CPR III Manual

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Chapter 1

Add / Edit Groups

Purpose

This window is typically used to add, delete, and edit a Group. A Group is comprised of school flasher locations that share common daily, weekly and annual programs. CPR is capable of controlling up to 99 different Groups. If your system has Master Group capability, you will be able to enter a set of 99 Groups in each of the 10 Master Groups.

How to Add a Group

Click the Add Groups button.

Enter the name of the new Group in the Enter Group Name button.

Double click on a Group number from the Group Number Pick List.

Repeat this process until all Groups have been added to the system.

How to Edit a Group

Click the Edit Groups button.

Click on the Group in the Group list that you wish to edit.

Click Edit Name to change the name of a Group.

Enter the new name in the Edit the group name box and click save.

In order to delete a Group, you must first delete all Locations, Week Plans and Annual Plans that are connected to that group.

To change the name of a group you make a new Group with the name you wish to change the Group to. You then copy the programming and locations to this newly created group. You then delete the original Group.

How to View and Print a List of the Groups

Click the List Groups button.

Select either List Groups by Name or List Groups by Number.

Click Show List button.

Click Print button for a hard copy printout of the Groups.

Chapter 2
Add / Edit Locations

Purpose

CPR is capable of accommodating up to 99 different school flasher Locations for each of the 99 Groups. This window is used to add, delete, and edit the Locations.

You can add, edit or delete a Location from the same dialog box. You reach this from the main menu by clicking 'Add / Edit Locations' then again by clicking 'Add / Edit Locations' again.

The groups are listed along the left list box. All groups for the Master Group you are currently viewing are listed there. The locations in the selected Group are listed in the right list box. To select another group you simply click on it in the left-hand list box.

How to Add a Location

Click in the left-hand list box the group you wish to add a location to.

Click the Add button.

Click in the Location Name box and enter the name of the new Location.

Select a Location Type from the pull down list, or type a new location type in the box next to the pull down arrow. NOTE: All new location types are automatically added to the pull down list.

The Location Number box will automatically show the lowest location number available for the group selected. Click save to use the number displayed or select a different number from the pull down list and then click save.

Repeat this process until all Locations have been added to CPR II.

How to Edit and/or Delete a Location

Click the Group that contains the location you wish to edit or delete.

Click on the Location you want to edit or delete from the Location Names for selected Group box.

To delete the Location, click the Delete button. Click Yes to delete the Location selected, or click No to return to the previous display without deleting the Location.

To edit the Location name, click in the Location Name box and type the new or corrected name.

To edit the Location type, select a Location Type from the pull down list, or type a new location type in the box next to the pull down arrow. NOTE: All new location types are automatically added to the pull down list.

To change the Location Number, select a new number from the Location Number pull down list.

Repeat the process until all Locations have been edited and/or deleted. Click Done.

How to View and Print a List of the Locations

From the main menu click 'Add / Edit Locations', then click 'List Locations'.

Select either List Locations by Name, List Locations by Groups or List Locations by Type.

Click Show List button.

Click Print button for a hard copy printout of the Locations.

Chapter 3
Edit Day Plan Steps

Purpose of a Day Plan

Each Group has 19 Day Plans. Each Day Plan has up to 24 program steps. A Day Plan is used to accommodate days throughout the school year that require a schedule different than the normal school day schedule.

How to add Day Plan Steps

From the Edit Day Plan Steps screen, select the Group name and Day Plan, click the Add Step button. This takes you to the Add/Edit Step Time and Command screen.

Select the time of day in Hours, Minutes, AM or PM.

Select the ON or OFF Command.

To save this step and enter another step, click Next Step.

To edit a step, double click on the step number in the list of steps shown at the bottom of the screen.

To save this step and review your program, click Save.

To save this step and return to the Add/Edit Day Plans screen click Save then Done.

To return to the Add/Edit Day Plans screen without saving the changes, click Done.

Note: You can edit any other Day Plan assigned to the selected Group by changing to a different Day Plan Name.

How to Edit a Step

Select the Group name and Day Plan.

Select the step number tab you wish to edit.

Click Edit Step.

Make the appropriate changes and click Save then Done.

How to Delete a Day Plan Step

Select the Group name and Day Plan.

Select the step number tab you wish to delete.

Click the Delete Step button. Click Yes to delete the Step selected, or click No to return to the previous display without deleting the Step.

How to copy a Day Plan

Select the Group name and Day Plan that you want to copy from.

