CAMPUS VILLAGE THERMOSTAT CONTROL INSTRUCTIONS
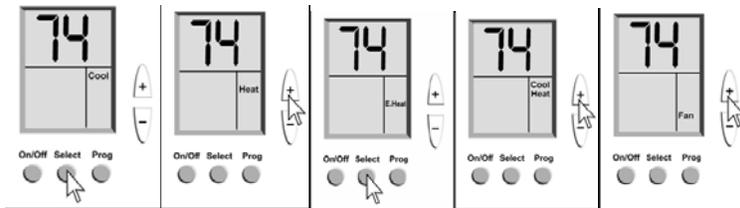
1. Operating Manual

1.1 On/Off button
• Press the **On/Off** button to activate the thermostat - The word "ON" will appear on
the display next to the measured temperature.
• Press and hold (4 sec) the **On/Off** button to deactivate the thermostat - The word
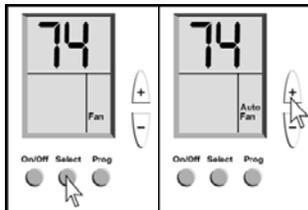"OFF" will appear on the display.
1.2 Select button
1.2.1 System Mode (Cool, Heat, Cool/Heat, Fan)
• Press the **Select** button once.
• Use the **(+)** or **(-)** buttons to switch between modes:
o Cool –"Cool" will appear on the display.
o Heat –"Heat" will appear on the display.
o Emergency Heat –"E.Heat" will appear on the display (Available in HP type only).
o In Emergency Heat, the heating element will turn on and the compressor will turn off.
o This option is suitable for very cold days when the heat pump is active in heat.
o Cool/Heat (Auto change-over) – Cool" and "Heat" will appear on the display.
o Fan –"Fan" will appear on the display.

1.2.2 Fan Mode
• Press the **Select** button a second time.
• Use the **(+)** or **(-)** buttons to switch between fan modes:
o Fan – "Fan" will appear on the display - The fan will work
continuously.
o Auto Fan – "Auto Fan" will appear on the display - The fan
will work depending on cooling or heating demand.
• Press the **Select** button a third time to exit to normal display mode.
The unit will automatically return to normal display mode if no changes are made
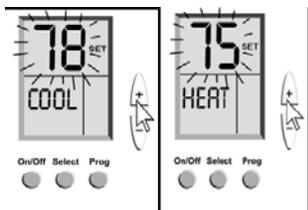within 30 seconds.

1.3 Temperature set-point adjustment
In Cool mode
• Press the **(+)** or **(-)** buttons - the temperature will flash and "COOL" and
"SET" will appear on the display.
• Change the cooling set-point temperature using the **(+)** or **(-)** buttons.
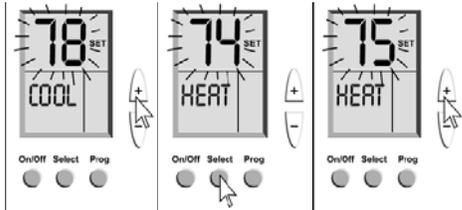• Press the **Select** button to exit or wait to return to normal display mode.
In Heat mode
• Press the **(+)** or **(-)** buttons - the temperature will flash and "HEAT" and
"SET" will appear on the display.
• Change the heating set-point temperature using the **(+)** or **(-)** buttons.
• Press the **Select** button to exit or wait to return to normal display mode.

In Cool/Heat mode (Auto change-over)
• Press the **(+)** or **(-)** buttons - the temperature will flash and "COOL" and "SET" will appear on the display.
• Change the cooling set-point temperature using the **(+)** or **(-)** buttons.
• Press the **Select** button again or wait - the temperature will flash and "HEAT" and "SET" will appear on the display.
• Change the heating set-point temperature using the **(+)** or **(-)** buttons.
• Press the **Select** button again or wait to return to normal display mode.
The thermostat keeps a minimum differential of at least 2 degree between the Heat set-point and the Cool set-point, with Heat always being less than Cool.

