SUPERVISOR 3

Operator's Manual

SUP-MAN-OPS Issue 1
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Glossary of terms

User Responsibility
Supervisor equipment

Alarm controls &
User actions

Fire , Emergencies
Fault and Disablement

Historic events log

Password, Time+Date

System Views

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Parts List

Scope

This first issue of the Operating manual covers the Supervisor 3 Version 1.XX software release. It is intended for persons responsible for operating the Supervisor 3 system on a daily basis. The instructions in the manual assume that the system has already been set up and engineered to individual site requirements.

The manual includes essential user instructions such as for ACTIONING ALARMS and what to do in the event of FIRE, EMERGENCIES, FAULT and DISABLEMENT/WARNING.

Associated Documents

3400 Operating Manual	13499-26V3+
Vigilon V3+ Operating Manual	VIG-MAN-OPS-V3+
Vigilon Operating Manual	VIG-MAN-OPS

Conventions

NOTE: *A note highlights important text that is normally hidden in the main text*

CAUTION: *A caution is given to prevent damage to the equipment.*

WARNING: *A warning is given to advise of dangerous conditions which may result in injury or death.*

Issue Record

Sect	Issue	Date	Comments
Prelims	1	4/98	This first issue of the Supervisor 3 Operator's manual contain information for persons responsible operating the supervisor system on a day to day basis.
Chapter 1-14	1	4/99	
Index	1	4/99	
Parts	1	4/99	
Phone	1	4/99	

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Glossary of Supervisor 3 terms

The terms described here are applicable to the Supervisor 3 system.
Administrator: A user who has authority to modify access rights of other users of the supervisor system.

Button: This can be a rectangular box on the supervisor screen having a label or a button on the keyboard, when selected it carries out a sequence of commands.

Command Build: A function of the connected fire detection and alarm systems that can be configured to control parts of the fire alarm system or other systems, such as ventilation system and bomb alert.

Cursor: This is a graphical symbol on the supervisor screen, it indicates the positioning of the mouse. It is usually in the form of a pointer or a vertical line. The size of the pointer will change when it is over an area on the screen that can be selected to carry out a command.

Dialogue box: A window that appears temporarily to request or supply information.

Disablement/Warning event: The disablement of fire system equipment in the connected fire detection and alarm system.

Domain: A network of fire alarm control panels and terminal nodes. Several domains can be interconnected on very large system.

Emergencies: These events are high priority supervisory events. They may be used to indicate a variety of connected system alarms such as personal attack alarms or fume detect alarms on Supervisor at a priority between fire and fault events. These events are always logged in the historic log.

Event: An event is the occurrence of Fire, Emergencies, Fault, Warning or some other condition in a fire detection and alarm system.

Fire event: The detection of a fire at a device installed in an area of the connected fire detection and alarm system.

Fire System or Fire detection and alarm system: This is a connected system that consists of one or more control panel that monitors and controls devices connected to its loops.

Fault event: The detection of a fault in the connected fire detection and alarm system.

Function keys: These are dedicated keys on the supervisor keyboard which perform specific command in the fire detection and alarm system.

Icon: A graphical representation of an application.

Keyboard: This is the custom supervisor keyboard which consists of 71 keys and a 3 position Keyswitch. Each key has a legend marked on it and some are colour coded to ease identification.

Loop: A loop is a circuit of a fire control panel that supports outstations.

Node: This is a terminal node used in the fire system network for the connection of a supervisor system.

Numeric keys: A set of keys on the keyboard for entry of numbers.

Panel: This is a fire alarm control panel with loop circuits having devices.

Point: To move the cursor so that it is above something on the Supervisor screen.

Pop-up Windows: A window that automatically appears on top of a normally displayed page is called a pop-up window. A pop-up window can have either text or graphics depending on the system configuration.

Outstation (Device): These are devices such as fire sensors, manual call points, interface units which can be connected to a loop circuit.

Select: To point to the required area on the screen and click the left mouse button. For a touch-screen supervisor system this means to touch an area of the screen using a finger.

Screen or Display: This is the computer monitor screen on which visual images of text and graphics are formed**.**

Supervisory: These events are generally used for non-fire operations within the panels. When they are required to be displayed at Supervisor they are given a label which causes them to be transmitted to Supervisor as they occur and as they clear. Supervisor can class a range of these events as emergencies. When they are not classed as emergencies they are displayed with a low priority or not at all.

Text box: This is a boxed area to allow entry of textual information. A flashing vertical line pushes any existing text to the right as you type or replace any text that has been highlighted.

User Levels: There are the three user levels available at the Supervisor 3, Information, Operator and Engineering. Each level provides a varying depth of access to user functions. For example with Information there is basic access to user functions, while Engineering has functions to allow changes to the Supervisor system set up.

Verify: This facility activates an extra time delay to verify the event of a fire before the alarm sounders are activated.

Window: A rectangular area on your screen in which you view an application.

User responsibility

Daily

The British Standard code of practice for Fire Detection and Alarm Systems for Buildings is BS 5839:Part 1:1988. It states that the system should be inspected daily to ensure that a normal indication is given at the control and indicating equipment. In addition any previously indicated Fault and Warning condition has received appropriate attention. It recommends entry into the log book provided of all the system events for future reference.

a) The person inspecting a protected building(s) can ensure that the use of the area(s) inspected has not changed, such that the detection and alarm devices have become inappropriate.

b) The area(s) can be inspected to check that no unsafe practices that could lead to fire are being undertaken.

Weekly

At Weekly intervals a different fire sensor or call point of the system should be tested to ensure the system can operate under alarm condition.

a) The operation of the alarm sounders should be checked. This also provides a regular reminder to those occupying the building(s) that there is a fire alarm system with a particular characteristic sound.

b) The test should be performed at a regular time to avoid confusion between a test and a genuine fire alarm.

Quarterly

At quarterly intervals the system should be inspected and any work necessary should be performed by a servicing organisation.

Supervisor 3 system

The Supervisor 3 package provides a user friendly means of viewing and controlling the Fire detection and alarm system to which it is connected.

The Supervisor 3 software runs under Windows NT4 to provide indications of events that occur in the connected fire detection and alarm system(s). The indications are normally textual and can optionally be in graphical format to meet site specific needs. The connected fire system(s) can therefore be viewed and controlled from a central location from the Supervisor 3.

There are three types of Supervisor 3 system computer to cater for most applications, a touch screen type which may be panel mounted or a standard desktop type or a standard tower type which may be installed on a bench. All Supervisor 3 system are supplied with a special keyboard.

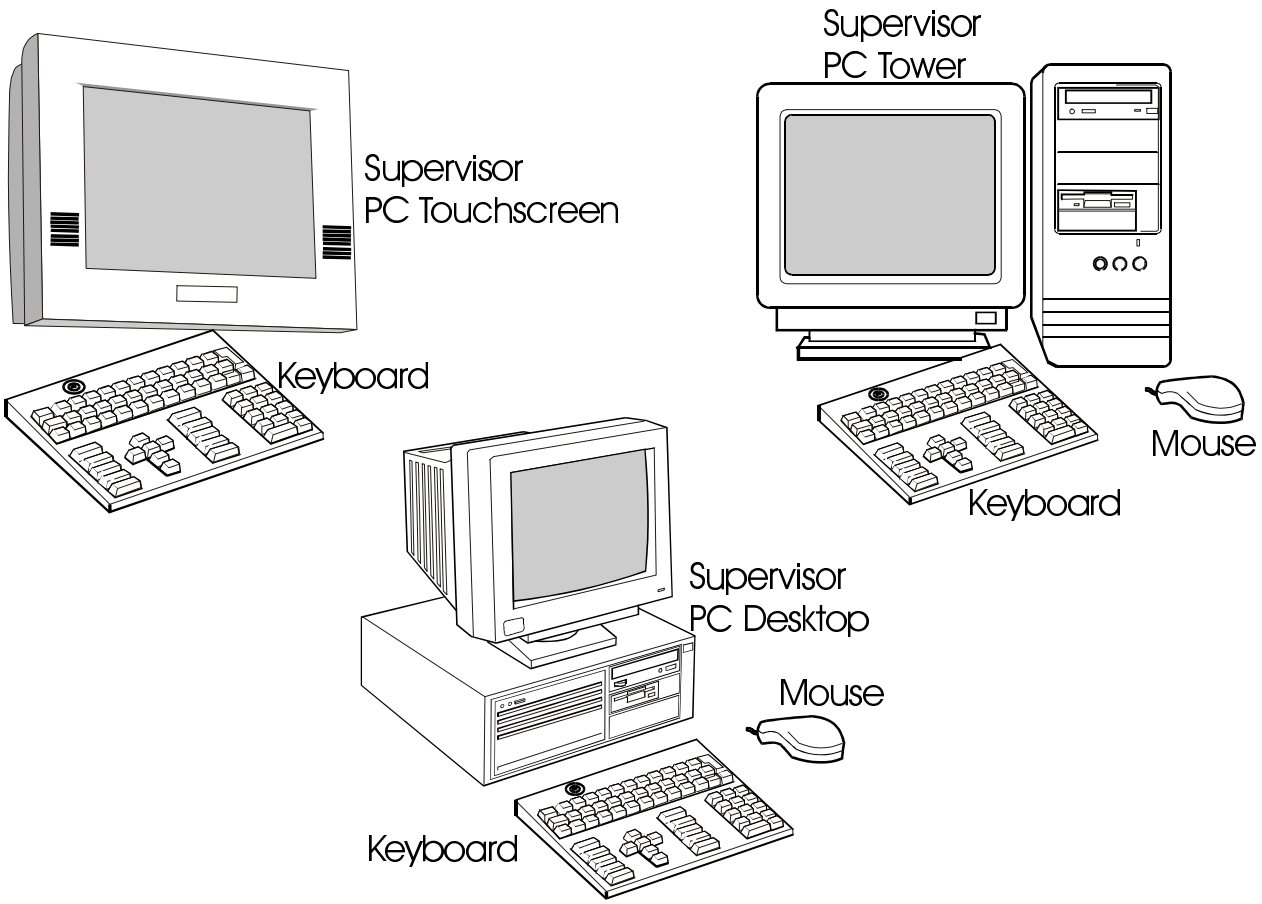


Figure 2-1 Supervisor 3 System
cd8m_1

Printer

Optional printer provide a listing of event messages or a printout of the graphical representation of areas in which an event has occurred. In addition, remote printers connected to the control panel or terminal node of individual fire detection and alarm system can be utilised by the Supervisor 3 to provide a printout of events.

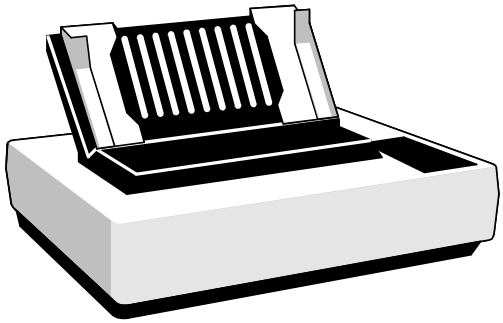


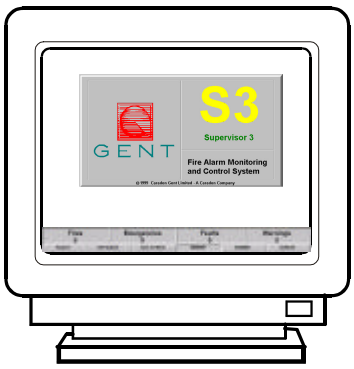
Figure 2-2
Printer
cd8m043

Your Supervisor System

Your supervisor system will be one of the following, although only the desktop monitor is shown here, your Supervisor could be a touch screen type which many be panel mounted .

Supervisor with
Information Textual software

Supervisor with
Full Textual software



Text software

There are two standard textual software packages and these are called information and full. The full package includes access to information, operator and engineering levels. These packages provide access to different levels of operation. Multi-level password protection is provided to restrict access to the levels of operation available with the packages.

Supervisor with
Graphics +
Information Text software

Supervisor with
Graphics +
Full Text software

Graphics + Text software

The graphics package option supplements the text messages by displaying floor layout of a building with the area highlighted to show an event of Fire, Emergencies or Fault condition. Upon receipt of an event the Supervisor displays greater levels of detail to enable the source of the event to be identified.

Figure 2-3 Supervisor 3 software

cd8m039

Display priority

An event such as Fire, Emergencies, Fault or Disablement/Warning from the connected fire detection and alarm systems will appear automatically on the Supervisor 3 screen.

Priority Order

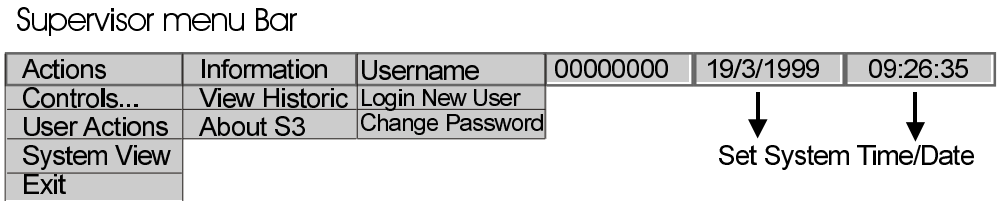
1 Fire
2 Emergencies
3 Faults
4 Disablement/Warning
5 Other Events

> ***NOTE:*** *The Supervisor 3 system is an enhancement to the connected fire systems and therefore in the event of its failure, the ability of the overall fire detection system to function will be unimpaired.*

Display of events in Textual format

The events from a connected fire detection and alarm System are displayed automatically on the monitor screen of a Supervisor 3. An event displayed in textual format will be displayed in a colour-coded-window with the specific information, for example a fire event will always appear in a red window and include location of the device detecting a fire and the time the fire was detected. Similarly events such as Emergencies, Faults and Warnings will appear in their respective colour coded windows magenta, yellow and yellow respectively.

2-4 Supervisor menu bar
cd8m079



Your Supervisor 3 under no event condition will always show the normal text page that displays the S3 window, see page 2-4.

Display of events in Graphical format

The Graphics pages consist of a hierarchy of pages commencing with the Site plan (top page) from which the other areas of the site can be viewed to the final level. The final level gives detailed representation of each section for all the areas of buildings. The events of the connected systems such as Fire, Emergencies Fault are displayed on these pages using small colour coded icons to indicate their location.

> ***NOTE:*** *All events are in some way shown on every page, therefore multiple events can be manually viewed.*

Graphics navigation keys

The operation of the graphics Supervisor 3 is such that it will automatically track to the relevant initiating device in an event condition, however by selecting the graphics navigation keys it is possible to manually view any graphics page under normal or event conditions.

Manual navigation from page to page is achieved by clicking in icons on the screen or by operating on screen buttons.

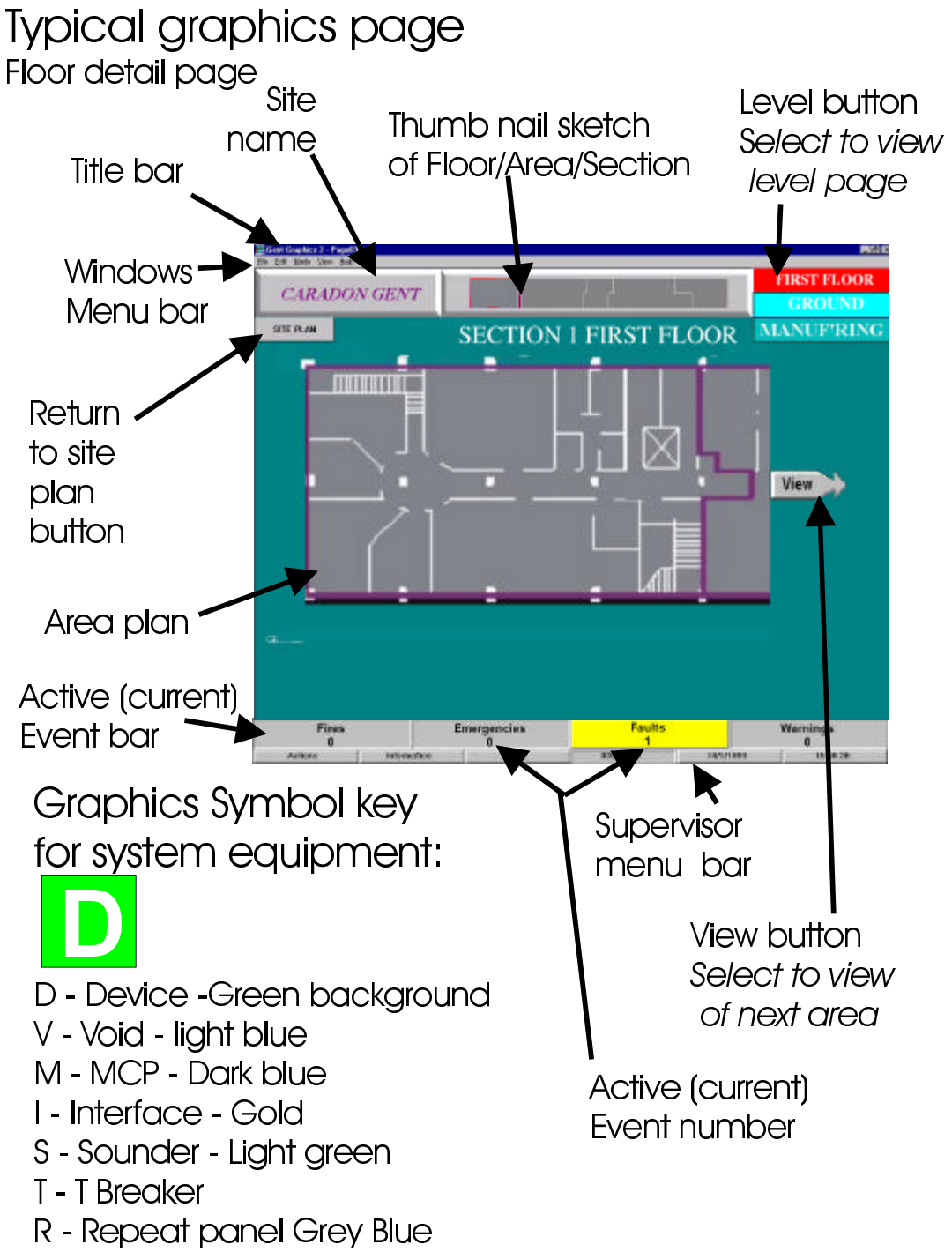


Figure 2-5 Typical Graphics page

cd8m042

Control Keyboard

The supervisor keyboard consists of 71 keys and a 3 position keyswitch. Each key has a legend marked on it and some are colour coded to ease identification.

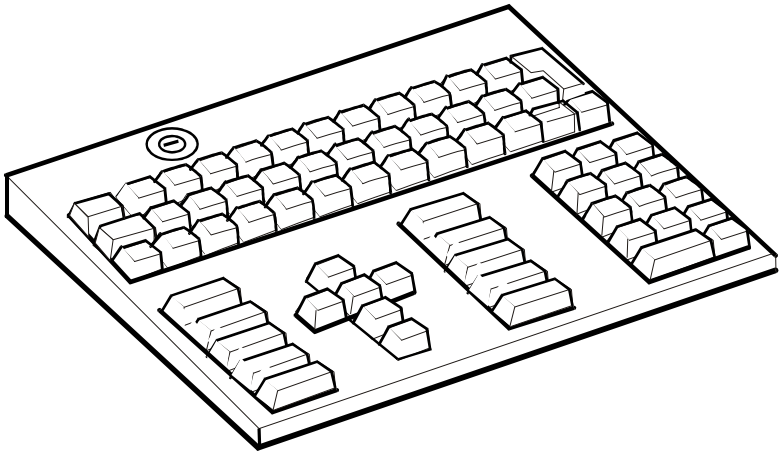


Figure 2-6 Control keyboard
cd8n_30

On-screen keyboard

The Touch Screen Supervisor 3 system will be configured to have a on screen keyboard for data entry.

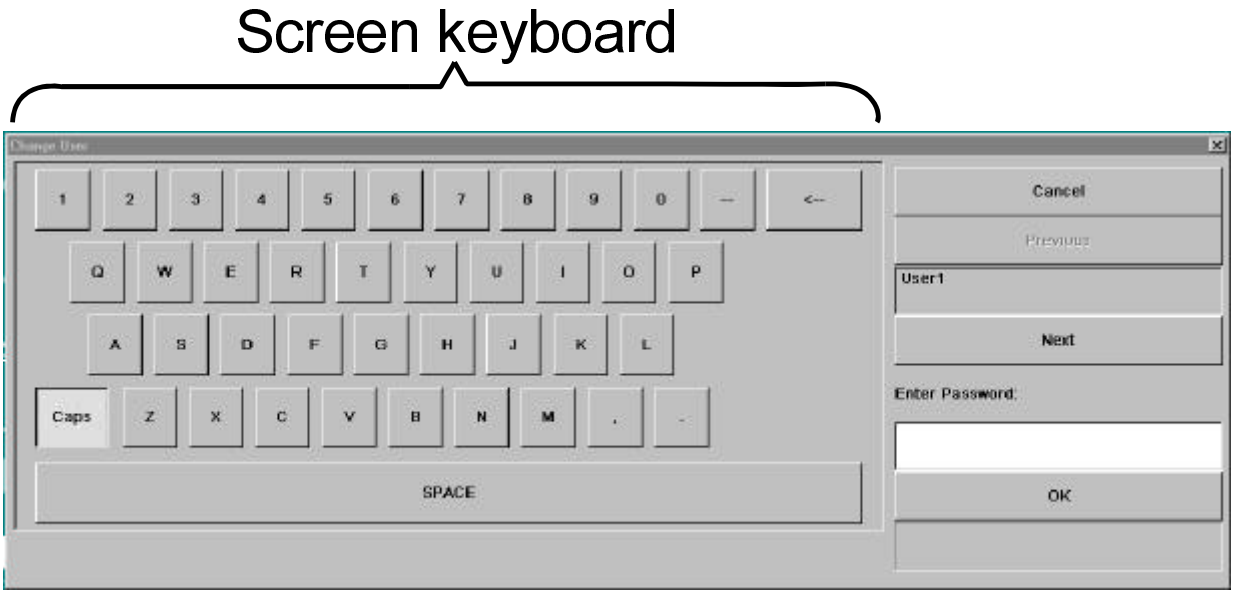


Figure 2-7On-screen keyboard
cd8m004

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Access to indications and controls

Password Protection

To prevent unauthorised persons from making adjustment and operating the controls available at the Supervisor 3 system, there is a ‘Log-in’ facility to restrict access to controls. A valid password must be entered to allow access to controls.

All passwords are set up during the commissioning of the Supervisor 3 system. There can be a number of users each having unique password for access to one of three level.

User levels and controls

The facilities available within each level offer different options to cater for different needs of users.

