
Access 5 user guide



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1 Introduction

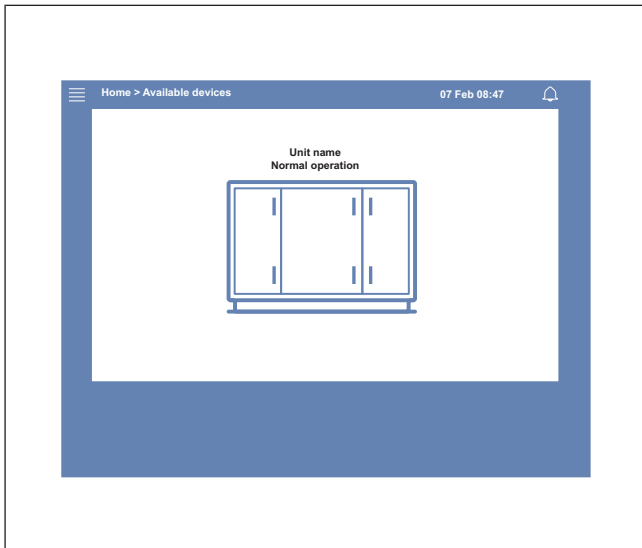
Control the product with Access NaviPad control panel or Access Connect by Systemair app.

Download Access Connect by Systemair in Google play for Android or App store for iOS.

1.1 NaviPad

Do this at first start up of the NaviPad:

1. Select language.
2. Set the time and date.
3. Select the product to pair with the HMI from the *Device list* shown on the screen. Use the serial number on the control unit CU27-C2/CU40-C2 to identify the product in the *Device list*.

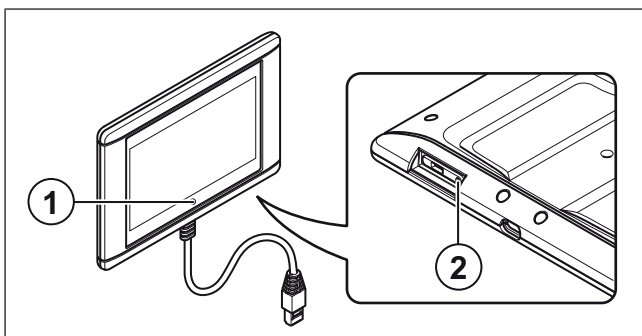


Note:

If more than 1 product are to be connected to the same network, refer to the Access Configuration Manual at www.systemair.com.

A LED-light in the NaviPad button (1) shows the product status.

- Green light: No alarms, status ok.
- Red light that flashes:
 - Active or returned alarm.
 - Lost connection with a product.
- Solid red light: Acknowledged or blocked alarm that has not been reset.



1. NaviPad button
2. Reboot button

1.2 Access Connect by Systemair

Systemair recommends to use the app with a tablet with a minimum screen size of 7".

The control unit in the air handling unit broadcast a signal which the tablet receives.

The language settings in the tablet determines which language is shown in the app.

- 1 The tablet shows a Wi-Fi network.

Note:

If the Wi-Fi network does not appear, move closer to the air handling unit.

- 2 Press *Join* to connect.
- 3 A list of available air handling units is shown on the tablet. Select the product to connect to.

After connection to the product, the preset language is English. Refer to 4 Language.



