

Honeywell

Galaxy Flex

User Guide

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Introduction

The FLEX is a programmable alarm control panel that enables you to protect your home or business by providing secure and reliable intruder detection. The system can be fully tailored by your installer to operate in the most convenient way for your lifestyle or working practice. If there are any changes in your requirements, your installer can make any necessary changes to the system configuration in order to continue to provide the best protection, while maintaining ease of use.

An alarm system protects you and your property only when it is used correctly. Please take the time to read through these instructions carefully in order to get the best from your alarm system, and avoid false alarms.

Remember: An alarm system only protects against intruders if it is Set appropriately. Always remember to Full Set or Part Set the system when applicable.

WARNING: There are no user serviceable parts inside the alarm system component housings. Refer all servicing to qualified alarm service engineers.

Controlling your alarm system

Users

Each person who uses the system is described as a **User** and has a unique identity in the form of a PIN code, prox tag or wireless keyfob, or a combination of all three. You can assign different access levels to users so that they can control specific alarm system functions. User setup is described in the *Menu access* section of the guide.

Panel control

You can control the alarm system panel in one of these ways:

- Enter a PIN code at a keypad and press the function buttons.
- Present a Proximity (prox) tag to a prox reader/MAX reader.
- Press a button on a special encrypted wireless keyfob.

Although any of the above methods enables you to set and unset the system for day to day operation, you will need to use a keypad to reset the system after an alarm or fault condition. You can also use the keypad to:

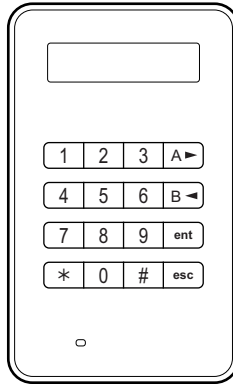
- View the event log
- Program user codes
- Omit zones temporarily from the system

Groups

On larger systems it is often necessary or desirable to split the system into separate areas or groups that can be set and unset independently by different users. Group operation can only be set up by an installer. The system can be split into eight separately controllable groups. If your system has been set up for group operation, look for the notes on groups throughout this manual.

Keypad

Your system will have at least one Mk8 keypad.



Mk8 LCD keypad

The number buttons are for entering PIN codes and for changing options. The function keys down the side have the following use:

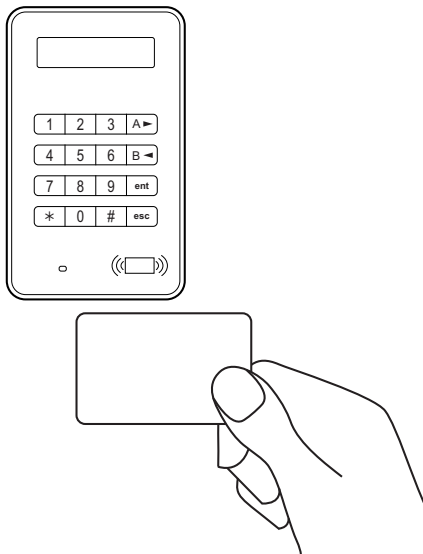
- A▶** To scroll forward in a list or menu and activate a FULL set.
- B◀** To scroll backwards in a list or menu and activate a PART set.
- ent** To save a current setting or activate the displayed command.
- esc** To abort an operation or return to the previous menu option.

The default user PIN code is 1234. We strongly recommend that you change this code as soon as possible. Choose a PIN code that you can remember easily, avoiding number sequences that may be easy for an intruder to guess.

Prox tags and cards

Prox tags and cards are devices that contain a microchip that has a unique serial number. This number is read and identified by the system when you hold the tag or card in front of a prox reader. Prox tags and cards enable you to set and unset the system only. Prox readers are usually built into the case of a keypad and are identified by the prox symbol as shown in the diagram.

Note: Prox tags and cards can also be used with MAX⁴ readers.



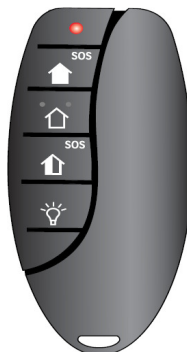
Wireless keyfobs

Keyfobs are portable controllers that can be attached to a key ring. They can be used to set and unset the system with a single button press, and can be programmed to perform additional functions in some cases. They can be used anywhere around your premises provided they are within range of the system radio receiver.