Controls	User levels		
	Information	Operators	Engineering
Database viewing	Y	Y	Y
Historic Backup	N	N	Y
User Actions	N	Y	Y
Alarm controls	N	Y	Y
Set time and date	Y	Y	Y
Enable/disable	N	Y	Y
Card details	N	N	Y
Supervisor setup	N	N	Y
Supervisory Auxiliary text	N	N	Y
Fault Auxiliary text	N	N	Y
Fire Auxiliary Text	N	N	Y
Device details	Read only	Read only	Y
System view	Y	Y	Y
User administration	#	#	#

- Any user may have access to user setup provided the user is an Administrator.

Changing user level

It is possible to change from any user level to another by means of selecting a username and by entering a correct password. The three user levels are Information, Operators and Engineering.

To change to another level you must enter a password of between 4 to 20 characters. The authorised persons on site will know their own password.

To change to another user level

This facility is accessible at any user level and it allows the user to change from one user level to another level.

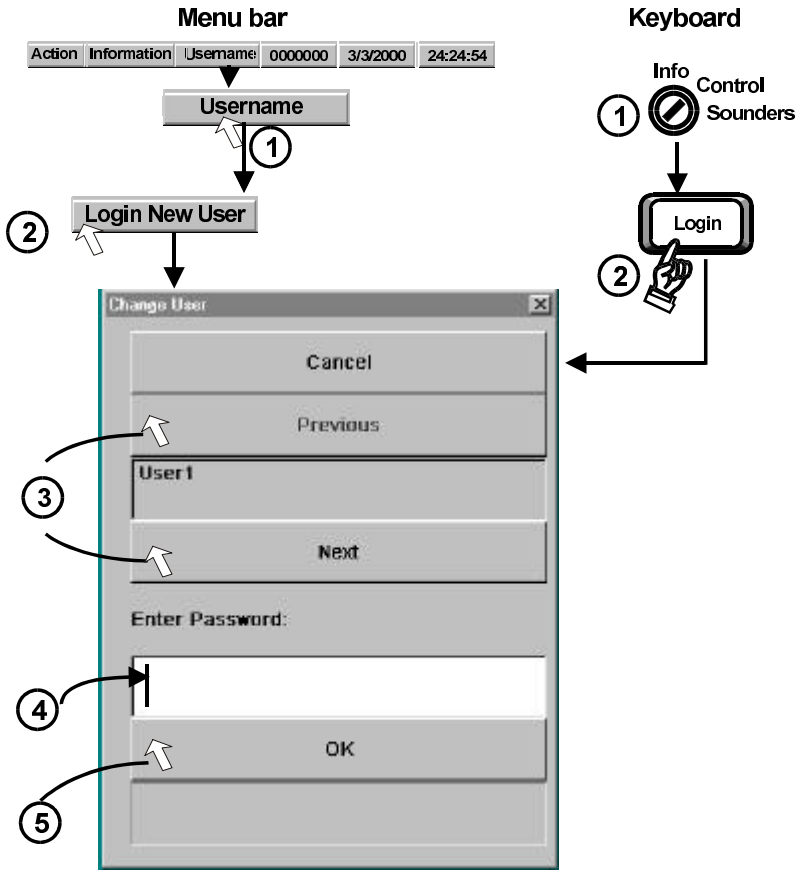

Figure 3-1 How to change to another user level

cd8m005

1) **Keyboard**: Set the keyswitch located on the keyboard to Sounders position. Note it is not possible to remove the key from the keyboard when it is set to *Sounders* position.
Screen: Select *[User/name]* from the **supervisor menu bar**.

2) **Keyboard:** Select the **Login** Key to display the *Change User* window.
Screen: Select *[Login New User]* from the drop down menu to display the **Change User** window.

3) Using *Next* and *Previous* buttons scroll to the required user name in the **Change User** window.

4) Enter a new user password of 4-20 character length.

5) Select *OK* to accept the entered data.

If a correct password entry is made then your level of operation will have changed.

> ***NOTE:*** *An incorrect entry of password will display a message 'INVALID PASSWORD' and prompt you to re-enter the password.*

Alarm control and User actions

In the event of a fire an authorised user may be required to control alarms manually to evacuate people in buildings, this is made possible using the Alarm control facility.

The User action facility allow switching of the fire alarm system and interfaced building system equipment, such as lifts and ventilation to be controlled directly the from supervisor.

To sound alarms on a total site basis:

This facility is only accessible at the operators level if it is configured during the commissioning of Supervisor 3 system, otherwise access to this control is only possible at the Engineering.

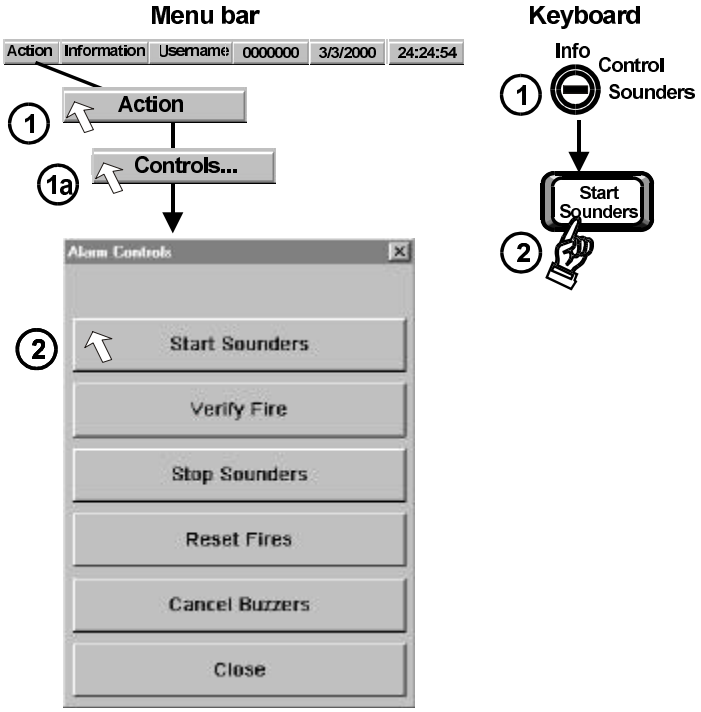

Figure 4-1 To sound alarms on a total site basis

cd8m006

1) **Keyboard:** Set the keyswitch located on the keyboard to *Sounders* position. Note it is not possible to remove the key from the keyswitch when it is set to *Sounders* position Or
Screen: Select *[Action]->[Controls...]* from the **supervisor menu**-bar.

2) **Keyboard:** Press the *Start Sounders* button on the keyboard Or
Screen: Select the *Start Sounders* button in the **Alarm Controls** window.

3) **Screen:** Select the *Close* button to exit the **Alarm Controls** window.

Notice all the alarm sounders in all the connected fire detection and alarm system will sound on a total site.

To Stop/Verify alarms on a total site basis

The stop alarms/Verify facilities are only accessible at Operator's or Engineering levels. Verify option is not applicable for V3+ fire system.

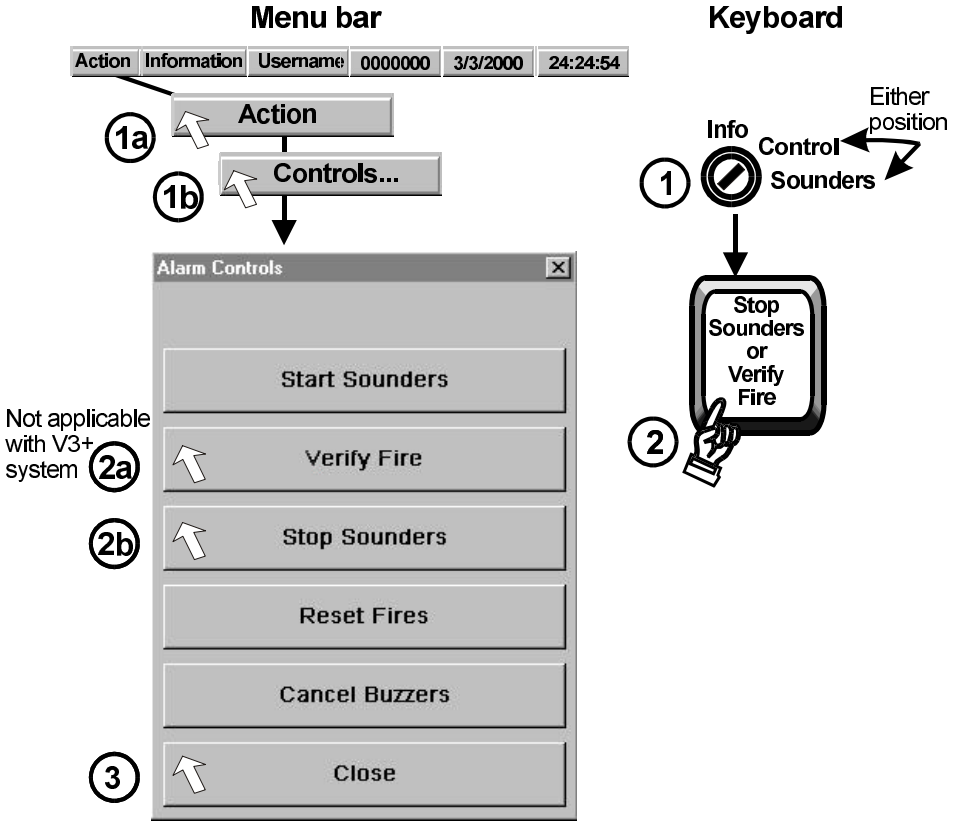

Figure 4-2 To Stop alarms/verify on a total site basis

cd8m007

1) **Keyboard**: Set the keyswitch located on the keyboard to *Control or Sounders* position. It is not possible to remove the keyswitch when it is in the Sounders position Or
Screen: As an alternative select *[Action]->[Controls...]* from the **Supervisor menu bar**.

2) **Keyboard:** Press the *Stop Sounders/Verify* button on the keyboard Or
Screen: Select *Stop Sounders/Verify* button in the **Alarm Controls** window.

> ***NOTE:*** *Verify is not applicable for version 3 + fire systems.*

3) **Screen:** Select the *Close* button to exit the **Alarm Controls** window.

Notice all the alarm sounders in all the connected fire detection and alarm system will stop sounding on a total site or a verification delay is activated before the alarm sounders are activated.

To Cancel Buzzer

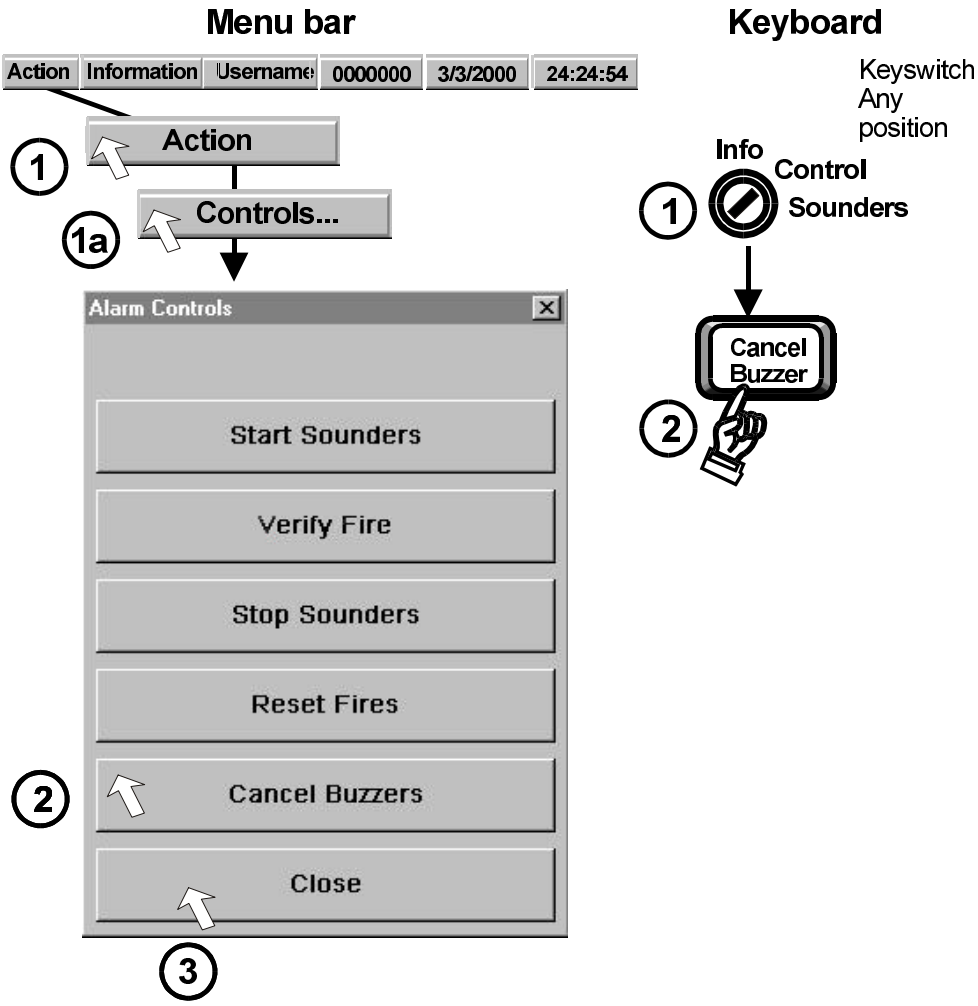

Figure 4-3 To cancel buzzer

cd8m009

1) **Keyboard:** The keyswitch can be in any position Or
Screen: Select *[Action] -> [Controls...]* from the **supervisor menu bar**.

2) **Keyboard:** Select the *Cancel Buzzer* button on the keyboard to cancel the buzzer. Or
Screen: Select the *Cancel Buzzers* button in the **Alarm Controls** window.

3) **Screen:** Select the *Close* button to exit the **Alarm Controls** window.

Notice the Buzzer from within the Supervisor is silenced.

To carry out User Action commands

The **User Actions** page has buttons to perform specific commands in the connected fire system(s). A command is normally the operation of a Command Build of a fire detection and alarm system. A command build is configured in each fire detection and alarm system to: enable/disable outstations, sector, command build, zone, group, master alarms, auxiliary relay and card communications. It can also operate Sector, Auxiliary relay, Digital IO line, Timeslots, Delay blocks, Build, Sound alarm, Silence Alarm and Reset.

This facility is only accessible at operator or engineering levels.

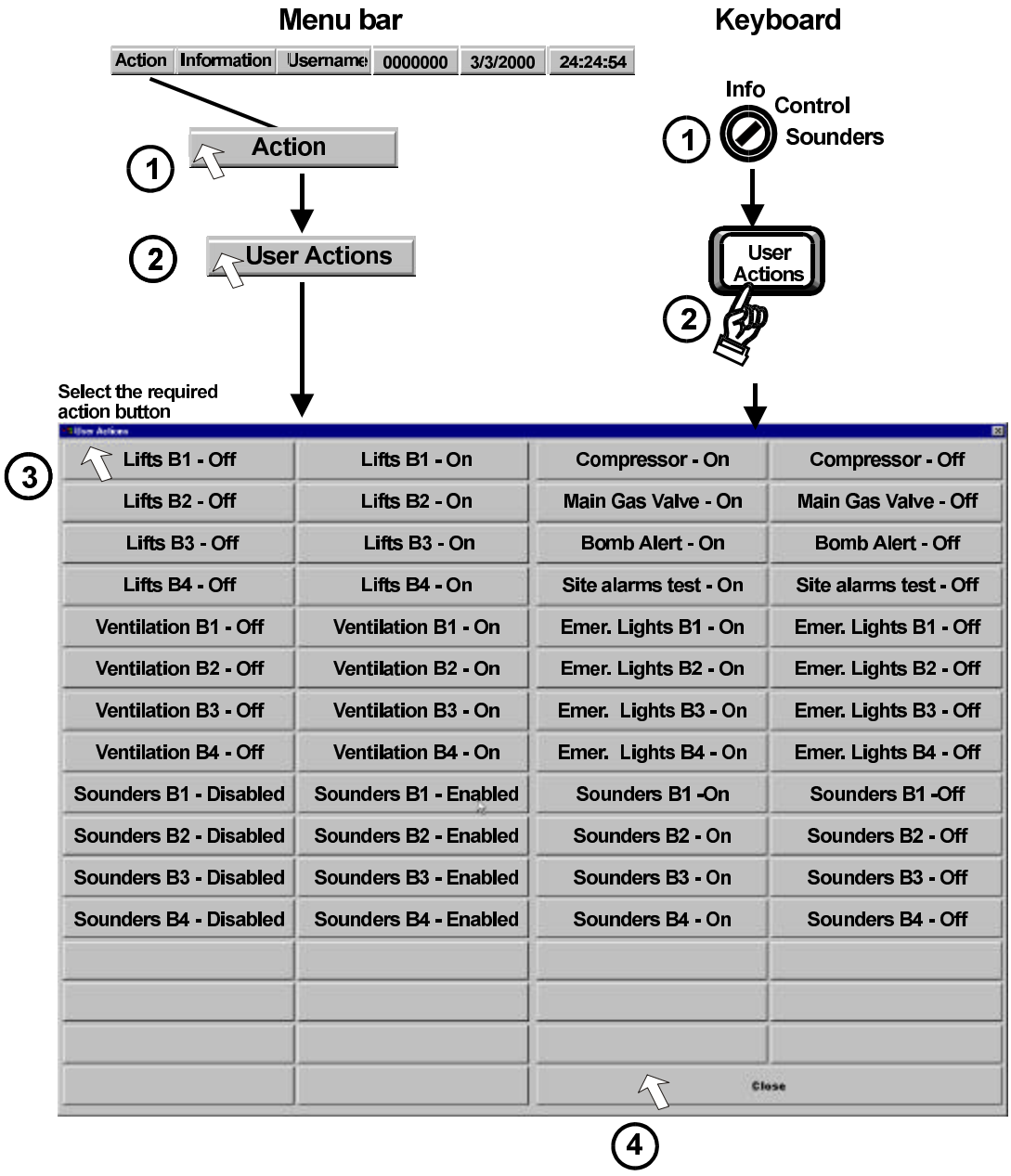

Figure 4-4 To carry out User action

cd8m010

1) **Keyboard:** Set the keyswitch to the *Control* position Or
Screen: Select *[Action]* on the **supervisor menu bar**.

2) **Keyboard:** Select the *User Actions* button to display the **User Action** page Or
Screen: Select *[User Actions]* from the drop down menu to display the **User Actions** page.

3) Select the required *button* displayed in the **User Actions** window to trigger the required command build. Or use the arrow keys on the keyboard to scroll to the required button and select enter.

4) Select *Close* to exit **User Action** window.

Notice the specific command is activated in the fire detection and alarm system.

To reverse a triggered command

A reverse command is required to stop it once it has been triggered. A button may be configured to do a reverse command.

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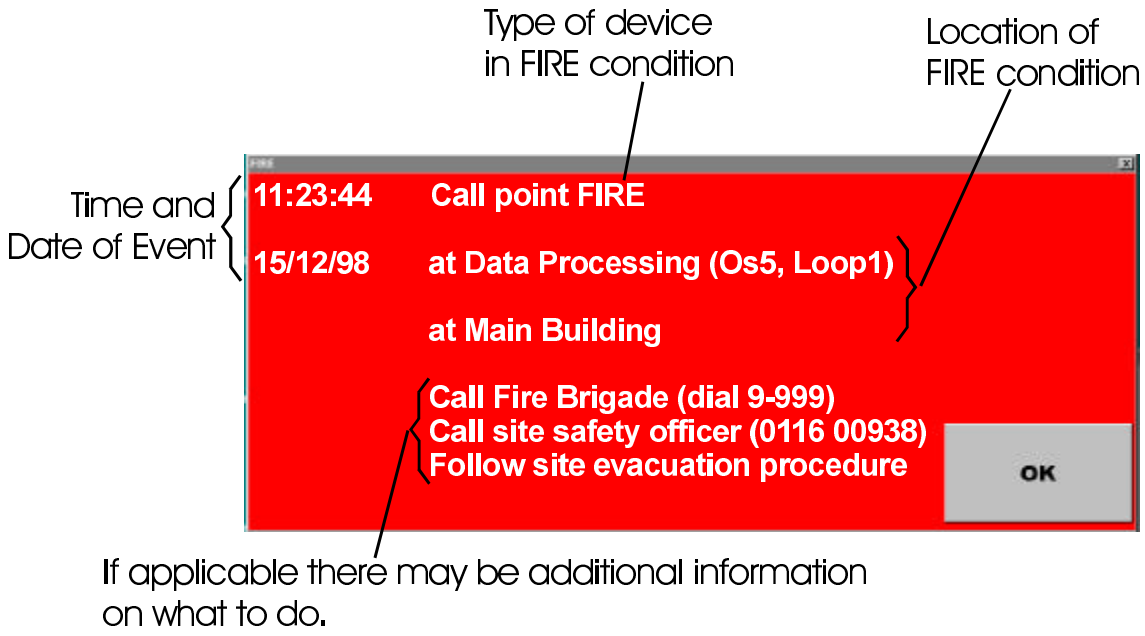
Fire conditions

A fire condition is the detection of a fire event in an area of a building. A fire event is detected by the operation of a fire sensor, manual call point or an interface input-line. The condition is displayed in text and optionally in graphics format on the supervisor screen.

Textual indication of a FIRE event



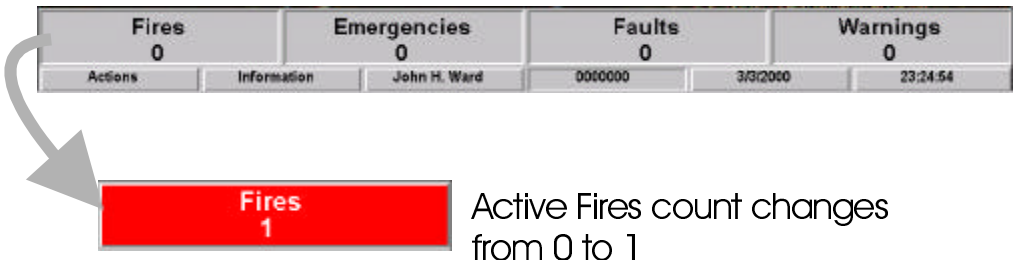


Figure 5-1 Textual display of a fire event

cd8m012

First fire On receipt of a Fire event the Supervisor will display details of the event in a red pop up window and the active Fires button will increment count to show `1' fire event. The event details will include time, date and location of the fire event.

Multiple fires Further fires events will pop up in a similar manner to first fire event and can be selectively viewed in the database viewer.