1.3 Overview of Access application home page

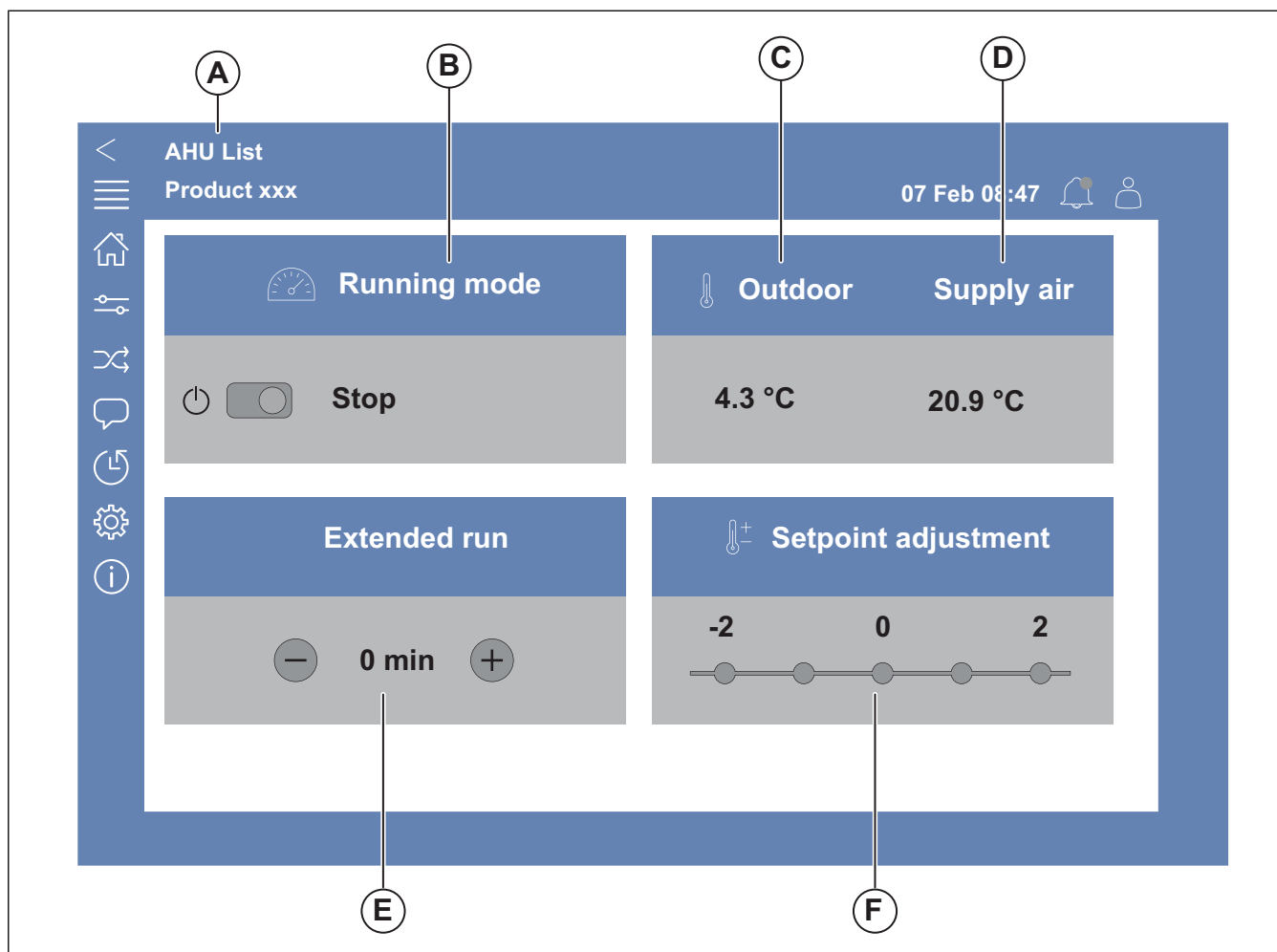


Fig. 1 Home page

(A) only in Access Connect by Systemair to return to available products, refer to [1.5 HMI operation](#).

(B) Running mode

(C) Outdoor






(D) Supply air





(E) Extended run

(F) Setpoint adjustment

1.4 Overview of the Access application software menu

The content in the description column in the menu overview is depending on the air handling unit's configuration.

