Honeywell

CLSS Horizon

Cloud-Connected Intelligent Graphical User Interface

Installation and Operation Manual

P/N LS10252-000HW-E

ECN 00057191

REV. B | April 2025

FIRE ALARM & EMERGENCY COMMUNICATION SYSTEM LIMITATIONS

While a life safety system may lower insurance rates, it is not a substitute for life and property insurance!

An automatic fire alarm system—typically made up of smoke detectors, heat detectors, manual pull stations, audible warning devices, and a fire alarm control panel (FACP) with remote notification capability—can provide early warning of a developing fire. Such a system, however, does not assure protection against property damage or loss of life resulting from a fire.

An emergency communication system—typically made up of an automatic fire alarm system (as described above) and a life safety communication system that may include an autonomous control unit (ACU), local operating console (LOC), voice communication, and other various interoperable communication methods—can broadcast a mass notification message. Such a system, however, does not assure protection against property damage or loss of life resulting from a fire or life safety event. The Manufacturer recommends that smoke and/or heat detectors be located throughout a protected premises following the recommendations of the current edition of the National Fire Protection Association Standard 72 (NFPA 72), manufacturer's recommendations, State and local codes, and the recommendations contained in the Guide for Proper Use of System Smoke Detectors, which is made available at no charge to all installing dealers. This document can be found at http://www.systemsensor.com/appguides/. A study by the Federal Emergency Management Agency (an agency of the United States government) indicated that smoke detectors may not go off in as many as 35% of all fires. While fire alarm systems are designed to provide early warning against fire, they do not guarantee warning or protection against fire. A fire alarm system may not provide timely or adequate warning, or simply may not function, for a variety of reasons:

Smoke detectors may not sense fire where smoke cannot reach the detectors such as in chimneys, in or behind walls, on roofs, or on the other side of closed doors. Smoke detectors also may not sense a fire on another level or floor of a building. A second-floor detector, for example, may not sense a first-floor or basement fire. Particles of combustion or "smoke" from a developing fire may not reach the sensing chambers of smoke detectors because:

• Barriers such as closed or partially closed doors, walls, chimneys, even wet or humid areas may inhibit particle or smoke flow.

• Smoke particles may become "cold," stratify, and not reach the ceiling or upper walls where detectors are located.

• Smoke particles may be blown away from detectors by air outlets, such as air conditioning vents.

• Smoke particles may be drawn into air returns before reaching the detector.

The amount of "smoke" present may be insufficient to alarm smoke detectors. Smoke detectors are designed to alarm at various levels of smoke density. If such density levels are not created by a developing fire at the location of detectors, the detectors will not go into alarm. Smoke detectors, even when working properly, have sensing limitations. Detectors that have photoelectronic sensing chambers tend to detect smoldering fires better than flaming fires, which have little visible smoke. Detectors that have ionizing-type sensing chambers tend to detect fast-flaming fires better than smoldering fires. Because fires develop in different ways and are often unpredictable in their growth, neither type of detector is necessarily best and a given type of detector may not provide adequate warning of a fire.

Smoke detectors cannot be expected to provide adequate warning of fires caused by arson, children playing with matches (especially in bedrooms), smoking in bed, and violent explosions (caused by escaping gas, improper storage of flammable materials, etc.).

Heat detectors do not sense particles of combustion and alarm only when heat on their sensors increases at a predetermined rate or reaches a predetermined level. Rate-of-rise heat detectors may be subject to reduced sensitivity over time. For this reason, the rate-ofrise feature of each detector should be tested at least once per year by a qualified fire protection specialist. Heat detectors are designed to protect property, not life.

IMPORTANT! Smoke detectors must be installed in the same room as the control panel and in rooms used by the system for the connection of alarm transmission wiring, communications, signaling, and/or power. If detectors are not so located, a developing fire may damage the alarm system, compromising its ability to report a fire.

Audible warning devices such as bells, horns, strobes, speakers and displays may not alert people if these devices are located on the other side of closed or partly open doors or are located on another floor of a building. Any warning device may fail to alert people with a disability or those who have recently consumed drugs, alcohol, or medication. Please note that:

• An emergency communication system may take priority over a fire alarm system in the event of a life safety emergency.

• Voice messaging systems must be designed to meet intelligibility requirements as defined by NFPA, local codes, and Authorities Having Jurisdiction (AHJ).

• Language and instructional requirements must be clearly disseminated on any local displays.

• Strobes can, under certain circumstances, cause seizures in people with conditions such as epilepsy.

• Studies have shown that certain people, even when they hear a fire alarm signal, do not respond to or comprehend the meaning of the signal. Audible devices, such as horns and bells, can have different tonal patterns and frequencies. It is the property owner's responsibility to conduct fire drills and other training exercises to make people aware of fire alarm signals and instruct them on the proper reaction to alarm signals.

• In rare instances, the sounding of a warning device can cause temporary or permanent hearing loss.

A life safety system will not operate without any electrical power. If AC power fails, the system will operate from standby batteries only for a specified time and only if the batteries have been properly maintained and replaced regularly.

Equipment used in the system may not be technically compatible with the control panel. It is essential to use only equipment listed for service with your control panel.

Alarm Signaling Communications:

• **IP connections** rely on available bandwidth, which could be limited if the network is shared by multiple users or if ISP policies impose restrictions on the amount of data transmitted. Service packages must be carefully chosen to ensure that alarm signals will always have available bandwidth. Outages by the ISP for maintenance and upgrades may also inhibit alarm signals. For added protection, a backup cellular connection is recommended.

• **Cellular connections** rely on a strong signal. Signal strength can be adversely affected by the network coverage of the cellular carrier, objects and structural barriers at the installation location. Utilize a cellular carrier that has reliable network coverage where the alarm system is installed. For added protection, utilize an external antenna to boost the signal.

• **Telephone lines** needed to transmit alarm signals from a premise to a central monitoring station may be out of service or temporarily disabled. For added protection against telephone line failure, backup alarm signaling connections are recommended.

The most common cause of life safety system malfunction is inadequate maintenance. To keep the entire life safety system in excellent working order, ongoing maintenance is required per the manufacturer's recommendations, and UL and NFPA standards. At a minimum, the requirements of NFPA 72 shall be followed. Environments with large amounts of dust, dirt, or high air velocity require morefrequent maintenance. A maintenance agreement should be arranged through the local manufacturer's representative. Maintenance should be scheduled as required by National and/or local fire codes and should be performed by authorized professional life safety system installers only. Adequate written records of all inspections should be kept.

INSTALLATION PRECAUTIONS

Adherence to the following will aid in problem-free installation with long-term reliability:

WARNING - Several different sources of power can be connected to the fire alarm control panel. Disconnect all sources of power before servicing. Control unit and associated equipment may be damaged by removing and/or inserting cards, modules, or interconnecting cables while the unit is energized. Do not attempt to install, service, or operate this unit until manuals are read and understood.

CAUTION - System Re-acceptance Test after Software Changes:

To ensure proper system operation, this product must be tested in accordance with NFPA 72 after any programming operation or change in site-specific software. Re-acceptance testing is required after any change, addition or deletion of system components, or after any modification, repair or adjustment to system hardware or wiring. All components, circuits, system operations, or software functions known to be affected by a change must be 100% tested. In addition, to ensure that other operations are not inadvertently affected, at least 10% of initiating devices that are not directly affected by the change, up to a maximum of 50 devices, must also be tested and proper system operation verified.

This system meets NFPA requirements for operation at 0-49º C/32-120º F and at a relative humidity 93% ± 2% RH (non-condensing) at 32ºC ± 2ºC (90ºF ± 3ºF). However, the useful life of the system's standby batteries and the electronic components may be adversely affected by extreme temperature ranges and humidity. Therefore, it is recommended that this system and its peripherals be installed in an environment with a normal room temperature of 15-27º C/60-80º F.

Verify that wire sizes are adequate for all initiating and indicating device loops. Most devices cannot tolerate more than a 10% I.R. drop from the specified device voltage.

Like all solid state electronic devices, this system may operate erratically or can be damaged when subjected to lightning induced transients. Although no system is completely immune from lightning transients and interference, proper grounding will reduce susceptibility. Overhead or outside aerial wiring is not recommended, due to an increased susceptibility to nearby lightning strikes. Consult with the Technical Services Department if any problems are anticipated or encountered.

Disconnect AC power and batteries prior to removing or inserting circuit boards. Failure to do so can damage circuits.

Remove all electronic assemblies prior to any drilling, filing, reaming, or punching of the enclosure. When possible, make all cable entries from the sides or rear. Before making modifications, verify that they will not interfere with battery, transformer, or printed circuit board location.

Do not tighten screw terminals more than 9 in-lbs. Over-tightening may damage threads, resulting in reduced terminal contact pressure and difficulty with screw terminal removal.

This system contains static-sensitive components. Always ground yourself with a proper wrist strap before handling any circuits so that static charges are removed from the body. Usestatic suppressive packaging to protect electronic assemblies removed from the unit.

Units with a touchscreen display should be cleaned with a dry, clean, lint free/microfiber cloth. If additional cleaning is required, apply a small amount of Isopropyl alcohol to the cloth and wipe clean. Do not use detergents, solvents, or water for cleaning. Do not spray liquid directly onto the display.

Follow the instructions in the installation, operating, and programming manuals. These instructions must be followed to avoid damage to the control panel and associated equipment. FACP operation and reliability depend upon proper installation.

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FCC REQUIREMENTS

Warning: This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instruction manual may cause interference to radio communications. It has been tested and found to comply with the limits for Class A computing devices pursuant to Subpart B of Part 15 of FCC Rules, which is designed to provide reasonable protection against such interference when devices are operated in a commercial environment. Operation of this equipment in a residential area is likely to cause interference, in which case the user will be required to correct the interference at his or her own expense.

Canadian Requirements

This digital apparatus does not exceed the Class A limits for radiation noise emissions from digital apparatus set out in the Radio Interference Regulations of the Canadian Department of Communications.

Le present appareil numerique n'emet pas de bruits radioelectriques depassant les limites applicables aux appareils numeriques de la classe A prescrites dans le Reglement sur le brouillage radioelectrique edicte par le ministere des Communications du Canada

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SOFTWARE DOWNLOADS

In order to supply the latest features and functionality in fire alarm and life safety technology to our customers, we make frequent upgrades to the embedded software in our products. To ensure that you are installing and programming the latest features, we strongly recommend that you download the most current version of software for each product prior to commissioning any system.

Contact Technical Support with any questions about software and the appropriate version for a specific application.

DOCUMENTATION FEEDBACK

Your feedback helps us keep our documentation up-to-date and accurate. If you have any comments or suggestions about our online

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Send email messages to:

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Please note this email address is for documentation feedback only. If you have any technical issues, please contact Technical Services.

TABLE OF CONTENTS

Fire Alarm & Emergency Communication System Limitations ..... **ii**
Installation Precautions ..... **iii**
Software Downloads ..... **iv**
Documentation Feedback ..... **iv**
Table of Contents ..... **v**
Section 1: Overview **1**
1.1 Operation 1
1.2 Applicable Documents 1
1.3 Recommended Antivirus Software 1
1.4 Prerequsites 1
1.5 System Topology 2
1.6 Compatible Equipment 2
1.7 Workstation IP Settings 3
Section 2: Installation and Start-Up **4**
2.1 Installation Overview 4
2.2 Safety 4
2.3 Prerequisites 4
2.4 System Computer Requirements 4
2.5 CLSS Gateway Installation 4
2.6 CLSS Pathway Installation 4
2.7 Inventory Sync 5
2.8 Activating the Cloud-Connected Horizon License on the CLSS Gateway 5
2.9 Activating the Cloud-Connected Horizon License on the CLSS Pathway 5
2.10 HORIZON SOFTWARE DOWNLOAD AND SETUP PROCEDURE (TECHNICIAN) 5
2.11 Initial Login Procedure (Facility Manager) 7
2.12 Verifying Display Scaling 8
Section 3: Configuration **9**
3.1 Overview 9
3.2 Launching and Exiting the Configuration Tool 9
3.2.1 Launch 9
3.2.2 Exit 9
3.2.3 Creating Database Backgrounds 9
3.2.4 Supported Graphics Formats 9
3.2.5 DXF File Import Limitations/Recommendations 10
3.3 Configuration Tool Layout 11
3.3.1 Configuration Tool Menus and Toolbars 12
3.3.2 Add Building 13
3.3.3 Monitoring Profiles 15
3.3.4 Adding a Navigation Area and Icon 16
3.3.5 Adding an Information Label 17
3.3.6 Supported Linked Media Formats 17

3.4 Creating Database Objects 17
3.4.1 Saving the Settings 17
3.4.2 Adding a Screen 18
3.4.3 Adding Points Using the Auto-place Feature 19
3.4.4 Manually Adding Points to a Screen 21
Section 4: Workstation Settings 22
4.1 Overview 22
4.2 Microsoft Windows Settings 22
4.2.1 Disabling Automatic Updates - Windows 10 Professional 22
4.2.2 Manual Windows Updates 22
4.3 Workstation Mouse Click vs. Touchscreen 23
4.4 System Options Settings 23
4.4.1 General Tab 23
4.4.2 User Features Tab 24
Section 5: Operation 25
5.1 Overview 25
5.2 Starting and Exiting the Application 25
5.2.1 Initial Start 25
5.2.2 Start 25
5.2.3 Exit 25
5.3 Screen Layout 26
5.3.1 Workstation Menus 28
5.4 Graphic Elements 29
5.4.1 Linked Media 29
5.4.2 Point Right-Click Options 30
5.5 Navigation Pane 31
5.6 Events Pane 32
5.7 Event Status Class Icons 33
5.8 Activating Monitoring Profiles 34
5.9 Repositioning Windows 34
5.9.1 Overview 34
5.9.2 Using the Docking Guide 34
5.10 When a New Event Occurs 35
Section 6: Data Managment 36
6.1 Workstation Backup and Restore 36
6.1.1 Backing Up the Database 36
6.1.2 Restoring a Backed-Up Database 36
6.2 History Window 36
6.2.1 Overview 36
6.2.2 Back-up History Database 36
6.2.3 Viewing the History Window 37

6.2.4 Event Grid Screen 37
6.2.5 Creating, Renaming, and Deleting Queries 40
6.2.6 System View Screen 41
6.3 System Explorer Searches 42
Section 7: Troubleshooting 43
7.1 Workstation is Out of Synchronization with the FACP 43
7.1.1 Triga 43
7.2 CLSS Site Manager Changes Not Visible in Workstation 43
7.3 Need to Download and Install Updated Workstation Software 43
Manufacturer Warranties and Limitation of Liability 44

SECTION 1: OVERVIEW

1.1 OPERATION

The Connected Life Safety Services (CLSS) Horizon cloud-based workstation graphical user interface (GUI) is designed with monitoring- only capabilities. The CLSS Horizon monitors building and life-safety systems and annunciates events (status change signals) that it receives from the fire system via an Internet connection to the CLSS Cloud. Multiple user accounts are supported with monitoring permissions con- figured individually for each of the user accounts.

The CLSS Horizon operates over the Internet using a PC . The CLSS Horizon has the following usage characteristics:

• Supports one or more CLSS Gateways. The use of multiple gateways allows for the ability to monitor multiple networks.
• One or more workstations may be installed on a network.
• Multiple workstations can be used to monitor a single network or a single workstations can monitor multiple networks. The CLSS Horizon is hereinafter referred to as the “workstation”.

1.2 APPLICABLE DOCUMENTS

Refer to the following documents for additional information.