Graphical indication of a FIRE event

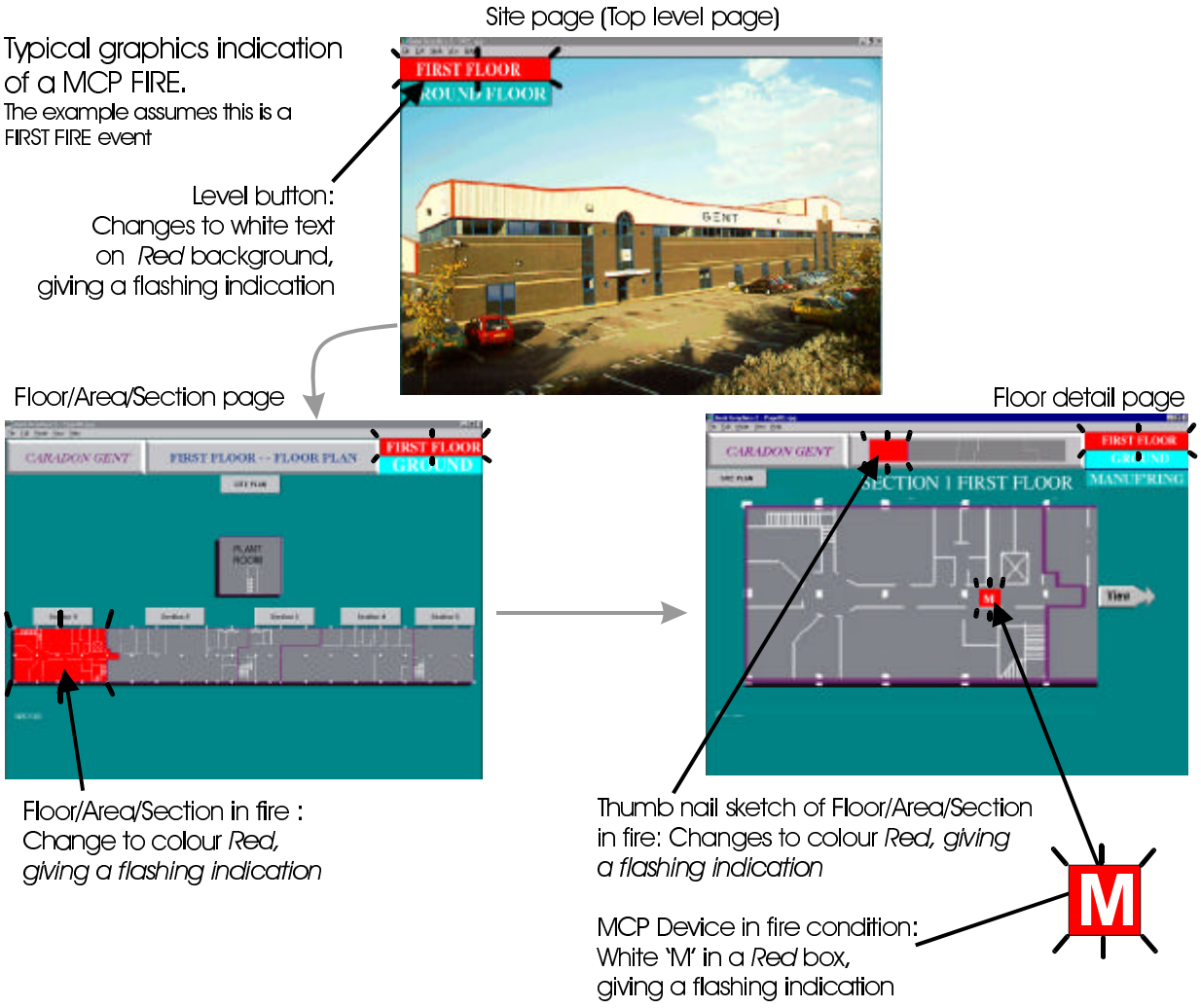


Figure 5-2 Graphical display of a fire event

cd8m013

First fire

On receipt of a Fire event the Supervisor will display the event on the Site, floor/section and floor plan pages. The appropriate graphics will infill with colour red and give a flashing indication to identify the area/location of the first- fire event.

In the example shown, the position of the red box containing a white letter M on the floor plan indicates the position of the activated call point.

Multiple fires

Further fires events will be displayed in the respective pages, the Site page, Floor/Section page and Floor plan page and can be viewed by manually tracking to the appropriate page.

Viewing Active fire events

If there are active Fire events present then the active Fire box changes from colour grey to Red. By clicking on the Fire box all the current Fire events are displayed.

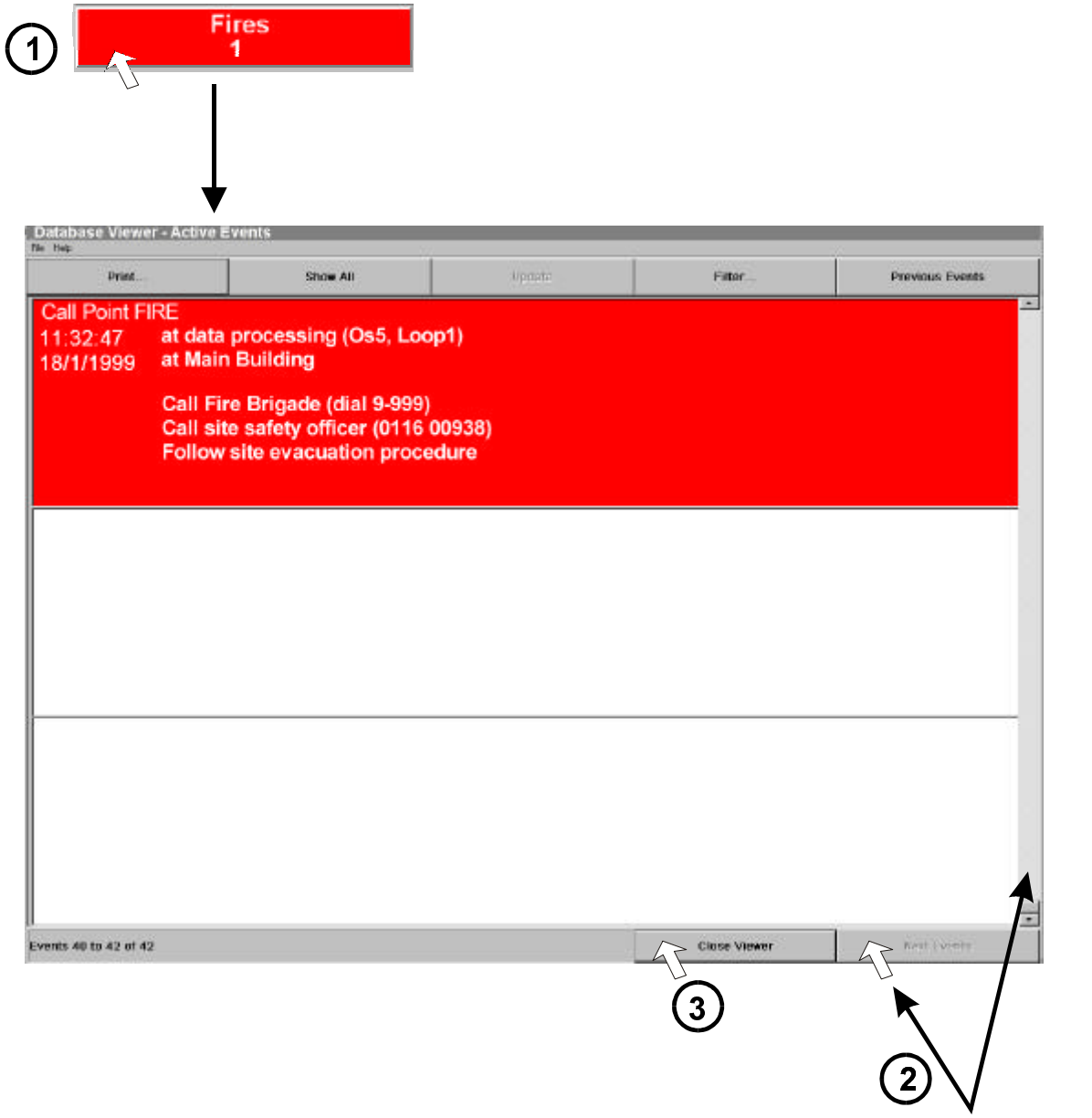


Figure 5-3 Active fire events

cd8m014

1) Select *[Fires]* on the **Active event bar** to view the **Database Viewer - Active Events** window.

2) Scroll to the event of interest.

3) Select the *Close* button to exit the **Database Viewer - Active Events** window.

Printout of FIRE event

If printers are connected to the Supervisor system and configured to print, then the information about an active fire event is printed automatically at the local textual and graphics printer. The information relating to a fire may also be printed at a remote printer if installed in the standalone fire detection and alarm System.

To Cancel Fire Buzzer

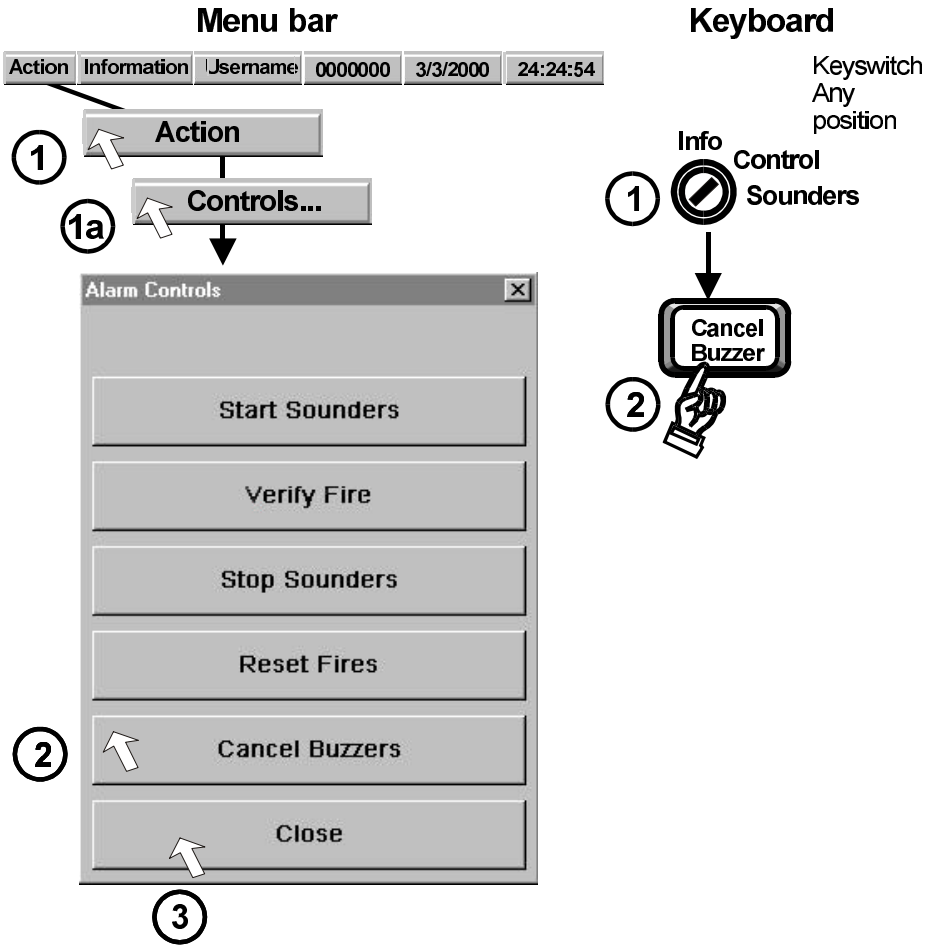


Figure 5-4 How to cancel the fire buzzer

cd8m009

1) **Keyboard:** The keyswitch can be in any position Or
Screen: Select *[Action] -> [Controls...]* from the **supervisor menu bar** to display the **Alarm Controls** window.

2) **Keyboard:** Select the *Cancel Buzzer* button on the keyboard to cancel the buzzer. Or
Screen: Select the *Cancel Buzzers* button in the **Alarm Controls** window.

3) **Screen:** Select the *Close* button to exit the **Alarm Controls** window.

Notice the Buzzer from within the Supervisor is silenced.

To stop all the alarm Sounder or Verify alarm

The alarms are automatically activated in the fire system during a fire condition and can be silenced/verified (not applicable for V3+ fire system) on a total site basis. To do this you must first be at the operator or engineering level.

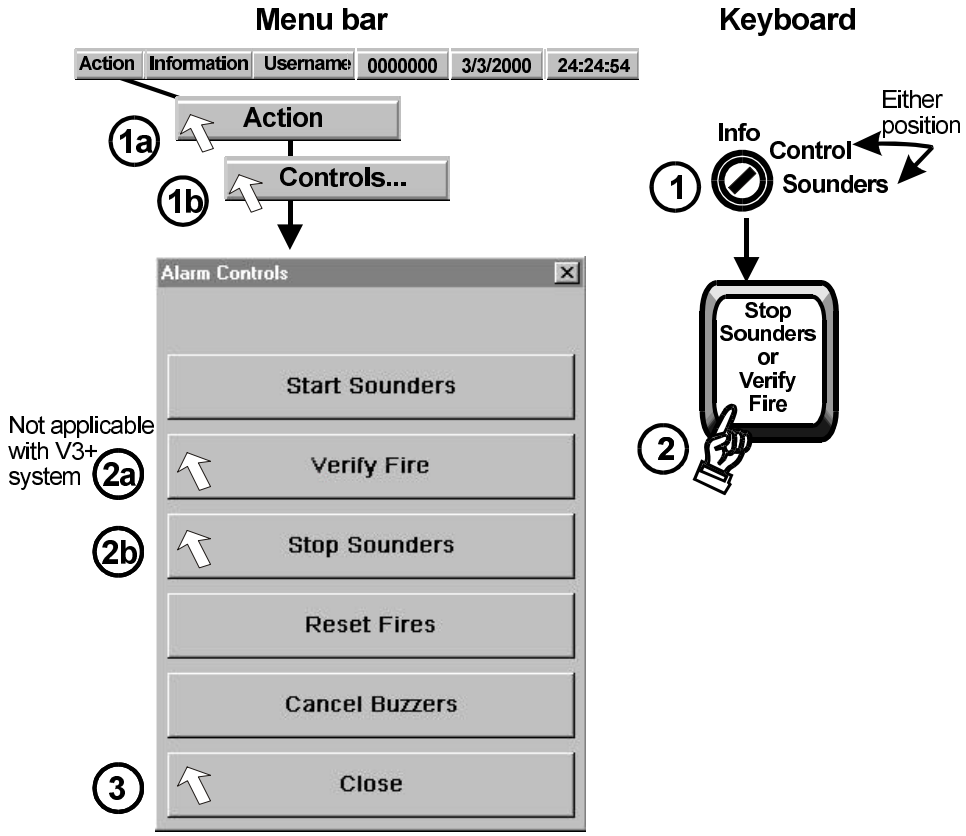


Figure 5-5 How to silence/Verify alarms

cd8m007

1) **Keyboard:** Set the keyswitch located on the keyboard to the *Control or Sounder* position.
Screen: Select *[Action]->[Controls...]* on the **supervisor menu bar** to display the **Alarm Controls** window**.**

2) **Keyboard:** Press the *Stop Sounders/ Verify* button on the keyboard.
Screen: Select the *Stop Sounders/Verify* button in the **Alarm Controls** window.

> ***NOTE:*** *Verify is not applicable for version 3+ fire systems.*

3) **Screen:** Select the *Close* button to exit the **Alarm Controls** window.

Notice all the alarm sounders in all the connected fire detection and alarm system will silence alarm on a total site.

> ***NOTE:*** *Once the alarms have been stopped you can restart the alarm sounders during a fire condition on a total site basis, see To sound alarms on a total site basis.*

To Reset the fire system

Before attempting a fire reset on the system(s) ensure that all alarm activating devices have been cleared for normal operation. For example, replace the glass on the Manual Call Point if broken and ensure excess heat and smoke from affected areas has been cleared. If this is not done then the FIRE event will not clear to indications seen before the fire condition.

> ***NOTE:*** *The alarm sounders must be stopped before a fire reset.*

This facility is accessible at the operator or engineering user level.

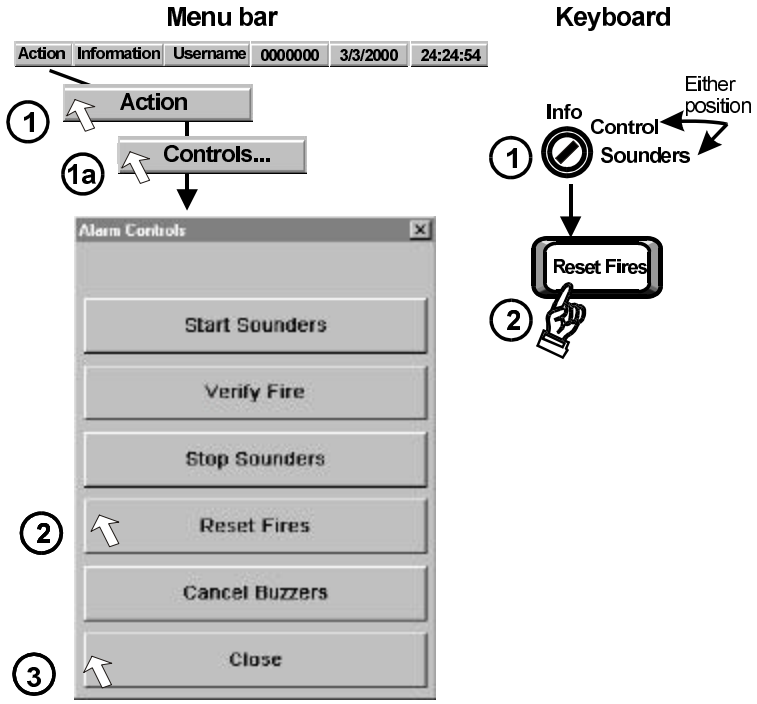


Figure 5-6 How to reset the fire system

cd8m008

1) **Keyboard:** Set the keyswitch located on the keyboard to the *Control or Sounder* position Or
Screen: Select *[Action] ->[Controls...]* from the **supervisor menu bar** to display the **Alarm Controls** window**.**

2) **Keyboard**: Press the ***Reset Fires*** button on the keyboard.
Screen: Select the ***Reset Fires*** button in the **Alarm Controls** window.

3) **Screen:** Select the *Close* button to exit the **Alarm Controls** window.

This will automatically clear the display of all active fire events and return the supervisor indications to those given before the fire condition.

> ***NOTE:*** *If the fire system is not cleared for normal operation, for example the manual call points' glass is not replaced correctly or the smoke from the affected smoke sensor has not been cleared, then the Supervisor will not reset the fire condition and instead will give the following message.*

Emergency conditions

An emergency event is an indication of automatic or manual triggering of a Command Build in a fire detection and alarm System. The condition is displayed in a textual window and optionally in a graphics window on the supervisor screen. Emergency events are a high priority compared to supervisory events which are low priority events.

Textual display of Emergencies

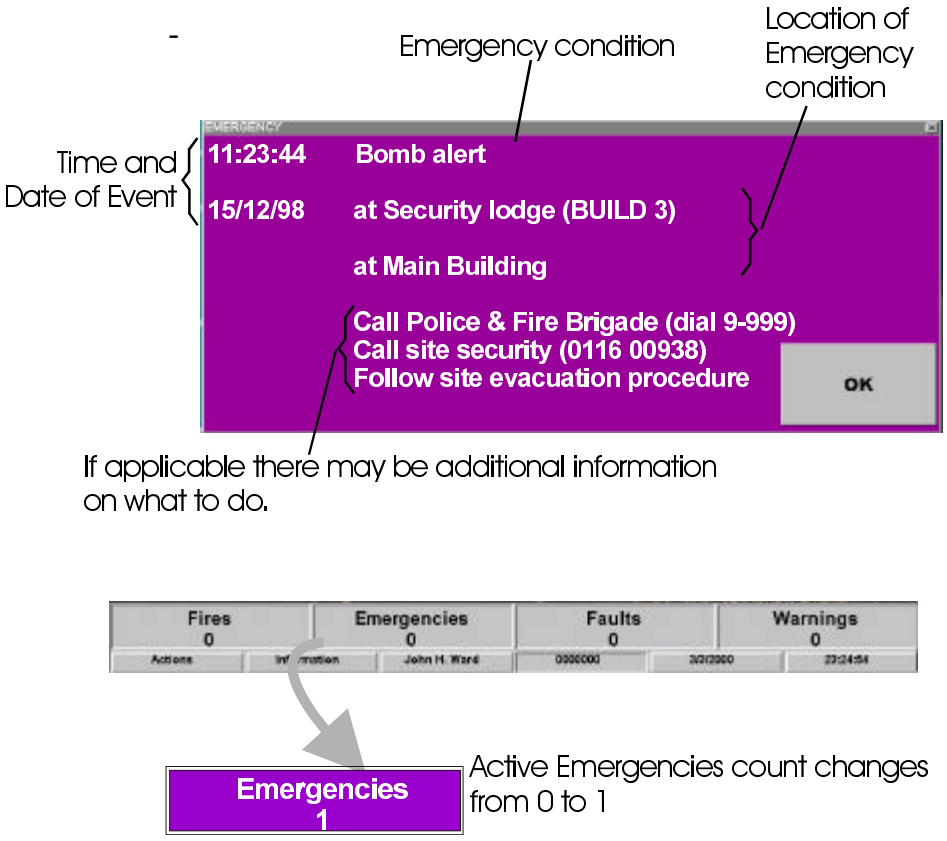


Figure 5-7 Emergency Event

cd8m044

First Emergency On receipt of an Emergency event the Supervisor will display details of the event in a magenta pop up window and the active Emergencies button will increment count to show `1' Emergency event. The event details will include time, date and location of the Emergency.

Multiple Emergency Further Emergencies events will pop up in a similar manner to first Emergency event and can be selectively viewed in the database viewer.