Symbol	Menu level 1	Menu level 2	Description
	Home	<ul style="list-style-type: none"> • Running mode • Extended run • • Temperature set-point value 	–
	Data & Settings	Operation overview	General overview of the air handling unit's operation status.
		In-/output status	<ul style="list-style-type: none"> • Unit operation • I/O • Fan control • Heating/Cooling sequences • Manual setting of temperature sensor • Locking of fans at adjustment • Raw values • Device status
		Energy insight	Logs and presents energy data.
		Temperature control	<ul style="list-style-type: none"> • Limit values • Setpoint for current control type • Min/max limitation
		Fan control	<ul style="list-style-type: none"> • Setpoint for different fan speed • Fan compensation e.g. outdoor compensated fan curves • Start delay of fans, shut of dampers etc.
		Demand control	<ul style="list-style-type: none"> • Air quality control • Support control • Free cooling
		Fire/Smoke	<ul style="list-style-type: none"> • Fire dampers • Smoke detector status • Fire damper test
		Filter monitoring	<ul style="list-style-type: none"> • Filter calibration • Filter alarm limits
		Alarm list	A list of the active alarms, alarm history and alarm snapshot.
	Flow chart	–	A dynamic flow chart of the current product configuration. Refer to 3.1 To use the flow chart .
	Language	–	Settings for language
	Time settings	–	<ul style="list-style-type: none"> • Date / Time • Schedule

Symbol	Menu level 1	Menu level 2	Description
	Configuration	Service stop	<ul style="list-style-type: none"> • ON/OFF
		System settings	<ul style="list-style-type: none"> • Communication • Communication devices • Preference unit settings • Save and restore settings • Software
		Functions	<ul style="list-style-type: none"> • Function activation • Temperature control • Fan control • Fan compensation curves • Fire/Smoke • Filter monitoring • Extended operation • Extra indications & outputs • Extra sensors & inputs • Flow chart setup • Energy insight
		I/O allocation settings	<ul style="list-style-type: none"> • Analog inputs • Digital inputs • Analog outputs • Digital outputs
		Alarms	Alarm delay at start up, search alarm number and configuration of alarms.
		PID controllers	<ul style="list-style-type: none"> • Heating • Exchanger • Cooling • Supply air fan • Extract air fan • Defrosting
	System information	–	<ul style="list-style-type: none"> • Unit information • Access control unit • Communication
	Alarms	–	Alarm list
	Login menu	<ul style="list-style-type: none"> • Login • Log out • New password • Confirm password 	–

1.5 HMI operation

- Press the screen to navigate in the menus, start or stop a function or change a setting.
- Use the keyboard to type text. The keyboard shows at the bottom of the screen when it is applicable.
- To change a setting, press the value and change to the new setting in the menu that is shown. Press *OK* to keep the setting.
- Press the screen to start the screen if it is in sleep mode (Only for NaviPad).

To change to a different connected product, do the following steps:

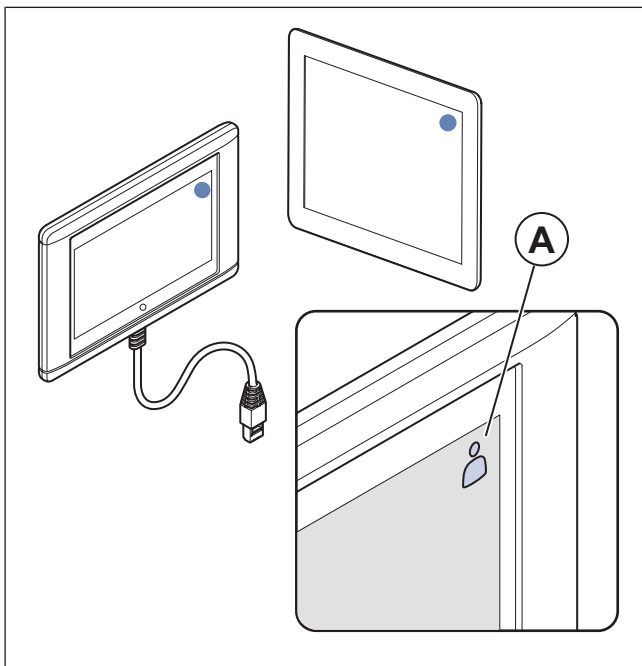
- 1 NaviPad:
 - Press and hold the NaviPad button for more than 1 second to go to the system overview dashboard. Available products are shown on the screen.
- 2 Access Connect by Systemair
 - Press AHU list (A), refer to [Fig. 1 Home page](#). Available products are shown on the screen.

