



### Description

The ADE Informa is a Speech Dialler for use with intruder alarm systems. When the control panel recognises an alarm it will trigger the Informa. The Informa will use a telephone line to dial a pre-programmed telephone number, and replay a previously recorded message, thereby alerting the recipient of the call to the alarm and potential intrusion.

The recipient must acknowledge the call. If he fails to do this then the message will be repeated a number of times. After this the Informa will hang-up and dial a second, and third, telephone number, replaying the message each time. If the Informa fails to be acknowledged it will repeat this sequence a further 6 times.

### Features

- One location message of 11 seconds, and 3 alarm messages of 3 seconds each.
- Recorded messages stored in non-volatile memory.
- All telephone numbers stored in non-volatile memory.
- Unique, easy to use, "Follow Me" telephone number.
- Three trigger inputs, programmable as active high or low, linked to phone numbers or alarm messages.
- Unique Inhibit input for use with "Bells only" control panels.
- Last event memory.
- Comprehensive test facilities.
- Supplied with telephone lead for easy installation.

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## Messages

The Informa can record 4 spoken messages in its non-volatile memory. Message number 1 (the location message) may be up to 11 seconds long, messages 2, 3 and 4 may be up to 3 seconds and are used as the alarm messages.

When the Informa makes a call it will always replay the location message first.

- Typically the **Location message** is used to identify the location of the Informa, e.g. *“This is the Alarm Panel at the house of Fred Smith in Wigan”*.
- The other 3 messages are called **alarm messages** and are normally used to indicate the type of alarm or problem that has occurred, e.g. *“Intruder”, “Fire” and “Personal Attack”*

## Telephone Numbers

The Informa can be programmed to accept up to 4 telephone numbers. Three of these numbers are permanently stored via the Engineer program in the NVM. The fourth phone number can be programmed by the customer and is called **“Follow Me”**.

The "Follow Me" telephone number is entered into the Informa (If required), before the system is set. When the system is unset the Follow Me telephone number will be removed and forgotten by the Informa. The Follow Me feature, is designed to be used by customers, who may move from location to location on a regular basis. The customer can re-program the Follow Me number each time that he leaves the premises and sets the alarm system.

## Operating Mode

The Informa has 3 inputs, labelled IP1 to IP3 on the PCB, which should be connected to the control panel communicator outputs. Any of these can be used to trigger the Informa, causing it to communicate its message in the event of an alarm.

The Informa can be programmed to use one of two modes of operation. It can either associate an input IP1-IP3 with an alarm message (mode A), or with a telephone number (mode B).

### Mode A

If the Follow Me number is valid it will dial this first, otherwise it will dial the first telephone number. It will replay the location message, followed by the alarm message associated with the triggered input, where IP1 plays message 2, IP3 plays message 3, etc.

**Location message:** *This is the alarm system at Mr and Mrs Smith's house, 1 the avenue, Smith Town.*

**Alarm message:** *There is an intruder alarm activation.*

If two inputs are triggered at the same time the Informa will replay both alarm messages. If the Informa isn't acknowledged it will attempt to communicate to the 2nd telephone number, then the 3rd, see *Message Acknowledgement*.

### Mode B

If IP1 has been triggered the Informa will only dial the first telephone number, and replay the location message followed by *message 2*. If IP2 has been triggered the Informa will dial the second telephone number, and replay the location message followed by *message 3*, similarly for IP3. If the Informa isn't acknowledged it will only attempt to communicate to the original telephone number.

## Message Acknowledgement

The recipient must always acknowledge the call made by the Informa in order to terminate its dialling sequence. After replaying its two or more messages the Informa will produce a single tone for 1 second. The recipient must then press the “ \* “ (star) key on the telephone for 1 second. The Informa will repeat its tone for 1 second, and the user must again press the “ \* “ key for 1 second. The Informa will then sound 2 short beeps to indicate that it has received the acknowledgement and then hang-up. Note that it is possible to acknowledge the call only by use of a tone dialling telephone.

## Inhibit Input

The Informa may be used with a bells-only panel, such as an ADE Logic 4/6 and Optima compact G3. In this case trigger IP1 must be connected to the Bell output of the panel.

To prevent the Informa from being triggered when the customer carries out a Bell test, the inhibit input (labelled INH on the PCB) must be connected to the SET output from the panel. The Informa will be triggered by the bell only when the panel has been set. Note also the PA only triggers the Informa in SET mode.