- LS10248-000HW-E - CLSS Gateway (HON-CGW-MBB) Installation and User’ Manual
- LS10340-000HW-E - CLSS Pathway (HW-AV-LTE-M) Installation and Operation Manual

These documents can be downloaded from www.fire.honeywell.com.

1.3 RECOMMENDED ANTIVIRUS SOFTWARE

Recommended and tested against McAfee VirusScan® Enterprise and Windows® Defender Antivirus.

1.4 PREREQUSITES

The following must be provided in order to operate the workstation:

• The workstation PC must have a connection to the Internet.
• Each user must have a Facility Manager license set up in the CLSS website (www.fire.honeywell.com).

1.5 SYSTEM TOPOLOGY

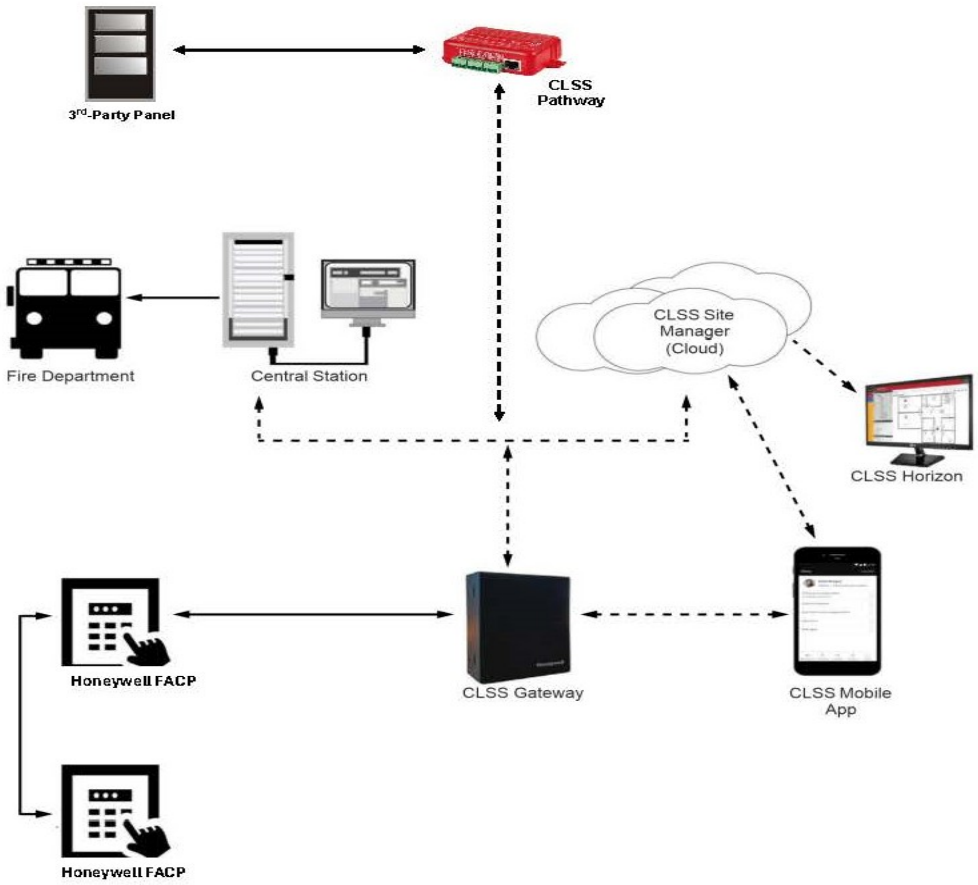


Figure 1-1: Cloud-based Workstation Topology

1.6 COMPATIBLE EQUIPMENT

The Workstation is compatible with the following equipment.

Table 1.1 Compatible Equipment

Type	Equipment	Description
Fire Panels:	N16 NFS-320 NFS-640 NFS-3030 NFS2-640 NFS2-3030 E3 S3 IFP-75 IFP-300 IFP-2100	

Type	Equipment	Description
Network Cards	NCM-W NCM-F HS-NCM-MF HS-NCM-SF HS-NCM-W-2 HS-NCM-WSF-2 HS-NCM-WMF-2 HS-NCM-MFSF SK-NIC	
Communicators	HON-CGW-MBB HW-AV-LTE-M	CLSS GATEWAY CLSS PATHWAY

1.7 WORKSTATION IP SETTINGS

- The Cloud-Connected Horizon PC workstation uses the default port 80, 443 (HTTPS).
- The Cloud-Connected Horizon PC workstation supports the use of Static or DHCP IP addressing.

SECTION 2: INSTALLATION AND START-UP

2.1 INSTALLATION OVERVIEW

Installation of the workstation should be performed by a trained technician. The workstation software application is downloaded from the ESD website.

2.2 SAFETY

Remove all power sources to equipment before connecting electrical components. The main power switch on the PC must be in the OFF position until all electrical connections have been completed.

2.3 PREREQUISITES

The following prerequisites are required before performing the installation procedure:

- Internet Connection
- Windows PC (see 2.4, "System Computer Requirements")
- CLSS Gateway (P/N HON-CGW-MBB) or CLSS Pathway installed with CLSS Horizon GUI feature activated
- Active CLSS Technician UserAccount
- Site/Building information configured in the ESD website.
- Mobile Device (Android or IOS) with the CLSS App installed

2.4 SYSTEM COMPUTER REQUIREMENTS

The minimum requirements for the workstation computer are as follows:

- Windows 10, 64-bit Professional
- Intel i5 Processor, or better
- 16 GB RAM
- 240 GB Hard Drive
- Chrome™ Browser Installed
- Monitor, Minimum resolution of 1280 x1024 Landscape Mode
- Microsoft® Compatible Mouse
- 104-key Keyboard
- USB Connector
- TCP/IP Ethernet Network Adapter Card
- Speakers
- Uninterruptible Power Supply (UPS) highly recommended.

2.5 CLSS GATEWAY INSTALLATION

For compatible Honeywell panels, install and configure the CLSS Gateway (HON-CGW-MBB) as specified in the CLSS Gateway Installation and User Manual (LS100248-000HW-E).

For Cloud-Connected Horizon installations, the CLSS Gateway supports the following types of connection - Cellular, IP or WiFi.

2.6 CLSS PATHWAY INSTALLATION

For 3rd-party panels, install and configure the CLSS Pathway (HW-AV-LTE-M) as specified in the CLSS Pathway Installation and User Manual (LS10340-000HW-E).

CLSS Pathway uses Contact ID and supports the following types of connection for 3rd-party panels with dialers - Cellular or IP with Cellular backup.

CLSS Pathway supports the following connection for 3rd-party panels without a dialer - 4 Dry Contact Relays connection.

2.7 INVENTORY SYNC

Before activating the CLSS Cloud Connected Horizon feature on the CLSS Gateway:

- Perform inventory sync (where supported) in Site Manager or upload panel database file to Site Manager to ensure current system inventory is properly reflected.

2.8 ACTIVATING THE CLOUD-CONNECTED HORIZON LICENSE ON THE CLSS GATEWAY

Log on to Site Manager and perform the following steps:

- Select the Customer and Site where the CLSS Gateway is installed. Click Apply.
- Click the Feature Activation icon on the left side of the screen
- Under Fixed Gateways select the gateway you want to activate by selecting the gateway's ownership code
- Click Configure Now
- Under Cloud-Connected Horizon, click Configure Now
- The Horizon feature activation (based on system inventory) will be displayed. Click Activate.
- Click checkbox to authorize purchase.
- Enter Job Number and PO Number (optional). Click Proceed.

2.9 ACTIVATING THE CLOUD-CONNECTED HORIZON LICENSE ON THE CLSS PATHWAY

Log on to Site Manager and perform the following steps:

- Select the Customer and Site where the CLSS Pathway is installed. Click Apply.
- Click the Feature Activation icon on the left side of the screen
- Under CLSS Pathways select the device you want to activate by selecting the device serial number. Click on the arrow >
- Click on the arrow > under Enhanced Monitoring Pathway to add Cloud-Connected Horizon feature
- Under Cloud-Connected Horizon, click Configure Now
- The Horizon feature activation (based on system inventory) will be displayed. Click Activate.
- Click checkbox to authorize purchase.
- Enter Job Number and PO Number (optional). Click Proceed.

2.10 HORIZON SOFTWARE DOWNLOAD AND SETUP PROCEDURE (TECHNICIAN)

NOTE: Customer account and building configuration must be set up in the CLSS Site Manager before performing this procedure.

Download the software application and set up the workstation as follows:

01. Log into the ESD website and download the workstation software application.
02. Proceed as follows:
    a. If software download is being performed on the workstation PC, navigate to the Downloads folder and double click the **CLSS Horizon Cloud-Connected Interface** software file. Then go to step 3.
    b. If software download is being performed on a stand-alone PC, navigate to the Downloads folder and copy the interface application and documentation EXE file to a USB drive for transport to the system PC. Copy the downloaded files from the USB drive onto the system PC and double-click the interface software file. Then go to step 3.
03. An allow changes to computer message displays. Click **Yes**.
04. Follow the on-screen prompts to allow the software installation to proceed. Accept all software licensing agreements. Additional installation wizards may appear during the installation that may include:
    - Microsoft Access Database Engine Installation Wizard - Click **OK** to proceed.

• Facilities Monitoring - InstallShield Wizard - Click **Finish** to proceed. A computer restart message displays.

05. Click **Yes**. The computer restarts and the *Region Settings* window displays.

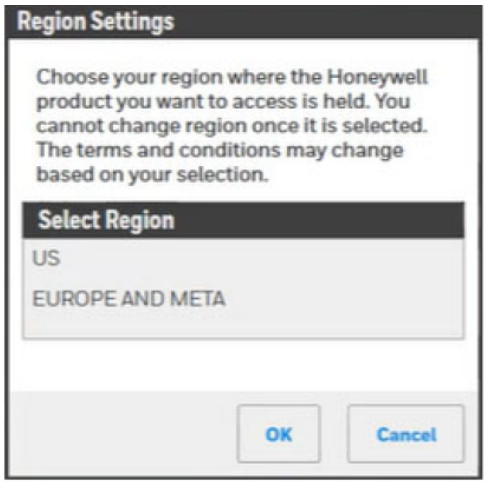


Figure 2-1: Region Settings

06. Select the desired region and click **OK**. The workstation starts.

07. The *Sign in to your account* window displays.

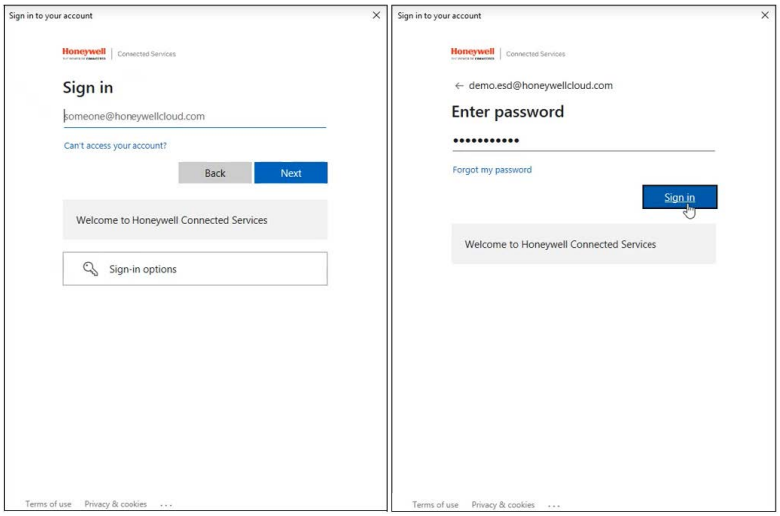


Figure 2-2: Account Sign-in Windows

08. Enter the CLSS Technician user account login and click **Next**.

09. Enter the password and click **Sign in**. The *Update your password* window displays.

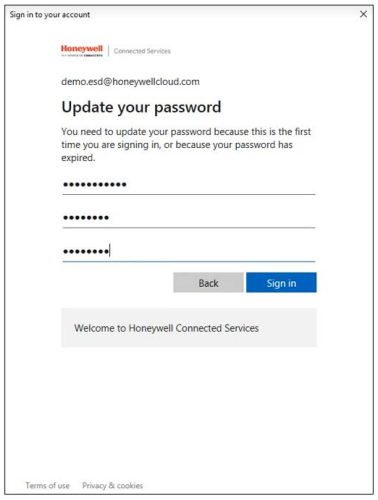


Figure 2-3: Password Update Window

10. Enter and confirm a new password (8 characters minimum) and click **Sign in**.
11. A message displays requesting acceptance of the End User Agreement. Click **OK**.

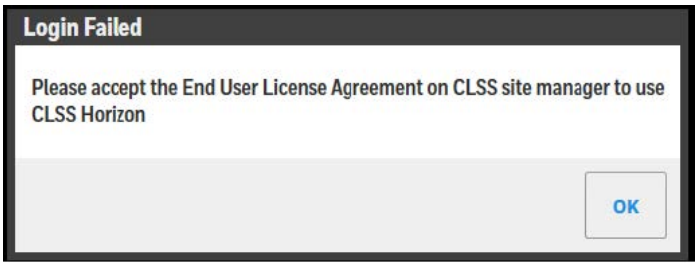


Figure 2-4: Accept End User Agreement Message

12. Using a web browser, go to https://www.fire.honeywell.com/ and log in using the technician account login and password.
13. The end user agreement displays. Scroll down to the bottom of the agreement, select the checkbox, and click **AGREE**. The CLSS Site Manager displays.
14. Log into the workstation (**File > Login**) and repeat steps 7 to 10).

2.11 INITIAL LOGIN PROCEDURE (FACILITY MANAGER)

Perform the following steps for initial workstation login:

> **NOTE:** The technician setup specified in Software Download and Setup Procedure (Technician) and Section 3: Configuration must be accomplished before this procedure.
> A Facility Manager license for each user must be configured in the CLSS website (www.fire.honeywell.com).

01. Click on Windows Start Icon on the workstation PC, search for **CLSS Horizon** and select the application from the search results. The *Sign in to your account window* (Figure 2-2: Account Sign-in Windows) displays.
02. Enter the CLSS Facility Manager account login name and click **Next**.
03. Enter the password and click **Sign in**. The *Update your password window* displays (Figure 2-3: Password Update Window).
04. Enter the default password, then enter and confirm a new password (8 characters minimum), and click **Sign in**. A message displays requesting acceptance of the End User Agreement, click **OK**.

05. Using the browser, go to the Honeywell CLSS website (www.fire.honeywell.com) and sign in with your account login and password.
06. The End User Agreement displays. Scroll down to the bottom of the agreement, select the checkbox, and click **AGREE**. A *Facility Manager* welcome message displays.
07. Click **OK**.
08. Go back to the CLSS Horizon application and log in **(File > Login)** with your account name and password. A series of pop-up progress messages display. Events will now be displayed in the workstation as they come in.

2.12 VERIFYING DISPLAY SCALING

The scaling of text and other items on the PC display must be set at 100%. Verify the scaling is 100% as follows:

01. Right-click on the desktop and select **Display Settings**. The Customize your display window displays.
02. Ensure that the slide under **Change the size of text, apps, and other items** is positioned all the way to the left (100%). If the slide is moved, the following message displays: “Some Apps won’t respond to scaling changes until you sign out.”
03. Perform one of the following as applicable:
    a. If the message above displays and you wish to sign out, click **Sign Out Now**. You will have to log back into Windows.
    b. If the message displays and you do not wish to sign out, close the window. Some changes will not take effect until you sign out at a later time. You must sign out or restart prior to using the system PC or the configuration tool.
    c. If the scaling was already at 100% (slide at far left), close the window.

If an additional display is added to the system PC, the scaling setting may automatically change. If an additional display is added, repeat this step to ensure the setting for both displays remains at 100%.

