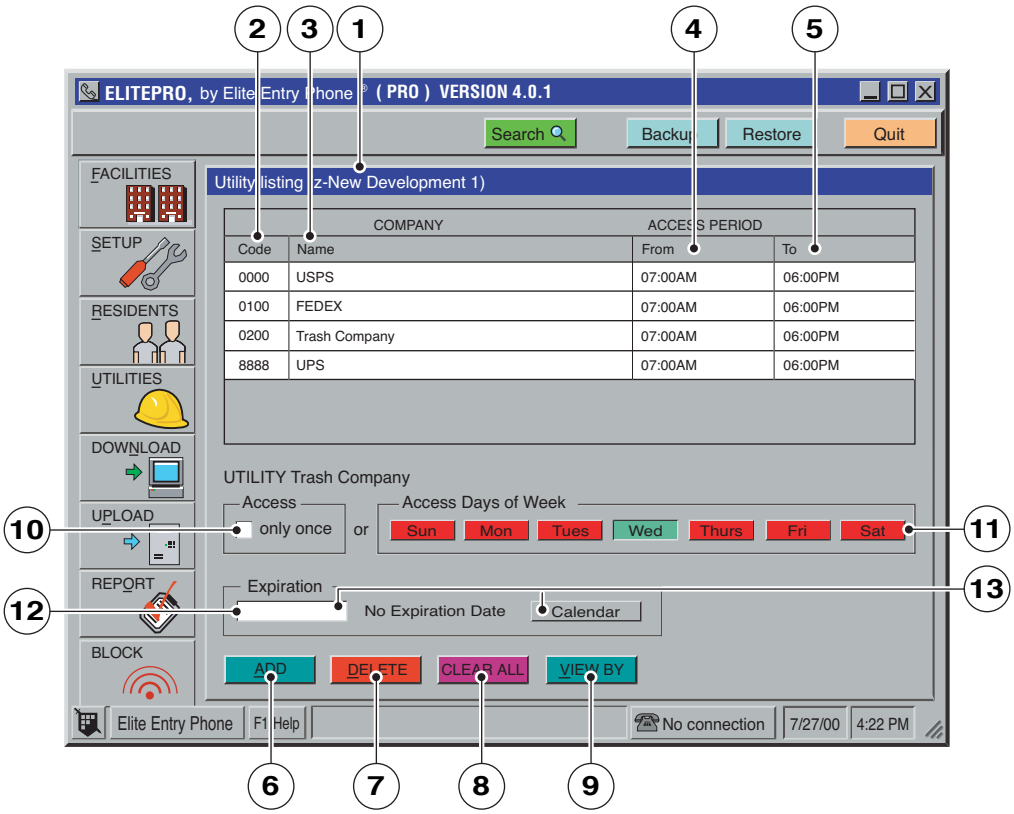
12 **VIEW BY**
Select this button to organize the listing of your residents. From the pop-up menu, you can sort the list by any of the Resident fields. Default is "Directory Code".

13 **GROUP INFO (ZONE CONTROL ON)**
Each resident's keycode must be assigned to a group. That group-setup determines the access when the resident uses his/her keycode.

UTILITIES

MAINTAIN ACCESS TIMES FOR UTILITIES

The UTILITY window is where you will enter and maintain specific access times for individual UTILITIES. From this window, you will be able to ADD or DELETE a UTILITY in addition to assigning specific access codes and permissible access periods.



– HOW TO USE THIS FEATURE –

- Click the “UTILITIES” button. The selected facility’s name will appear on header.

Repeat the following steps until all UTILITIES have been entered. Each UTILITY entry is saved automatically upon completion of the data entry for that UTILITY.

- Click on the “ADD” button.
- Click on each field to enter the data for that UTILITY.
- (Optional) Click on the “DELETE” button to remove a UTILITY.
- (Optional) Click on any field of an existing UTILITY to modify the data within field.

UTILITIES

MAINTAIN ACCESS TIMES FOR UTILITIES

1 UTILITY SCREEN HEADER
This line will display the name of the currently selected facility.

2 UTILITY CODE
This field is the 4-digit access code for a UTILITY. If less than 4 digits are entered, the ElitePro™ program will fill the length with leading zeros. No duplicate UTILITY codes are allowed.

3 UTILITY NAME
This is the field for entering the name of the UTILITY. This field is mandatory and must contain a minimum of one character. You may use any combination of characters including spaces up to a maximum length of 19 characters. Please note that you are allowed use the identical name for more than one UTILITY. The ElitePro™ program converts all the characters to upper case.

4 ACCESS PERIOD (START TIME)
Enter the start of the access time for the selected UTILITY. The format is hours, minutes, AM/PM. You may use the arrows next to the time field. Arrows on the left side change the hour and arrows on the other side control the minute values. This will be the starting time when that utility code will be active.

5 ACCESS PERIOD (END TIME)
Enter the end of the access time for the selected UTILITY. The format is hours, minutes, AM/PM. You may use the arrows next to the time field. Arrows on the left side change the hour and arrows on the other side control the minute values. This will be the time when that utility code will no longer be active.

6 ADD
Select this button to add a new UTILITY to the current facility. A new record is created and the editing cursor is automatically set to the utility access code field of the new entry. This field is MANDATORY and will be pre-filled with the next available access code. If you made a mistake and really didn't want to ADD a UTILITY, you can remove it. Use the button described next.

7 DELETE
This button does just the opposite of ADD. Select a UTILITY and then select DELETE. That's all there is to it. Don't worry though, ElitePro™ will warn you and ask if you really want to delete the UTILITY. Select "NO" to cancel the delete request or select "YES" to 'permanently' delete the UTILITY. Use this button with care!

8 CLEAR ALL
Think of this as the BIG DELETE button. On rare occasion, you may wish to start fresh. This will allow you to delete all UTILITY entries and re-enter them from scratch. As with the warning for DELETE, use this request cautiously.

9 VIEW BY
Select this button to organize the listing of your UTILITIES. From the popup menu, you can sort the list by CODE or NAME.

10 ACCESS
Selecting this option limits the use of the utility code to one time.

11 ACCESS DAYS OF WEEK
Click each individual button to Enable or disable access on specific weekdays. The sample below limits access to Wednesday only.