Click Copy Plan.

Select the Group name and Day Plan that you want to copy to.

Click Paste Plan.

How to use Error Check

Click the Error Check button.

CPR searches all of the Day Plans and Annual Plans for errors in the program
(I.e.: an ON command followed by another ON command).

The Error Check display will tell you the Group name, the Day Plan number, a description of the error found and the Step Numbers where the error occurs.

Click Print for a hard copy of the Error Check screen.

How to View and Print a List of the Day Plans, Vacation Plans and Annual Plans

Click the List Plan(s) button.

If you want to view and/or print any of the plans for all groups, click Select All Groups.

If you want to view and/or print any of the plans for selected groups, click on the Group names from the list box.

Click Show Day Plans if you want to view and/or print the Day Plans for the selected Groups.

Click Show Vacation Plans if you want to view and/or print the Vacation Plans for the selected Groups.

Click Show Annual Plans if you want to view and/or print the Annual Plans for the selected Groups.

Click the Print button for a hard copy printout of the plans shown on the screen.

Click Done to return to the previous screen.

Chapter 4
Add / Edit Annual Plans

Purpose of an Annual Plan

An Annual Plan is used to automatically download Alternate Week Plans and Vacation Plans to the time switch/s when the school flashers are to operate differently than the normal Default Week Plan. The Annual Plan/s are automatically downloaded to the time switches in the field over the radio network. They can also be manually downloaded from a computer or from a DT-2100 Handheld Display Terminal.

How to Select a Master Group

Some users have Master Groups in their system. A Master Group is a collection of groups, there can be up to 99 Groups in a Master Group. To select another Master Group you use the Combo Box to select the Master Group you wish to program.

How to Select a Group

Prior to programming any Annual Plans you must select a Group. From the list of Groups, click on the Group you wish to program. When a Group is selected, the Available Day Plans list box will automatically display Holiday Plan, Vacation Plan and all of the Day Plans programmed for that Group.

How to program Holiday Plans

Select a Group then click on Holiday Plan in the list box.

Click on the first day of the year that is to run a Holiday Plan. If there are more than one Holiday plans to program you may hold the CTRL key down and click as many as you wish to program.

To save this plan, click the Program Holiday Plan button. The day/s on the calendar will be highlighted and an "H" will appear indicating that it has been programmed for a Holiday Plan.

Repeat this process for all of the days that are to run a Holiday Plan for this group.

How to program Vacation Plans

Note: A Vacation Plan is an empty Default Plan. The Vacation Plan is used for turning your school flashers off for summer vacation, winter vacation or any other school break lasting a week or more. The Annual Plan program will cause the Vacation Plan to be downloaded automatically to the time switch/s starting at 12:15 a.m. on the first day of the vacation. At the end of the vacation the Annual Plan program will cause the normal Default Plan to be downloaded automatically to the time switch/s starting at 12:15 a.m. on the first day school resumes.

Select a Group then click on Vacation Plan in the list box.

Click on the day that is the first day of the vacation. (Note that when you can click on a day of the week only that day is outlined.)

Click on the day that is the last day of the vacation.

To save this plan, click the Program Vacation Plan button. The start and end days will be highlighted and an "V" will appear indicating that it has been programmed for a Vacation Plan.

If you are unsure of the exact starting and ending day/s of the Vacation Plan, give it your best guess. You can change the starting and ending day/s at any time.

How to delete Vacation Plans

Click on Vacation Plans in the list box.

Click on the highlighted start or end day of the Vacation Plan and click the Delete Vacation Plan button.

Click Yes to delete the Vacation Plan, or No to return to the Add / Edit Annual Plan screen without deleting the Vacation Plan.

How to change Vacation Plan days

Click on Vacation Plans in the list box.

Delete the current Vacation Plan, click on the new start and/or end day of the Vacation Plan and click the Program Vacation Plan button. The new day/s will be highlighted.

How to program Day Plans into the Annual Calendar

Note: A Day Plan is an alternate program that runs instead of the default day plan. The Day Plan is used for days when the school flashers are to operate per an exception schedule (i.e.: Early Out). The Annual Plan program will cause the Day Plan to be sent automatically to the time switch/s on Sunday proceeding the day selected.

Select a Group, then click on a Day Plan in the list box. For example, you might click on Day Plan 2 – Early Out.

Click on the day of the year that you wish to run Day Plan 2 - Early Out. Use the CTRL button to click as many days as you would like to be programmed with this dayplan.