Note: Labels are provided to place over the buttons that have been programmed with particular functions.



TCB800M




KTC805

Set the system – full set

To set the system, make sure all doors are closed and windows are secure. The system cannot be set if there has previously been an alarm that has not been reset.

To set the entire system:

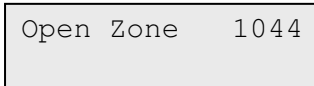
1. Do one of the following:
 - **Keypad:** Enter your PIN code, and then press **A**.
 - **Keyfob:** Press  (the top button).
 - **Prox tag or card:** Hold the tag or card in front of the prox symbol/ MAX⁴ reader for three seconds.

A 30 second exit timer begins and a constant tone is sounded.




2. Leave by the agreed exit route and close the door.

When the exit timer expires, there is a five second settling period, followed by two beeps to confirm setting completion.




To cancel set during the exit time:

- Do one of the following:
 - **Keypad:** Press **esc**.
 - **Keyfob:** Press  (the second button down).
 - **Prox tag or card:** Hold the tag or card in front of the prox symbol/ MAX⁴ reader.

Set the system – part set

Part setting is similar to full setting but omits certain detectors as agreed with your installer. Additionally, the system can be programmed by the installer not to give any exit timer tones during the setting period (Silent set).

To Part set:

1. Use one of these methods:
 - **Keypad:** Enter your PIN code, and then press **B**.
 - **Keyfob:** Press .
 - **Prox tag or card:** Full set only (see previous section).

A 30 second exit timer begins.



2. Leave the protected area by the agreed route.

A double beep at the end of the exit time confirms setting completion.

Cancel system set

Full and Part setting routines can be cancelled before the system sets.

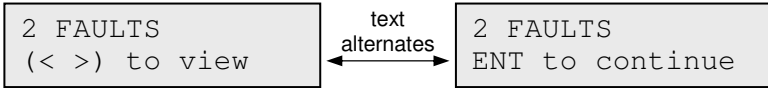
To cancel system set:

- Do one of the following:
 - On the keypad used to start the set process, press **esc**.
 - On any other keypad, enter your user PIN code, and then press **A**.

Set with faults

Although not normally permitted, you can set with a fault if your system is programmed for this and you have the correct user access level.

If there are faults present when you try to set via the keypad, the fault override message is displayed:



To set with one or more faults:


1. Scroll through the faults. If you are able to override a fault the Continue Set option is displayed as shown in the example below.

```
ALERT-AC FAIL
ent=CONTINUE SET
```

2. Press **ent** to override the fault for one set period only and allow the system to set. If there is more than one fault, repeat this process for each fault.

Unset the system

To unset the system:

1. Enter the protected area by the agreed route. A timed entry period begins and a pulsed tone sounds.
2. Do one of the following:
 - **Keypad:** Enter your user code, then press **ent**[†].
 - **Keyfob:** Press  (the second button down).
 - **Prox tag or card:** Hold the tag or card in front of the prox symbol/MAX⁴ reader.

[†] In the UK, on DD243 compliant systems, a user code cannot be used to unset the system and a prox card or tag must be used instead. A user code can only be used after an alarm condition has occurred.

Cancel an alarm

The process for cancelling an alarm is similar to unsetting the system. However, if a wireless keyfob or prox tag has been used, you can only view alarms on a keypad by typing in your user code and following the onscreen instructions. Only certain users are able to reset the system following an alarm condition. Your installer will tell you which users have this ability.

Restore an alarm

To restore alarms, faults and tampers your user level must be 3 or greater. If you are unable to perform a restore you may still be able to override unrestored conditions when you attempt to set the panel.

To restore alarms, faults and tampers:

1. Clear the cause of the fault.
2. Enter an authorised user PIN code or an anti-code.
3. On a keypad, view and restore the alarm conditions. If your user level prevents you from doing this ask a user with a higher level to do it.

Alert conditions

If a fault condition occurs when the system is unset the panel emits an intermittent beep.