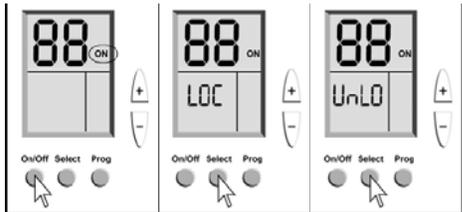**1.4 Locking the Thermostat's Buttons**
Lock the thermostat's buttons to prevent any unwanted changes by an unauthorized person.
Lock the thermostat
• Press the **On/Off** button to turn the thermostat ON.
• Press and hold (15 sec.) the **Select** button until "LOC" appears on the display.
Unlock the thermostat
• Press and hold (15 sec.) the **Select** button until "UnLO" appears on the display.
• Press the **Select** button 2 more times to exit to normal display mode.

2. Programming

The thermostat is 5-1-1 programmable:
5-Monday through Friday, 1-Saturday, and 1-Sunday all have individual programs .
There are four program periods per day: 1-Wake, 2-Day, 3-Return, 4-Sleep
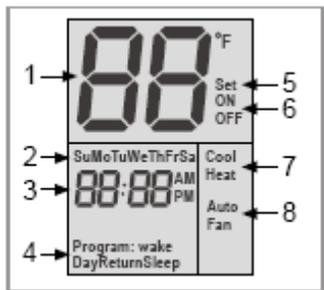If you want to operate the thermostat manually, without the program, you can easily disable programming.
To disable the program, press and hold (5 seconds) the **Prog** button – the word Program will disappear from the display. To re-enable the program, press and hold the **Prog** button again. See Section 2.5 below.
Note: If the thermostat was setup to be Non-Programmable by the installing technician, contact the installer, or refer to the Technician Settings document for enabling the Program via the internal DIP switch.

Before programming your thermostat you should be familiar with the display of the unit:

2.1 Thermostat Display

CAMPUS VILLAGE THERMOSTAT CONTROL INSTRUCTIONS

1. Temperature digits
The normal display will show the temperature in the room.
When **(+)** or **(-)** is pressed, it will flash and show the set-point
for the selected system mode.

2. Days of the week
When setting the program, it will display the period that you
are setting .
Example: When display shows: MON-TUE-WED-THU-FRI,
you are setting the weekdays program .
(The program will repeat on each of these days).
In normal display mode, only the actual day of the week will be displayed.

3. Real time clock, AM/PM
Note: When changing the program, "COOL" or "HEAT" will be displayed in place of the time to
indicate which system mode you are setting the temperature for.

4. Program period (the one currently being adjusted will be indicated)
• Wake 1st program of day.
• Day 2nd program of day.
• Return 3rd program of day.
• Sleep 4th program of day

5. Set Temperature
When changing the temperature set-point, the temperature digits will flash, and "Set" will
appear on the display.

6. On/Off
The thermostat is active or not.

7. System Modes
Heat: Heating mode; Cool: Cooling mode; if both Heat and Cool are displayed, that is Auto
change-over mode; Fan: Continuous Fan mode.
The current active mode will flash when the equipment is operating.

8. Fan Mode
When the display shows "Auto Fan" - the Fan will operate automatically with heating and cooling.
When the display shows "Fan" – the Fan will operate continuously.