1.6 To use the configuration wizard

- 1 Press the picture of the product that is to be configured.
- 2 The configuration start-up wizard starts. Do the configuration start-up wizard or refer to [6.1 To do a configuration](#), to do the configuration at a different time.

1.7 To login to the HMI with the applicable user mode

- 1 Open the Login window, press the symbol (A).



- 2 Select *Operator* or *Service* from drop down list.
- 3 Type the password of the correct user mode, refer to [1.7.1 User modes](#).
- 4 Press *Login*.

1.7.1 User modes

Note:

The user modes has different read and write rights. Text and values that can be changed are shown in blue.

User mode	Pass-word	Possible actions
End user mode	N/A	Some user rights.
Operator mode	1111	Almost full user rights.
Service-mode	0612	Full user rights.

Note:

The administrator mode is only for factory personnel.



Caution

Make sure to change the default passwords for Operator and Service to unique passwords, to prevent unwanted access the control system.

1.8 To connect the HMI if the connection to the product is lost

NaviPad

- 1 Press the screen.
- 2 Press the menu button in the top left corner of the NaviPad.
- 3 Press *Advanced HMI Settings*.
- 4 A dialog box for advanced login shows, Login with password 1111.
- 5 Press *Available devices*.
- 6 A list of available products will show, select the correct product in the list. A maximum of 9 products can be connected.

Access connect by Systemair

- 1 If the connection to the product is lost, the app will return to the AHU-list.
- 2 If the app does not return to the AHU-list:
 - The distance between the product and the tablet is too long or objects are blocking the signal. Move closer to the product.

1.9 To use a computer to show the user interface

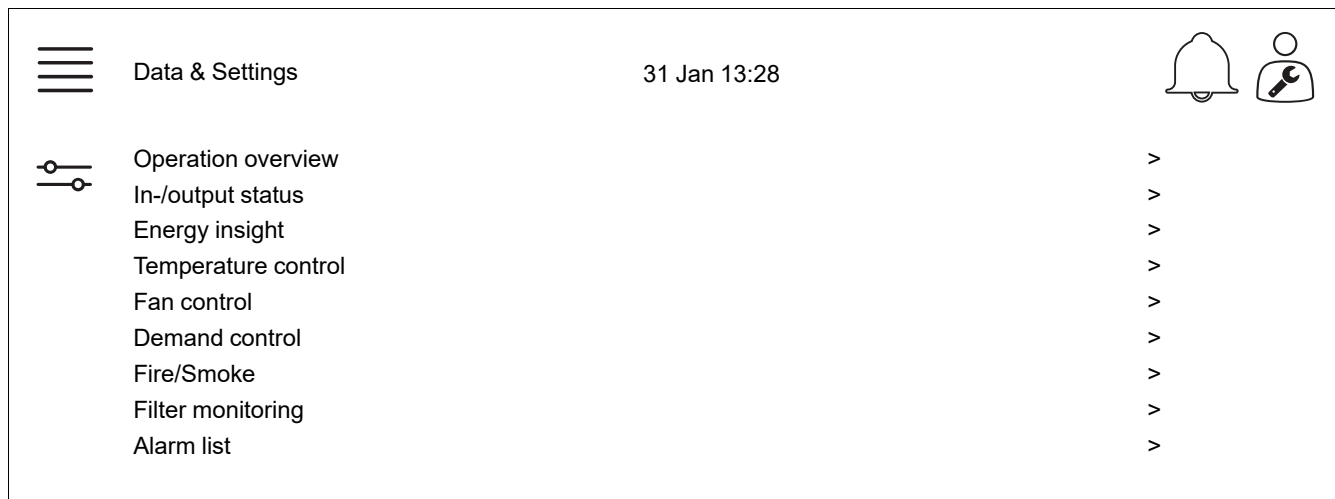
- 1 Make sure that the computer and the control unit is connected to the same local network with the same IP subnet.

