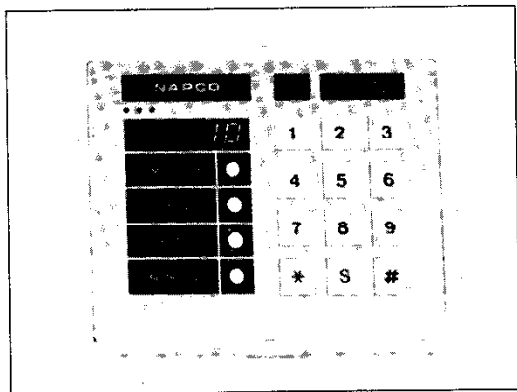




# OPERATING GUIDE FOR YOUR RP1016 KEYPAD

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## **CONGRATULATIONS!**

...on your purchase of a NAPCO Magnum Alert security system. Your new installation is a sophisticated warning system with many available features. Your alarm specialist will explain your system and show you how it works. Contact him should questions concerning operation arise.

This booklet contains important information about the operation of your system with the RP1016 Keypad. Read it carefully and keep it handy for future reference. Check the Glossary for an explanation of terms that may be unfamiliar to you.

You'll probably find items mentioned in this booklet which do not apply to your system. Napco control panels have such a wide variety of features that few, if any, security systems will ever need them all. Your alarm professional has chosen appropriate features for your situation.

For example, yours may be part of a larger system that was "partitioned" into two separately-secured yet related multiple-zone areas, with perhaps one or more common areas. Or, it may have been partitioned as one of two independent subsystems, with or without common areas, sharing only a common control panel, alarm sounding device (horn, bell, etc.) and telephone line.

Regardless how your system has been configured, rest assured that it has been carefully designed and engineered to the highest industry standards. To assure optimum safety and security, familiarize yourself with this equipment. Periodically check its condition and state of readiness by testing it at least once a week in both the ac/battery and battery-only modes (ask your installer how to make these tests).

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**REMEMBER: TO SHUT OFF AN ALARM\* WHILE ARMED, ENTER YOUR CODE!**

**FIRE SIGNAL:** \_\_\_\_\_

**BURGLARY SIGNAL:** \_\_\_\_\_

**EXIT DELAY:** \_\_\_\_\_

**ENTRY DELAY:** \_\_\_\_\_

**FOR SERVICE:** \_\_\_\_\_

**CENTRAL STATION:** \_\_\_\_\_

**\*Note:** If your system was partitioned into two areas, you may have the capability of silencing an alarm initiated from the alternate area (without disarming that area). Check with your installer.

## GLOSSARY

**Note:** Not all features are applicable to all systems.

**Abort Delay.** A delay period that allows the control panel to be reset, thereby aborting a report to a central station.

**Ambush Code.** A 2-digit code entered when forced to disarm. Sends a silent alarm to the central station.

**Arm.** To turn the system on by entering a User Code at the keypad.

**Arm/Disarm Code.** A personalized code for arming and disarming the system. It may contain up to six digits.

**Battery.** Backup power source in the control-panel enclosure to provide protection for at least four hours in the event of a power failure.

**Central Station.** Monitors incoming reports and emergency messages from a digital communicator and notifies the proper authorities (optional).

**Chime.** A keypad beep while disarmed alerting that the programmed zone has been activated.

**Closing.** A report sent to the central station when the premises is closed (system armed) (optional).

**Communicator.** Reports intrusions and emergencies directly to the central station over telephone lines.

**Control Panel.** The brain of the system, it controls all system functions.

**Disarm.** To turn the system off by entering a User Code at the keypad.

**Exit/Entry Delay.** A programmed time that lets you exit and enter your premises without setting off an alarm after the system is armed.

**Instant Protection.** Arming without entry delay while on the premises using Key [4].

**Keypad.** Puts control-panel functions at your fingertips. It can be mounted anywhere in your premises.

**Manager's Code.** In a two-area partitioned system, a special code issued to a user of authority that enables him, from any keypad, to access the alternate area for the purpose of checking and/or changing its status.

**Opening.** A report sent to the central station when the premise is opened (system disarmed) (optional).

**Panic Buttons** (optional). Keys [\*] and [#] on the keypad, pressed at the same time to alert the central station of an emergency.