Normal display
In normal display mode, the display will show:
• Ambient temperature in the room
• Thermostat ON or OFF
• Current day of the week
• Current time of day
• Current active program period
• System Mode
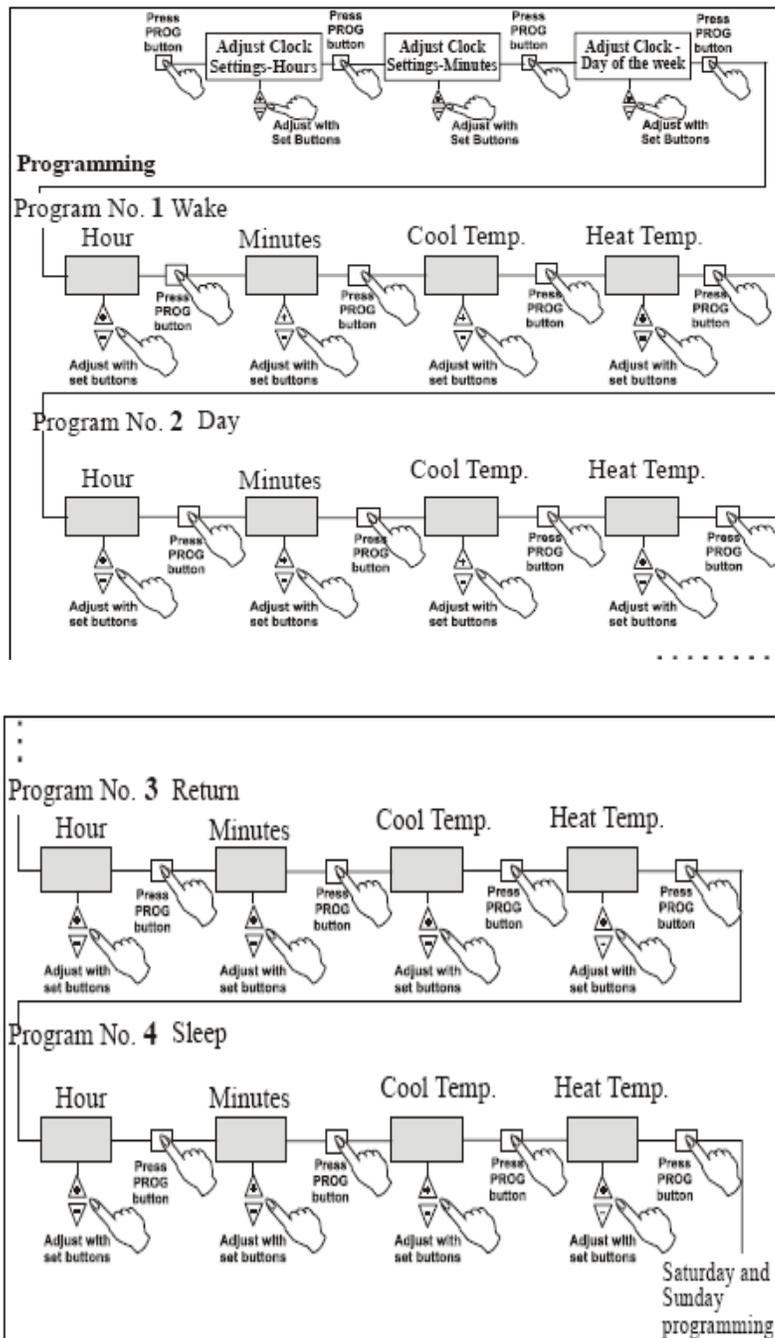• Fan Mode.

2.2   Programming defaults from the factory.

Monday to Friday	1 (Wake)	2 (Day)	3 (Return)	4 (Sleep)
Start time	6:30 AM	8:00 AM	5:30 PM	10:00 PM
Cool Set-point	78°F	85°F	78°F	82°F
Heat Set-point	70°F	62°F	70°F	62°F

Saturday & Sunday	1 (Wake)	2 (Day)	3 (Return)	4 (Sleep)
Start time	7:30 AM	12:30 PM	6:00 PM	11:30 PM
Cool Set-point	76°F	74°F	72°F	78°F
Heat Set-point	70°F	70°F	70°F	65°F

- The following chart will help to simplify making normal adjustments
  (System Mode, Fan Mode) and setting the program.
- We recommend that you fill out the chart BEFORE setting the weekly program.
- On the chart, select a cooling and a heating set-point temperature.
- Remember to keep a safe differential between Heat and Cool for Auto change-over.
- The display will show the program (weekday, Saturday or Sunday).
- If no key is pressed for 30 seconds, the thermostat will return to normal display mode.

2.3 Step by step program chart.

Follow the steps above to set the programs for Saturday and Sunday.

At any time during the programming you may exit to normal display mode by pressing the Select button.

If you are still experiencing problem with you're A/C unit, please submit a work order from the Housing website under "maintenance request"