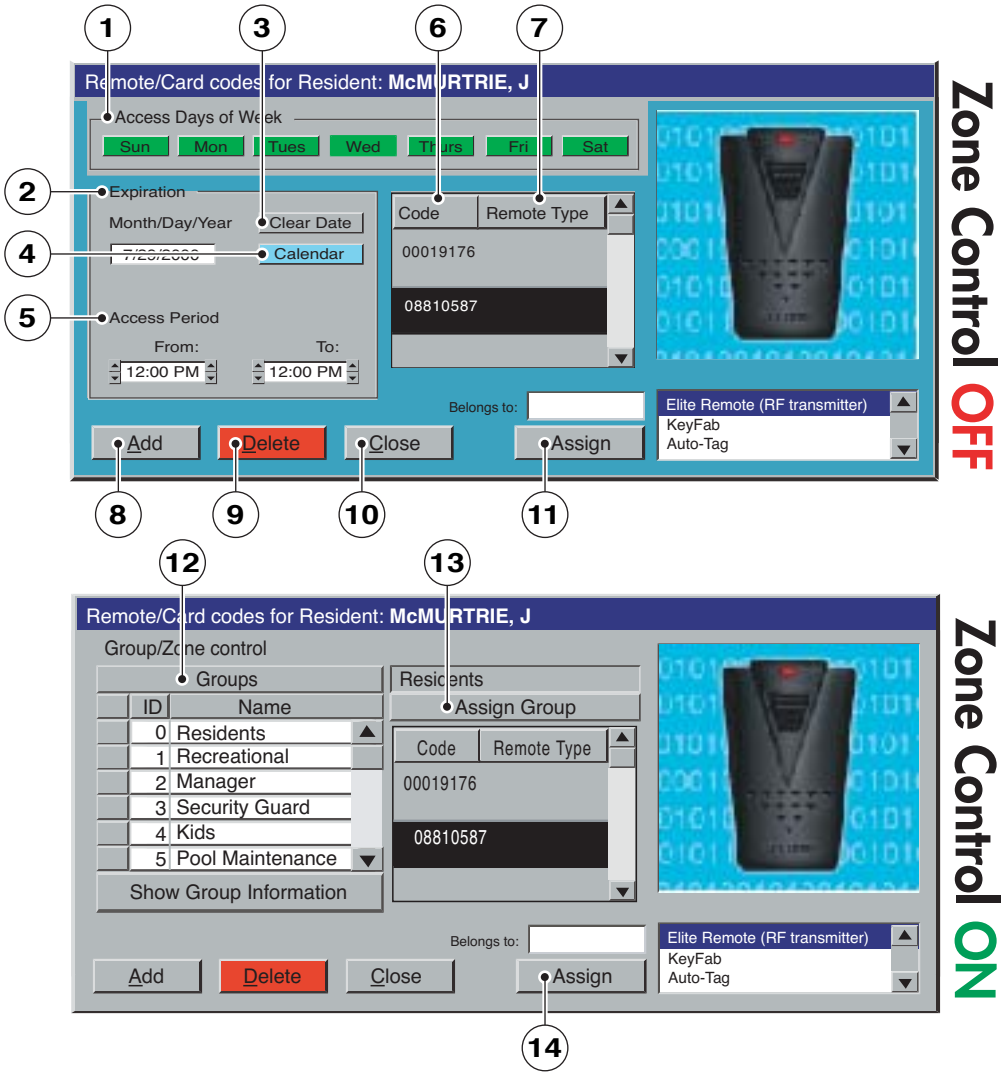
12 EXPIRATION DATE
Enter expiration day. Legal values are:
1/3/2000; 1-3-2000; Jan 3, 1999 etc.

13 CALENDAR
You can use the "Calendar" button to bring up the calendar to select a future day from it.

REMOTES

MAINTAIN ACCESS TIMES FOR REMOTES

The REMOTE window is where you will enter and maintain specific access times for individual REMOTES. From this window, you will be able to ADD or DELETE a REMOTE in addition to assigning specific access codes and permissible access periods.



– HOW TO USE THIS FEATURE –

- Click the "Remote" button on the "residents" grid. Remotes window will open and the selected resident's name will appear on header.

- Click on the "ADD" button.
- Enter 8-Digit remote code.
- Select options for that REMOTE.
- (Optional) Click on the "DELETE" button to remove a UTILITY.
- (Optional) Click on any field of an existing UTILITY to modify the data within field.

REMOTES

MAINTAIN ACCESS TIMES FOR REMOTES

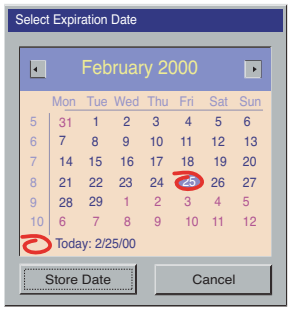
ZONE OFF

1 ACCESS DAYS OF WEEK
Click each individual button to Enable or Disable access on specific weekdays. The sample below enables access only on Wednesdays.

2 EXPIRATION DATE
Enter expiration day. Legal values are: 1/3/2000; 1-3-2000; Jan 3, 1999 etc. You can activate a built in CALENDAR for convenient and error free data entry by either clicking on the CALENDAR button or double click on this field.

3 CLEAR DATE
Click on this button to clear "Expiration Date". The button becomes invisible until you enter a new "Expiration Date".

4 CALENDAR
Activates the calendar window. It enables to select a future date by using a monthly calendar (shown below). Click on "Store Date" to copy the selected date to the "Expiration Date" field. Clicking on "Cancel" button cancels data entry.The program protects you to select a past date (including the current day). Use the left arrow and right arrow (located in the top left and top right corners accordingly) to select previous or next month.Click on the month (That is February on the example) when you want to select another one.
Click on the year and use "UP" and "DOWN" arrows to change the year.



Numbers left to the days represents the week number of the year.

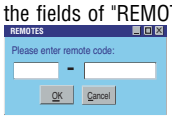
5 ACCESS PERIOD
Enables you to select an access time period. Time formats are: 2:05 PM; 14:05; 2:15 PM, etc. You can use up and down arrows next to the time entry box to change time. There is no time limit if start and end times are identical.

ZONE ON OR OFF

6 REMOTE CODE
This field is the 8-digit access code for the REMOTE. No duplicate REMOTE codes are allowed.

7 REMOTE TYPE
Select remote type for the current entry. The image of the selected ELITE remote will appear on the window above your selection. (No pictures are available for non ELITE remotes)

8 ADD
Select this button to add a new REMOTE to the current resident. Enter facility & remote codes (from the label on the remote control) to the fields of "REMOTES" window (shown below). The program refuses to accept duplicate remote codes.



9 DELETE
This button does just the opposite of ADD. Select a REMOTE and then select DELETE. That's all there is to it. Don't worry though, EMS will warn you and ask if you really want to delete the REMOTE. Select "NO" to cancel the delete request or select "YES" to 'permanently' delete the REMOTE. Use this button with care!

10 CLOSE
Closes this window and the control goes back to the "Residents" screen.

11 ASSIGN
Use this field to identify the person to whom the remote is assigned to. Assigns currently selected remote picture to the remote code. An icon will appear next to the remote control indicating the type of the remote device. (This information is only informative and never will be updated to the Control Unit.)

ZONE ON

12 GROUP LIST
The scroll box lists all groups in the selected facility. Select the group you want to assign to the selected remote code.

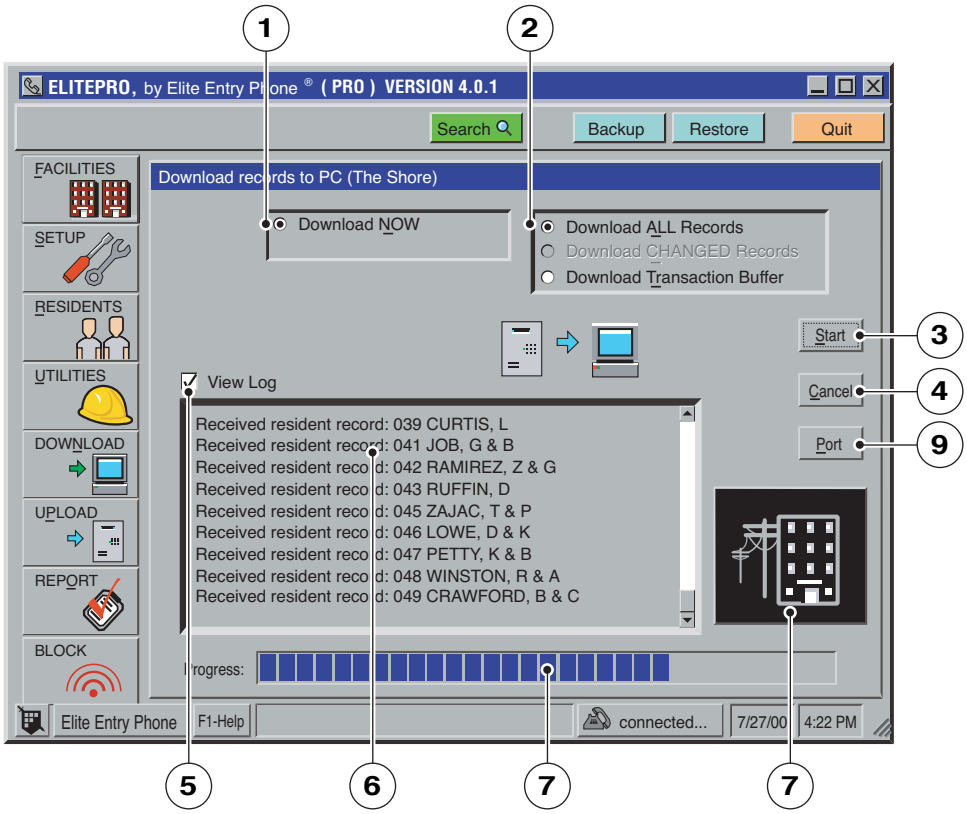
13 ASSIGN GROUP
Click on this button to assign the selected remote code to the selected group.