**Report.** A transmission to a central station specifying a change in the status of the system (alarm, trouble, low battery, etc.) (optional).

**Ringback.** A beep after arming verifying central-station receipt of a closing report.

**Service Code.** A restricted Arm/Disarm Code intended for temporary use.

**Shunt Button** (Key [S] on keypad). Allows you to manually remove one or more protective zones from the system.

**Sounder.** A local warning device at the keypad to alert that (a) entry delay has started; (b) an attempt was made to arm with a zone in trouble; (c) a Chime Zone or Day Zone was activated; (d) a fire alarm or fire trouble condition exists; or (e) the central station has acknowledged arming (optional).

**Trouble.** An open door, window, or other problem on a zone that may prevent arming.

**User Program Code.** A code (up to 6 digits) required to enter the Program Mode in order to program or change Arm/Disarm Codes.

**Watch Mode** (option). Turns on all Day Zones within the area simultaneously by holding down Key [7] until the keypad sounder beeps. The Watch Mode is disabled upon arming.

**Zones.** Independent circuits that protect specific areas of the premises:

- **Auto-Shunt Zone:** A zone that will be automatically bypassed from the protection system if it is in trouble (faulty) when the system is armed. (The sounder will activate for 2 seconds on arming.)
- **Burglary Zone:** Detects intrusion.
- **Day Zone:** A zone programmed to cause visual and audible indication at the keypad when it is in trouble while disarmed. This feature is generally used to detect a problem, such as a break in a window foil, during the day. If a Day Zone is open, the green STATUS light will flash, the sounder will pulse, and the numerical display will indicate the zone. Hold down Key [9] to silence the sounder and clear the display. Arm and disarm the panel to re-enable the Day Zone.
- **Exit/Entry Zone:** Provides exit and entry delays to permit arming and disarming without causing an alarm.
- **Exit/Entry Follower Zone:** For interior zones. Ignores detection during exit delay; ignores detection during entry delay only if re-entry takes place through the normal exit/entry door.
- **Fire Zone:** A zone that provides audible and visual indication at the keypad in the event of a fire alarm or trouble condition. The Fire Zone is active 24 hours a day.
- **Group Shunt Zones:** Circuits within the premises, usually including space-protection devices, interior doors, etc. (but not exterior doors or windows) that can all be bypassed simultaneously by pressing Key [S] three times.

- **Never-Arm Zone:** A zone that will remain disarmed, even when the rest of the system is armed. If Chime is programmed, the keypad will sound while armed or disarmed. This feature may be used as a driveway monitor, pool alert, etc.
- **Priority Zone:** A zone that prevents arming if in trouble.
- **Priority Zone with Bypass:** A Priority Zone that can be bypassed by pressing Reset Key [9] then entering your Arm/Disarm Code.
- **Selective-Shunt Zone:** A zone that can be individually bypassed by pressing Key [S] followed by the zone number.
- **24-Hour Zone:** A zone that is armed and ready at all times to respond to an emergency situation.

## KEYPAD CONTROLS & INDICATORS

### Digital Display

Flashes Numbers 1-14 - indicates which non-24-Hour Zones are in an alarm condition, and which Day Zones are in a trouble condition.

Flashes "P" - indicates a priority condition (armed with a Priority Zone in trouble or armed without resetting a Day Zone).

Flashes Number 1, 2, 3 or 7 with top 3 lights flashing - Indicates system trouble as follows:

"1" = Ac Power Failure

"2" = Low Battery Condition

"3" = Communication Failure

"7" = Auto-Download Failure (for installer's use only)

Displays "o" - Manager's Mode.

Displays one or more horizontal segments - STOP! Call for service.

### ARMED/ALARM (Red) Light

Steady - system is armed.

Flashes - alarm on a non-24-Hour Zone.

Flashes (fast) - instant protection; entry delay cancelled.

### STATUS (Green) Light

Steady - system disarmed, all non-24-Hour Zones okay.

Pulses once every second - trouble on any non-24-Hour Zone.

Flashes (fast) - trouble on Day Zone.

### **SHUNT (Yellow) Light**

Steady (with red or green light steady or flashing) - one or more zones manually shunted (bypassed).