Graphical display of an Emergency event

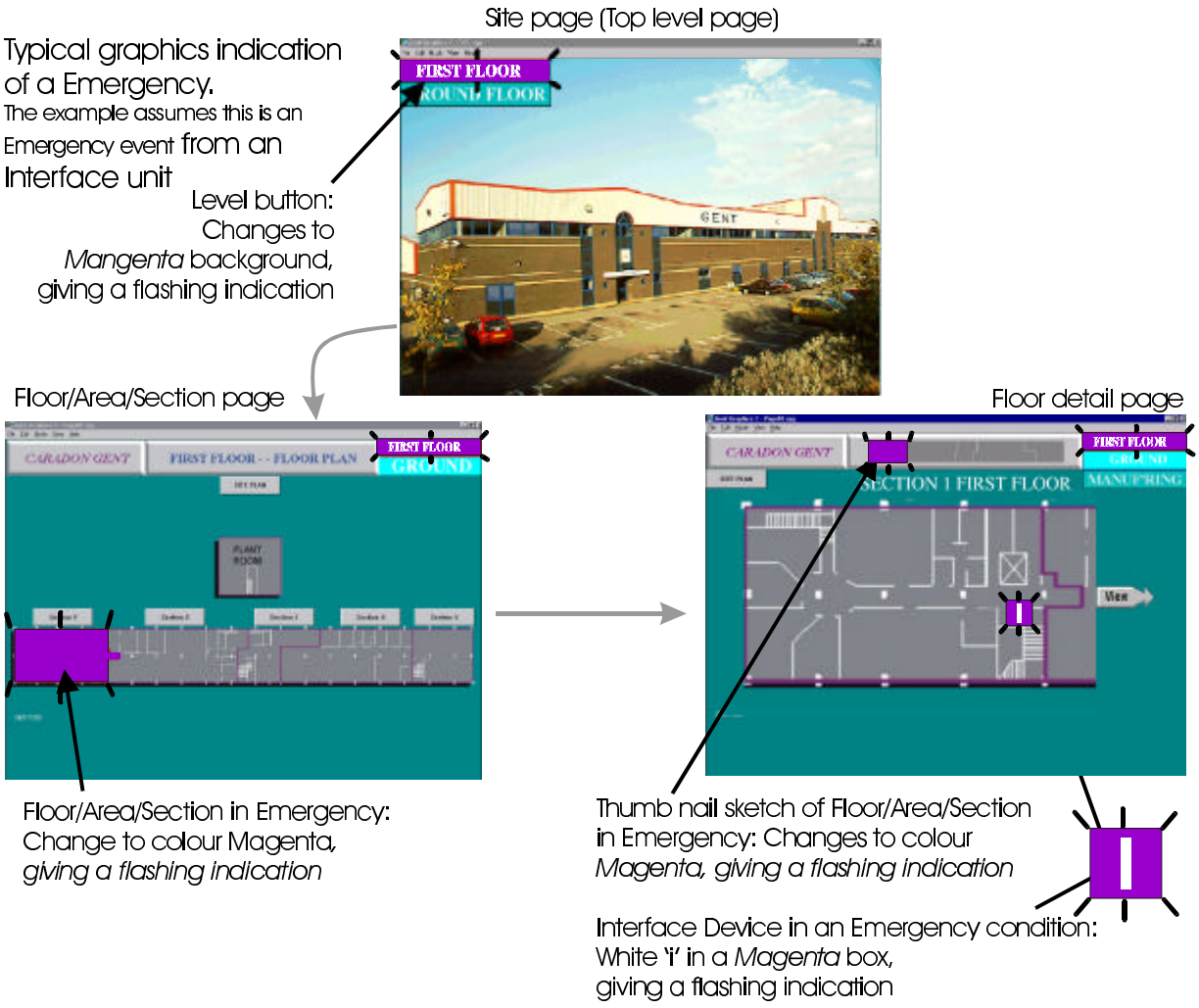


Figure 5-8 Graphical display of an Emergency

cd8m040

First Emergency

On receipt of an Emergency event the Supervisor will display the event on the Site, floor/section and floor plan pages. The appropriate graphics will infill colour magenta and give a flashing indication to identify the area/location of the first- Emergency event.

In the example shown, the position of the magenta box on the floor plan indicates the position of the device activating the emergency event.

Multiple Emergency

Further Emergency events will be displayed on the respective pages, the Site page, Floor/Section page and Floor plan page and can be viewed by manually tracking to the appropriate page.

Viewing Active Emergency events

If there is active Emergency present then the active Emergencies box changes from colour grey to Magenta. By clicking on the Emergencies box all the current Emergency events are displayed.

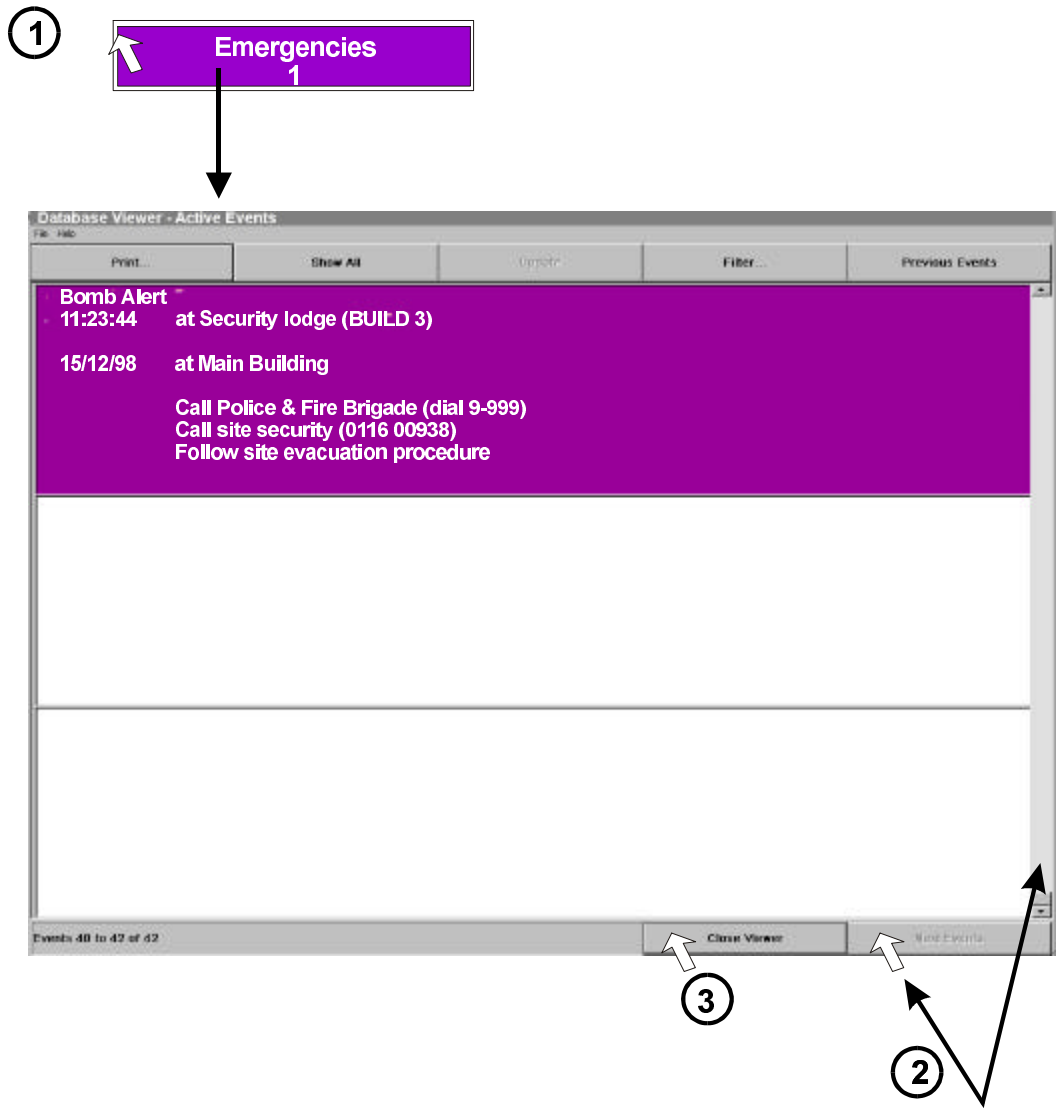


Figure 5-9 Active Emergencies

cd8m045

1) Select *[Emergencies]* on the **Active event bar** to view the **Database Viewer - Active Events** window.

2) Scroll to the event of interest.

3) Select the *Close* button to exit the **Database viewer**.

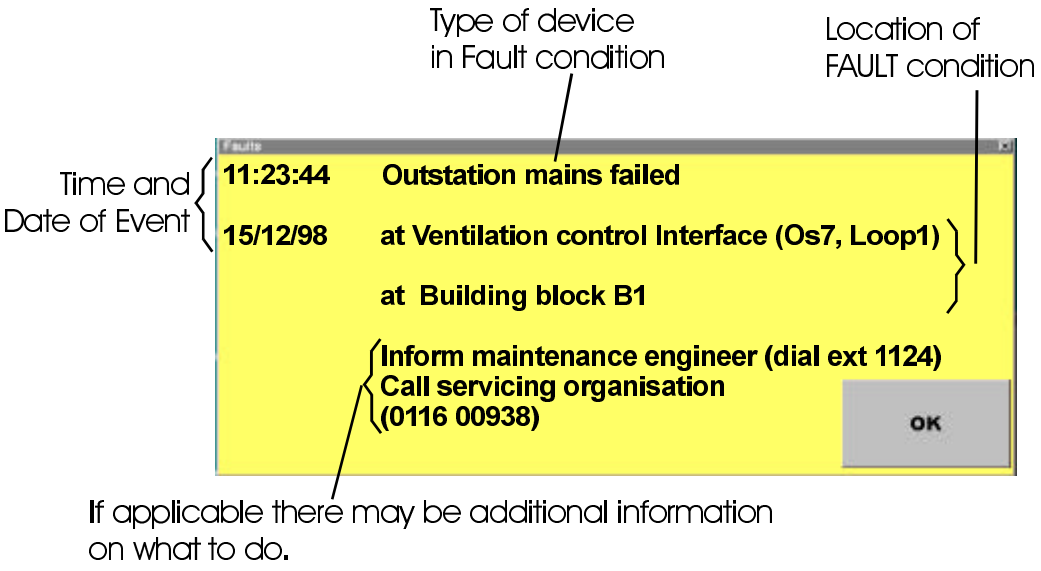
Printout of Emergencies

If printers are connected to the Supervisor system and configured to print, then the information about an active emergency event is printed automatically at the local textual printer and graphics printer. The information relating to a fault may also be printed at a remote printer if installed in the connected fire detection and alarm System.

Fault conditions

A fault condition is the failure of equipment or wiring in a fire detection and alarm system. The condition is displayed in textual and optionally in graphics format on the supervisor screen.

Textual display of a FAULT event



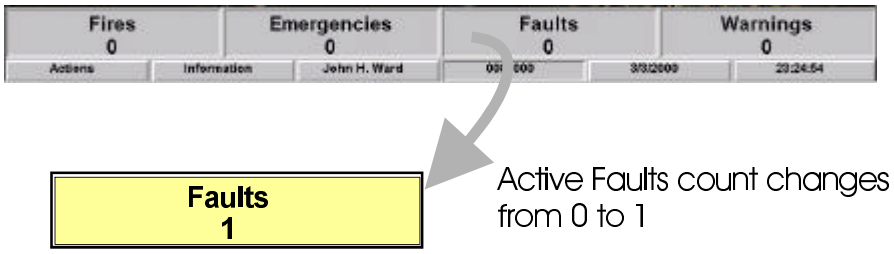


Figure 5-10 Textual display of a Fault event

cd8m016

First fault On receipt of a Fault event the Supervisor will display details of the event in a yellow pop up window and the active Fault button will increment count to show 1 fault event. The event details will include time, date and location of the fault event.

Multiple faults Further fault events will pop up in a similar manner to first fault event and can be selectively viewed in the database viewer.

Graphical display of a FAULT event

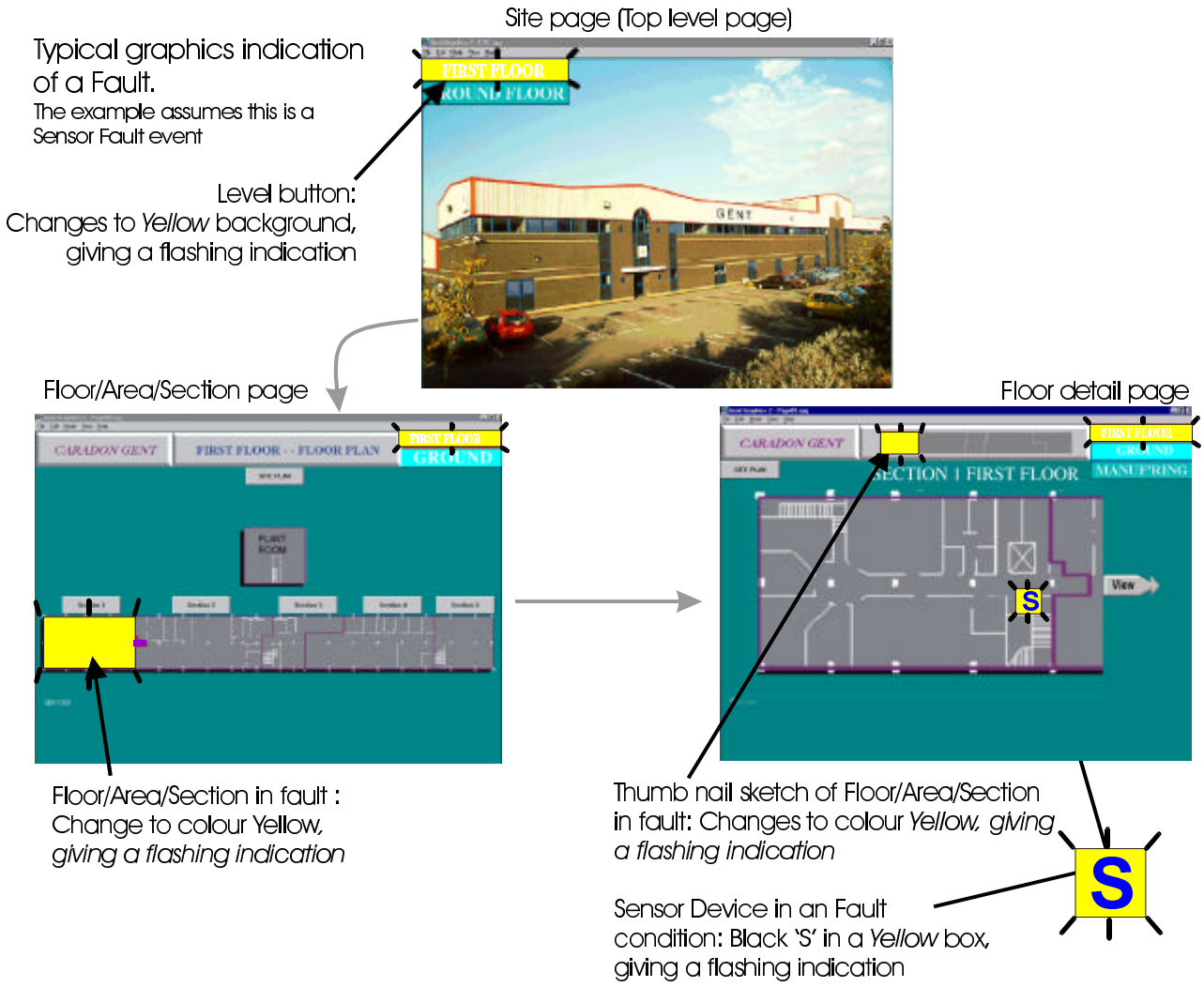


Figure 5-11 Graphical display of a Fault event

cd8m041

First fault

On receipt of a Fault event the Supervisor will display the event on the Site, floor/section and floor plan pages. The appropriate graphics will infill colour yellow and give a flashing indication to identify the area/location of the first- fault event.

In the example shown, the position of the yellow box containing a white letter `S' on the floor plan indicates the position of the faulty call point.

Multiple fault

Further fault events will be displayed in the respective pages, the Site page, Floor/Section page and Floor plan page and can be viewed by manually tracking to the appropriate page.

Viewing Active Fault events

If there are active Faults then the active Faults box changes from colour grey to Yellow. By clicking on the Fault box all the current Fault events are displayed.

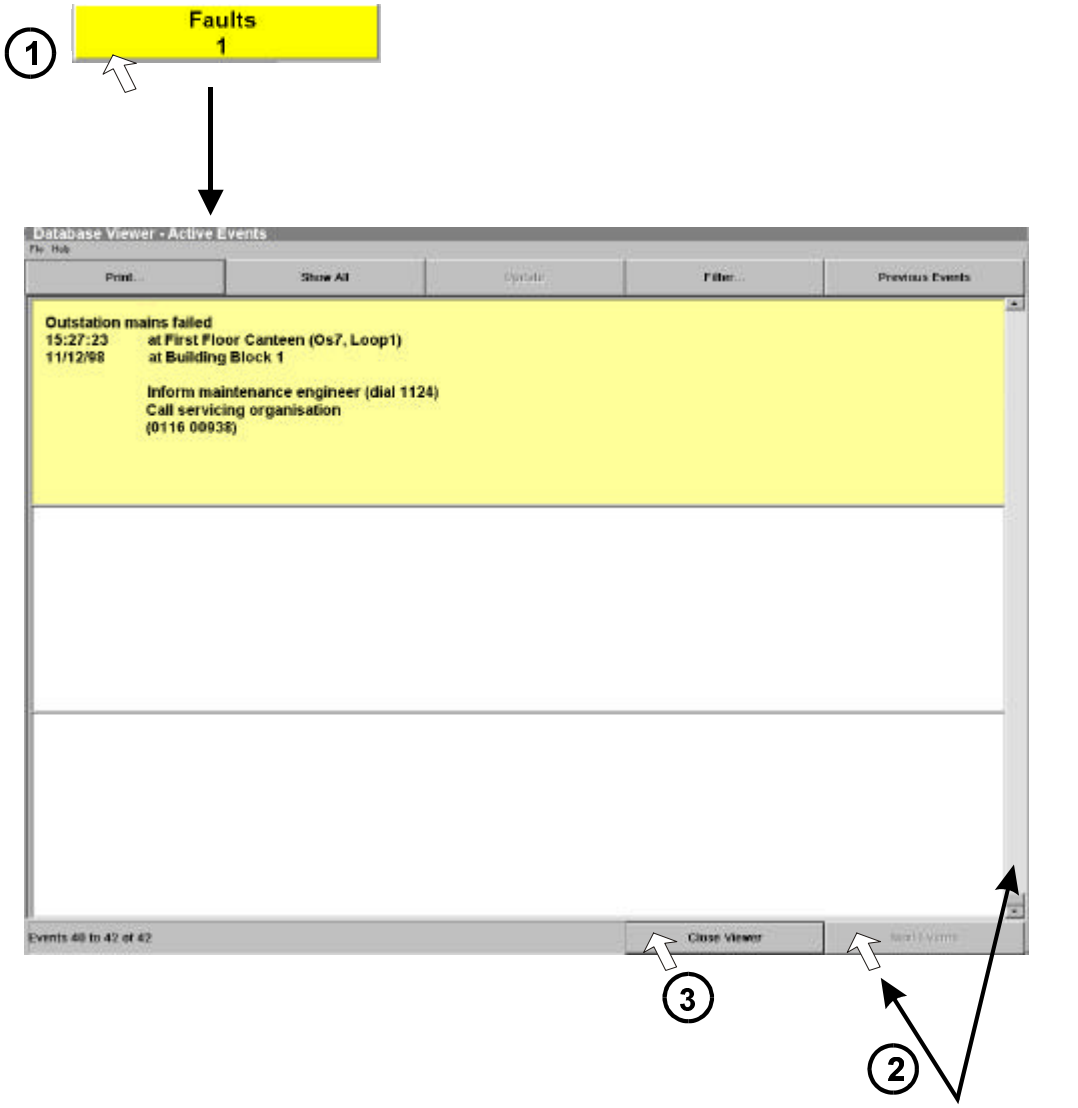


Figure 5-12 Active fault events

cd8m017

1) Select *[Faults]* on the **Active event bar** to view the **Database Viewer - Active Events** window.

2) Scroll to the event of interest.

3) Select the *Close* button to exit the **Database viewer**.

Printout of Fault events

If printers are connected to the Supervisor system and configured to print, then the information about an active fault event is printed automatically at the local textual printer and graphics printer. The information relating to a fault may also printed at a remote printer if installed in the connected fire detection and alarm System.

To Cancel Fault Buzzer

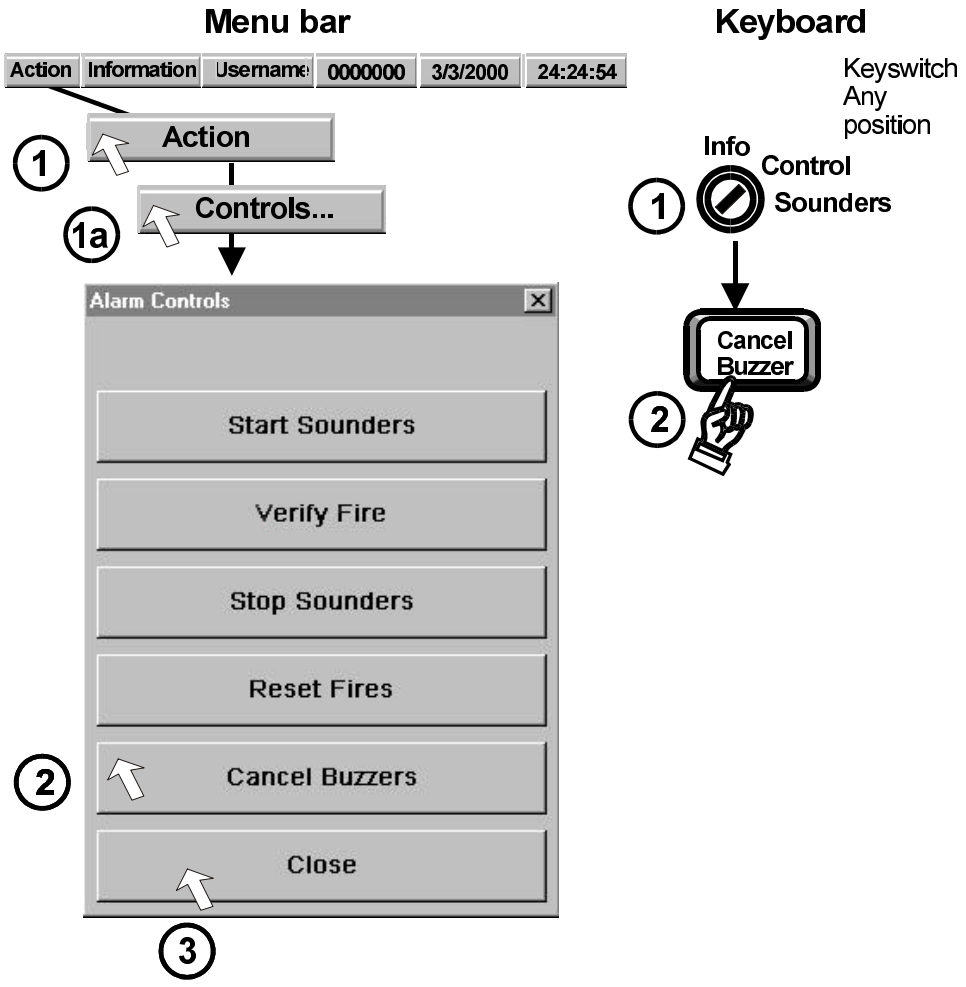


Figure 5-13 How to cancel the local buzzer

cd8m009

1) **Keyboard:** The keyswitch can be in any position Or
Screen: Select *[Action]->[Controls...]* from the **supervisor menu bar**.