14 GROUP ASSIGNMENT
Shows the group assignment for the selected remote.

DOWNLOAD

TRANSFER DATA FROM THE CONTROL UNIT

The DOWNLOAD window is the dialog screen for transferring data from the CONTROL UNIT to your PC. From this window, you will be able to retrieve records from the CONTROL UNIT. This is an excellent tool to verify the database with actual data in the CONTROL UNIT or gather information regarding local programming changes and access transactions.



– HOW TO USE THIS FEATURE –

- Select a facility.
- Click the DOWNLOAD button.
- Click on “Date/Time” if “Download at Specified TIME” was selected and enter the date and time you want ElitePro™ to initiate the download.
- Click on either “Download ALL ..” or “Download CHANGED ..” for the type of download you want.
- (Optional) Click on the “View Log” button to enable or disable the details of the download session while in progress.
- Click on “START” to begin the DOWNLOAD”. You may cancel the download procedure by clicking on the CANCEL button.

DOWNLOAD

TRANSFER DATA FROM THE CONTROL UNIT

1 DOWNLOAD COMMAND
Currently only immediate download is available.

2 DOWNLOAD TYPE
This window allows you to select whether to download all of the records in the CONTROL UNIT or only the changed records.

3 START BUTTON
Once you have made your selections, click on this button to immediately start the download procedure.

4 CANCEL BUTTON
While the download is in process, clicking on this button will terminate the download procedure.

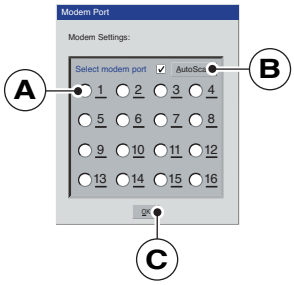
5 VIEW LOG BUTTON
This button enables and disables the download view log window.

6 VIEW LOG WINDOW
The view log window displays the step-by-step status of the current download procedure. Every step along with current status is displayed so you can follow along with what is actually happening. If you don't care to see all of the steps, disable it and watch the progress bar. Regardless of the state of the view window, the program will alert you of any errors encountered.

7 PROGRESS BAR
It's always nice to know how far you are in the current operation. The progress bar gives you a visual idea where you are in the download process.

8 PROGRESS ICONS
This is where we get to display some nice pictures to indicate what the program is doing. Steps such as looking for the installed modem, picking up the telephone, connecting, etc., are shown here.

9 PORT
Assists you to find communication port.



This window assists you to tell the program which communication port to use. The communication layer of ElitePro™ Version 4.0.1 has been completely rewritten. It cooperates with Windows and shares modem(s) with that. Since this change, we strongly encourage you to leave the "AutoScan" checkmark ON unless you have some specific reason to use a specific port. Autoscanning does not slow down finding available modem. As a matter of fact it speeds up this process.

A Communication Ports
The program allows you to select one of the 16 available ports. There is no port-check at this time. You have to make sure that port exists, and there is a data modem on it. It is your responsibility to select another port if the hardware configuration changes. We discourage you to force the program to use a specific port.

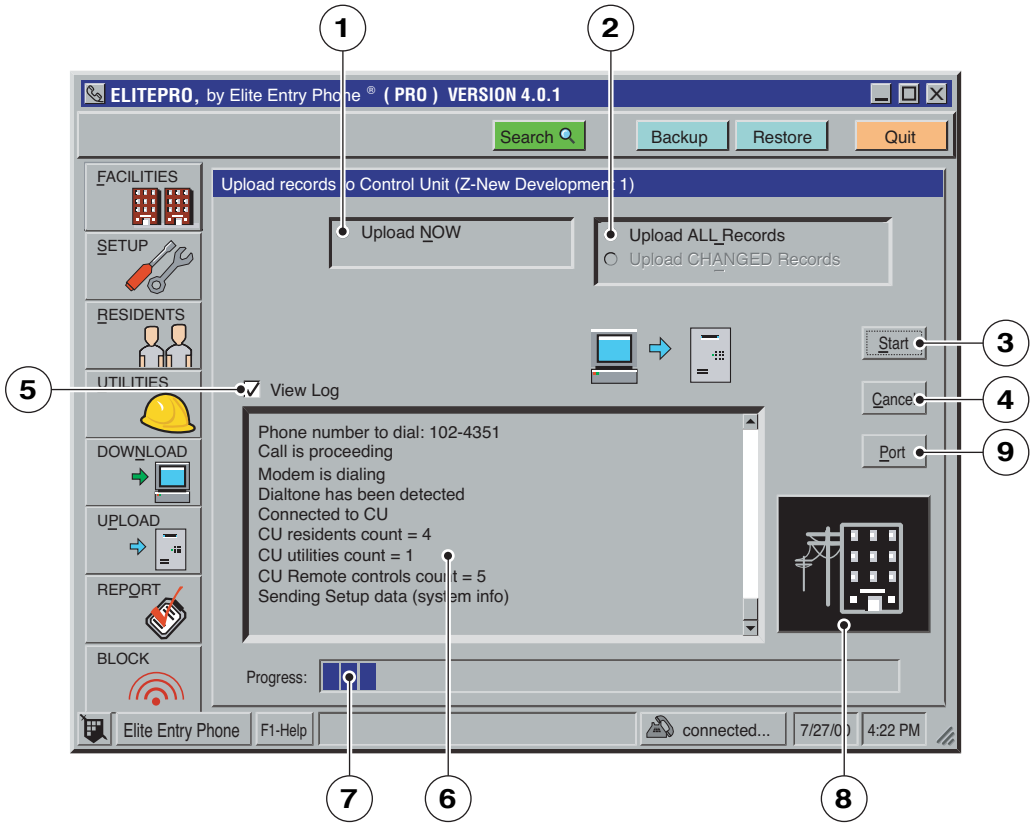
B AutoScan
This selection gives total freedom to the program to negotiate with Windows for the best fit communication device. The program requests the modem from Windows.

C OK
Click on this button after you have selected the appropriate modem/port

U P L O A D

TRANSFER DATA TO THE CONTROL UNIT

The UPLOAD window is the dialog screen for transferring data from the PC to the CONTROL UNIT. From this window, you will be able to transfer records to the CONTROL UNIT. This is an excellent tool to update the CONTROL UNIT with new and modified records from the ElitePro™ program database.



– HOW TO USE THIS FEATURE –

- Select a facility.
- Click the UPLOAD button.
- Click on “Upload NOW”
- “Upload at Specified TIME” was selected and enter date and time you want ElitePro™ to initiate the upload.
- Click on either “Upload ALL ..” or “Upload CHANGED ..” for the type of upload you want.
- (Optional) Click on the “View Log” button to enable or disable the details of the upload session while in progress.
- Click on “START” to begin the UPLOAD”. You may cancel the upload procedure by clicking on the CANCEL button.