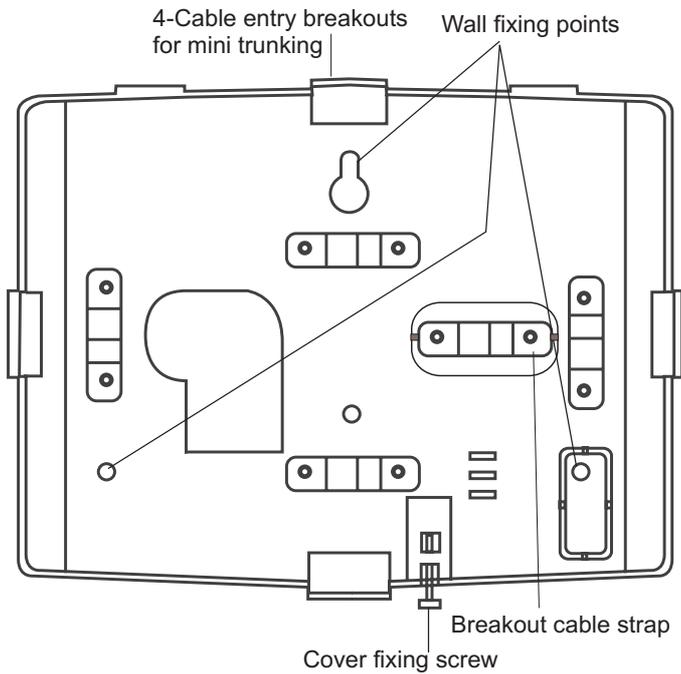
**The INH input will only inhibit alarms from IP1. Also the PA only triggers Informa in SET mode.**

The INH input is also used with the “Follow Me” function. If the “Follow Me” function has been enabled the INH input will no longer inhibit alarms from IP1, instead it is used to cancel the “Follow Me” number whenever the panel is Unset. It should be connected to the SET output from the control panel.

A customer could enter a Follow Me contact number into the Informa before going away on holiday. If the system should go into alarm the Informa will call this new number first followed by the other pre-programmed numbers.