SECTION 3: CONFIGURATION

3.1 OVERVIEW

The configuration tool is used to configure the system that is to be monitored. The configuration tool is installed as part of the workstation software. Configuration primarily includes the following:

- Laying out the graphical floorplans representing the monitored facility
- Setting the parameters for system operation
- Configuring profiles for selective monitoring

In the tool's floor plan screen, icons that represent fire system devices, display information, and navigate within the system may be placed.

Once the system is configured, a user may use the configured interface to identify the location of, and respond to, an annunciated event.

After modifying the graphic design in the configuration tool, verify it is correctly displayed.

3.2 LAUNCHING AND EXITING THE CONFIGURATION TOOL

3.2.1 LAUNCH

To launch the configuration tool, go to **Menu> Configure > Launch Configuration Tool**.

3.2.2 EXIT

To exit the configuration tool, go to **File > Exit** or click the "X" at the top right-hand corner of the floorplan screen. When prompted to Sync and Exit, click **Save**.

3.2.3 CREATING DATABASE BACKGROUNDS

It is highly recommended that graphic background drawings (i.e. floor plans displayed as a background for a system screen) be created before starting to create the system design with the configuration tool. A graphic software application is required for creating and/or resizing the graphic backgrounds.

Use the configuration tool to add the backgrounds that are created or modified as specified in 3.4.2 Adding a Screen . The better the resolution of the background imported to the configuration tool is, the better the resolution on the interface will be.

3.2.4 SUPPORTED GRAPHICS FORMATS

The supported graphic formats that can be used for background are listed in the following table. The graphic file that is imported cannot have a read only attribute.

Table 3.1 Supported Graphic Formats

File Type	Supported Formats	Comment
AutoCAD®	Drawing Exchange Format (.DXF)	Recommended format. Points in the DXF can be automatically placed on the background (refer to 3.4.3 Adding Points Using the Auto-place Feature).
Vector	• Windows® Enhanced Metafile Format (.EMF) • Windows Meta Files (.WMF)	These file types typically degrade less in visual display quality than a raster file. EMF files can only be used as backgrounds.
Raster Files	• Graphic Interchange Format (.GIF) • Portable Network Graphics (.PNG) • Joint Photographic Experts (.JPG)	These files types degrade more in visual display quality than a vector file, especially when using the interface's zoom functionality.

3.2.5 DXF FILE IMPORT LIMITATIONS/RECOMMENDATIONS

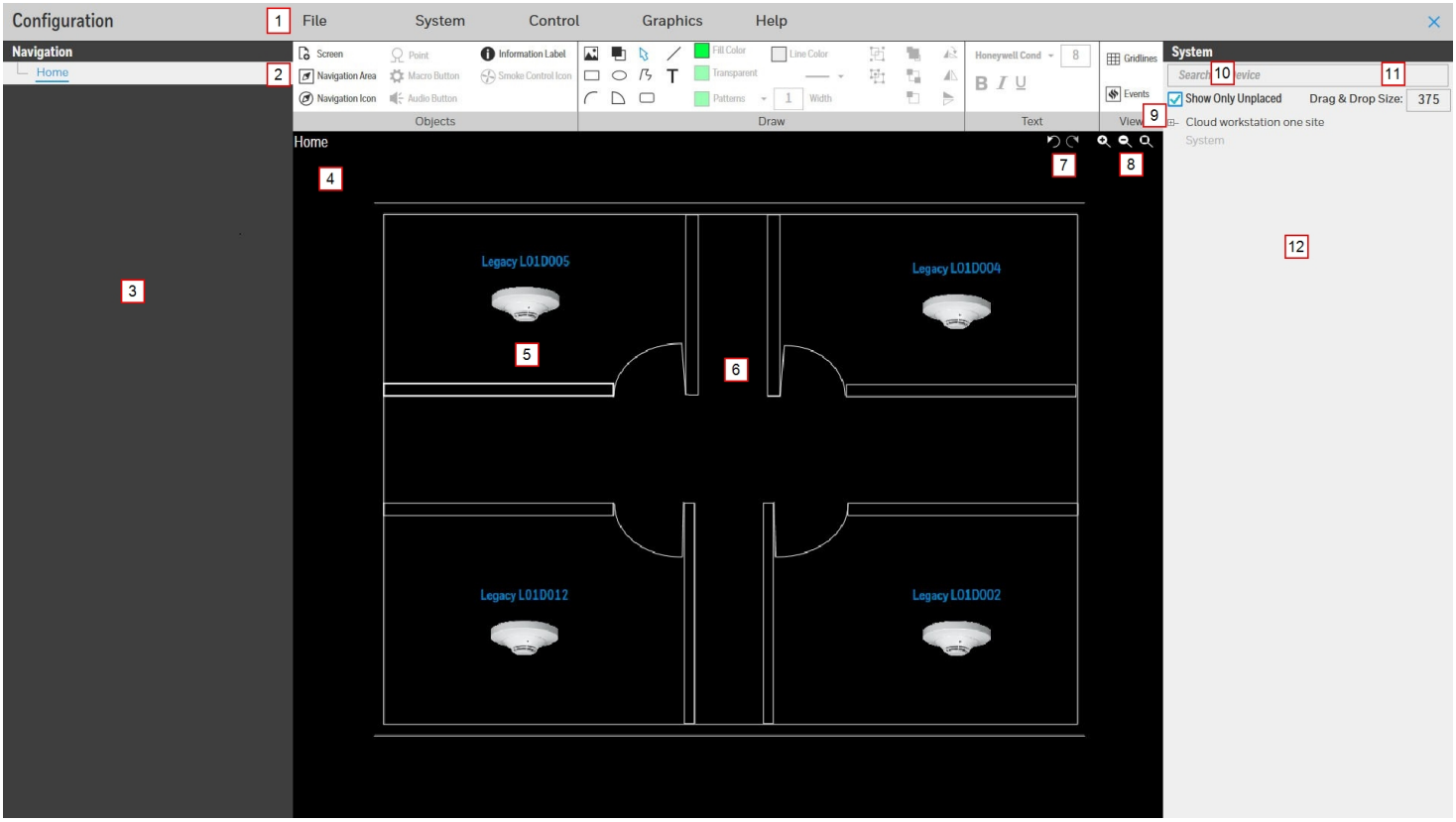
The following limitations and recommendations apply to AutoCAD DXF format drawings imported for floor plan backgrounds.

Table 3.2 DXF File Limitations/Recommendations

Item	Limitation
AutoCAD Version	Version 2013 or earlier.
Font Type	Use Arial only. Any other fonts used will be converted to Arial.
System PC	Minimum of 16 GB Ram, 6 GB free disk space recommended.
Max. DXF File Size	25 MB recommended.
3-D Drawings	Not supported.
Supported CAD Elements	•ARC • LWPOLYLINE • ATTRIBUTE • MTEXT (rotated/not rotated) • CIRCLE • POINT • ELLIPSE • POLYLINE without bulge • INSERT • TEXT (rotated/not rotated) • LINE • VERTEX
Non-Supported CAD Elements	• DIMENSION • SEQ_END • FACE3D • SHAPE • HATCH • SOLID • HELIX • SOLID3D • LEADER • SPLINE • LIGHT • SUN • MESH • SURFACE • MLEADER • TABLE • MLEADER_STYLE" • TOLERANCE • MLINE • TRACE • OLE2FRAME • UNDERLAY • OLEFRAME • VIEW_PORT • RAY • WIPE_OUT • REGION
Text	TEXT or MTEXT written should contain only one point/device address per line without any special characters (i.e. "\n, \t, \r, *, $, %, & "). Edit text with supported AutoCAD entity types before importing.
Layers	Turn off any unneeded layers before importing for better visibility in the floorplan.

3.3 CONFIGURATION TOOL LAYOUT

The configuration tool opens by default to the Configuration Tool Main Screen as shown in Figure 3-1: Configuration Tool Floorplan Editor Screen Features . This screen allows the user to create and place informational objects on a floor plan. Other configuration screens can be accessed by clicking the menus at the top of the screen. The menu options are described in Table 3.3 Configuration Tool Menus and Floorplan Toolbar .



Item	Feature	Description
1	Main Menu Bar	Click to access configuration tool sub-menus. Refer to Table 3.3.
2	Floorplan Tool Bar	Click items to access floorplan screen tools. Refer to Table 3.3.
3	Navigation Tree	Click labels to navigate to screens for system buildings, floors, etc.
4	Screen Title	Displays the label/address of the currently displayed screen.
5	Device Icon	Represents a fire system device. Click the icon for additional information.
6	Floorplan Screen	Graphic area depicting the features of the selected area in the fire system.
7	Undo/Redo Buttons	Click to undo or redo the last action performed on the floorplan.
8	Zoom Tools	Click to zoom in, zoom out, or zoom to full size.
9	Device Search Tool	Search the system component list for a specific device.
10	Show Only Unplaced	Select to show only unplaced devices in the system tree.
11	Drag & Drop Size	Specify the size of device icons dragged onto floorplan from the system tree. The larger the number, the larger the icon will be on the floorplan.
12	System Tree	List of fire system devices, etc. Drag device label to place icon on the floorplan.

Figure 3-1: Configuration Tool Floorplan Editor Screen Features

3.3.1 CONFIGURATION TOOL MENUS AND TOOLBARS

The following table describes the menus associated with the configuration tool. Grayed-out menu options are not available. Grayed-out items in the floor plan toolbar may not be available or in the case of drawing tools, may not be active until another tool is selected.

The following table describes the menus associated with the configuration tool. Grayed-out menu options are not available. Grayed-out items in the floor plan toolbar may not be available or in the case of drawing tools, may not be active until another tool is selected.

Table 3.3 Configuration Tool Menus and Floorplan Toolbar

Location	Description
Main Menu Bar	Located along the top of the configuration tool main screen.
	File Menu: Save - Saves the configuration tool settings without closing the configuration tool. **Exit** - Closes the configuration tool. User can choose to save changes or not before exit.
	System Menu: **Add Building** - Allows a technician to select the building(s) to be monitored and to fetch the site's inventory of devices that were configured in the CLSS Cloud Site Manager. Refer to 3.3.2 Add Building . **System Options > System Description** - Allows the user to create a unique system description. This description is an alias by which the system can be easily identified. This aids the user during off-line configuration where multiple systems may be configured. Monitoring Profiles - Allows the user to configure the monitoring profiles which can be selected by the users in the workstation. Refer to 3.4.3, "Monitoring Profiles". **Chemicals** - Opens the Chemicals screen where information about hazardous chemicals is stored. The user can add or remove chemicals from the list. Chemical information can be associated with a hazardous material icon on the floorplan. **Database Editor** - Allows the user to edit the monitored system database in a spreadsheet format.
	Graphics Menu: **Default Icons** - Allows the user to view, search, and customize the icons in the currently selected icon set. Status Classes - Allows the user to configure custom colors and sounds for each event status class. **Floorplan Options** - Allows the user to configure the text displayed above the icons, the floorplan foreground and background colors, and the icon set to be used.
	Help Menu: **About** - Displays version and other information pertaining to the configuration tool.
Floor Plan Tool Bar	Allows the user to configure and place/draw a variety of informational objects on the floor plan screen. **Objects**: **Screen** - Allows the user to add screen backgrounds, titles, and specify parent screens. **Navigation Area** - Allows the user to create and select the destination for a navigational area. Refer to 3.4.4, "Adding a Navigation Area". Navigation Icon - Allows the user to create and select the destination for a navigation icon. Refer to 3.4.5, "Adding a Navigation Icon". Information Label - Allows the user to configure and place information labels that provide important user information. Refer to 3.4.6, "Adding an Information Label".
	Draw - Provides drawing tools for use on the floorplan screen. Hover to display the meaning of symbols.
	Text - Provides text settings for use on the floorplan screen. Active when text tool "T" is clicked.
	View: **Gridlines Button** - When clicked, grid lines are displayed on the floorplan to aid in placement of information. Gridlines do not appear on the interface screen.
	Events Button - When this button is clicked, all device icons on the floorplan display in an alarm state. This includes tinting of each icon, placing a box around it, and displaying event text below each icon. The purpose of this option is to assist users when laying out floorplan icons. For instance, they can use it to ensure that the event text is easily readable and does not overlap lines on the floorplan background.

3.3.2 ADD BUILDING

The Add Building window allows the technician to select the locations to be monitored. The locations available are configured in the CLSS Cloud. It also allows the technician to fetch the building inventory from the CLSS Cloud.

3.3.2.1 Selecting the Customer

When first setting up the workstation for configuration, the technician performs the following steps:

01. Go to **System > Add Building**. The Add Building window (Figure 3-2: Selecting the Customer) displays.
02. Select the customer from the drop-down list. A pop-up message displays stating that the workstation PC will be fixed for the selected customer only.

CAUTION: ENSURE CORRECT CUSTOMER IS SELECTED
ONCE OK IS CLICKED, THE CUSTOMER CANNOT BE CHANGED IN THE HORIZON CONFIGURATION DATABASE.