U P L O A D

TRANSFER DATA TO THE CONTROL UNIT

1 UPLOAD COMMAND
This window allows you to select an immediate upload.

2 UPLOAD TYPE
This window allows you to select whether to upload all of the records in the facility database to the CONTROL UNIT or only the CHANGED records.

3 START BUTTON
Once you have made your selections, click on this button to start the upload procedure.

4 CANCEL BUTTON
While the upload is in process, clicking on this button will terminate the upload procedure.

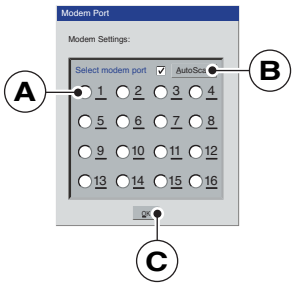
5 VIEW LOG BUTTON
This button enables and disables the upload view log window.

6 VIEW LOG WINDOW
The view log window displays the step-by-step status of the current upload procedure. Every step along with current status is displayed so you can follow along with what is actually happening. If you don't care to see all of the steps, disable it and watch the progress bar. Regardless of the state of the view window, the program will alert you of any errors encountered.

7 PROGRESS BAR
It's always nice to know how far you are in the current operation. The progress bar gives you a visual idea where you are in the upload process.

8 PROGRESS ICONS
This is where we get to display some nice pictures to indicate what the program is doing. Steps such as looking for the installed modem, picking up the telephone, connecting, etc., are shown here.

9 PORT
Assists you to find communication port.



This window assists you to tell the program which communication port to use. The communication layer of ElitePro Version 4.0.1 has been completely rewritten. It cooperates with Windows and shares modem(s) with that. Since this change, we strongly encourage you to leave the "AutoScan" checkmark ON unless you have some specific reason to use a specific port. Autoscanning does not slow down finding available modem. As a matter of fact it speeds up this process.

A Communication Ports
The feature allows you to select one of the 16 available ports. There is no port-check at this time. You have to make sure that port exists, and there is a data modem on it. It is your responsibility to select another port if the hardware configuration changes. We discourage you to force the program to use a specific port.

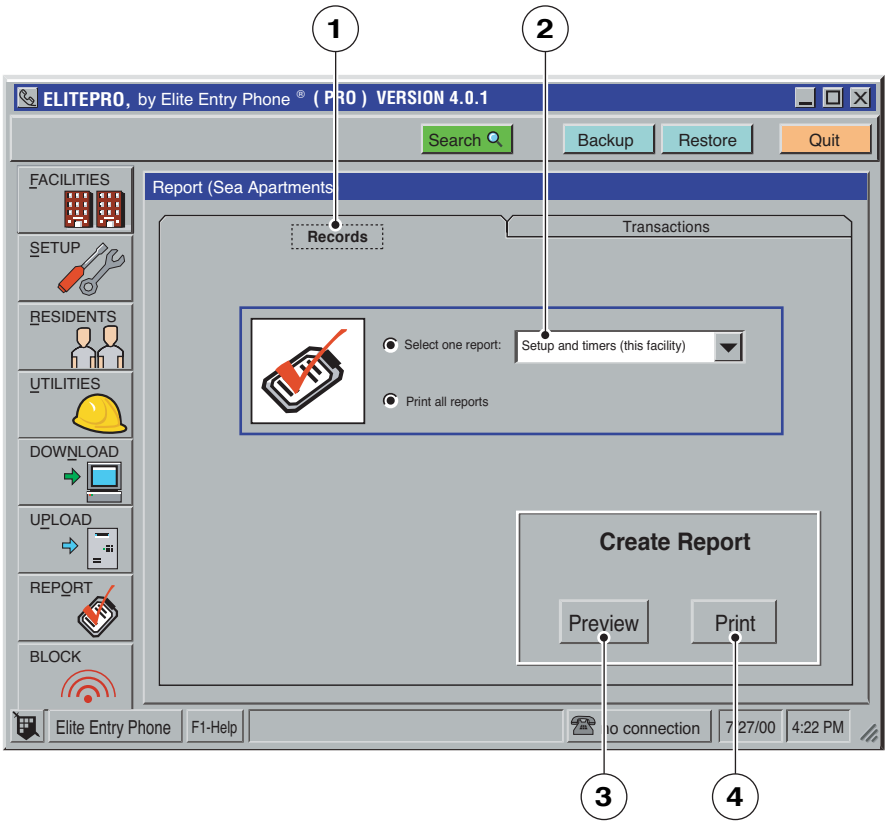
B Autoscan
This selection gives total freedom to the program to negotiate with Window for the best fit communication device. The program requests the modem from Windows.

C OK
Click on this button after you have selected the appropriate mode/port.

REPORT

GENERATE SPECIFIC FACILITY REPORTS

The REPORT window is the dialog screen for generating specific reports relative to the properties. From this window, you will be able create hard copies of the data or transfer data to other office tools such as word processing or spreadsheets. This is an excellent tool to manage your data as well as provide reports in selected views.



– HOW TO USE THIS FEATURE –

- Click on the REPORT button.
- Select the report category.
- If “Select one report”, click on the report type window and select type of report.
- Click on either “Print” or “Preview”.

1 REPORT CATEGORY COMMAND

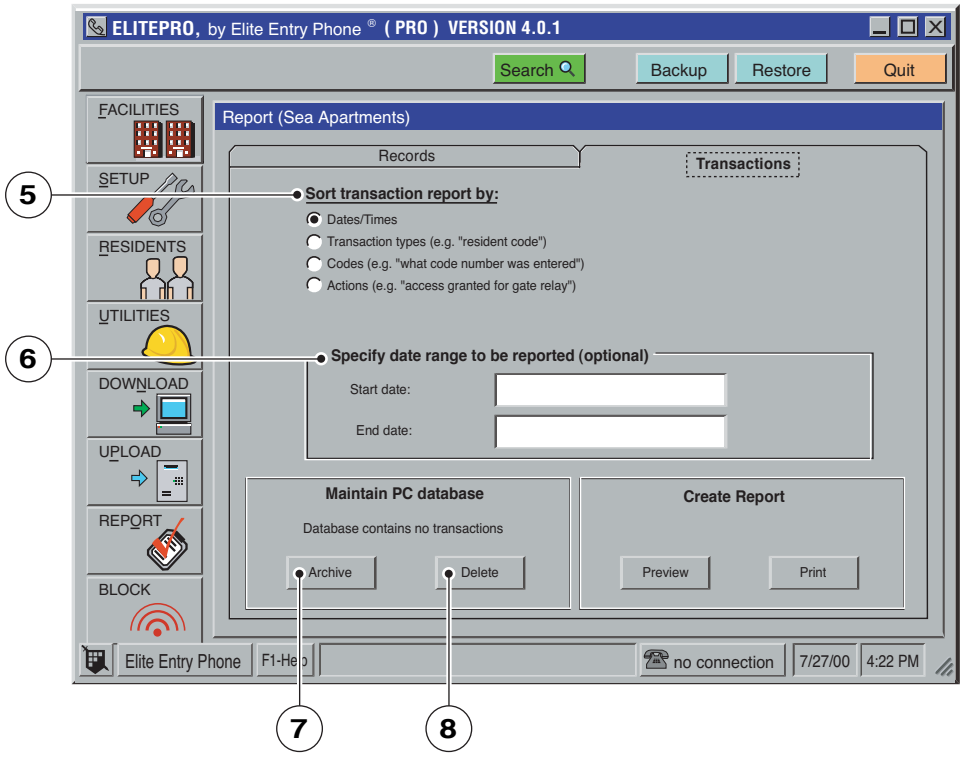
This allows you to select INDIVIDUAL or ALL reports. This feature is particularly useful for archiving data in printed format or for exporting the database to different file formats such as WORD or EXCEL.