2) **Keyboard:** Select the *Cancel Buzzer* button on the keyboard to cancel the buzzer. Or
Screen: Select the *Cancel Buzzers* button in the **Alarm Controls** window.

3) **Screen:** Select the *Close* button to exit the **Alarm Controls** window.

Notice the Buzzer from within the Supervisor is silenced.

Disablement/WARNING conditions

A disablement/warning event is usually an indication associated with automatic or manual disablement of any part of a fire detection and alarm System. The condition is displayed in textual format only on the supervisor screen.

Textual display of Disablement/Warning

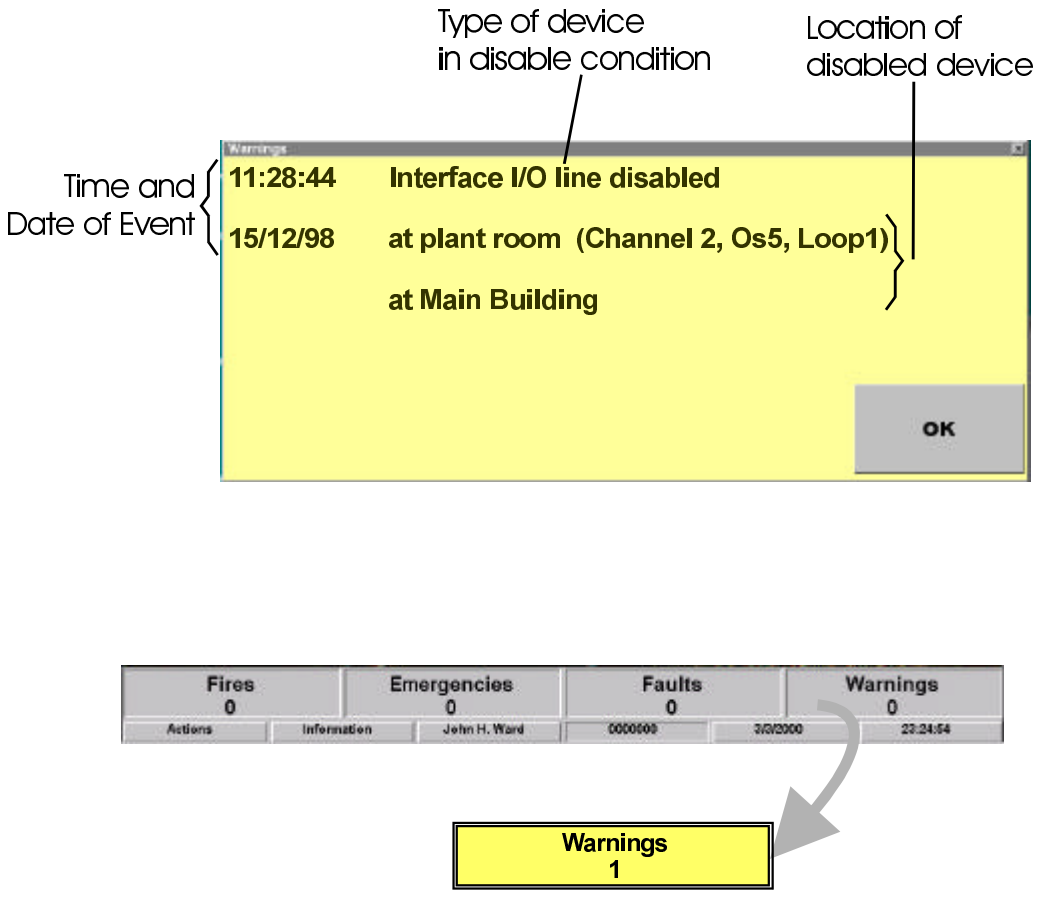


Figure 5-14 Textual display of a warning event

cd8m018

First disablement/ warning

On receipt of a disablement/warning event the Supervisor displays the details of the event in a yellow pop up window. Also the active disablement/warning button will increment count to show 1 disablement/warning event. The event details will include time, date and location of the disablement/warning event.

Multiple disablement/ warnings

Further disablement/warning events will pop up in a similar manner to first disablement/warning event and can be selectively viewed in the database viewer.

Viewing Active Disablement/Warning events

If there are active Disablement/Warning then the active Disablement/Warning box changes from colour grey to Yellow. By clicking on the Disablement/Warning box all the current Disablement/Warning events are displayed.

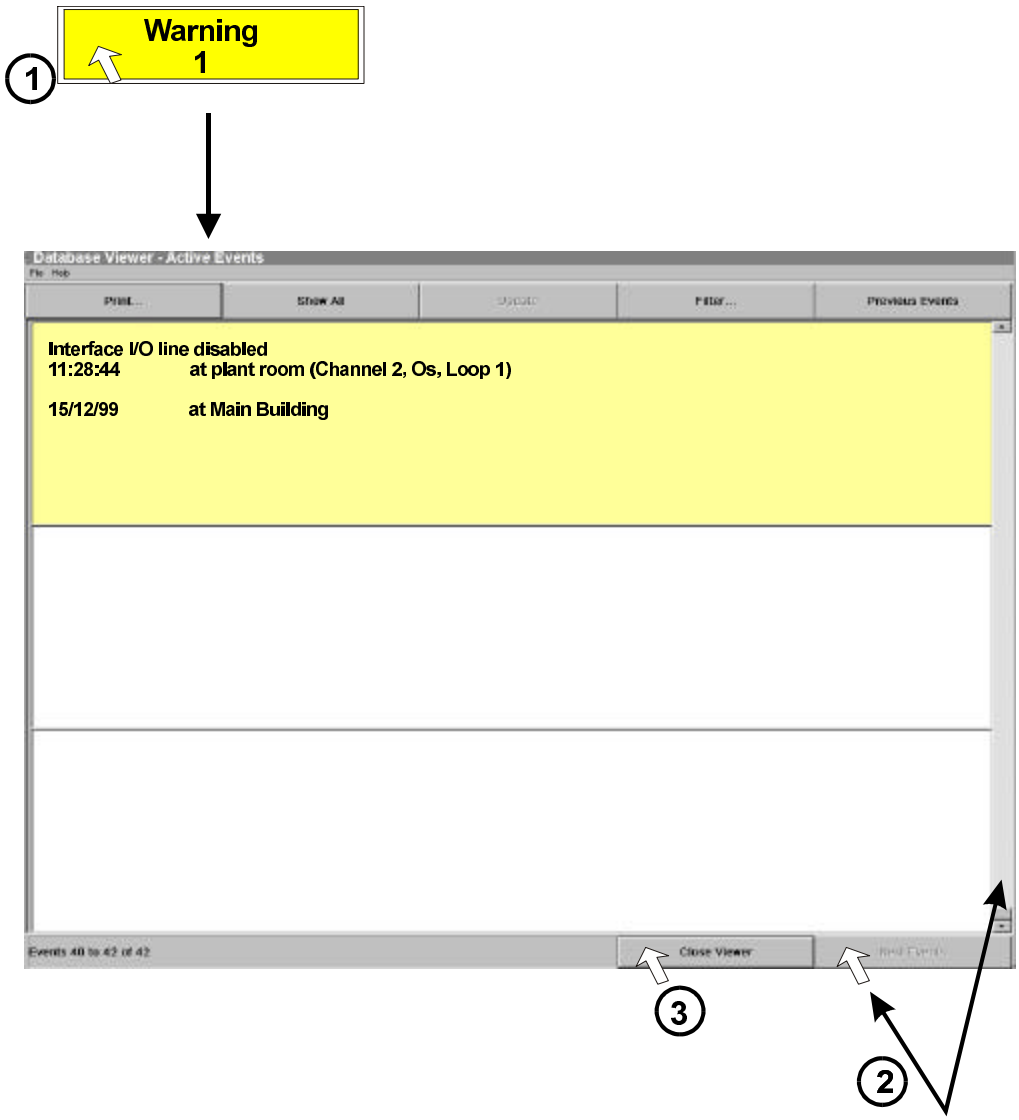


Figure 5-15 Active disablement/warning

cd8m046

1) Select *[Warnings]* on the **Active event bar** to view the **Database Viewer - Active Events** window.

2) Scroll to the event of interest.

3) Select the *Close* button to exit the **Database viewer**.

Printout of Warning events

If printers are connected to the Supervisor system and configured to print, then the information about an active warning event is printed automatically at the local textual printer. The information relating to a warning may also be printed at a remote printer if installed in the connected fire detection and alarm System.

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Historic events - Database viewer

The events of the fire detection and alarm systems are recorded in the Historic events log at the supervisor system, they include events like Fire, Emergencies, Fault, Warning, and Others.

The database viewer can display a maximum of three events at a time in the HISTORIC Events window. It is possible to view other events using the scroll facility.

To view historic events

All past events can be viewed at any time.

> ***NOTE:*** *The different events are shown colour coded in the Historic events log viewer.*

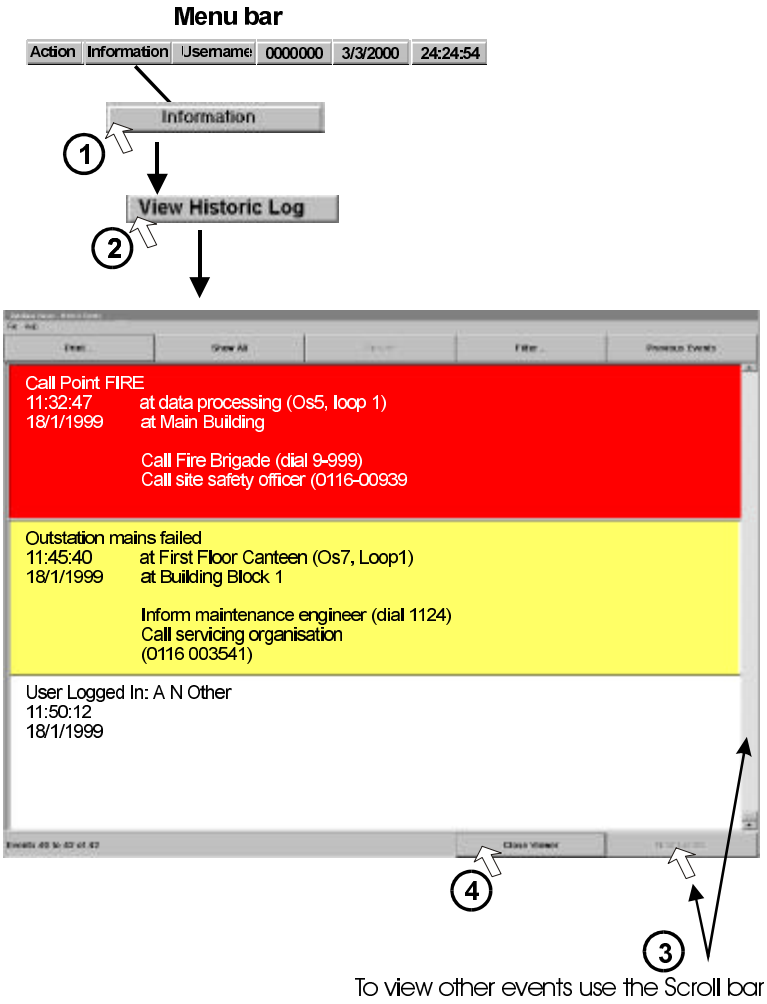

Figure 6-1 Historic events log

cd8m019

1) Select the *[Information]* on the **supervisor menu bar**.

2) Select *[View Historic Log]* from the drop down menu to display the **Database Viewer - Historic Events** window.

3) Using the scroll bar view the required event.

4) Select *Close* viewer to exit the Database Viewer window.

> ***NOTE:*** *The latest event in always displayed in the third event information slot in the database viewer.*

To Update the historic event log

Select the Update button to view new events that have occurred since the database viewer was opened. The Update button becomes active on occurrence of a new event since opening the window.

Figure 6-2 Update button
cd8m020

To filter events for display

The filter button will allow events to be selectively displayed in the viewer. The events for viewing can be filtered by date order of event occurrence, by event types and the event source.

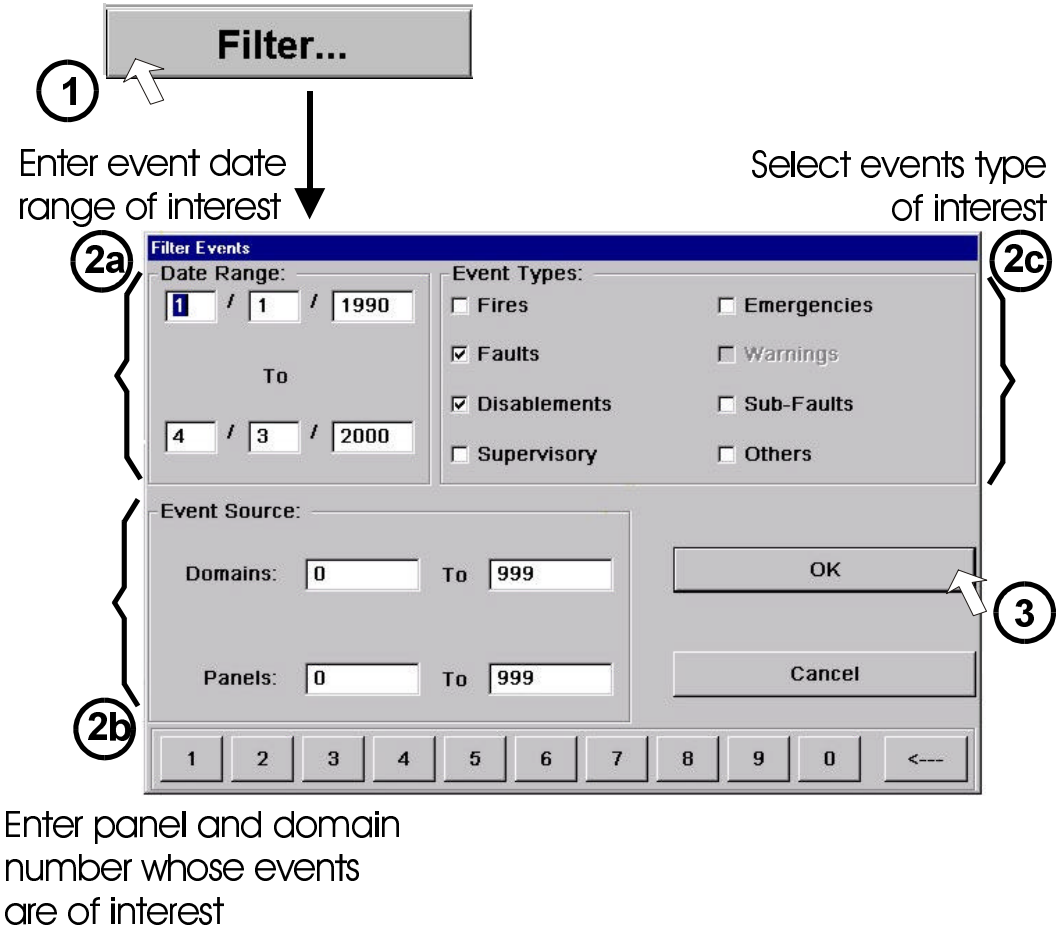

Figure 6-3 Filtering events

cd8m021

1) Select the *[Filter]* button in the **database viewer**.

2) Select the *date range*, *event source* and ***event type*** to filter the data from for display.

3) Select the *OK* button to view the events in the **database viewer**.

To print events

Providing the text printer is configured to print:

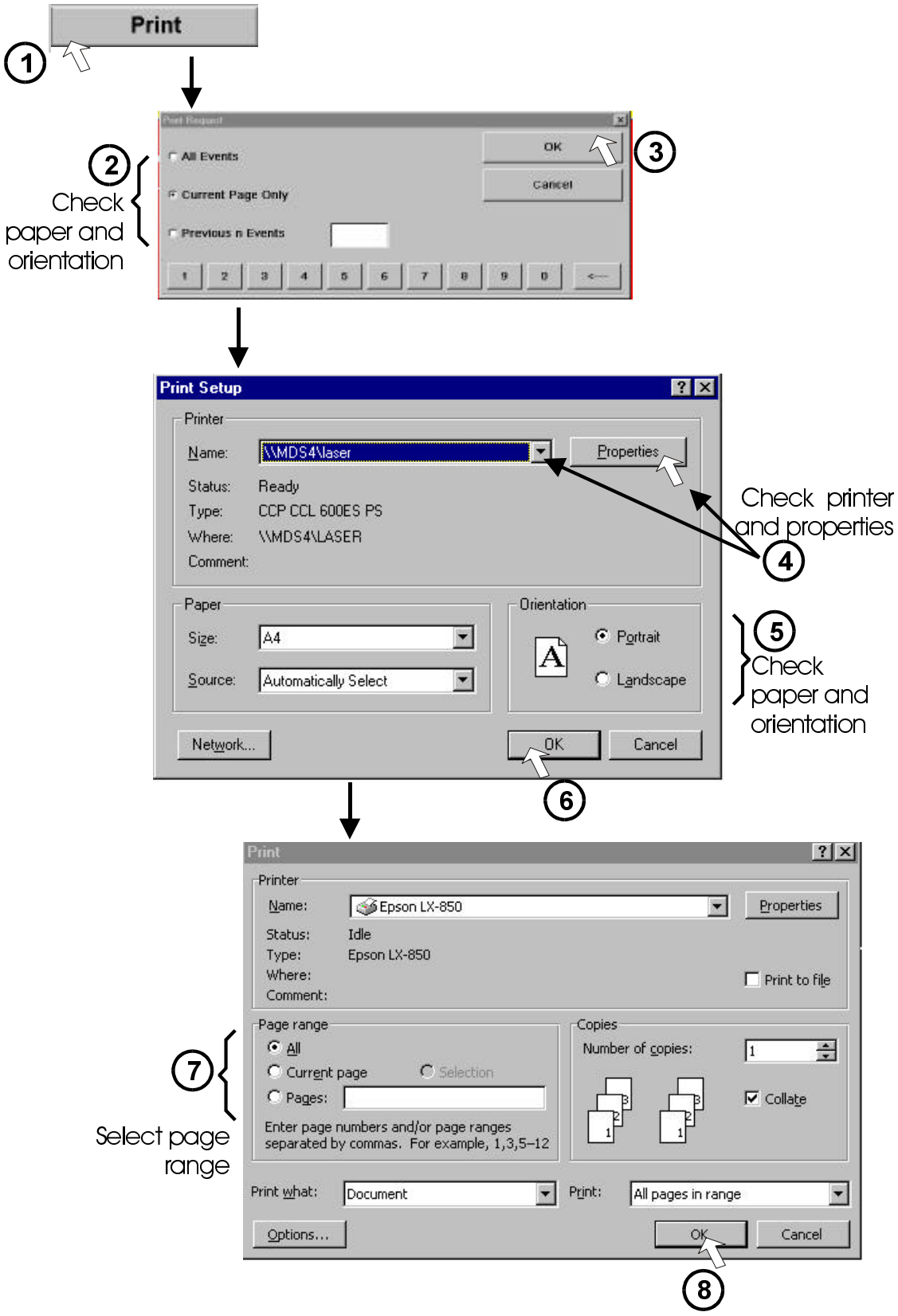

Figure 6-4 Printing of events

cd8m022

1) Select the *Print* button in the **Database viewer** window.

2) Select a print from ***all events, current page only or previous n events,*** the latter requires a number entry.

3) Select *OK* to accept print requirement.

4) Check the name of the printer and properties are correctly set.

5) Check paper and its orientation.

6) Select *OK* to accept the **printer setup.**

7) Select page range.

8) Select *OK* to start the printing of selected events.

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Set system time and date

The time and date of the Supervisor 3 and all the connecting fire detection and alarm System(s) can be changed.

> ***IMPORTANT:*** *ENSURE THE 'TIME AND DATE' IS SET CORRECTLY. THIS IS TO ENSURE THAT THE EVENTS LOG HOLD THE EXACT TIME AND DATE OF EVENTS IN THE STANDALONE SYSTEMS.*

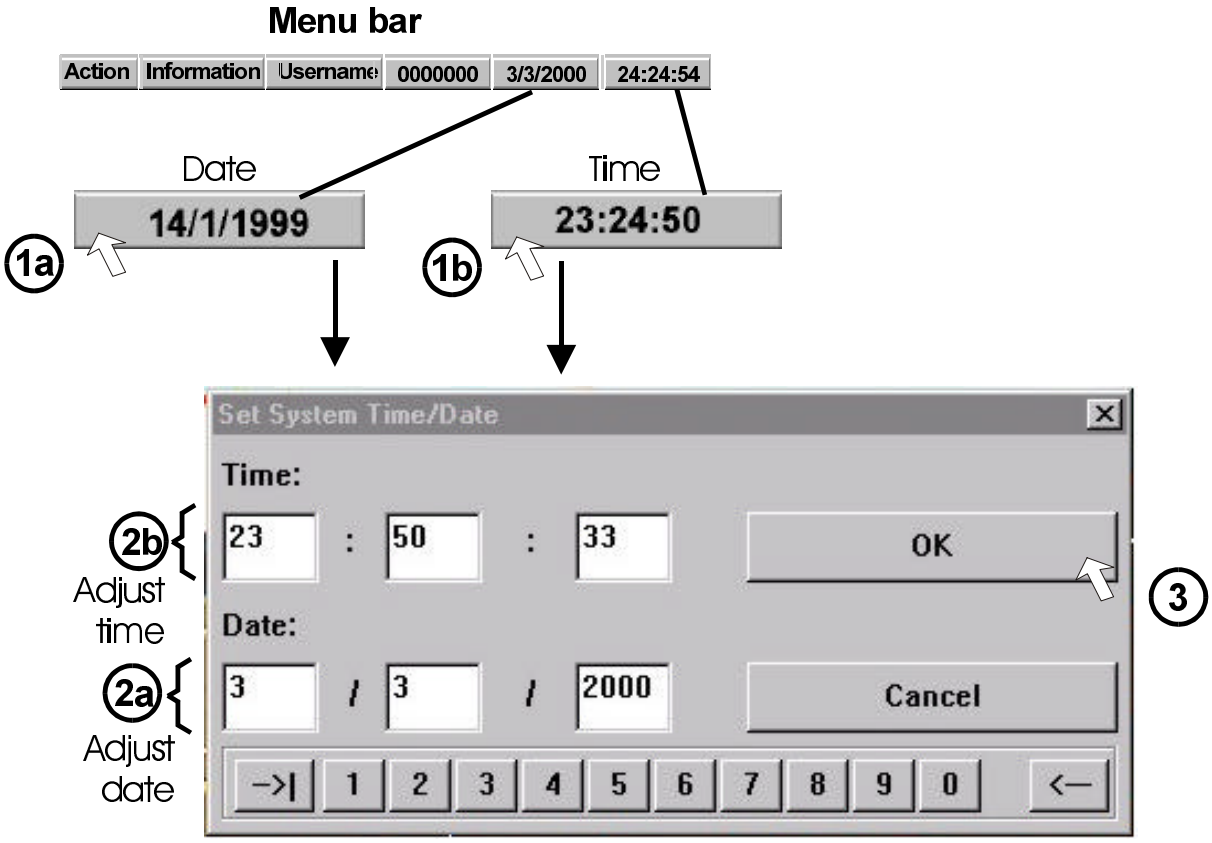

Figure 7-1 Setting time and date

cd8m023

1) Select on the *[Date]* or *[Time]* area on the **supervisor menu bar** to display the **Set System Time/Date** window.