03. Click **OK**. The customer site information is displayed.

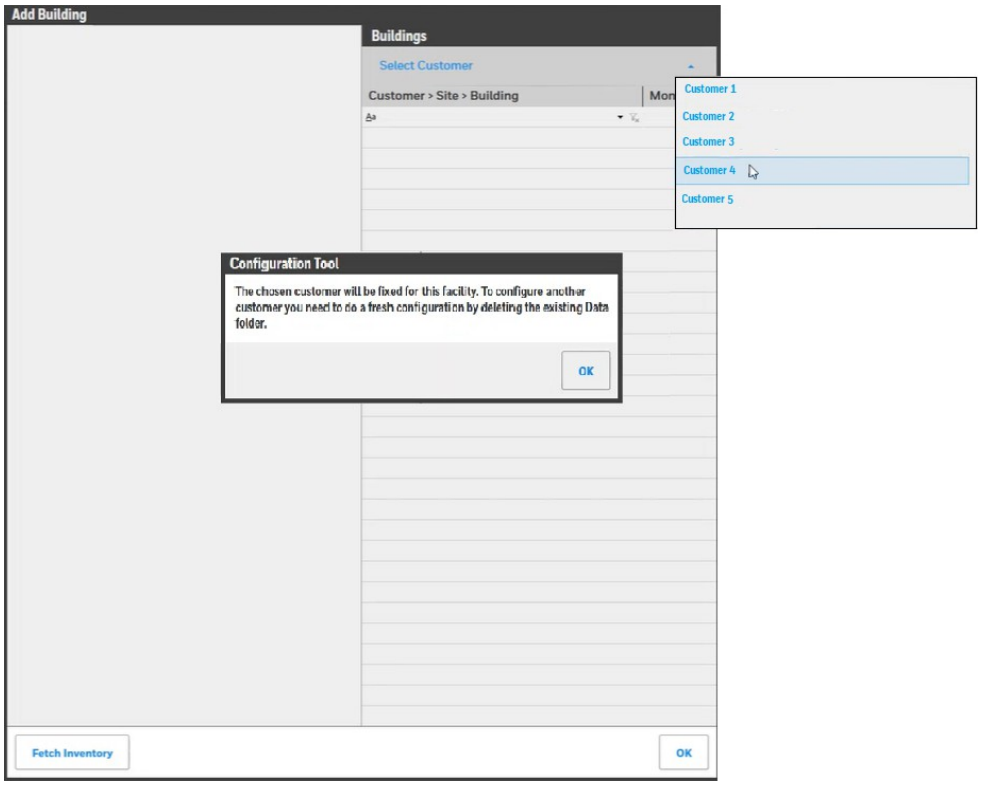


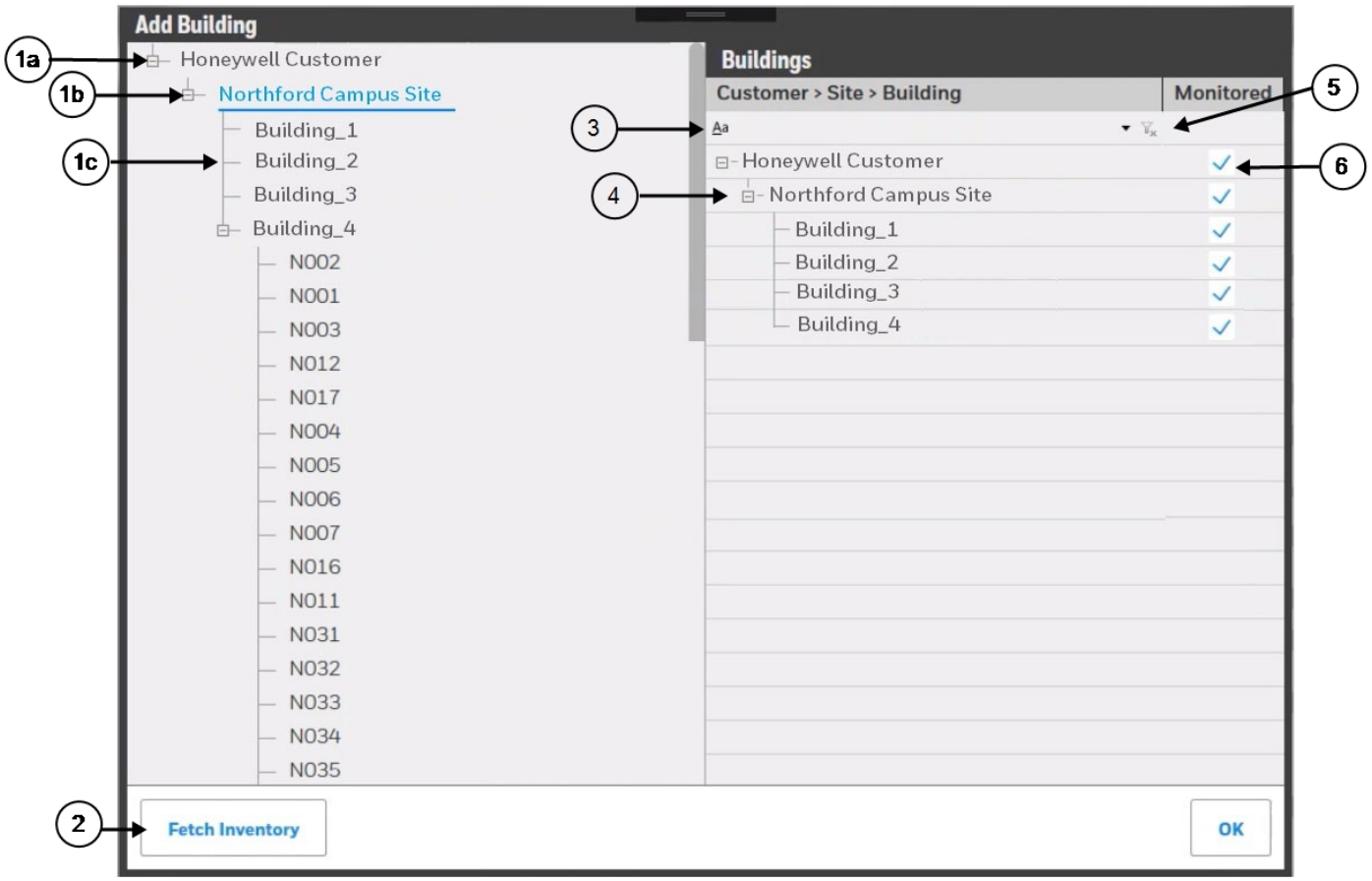
Figure 3-2: Selecting the Customer

3.3.2.2 Fetching the Inventory

In the *Add Building* window, the technician fetches the inventory from the CSS Cloud as follows:

01. Select the location(s) to be monitored in the Buildings Tree (see Figure 3-3: Add Building Window).
02. Click the site/building name in the System Tree.
03. Click the **Fetch Inventory** button. The Fetch Inventory pop-up window displays showing the progress of the import.
04. Click **OK** when the success message displays.
05. Click **OK** to exit the Add Building window.

When the configuration tool is closed and saved, the points display in the workstation system tree.



Item	Feature	Description
1	System Tree	Hierarchical system tree for the location(s) selected in the Buildings Tree. 1A - System Tree - System/Network Level 1B - System Tree - Site Level 1C - System Tree - Building Level
2	Fetch Inventory Button	Click to fetch the site inventory from the CLSS Cloud. Refer to 3.3.2.2 Fetching the Inventory for additional information.
3	Advanced Search	Click and type the search criteria in the search field. Select the search criteria from the drop down list.
4	Buildings Tree	Hierarchical list of customer sites and buildings configured in the CLSS Cloud Site Manager. Select (✔) the sites/buildings that are to be monitored by clicking the checkbox.
5	Cancel Filter	Click to show unfiltered Buildings Tree.
6	Monitored Checkboxes	Click to select (✔) the locations to be monitored.

Figure 3-3: Add Building Window

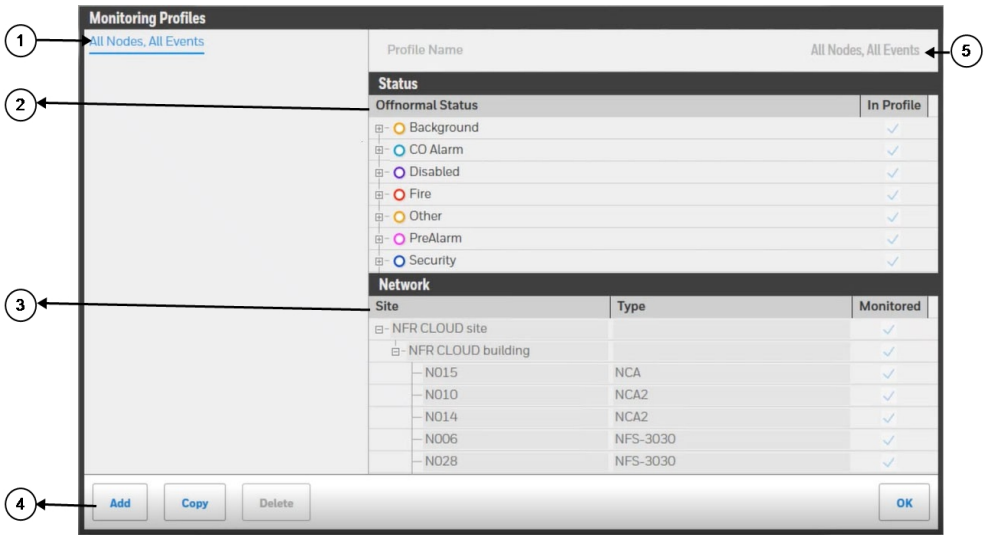
3.3.3 MONITORING PROFILES

Monitoring profiles are created by the Facility Manager. Monitoring profiles allow the user to select which nodes are monitored by the interface. These profiles are event annunciation filters that are set up to monitor or not monitor an event location and its event status class. Each profile is defined for a specific network and/or node on a network and determines which events are displayed. The factory defined monitoring profile 'Default' is set to monitor all networks and nodes. Therefore, to hide any desired networks or nodes and the respective event status classes, the user must create a new monitoring profile.

NOTE: Monitoring profiles must be configured before selecting settings on the Event Printer tab and before configuring a custom-configured, logged-out monitoring profile.

3.3.3.1 Adding a Monitoring Profile

01. Go to **System > Monitoring Profiles**. The *Monitoring Profiles* window (Figure 3-4: Monitoring Profiles Window Features) displays.
02. Click **Add**.
03. Click within the profile name field and enter the name for the new profile.
04. Select (✔) the off-normal event status class type(s) to be monitored.
05. Select (✔) the node(s) to be monitored.
06. Click Add to add another profile or **OK** to save the profile(s) and close the window. The profile name is added to the profile list.



Item	Feature	Description
1	Profile List	List of available monitoring profiles for the network.
2	Status Columns	**Offnormal Status** - List of Off-normal events that are available for monitoring. **In Profile** - Select (✔) the statuses to be included in the monitoring profile.
3	Network Columns	**Site** - List of sites, buildings nodes that can be monitored. **Type** - Panel type for each node. **Monitored** - Select (✔) the nodes to be monitored.
4	Buttons	**Add** - Click to add a new monitoring profile. **Copy** - Copies the profile selected in the in the profile list. It can then be edited. **Delete** - Deletes the monitoring profile selected in the profile list. **OK** - Saves the changes and closes the Monitoring Profiles window.
5	Profile Name Field	Displays the current field name. Click to enter new/change profile name.

Figure 3-4: Monitoring Profiles Window Features

3.3.3.2 Copying a Monitoring Profile

01. In the *Monitoring Profiles* window (see Figure 3-4: Monitoring Profiles Window Features), select the profile to be copied in the profile list.
02. Click **Copy**.
03. Click within the profile name field and change the profile name.
04. Select (✔) the off-normal event status class type(s) to be monitored.
05. Select (✔) the node(s) to be monitored.
06. Click **OK** to save the profile and close the window. The copied profile name is added to the profile list.

3.3.4 ADDING A NAVIGATION AREA AND ICON

3.3.4.1 Adding a Navigation Area

NOTE: A Navigation Area can also be configured from the Navigation Icon window (Appearance).

01. In the configuration tool navigation tree, click the label for the floor on which the navigation area is to be added. The floorplan for the selected floor displays.
02. Click **Navigation Area** in the toolbar. The Navigation Area window displays.
03. Using the navigation tree, navigate to and select the location to which the navigation area will go and click **OK**.
04. Drag the navigation area to the desired position on the floorplan.

3.3.4.2 Adding a Navigation Icon

NOTE: A Navigation Area can also be configured from the Navigation Area window (Appearance).

01. In the configuration tool navigation tree, click the label for the floor on which the navigation icon is to be added. The floorplan for the selected floor displays.
02. Click **Navigation Icon** in the toolbar. The Navigation Icon window displays. Use Table 3.4 Navigation Icon Properities Settings to configure the navigation icon.

Table 3.4 Navigation Icon Properities Settings

Property	Description
Appearance	Allows the user to switch between navigation icon and navigation area (regions).
Icon Field	Click on the displayed icon and double-click the desired icon. The selected icon displays in the icon field.
Caption	Enter a unique caption for the icon.
Screen	In the navigation tree, select the screen to which the navigation icon will navigate.

03. Click **OK**. The navigation icon displays in the floorplan area.
04. Drag the icon to the desired position on the floorplan.

3.3.5 ADDING AN INFORMATION LABEL

Add and configure an information label as follows:

01. In the configuration tool navigation tree, double-click the label for the floor on which the information label is to be added. The floorplan for the selected floor displays.

02. Click **Information Label** in the toolbar. The Information Label Properties window displays. Use Table 3.5 Information Label Properties Settings to configure the label.

Table 3.5 Information Label Properties Settings

Propery	Description
Property	Description
Icon Field	Click on the displayed icon and double-click the desired icon.
Caption	Enter a unique caption for the information label.
Linked Media List	Click in the field adjacent to the desired media type (i.e. text, image, audio, video) and navigate to and double-click the desired media file (refer to 3.3.6 Supported Linked Media Formats). The filename of the selected file displays in the field.
Screen Placement	Screen placement allows the user to place the same information label (e.g. elevators and stairs) on multiple screens. Check the checkbox for the screen (s) on which the label will display.

03. Click **OK**. The label displays in the floorplan area(s).

04. Drag the label(s) to the desired position on the floorplan(s).

3.3.6 SUPPORTED LINKED MEDIA FORMATS

When any of the following file types are linked to a point, the interface can display or activate them from a point's right-click options menu. Points with linked files are identified with a paperclip symbol ( ) next to the point's icon on the floor plan.

- **Text** - .txt or .rtf
- **Image** - .jpg, .gif, .png, and .wmf
- **Audio** - .wav
- **Video** - .avi

3.4 CREATING DATABASE OBJECTS

3.4.1 SAVING THE SETTINGS

New or edited database object settings are saved in the workstation in accordance with the following table:

Table 3.6 Saving Settings in the Configuration Tool

Type of Save	Result
File >Save	Saves and imports the changes into the interface. The configuration tool remains open.
File >Exit	Exits the configuration tool. A prompt displays with the following options: • **Yes** -Exits the configuration tool and imports the changes into the interface. • **No** - Exits the configuration tool, discarding any changes made. • **Cancel** - Returns to the configuration tool without saving.

3.4.2 ADDING A SCREEN

Add a screen as follows:

01. In the configuration tool navigation tree:
    • Right-click the label for the screen below which the new screen will be added and select **Add Screen**, or
    • Navigate to the parent screen below which the new screen (child) is to be added and click **Screen** in the floorplan toolbar. The Screen Properties dialog box displays.
02. In the Screen Properties dialog box, use Table 3.7 Screen Properties Dialog Box Features to configure the screen.
03. Click **OK**. The following occurs depending on the background file type:
    • If a DXF file, the configuration tool searches the file for devices and if it finds them, they are automatically placed in their correct locations on the background. Refer to 3.4.3 Adding Points Using the Auto-place Feature for more information. If the DXF does not contain points, only the background is imported and points must be manually positioned.
    • For other file types, only the background is imported. Points must be manually positioned on the floorplan as described in 3.4.4 Manually Adding Points to a Screen .

The screen title displays in the navigation tree and the background displays in the floorplan area.

Table 3.7 Screen Properties Dialog Box Features

Property	Description
Name	Enter a unique name for the screen.
Background	• **Select Button** - Click and select the floorplan background file for the screen. A preview of the selected background displays in the Background field. • **Clear** - Click to remove the currently displayed background file for the screen.
Parent Screen	Read only. Automatically populates with the name of the parent screen under which the current screen will be placed.
Create another	Click to create another screen under the same parent screen without closing the Screen Properties dialog box. Deselect the checkbox before clicking OK on the last screen to be configured so the dialog box closes.
OK	Saves the settings and adds the selected screen.
Cancel	Closes the dialog box without saving settings or adding a screen.

3.4.3 ADDING POINTS USING THE AUTO-PLACE FEATURE

NOTE: The auto-place feature is only applicable to NOTIFIER and Gamewell-FCI systems.

The auto-place feature allows the user to automatically place points at their actual locations on the floorplan using an AutoCAD® DXF graphic file. This feature compares the points found in the DXF file with existing points in the system database. The points in the database have been previously created using one of the following methods:

- Uploading the building inventory to the CLSS Cloud and fetching the inventory.
- Annunciating events from the fire system.