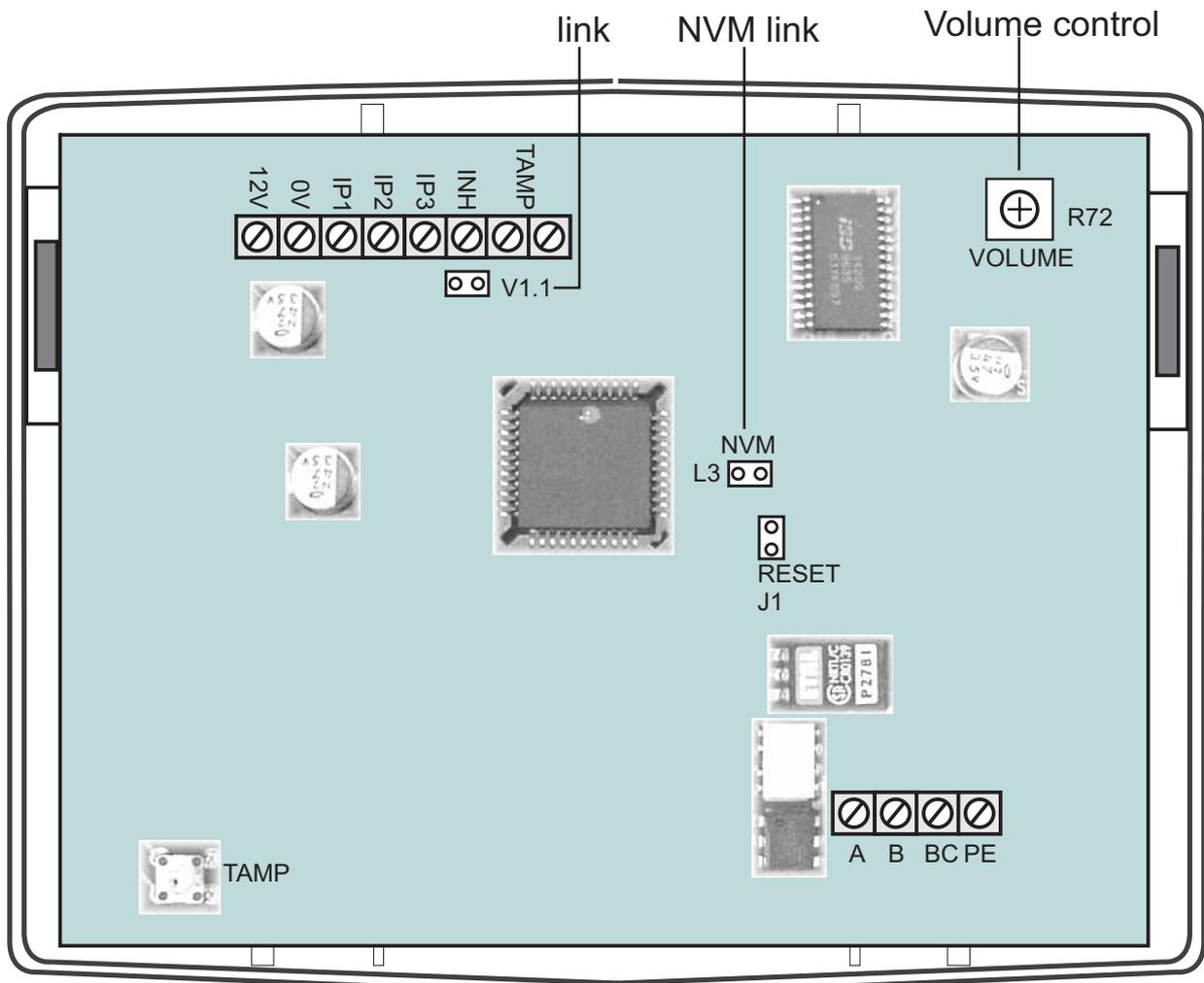
# Installation

## Mounting



Before installing the Informa power down the control panel it is to be connected to by removing both mains and battery power. Break out the cable clamp strap from the back plate. Fasten the Informa's backplate securely to the required position on a wall, breaking out which ever cable entry is going to be used. The cut outs are designed to take mini trunking directly. Run the cable from the alarm panel down to the Informa back plate as required.

Run the cable from the position of the telephone master socket up to the Informa back plate. Secure both of these cable to the nearest cable clamp using the cable clamp strap removed earlier. Use the 2 small self tapping screws to fasten the clamp strap across the 2 cables.



## Power Supply Connections

Connect the alarm cable wiring, starting with the +12V and 0V connections from the alarm panel, and wire them into the +12V and 0V terminals of the Informa. Next wire as many trigger channels from the alarm panel to the speech dialler as required.

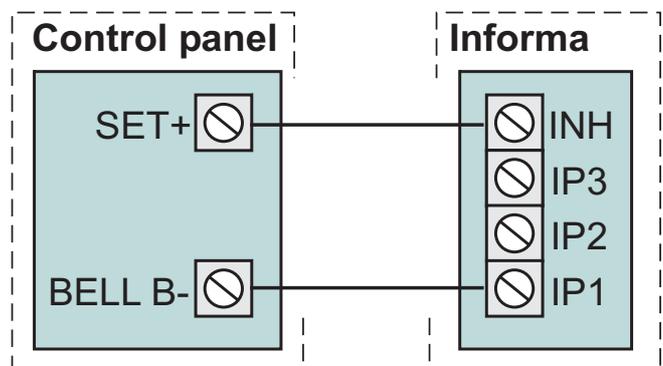


**The equipment that is used to provide power to the Informa must be approved for such use by BABT, and additionally the power supply feed to the Informa must be fused at 2A or less. If the control panel is not being used as the power supply for Informa then a common 0V connection between the control panel and Informa must be made.**

## Bells only control panel

ADE Logic 4/6 and Optima compact G3 panels are a bells-only panels. With these control panel Informa may be used as a single channel dialler by being triggered from the Bell output. Most control panels use 0V - (negative) to trigger the bell or sounder. If the control panel used has a - bell trigger, Informa's inputs must be programmed as active low (- trigger). See *Trigger levels*. The factory default for these inputs is Active Low. The following describes how Informa should be connected to these panels.

a) Connect Informa as shown:



**Set +:** By making the SET + connection to the Informa a bell test will not trigger the Informa. Also a PA will not trigger the Informa unless the panel is in Set Mode.