2 REPORT TYPE SELECTION

This window is where you select the specific type of data requested when “Select one report” has been selected. This window is inactive if “Print all reports” was selected.

REPORT

GENERATE SPECIFIC FACILITY REPORTS



3 PRINT BUTTON
This button will print the selected report to your system printer.

4 PREVIEW BUTTON
Selecting this button will bring up a preview window with the selected report. Within this window, you can view your report in several sizes, export to different file type formats, print, or even attach the report to your email to send over the INTERNET!

5 SORT
Select appropriate sort method to reorganize report.

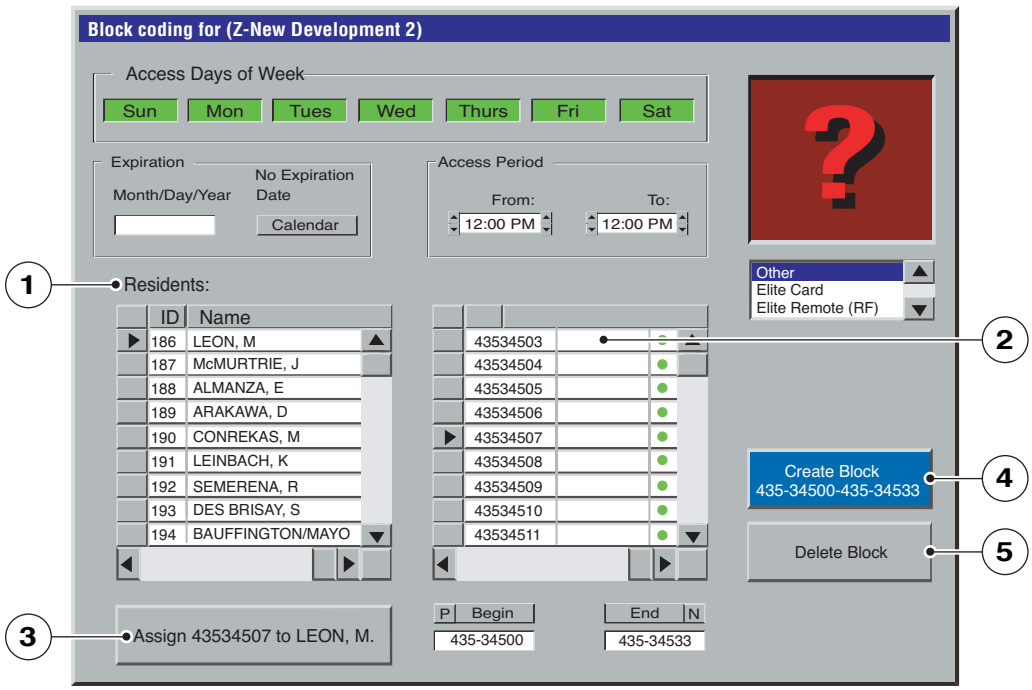
6 DATE RANGE
Limit report between two selected dates.

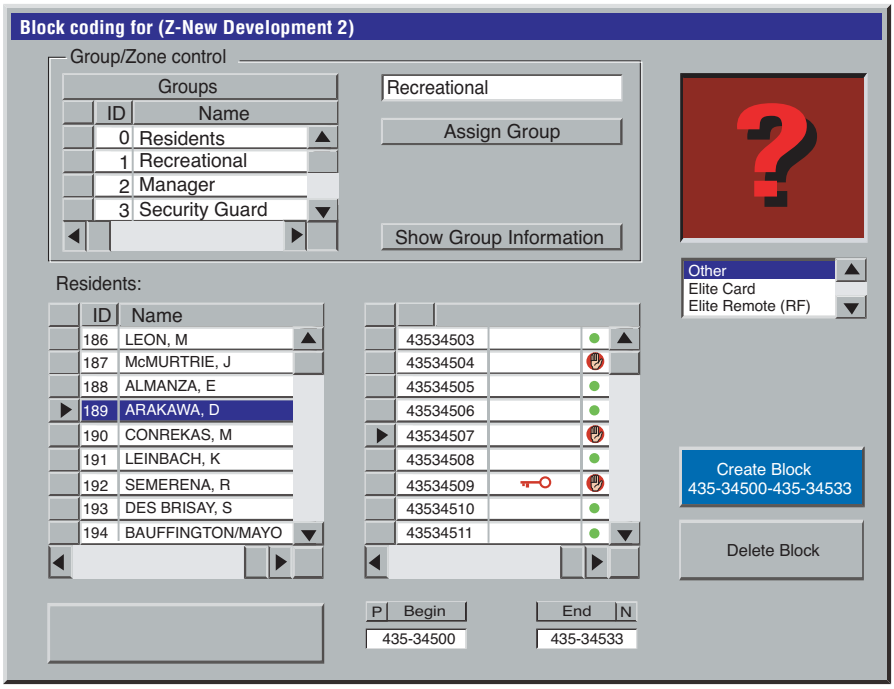
7 ARCHIVE
Archives transaction records

8 DELETE
Deletes transaction records from the database.

B L O C K

M A I N T A I N B L O C K O F C O D E S





B L O C K

M A I N T A I N B L O C K O F C O D E S

BLOCK CODING is a powerful tool to maintain remotes/cards in blocks vs. individual items. The block size is determined by you. It can be as small as one item and as large as 16000 remotes/cards giving you the greatest flexibility. Besides creating and deleting blocks, this feature allows the user to set/reset the availability of a particular remote. Also there is provision to assign an item in any block to any resident (same facility only).

The purpose of this menu is to assist "mass" creation and "mass" deletion of remote codes. To do that, set your week of days, expiration date and time items or Group Setup first. Then you have to tell the program the first and last remote/card number (inclusive). Type those numbers to the text boxes below the "Begin" and "End" buttons. You will notice that the text in "Create Block" and "Delete Block" buttons change accordingly. Now, click on "Create Block" or "Delete Block" to create/delete block. The program takes a snapshot of the previously adjusted time controls to use when creating block.

It does not matter if the selected block spans block boundary or resides fully inside another block. The program takes care of preserving allocated and assigned items.

Advanced features are: Make individual item available/unavailable, assign remote/card to resident, find resident to whom an assigned item belongs to, find block boundaries, etc.

1 **RESIDENTS window**
Use this grid to browse residents' names and ID numbers. It allows you to review, add and/or modify remotes/cards for that resident. Simply double click on the selected resident's name to bring up the resident's REMOTE screen
"Residents" window works closely with "BLOCK" window. (For example double clicking on a "key" icon in BLOCK window automatically repositions "RESIDENT" window to show to whom belongs that particular remote.)

2 **BLOCKS window**
Browse block codes. Find block boundaries, navigate between blocks, assign/un-assign remote, navigate resident, etc.

B L O C K

M A I N T A I N B L O C K O F C O D E S

2 BLOCKS window (Continued)

Search - click on any remote code and begin to type remote code to search. The table repositions itself as you type partial remote code. A new search starts if you wait 2 seconds between two pressed characters.

Icon tells if a remote is assigned to a resident. Click on this icon to reposition "RESIDENT" window to show the owner of this remote. Keeping <CTRL> button while clicking on this icon will reposition "RESIDENT" window and immediately open the resident's remote window.