3.4.3.1 Configuring Points in the DXF File

When running the auto-place feature, the configuration tool searches various fields in the DXF file for point addresses. These fields include the following:

- text
- mtext
- attributes

The format for the point addresses must be as described in the following table:

Table 3.8 Point Address Format

Format (no spaces)	Where:	Examples
L # X*	L = Loop # = up to 2 digits (1-10 or 01-10) X = D (for detector) or M (for module) * = up to 3 digits (1-159 or 001-159)	L05D040 L01M004
N # L*X◈	N = Node # = up to 3 digits (1-240 or 001 - 240). L = Loop * = up to 2 digits (1-10 or 01-10) X = D (for detector) or M (for module) ◈= up to 3 digits (1-159 or 001 - 159)	N002L05D039 N005L01M051

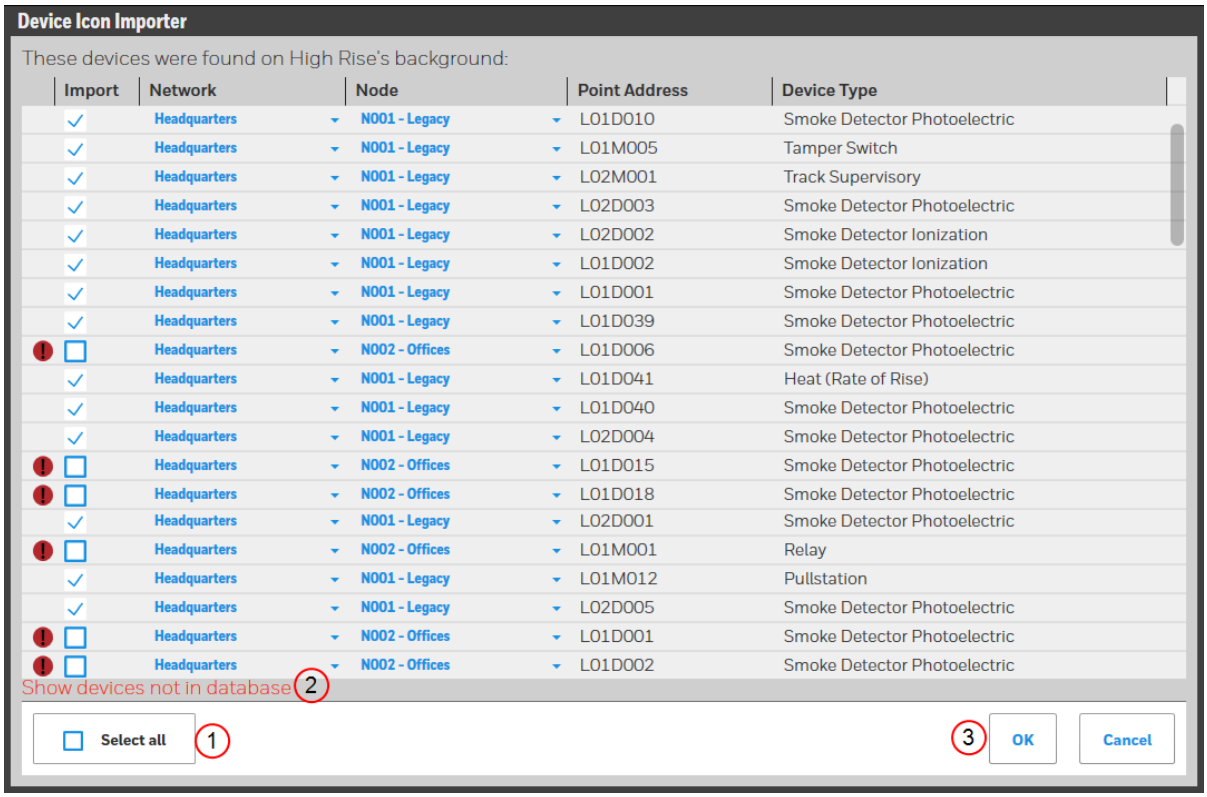
3.4.3.2 Auto-placing the Points

As described in 3.4.2 Adding a Screen , the configuration tool searches the DXF file for point addresses. If point addresses are found in the DXF file, the configuration tool then searches the system database. The points from the DXF file may:

- Exist in the system database and not be located on another screen
- Exist in the system database and be located on another screen
- Not exist in the system database. These points may be placed at a later time. For now, complete the procedure that adds the current screen. Add the new points to the database as specified in 3.4.3 Adding Points Using the Auto-place Feature . Once the points have been added to the database, add the points to the screen as specified in 3.4.3.3 Auto-placing Points on Existing Screens .

If any valid point addresses are found in the DXF file, the configuration tool displays the Device Icon Importer dialog (Figure 3-5: Device Icon Importer Screen) which provides point information and options for placing the points on the screen.

If duplicate point addresses are found in the file, a message displays listing the duplicated points. The user must correct the DXF file to delete or rename the duplicate points and then re-import the screen as specified in 3.4.2 Adding a Screen .



Item	Description
✓	Indicates that the point was found and will be auto-placed on the screen. The point is not found on any other floorplan. Deselect to prevent the point from being auto-placed.
!	Indicates that the point was found, but the point is already placed on another screen. Selecting the checkbox causes the point to be relocated to the current screen when the OK button is clicked.
▾	Click to modify the point location (Network/Node) of the point on that row.
1	**Select all** - Click the button to select all rows (the box will be checked). Click again to deselect.
2	Click **Show devices not in database** to open the Extracted Device Exporter containing a list of devices found in the DXF file, but not in the database. Click the Export button to export a CSV file of the list that can be opened using a spreadsheet application such as Excel.
3	**OK** - Click the button to import the selected points and auto-place their icons on the screen.

Figure 3-5: Device Icon Importer Screen

3.4.3.3 Auto-placing Points on Existing Screens

Existing screens in DXF format that contain points may also use the auto-place technology feature as follows:

1. Open the Screen Properties dialog box using one of the following methods:
    - Right-click on the label for the screen in the navigation tree and select Properties.
    - Right-click on the floorplan background and select Edit Screen.
2. Click **OK** in the Screen Properties dialog box. The configuration tool searches the DXF for points and opens the Device Icon Importer. Refer to 3.4.3.2 Auto-placing the Points for additional information.

3.4.4 MANUALLY ADDING POINTS TO A SCREEN

3.4.4.1 Adding a Point Using the System Tree

If using a floorplan graphic other than a DXF file or if the DXF file does not contain point information, the points can be manually placed on the floorplan as follows:

01. Find the point(s) to be added to the floorplan in the system tree (see Figure 3-1: Configuration Tool Floorplan Editor Screen Features). Use the device search tool if necessary.
02. Select the point(s) to be placed on the floorplan using one of the following methods:
    - Individually - Click on the device label.
    - Group:
        - Consecutive - Click on the label of the first device to be placed, hold down the Shift key, and click on the last consecutive device. All devices between the two are selected.
        - Non-consecutive - Click on the label of the first device to be placed, hold down the Ctrl key, and select the other devices in the list. Each clicked device is selected.
03. Drag and drop the device(s) onto the floorplan and reposition as necessary.

3.4.4.2 Copying or Moving Points From Another Screen

01. Using the navigation tree (see Figure 3-1: Configuration Tool Floorplan Editor Screen Features , navigate to the source floorplan containing the points to be copied.
02. Select the devices on the source floorplan using one of the following methods:
    - Individually - Click on the device icon.
    - Group - Click on the icon of the first device to be moved, hold down the Ctrl key, and click on the other device icons. Alternatively, use the cursor to drag a box around all the device icons. Graphic handles appear on all selected icons.
03. Cut (Ctrl+X) or copy (Ctrl+C) the points.
04. Navigate to the destination floorplan and paste (Ctrl+V).
05. Reposition as necessary.

SECTION 4: WORKSTATION SETTINGS

4.1 OVERVIEW

4.2 MICROSOFT WINDOWS SETTINGS

The following table contains Microsoft Windows settings that the user must make to ensure the software operates properly on their system.

Table 4.1 Windows Settings

Setting Type	Setting	Required Value
Default Settings:	Default settings must not be changed without the approval of a Technical Services representative.	
	Power Options	Screen: Turn off the display after: **Never** Sleep: PC goes to sleep after: **Never**
	Display Scale	100%
User Configured Settings:	The user configures these settings as necessary to be compatible with their system.	
	Administrator Password	Change the default Admin password to a unique password (8 characters minimum, case sensitive).
	IP Address	Enter a valid IP Address if connecting to a LAN.
	Time Zone	Set the local time zone.
	Daylight Savings Time	Set as appropriate for the local area.

4.2.1 DISABLING AUTOMATIC UPDATES - WINDOWS 10 PROFESSIONAL

The user must disable automatic Windows updates as follows:

01. With Windows running, press **Windows key + R**. The Run dialog box displays.
02. Enter **gpedit.msc** and click **OK**. The Local Group Policy Editor dialog displays.
03. Navigate to **Computer Configuration > Administrative Templates > Windows Components > Windows Update**.
04. In the Windows Update folder, double-click **Configure Automatic Updates**. The Configure Automatic Updates dialog displays.
05. Select the **Enabled** radio button.
06. In the Options pane, under “Configure automatic updating”, select **2 - Notify for download and notify for install** from the drop-down list.
07. Click **OK**.

4.2.2 MANUAL WINDOWS UPDATES

While it is necessary to disable automatic Windows updates, it is recommended that Windows updates be manually downloaded at regular intervals to ensure proper workstation operation.

4.3 WORKSTATION MOUSE CLICK VS. TOUCHSCREEN

The workstation user interface is operated using either a mouse or by touching the screen on a touchscreen monitor. The following table describes the equivalent user actions for these two methods.

Table 4.2 Mouse Click vs. Touchscreen

Mouse Click	Touchscreen
Right-click	Tap
Double-click	Double-Tap
Left-click	Touch and Hold

4.4 SYSTEM OPTIONS SETTINGS

The workstation settings described in this section are available from **Menu > Configure > Options**. These settings apply only to the local workstation. Click **Apply** to save the settings.

4.4.1 GENERAL TAB

The General tab allows the user to configure overall settings for workstation operations as described in the following table.

Table 4.3 General Tab Settings

Setting	Possible Settings	Description
Event Label: **The event label is displayed in event lists throughout the workstation. The event label options are described below.**		
Network Label	Description	Display the network description (alias).
	None	Default. No label is displayed.
Node Label	Description	Display the node description (alias).
	Address	Display the system-assigned node address.
	None	Default. No label is displayed.
Point Label	Description	Default. Display the point description (alias).
	Address	Display the system-assigned point address.
	None	No label is displayed.
History Backup: **The external backup file is named with the date: YYYMMDD.HIS. History backup options are described below.**		
Automatically Backup History	Scheduled	Activates the Backup Frequency field. Schedule history backup interval by number of days (1-62) or months (1-12).
	When Full	Default. History is backed up when the history database is full (2.5 million entries).
Backup Frequency	N/A	Not applicable to this product.
General: **Options are described below.**		
Show Only Off-normal Devices	Yes	Display only icons of points that are off normal. If there are no current events on the system, no points are visible in the graphics display.
	No	Default. Show all points regardless of state.
Auto-activate Next Event After Acknowledge	N/A	Not applicable to this product.

Setting	Possible Settings	Description
Automatically Navigate On Event	Yes	Default. Once an event reaches the top of the New Events list, the workstation navigates to the screen containing the device icon associated with the event.
	No	Do not automatically navigate to the screen with the off- normal event.
Show Navigation Icon Labels	Yes	Default. Display the user-defined text below the navigation icons.
	No	Hide the user-defined text located below the navigation icons.
Show Background Events on Navigation Icons	Yes	Navigation icons “illuminate” to indicate a status change of points that are in the floorplan or nested floorplans for mapped background events.
	No	Default. Navigation icons do not illuminate.
Save Toner When Printing	Yes	Causes the optional graphics printer to invert dark colors (i.e. black to white) when printing the floorplan. For optimum print quality, the floorplan background should be set to black or white.
	No	The graphics printer will print screen as it appears on the workstation.
Fire Alarm Reminder	N/A	Not applicable to this product.
CO Alarm Reminder	N/A	Not applicable to this product.
Supervisory Reminder	N/A	Not applicable to this product.
Trouble Reminder	N/A	Not applicable to this product.
Enable Emails	N/A	Not applicable to this product.
Use Node Control	N/A	Not applicable to this product.
Block Acknowledge	Yes	Local and Block acknowledgement of events enabled.
	No	Default. Local and Block acknowledgement is not enabled.
Monitor Fan	N/A	Not applicable to this product.
Omit Control Point On, Point Active, and Zone On From History	Yes	Control Point Activations, Point Activations, and Zone Activations are not written to history.
	No	Default. Store these events in history.

4.4.2 USER FEATURES TAB

Table 4.4 User Features Tab Settings

Settings	Possible Settings	Description
Security:		
Inactivity Timeout	N/A	Not applicable to this product.
User Responses:	8 User-defined Responses	Enter text to be stored in history as responses to events. These are displayed when a user right-clicks on a floorplan icon.

SECTION 5: OPERATION

5.1 OVERVIEW

This section describes the basic operation of the workstation application as it is used to monitor the life safety system.

5.2 STARTING AND EXITING THE APPLICATION

5.2.1 INITIAL START

Open the workstation application from Windows 10 as follows:

01. Click the Windows **Start** icon.
02. Perform one of the following:
    • Type **CLSS Horizon** in the search field and click the app in the search results window, or
    • Right-click **Start** and under **Facilities Monitoring**, click on **CLSS Horizon**.
03. Select the region and click **OK**. The workstation main screen displays.
04. An account sign-in window displays.
05. For initial configuration, the ESD technician needs to log in with his account.
06. Enter your CLSS account username and click Next
07. Enter your password and click **Sign in**.

5.2.2 START

Open the workstation application from Windows 10 as follows:

01. Click the **Windows Start** icon.
02. Perform one of the following:
    • Type **CLSS Horizon** in the search field and click the app in the search results window, or
    • Right-click **Start** and under **Facilities Monitoring**, click on **CLSS Horizon**.
03. An account sign-in window displays.
04. Enter your CLSS Facility Manager account username and click **Next**.
05. Enter your password and click **Sign in**.

5.2.3 EXIT

Exit the workstation application by selecting **Menu > File > Logout and Exit**. Click **Yes** at the prompt to save and synchronize the system.

5.3 SCREEN LAYOUT

The system main screen displays the fire system as floor plans, point icons, informational labels, and real-time event information in tabular/list form. The user selects the particular area of the fire system to view.

The informational windowpanes displayed on the screen can be customized. These panes can be positioned anywhere on the screen, allowing the user to customize the display. PCs configured to use dual monitors provide additional space for display of these informational panes.

A typical display screen is shown in Figure 5-1: Workstation Screen Layout Each feature is described in Table 5.1 Workstation Screen Features .