- 2 Use below options to find the IP address of the control unit.
 - Go to System information with the NaviPad or the app Access Connect.
 - Scan the network with a computer.
- 3 Write the IP address of the product in the address field of a web browser.

1.10 To stop the product for maintenance

- 1 Login with service mode.
- 2 Go to the Configuration menu.
- 3 Press *Service stop*.
- 4 When the product has stopped, set the safety switch to OFF.
- 5 Make sure that the product has stopped before you do the maintenance.

2 Data & Settings



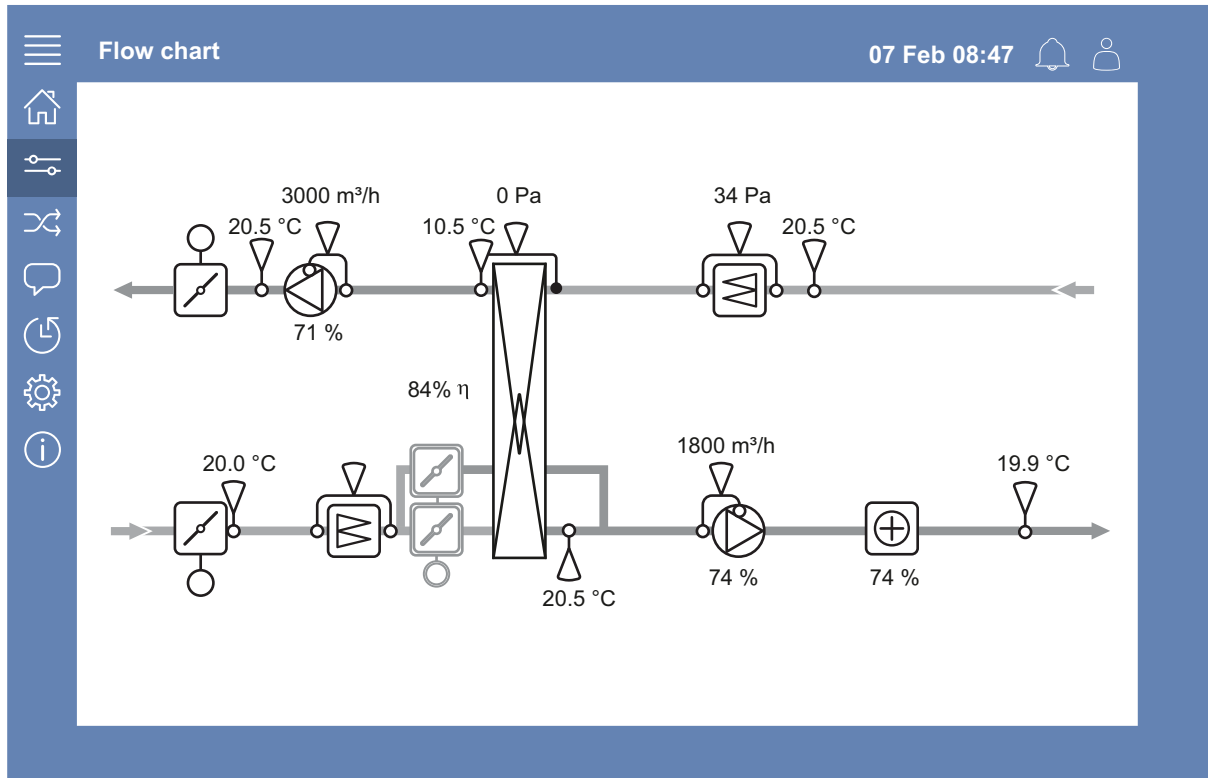
In the Data & Settings menu there is an overview of the product operation status.

