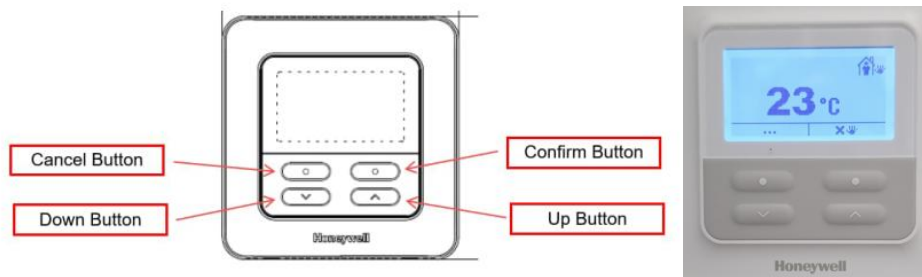


Notes to users



1. When you see this A/C panel above. It means that a variable air volume (VAV) box is installed in your room.
2. There is **no heating function** in the A/C system in Haking Wong Building. If you feel too cold in winter, department can provide small heater to you or you may order your own heater.
3. There are **only two operation modes**, which are set manually by us. [**Unoccupied mode**] When the little man is **outside the house**, the VAV box will deliver a minimum flow, which is preset by Estate Office.
[**Occupied mode**] When the little man is **inside the house**, we can ONLY adjust the set point temperature, the flow will change depending on the set point temperature automatically. **We CANNOT change the magnitude of the flow ALONE.**

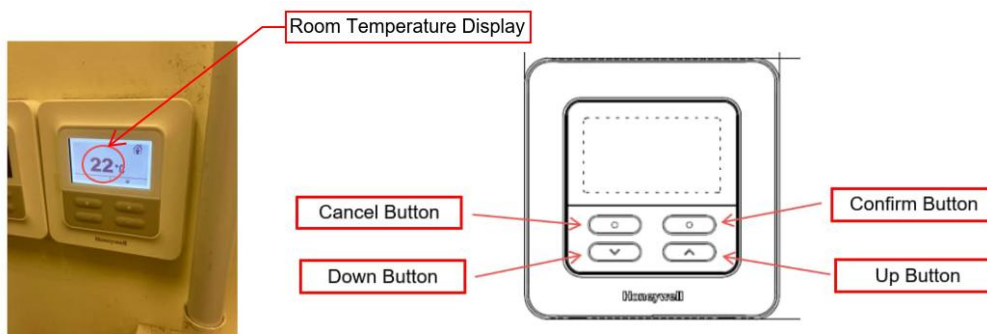
Occupancy State	Display Icon	Description
Unoccupied		The VAV Box operates at Minimum Flow Setting to save energy when the area is unoccupied.
Occupied		The VAV Box regulates the room temperature according to the configured temperature setpoint .

Changing the Occupancy State

- Step 1. Press the **Confirm button** to activate the thermostat interface.
- Step 2. Press the **Confirm button** again then the display will prompt you to confirm whether you want to change the current mode (**Occupied** or **Unoccupied**).
- Step 3. After entering the mode selection screen, use the **Up** (▲) or **Down** (▼) button to select **Occupied** or **Unoccupied mode**. Press the Confirm button to save the selection or press the Cancel button to exit without making any changes.
- Step 4. Once the mode has been set, the thermostat display will change to original display screen



User Guide for VAV Box Thermostat



Button	Function
Up (▲)	Increase temperature setpoint
Down (▼)	Decrease temperature setpoint
Confirm	Save settings and confirm commands
Cancel	Cancel changes and return to the previous screen

Adjusting Room Temperature (applicable to “**Occupied Mode**”)

- Step 1. Press the **Up (▲)** or **Down (▼)** button to activate the thermostat interface.
- Step 2. Enter the setpoint adjustment screen, where the setpoint value will **flash**.
- Step 3. Use the **Up (▲)** or **Down (▼)** button to adjust the setpoint value to the desired temperature.
- Step 4. Press the **Confirm button** to save the new temperature setpoint. Then the thermostat will automatically adjust the room temperature base on the new temperature setpoint



Above procedure is not applicable to **Unoccupied mode**.