To save this plan, click the Program Day Plan button. The day/s on the calendar will be highlighted and a "2" will appear indicating that it has been programmed for Week Plan 2 - Early Out.

Repeat this process for all of the days you wish to run Week Plan 2 - Early Out.

This procedure is used to program all Day Plans.

How to delete Day Plans in the Annual Calendar

Click on the Day Plan in the list box.

Click on the highlighted day you wish to delete and click the Delete Day Plan button. You may use the CTRL button to delete as many dayplans as you like.

How to copy Group programming

Select a Group and then click on Copy Groups.

Select any or all of the Groups shown in the list box and click Paste Group Programming.

Note: The copy feature will copy all Day Plans, Default Week Plans, and Annual Plans including names from one Group to any other Group.

Chapter 5
Display Today's Plan

Purpose

At midnight each day CPR searches its memory and compiles a program for that day. This program is displayed when the Display Today's Plan button is clicked from the main menu.

The display shows the month, day, year, all groups by name, and the day plan in effect for each group and the time switch/s program for each group.

You can change the month, day, year in the calendar to view the program for any day in the future.

Sort the daily program displayed by time of day or by Group name.

Click the Print button for a hard copy printout of the Display Today's Plan screen.

How to Send Group Plans

The programming for each timeswitch derives from the annual calendar. There are default plans, vacation plans and alternate weekplans programmed for each group. You can send this up to date programming by clicking the button 'Reprogram Time Switches'.

When you click this button it takes you to the screen 'Send Time, Default and Alternate plans. In this screen the groups you have highlited are selected and you can resend the programming.

Chapter 6
Program Override

Purpose

The CPR System software features the ability to download an Override program to the time switch/s. The Override program will run from the time it is received until midnight of the same day. At midnight, the time switch/s will revert back to the Default, Vacation or Week Plan that was running prior to the Override page being received. This feature allows the operator to download a special program to adjust for daily operational changes due to inclement weather, special holidays, or other unforeseen events.

How to use the Program Override

Select any or all Groups from the "Groups Not in Override" list.

Click Edit Override.

If you select a single Group, you have the option of sending the Override Plan to all Locations within that Group or to a single Location within that Group.

If you selected multiple Groups, you must send the Override Plan to all Locations in all of the Groups.

Enter the program steps for the Override Plan (see Add / Edit Week Plan) then click Save.

Click Send Override to download the Override Plan to the time switch/s for the Groups selected.

If you change your mind, click Do Not Send Override.

How to copy a Week Plan to an Override Plan

If you selected a single Group from the "Groups Not in Override" list, you can copy any of the Week Plans programmed for that Group to the Override Plan.

The copy feature is disabled if you selected more than one Group.

Select a Week Plan from the pull down list next to the Copy Week Plan button.

Click the Copy Week Plan button.

Make changes to the Week Plan as necessary.

Click Save. At this point in time you have three options, you can edit the plans again, send the Override plan, or not send the Override plan.

Click Edit Override to edit the plan again.

Click Send Override to download the Override Plan to the time switch/s for the Group selected.

Click Do Not Send Override to return to the selection menu.

How to Disable an Override Plan

Select any or all Groups from the "Groups in Override" list.

Click "Disable Override Plan".

Click Yes to send a page to disable the Override Plan in affect for the Groups selected.

Note: When the CPR2102 Time Switch receives the disable Override Plan page, it will revert back to the program it was running prior to receiving the Override Plan page.

Click No if you changed your mind.

Click Done to return to the previous screen.

How to Resend an Override Plan

Select any or all Groups from the "Groups in Override" list.

Click "Resend Override Plan".

How to View Override Plan

Select any or all Groups from the "Groups in Override" list.

Click Show Override.

Click the "+" sign next the Group name to view the Override Plan for that Group.

Click Done to return to the previous screen.

Chapter 7
Manual Control

Purpose

CPR can manually send up to six "Group Number, Location ID, ON/OFF commands". The time switch/s affected by this operation remain in the manual state until the next program step of the Default, Week Plan or Override Plan, whichever is running at the time the manual page is received.

How to program the Manual Control

Select All Groups or an individual Group from the pull down list.

If an individual Group was selected, choose either All Locations or an individual Location from the pull down list.

Select the ON or OFF command.

Click Add to Page List. The Group Name, Location and Command string is added to the Page List.

Repeat the process for up to six Group Name, Location and Command strings for the Manual Control.