- b) Program Informa's inputs IP1 to IP3 as active low (the default).
- c) Program the INH input as active high.
- d) Make sure that the Follow Me function is disabled (see *Enable the Follow Me function*)

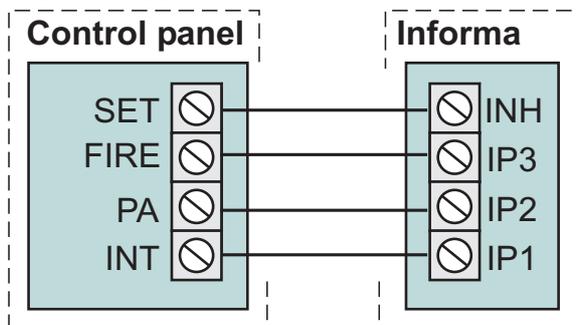
## Communicating Control Panels

Most communicating control panels use a +ve (positive) to trigger the communicator outputs. If the control panel used has a +ve communicator output, Informa inputs must be programmed as active high (+ve trigger), see *Trigger Levels*.

The Optima and Accenta G3, Accenta Ideal, Karizma, Karizma + and Karizma UDL all have a dedicated communicator or programmable communicator outputs. This will allow a location message followed by one of three alarm messages to be sent, by Informa.

### Connecting to ADE Accenta G3

Three channel (3 message) operation is possible with an ADE Accenta G3. Connect Informa to the Accenta G3.



**The SET + of the panel is connected to the INH input on the Informa. This enables the use of the Follow Me function, see section *Enable the Follow Me function*. If Follow Me is not to be used then do not make this connection.**

Program all Informa inputs as active low (this is the default).

### Connecting to ADE Karizma

With this control panel the Informa may be used as a single channel dialler by being triggered from the Bell output. Connections and programming are described for ADE Accenta G3.

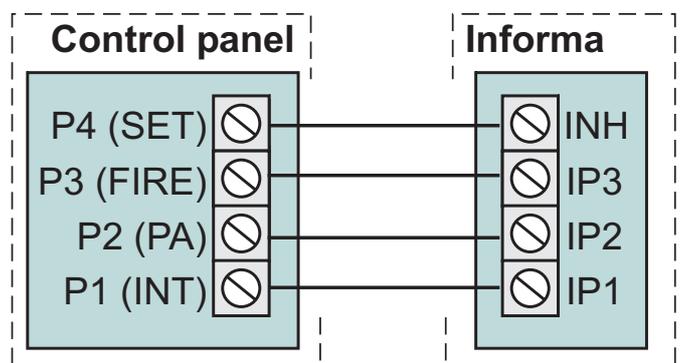
To use Informa as a 3 channel dialler an ADE Signal Interface module is required, which plugs onto the two rows of communicator pins on the control panel PCB, and gives terminal connections to Fire, PA, Intruder and Set.

- Program all Informa inputs as active high.
- Connect Informa to the outputs of the Signal Interface module as shown for ADE Accenta G3.
- If the Follow Me function is to be used then connect the INH input to the SET output of the Signal Interface module, and enable the Follow Me function (see section *Enable the Follow Me function*). If Follow Me is not to be used then do not make this connection.

### Connecting to ADE Karizma Plus

Informa may be connected to outputs P1 to P4 on the Karizma Plus.

- Program the control panel output ports P1 to P4 to give the following outputs: Fire, PA, Intruder and Set.
- Program all Informa's inputs as active low (the default).
- Connect Informa to these outputs as shown:



- If the Follow Me function is to be used then connect the INH input to the SET output (P4) of the control panel, and enable the Follow Me function (see section ). If Follow Me is not to be used then do not make this connection.

An alternative method of connection exists for Karizma Plus. An ADE Signal Interface module can be plugged onto the two rows of communicator pins, and Informa can be connected to its terminals. See *Connecting to ADE Karizma*.

## Connection to the Telephone

### Network

ADE recommend that the Informa should be connected to an ex-directory standard PSTN telephone line, and that ideally no other telephone apparatus should be connected to the same line.

Informa may be connected to the telephone network by either of these two methods:

- a) Use the supplied telephone lead and plug, which can be plugged into a standard BT jack socket, see *Using the Supplied Telephone Lead*.
- b) Use direct connection to a BT master jack socket using special telephone cable, see *Direct Connection to a Master jack*.