Steady (with no other lights but with or without a digit displayed) - STOP! Call for service.

### **Top Three Lights**

Rapid Flashing (with pulsing sounder) - User Program Mode; press [S] 3 times to exit.

### **FIRE/FIRE TROUBLE (Bottom Red) Light**

Steady - Fire Zone in alarm condition.

Flashes - Fire Zone in trouble condition.

### **Keypad Sounder**

Steady Tone (with "P" displayed) - a priority condition exists.

Steady Tone (when entering) - entry delay in progress.

Beep (programmed duration) - "Chime" feature activated.

Beep (2 seconds) - system armed with a zone in trouble.

Pulsing - Day Zone trouble; Fire Zone in trouble or in alarm.

(To stop sounder "Trouble" warnings, hold down Key [9] for 2 seconds.)

## **HOLD-DOWN FUNCTIONS**

**Note:** To perform designated "Hold-Down" Functions, selected key must be held down for about 2 seconds, until sounder beeps.

### **Key [1]: TEST**

Momentarily sounds the burglar alarm. If no alarm is heard, or if it is weak, the battery may need replacing. Make this test weekly. (To perform this function, hold down Key [1] until alarm sounds.)

### **Key [2]: DISPLAY SHUNT**

Numerically displays zones (1 through 14) that have been shunted using Key [S]. To perform this function, hold down Key [2] until sounder beeps, and continue to hold it down until all zones have been displayed.

**Key [3]: DISPLAY STATUS**

Numerically displays zones (1 through 14) that are in "trouble". To perform this function, hold down Key [3] until sounder beeps, and continue to hold it down until all zones have been displayed.

**Key [4]: INSTANT PROTECTION**

Cancels entry delay period when arming. The delay is restored after you disarm the system. To perform this function, hold down Key [4] until sounder beeps.

**Key [5]: CHIME**

This will enable a feature that sounds a "chime" (beep) at the keypad each time a programmed zone is opened. The Chime Mode functions when the alarm system is disarmed (off), but it will always operate on a Never-Arm Zone (see GLOSSARY). To disable the chime feature, hold down Key [5] again (until sounder beeps).

**Key [6]: TELCO TEST (Optional)**

(Applicable only to systems programmed to report to a central station. In a partitioned system, applicable only to Area 1.)

Pressing the key tests your phone lines (the sounder will start to pulse). If the line is good, the pulsing will stop; if not, a steady tone will sound. (To perform this function, hold down Key [6] until sounder beeps.) Reset the sounder using Key [9].

If a communication-failure system trouble is indicated (top 3 lights flashing with flashing "3" displayed), hold down Key [9] to reset the keypad, then hold down Key [6] (from an Area-1, keypad if system is partitioned) to test the phone lines. A successful test will clear the system-trouble display. If the system trouble indication returns, call for service.

**Key [7]: WATCH MODE (Optional)**

Hold down Key [7] to activate all Day Zones. (Watch Mode cancelled when panel is armed.)

**Key [7]: FAULT FIND (Secondary Function)**

For installer's use only. If accidentally enabled (by arming, disarming and holding down Key [7]), hold down Reset Key [9] to disable.

**Key [8]: PROGRAM**

Allows you to enter the Program Mode. In this mode, you can program up to 15 personalized User Codes, including a Service Code (optional). Refer to **SELECTING AND PROGRAMMING YOUR CODES** for more information. (To perform this function, hold down Key [8] until sounder beeps.)



**Key [9]: RESET**

Resets any sounder indication, any system-trouble indication, Day-Zone indication (may be programmed to reset Day-Zone condition), and Fault-Find Mode. After an alarm occurs and the system is disarmed, the numerical display will still indicate which non-24-Hour Zone(s) caused the alarm. Use Key [9] to clear the display. (To perform this function, hold down Key [9] until sounder beeps.)

**Key [S]: SHUNT/ALARM HISTORY**

**Note:** Pressed momentarily (less than 2 seconds), followed by zone number, manually shunts (bypasses) a zone. Refer to **Arming With A Zone In Trouble** for more information.

**ALARM HISTORY.** This will flash the red ARMED/ALARM light to indicate the last alarm condition. The numerical display will indicate the zones violated. History is not lost when the system is rearmed; the previous alarm history will remain in alarm memory until automatically reset by a new alarm condition. To perform this function, hold down Key [S] until the sounder beeps, then continue to hold it down until all information has been displayed.