Click Send Page List to download the manual control to the time switch/s.

Chapter 8
Communications Setup

The Communications Setup screen is where changes to the communications in the computer are changed.

How to program COM port

The Comm port is the serial port that communicates to the radio network. This serial port can be any Com port on the PC from Com 1 through Com 6.

To change a Comm port you select it in the combo box. Then you must verify it to see that the computer will let the CPR Radio program use it. To do this you click the button labeled Verify Comm Port. This is where CPR Radio requests private usage of the Comm port from Windows. If the port is not available, then an error is reported. If the Comm port is available then it reports that.

If you cannot find a Comm port that is available then you need to find which program or process in the computer has taken the Comm port. Palm pilot and other programs can allocate a Comm port and not make it available for other programs.

If you try to leave this dialog box without a valid Comm port selected, then an error will be listed in the program.

How to enter Read Only Mode

Read Only Mode is when the CPR Radio program will not make any radio communications at all. This mode is used to examine programming and other offline tasks. To enter this mode simply Click the checkbox.

How to read City Code Information

City code information is the information contained in the DLL file specific to your location. The city name and any city codes used can be viewed here.

How to setup IT email settings

CPR Radio uses email to send messages and errors. To use this email there are settings that need to be entered. All of these settings can be made in the Dialog box called by clicking the button labeled IT EmailSetup.

Chapter 9
Setup Email

CPR Radio can use Email to send messages and errors to anyone with an Email address. For a computer on a network to send an email it must have a connection with an email server. To use this Email feature there are settings that need to be entered. All of these settings can be made in the Dialog box called by clicking the button labeled IT EmailSetup.

The items you setup in this dialog box are the email address assigned to the computer, and the outgoing SMTP server address.

You can also test the email setup right from this dialog box.

How to Setup the Email Server Address

In order for CPR Radio to send any Email messages it needs to know the server address of an email server that will accept SMTP email protocol. This is actually very common as common email programs have setup screens where you address the Email server.

Typically the IT staff at most locations can help you setup this address.

How to Setup the Email Address

CPR Radio lets you tell the email server the Email address the sending computer prefers. You can typically make this address be any address you like, the Email will transmit just the same. However, it is best to have it be an Address that the people receiving the Email will recognize as coming from CPR Radio.

Typically the IT staff at most locations can help you setup this addressing.

How to test and Email connection

CPR Radio lets you send test emails to assure you the setups work. To test the email connection you simply click on the list box to find the name of the Email receiver you wish to send a test Email to. You then click the button labeled Sendtest Email. An email is sent; if CPR Radio encounters any problems with the connection it will report them to you in a message window. If the Email sends correctly, then it will notify you just as well.

Should an error occur in any Email transmission the error condition is reported in the Email log file.

Chapter 10
Print Setup

How to change the Path and Filename for the print Editor

Click the Change Editor button.

The system defaults to Notepad. If you want to change from Notepad, select the new filename for the print editor and click Open.

Click Print in SPREADSHEET format if you are printing to a spreadsheet program.

Click Print in TEXT format if you are printing to a word program.

Click OK to return to the previous menu.

Chapter 11
List Plan(s)

How to View and Print a List of the Day Plans, Vacation Plans and Annual Plans

Click the List Plan(s) button.

If you want to view and/or print any of the plans for all groups, click Select All Groups.

If you want to view and/or print any of the plans for selected groups, click on the Group names from the list box.

Click Show Day Plans if you want to view and/or print the Day Plans for the selected Groups.

Click Show Vacation Plans if you want to view and/or print the Vacation Plans for the selected Groups.

Click Show Annual Plans if you want to view and/or print the Annual Plans for the selected Groups.

Click the Print button for a hard copy printout of the plans shown on the screen.

Click Done to return to the previous screen.

Chapter 12
On – Air Time

How to set the Automatic Update Schedule

Select the hour, minute and a.m./p.m. that you want CPR to automatically download a day and time update to all of the time switches in the field. The Automatic Update will be downloaded at the time you select each Sunday.

How to Manually Send the Current Time

Click the Send Current Time button to manually download a day and time update to all of the time switches.

Chapter 13
Send Default Plans

How to send Default Plans

From the Edit Default Week Plan screen, click the Send Defaults button.

If you want to send the Default Plans for all of the groups, click Select All Groups and click Send Defaults.

If you want to send the Default Plans for selected Groups, click on the Group names from the list box and click Send Defaults.