### Using the Supplied Telephone Lead

A 1.5m telephone lead (and plug) is supplied for convenient connection to a standard BT jack socket. This 4-way lead must be wired to the terminals on the Informa PCB in the following way:

Wire Colour	PCB Terminal
White	A
Red	B
Blue	BC
Green	Not connected

### Direct Connection to a Master Jack

Direct connection to a NTE5 master jack socket should be undertaken by an approved installer. Connection should be made to the NTE5 master socket using the connections described below.

The cable used to connect the Informa to the master socket must conform to BT specification CW1308. This has a single strand conductor of 0.5mm<sup>2</sup>. On no account should cable of any other type be used.

At the NTE5 master socket identify the terminals A, B, and BC. This can be done either by reference to the terminal numbers on the NTE5 socket, or by the OFTEL wiring code.

Terminal	Number	Wire Colour
A	5	white with blue rings
B	2	blue with white rings
BC	3	orange with white rings

Connect one end of the telephone cable to the Informa terminals labelled A, B and BC. Strip back 5mm of insulation from each of 3 conductors, insert the conductors into the terminal block, and tighten the screw. The telephone cable should be routed clear of all other cables inside the housing.

Connect the other end of the telephone cable to the NTE5 master socket. It may be necessary to use a special IDT termination tool to do this securely.

For added protection against damage by nearby lightning strikes the Informa has an additional earth terminal, identified as "PE". Connect this terminal to a nearby electrical earth using a cable of at least 1.0mm<sup>2</sup>. If this connection is not made the protection will not be effective.

### **Parallel Connection**

Although not recommended by ADE, the Informa may be connected to the same telephone line as other telephone apparatus. The Informa may only be connected in parallel with other apparatus, since a series connection facility is not provided. When connected in this way the installer should check that the combined REN of all equipment connected in parallel does not exceed the maximum REN permitted by BT.

### **PABX Connection**

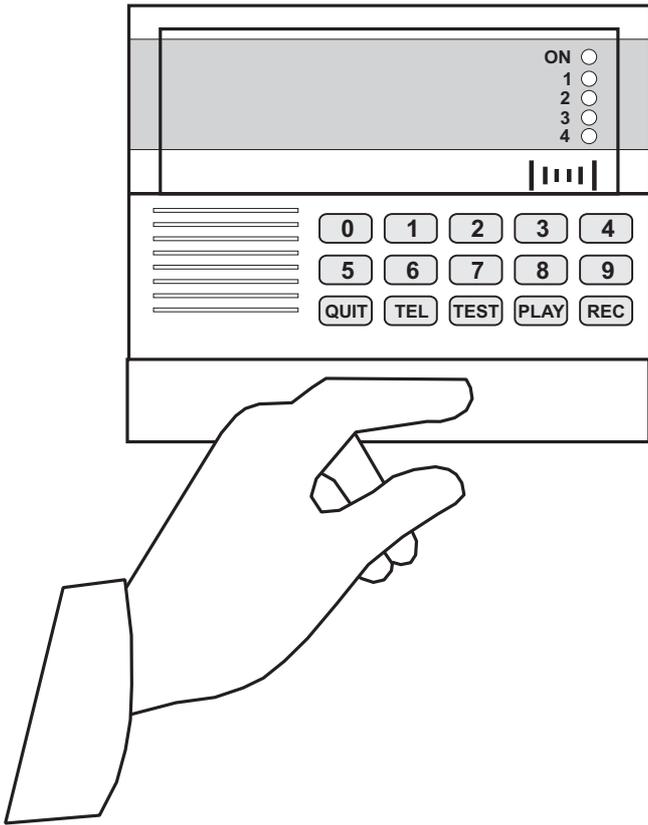
The Informa will operate on most PABX systems. The person responsible for connection of the Informa to a PABX system is as follows:  
If the wiring is owned by BT, then BT.  
If the wiring is not owned by BT then either:  
(i) BT,  
(ii) the authorised maintainer, or  
(iii) a professional installer after, 14 days written notice to the authorised maintainer.

When used on a PABX system the Informa may need access an “outside line” before attempting to dial any telephone number. In this case all telephone numbers programmed into the host control panel should be prefixed with the “outside line” code of the PABX. This is usually “9”.

### **Payphones**

The Informa is not suitable for connection as an extension to a payphone or 1 + 1 carrier system.

# Programming



## Engineer Programming

The Informa is in standby mode when only the green Power LED - "ON" is lit.