Icons tell if the remote is available or not. Clicking on this icon toggles between these two conditions.

The last column shows any block changes. Consecutive dark-gray or light-gray colors shows remotes belonging to the same block. Double click on this column to fill out block boundaries in the two text boxes below "BLOCK" window.

The four navigation buttons (P; Begin; End and N) help you to navigate. "P" takes to the end of previous block, "Begin" positions the first remote in the current block, "End" shows the last remote in the same block and "N" moves the pointer to the first remote in the next block.
Fill out the two text boxes to define active block boundaries. Changing these text boxes affect the functionality of several buttons. (The text of these buttons change accordingly)

3 Assign button

The button is available only if there is an available remote/card item selected in the "Blocks" window . The text shows a pre-associated "Resident"-"Remote" pair. Click on the button to assign remote to resident. (This command will fail if the resident already has 10 remotes/cards). The remote preserves time and date setups.

Assign 02000073 to Richard Wagner

4 **Create button**
Creates a block between two given remote codes. Clicking on this button takes a snapshot of the time/date settings. All created remote items use that time/date configuration. The program preserves any existing remote setup inside the block. It splits the block automatically to separate blocks if necessary.

(For example you want to create a block between 000-00001 and 000-00099. There is an already an existing code: 000-00034. The program creates two blocks. The first is from 000-00001to 000-00033 and the second is from 000-00035 to 000-00099)

The program may automatically merge blocks under certain conditions. It happens when the newly created block fills a gap between two existing blocks. (Date/time setup must match)

(For example there are two blocks with identical date/time setups: 000-00001 & 000-00037 and 000-00041 & 000-00100. Create a block between 000-00038 & 000-00100. This new block successfully merges all three blocks to be one: 000-00001 & 000-00100)

5 **Delete Button**
Deletes a block between two given remote codes. The command protects already assigned and not available remotes.

– Terminology –

BLOCK – Consecutively numbered remotes/cards with same date/time setup.

BLOCK BOUNDARY – The first or last item in a block.

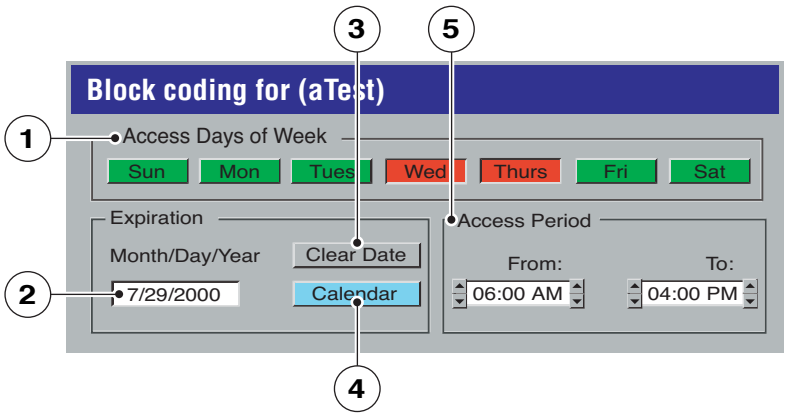
Available – Tells if a remote/card is either available or unavailable. You make a card(number) unavailable if it is no longer in your possession. A small green dot ● means "available" while a red one indicates an unavailable remote.

Assigned – The program allows you to assign an item directly to any resident in the same facility. Such items are marked with a red "key" icon. An assigned block item is automatically UNAVAILABLE, regardless of the Available/Unavailable status.

B L O C K

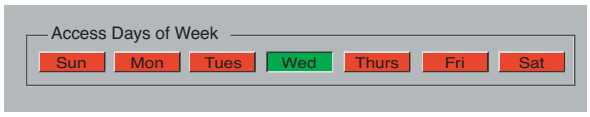
M A I N T A I N B L O C K O F C O D E S

Use this feature to setup access day(s) and time limitation



Use this feature to select access days and set time limitation.

1 **ACCESS DAYS OF WEEK**
Click each individual button to Enable or disable access on specific weekdays. The sample below limits access on Wednesday.



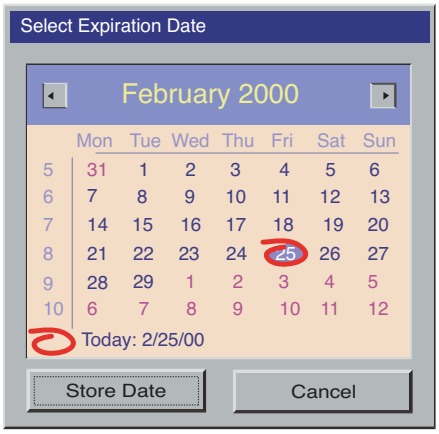
2 **EXPIRATION DATE**
Enter expiration day. Legal values are: 1/3/2000; 1-3-2000; Jan 3, 1999 etc.

You can activate a built in CALENDAR for convenient and error free data entry by either clicking on the CALENDAR button or double click on this field

3 **CLEAR DATE**
Click on this button to clear "Expiration Day". The button becomes invisible until you enter a new "Expiration Day".

4 CALENDAR

Activates the calendar window. It enables you to select a future date by using a monthly calendar (shown below). Click on "Store Date" to copy the selected date to the "Expiration Date" field. Clicking on "Cancel" button cancels data entry.
The program protects you to select a past date (including the current day).
Use the left arrow and right arrow (located in the top left and top right corners accordingly) to select previous or next month.
Click on the month (That is February on the sample below) when you want to select another one.
Click on the year and use "UP" and "DOWN" arrows to change the year.



(Numbers to the left of the days represent the week number of the year.)

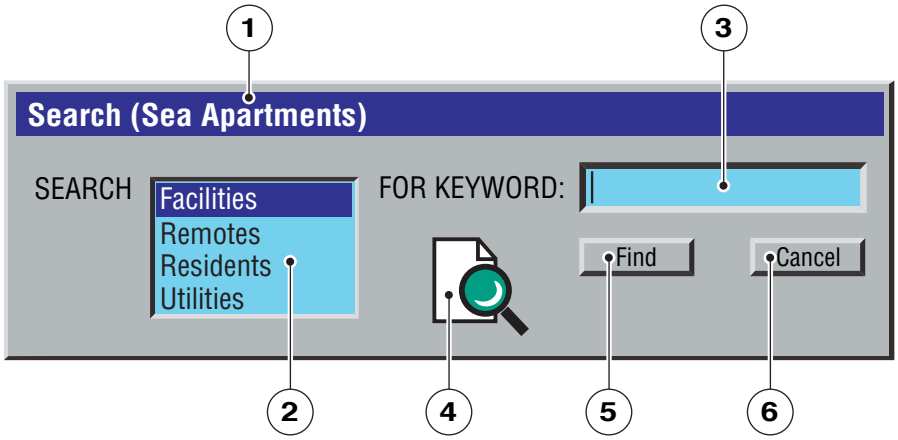
5 ACCESS PERIOD

Enables you to select an access time period. Time formats are: 2:05 PM; 14:05 AM; 12:15 PM, etc. You can use up and down arrows next to the time entry box to change time. There is no time limit if start and end times are identical.

S E A R C H

SEARCH THE DATABASE FOR INFORMATION

The SEARCH window is a dialog screen that allows you to search the database for specific information. You can search for KEYWORDS in any one of 4 main categories. When a match is located, the search engine will automatically take you to that data entry and working screen. With this feature, you can forget about thumbing through piles of printed paper or trying to remember which facility Mrs. John Jones is a resident of. Can't remember how to spell it? Easy! Type in the first few characters and search for it. If it's in the database, we'll find it.