Click Done to return to the previous screen if you change your mind about sending Default Plans.

Chapter 14
Add / Edit Override Plan

How to program an Override Plan

Note: When an Override Plan is downloaded to a CPR Time Switch, it will run this plan until midnight of the same day.

If you select a single Group, you have the option of sending the Override Plan to all Locations within that Group or to a single Location within that Group.

If you selected multiple Groups, you must send the Override Plan to all Locations in all of the Groups.

Click Add Step.

Select the time of day in Hours, Minutes, AM or PM.

Select the ON or OFF Command.

To save this step and enter another step, click Next Step.

To edit a step double-click on the step number.

To save the changes and return to the previous screen, click Save.

To return to the previous screen without saving the changes, click Done.

Chapter 16
Time Switch Setup

Purpose

The Time Switch Setup allows you to transmit all of the operating parameters to a time switch.

The operating parameters that can be downloaded include day and time-of-day, the Default Week Plan for the Group, an Alternate Week Plan (if an Alternate Week Plan is currently running) or a Special Week Plan (optional) for the Group.   A Special Week Plan is a plan you make for running just the week you are in.

There is a ribbon on the dialog box that tells you if the selected Group is inside a Vacation Plan.

How to send the Default plan and Time to the Time Switches

Select the checkbox labeled Send Time, Day and Default Weekplan.

Select the Group and Location you wish to download.

Click Send Setup to download the data to the Time Switches.

How to setup a Time Switch

Click the Current Address box.

Select the Group and Location Address of the time switch/s. You can send the setup to either the all locations in the group, or a single location within the group.

Click the box to download the Default Week Plan, the Default Week Plan with an Alternate Week Plan or the Default Week Plan with a Special Week Plan.

Note: If you selected Special Week Plan, you will be prompted to create a Special Week Plan using the existing Day Plans for the Group selected.

Click Send Setup to download the day and time-of-day, Default Week Plan and Alternate Week Plan or Special Week Plan (optional).

Chapter 17
Add / Edit Day Plans

Purpose of a Day Plan

Each Group has 19 Day Plans. Each Day Plan has up to 24 program steps. A Day Plan is used to accommodate days throughout the school year that require a schedule different than the normal school day schedule.

How to add a Day Plan

From the Add/Edit Day Plans screen, select a Group from the list located on the left side of the screen.

Click the Add Day Plan button. This will take you to the Add/Edit Day Plan Name screen.

How to add a Day Plan Name

The CPR program allows you to assign a name to each Day Plan. This name should correspond to the function of the Day Plan such as "Early Out" or "Football Night", etc.

From the Add/Edit Day Plan Name screen, either highlight the "DayPlan number" displayed in the "Day Plan Name" box and type a new name, or select a name in the list for "Day Plan names used in other Groups" and click the Use Selection button.

Click the Next button. This will take you to the Edit Day Plan Steps screen.

How to add Day Plan Steps

From the Edit Day Plan Steps screen, click the Add Step button. This takes you to the Add/Edit Step Time and Command screen.

Select the time of day in Hours, Minutes, AM or PM.

Select the ON or OFF Command.

To save this step and enter another step, click Next Step.

To edit a step, double click on the step number in the list of steps shown at the bottom of the screen.

To save this step and review your program, click Save.

To save this step and return to the Add/Edit Day Plans screen click Save then Done.

To return to the Add/Edit Day Plans screen without saving the changes, click Done.

Note: You can edit any other Day Plan assigned to the selected Group by changing to a different Day Plan Name.

How to Delete Day Plans

From the Add/Edit Day Plans screen, click the Delete Day Plan button. This takes you to the Delete Day Plan screen.

Select a Group then the Day Plan you want to delete.

Click the Delete Day Plan button. Click Yes to delete the Day Plan including all program steps and annual programs; click No to return to the Delete Day Plan screen without deleting the selected Day Plan.

Chapter 18
Delete Day Plan

How to Delete Day Plans

From the Add/Edit Day Plans screen, click the Delete Day Plan button. This takes you to the Delete Day Plan screen.

Select a Group then the Day Plan you want to delete.

Click the Delete Day Plan button. Click Yes to delete the Day Plan including all program steps and annual programs; click No to return to the Delete Day Plan screen without deleting the selected Day Plan.