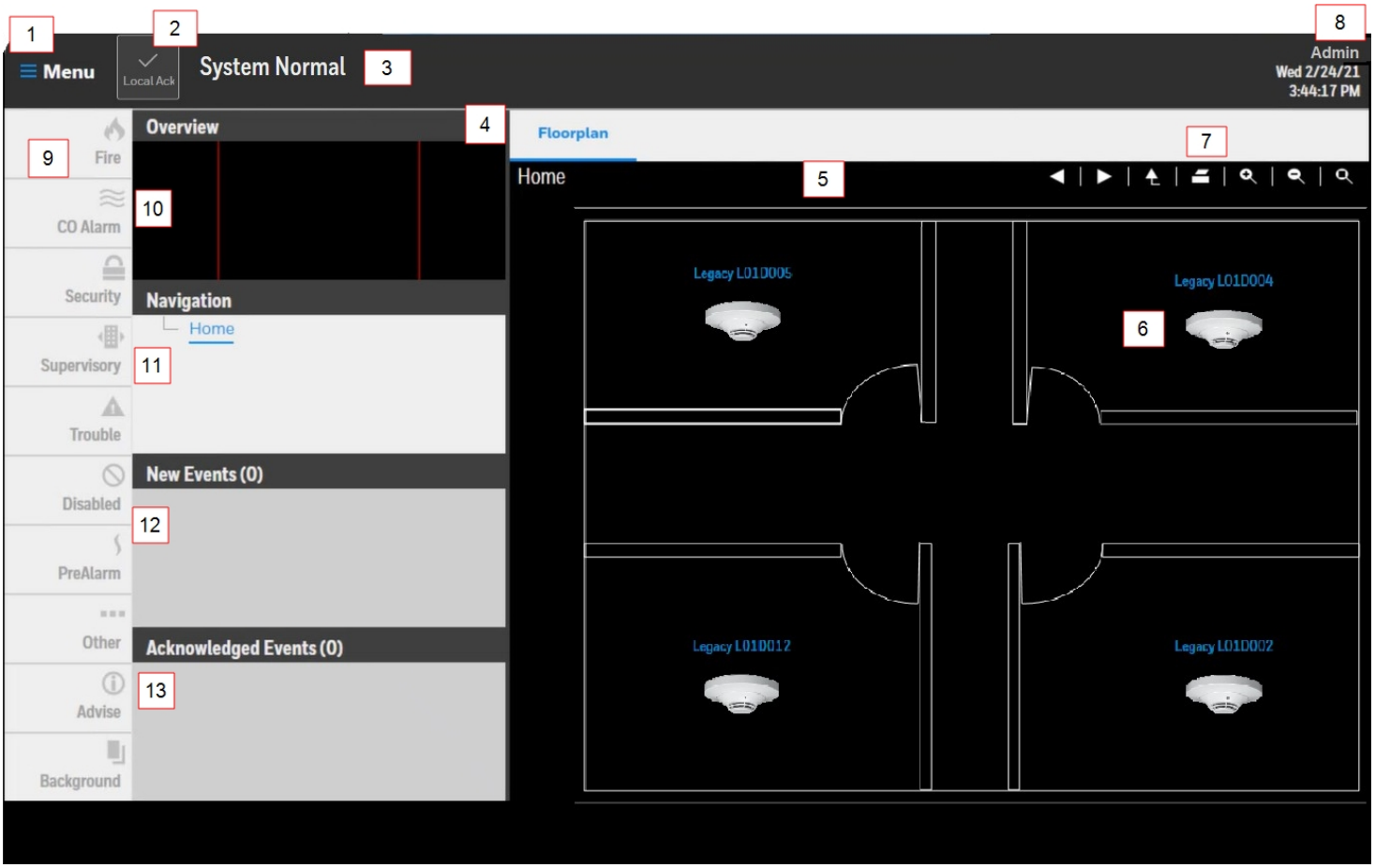


Figure 5-1: Workstation Screen Layout

Table 5.1 Workstation Screen Features

Menu	Feature	Description
1	**Menu**	Click to display available sub-menus. Refer to 5.3.1 Workstation Menus for additional information.
2	**System Status Bar**	Displays the current status of the system. During events, the event status class indicator, event status class color, and event command buttons/indicators are displayed. Refer to 5.10 When a New Event Occurs .
3	**Event Acknowledge Button**	Displays when Block Ack is enabled in the System Options, General Tab (see Table 1.1 General Tab Settings). **Local Ack** – Click to acknowledge Mass Notification (MN) and Fire alarms. **Block Ack** – Click to acknowledge a group of events (not including Fire and MN).
4	**Open Windows Bar**	Displays a tab for each open application window. Click tabs to display the application windows. Hover over the tab and click the "X" to close the application.
5	**Floor Plan Window**	The floor plan window displays a building floor plan as background with graphic elements showing where devices and other features are located. It serves as the primary source for visual feedback for the location of an off-normal event in the system. The floor plan window's title identifies which area of an system that is currently being displayed.
6	**Graphic Element**	Includes device icons (shown), navicons, and labels that provide the user with important system information. Refer to 5.4 Graphic Elements for additional information.
7	**Tool Bar**	**Previous Screen** – Displays, in order, the floorplan screens that were viewed before the currently displayed floor plan screen. Example: The user views screens 1, 3, 6, and 8. From floorplan 8, with each click of this button, the user goes back, in order, one previously viewed floorplan screen (e. g. screens 6 to 3 to 1). **Next Screen** – Displays, in order, the next floorplan in a sequence of viewed floorplans. Example: The user uses the previous screen button to go back from floorplan 8 to 6 to 3 to 1. From floorplan 1, with each click of this button, the user advances, in order, one previously viewed floorplan screen (e.g. screens 3 to 6 to 8). **Up One Level** – Displays the next floor plan above the current floor plan in the navigation tree hierarchy. **Print Current Screen** – Prints the floor plan display to the currently selected printer. **Zoom In One Level** – Increases the zoom of the floor plan display by 50% (ranges from 100% to 3700%). **Zoom Out One Level** – Decreases the zoom of the floor plan display by 50% (ranges from 100% to 3700%). **Zoom Full Image** – Display current displayed floor plan at 100%.
8	**Current User**	Displays the name of the current user. Left-click the username to log out or change users.
9	**Event Status Class Column**	Icons represent each event status class except those that have been configured to be hidden via the configuration tool. The icons are normally gray, but when there is an event, the icon displays in its configured event status class color along with the number of active events of that class. Click the icon to display a tabular list of all the points currently in that status. Click the Print button to print the displayed event list at the local printer (if installed). Refer to 5.7 Event Status Class Icons .
10	**Overview Pane**	Displays the user's location on the currently displayed floor plan. A red rectangle indicates the area currently being viewed. The red rectangle can be clicked and dragged for repositioning the viewing area. This pane is helpful when a zoom-in scale is selected for the floor plan. The overview pane does not display graphic elements.
11	**Navigation Tree Pane**	Displays the system in a structured hierarchy form similar to Microsoft's Windows Explorer. Refer to 5.5 Navigation Pane .
12	**New Events Pane**	Displays a list of newly reported events on the network. Events remain on the list until they have been acknowledged at the fire panel. Refer to 5.6 Events Pane .
13	**Acknowledged Events Pane**	Displays a list of events acknowledged at the panel. Events remain on this list until the event is cleared.

5.3.1 WORKSTATION MENUS

The following table describes the menu options associated with the workstation application. To view the menus, click **Menu** located at the top-left of the screen (see Figure 5-1: Workstation Screen Layout).

Table 5.2 Workstation Menu Options

Menu	Sub-Menu	Description
File	**Add History Entry**	Allows the user to manually add an entry into the system history database.
	Print Events	Appears only if a Windows printer is installed. Allows the user to print a tabular list of local events.
	Back Up System Data	When the destination of the backup is located on a drive that is accessed across the Ethernet network, the drive must be mapped to the workstation PC using the Windows drive mapping function. Upon initiating this procedure, the user must select or create a folder (C:\Facilities Monitoring\Backup is the default) and a ".dat" file that is used to identify the backup. In most situations, it is most practical to back up the fire system database to the default folder, using the same ".dat" file, after each editing session and then archive to external media. **CAUTION**: If a second backup file is saved to an existing backup folder, both ".dat" files remain, but the newer backup overwrites the data for the existing one. Do not save backup system data to a folder which contains existing backup data that needs to be saved.
	Restore System Data	This procedure is only available when all fire system applications are shut down. This command provides the Facility Manager with the option to restore a database created with the Backup System Data command. The operation prompts the user to select the location and folder in which the system data is to be stored.
	Compact and Repair System Data	This operation recovers dead space in the database and reconstructs the index file. **CAUTION**: To avoid data loss, do not perform this operation unless instructed to do so by Technical Services.
	Logout and Exit	Allows the Facility Manager to log out and exit the workstation application.
View	**History**	Opens the History window where the user can view, back up, and clear system history. Automatic backup settings are made on the Options window's General tab.
	System Explorer	Opens the System Explorer window displaying a Windows-type navigation tree showing local system layout. Clicking on a navigation tree label displays additional details. Provides a system search function.
	Security Log	Not applicable to this product.
	Overview	Displays the Overview pane on the workstation screen.
	Navigation Tree	Displays the Navigation Tree pane on the workstation screen.
	New Events	Displays the New Events pane on the workstation screen.
	Acknowledged Events	Displays the Acknowledged Events pane on the workstation screen.
	Floorplan	Displays system floorplan view on the workstation screen. The floorplan is configured using the configuration tool.
	Restore Default Layout	Restores the workstation screen to its default layout. An alternate method is to right-click the workstation icon in the Windows task bar and select "Restore Default Layout."
Configure	**Launch Configuration Tool**	Launches the workstation configuration tool application.
	Monitoring Profiles	Opens the Monitoring Profile window where authorized users can activate/deactivate monitoring profiles configured in the configuration tool. Refer to 5.8 Activating Monitoring Profiles .
	Options	Opens the Options window that allows the user to configure local workstation settings.

Menu	Sub-Menu	Description
Help	**About**	Opens a splash screen that displays information about the workstation application (version, language, legal information, etc.).
	Secure Windows	Opens a document describing how to disable and enable the ability of the user to access the Windows taskbar and use keyboard shortcuts (e.g. Ctrl + Alt + Delete).
	Generate Local Machine Report	Generates a report about the computer and installed software. It includes PC hardware and operating system information, key information, and software versions.
	Advanced Diagnostics	Used for informational/diagnostic purposes.

5.4 GRAPHIC ELEMENTS

Graphic elements provide information to the user about different features displayed on the workstation screen and allows the user navigate between different areas of the fire system. They are added to the floorplan and configured using the configuration tool (refer to 3.2, "Launching and Exiting the Configuration Tool"). If configured to do so, a descriptive point label displays above the icon. Typical graphic elements are described in the following table

Table 5.3 Graphic Elements Descriptions

Type	Example	Description
Point Icons		Point icons represent a physical, addressable device on the system. Examples of point icons are fire panels and fire detection devices. If the point's status becomes off-normal, its icon flashes in the color of the event status class. A paper clip symbol ( ) indicates that there is linked media associated with the device that can be accessed by right-clicking the icon. Left-clicking on a point icon displays additional point information. Right-clicking on a point icon displays command options. Refer to 5.4.2 Point Right-Click Options .
Navigation Area		A navigation area is represented by a colored and/or patterned shape (box, circle, etc.) on the floor plan that when clicked, takes the viewer to another location in the monitored building's floor plan. A label indicates that the shape can be clicked to go to a particular location. Refer to 1.0.1.1 Adding a Navigation Area .
Navigation Icons		Navigation icons (navicons) represent a method to navigate between building floor plan areas to find points or an event. Navicons change color to match the off-normal event that is being reported. Click on the colored navicon to navigate to the location of the event.
Information Labels		Clicking an information label displays information about a feature on the floor plan. A paper clip symbol ( ) indicates that there is linked media associated with the label that can be accessed by right-clicking the icon.

5.4.1 LINKED MEDIA

Linked media provides important information during monitoring such as a photograph, text document, video, or a sound clip. Linked media can be associated with point icons and information labels using the configuration tool. It is identified with a paper clip symbol ( ) next to a graphic element. An example would be to provide firefighters with a list of hazardous materials stored on-site.

Several types of media files may be linked to the node/point. One of each type media can be used. Linked media may include the following:

- A text file to give specific information or instructions to the user (.TXT, .RTF).
- A graphic image (.GIF,*.JPG, .PNG).
- A sound file providing audible information or instructions (.WAV).
- A video file (.AVI).

5.4.2 POINT RIGHT-CLICK OPTIONS

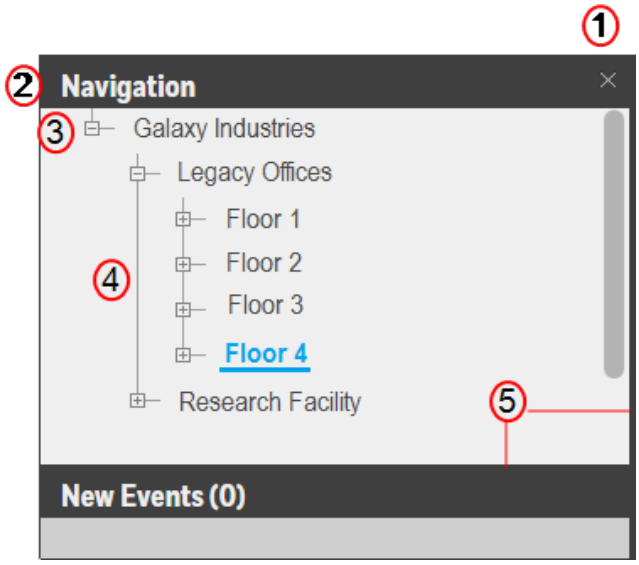
The following table describes the available point right-click options:

Table 5.4 Default Node/Point Right-Click Options

Option/Feature	Description
Point Description	The top line of the menus displays the device description designated by the Facility Manager or read from a panel on the system.
Enter User Response	Allows the user to select from a drop-down list of default or user-created responses. These options provide the user the means to report various conditions and operations related to a node/point. Default responses are as follows: • Dispatched Personnel To Investigate • Response Personnel on Scene • Device Undergoing Test • Device Testing Completed • Contacted System Contractor • Faulty Device • Replaced Device • Preventative Maintenance • Custom - User can create a customized response.
History of Device	Opens the History window that displays the history information relating to the selected device.
View... (Text, Picture) or Play... (Audio, Video)	If the device icon has a paper clip symbol ( ) displayed next to it, a choice to view or display the media displays in the list of choices.

5.5 NAVIGATION PANE

The navigation pane displays the system in a structured, hierarchical format. Figure 5-2: Navigation Pane Overview describes navigation pane features.



Item	Feature	Description
1	Pane Operator Buttons	☒ = Close Pane (hover cursor over a title bar to view) 🔲 = Maximize Pane (displays when pane is floating) 🗗 = Restore Pane (displays when pane is maximized)
2	Title Bar	Name of the pane. Use as a handle for moving the pane.
3	Level Indicator Box	Click "+" to expand the level. Click "–" to collapse the level. Right-click the box to expand all or collapse all levels.
4	Navigation Tree	Hierarchical structure of the fire system (buildings, floors, etc.). The currently displayed location is in blue, underlined text.
5	Pane Boundaries	Click, hold, and drag (up-down, left-right) to change the pane size.

Figure 5-2: Navigation Pane Overview

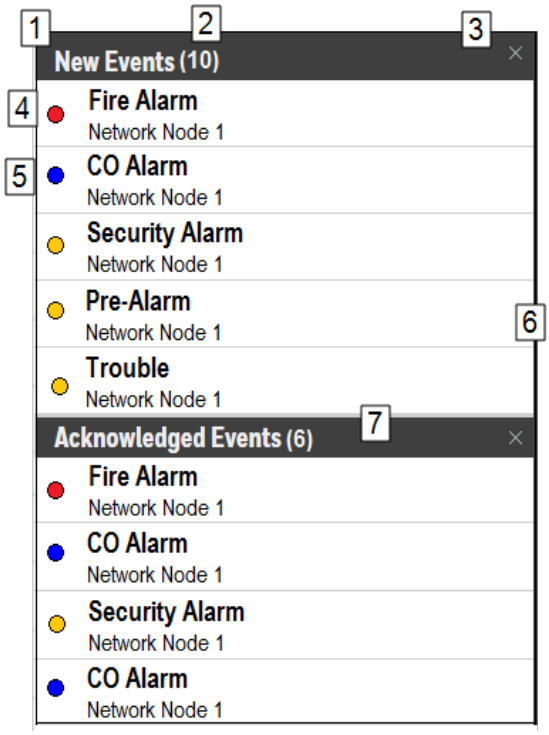
5.6 EVENTS PANE

The New Events and Acknowledged Events panes provide event information to the user. They display by default when the workstation application is opened.

When an event is reported, its label displays in the New Events pane with a corresponding event status class colored indicator. An audible alarm also sounds. The following may occur when new events are received:

- If the event is acknowledged at the panel, “Acked” will be displayed prefixing the event in the New Events list.
- If the event is unreliable (meaning it was reported while a gateway or node was in fault), an asterisk (*) is displayed prefixing the event.
- If there is linked media configured for the point, a small paper clip symbol appears to the left of the event label.