– HOW TO USE THIS FEATURE –

- Click on the SEARCH button.
- Select the SEARCH category.
- Click on the KEYWORD field and enter the name or characters to search for.
- Click on the FIND button.
- If there is no match, a popup window will appear to let you know. Try a new KEYWORD or click on CANCEL to forget about searching. The ElitePro™ program will return you to where you were before selecting SEARCH.

SEARCH

SEARCH THE DATABASE FOR INFORMATION

1 **SEARCH WINDOW**
This is the window from which to conduct your search. All searches with the exception of FACILITIES will be restricted to the facility indicated in the SEARCH WINDOW HEADER.

2 **SEARCH CATEGORY**
This window is where you select the specific search field for data. Just click on your choice.

3 **KEYWORD**
Enter the keyword you wish to find. This field must have at least 1 character to search for. The more characters you enter, the more specific the search will be.

4 **SEARCH ICON**
The 'spy glass' moves around while the search engine is doing its thing for you. Unfortunately, you really don't have much chance of seeing it dance since the search engine is amazingly fast and most databases are not that large. There may be occasions where you do have a large facility. This lets you know that the program is ticking away.

5 **FIND BUTTON**
This is the button to click on once you have your KEYWORD and category selected. The search engine will jump into action and begin the search.

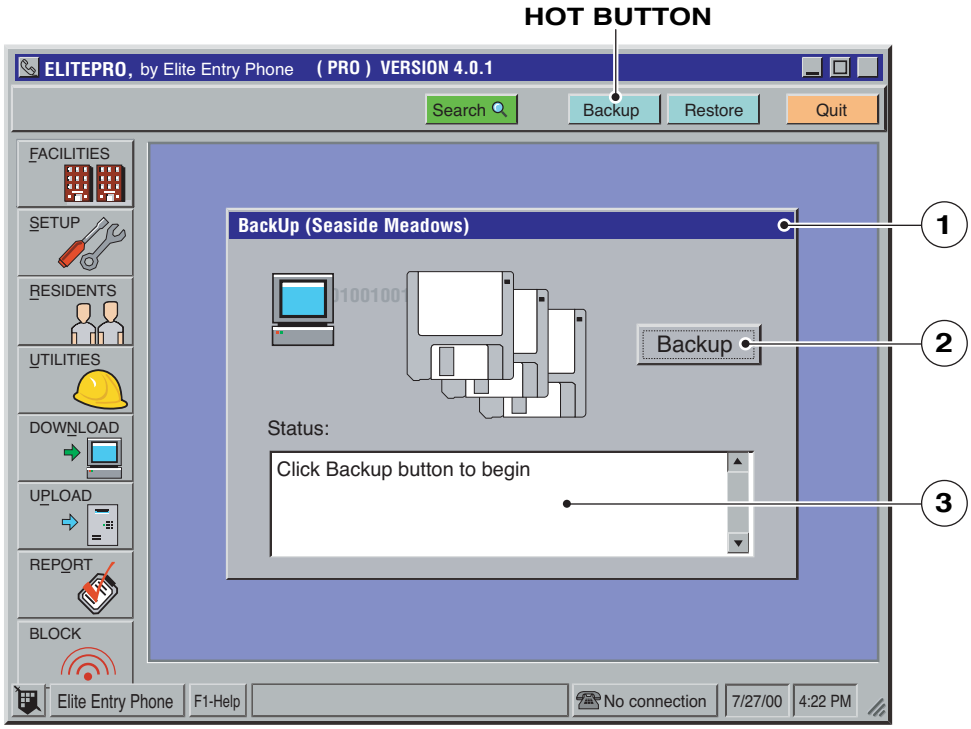
6 **CANCEL BUTTON**
Don't want to search? Click on this button to cancel the search request. Since the search window is a fancy dialog box, you can only exit this window by one of two ways; successfully find a KEYWORD or select this button to abort.

BACKUP

SAVE FACILITY DATA

The BACKUP window is a dialog screen that allows you to backup (save) a facility data that you have entered from the PC or downloaded from the Control Unit. The data is saved to a file that can later be restored if needed. It is recommended that you backup every facility data periodically.

BACKUP is done on a per facility basis. That is, each facility data is saved to a different file. Note that BACKUP saves all of the facility related data except transaction buffer. Transaction buffer data is “archived” in the sub-screen “Transaction” under “REPORT”.



– HOW TO USE THIS FEATURE –

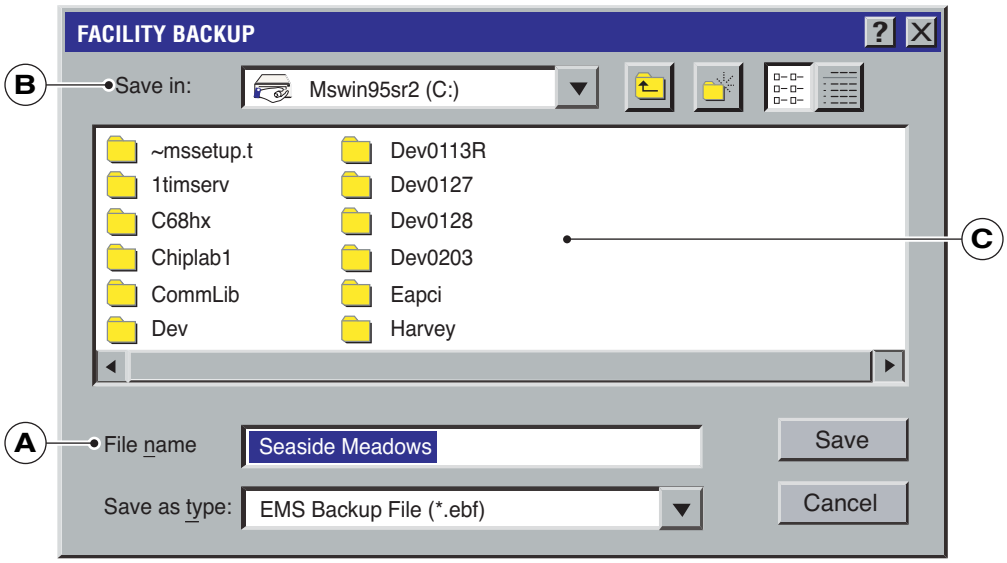
- Make sure that the facility name shown on the screen header is the one you want to backup.
- Click on the “BACKUP” hot button to go to the BACKUP screen.
- Click on the “Backup” button to begin backup.

BACKUP

SAVE FACILITY DATA

1 **SCREEN HEADER**
This line will display the name of the currently selected facility.

2 **BACKUP BUTTON**
Click on this command button to begin the backup procedure: You should see a file menu screen. From there you can, **A**) enter the file name (default is the facility name) and/or **B**) select the desired file folder (default is "C:\"), or **C**)drive. Click "Save" to continue the backup or "Cancel" to stop the backup. The "Status" window will display the progress of the backup procedure.



3 **STATUS WINDOW**
This window displays the step-by-step status of the current backup procedure.

Important!