To deal with an alert condition:

1. At the nearest keypad, enter your PIN code, and then press **ent**. The keypad displays the cause of the alert.
2. Use **A** and **B** to scroll through the message screens.
3. If the condition has cleared, press **ent** or **esc** to reset the fault condition. A fault condition cannot be reset if it has not cleared or if it has not been viewed by a user.
4. If you cannot clear the fault condition, call your installer for advice.

Set and unset groups

It is possible to split the alarm system into separate areas or groups that can be set and unset independently. Users can be assigned:

- access to any combination of groups,
- the option to set and unset all their groups together, or the option to choose individual groups to set and unset.

Set and unset without group choice

To set and unset without group choice follow the standard procedures on the previous pages.

Set and unset with group choice

Setting is initiated as normal using a code, tag or fob. However, a choice of groups is then displayed along with the current status of each group.

To set and unset with group choice:

1. Initiate setting or unsetting as described earlier in the guide.
2. Select an option for each group. Press the appropriate group number to cycle through the possible options. An example is shown below:

| | |
|--------|-----------|
| SET | A12345678 |
| Groups | URRSSF |

The options are:

U = Unset

R = Ready

F = Fault (group unset and at least 1 zone is open)

S = (flashing) group selected for setting

S = (steady) group already set

3. Press **ent** to implement the status shown.

If a code, keyfob or tag/card is used while an entry timer is running or an alarm is in progress, the group that is active is unset immediately, without requiring a status change on the keypad.

Menu mode

To enter menu mode:

- Enter your PIN code, and then press **ent**. The first menu category is displayed.

```
10=SETTING  
[ent] to Select
```

You can then:

- Navigate around the menu using the scroll keys (**A** and **B**), the **ent** key and the **esc** key.
- Jump to any specific menu item directly by typing the number of the item followed by **ent**.

An overview of all the accessible functions is shown below. You may not be able to access all of the functions controlled by your user type, which is set up in Modify Level (**42 ent 2 ent**).

Table 3 Menu access

| 10=Setting | 20=Display | 30=Test | 40=Modify |
|-------------------|-------------------|----------------|------------------|
| 11=Omit Zones | 21=Display Zones | 31=Walk Test | 41=Time/Date |
| 12=Timed Set | 22=Display Log | 32=Outputs | 42=Codes |
| 13=Part Set | 23=System | | 43=Summer |
| 14=Forced Set | 24=Print | | 44=Trace |
| 15=Chime | 25=Access Doors | | 45=Timer Control |
| 16=Instant Set | | | 46=Group Omit |
| 17=Silent Part | | | 47=Remote Access |
| 18=Home Set | | | 48=Eng. Access |
| 19=All Set | | | |

The function of each menu item is described in the following pages.

Omit Zones (11 ent)

Use this option to disable a detection zone temporarily. For example, you could disable a movement detector when leaving a dog in the house. Zone omits last for one set period only and automatically reset when the system is unset.

To omit a particular zone:

1. Select Omit Zones. The first omissible zone is displayed.
2. Scroll to the zone to be omitted.
3. Press **#**. The message in the bottom left corner changes to **Omitted**.
4. If required, repeat steps 2 and 3 to omit more zones.
5. When all zones have been selected as required, do one of the following:
 - Press **ent** to set with the omitted zones.
 - Press **esc** to save the omitted zones for setting later.

Timed Set (12 ent)

Use this option to start the timed full set routine. It is identical to entering a PIN code and pressing **A**.

Part Set (13 ent)

Use this option to start the timed part set routine as described earlier.

Forced Set (14 ent)

Option not available

Chime (15 ent)

Use this option to put one or more zones into Chime mode. When Chime mode is enabled for a zone, the internal sounders beep twice each time the detector on that zone is activated. This function can be used in a shop, for example, to indicate when a customer has entered.

Instant Set (16 ent)

Use this option to set all zones immediately. There is no sounder or exit time.

Silent Part (17 ent)

Use this option to set all zones that have the part attribute enabled. There is a normal timed exit procedure without sounders. In the event of an alarm occurring during a Silent Part set, for example a fire alarm, the system reverts to normal operation.

When group mode is enabled, setting of a group using Silent Part set does not affect the operation of any other group setting options.

