

## Getting Started

This guide will help you navigate the most common functions on your RISCO touchscreen keypad.

**Take a look at the image below** to find the main touch-sensitive buttons and areas that you'll be using:



## How to Set & Unset Your Alarm

### Using the **Touchscreen Buttons**

- **To Full Set** (When Leaving):
  - Just press the **locked padlock button** (the right-hand button under the screen). You don't need a code. Exit through your designated route, and the system will arm itself automatically.
- **To Part Set** (At Night):
  - Press the **house button** (the left-hand button under the screen). This activates the pre-programmed "night" setting, securing windows and doors while leaving motion detectors deactivated, allowing you to move freely indoors.
- **To Unset** (When Returning):
  - a. Enter your **4-digit user code**.
  - b. Press the **tick button** (bottom right) to confirm. The system will disarm.

### Using Your **Proximity Tag**

Your proximity tag offers a quick way to set and unset the alarm.

- **Tag Reader Location:** The tag reader is the area with the symbol to the **left of the screen**.
- **To Full Set:** Hold your tag briefly over the reader area. The keypad will beep, and the exit timer will commence.
- **To Unset:** Upon entering, the entry timer will activate. Simply hold your tag over the reader area to disarm the system.

**Important Note:** Only a *Full Set* or *Unset* can be performed with a proximity tag. To *Part Set*, you must press the house button.

## How to Adjust the Time & Date

### 1. Enter the User Menu:

- Press the **Menu/Back button** (sideways arrow, bottom left).
- Enter your **4-digit user code**.
- Press the **tick button** (bottom right).

### 2. Navigate to 'Clock':

The screen will show 'Activities'. Press the **down arrow button** (top right of the screen) repeatedly to scroll through the options until the screen displays 'Clock'. The sequence is:

- Activities → View → Codes/Tags → **Clock**

### 3. Access Time/Date Settings:

- With 'Clock' on the screen, press the **tick button**.
- The screen will show 'Time and Date'. Press the **tick button** again.

4. **Enter New Time & Date:** The screen will show the current time and date with a flashing cursor.

- Use the number keys to type the new time and date in the **HHMM DDMMYY** format.

### 5. Save and Exit:

- Press the **tick button** to save. The keypad will beep to confirm.
- Press the **Menu/Back button** (sideways arrow) twice to return to the main screen.

## How to Change Your User Code

For security, you can **change your 4-digit Grand Master code** used to operate the system.

### 1. Enter the User Menu:

- Press the **Menu/Back button** (sideways arrow, bottom left).
- Enter your **4-digit user code**.
- Press the **tick button** (bottom right).

### 2. Navigate to 'Edit Code':

- Press the **down arrow** until the screen shows 'Codes/Tags', then press the tick button.
- 'Define' will appear. Press the **tick button**.
- 'Grand Master' will appear. Press the **tick button**.
- 'Edit Code' will appear. Press the **tick button**.

### 3. Enter Your New Code:

- Your current 4-digit code will be displayed. Simply type your **new 4-digit code** using the number keys; it will replace the old one on the screen.

### 4. Save and Exit:

- Press the **tick button**. The keypad will beep to confirm the new code is saved.
- Press the **Menu/Back button** (sideways arrow) four times to return to the main screen.

## How to Omit a Zone

This allows you to **arm the system while temporarily disabling a specific detector**, like a motion sensor in a room with a pet.

### 1. Enter the User Menu:

- Press the **Menu/Back button** (sideways arrow, bottom left).
- Enter your **4-digit user code**, and press the **tick button**.

### 2. Navigate to the Zone List:

- The screen will show 'Activities'. Press the **tick button**.
- 'Omit' will appear. Press the **tick button**.
- 'Zones' will appear. Press the **tick button**.

### 3. Choose Omit Duration:

- For a **temporary** omit (for the next time you set the alarm), press the **tick button** while 'One Time Only' is displayed.
- For a **permanent** omit, press the **down arrow** to select 'Permanent Omit', then press the **tick button**.

4. **Select the Zone:** A list of your zones will appear. Use the **down arrow** to scroll until you find the zone you want to disable (e.g., 'Kitchen PIR'). Press the **tick button** to select it. The keypad will beep to confirm. You can select and confirm multiple zones if needed.

### 4. Exit and Set the Alarm:

- Press the **Menu/Back** button (sideways arrow) four times to return to the home screen.
- You can now set your alarm as normal, and the zone(s) you selected will be inactive.

## How to View the Event History

Your system makes a log of all events, such as when the **alarm was set, unset, or activated**.

### 1. Enter the User Menu:

- Press the **Menu/Back button** (sideways arrow, bottom left).
- Enter your **4-digit user code**.
- Press the **tick button** (bottom right).

### 2. Navigate to the Event Log:

- The screen will show 'Activities'. Press the **down arrow** until the screen displays 'Event Log'.
- Press the **tick button**.
- If 'Security Log' appears on the screen, simply press the **tick button** again to proceed.

### 3. View Events and Exit:

- The most recent event will be displayed. Use the **down arrow** to scroll backwards through the event history.
- When finished, press the **Menu/Back button** (sideways arrow) repeatedly until you return to the main home screen.

## Keypad Function Cross-Reference

The following comparison offers a brief overview of the main functions found on **both touchscreen and push-button keypads**.

This information can be particularly useful if you manage various systems across different properties or if you upgrade in the future.

	Touchscreen Keypad	Push-Button Keypad
<b>Full Set</b>	<b>Locked Padlock</b> (Right Button)	<b>Locked Padlock</b> (Top Right)
<b>Part Set</b>	<b>House Icon</b> (Left Button)	<b>House Icon</b> (Top Left)
<b>Confirm</b>	<b>Green 'Tick'</b> (Bottom Right)	<b>Green 'OK'</b> (Bottom Right)
<b>Menu / Back</b>	<b>Sideways Arrow</b> (Bottom Left)	<b>Sideways Arrow</b> (Bottom Left)
<b>Proximity Tag</b>	<b>Symbol left of screen</b>	<b>'0' Button</b> (Bottom Centre)

We're happy to help if you have any further questions:

Get in touch 

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