2) Select the appropriate Time box, *hour, minute* or *second* to edit the time. Select the appropriate Date box, *date, month* or *year* to edit the date.

3) Select *OK* to accept the entered data.

The new time and date settings are updated at the connected fire detection and alarm systems.

User password

How to change the user password

The following procedures assume that the user identity and current password is known.

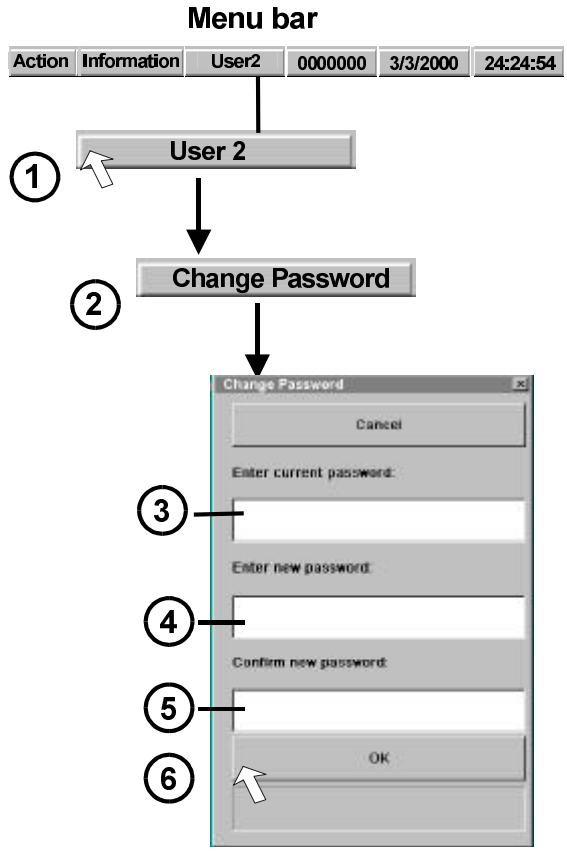

Figure 7-2 Changing user password

cd8m024

1) Select the *[User/name]* option on the **supervisor menu bar.**

2) Select *[Change password]* option on the drop down menu to display the **Change User** window. The touch screen supervisor will display an on screen keyboard.

3) Type in the current password in the *Enter Current Password* box.

4) Type in the new password in the *Enter New Password* box.

5) Type in the new password again in the *Confirm New Password* box.

6) Select *OK* to accept the change to the password.

The Supervisor will now accept new password for the User ID.

System view selections

The system view option provides access to view/edit/use Supervisor setup, Enable/Disable functions, Device details, Fire Auxiliary text, Fault Auxiliary text, Supervisory Auxiliary text and User set up.

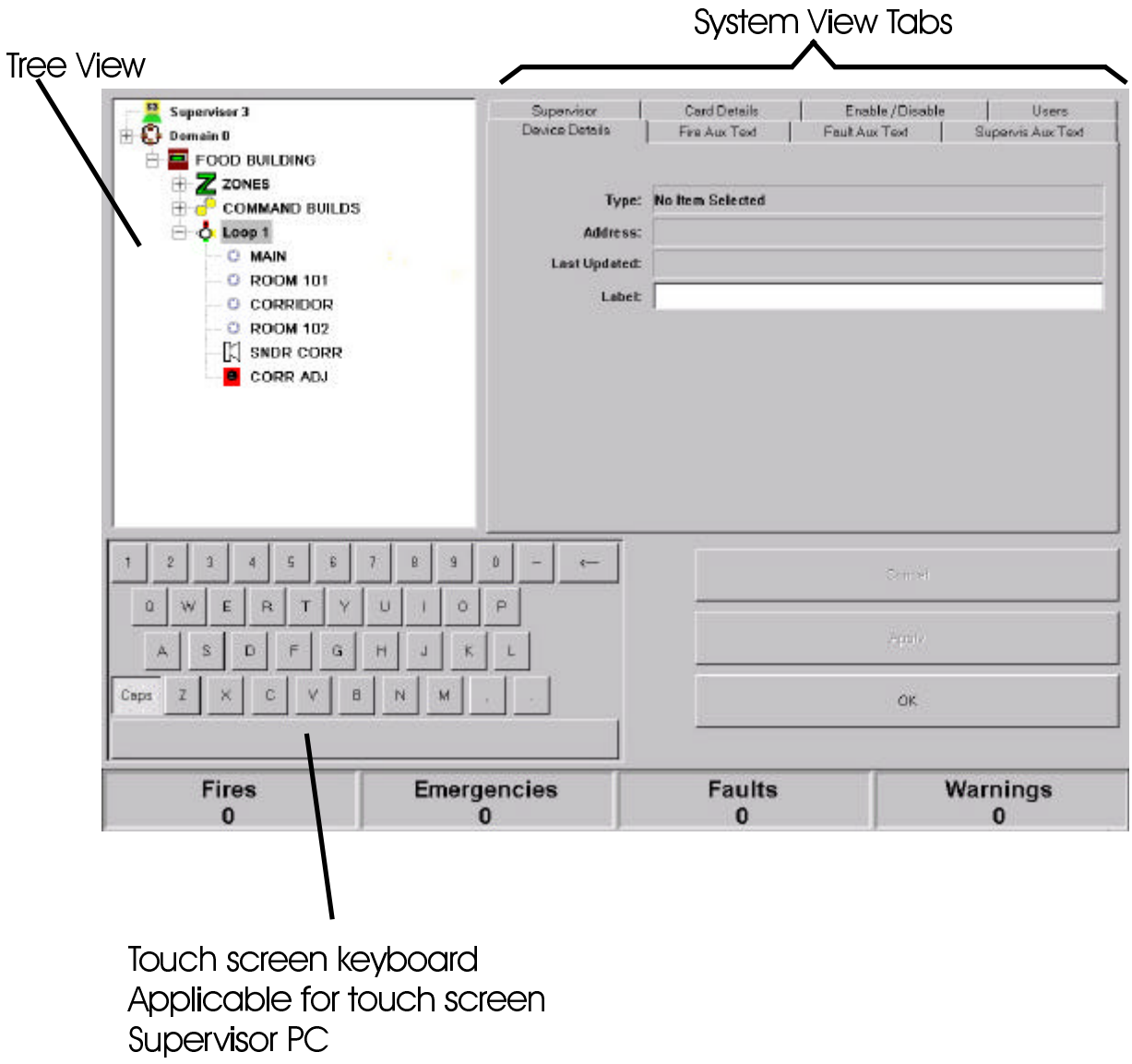

Figure 8-1 System view

cd8m026

User-System view

This page allows the system administrator to view users of the supervisor system and their access level. It also has options to add new users and update access rights of existing users.

To view or change User access level

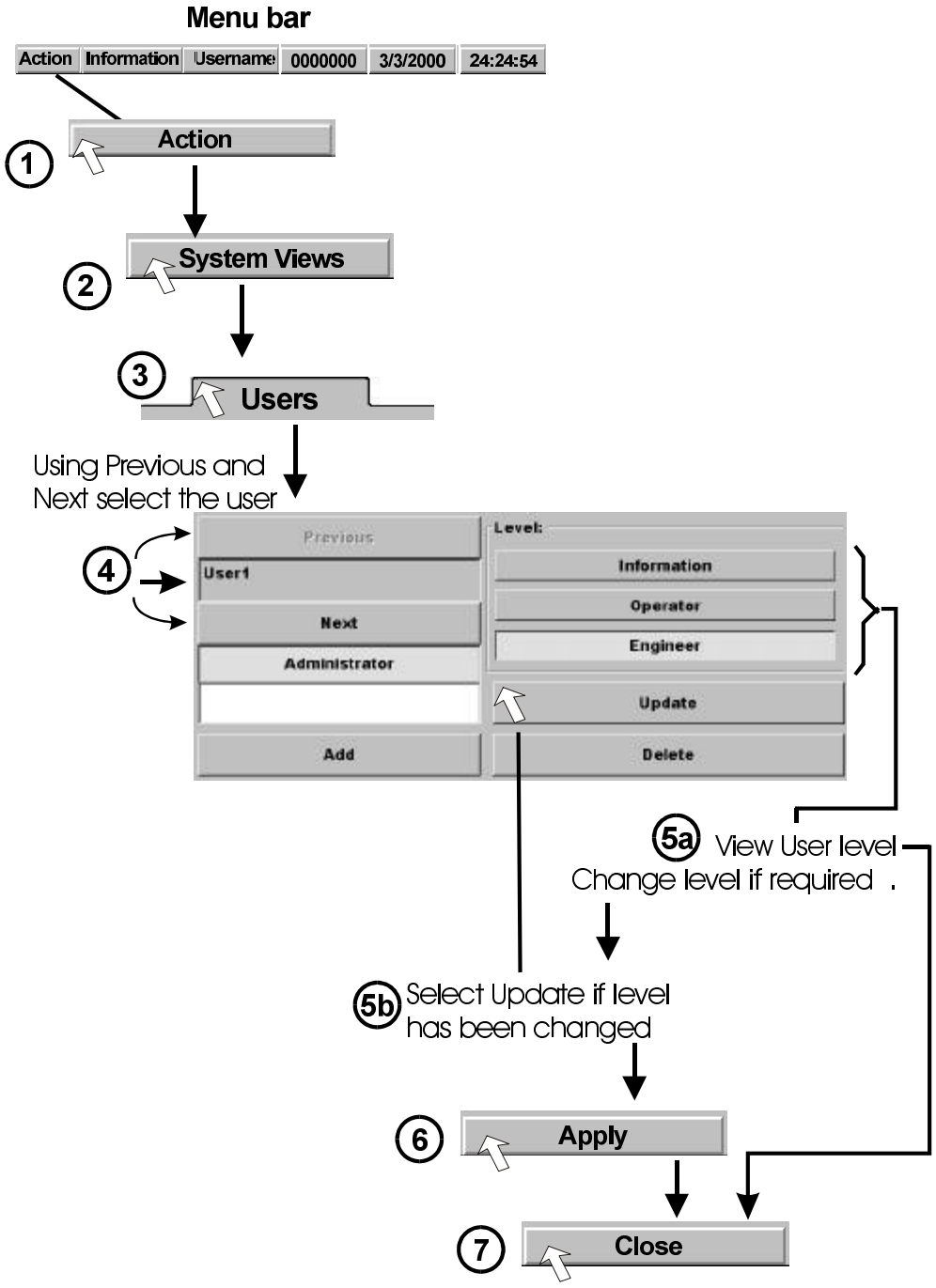

Figure 8-2 Checking and changing user level

cd8m027

1) Select the *[Action]* on the **supervisor menu bar**.

2) Select *[System Views]* from the drop down menu.

3) Select *Users* tab to display the **Users** page.

4) Scroll using the *Next/Previous* button to display the user of interest.

> ***NOTE:*** *If changes are to be made to the user settings then this can only be done by the administrator, see page 3-1.*

A selected level button will appear shaded light grey.

5a) If the level of access needs changing then this can be done by clicking on the appropriate *level* button.

5b) Select the *Update* button to acknowledge the changes.

6) Select *Apply* to accept the new access level.

7) Select the *Close* button to exit **System Views.**

To add a new user

From time to time as a result of changes of personnel responsible for the fire detection and alarm system, there may be new users to added to the supervisor system.

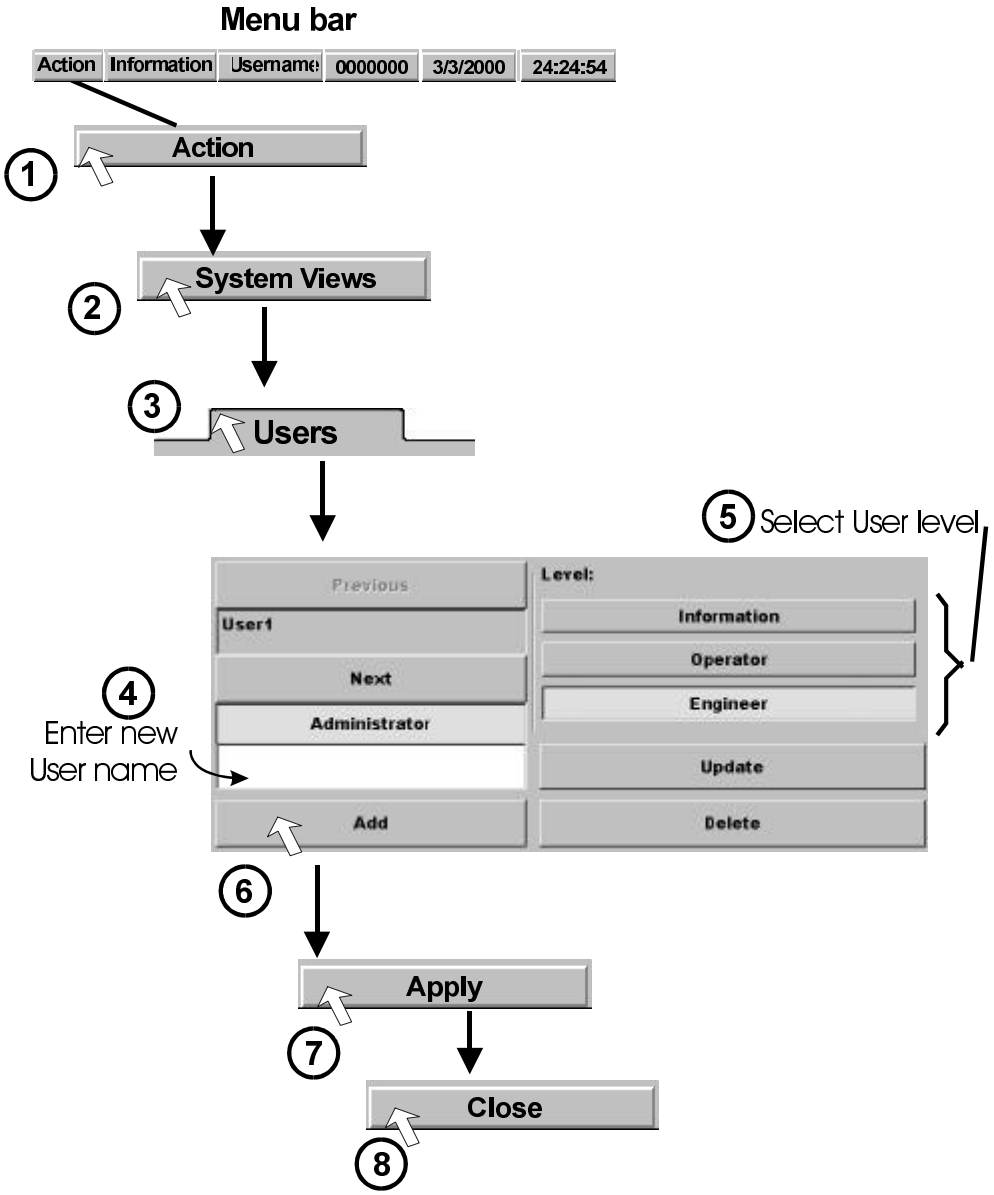

Figure 8-3 Add new user

cd8m028

1) Select *[Action]* from the **supervisor menu bar.**

2) Select *[System view]* from the drop down menu.

3) Select *Users tab* to display the **Users** page.

4) Type in the new user name.

5) Select the required level of access button, three options are available, *information, operator or engineering*.

6) Select the *Add* button to acknowledge the changes.

7) Select the *Apply* button to accept the changes

8) Select the *Close* button to exit **System Views**.

To create a password for the new user

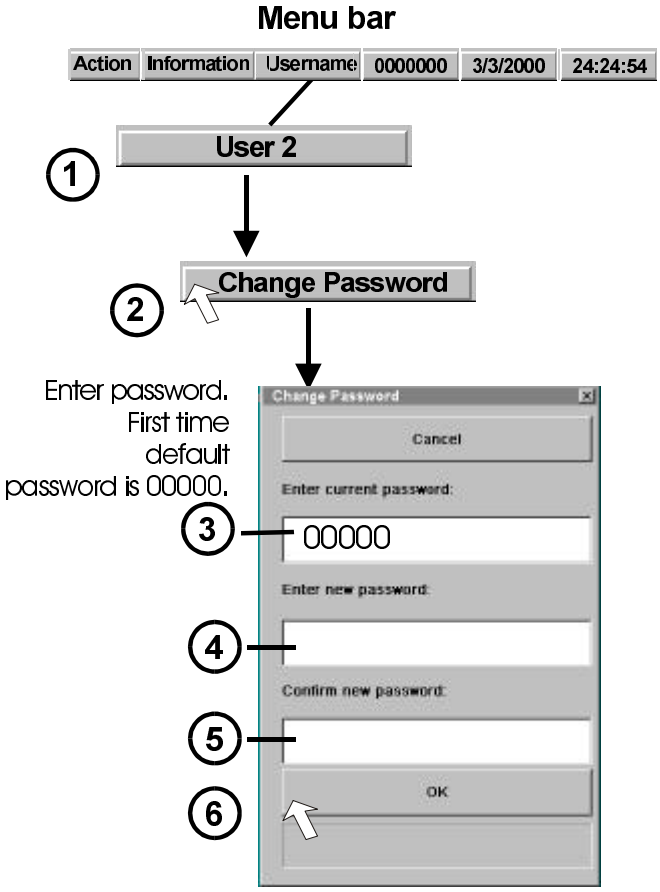

Figure 8-4 New user password

cd8m030

1) Select the *[User/name]* from the **supervisor menu bar.**

2) Select *[Change Password]* from the drop down menu to display the **Change password** window.

3) If entering password for the first time then enter five zeros(for example 00000) in the *Enter current password* box or if password already exists then enter the current password.

4) Enter a new password of between 4-7 characters in the *Enter new password* box.

5) Confirm the entered password by retyping it in the *Confirm new password* box.

6) Select *OK* to accept the new password..

The new password is now set up.

To delete an existing user

From time to time as a result of changes to personnel on site who are responsible for the fire detection and alarm system, a user may no longer be required to operate the Supervisor and the user may be removed from the user list.

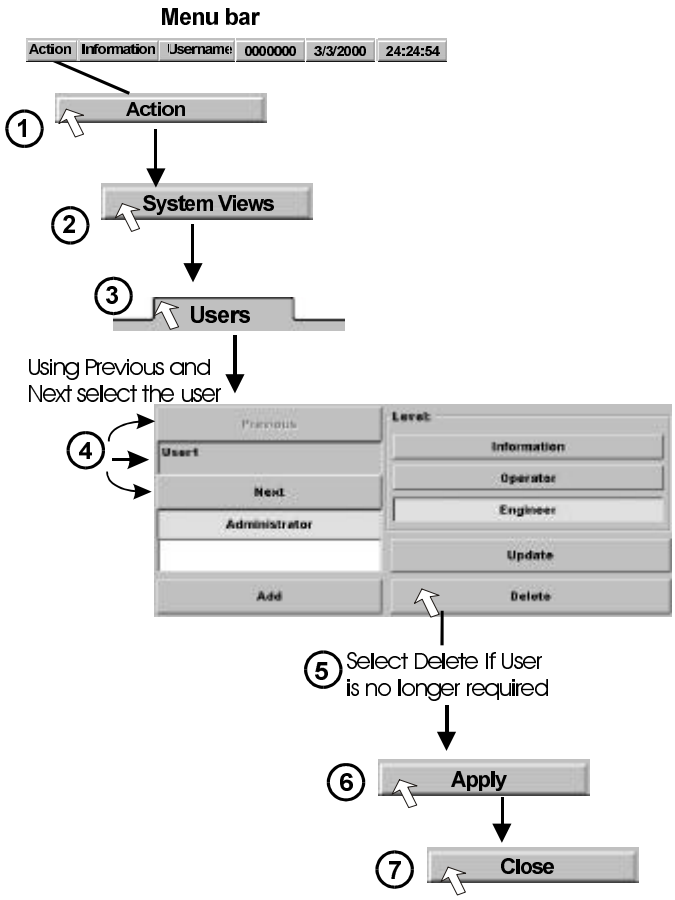

Figure 8-5 Delete user

cd8m029

1) Select *[Action]* option on the **supervisor menu bar.**

2) Select *[System view]* from the drop down menu.

3) Select *Users tab* to display the **Users** page.

4) Select *Next/Previous* to display the user required to be deleted.

> ***NOTE:*** *These changes can only be done by the administrator.*

5) Select the *Delete* button to remove the user from having access to the Supervisor system.

6) Select the *Apply* button to accept the changes.

7) Select the *Close* button to remove the **System View** page.

To change the user password

From time to time it may be necessary to change the user password for security.

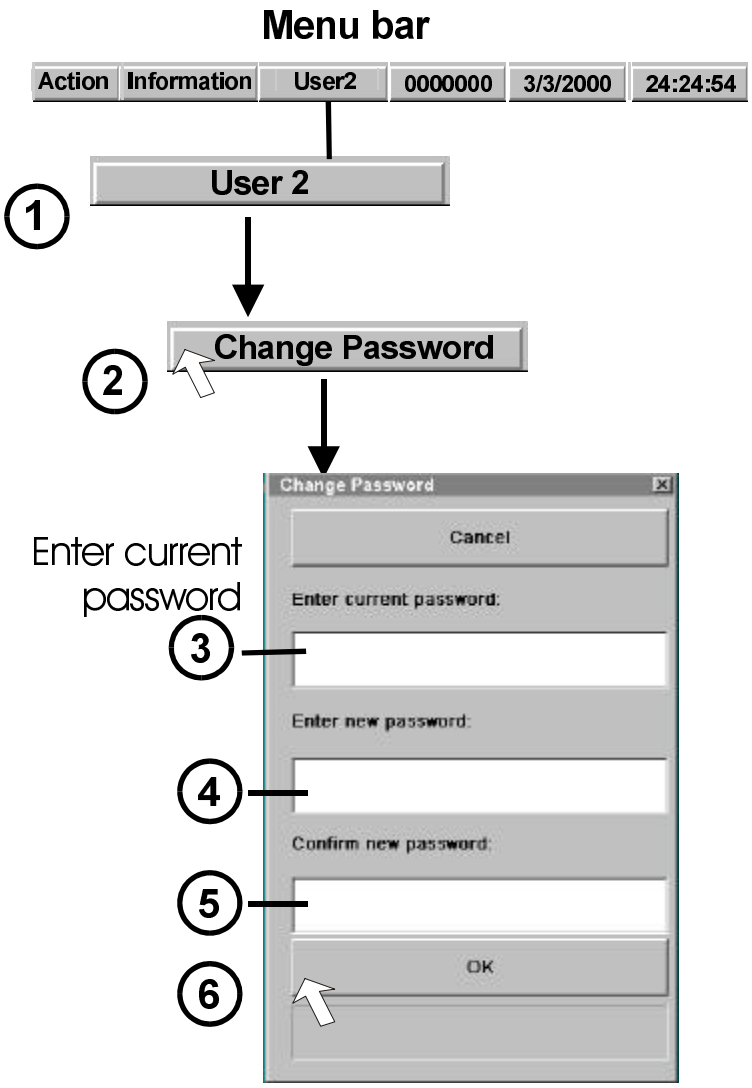

Figure 8-6 Change user password

cd8m031

1) Select *[User/name]* from the **supervisor menu bar.**

2) Select *[Change Password]* option to display **Change password** screen.