3 Flow chart

3.1 To use the flow chart

Note:

The flow chart illustration shows an example of the positions of the components. The correct positions of the component is different on different product types.



View sensors and components with their values shown in real time.

Press on a blue item or value to get access to related settings and information.

4 Language

4.1 To change the language

NaviPad

- To set the language for all connected products, do these steps:
 - Login with Operator or Service mode.
 - Press and hold the NaviPad button for more than 1 second.
 - Press the menu button.
 - Press the Language menu button.
 - Select language.
 - Press *Set language*.

Both NaviPad and Access Connect

- To set the language in only 1 product, do these steps:

- Login with Operator or Service mode.
- Go to the Access application home page.
- Go to the Language menu.
- Select language.
- Log out and Login to keep the setting.

5 Time settings

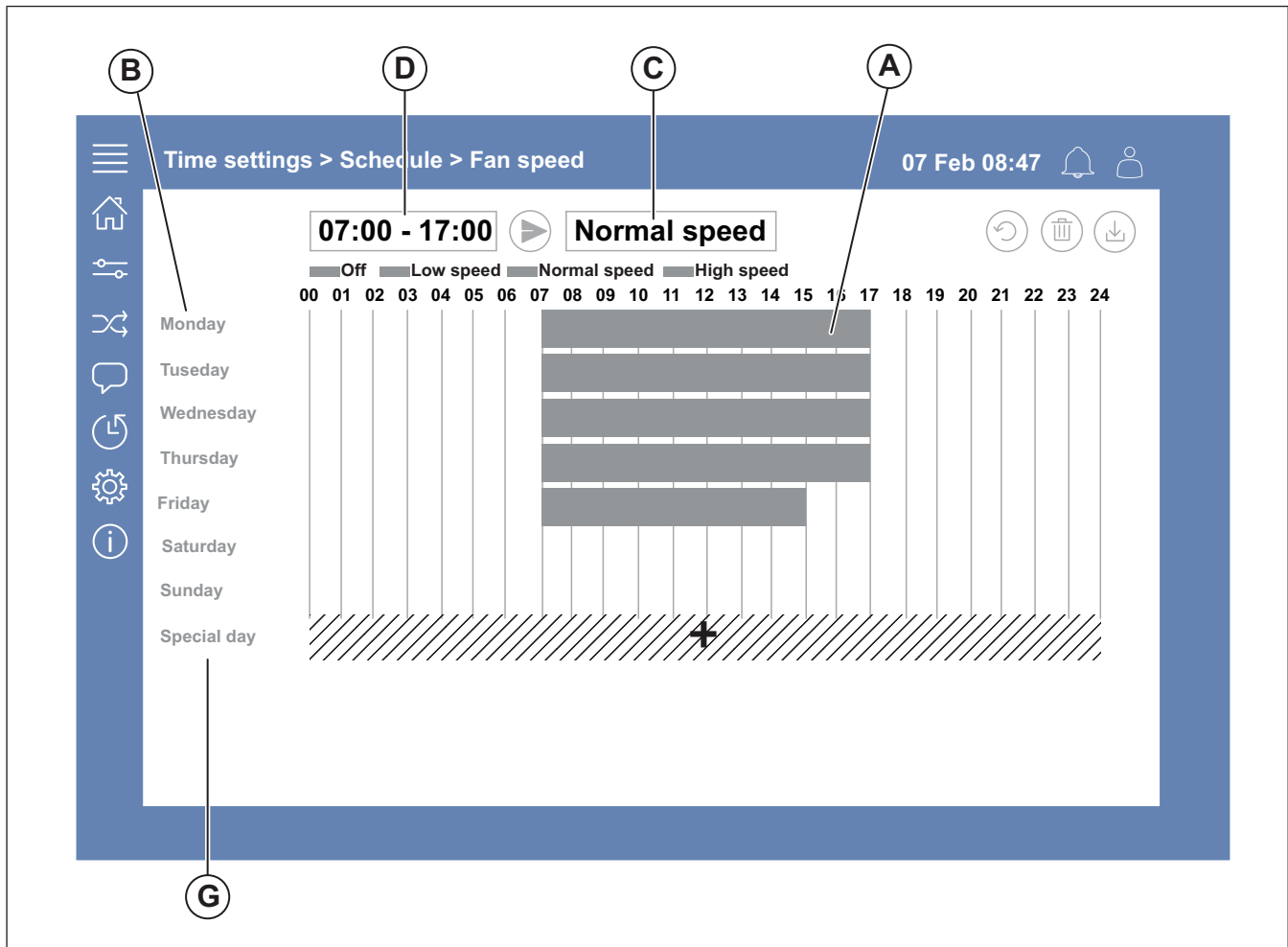
5.1 To set the operation time

1 Login with Operator mode or Service mode.

2 Go to the *Time settings* menu.

3 Go to *Schedule*.

4 Go to *Fan speed*.



5 Press the time bar (A) for selected weekday (B). Select *Off*, *Low speed*, *Normal speed* or *High speed* in the drop down menu (C).

6 Pull the time bar (A) to set the start and stop time, or select the time in (D). Set the start and stop time for maximum 8 periods for each speed.

- To set a 24 hour operation, set the start and stop time to 00:00-24:00.

7 For specific operation times on holidays (G), do these steps:

- In *Schedule* press *Fan speed*.
- Press *Special day*
- Set the date, date range, week or calendar.
- Select the start date and the stop date for the special days.
- Press *Low speed*, *Normal speed* or *High speed* and set the operation time for special days.

6 Configuration

6.1 To do a configuration