- a) To enter the engineers' menu, key in the 4 digit engineer code and the first three red LED's will light. The default engineer code is 9999.

From the engineer's menu the following commands are available:

## Monitor Mode [0]

Monitor mode displays the programmed state of each input to the Informa. LED 1 and LED 3 match inputs 1 to 3 and LED 4 will display the state of INH input. If LED is lit then the input is programmed as active high (+ve trigger). If no LED is lit then the input is programmed as active low (-ve trigger), see *Trigger Level*.

- a) Press [0] to enter Monitor Mode. The state of the inputs will be displayed on the 4 LED's. LED's 1 to 3 show the state of inputs IP1 to IP3, LED 4 shows the state of the inhibit input (INH). An LED will be lit when the associated input is active. Note that the inputs can be programmed to be active high or low.
- b) Press QUIT to quit this mode.

## Dialling Format [1]

You can program the Informa to work in one of three dialling modes. By default the Informa will use Auto-detection, format [3].

- a) Press 1 to change the dialling format.
  - b) Press:
    - [1] to select Pulse dialling,
    - [2] to select Tone dialling,
  - c) [3] to select Auto-detection of the dialling format.
- When you have chosen the setting the Informa automatically resets to top level of the Engineering controls.

### Message Timeout [2]

This facility allows the Informa to repeat the triggered messages more than once to the programmed numbers. It is recommended that this message time is at least twice as long as your recorded messages.

Example: If the *location message* plus *Alarm message* equals 15 seconds, then the *Message Timeout* setting must be 30 seconds.



**Messages will playback as soon as the line is connected, whether the phone is answered or not.**

When the Informa makes a call it will always play-back its messages for a fixed length of time before it hangs-up and tries another number. The fixed length of time is called the Message timeout and can be set by the engineer to between 5 and 99 seconds.

- a) Press [2] to change the Message timeout.
- b) Type in the 2 digit number between 05 to 99 seconds. If you need 30 seconds, type in 3 0. When you have chosen the setting the Informa automatically resets to top level of the Engineering controls.

### Input Association [3]

The Informa can associate each of its three inputs either with a message, or a telephone number, see *Operating Mode*.

- a) Press [3] to change the Input association.
- b) Press:  
[1] inputs associate with a message  
[2] inputs associate with a telephone number.  
When you have chosen the setting the Informa automatically resets to top level of the Engineering controls.

### Trigger Levels [4]

The three inputs (IP1 to IP3), and the inhibit input (INH), can be individually programmed as active high (+ve trigger) or active low (-ve trigger). An active high input will trigger the Informa when the voltage present at the input exceeds 3.5V (maximum is 15V). An active low input will trigger the Informa when the voltage is less than 1.0V.

- a) Press [4] to change the Trigger levels. The 4 LED's show the trigger level of inputs 1 to 3, and the inhibit input, respectively. A lit LED shows that the input is programmed as **active low**.
- b) Press keys 1 to 4 to toggle (switch) the trigger level of the inputs, between active high (+ve trigger) and active low (-ve trigger).
- c) Press [PLAY] when finished, or [QUIT] to ignore any changes. The Informa automatically resets to top level of the Engineering controls.

### Last Event Memory [5]

When Informa is triggered it will log the trigger input (IP1 to IP3) in its event memory.

- a) To view this memory press [5]. One of the LED's will light, indicating the Input which last triggered Informa. If the LED lights steady it indicates that the call was successfully acknowledged, if the LED flashes it indicates that the call was not acknowledged.
- b) When you have viewed the event log press [Quit] and the Informa automatically resets to top level of the Engineering controls

**Enable the Follow Me function [6]**

The Follow Me function permits the customer to enter a telephone number each time that the alarm system is set. The Informa will always use the Follow Me number (if programmed) in preference to the 1st telephone number.

- a) Press [6] to enable or disable the Followed Me function.
- b) Press [0] to disable the Follow Me function (LED 4 lit) or Press [1] to enable the Follow Me function (LED 1 lit)

**Change Customer Code [8]**

Access to the customer menu, for the programming of messages and telephone numbers, is protected by a 4 digit code. This can be changed either by the customer or the engineer. To change the customer code:

- a) Press [8] to enter change customer code.
- b) Enter new 4 digit code. If the code is the same as the engineer code the Informa will not accept it and sound an error tone.
- c) When you have changed the code the Informa automatically resets to top level of the Engineering controls

**Change Engineer Code [9]**

To change the engineer code.