3) Enter the current user password in the **Enter current password** box.

4) Enter new password of between 4-7 character in the **Enter new password** box.

5) Confirm the entry of new user password in the Confirm new password box.

6) Select the *OK* button to accept the change of password..

Supervisor- System view

The Supervisor page contains settings to allow customisation of textual and graphics displays. Further facility on the page allow historic event log to be saved to a file at the supervisor.

To view/edit Supervisor display/printing

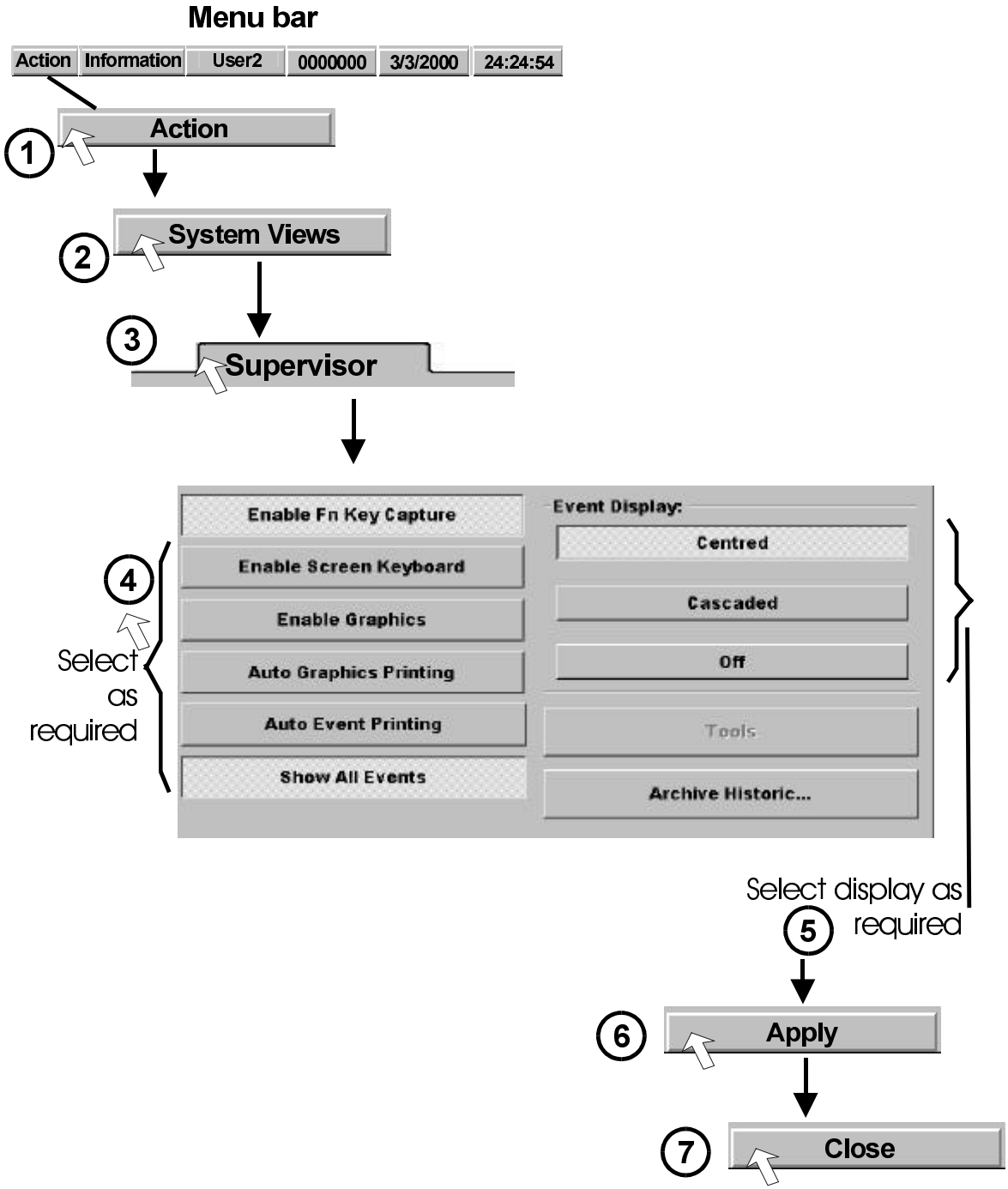

Figure 8-7 Supervisor

cd8m034

1) Select *[Action]* on the **supervisor menu bar.**

2) Select *[System view]* from the drop down menu.

3) Select the *Supervisor tab*.

4) Select the appropriate button, a selected button will change from dark to light grey.

Button	Description
Enable Fn key Capture	It enables the Function keys F1 to F12 on the both the supervisor special and engineer's keyboards. The option should therefore be selected.
Enable Screen keyboard	Enables the display of screen keyboard for data entry. Applicable for touch screen Supervisor PC.
Enable Graphics	Enables the display of graphics pages
Auto Graphics Printing	Enables automatic printing of graphics pages on occurrence of events.
Auto Event Printing	Enables automatic printing of textual events
Show All Events	If this option is turned Off the grey events are not displayed.
Event Display	Three options are available here to allow the display of events pop up window, either centralised, in cascade or switched off.

5) Select the Event Display which can be *Centred, Cascaded* or *Off*.

6) Select the *Apply* button to accept the changes.

7) Select the *Close* button to exit System View.

To archive historic events log

The Supervisor automatically notifies the user every time the log becomes full and needs archiving to a file. If the notification is ignored then the supervisor will automatically clear the historic log, resulting in loss of historic event information. The historic log will clear after the log is archived to a file.

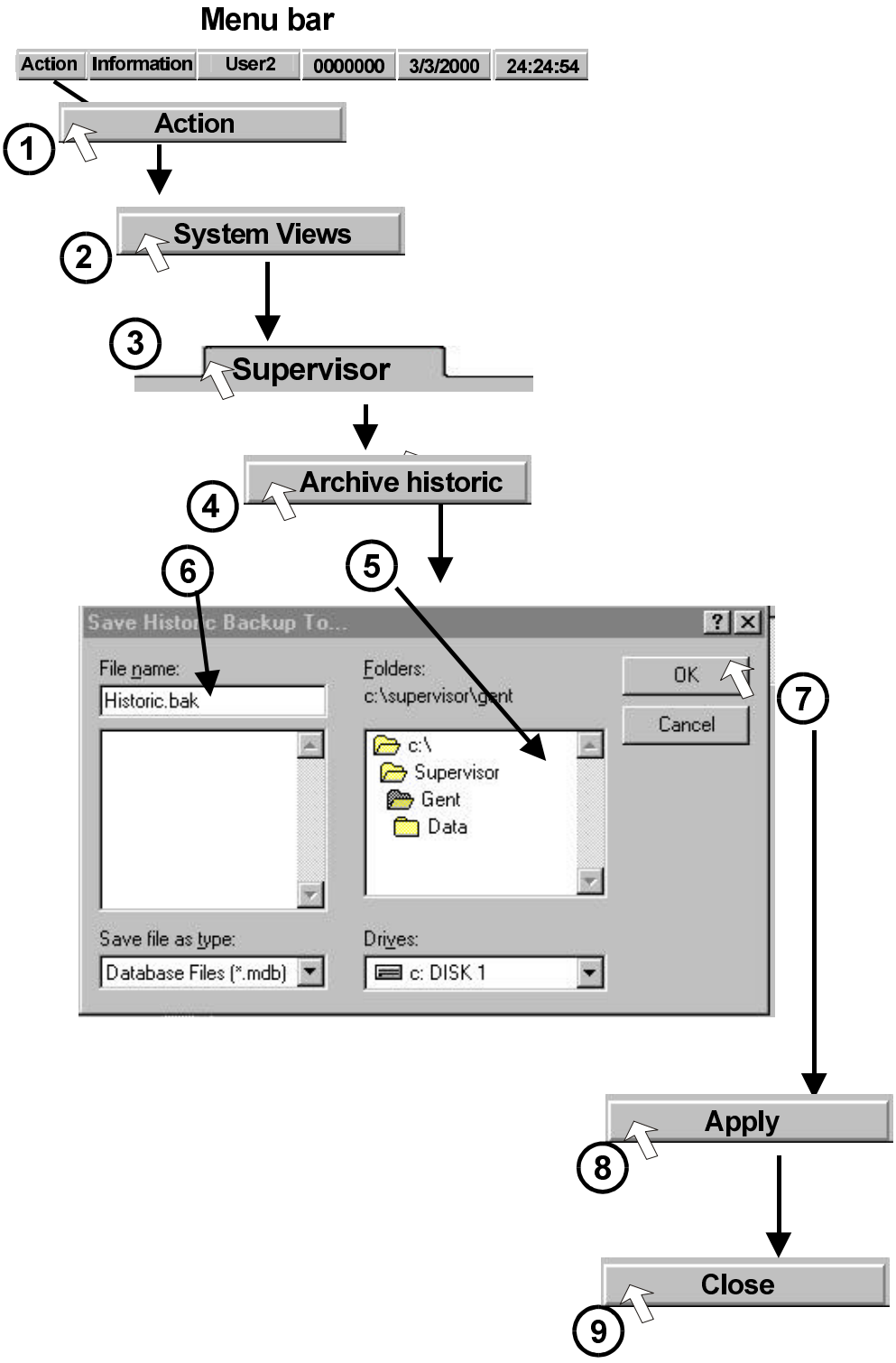

Figure 8-8 Archive historic log

cd8m035

1) Select *[Action]* from the **supervisor menu bar.**

2) Select *[System View]* from the drop down menu.

3) Select the *Supervisor tab* in the **System View** page.

4) Select the *Archive Historic* button on the **Supervisor** page to display the **Save Historic Backup to...** window.

5) Check the Folder is C:\Supervisor/Gent/Data.

6) Change the filename to HistoricN where `N' can be a consecutive number.

7) Select *OK* to return to the **System view** page.

8) Select *Apply* button to accept the changes.

9) Select the *Close* button to exit System View.

Card details -System view

During the powering up stage, the Supervisor 3 System acquires cards information from each control panel. The Card details window displays information about each card installed in a control panel or terminal node.

To view Cards information

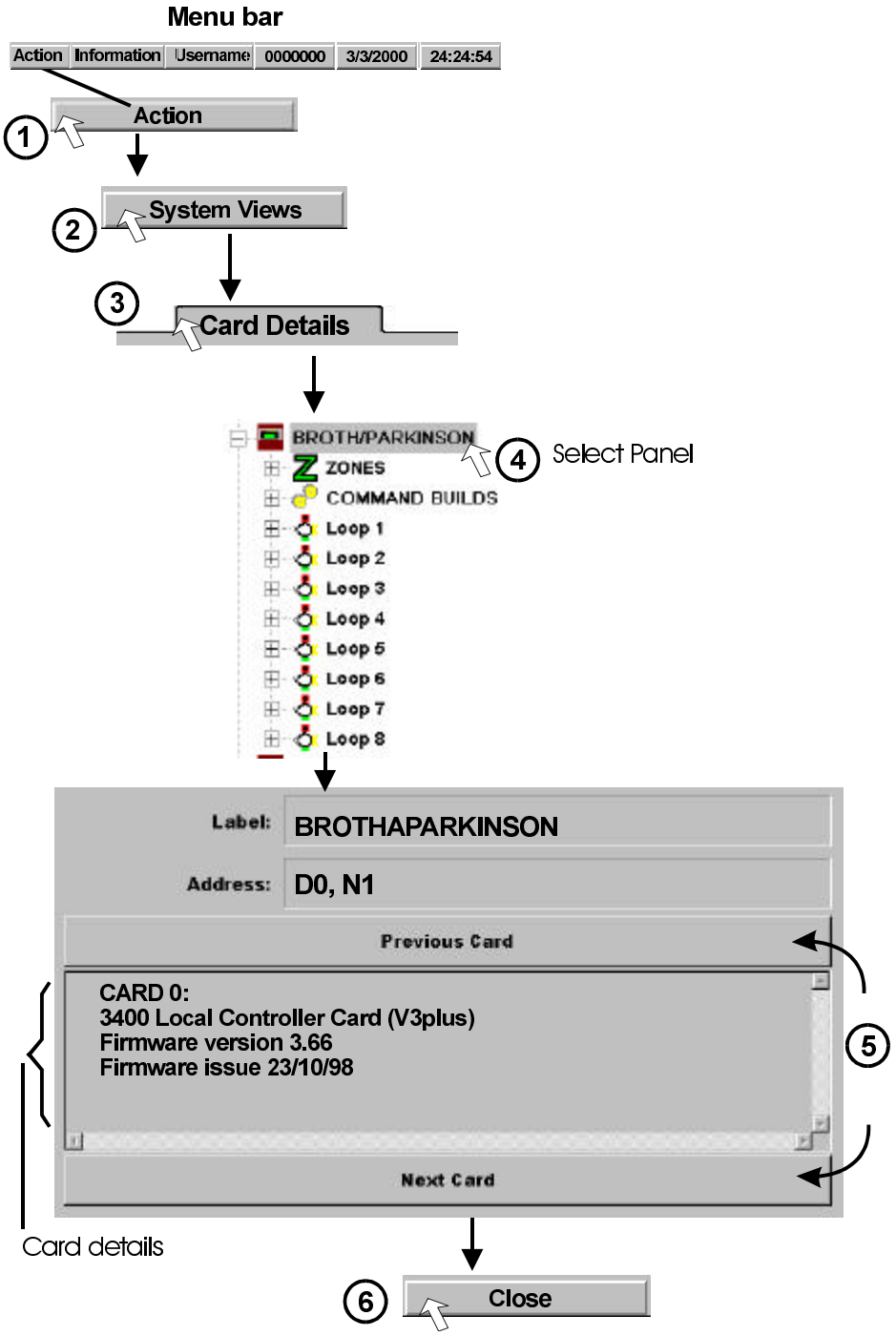

Figure 8-9 Card details

cd8m036

1) Select Actions button on the **supervisor menu bar**.

2) Select *System View* button to display all the **System View** page.

3) Select the *Card Details tab*.

4) In the tree view select the **control pane**l icon to display the panel card details.

   The Card Details of a control panel or terminal node display includes details like:

   - Label given to the panel/node
   - The Domain and Node address
   - Card number
   - Type of card for example local controller, loop, IO card or network card.
   - Firmware version & Firmware issue date

5) Select *Previous or Next* card to toggle the cards.

6) Select *Close* button to exit the System view.

Device Details – System view

The page allows viewing of devices on loop circuits of individual fire system(s) connected to Supervisor 3. It is also possible to edit labels given to devices in the fire system.

To view device details and to edit device label

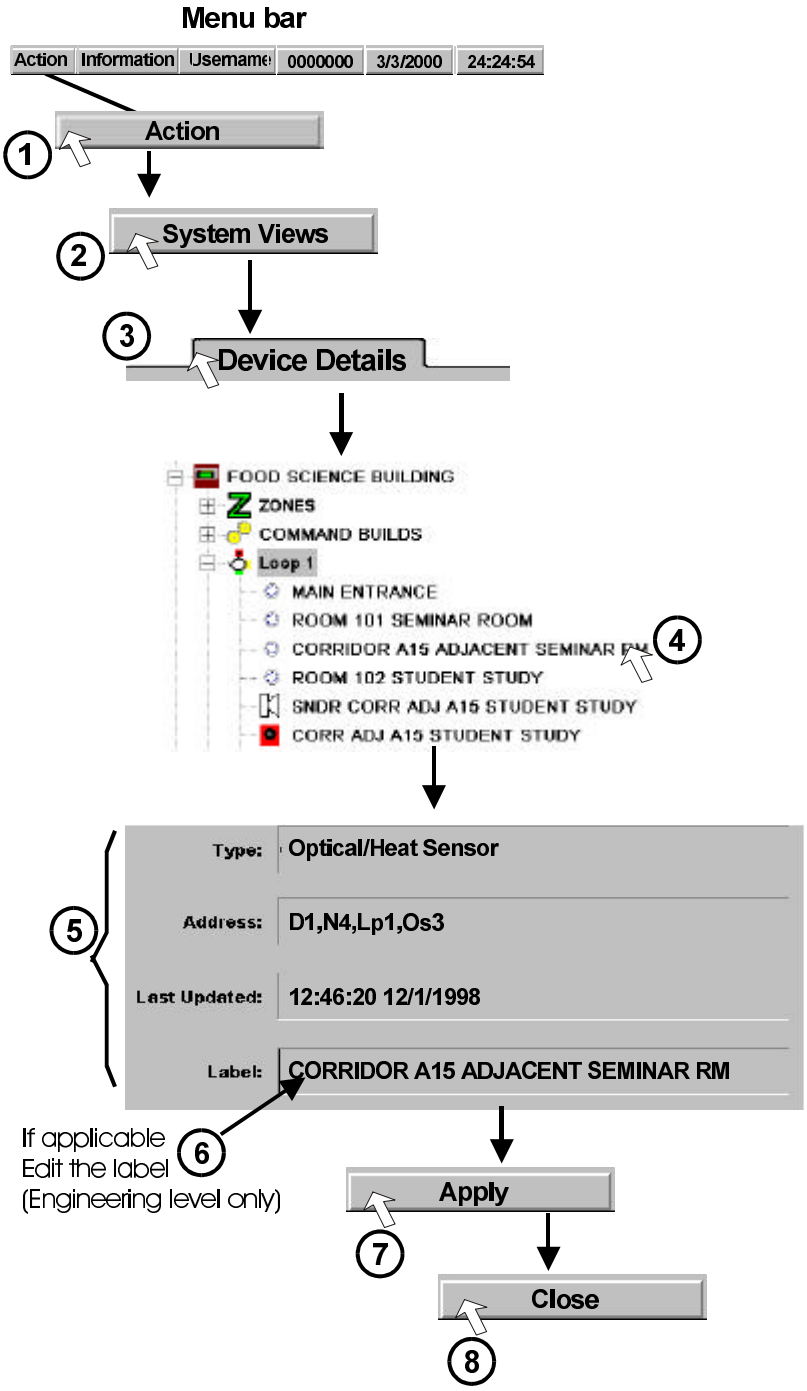

Figure 8-10 Device detail

cd8m038

1) Select *[Action]* button on the **supervisor menu bar**.

2) Select *System View* to display the **System View** page.

3) Select the *Device detail* tab to display the **Device detail** page.

4) In the **tree view** select the required *device* whose details are required.

5) The display show the *type of device, its address, when it was last up-dated and its label.*

6) If the label requires editing and access to edit the label is given by the Supervisor, then the label maybe edited. The label field will change to white if editing is allowed. This is applicable to users with access to engineering level.

7) Select the *Apply* button to accept the changes.

8) Select the *Close* button to exit **System view**.

Enable/Disable - System view

The enable/disable page allow user to enable/disable parts of a fire detection and alarm system, like outstations, sources (zone) and outputs (sectors).

To enable/disable outstations, zones or sectors

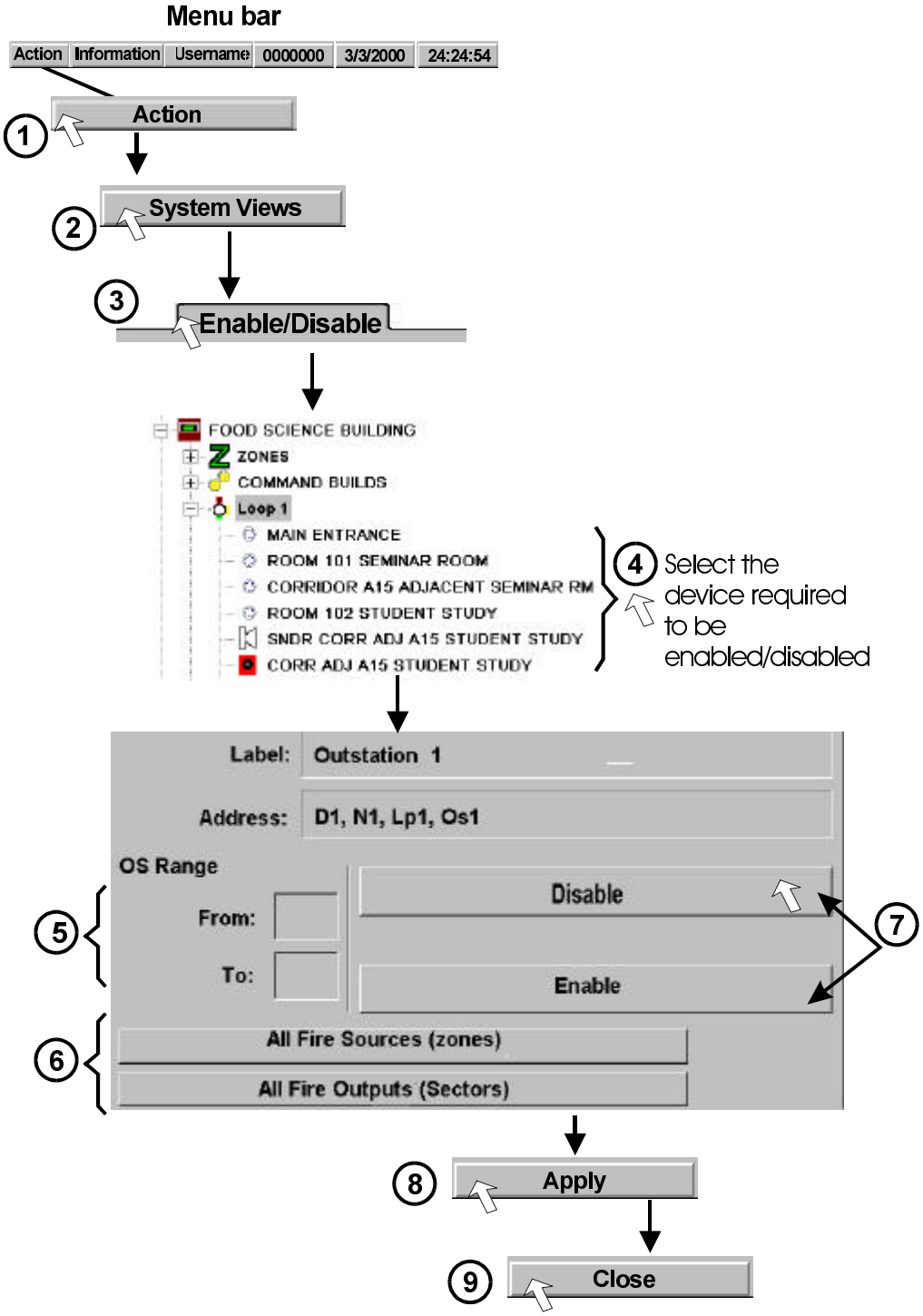

Figure 8-11 Enable disable function

cd8m037

1) Select *[Action]* button from the **supervisor menu bar.**

2) Select *[System view]* from the drop down menu.