**KEYS [\*] and [#]: PANIC BUTTONS (Optional)**

Momentarily pressing these keys simultaneously will activate a Panic Alarm. Refer to Panic Alarm for more information.

**SELECTING AND PROGRAMMING YOUR CODES****User (Arm/Disarm) Codes**

You can choose up to 15 different six-digit codes that will allow you to arm and disarm your system. Any of these codes can easily be changed or removed should it become necessary in the future to deny a user access to the premises. Your security system cannot be disarmed by unauthorized persons. It will respond only when a code of your choosing is entered through the keypad.

If your installer has partitioned your system into two separate areas, he will also have assigned each user to either Area 1 or Area 2 (or both). Ask your installer which users have been assigned to your area.

**Service Code**

Your alarm specialist may have programmed User 15's code as a Service Code, a temporary code intended for occasional use only, thus allowing guests, babysitters, service employees, etc. limited access to the control panel. When no longer needed, the code is disabled.

If so programmed, the Service Code is activated by arming with User Code 15 and deactivated by arming with User Code 14. Operation is similar to that of a regular Arm/Disarm Code. When active, it may be used to disarm until the panel is armed with User Code 14.

### **Manager's Code**

In a system that has been partitioned into two separate areas, the Manager, in either area, has the ability to access and control the other from the keypad. For example, the Manager, at an Area-2 keypad, can check (and alter, if necessary) the status of Area 1. When the Manager's Code is entered, the keypad will operate as one in the alternate area for up to two minutes, temporarily disabling all other alternate-area keypads; a "o" will appear on the display. In this mode of operation, the Manager can perform virtually any user function to the alternate area. If he re-enters his code prior to the two-minute limit, the keypad will immediately revert to normal operation and restore alternate-area keypads to normal operation as well.

Program the Manager's Code as User 16.

### **Access Code**

Access control, if available, is conventionally used to activate a door strike while disarmed to remotely unlock a door. Program the Access Code as User 18.

### **Selecting Your Codes**

After your alarm specialist installs your system, he will give you a "User Program Code" and show you how to program your User Codes. For optimum security, do not select obvious combinations, such as consecutive numbers (1,2,3,4,5,6), repetitive numbers (2,2,2,2,2,2), your street or telephone number, birth date, etc., for any user code.

1. Hold down Key [8] until the sounder beeps. This puts the system into the User Program Mode.

2. Enter your Program Code into the keypad; the top three lights will flash and sounder will pulse.

Program up to 15 codes as follows:

a. Press Key [S].

b. Enter the user number as a two-digit number "01" through "15". Because there is no zero, Key [S] is used to represent "0"; thus User "01" is entered as [S], [1]. (Enter "15" for the Service Code, if available.)

c. Enter a six-digit code number (digits 1-9 only).

**Examples:**

Press [S] + [S] + [1] + six digits = User 01's Code

[S] + [1] + [S] + six digits = User 10's Code

[S] + [1] + [5] + six digits = User 15's Code (or Service Code)

You do not have to assign all codes. Use as many as you need and change them as necessary.

To erase any code(s), repeat steps 1, 2a, and 2b. For example, to erase User 3, enter [S] + [S] + [3] (do not enter the six-digit code).

3. To end the programming mode, press Key [S] three times.

## SETTING THE ALARM (ARMING) WHEN LEAVING

### Checking Power

If the top three lights on the keypad are flashing slowly along with a "1" on the display, you have lost ac power. Similarly, if a "2" is displayed, the battery voltage is low. Check if there has been a general power outage or if the control-panel power transformer is disconnected. If you must operate without ac power and/or a weak battery, hold down Key [9] until the function beep sounds to temporarily reset the keypad, then test your system by holding down Key [1]. (Test your system weekly.) If the alarm sounds, you may safely arm your system, however be sure to have the problem corrected as soon as possible. If the alarm doesn't sound, or is weak, call your installer.

### Arming Before You Leave

Check the green STATUS light on the keypad. If it is on, enter your code. The red ARMED/ALARM light will come on and the green light will go off. If your system was programmed for an automatic audible test on arming, the alarm will sound briefly shortly after arming.