Unsetting from Silent Part results in a double beep.

Home Set (18 ent)

Use this option to either fully set or part set the system. The system is:

- Fully set if the exit time is manually terminated via a Final or Push-Set zone operation.
- Part set if the exit time is allowed to expire.

All Set (19 ent)

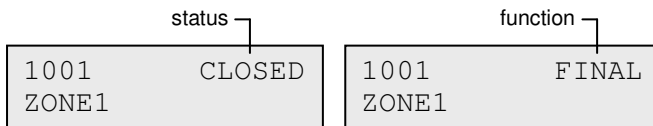
Use this option to start a timed set of all groups assigned to the user code. No group choice is offered. The keypad group restriction determines the groups that are set when this option is selected:

- If there is no keypad group restriction then all of the groups assigned to the user are set – as long as there is at least one common group assigned to the keypad.
- If there is a group restriction on the setting keypad, then only the groups that are common to both the user and the keypad on which the menu option is selected are set.

Display Zones (21 ent)

Use this option to show the status of each individual detection zone on the system.

On entering the option, the first system zone is displayed as shown below:



On the top row, the zone address is shown along with the current status (open, closed, etc) and toggles with the zone function.

Note: If groups are enabled, the group is shown after the zone address.

```
1001A1    CLOSED  
ZONE1
```

On the bottom row, the description of the zone is shown to aid identification.

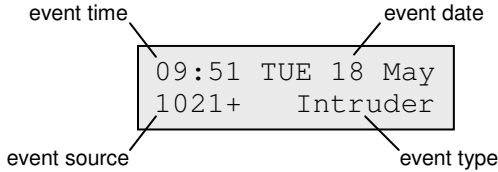
Use **A** and **B** to scroll to other zones in the system.

Press **#** to show additional diagnostic information for that zone. This may be required for fault finding when talking to the alarm installation company by phone.

Display Log (22 ent)

This option displays the system event log. The log records all events that occur in the system and is used to track the chain of events during a break-in, or when trying to trace a fault.

On entering the option, the most recent event is displayed on screen as shown below:



Use **A** and **B** to scroll through the events.

Hold the scroll keys to scroll through the events one day at a time with the date only displayed while scrolling.

Press **#** to display additional information, where available.

Note: If groups are enabled, you can select which groups to view before entering the log.

System (23 ent)

Use this option to see an overview of the system configuration. Two lines of information are displayed at a time.

| | |
|-----------------------|--|
| Groups | Groups 1 to 8 are displayed |
| Group status | U = Unset, S = Set, P = Part set and L = Locked-out for each of the groups displayed |
| Version | Software version |
| RIOs fitted | Includes the onboard RIOs |
| Codes used | Includes the manager, engineer and remote codes |
| Keypads fitted | 1 to 8 |
| Comms modules | 1 to 7 (GSM, ISDN, Ethernet Module, Int Telecom, USB, Audio Module) |
| Printer | 0 to 1 (Printer Interface Module) |
| MAX modules | Displays the number of MAX modules on the system |
| DCM modules | Displays the number of door control modules on the system |
| MUX modules | Displays the number of MUX modules on the system |
| RF portals | Displays the number of RF Portals on the system |
| Panel location | Up to 16 characters of text entered by the installer |
| Default set | Displays the language and country default setting |

Print (24 ent)

Use this option to print system settings when a printer is connected to the system.

These sub-menu options are available:

| | |
|----------------|--|
| 1=Codes | Prints a list of all users on the system |
| 2=Zones | Prints a list of all zones on the system |
| 3=Log | Prints the event log |
| 4=All | Prints options 1, 2 and 3 |

When an option is selected, a printing is in progress message is displayed.

Access Doors (25 ent)

Use this option to display event log information about access control events. The events can also be filtered by:

- Individual DCM or MAX readers
- Individual Users

Walk Test (31 ent)

Use this option to view tested and untested zones and to activate a walk test. We recommend you perform a walk test every month.

To test all zones:

- Press **2 ent 2 ent 1 ent**.