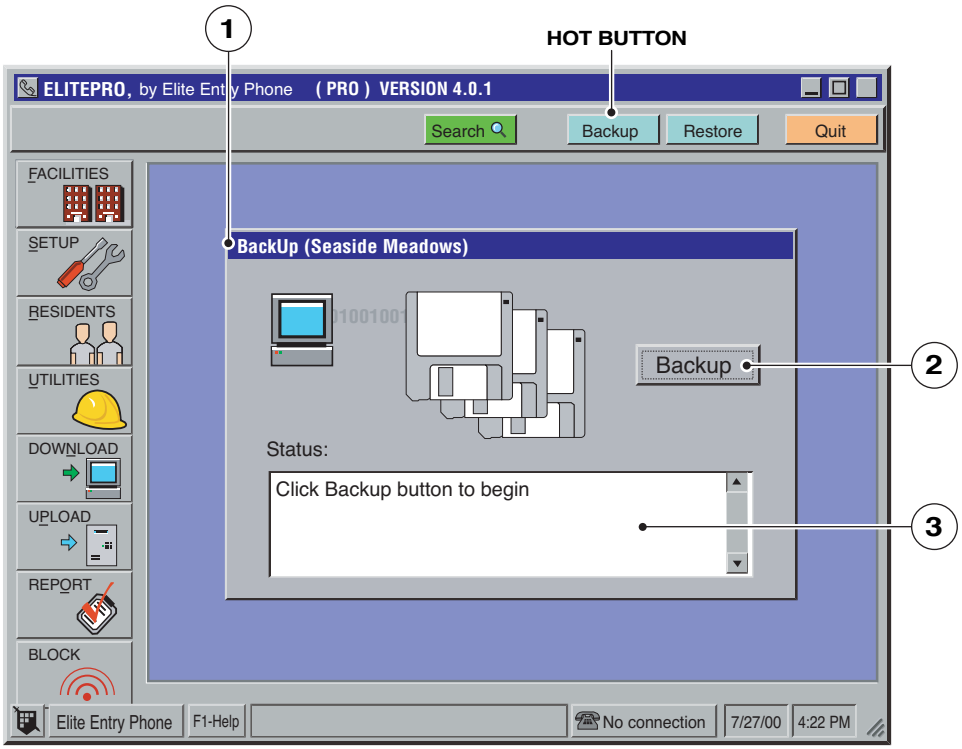
The backup feature does not replace Windows Backup. To safely preserve your ElitePro™ data we suggest to backup the entire subdirectory, including program files, database, etc. (For more information please refer to your Windows documentation)

RESTORE

RESTORE FACILITY DATA

The BACKUP window is a dialog screen that allows you to backup (save) a facility data that you have entered from the PC or downloaded from the Control Unit. The data is saved to a file that can later be restored if needed. It is recommended that you backup every facility data periodically.

BACKUP is done on a per facility basis. That is, each facility data is saved to a different file. Note that BACKUP saves all of the facility related data except transaction buffer. Transaction buffer data is “archived” in the sub-screen “Transaction” under “REPORT”.

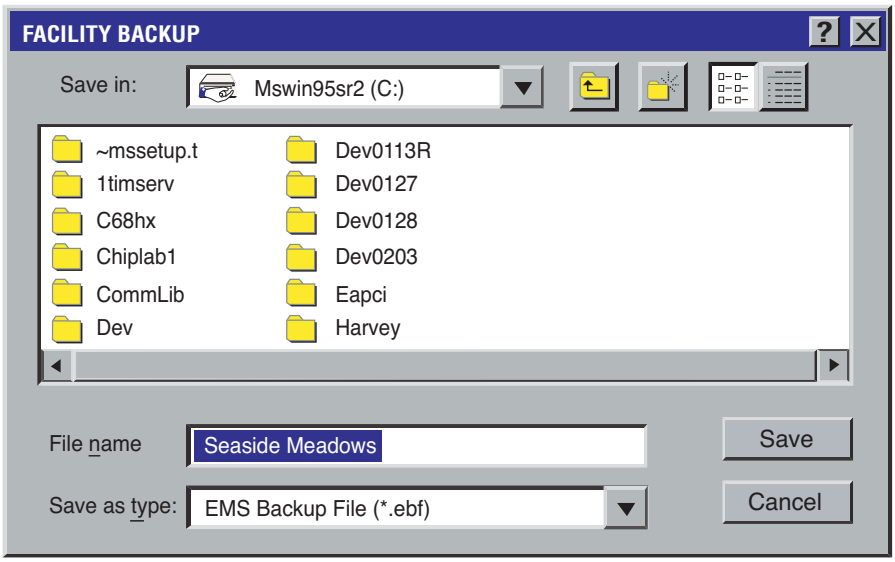


– HOW TO USE THIS FEATURE –

- Make sure that the facility name shown on the screen header is the one you want to backup.
- Click on the “BACKUP” hot button to go to the BACKUP screen.
- Click on the “Backup” button to begin backup.

1 **SCREEN HEADER**
This line will display the name of the currently selected facility.

2 **RESTORE BUTTON**
Click on this command button to begin the restore procedure. You should see a file menu screen. Enter or select the file name from the file folder. Click "Open" to continue restore or "Cancel" to stop restore. The "Status" window will display the progress of the restore procedure.



3 **STATUS WINDOW**
This window displays the progress information of the current restore procedure.

GLOSSARY

TERMS AND EXPLANATIONS

OPERATING SYSTEM:
Software package installed on your computer to manage the basic operating tasks of your machine. The ElitePro™ software is designed to run under Windows 98, ME, 2000 and XP. The programming software will not run properly with DOS, OS/2, Windows 3.x, Windows NT, or Macintosh systems.

ElitePro™:
Chamberlain Elite Entry Programming Software with 32 zone control and block programming.

ICON:
A graphical image (usually small) on the monitor screen used to represent an item or action.

BUTTON:
An ICON with a border around it (designed to look like a push button) that usually has an action associated with it when selected. The program dictates what the button does, when selected, but it normally has some graphical picture and/or text to give you some hint. They also come in several flavors; ACTIVE, INACTIVE, and HOT.

ACTIVE buttons will perform some sort of action when selected and are related to the working window.

INACTIVE buttons are buttons that are disabled. There are several ways you can tell if a button is inactive; 1) it doesn't do anything when selected or 2) the button is grayed out (looks like a ghost). The actual program will render the button active or inactive based on where you are in the program.

HOT buttons are identical to ACTIVE buttons except they are located outside of the working window and are always active. A good example of this is the "QUIT" button.

MOUSE:
A pointing device connected to your computer. They come in various sizes and shapes but they all have common features. When you move the device, a pointer (called a mouse pointer) on the monitor screen moves in relation to it. There are two (or three) buttons referred to as LEFT, RIGHT, and (in the case of three buttons) CENTER. The ElitePro™ software generally refers to the LEFT button in its descriptions unless specifically noted.

GLOSSARY

TERMS AND EXPLANATIONS

CLICK:
A term referring to the momentary press of a button on the mouse. The operating system interprets this action as a command to "select" the item at the mouse pointer. For example, "left click" means to press and release the button on the left side of the mouse.

DOUBLE-CLICK:
A term meaning to click a button twice in quick succession. The operating system will "select" and "run" the actions associated with the item pointed to by the mouse. Some inexperienced computer users may initially feel awkward double clicking the button. A little practice usually cures that but you may also modify the 'recognized' speed of double clicking. This can be found under "CONTROL PANEL", "MOUSE". Refer to your Windows documentation for further help. As an alternative, you can single click on the item to select it and then press 'ENTER'.

MODEM:
A device connected to the computer that interfaces to the outside world through a telephone line.

UPLOAD:
A term used to describe the transfer of data from the host computer (the one you are using) to the Elite Entry Phone™ through the modem.

DOWNLOAD:
Opposite direction of "UPLOAD". The transfer of data to the host computer from the Elite Entry Phone™ through the modem.

WINDOW:
An on-screen box containing information for you to look at or work with. There can be multiple windows on your screen but only one active at any time. The active window is the one that is highlighted.

POPUP WINDOW:
Same as a window but comes up when the program wants you to do something. These windows are pesky because you must acknowledge it before it will go away. Usually clicking on OK, YES, NO, or CANCEL will do the trick.

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