**Note:** It is possible to arm your system with a bad or disconnected battery.

Leave immediately through the exit/entry door before your exit delay time runs out. If you wait too long, the keypad sounder will warn that your exit delay time has elapsed and entry delay has started. To avoid causing an alarm, quickly return to the keypad and enter your code to reset the control panel. You may then arm the system again.

### Arming With A Zone In Trouble

A flashing green STATUS light indicates that at least one zone is in trouble, that is, the zone is in an "open" or "shorted" condition. If a Day Zone is in trouble, the zone will also display numerically and the sounder will be pulsing. Any zone (1 through 14) in a troubled condition can be displayed numerically by holding down Key [3] until the sounder beeps. Try to fix the zone by closing windows

or doors that may be open. If a Day Zone is in trouble, reset the Day-Zone indication arming and disarming or, if so programmed, by holding down Key [9] until the sounder beeps. (Reset the Day Zone by correcting the condition, then arming and disarming.) If no zones are in trouble, the green light will come on, indicating that the system is ready to be armed.

If a zone cannot be fixed immediately, it may still be possible to arm without the protection of that zone. Check your alarm plan. If Auto-Shunt was programmed for the zone in trouble, simply arm your system. A short beep will sound at the keypad, indicating that a zone has been auto-shunted, that is, it has been bypassed and cannot cause an alarm.

If the zone is programmed for Selective Shunt, pressing Key [S], and then the number of the zone will manually shunt that zone. The zone number must be entered as a two-digit number, "01" through "14". However, because there is no zero, Key [S] is used to represent a "0" when selecting zones, thus Zone "01" is entered as [S], [1]; Zone "10" is entered as [1], [S].

**Caution:** Temporary users should never be shown how to shunt (bypass) a zone.

Group-Shunt Zones are a group of zones that can all be manually shunted simultaneously by simply pressing Key [S] **three times**. Hold down Key [2] to numerically display Selective- or Group-Shunted Zones.

You will not be able to arm your system if (a) a zone selected as a Priority Zone is in trouble; (b) a Day-Zone numerical display indication is still flashing; or (c) the top three keypad lights are flashing due to a system-trouble indication. If you attempt to arm, the sounder will come on and a "P" will be displayed. Enter your code again, and reset the digital display memory or system-trouble indication by holding down Key [9] (remember to test your system!).

The "P" must be cleared by fixing or bypassing the zone in trouble. Priority Zones must be corrected before the system can be armed. Zones selected for Priority with Bypass may be bypassed by holding down Reset Key [9] before arming. Be sure to have all zones in trouble fixed quickly.

## **TURNING OFF THE ALARM (DISARMING) WHEN RETURNING**

### **Disarming When You Return**

When you enter through the exit/entry door, the sounder will come on for the entire entry period. If, upon entering, the red ARMED/ALARM light is flashing, leave the premises and call authorities from a neighbor's telephone. Disarm the panel quickly using your Arm/Disarm Code.

**Note:** If you enter the wrong code, you must wait at least 2 seconds before trying again.

If there has been an alarm on a non-24-Hour Zone, the ARMED/ALARM light will be flashing and the zone number will be displayed, even after you disarm. If you wish to reset the display, hold down Key [9].

When the system is disarmed, the red ARMED/ALARM light will go off and the green light will come on (or flash if a zone is in trouble).

If an alarm occurred on a 24-Hour Zone, there will be no indication at the keypad, however an alarm condition will be recorded by Alarm History (see Key [S]: Alarm History).

### **Ambush Code**

If an intruder forces you to disarm your system, enter your programmed one- or two-digit Ambush Code before your Arm/Disarm Code. This activates the Ambush feature, which will send a silent alarm to a central station. (Ambush is an optional feature.)

## **PROTECTING YOURSELF WHILE ON THE PREMISES**

### **Arming With Zones Shunted**

Your alarm specialist may have programmed one or more zones for Selective Shunt, that is, they may be removable from the system. Since a shunted zone cannot cause an alarm, you may wish to use this feature to turn off the interior areas while armed and keep your perimeter zones (windows, doors, etc.) active.