Chapter 19
Edit Default Week Plan

Purpose of a Default Week Plan

Each Group has a Default Week Plan. This Default Week Plan is compiled using the Day Plans programmed for that Group. When the Default Week Plan is downloaded to a time switch, the time switch uses this plan to control the school flashers during normal school weeks. The Default Week Plan is manually downloaded to the time switches in the field over the paging network, directly from a computer or downloaded from a DT-2100 Handheld Display Terminal.

How to program a Default Week Plan

From the Main Menu click the Edit Default Week Plan button. Select a Group from the Groups list.

The Default Week Plan is initially setup with no Day Plans for Saturday and Sunday and Normal Day Plans for Monday through Friday.

If any day of the default week plan operates different than the Normal Day Plan, click on the other Day Plan, click on the day of the week that that Day Plan is to run, click Change Day Plan.

Note: When you click on a Day Plan, the program steps will be displayed in the Day Plan Details list box.

Click Done to return to the Main Menu.

How to send Default Week Plans

From the Edit Default Week Plan screen, click the Send Defaults button.

If you want to send the Default Plans for all of the groups, click Select All Groups and click Send Defaults.

If you want to send the Default Plans for selected Groups, click on the Group names from the list box and click Send Defaults.

Click Done to return to the previous screen if you change your mind about sending Default Week Plans.

Chapter 20
Build Special Week Plan

How to program a Special Week Plan

When sending a Time Switch Setup page to program your time switches, you can build a Special Week Plan that will operate from the time you send the page until midnight the following Saturday when your time switches will automatically revert to the Default Week Plan.

The Special Week Plan is initially setup with no Day Plans for Saturday and Sunday and Normal Day Plans for Monday through Friday.

If you need any day of the Special Week Plan to operate different than the Normal Day Plan, click on the other Day Plan, click on the day of the week that that Day Plan is to run, then click the Program button.

Note: When you click on a Day Plan, the program steps will be displayed in the Day Plan Details list box.

Click Done to return to the Main Menu.

Chapter 21
Add / Edit Day Plan Name

How to add a Day Plan Name

The CPR program allows you to assign a name to each Day Plan. This name should correspond to the function of the Day Plan such as "Early Out", "Football Night", etc.

There are two ways to change a Day Plan name. One way is to highlight the current Day Plan name, type a new name and click either Next or Save.

The other way to change a Day Plan name is to click on a name in the list for "Day Plan names used in other Groups" and click the Use Selection button. Click either the Next or Save button.

Chapter 22
Technician Notifications Setup

CPR Radio has the ability to notify technicians through Email messages that there are errors on the system. This dialog box allows you place technicians on or off duty. You can also add, edit, or delete a technician's setup in this dialog box.

Technicians are programmed to be notified of either errors in the system, or the starting or stopping of CPR Radio. The four errors are listed below.

'Error bad communication port.' This error is posted when the CPR Radio computer cannot get access to the serial port that it is programmed to use. This could indicate a hardware failure of the port, but typically this error comes from the port being used by another device on the computer and CPR cannot gain exclusive access to the port.

'Error check of location with no corresponding read.' This error is posted whenever CPR Radio checks the programming of a location and gets no response from the time switch. This error can be either a link error in the radio connection, or a failure in the time switch itself.

'Error check of location with validate failure.' This error is posted whenever the validation of a location programming shows the location does not contain the same programming or time as the computer. Typically CPR Radio automatically remedies this automatically.

'Error radio transmission made without communication setup.' This error is posted when CPR Radio tries to make a transmission to a clock without a valid serial port. This error is similar to number one above. It means that a setup of the communications port has not been made and yet transmissions are being attempted.

Technicians can also be emailed when CPR Radio either starts or stops.

Technicians that are On-Duty receive email messages about any errors on the system as long as they are programmed to receive them. Off-Duty technicians receive no email messages, even those they are programmed to receive.

The dialog box has two list boxes in it. The list box on the left has all the technicians programmed in the system. The list box on the right has the technicians that are On-Duty. There are various buttons that allow you to change make changes to the technicians, place them On-Duty, and place the Off-Duty.

How to add a Technician

To add a technician to the system you simply click 'Add User'. The CPR program then creates a user and directs you immediately to the Edit Technician Options dialog box where the technician can be edited for use. In this dialog box you will enter the email address and other relevant data.

How to edit a Technician

To edit a technician you select which technician you wish to edit in the left-hand box displaying all the technicians. When you have selected a technician the button 'Edit User' becomes visible. To edit this user you simply click 'Edit User'.