To test selected zones:

1. Press **2 ent 2 ent 2 ent**. The first zone is displayed with the zone number and description on the top row. The test status is displayed on the bottom row.
2. Press **#** to select the displayed zone for test. The message in the lower corner displays as appropriate.
3. Navigate to, and select other zones to test.
4. When all required zones have been selected for test, press **ent** to start the test, or **esc** to abort.

Once a test has started, any activation of a detector on test causes the internal sounders to beep twice. The zone number and description are displayed on the keypad. When more than one zone is activated at the same time, use the scroll keys to view all the active zones.

Note: Ensure that wireless detectors on test are left undisturbed for three minutes before activating the walk test. This is because wireless movement detectors enter a sleep mode after being activated in order to save battery life during repeated activations.

To end the walk test:

- Press the **esc** key.

All walk tested zones are recorded in the event log.

Output Test (32 ent)

Use this option to test the external bell and strobe.

To test a bell or strobe:

1. Select either bell or strobe, and then press **ent**. The device state (on or off) is displayed.
2. Press **ent** to toggle the status on or off to test the device.
3. Press **esc** to end the test.

Time/date (41 ent)

Use this option to set the system time and date. There are two sub-options; **A=TIME** and **B=DATE**.

Enter time in 24 hour notation (hh:mm), and the date in 6-digit notation (dd/mm/yy).

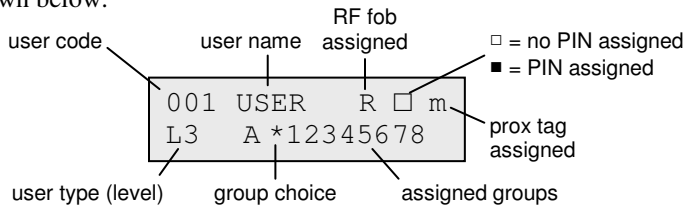
Codes (42 ent)

The system can have up to 100 users, with user codes assigned as follows:

- 001 to 097 assigned to any user
- 098 reserved for Manager
- 099 reserved for Engineer
- 100 reserved for remote access

You can give each user a PIN code, a wireless keyfob and/or a prox tag. Once assigned, users can modify their own PIN codes. You can also assign an access type that controls what the user can and can't do.

Press **42 ent 1 ent** to view users. The first user details are displayed and a typical example is shown below:



Use **A** and **B** to scroll to other users.

Press **ent** to show the options for that user, starting with **Modify PIN**. Use **A** and **B** to scroll between the options.

Most users can only access the PIN option. Depending on user level, the programmable options for each user are listed below:

01=Modify PIN

Use this option to enter a new 4, 5, or 6 digit PIN code.

02=Modify Level

Use this option to assign one of these user types:

| | |
|---------------------------------|--|
| 0=Guard [†] | Entered into event memory – no other option |
| 1=Guard [†] | Can only set the system and change own PIN |
| 2=Caretaker [†] | Can only set and unset the system and change own PIN |
| 3=Users | Menu options 11 – 19 |
| 4=Users | Menu options 11 – 25 |
| 5=Users | Menu options 11 – 32 |
| 6=Manager | Menu options 11 – 48 |

[†] No access to menu functions

Note: All levels except 0=Guard can change their own PIN

03=Modify Name

Use this option to assign a 6-character label to the user to aid identification when viewing the event log.

04=Schedule

Use this option to allow a user to set and unset the system during the OFF period of an assigned weekly schedule. Set this option to 00=None to enable a PIN code to be operational at all times.

05=Modify Groups

If group choice is enabled, you can edit the groups to which you have access. The numbers shown on the display indicate the groups to which the user has access. Press the appropriate number key to toggle a group on or off.

06=Card Number

Use this option to assign a card, tag or fob number to a user and reference it to the system. Card number can contain one of the following:

- the serial number from an access control card
- the 10 digit number etched onto the card/fob/tag
- a number generated by the RF RIO identifying an RF Keyfob button
- the decrypted code of cards/tags self learned into the system for use with the keyprox

07=MAX Function

Use this option to assign a single menu option to a card, fob, tag or button. You must be authorized to access the menu option assigned to the MAX.

To assign a new option:

1. Do one of the following:
 - Press **A** or **B** until the required option is displayed.
 - Enter the option number directly.
2. Press **ent** to accept the selection.