1 Login with Service mode.

2 Go to the *Configuration* menu to start a step by step configuration for your accessories. Do these steps to configure accessories:

- Press *Configuration*.
- Press *Functions*.
- Press the function and set to ON. Necessary settings for the function is made in the *Data & Settings* menu.
- Press the selected function.
- If the function requires a I/O allocation, go to I/O allocation settings to adjust inputs and outputs.

Note:

For more information about configuration, refer to the Access Configuration Manual at www.systemair.com.

7 System information




7.1 To add or adjust system information

- 1 Login with Service mode.
- 2 Go to *System information*.
- 3 Press *System information setup*.
- 4 Add or adjust the applicable information, for example unit name or contact information.

8 Alarms

Note:

If an alarm is active, the alarm symbol has a red mark.

Alarm levels			
Symbol	Level	Operation	Status
	A	Must be acknowledged before unit can go in to operation again	<ul style="list-style-type: none">• Alarmed• Acknowledged• Blocked
	B	Must be acknowledged	<ul style="list-style-type: none">• Alarmed• Acknowledged• Blocked
	C	Returns automatically when the cause of the alarm is corrected	<ul style="list-style-type: none">• Alarmed• Acknowledged• Blocked• Returned

8.1 To operate the alarms

- 1 Login with Operator or Service mode.
- 2 Press the alarm symbol.
- 3 Press the active alarm.
- 4 Select *Acknowledge*, *Block* or *Unblock*.
 - Acknowledge the alarm. This temporarily hides the alarm. If the cause is not corrected, the alarm comes back.
 - Block the alarm. This hides the alarm if it is not necessary to correct the cause of the alarm.



Caution

If the cause of the alarm is not corrected, there is a risk of damage to the product.

- Unblock the alarm. This shows an alarm that has been blocked.



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