Once an event is acknowledged at the panel, the event either moves to the Acknowledged Events pane or is deleted. The event is cleared from the Acknowledged Events pane when the alarm or trouble condition is no longer present.



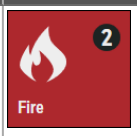
Item	Feature	Description
1	Title Bar	Pane title. Use as a handle for moving the pane.
2	Event Count	Number of events that are currently active.
3	Pane Operator Buttons	✕ = Close Pane (hover cursor over a pane title bar to view) ■ = Maximize Pane (displays when pane is floating) ❐ = Restore Pane (displays when pane is maximized)
4	Event Label	Label with event status class and point information as configured in the configuration tool.
5	Event Status Class Indicator	Displays the configured event status class color.
6	Column Boundary	Click, hold, and drag to the right to widen the entire column of docked panes. Drag all the way to the right to view tabular information about new and acknowledged events.
7	Pane Boundary	Click, hold, and drag up or down to change the vertical pane size.

Figure 5-3: Event Pane Features

5.7 EVENT STATUS CLASS ICONS

The event status class icons (grayed out when there are no events) display in the configured status class color when an event is reported. Certain icons may be hidden if so configured by the Facility Manager in the configuration tool (**Graphics > Colors and Sounds**). If an event status class is hidden, it comes in as “Other”. The numbers in the circles indicate how many events of that status have been reported. The affected icon remains highlighted until all off-normal conditions have been resolved.

Table 5.5 Event Status Class Icon Definitions

Type	Example	Can Be Hidden?	Definition
Fire		Yes	Events issued by fire protection related devices such as pull-stations, smoke detectors, and sprinkler systems.
CO Alarm		Yes	Events issued by carbon monoxide detection devices on the system.
Security		Yes	Events issued by security related devices such as motion detectors, glass break detectors, and door contacts.
Supervisory		Yes	Alarms that are special alarms to indicate action that has functionally disabled a key device (for either fire protection or security). An example of this is the event generated if the water valve is shut off for a sprinkler system.
Trouble		Yes	Events that indicate a functional problem with a device on the network. Examples of trouble events include the device going off-line, a battery low or no power event, a dirty head on a smoke detector, etc.
Disabled		Yes	Events that indicate disabled points on the system.
Other		No	Other events such as mass notification alarms.
Advise		No	A condition that is an administrative event. This is not a life-safety or security event, but an internal warning of a condition that may need attention, such as the history database reaching the maximum number of entries.
Background		Yes	The backgrounds status class contains events which do not appear in the New or Acked event lists. These events are panel dependent, but may include output device activations.

5.8 ACTIVATING MONITORING PROFILES

Monitoring profiles are activated through the workstation application by the Facility Manager and users with permission as follows:

01. Select **Menu > Configure > Monitoring Profiles**. The Monitoring Profiles window displays.
02. Select a profile listed in the *Monitoring Profiles* column on the left-hand side of the window. The 'Default' profile (All Nodes/All events) may be the only one listed.
03. Click the **Activate Profile** button. Information displays only for the locations and event status classes specified in the selected monitoring profile.

5.9 REPOSITIONING WINDOWS

5.9.1 OVERVIEW

The Facility Manager can customize the location of workstation windows by relocating them from their default positions as follows:

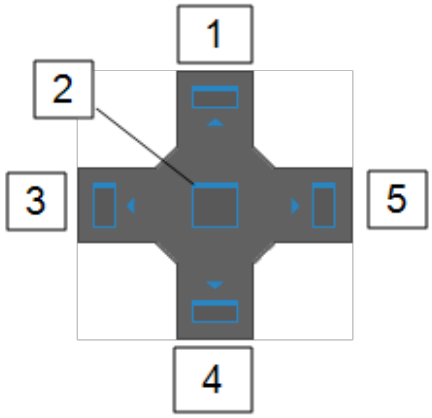
- Click and drag the window title bar to its new location and drop it into position. The window floats over the screen.
- Use the docking guide to dock the window in relation to another window on the screen.

To reset the workstation screen to show its default layout, go to **Menu > View > Restore Default Layout**.

5.9.2 USING THE DOCKING GUIDE

The docking guide allows the Facility Manager to relocate a window in relation to another window. Operate the docking guide as follows:

01. Click and drag the window's title bar out of position. The docking guide displays.
02. Continue dragging the window over the window to which it will be docked (destination window).
03. Hover the cursor over the docking guide in one of the positions described in Figure 5-4: Window Docking Guide Description . A blue outline displays where the window will be docked in relation to the destination window.
04. Release the mouse button. The moved window is docked into its new position.

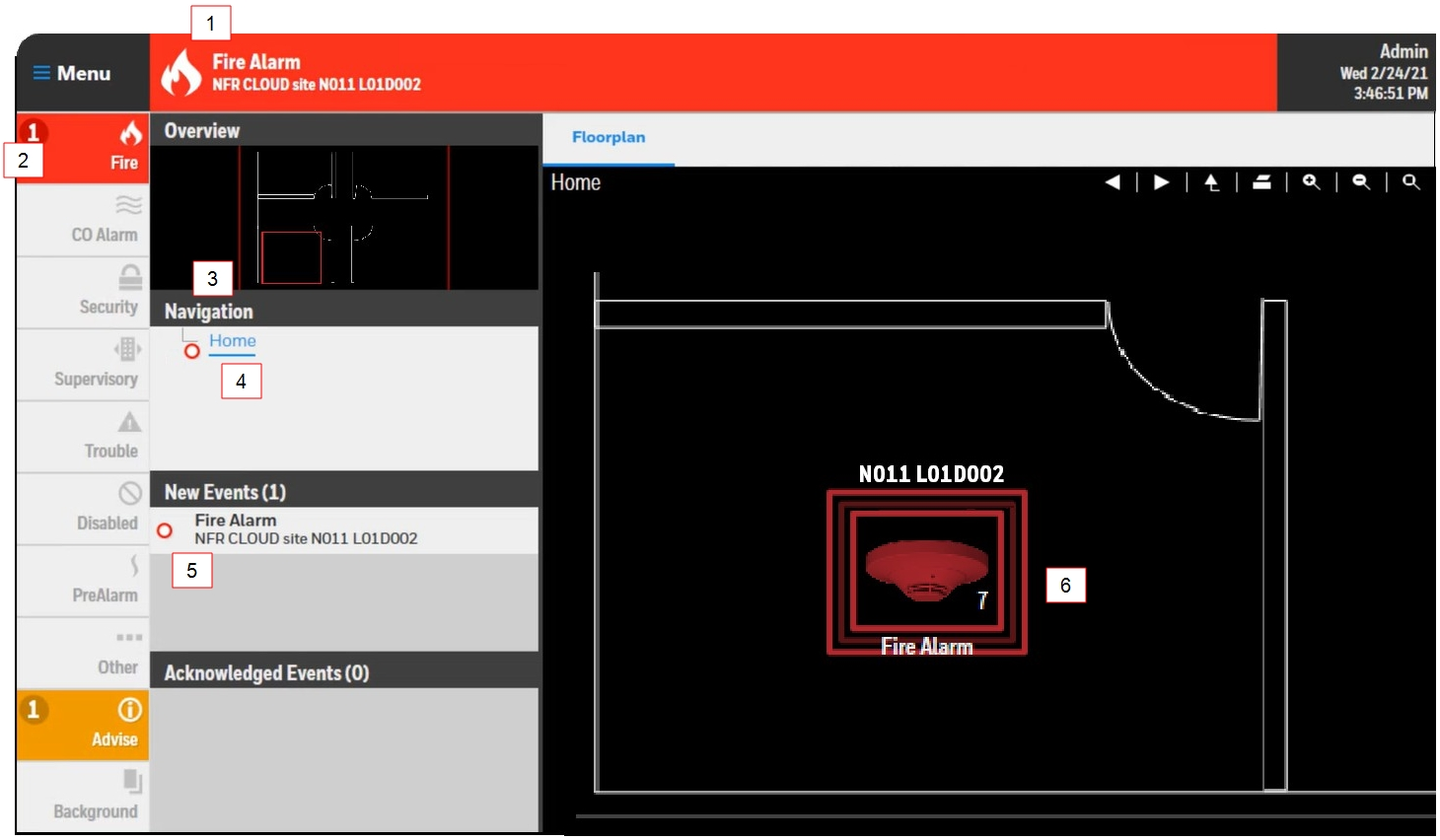


Item	Descriptions
1	Docks the window above the destination window.
2	Docks the window on top of the destination window. Creates a tab group with the destination window.
3	Docks the window to the left of the destination window.
4	Docks the window below the destination window.
5	Docks the window to the right of the destination window.

Figure 5-4: Window Docking Guide Description

5.10 WHEN A NEW EVENT OCCURS

When an event is reported, the actions described in Figure 5-5: Example - Fire Event in Progress simultaneously occur. In addition, a sound is emitted annunciating the event.



Item	Description
1	System Status Bar displays the event icon of the highest priority event. Event command buttons/indicators are displayed.
2	Event Status Class Column displays event icon(s) of new events. Number of devices in alarm for each event status class is shown. If the event icon has been configured to be hidden via the configuration tool, the Other event icon will activate. Refer to 5.7 Event Status Class Icons
3	Red box in Overview Pane indicates the location of event on the floorplan.
4	Navigation Pane displays the location of the event in a navigation tree with its event status class color indicator next to the label. Refer to 5.5 Navigation Pane .
5	New Events Pane displays the device's event label with its event status class color indicator. Refer to 5.6 Events Pane .
6	Floor plan screen zooms to the event location. The icon for the device in alarm displays event status class color. Animation indicates the highest priority alarm.

Figure 5-5: Example - Fire Event in Progress

SECTION 6: DATA MANAGMENT

6.1 WORKSTATION BACKUP AND RESTORE

6.1.1 BACKING UP THE DATABASE

Backing up the workstation database is recommended before making any modifications to prevent inadvertent data loss. Back up the database as follows:

01. In the workstation application, go to **Menu > File > Back Up System Data.**
02. Browse to the location where the backup files are to be stored (such as a USB flash drive).
03. Create a new folder to hold the backup files and folders.
04. Enter a file name for the backup database in the *File name* field and then click **Save**.

6.1.2 RESTORING A BACKED-UP DATABASE

Restore backed-up database files on the workstation as follows:

01. Shut down all fire system applications including gateways.
02. In the workstation application, go to **Menu > File > Restore System Data**. The Restore System Data dialog box opens.
03. Click **Yes** to verify all other applications have been closed. The Open dialog box opens.
04. Browse to the backed-up database folder (created in 6.1.1 Backing Up the Database) and click the data file (*.dat) to select it.
05. Click **Open**. The backed up fire system database is restored.
06. Verify the database was correctly restored.

6.2 HISTORY WINDOW

6.2.1 OVERVIEW

The History window allows the user to view all of the events that are currently stored in the workstation history database. The user can view this information in either an Event Grid or a System View screen format. A set of filters can be applied to the list of events shown to allow the user to view specific event status classes, points, and events for specific dates.

The events list can be the current history database or a history database that was previously backed-up and stored in an archive on the workstation PC.

To access the History window in the Workstation application, go to **Menu >View > History**. By default the Event Grid screen is displayed.

6.2.2 BACK-UP HISTORY DATABASE

The history database is backed up at an interval set by the user using the **Menu > Configure > Options** menu in the workstation application (refer to 1.1.1 General Tab). Open a back-up history database as follows:

01. Open the History window.
02. Go to **File > Open Database**. The Select Database dialog box displays.
03. Double-click on the desired history database (.HIS). The back-up history database opens.

To return to the current most recent database, close and then reopen the History window.

6.2.3 VIEWING THE HISTORY WINDOW

The History window may open within the screen area allowed for the floorplan and be too small in size to clearly view the information. To maximize the view of the History window do the following:

- Reduce the size of, or close, windows on the screen, or
- Undock the window from its default position and click the full screen button (⬛) at the top-right corner of the window, or
- For dual monitor configured workstations, drag the window to another monitor and maximize.

Use the scroll bars to view any data columns not visible in the window.

6.2.4 EVENT GRID SCREEN

A typical Event Grid screen is shown below and is described in Figure 6-1: Event Grid Screen