How to delete a Technician

To delete a technician you select which technician you wish to delete in the left-hand box displaying all the technicians. When you have selected a technician the button 'Delete User' becomes visible. To delete this user you simply click 'Delete User'.

Edit Technician Options

Each technician has properties and selections for the emailing of errors and startup information.   This dialog box is where those properties are edited.

Technician User Name

Each technician has a User Name. This name is the name displayed for selection purposes within CPR Radio. This name is typically the technician's name.

Technician Email Address

Each technician has an Email Address. This is the Email Address CPR Radio will send all email designated for this technician to. This email address is the same email address one would use to communicate any message to the technician. The Email Address can be tested in the Setup Email dialog box.

Technician On Call Setup

Each technician can be placed On Call. On Call techniciana receive all emails they are enabled to receive when the error happens.

Errors Technician Enabled For

Each technician has errors and system events they are enabled to receive. If the technician is On Call and the enabled event or error occurs an email is sent to the technician.

Chapter 23
Show Errors

CPR Radio has a Show Errors dialog box. This box is shown whenever there are Errors on the system.   You reach this dialog box from the main screen. To enter this dialog box you simply click the button labeled 'View Errors'. The 'View Errors' button is only visible when there are errors on the system.

The four types of errors are listed below.

'Error bad communication port.' This error is posted when the CPR Radio computer cannot get access to the serial port that it is programmed to use. This could indicate a hardware failure of the port, but typically this error comes from the port being used by another device on the computer and CPR cannot gain exclusive access to the port.

'Error radio transmission made without communication setup.' This error is posted when CPR Radio tries to make a transmission to a clock without a valid serial port. This error is similar to number one above. It means that a setup of the communications port has not been made and yet transmissions are being attempted.

'Error check of location with no corresponding read.' This error is posted whenever CPR Radio checks the programming of a location and gets no response from the time switch. This error can be either a link error in the radio connection, or a failure in the time switch itself.

You can attempt to fix this error by clicking on the error itself in the listbox, then either click 'Time Switch Setup', or 'Re-Validate'.

'Error check of location with validate failure.' This error is posted whenever the checking of a location programming shows the location does not contain the same programming or time as the computer. Typically CPR Radio automatically remedies this automatically.

You can attempt to fix this error by clicking on the error itself in the listbox, then either click 'Time Switch Setup', or 'Re-Validate'.

How to Re-Validate a Location

Each location that has either not responded to a communication to it, or has failed the data check will have an error posted. To Re-Validate the location you simply click on the error and then click 'Re-Validate' when the button appears.   This action causes CPR Radio to attempt to validate the data in the clock at the location.

How to Enter Time Switch Setup for a Location

Each location that has either not responded to a communication to it, or has failed the data check will have an error posted. To enter Time Switch Setup you simply click on the error and then click 'Time Switch Setup' when the button appears.   Once in Time Switch setup you can perform any actions on this location you feel necessary. These actions can include sending the time or alternate programming to the location.

See Time Switch Setup For further information.

How to Erase and Error

Each error can be erased from the list by simply selecting it, then click the 'Erase Error' button. Errors that are erased will be removed from the display. The error condition may still exist, and the error may return if detected again.

How to erase all Errors

All errors can be erased clicking the 'Erase ALL Errors' button. Errors that are erased will be removed from the display. The error condition may still exist, and the error may return if detected again.

Chapter 24
IP Connections

The WIFI / IP system uses transceivers to make the connection from the IP network to the CPR time switch. This transceiver has a unique IP address associated with it. It is assigned by a network administrator.   The connection to this transceiver is a 'socket' in windows terminology.

These transceivers are utilized in two ways, Fixed or IP/Radio. A Fixed transceiver is one where there is only one time switch associated with this IP address. Transceivers with a radio link are IP/Radio transceivers.

In this dialog box all Fixed transceivers are listed.

You must have unique IP addresses for all transceivers. It does not matter which time switch is associated with the IP address as the computer will determine that in its normal running.

Right clicking the IP address gives you the following options.

- You can add or delete an IP address. When you add an IP address you need to be sure it exists and the computer can find it. Any IP address entered but not existing will significantly slow down the operation of the program.

- Each IP address can be disabled. This tells the computer to not attempt to make any connection to this IP address. This can be used to temporarily remove an IP address from service.

- Each IP address can be renamed by right clicking it at giving the IP a name.