08=Max Keypad

The menu option assigned to the MAX card can be limited to operate on a single keypad. When you select this option **★ ★** is displayed, indicating that a keypad has not been specified.

To specify a keypad:

1. Press **#**. The address of the first keypad on the system is displayed.
2. Use **A** or **B** to select the required keypad, and then press **ent**.

Note: The address of the keypad that is currently being used is indicated by a black square flashing over the first digit of the keypad address.

09=Template

You must allocate an access template to every user on the system. An access template is a list of groups and time schedules that govern card access through doors and can be assigned to multiple users. The use of access templates reduces programming time and complexity. For example, if there are multiple doors leading into one group or area, then the user is given access to all of those doors in one programming step. Templates are created in option 45.6, and are made up from the weekly schedules created in option 65.1.

10=Radio Fob

Use this option to register a keyfob with the system (sub-option 1=Learn Fob). Keyfobs can be assigned to a maximum of 98 users, and can be programmed to set/unset or activate panic alarms, or both. These options may be limited by certain regional restrictions.

Card Users (42 ent 2 ent)

Use this option to set the tags or cards on the system for various users. There are seven sub-options:

1=Add Batch

Use this option to start enrolment and display the user/tag for each presentation. When batch enrolling (auto assigning of tags to users), the panel increments the user number, starting from Batch Start. It does this for every new tag presented at the DCM assigned in Batch DCM.

2=Test Batch

Use this option to check the tag number stored at the panel for the current tag presented at the Batch DCM. It can also be used to go directly to the user programming details that are assigned to the presented tag.

3=Delete Batch

Use this option to remove card numbers from enrolment. A warning is given before deletion.

4=Batch Start

Use this option to set the first user number in the enrolment.

5=Batch End

Use this option to set the last user number in the enrolment.

6=Batch DCM Rdr

Use this option to set the DCM reader used for enrolment. Press ***** to return the system to the default reader.

7=Template User

Use this option to turn a user's access authority and non-unique attributes into a template, when using the **1=Add Batch** function.

Summer (43 ent)

Use this option to change the summer time start and end dates.

Trace (44 ent)

This option records:

- The most recent alarm activation.
- Details of system setting and unsetting immediately before and after the alarm activation.
- The first five events occurring during the alarm activation.

The information is maintained in the trace until the next alarm activation.

Press **#** while viewing the Trace option to display additional information about certain events. User events reveal the keypad, user level and current group. Alarm events reveal the zone descriptor if programmed.

To print the currently displayed trace, press *****. To abort the printout, press **esc**.

Timer Control (45 ent)

This option allows you to view and control schedules and holidays.

Group Omit (46 ent)

This option allows a type 6 user to block omit all the omittable zones that are open at the end of the confirm time in a group or multiple groups.

Remote Access (47 ent)

Use this option to initiate a remote service call when required by the installation company. It allows the alarm system to be remotely monitored and reprogrammed.

WARNING: Only use this option when requested by your installation company.

Eng Access (48 ent 1 ent)

Use this option to authorize access by an installation or service engineer.

To authorize access:

1. Enter your level 6 PIN code.
2. Press **48 ent 1 ent 1 ent**. The engineer has 5 minutes to enter his own code.

Zone reference table

| | ZONE | FUNCTION | DESCRIPTION | CHIME | OMIT | PART |
|--------|------|----------|-------------|-------|------|------|
| RIO 00 | 1001 | | | | | |
| | 1002 | | | | | |
| | 1003 | | | | | |
| | 1004 | | | | | |
| RIO 01 | 1011 | | | | | |
| | 1012 | | | | | |
| | 1013 | | | | | |
| | 1014 | | | | | |
| | 1015 | | | | | |
| | 1016 | | | | | |
| | 1017 | | | | | |
| | 1018 | | | | | |

Compliance

This product is suitable for use in systems compliant to EN50131-1:2006 + A1: 2009 and PD6662: 2004 & 2010.

This product has been tested for compliance to EN50131-3: 2009 by BRE Global Ltd.

Security Grade: 2

Environmental class: II

Installer details

| | |
|--------------|--|
| Name | |
| Address | |
| Telephone | |
| Office hours | |
| Other times | |
| Account No. | |