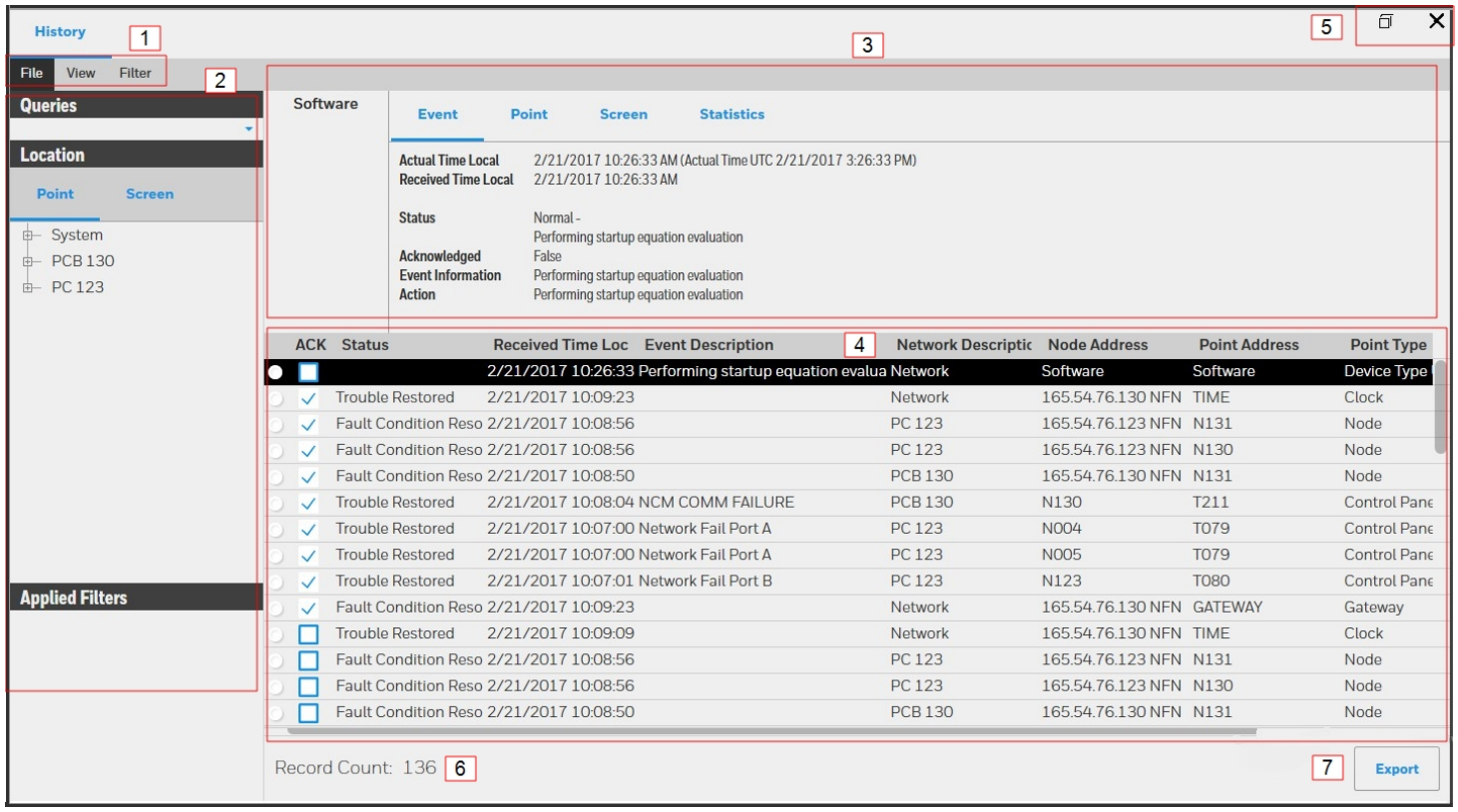


Figure 6-1: Event Grid Screen

Table 6.1 Event Grid Screen Features

Item	Feature	Description
1	**Menu Bar**	Refer to Table 6.2 Event Grid Screen Menus for descriptions.
2	**Filters Pane**	Toggle this pane on/off via the View menu. **Queries** - Click the down arrow to view a list of available saved queries. Refer to 6.2.5 Creating, Renaming, and Deleting Queries for additional information. **Location**: • **Point Tab** - Navigation tree is displayed as nodes and points on the network. • **Screen Tab** - Navigation tree is displayed as screens on the network. **Applied Filters** - Displays the currently applied data filters or queries.
3	**Record Viewer**	Toggle this pane on/off via the View menu. Displays the icon for the device type with its unique device label and the color of its event status class. Includes these tabs: **Event Tab** - Displays event information for the device selected in the grid. **Point Tab** - Displays network, node, and point information for the device selected in the grid. **Screen Tab** - Displays a hierarchical map of the selected device's location on the network using workstation screen name. Includes the option to view child screens. **Statistics Tab**: • **SeqNo** - The numerical order of the event on the event grid. • **Event Count of Point** - Number of events logged for the selected point. • **Last Event on Point** - The date and time the last event occurred for the selected point.
4	**Event Grid**	Displays an event list using filters applied by the user. Columns available to display may include the following. Information displayed varies on the event and point type. •Event Status Class Indicator (in configured color) • Status Label • ACK - A check mark indicates that the event was acknowledged. • Received Time Local - When event message was received (Local Time) • Actual Time Local - When event occurred (Local Time) • Actual Time UTC - When event occurred (Universal Coordinated Time) • Action Description - The action taken by the user. • Analog Information • Card Information • Seq No - Event sequence number in the workstation history database. • Event Description • Network Description • Node Type • Network Number • Node Address • Node Alias • Point Address • Point Alias • Point Type • Point Description • Status Class - (Normal, Advise, Fire, Trouble, Other, etc.) • Screen (device's workstation screen location) - Change the order of a column by dragging the heading to its desired location. - Resize a column by hovering between column headings until a horizontal arrow ( ) displays and then dragging to the desired width. For additional column and row display options, refer to Table 6.3 Event Grid Column and Row Options .
5	**Window Buttons**	- Minimize - Click to minimize the window. Only visible when the window is not docked with another window. - Full Screen - Click to maximize the size of the window. Only visible when the window is not docked with another window. - Close - Closes the window.
6	**Information Bar**	Displays the number of records currently displayed.
7	**Export Button**	Allows the user to export the historical data as a comma delimited (.csv) file.

Table 6.2 Event Grid Screen Menus

Menu	Desciption
File	• **Open Database** - Allows the user to open a previously saved event history database. • **Print Displayed Records** - Opens a print dialog box which provides options for printing of the event grid. • **Export to Delimited Text** - Allows the user to export the historical data as a comma delimited (.csv) file. • **Back Up And Clear History Database** - Backs up the current history file and clears the Event and System view grids.
View	• **Refresh** - Refreshes the event list to include the most recent events received. • **System** - Opens the System View screen (6.2.6 System View Screen) that shows how the events displayed by the History window are distributed over the fire system. This view option is only available when the Event Grid view is displayed. • **Select Columns To Show** - Opens a dialog box from which the user can select which informational columns appear in the event grid. • **Show All Columns** - Displays all columns. (Clicking this option also automatically checks all the boxes in the Select Columns To Show dialog box.) • **Resize All Columns** - Automatically resizes all displayed columns to the width of either the column heading or the longest entry of any cell in the column; whichever is wider. • **Record Viewer** - Toggles display of the Record Viewer. With the Record Viewer displayed, click an item from the event list to select it, and then click a record viewer tab (Event, Point, Screen, or Statistics) to view that type of information about the selected event. • **Filters** - Toggles display of the Filters pane on the left side of the event list. Note: Hiding the filter pane does not hide any events.
Filter	• **Time/Date** - Allows the user to filter the events by time or date as follows: • **Time** - Select whether the times displayed are Actual Time Local, Actual Time UTC (Coordinated Universal Time), or Received Time Local. The events displayed fall within the specified time range as calculated by the selected time scheme. • **Filter By**- Options include Today, Yesterday, This Month, Number of Previous Days, and Date Range. • **Event Status** - Allows the user to filter the events by event status class. • **Save Current Query** - Allows the user to name and save the current query for later use. The name of the saved query is added to the Queries drop-down list in the Filters pane. Note: To use an already-saved query, select the query name from the drop down list under the Queries heading in the pane to the left of the event grid. • **Clear All Filters** - Removes all filters and shows all recorded events in the event grid. • **Rename Selected Query** - Displays only if a query is displayed in the *Queries* field. Allows renaming of the query displayed in the *Queries* field. • **Delete Selected Query** - Displays only if a query is displayed in the *Queries* field. Deletes the query appearing in the *Queries* field.

Table 6.3 Event Grid Column and Row Options

Option Type	Description
Column	Right-click on a column heading to display the following options: • **Hide Column** - Temporarily hides the selected data column. The column itself is not deleted, only hidden. • **Select Columns to Show** - Opens a dialog box that allows the user to select the columns that are displayed. • **Show All Columns** - Removes all previously applied column data filters so that all columns display. • **Resize Column** - Resizes the width of the selected column such that any hidden text is displayed. • **Resize All Columns** - Resizes the width of all displayed columns such that any hidden text is displayed. Left-click on a column heading and click the up/down arrows (⇳) to sort the column in ascending/descending order.
Row	Right-click on any row to display the following options: • **Filter By Selection** - Allows the user to display all records according to the event and column that was right-clicked on. • **Filter Excluding Selection** - Allows the user to exclude displaying all records according to the event and the column that was right-clicked on. • **Filter For** - Displays a dialog box which allows the user to filter for a specific word or phrase using keywords and/or the wild card character (%). • **Clear All Filters** - Allows the user to return the History window to the factory default filters. Once this option has been chosen, all filters are lost unless they were saved using the "Save Current Query" command. • **Show If Greater Than Or Equal To** - Only displays when time-related data in a row is selected. Allows event filtering by the data in the Received Time Local column. Only events occurring at the same time and *after* the selected event are displayed. • **Show If Less Than Or Equal To** - Only displays when time-related data in a row is selected. Allows event filtering by the data in the Received Time Local column. Only events occurring at the same time and *before* the selected event are displayed. • **History of Device** - Displays the history for the device on the selected row.

6.2.5 CREATING, RENAMING, AND DELETING QUERIES

Create a query in the Event Grid screen as follows:

01. Set the desired filters using the Filter menu. The applied filters display in a hierarchical format in the Filters pane.
02. Go to **Filter > Save Current Query**. The Save Query dialog box displays.
03. Enter a unique name for the query and click **OK**. The query name appears in the Queries drop-down list.

Rename a query as follows:

01. Select the query to be renamed from the Queries drop-down list in the Filters pane.
02. Go to **Filter > Rename Selected Query**. The Rename Query dialog box displays.
03. Change the name of the query in the field provided and click OK.

Delete a query as follows:

01. Select the query to be deleted from the Queries drop-down list in the Filters pane.
02. Go to **Filter > Delete Selected Query**. The query is removed from the list of available queries.

6.2.6 SYSTEM VIEW SCREEN

The System View screen (Figure 6-2: System View Screen) allows the user to view the system status and history at a glance in a tabular format. Features are described in Table 6.4 System View Screen Features . If not already displayed, go to **View > System** in the Event Grid screen menu bar.

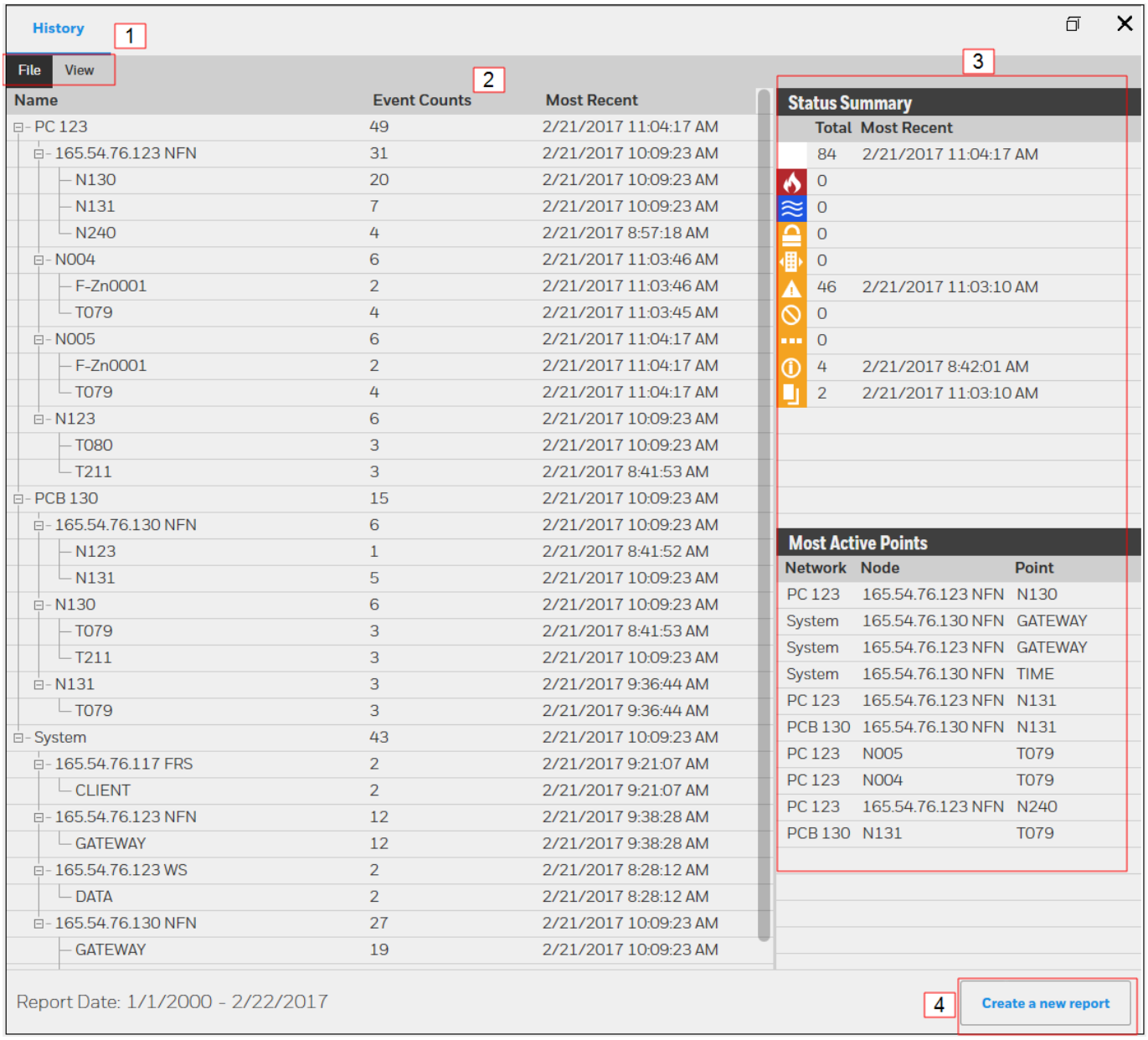


Figure 6-2: System View Screen

Table 6.4 System View Screen Features

Item	Feature	Component	Description
1	**Menu Bar**	File	• **Open Database** - Open a previously saved event history database. • **Back Up And Clear History Database** - Backs up the current history file and clears the System View and Event View grids.
		View	• **Refresh** - Refreshes the screen to include the most recent information. • **Event Grid** - Displays the Event Grid screen.
2	**Event List**		Displays system event history as filtered by the settings in the Device Report dialog box. Columns include a system navigation tree, event count, and the date and time of the most recent event. Double-clicking a row brings up the Event Grid view for that node or point.
3	**Statistics Pane**		The statistics pane provides summaries of events on the network as filtered by the setting in the Device Report dialog box.
		Status Summary	Displays the total number of events of each event status class (by icon) and the date and time of the most recent occurrence.
		Most Active Points	Displays the location (network, node, point) of the ten most active points in the current history database.
4	**Create a New Report Button**		Displays the Device Report dialog box where the user can set filters.
		Start Time	Click the calendar icon to select the start date of the report.
		End Time	Click the calendar icon to select the end date of the report.
		Tree View	Allows the user to select how the navigation tree is shown on the screen. •**Points** - Displays the event list in navigation tree format as points and nodes on the network. Nodes and points are alphanumerically listed. •**Screen** - Displays the event list in navigation tree format by location on workstation screens.
		Show points with no events	• **Yes** - Points with no events are displayed. • **No** - Points with no events are not displayed (default).
		Event Filter Settings	Check the checkboxes for the types of events to display in the event list.

6.3 SYSTEM EXPLORER SEARCHES

The System Explorer allows the user to search for and locate system devices as follows:

01. In the workstation application, go to **Menu > View > System Explorer**. The System Explorer window opens.
02. Click inside the **Search** field and type the search text. As the search term is entered, results matching the term are displayed in tabular format under Point, Point Type, and Description headings.
03. If the device is associated with an icon on the system floor plan, double-clicking the desired search result causes the workstation to auto-navigate to, and center, the icon in the floor plan window.
04. Click the '**X**' in the upper-right corner of the window to close the System Explorer.

SECTION 7: TROUBLESHOOTING

7.1 WORKSTATION IS OUT OF SYNCHRONIZATION WITH THE FACP

The workstation is out of sync when the event count on the workstation does not match the event count on the fire panel. When this is observed, resynchronize the workstation using the applicable procedure below.

7.1.1 TRIGA

For Triga networks:

01. Clear all events on the fire panel.
02. Reboot the CLSS Gateway or the fire panel to make certain that they are communicating.
03. Reinitialize the workstation as follows:
    a. Open the configuration tool (**Menu> Configure > Launch Configuration Tool**).
    b. Exit the configuration tool (**File > Exit**).
    c. When prompted to Sync and Exit, click **Save**.

7.2 CLSS SITE MANAGER CHANGES NOT VISIBLE IN WORKSTATION

Whenever customer, site, or building (name or configuration) is changed or edited in the CLSS Site Manager, the data in the workstation must be refreshed as follows:

01. In the workstation configuration tool, go to **System > Add Building**.
02. Uncheck the site and building checkboxes on the right-hand side of the Add Building window (Figure 3.3).
03. Recheck the site/building checkboxes.
04. Click **OK** to close the window.
05. Exit the configuration tool (**File > Exit**).
06. When prompted to Sync and Exit, click **Save**. The revised data displays on the workstation screen.

7.3 NEED TO DOWNLOAD AND INSTALL UPDATED WORKSTATION SOFTWARE

When new workstation software is available, the latest version is installed as follows:

01. Back up the database as specified in 6.1.1 Backing Up the Database .
02. Exit the workstation application.
03. Log into the ESD website and download the workstation software application.
04. Navigate to the Downloads folder and double click the .exe software file. An allow changes to computer message displays. Click **Yes**.
05. Follow the on-screen prompts to allow the software installation to proceed.
06. Log into the workstation.
07. Restore the data on the workstation as specified in 6.1.2 Restoring a Backed-Up Database .

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