The display of the transceiver has information listed in it. It shows you the last time the IP was successfully communicated with. Note this time is recorded whether or not the time switch associated with it responded or not.

The display also includes what time switch is associated with this transceiver.

It is important to note that you the relation of the IP address to the time switch does not have to be the same. The computer, in its normal operation, will resolve all time switches to the IP address it locates them at.

IP / Radio Serial Connections

The WIFI / IP system uses transceivers to make the connection from the IP network to the CPR time switch. This transceiver has a unique IP address associated with it. It is assigned by a network administrator. The connection to this transceiver is a 'socket' in windows terminology.

These transceivers are utilized in two ways, Fixed or IP/Radio. A Fixed transceiver is one where there is only one time switch associated with this IP address. Transceivers with a radio link are IP/Radio transceivers.

In this dialog box all Fixed transceivers are listed.

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The display of the transceiver has information listed in it. It shows you the last time the IP was successfully communicated with. Note this time is recorded whether or not the time switch associated with it responded or not.

The display also includes what time switch is associated with this transceiver.

It is important to note that you the relation of the IP address to the time switch does not have to be the same. The computer, in its normal operation, will resolve all time switches to the IP address it locates them at.

Show Extra Locations

This dialog box shows the time switches that were detected by the computer that have no corresponding definition in the CPR database. This feature is intended to detect improperly addressed or deleted locations within groups.

For example, if you have a time switch addressed to Group 1 Location 13 but you do not have this location in your database the computer will detect this and place the information here.

The location cannot be detected if it is not behind a Fixed IP Address. If an extra location is behind a IP/Radio or Communications port then it will not be detected.

Show Duplicate Locations

This dialog box shows the time switches that are detected by the computer where 2 time switches respond to the same address. This feature is intended to detect improperly addressed time switches.

For example, if you have a 2 time switches both addressed to Group 1 Location 13 and both of them are behind a Fixed IP address, then they will be listed here.

Duplicate time switches cannot be detected if they both are not behind a Fixed IP Address.

Chapter 25
Find Locations

CPR can communicate to a timeswitch by either a communications port connected to a radio, or by a ethernet connection wireless or hard wired. Any timeswitch can be located and communicated to by whichever method you currently have in your system. There is no need to have to tell CPR which method it can communicate to the timeswitch, CPR can find each timeswitch by itself. This dialog box is where that is done.

All the groups and locations are listed in the upper left of this screen. Expanding the groups by clicking on them shows you the locations. The current communication path is shown inside the location.

Communication by either WIFI or hardwire ethernet is called IP in this program.

There are several checkboxes, they are described below. Clicking each checkbox makes CPR show only the locations matching the description on the checkbox.

- Show All: This shows all locations.

- Show Connection Failed: This shows all locations that cannot be found by CPR.

- Show IP Only: This shows locations that can be communicated to by IP.

- Show IP / Radio: This shows all locations that can be communicated to by a radio link connected to an IP device. Often times a radio is placed after an IP link. This allows the mixing of radio and IP technology to reach timeswitches.

- Show Disabled: This shows all locations that are disabled from communications. Disabling a location from communications removes it from all errorchecking and locating actions. It will still be programmed but never checked to see if the program was ever received.

Chapter 26
View Time Switch Program

This dialog box is used to display and correct the programming in the time switches at the locations.

All the Groups are listed. If you click the + button to expand a group you see the computer programming for the group and all the locations assigned to the Group. If you

- 'Read Time Switch'

  This button commands the computer to read the location. If the read is successful the data from the location is displayed. If the data does not match the computer data then it displays this.

  If this button is grayed out, then you are need only click in to any part of a location.

- 'Time Switch Setup'

  This button takes you to the Time Switch Setup screen. This is where programming can be sent to a location or a group. This button is always visible and will preselect in Time Switch Setup the location or group you have selected.

- 'Manual Control'

  This button takes you to the Manual Control screen. This is Manual Commands can be sent to a location or a group. This button is always visible and will preselect in Time Switch Setup the location or group you have selected.

Chapter 27
Copying Group Programming

How to copy all of the programming from one Group to another

Note: The Copy Group function will copy all Holiday, Annual, Summer and Winter Plans from one Group to any or all of the other Groups.

Display the Group Name you want to copy from.

Click Copy Group.

If you want to copy the Group programming to all of the Groups, then click Select All Groups and click Paste Group Programming.

If you want to copy the Group programming to selected Groups, click on the Group names from the list box and click Paste Group Programming.