Press the shunt button (Key [S]), then the number of the zone you wish to shunt. The zone number must be entered as a two-digit number, "01" through "14". However, because there is no zero, Key [S] is used to represent a "0" when selecting zones, thus Zone "01" is entered as [S], [1]; Zone "10" is entered as [1], [S]. Check the green light to be sure that no zone is in trouble, then enter your arming code to arm.

To verify which zones have been shunted, hold down Key [2] until all zones have been displayed.

### **Shunting (Bypassing) Interior Zones**

Your alarm specialist may have also selected all interior zones to be Group Shunt Zones. Shunt these zones all at the same time by simply pressing Key [S] **three times**. The yellow SHUNT light will come on whenever you shunt one or more zones. Enter your code to arm remaining zones; the green light will go off and the red ARMED/ALARM light will come on. The yellow light will go off the next time you disarm, indicating that the shunted zones are no longer shunted. (The SHUNT light does not come on

when zones are auto-shunted (unless programmed otherwise by your alarm specialist.) To review which zones have been bypassed, hold down Key [2] until all shunted zones have been displayed.

### **Arming With Instant Protection**

Holding down Key [4] (until beep sounds) will cancel the entry delay on the exit/entry zones when arming. The red ARMED/ALARM light will flash rapidly to indicate this condition. If someone enters through an Exit/Entry Zone, an alarm will sound immediately.

### **Panic Alarm**

To activate a Panic Alarm, press Keys [\*] and [#] at the same time. This feature may have been programmed to send a silent alarm to a central station, activate an audible alarm, or both.

## **CENTRAL-STATION MONITORING**

Your alarm specialist may have programmed your system to be monitored by a central station. The built-in digital communicator can transmit emergency signals and status reports to the central station 24 hours a day.

### **COMMUNICATOR FEATURES**

**Abort Delay.** Note which of your zones have abort delay, a delay that allows you time to reset the system, thus aborting a report to the central station.

- Regular Burglary (Non-24-Hour) Zone reports are aborted by disarming within the delay period.
- 24-Hour Zones and zones programmed to report restores must be repaired first, then the panel armed and disarmed, all within the delay period.

**Opening and Closing Reporting.** Notifies the central station every time the system is disarmed and armed. Up to 15 different users can each be identified.

**Telephone-Line Test (Programmed Option).** To check your telephone connection with the central station hold down Key [6]. After the beep sounds, a pulse tone will be heard from the keypad sounder. If the phone line is good the sound will silence in a few seconds. If not, a continuous tone will sound. The keypad sounder can be silenced by pressing Key [9].

Your alarm specialist may have also programmed your system to automatically send a test signal to the central station every 24 hours.

**Central-Station Ringback (Programmed Option).** The central station will acknowledge arming of the system by ringing back with a short beep from the keypad sounder.

## FIRE PROTECTION

The following information is applicable only where local ordinance permits use of your alarm control panel for fire detection.

### Controlling Your Fire Circuit

If your alarm specialist installed smoke detectors or heat sensing thermostats, you have 24-hour fire protection. Your control panel will constantly monitor this zone for any alarm or trouble condition.

### Fire-Zone Alarm

An alarm on the Fire Zone will cause the bottom red light to come on and the sounder to pulse. The fire alarm will sound, overriding any other alarm.

### Fire-Zone Trouble

If there is trouble on the fire circuit, the bottom red FIRE/TROUBLE light will flash and the sounder will pulse after a 15-second delay. To silence the sounder, hold down Key [9]. The light will continue to flash to indicate the trouble. After the trouble is repaired, hold down Key [9] again until the beep sounds; the keypad will reset after a brief delay and the light will go off.

### Resetting After An Alarm

The fire alarm may be reset by holding down Key [9] for 2 seconds, then arming and disarming or (if so programmed) by waiting for it to automatically shut off. The sounder and the FIRE/TROUBLE light will stay on. Hold down Key [9] to silence the sounder. The red FIRE/TROUBLE light should go off in about 30 seconds. If smoke has not cleared from a smoke detector, or a thermostat has not cooled, the red FIRE/TROUBLE light will remain on. Hold down Key [9] every 30 seconds or so until the condition has cleared and the light goes off.

Refer to the instructions furnished with the control panel for important information on how to prepare an evacuation plan.

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