3) Select the *Enable/Disable* tab to display the **Enable/Disable** page.

For an Individual device

4) Select the required *device* from the **tree view.**

5) & 6) not applicable.

7) Select the *Enable or Disable* button.

8) Select the *Apply* button to apply the enablement or disablement.

9) Select the *Close* button to exit the **System View**.

For a range of Devices on a loop

4) Select the required *loop* from the **tree view.**

5) Enter the range in the fields titled: OS range From - To.

6) not applicable

7) Select the *Enable or Disable* button.

8) Select the *Apply* button to apply the enablement or disablement.

9) Select the *Close* button to exit the **System View**.

For All Input devices on a panel

4) Select the required *panel* from the **tree view.**

5) - not applicable

6) Select *`All Fire Sources (Zones)'* This will disable all - *Detectors, Interface input and Zones.*

7) Select the *Enable or Disable* button.

8) Select the *Apply* button to apply the enablement or disablement.

9) Select the *Close* button to exit the **System View**.

For All Output devices on a panel

4) Select the required *panel* from the **tree view.**

5) - not applicable

6) Select *`All Fire Outputs (sectors)'.* This will disable all - *Sounder sectors, Interface outputs, Master Alarms, Auxiliary Relays and Command builds.*

7) Select the *Enable or Disable* button.

8) Select the *Apply* button to apply the enablement or disablement.

9) Select the *Close* button to exit the **System View**.

Fire Auxiliary text – System view

The fire auxiliary text contains additional messages that appear with fire event information. The facility allows the user to view and edit the fire auxiliary text.

To view/edit Fire Auxiliary text

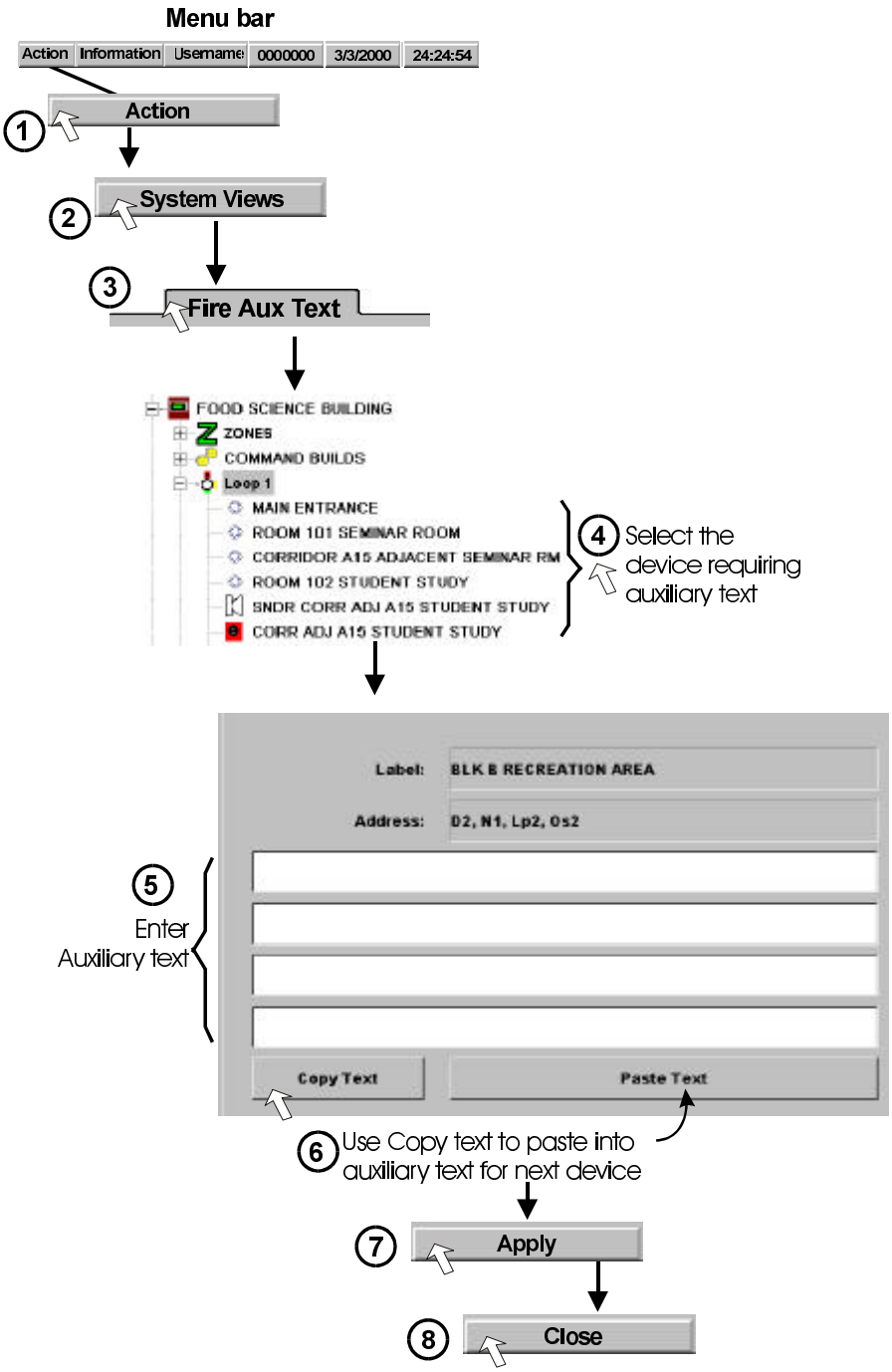

Figure 8-12 Fire auxiliary text

cd8m032

1) Select *[Action]* from the **supervisor menu bar.**

2) Select *[System view]* from the drop down menu.

3) Select the *Fire Aux Text tab.*

4) Select the *device* on a loop which requires the auxiliary text.

5) Enter up to 4 lines of Auxiliary Fire Text for the selected device.

6) If another device requires the same Auxiliary Fire text then:

   a) Select *Copy* button to copy the text.

   b) Select the *device* in the **tree view** to which the text is to be copied.

   c) Select *Paste Text* button to paste the copied text..

7) Select the *Apply* button.

8) Select the *Close* button to exit the **System View** page.

Fault Auxiliary text – System view

The fault auxiliary text contains the additional messages that appear with fault event information. The facility allows the user to view and edit the fault auxiliary text.

To view/edit Fault Auxiliary text

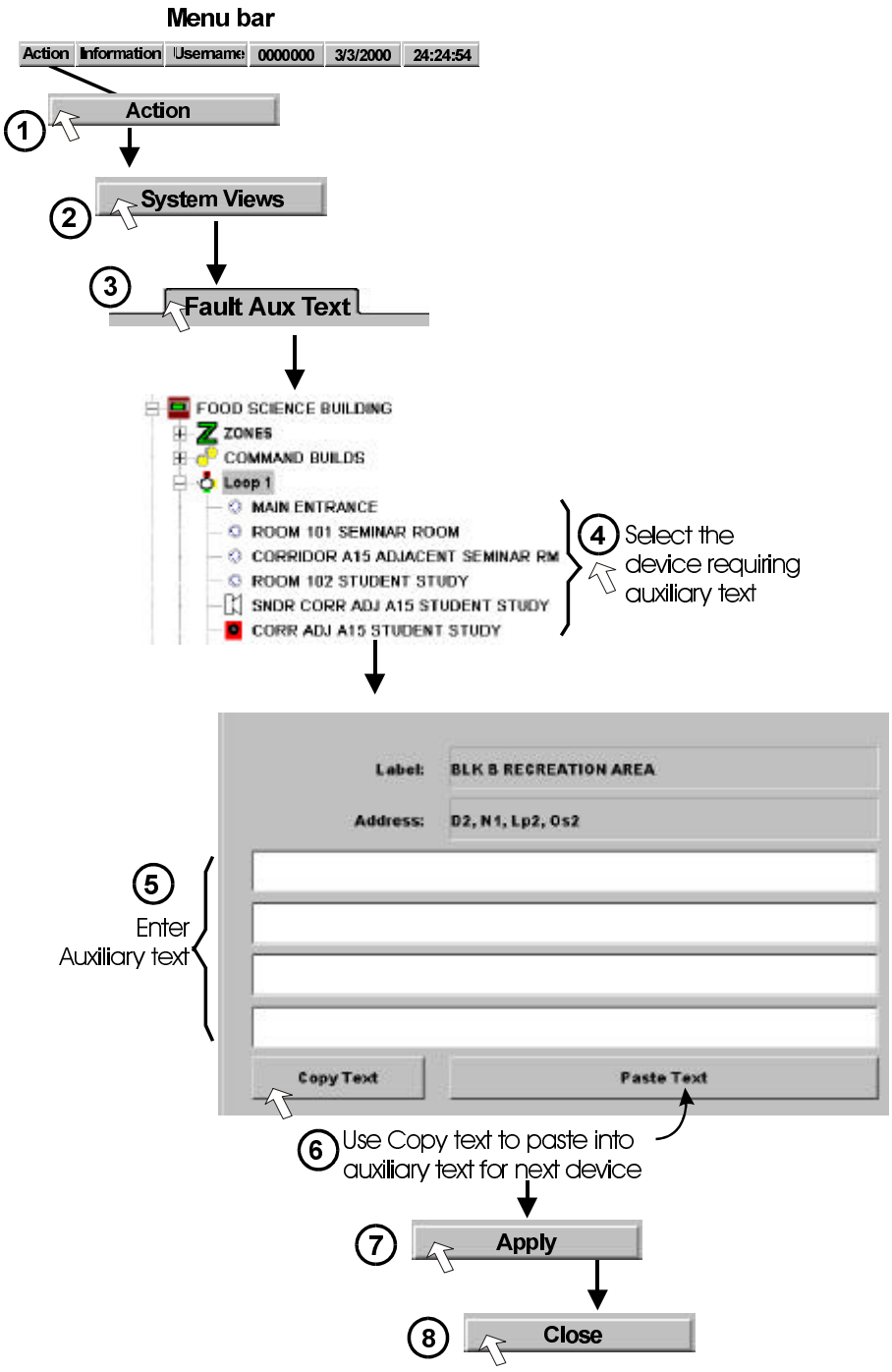

Figure 8-13 Fault auxiliary text

cd8m078

1) Select *[Action]* from the **supervisor menu bar.**

2) Select *[System view]* from the drop down menu.

3) Select the *Fault Aux Text tab.*

4) Select the *device* on a loop which requires the auxiliary text.

5) Enter up to 4 lines of Auxiliary Fault Text for the selected device.

6) If another device requires the same Auxiliary Fault text then:

   a) Select *Copy* button to copy the text.

   b) Select the *device* in the **tree view** to which the text is to be copied.

   c) Select *Paste Text* button to paste the copied text..

7) Select the *Apply* button.

8) Select the *Close* button to exit the **System View** page.

Supervisory Auxiliary text- System view

The supervisory auxiliary text contains additional messages that appear with supervisory event information. The facility allows the user to view and edit the supervisory auxiliary text.

To view/edit Supervisory Auxiliary text

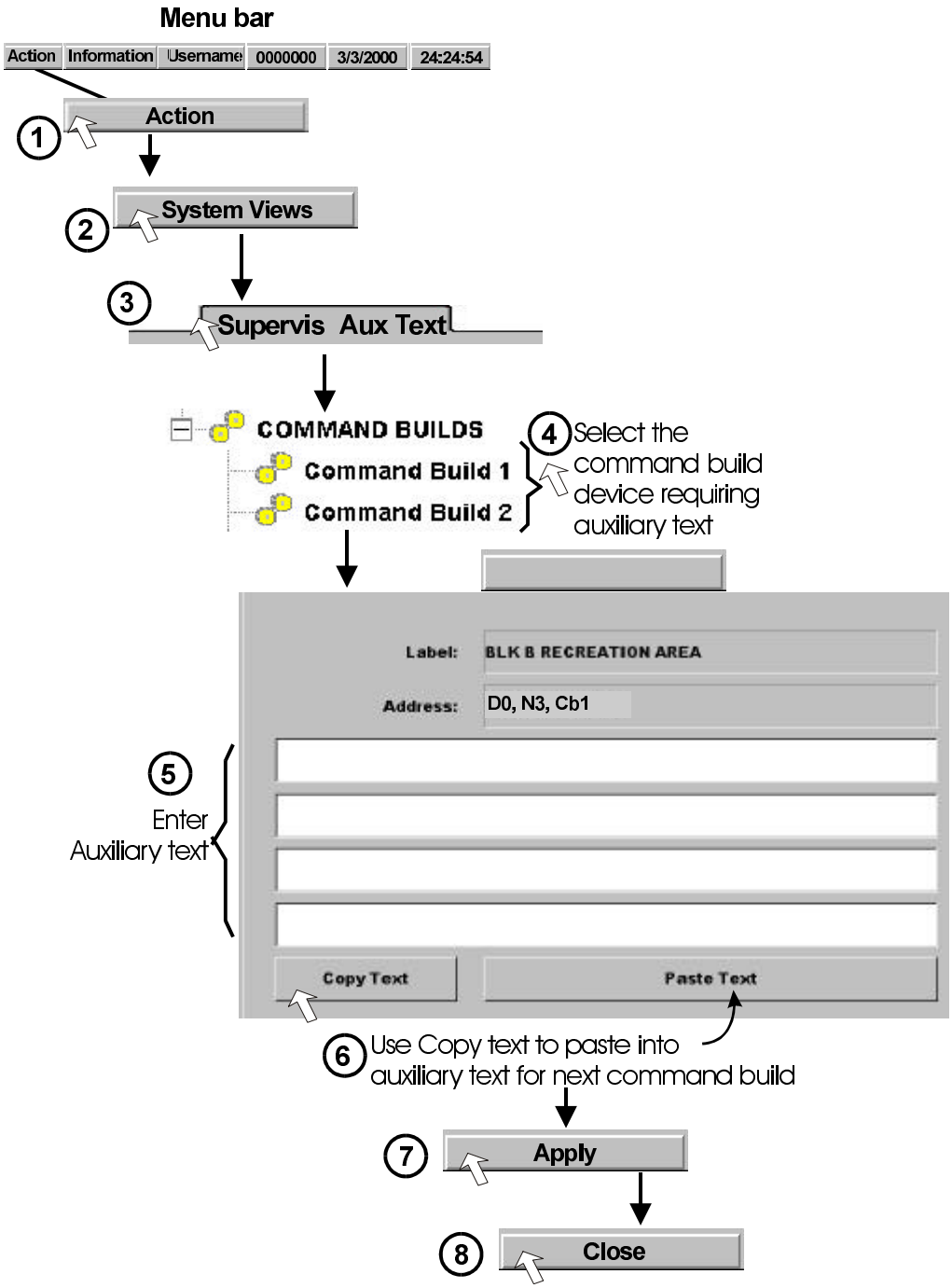

Figure 8-14 Supervisory auxiliary text
cd8m033

1) Select *[Action]* from the **supervisor menu bar.**

2) Select *[System view]* from the drop down menu.

3) Select the *Supervis Aux Text* tab.

4) Select the *device* on a loop which requires the auxiliary text.

5) Enter up to 4 lines of *Supervis Aux Text* for the selected device.

6) If another device requires the same *Supervis Aux Text* then:

   a) Select *Copy* button to copy the text.

   b) Select the *device* in the **tree view** to which the text is to be copied.

   c) Select *Paste Text* button to paste the copied text.

7) Select the *Apply* button.

8) Select the *Close* button to Close the **System View** page.

   a) Select Action from the menu bar.

   b) Select System view from the drop down menu.

   c) Select the device on a loop which required the auxiliary text.

   d) Enter the Auxiliary Supervisory Text for the selected device using copy text button to copy the entered text for entry into the Auxiliary text for the next device to save time having to retype similar text.

   e) Select the *Apply* button to accept the auxiliary text entered.

   f) Select the *Close* button to exit the Aux Sup Text page.

About Supervisor 3

The information about the Supervisor 3 System including the software version can be displayed on the screen. To view supervisor information:

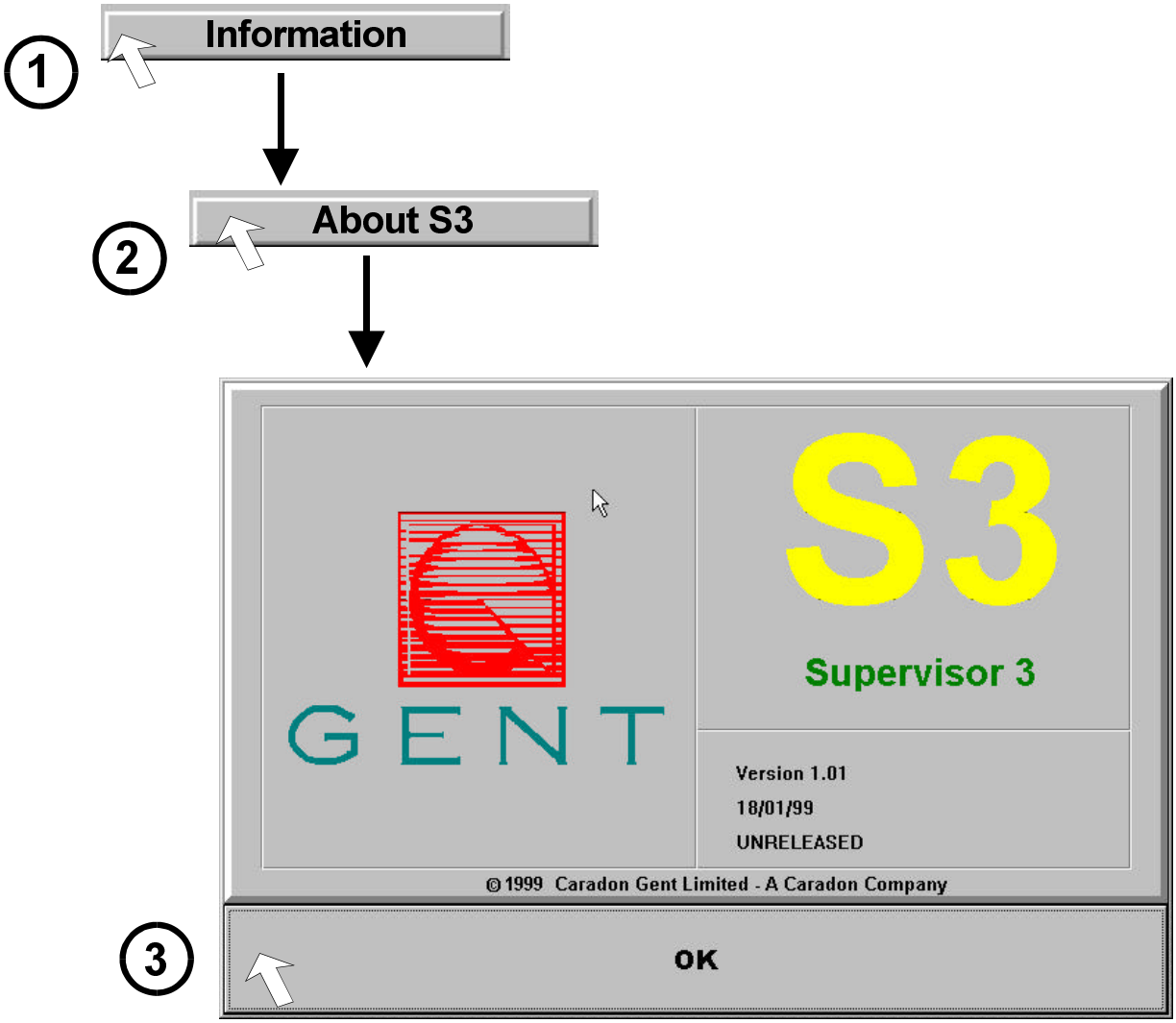

Figure 8-15 Add new user
cd8m025

a) Select the Information option on the menu bar and then select About Sx.

This page has been intentionally left blank.

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Supervisor system parts

This section lists parts used in the Supervisor system. For further details on the availability of the parts, contact GENT.

Text Supervisor 3 system	SUP-TEXT-INFO-DT	Supervisor Text – Info only – Desktop
	SUP-TEXT-INFO-TW	Supervisor Text – Info only – Tower
	SUP-TEXT-INFO-TS	Supervisor Text – Info only – Touch screen
	SUP-TEXT-FULL-DT	Supervisor Text – Full access – Desktop
	SUP-TEXT-FULL-TW	Supervisor Text – Full access – Tower
	SUP-TEXT-FULL-TS	Supervisor Graphics – Full access – Touch screen
Graphics Supervisor 3 system	SUP-GRAPH-INFO-DT	Supervisor Graphics – Info only – Desktop
	SUP-GRAPH-INFO-TW	Supervisor Graphics – Info only – Tower
	SUP-GRAPH-INFO-TS	Supervisor Graphics – Info only – Touch screen
	SUP-GRAPH-FULL-DT	Supervisor Graphics– Full access – Desktop
	SUP-GRAPH-FULL-TW	Supervisor Graphics – Full access – Tower
	SUP-GRAPH-FULL-TS	Supervisor Graphics – Full access – Touch screen

Software only	SUP-TEXT-INFO	Supervisor Text – Info only (Software only)
	SUP-TEXT-FULL	Supervisor Text – Full access (Software only)
	SUP-GRAPH-INFO	Supervisor Graphic – Info only (Software only)
	SUP-GRAPH-FULL	Supervisor Graphics – Full access (Software only)
Ancillary packages	13563-03	Supervisor Text Printer
	13563-04	Supervisor Graphics Printer
	13547-14	UPS Netpro 1500VA (70 min standby)
	13563-01	Supervisor Modem (pairs)
	13563-02	Supervisor Converter RS232/485
Supervisor manual	SUP-MAN-OPS	Supervisor Operators Manual