- a) Press [9] followed by the new 4 digit code. If the code is the same as the customer code the Informa will not accept it and sound an error tone.

**Recording Messages [REC]**

You can program up to four messages into your Informa speech dialler. Message 1 is designed as the *Location message* and can be up to 11 seconds long. Message 2, 3 and 4 are designed for your *Alarm messages* and can each be three seconds long.

To record or re-record a message

- a) Press [REC] followed by the message number 1 to 4, where 1 corresponds to the location message. The Informa will pause for 1 second then sound a tone for 1 second.
- b) Now speak clearly into the microphone, which is just below the LED's. Message 1 may be up to 11 seconds long, the 3 alarm messages are 3 seconds long.

Example

Location message can be:

message 1- **"This is the alarm system at Mr & Mrs Smith's house, 1 The Avenue, Smith Town. There is"**

The Alarm message can be:

message 2- **"Fire alarm"**

message 3- **"Personal attack"**

message 4- **"Intruder Alarm"**

The Informa will automatically stop recording at the end of the message duration. If the announcement to be recorded in message 1 is much shorter than 11 seconds you can stop the recording at any time by pressing [PLAY].

- c) After the message is recorded there will be a short delay and the Informa will repeat your recorded message.

### Replaying Messages [PLAY]

To replay any of the messages previously recorded:

- a) Press [PLAY].
- b) Press the number of the message to be played (1 to 4). After a short delay the Informa will replay the selected message. Message 1 is the location message and Messages 2, 3 and 4 are alarm messages.
- c) The playback volume can be adjusted (ON SITE) by adjusting the internal volume pot on the Informa PCB - R72.

### Test Calls [TEST]

To test that the telephone numbers have been set up correctly the Informa can perform a test call. During a test call the play-back speaker will be turned on so that you can hear how the call progresses. To generate a test call:

- a) Press [TEST].
- b) Enter the telephone number (1 to 3) to be tested. The Informa will dial the number, replay message 1 followed by message 2. Listen for the acknowledge signal. If the Informa receives a valid acknowledgement it will hang-up the line and light all 4 LED's **steady**. If it fails to receive an acknowledgement it will repeat its messages for the duration of the Message timeout, and then hang-up the line and **flash** all 4 LED's.
- c) Press [TEST] again to end the sequence. Informa will automatically reset to the top level of the Engineering mode.

### Programming Telephone

#### Numbers [TEL]

Up to three 20 digit telephone numbers can be programmed into your Informa.



**This does not include your follow me telephone number, which is programmed when the system is set.**

To program any of the 3 telephone numbers:

- a) Press [TEL].
- b) Now select the telephone number (1 to 3) you want to change.
- c) Enter the digits of the telephone number, up to 20 digits are allowed. Press [REC] to add a pause of 1 second if required. Each press of [REC] button consume 1 digit from the 20 digits allowed.

Now press either:

[TEL] to accept the telephone number just entered  
[QUIT] to reject the number if you made a mistake  
[TEST] to accept the number just entered and immediately make a test call to that number.

To delete a telephone number

- a) Press [TEL].
- b) Now select the telephone number to be deleted (1 to 3)
- c) Press [TEL].

### Quit engineer Mode [QUIT]

Having completed all programming and test calls, you can return Informa to standby:

- a) Press the [QUIT] key to quit engineer mode.

## NVM Reset

The engineer code, and all other programmable parameters, can be reset back to their factory defaults by following this sequence:

- a) Power down the Informa by removing the 12V supply to the Informa.
- b) Slacken the front cover screw and remove the front assembly to view the PCB.
- c) Short together the 2 pins labelled "NVM" L3 with the blade of a screwdriver, and at the same time power up the Informa. The NVM will be reset.
- d) Now remove the short from the 2 pins, your Informa will return to the factory setting.



**The above sequence will not clear the messages that have previously been recorded.**



**Link V1.1 should not be fitted.**

## Factory settings (defaults)

Engineer Code	9999
Customer Code	0123
Dialling format	Auto-detect (3)
Message Timeout	45 seconds
Input Association	Messages (1)
Trigger Levels	All inputs active low
Follow Me function	Disabled
Telephone numbers	All blank

## Application

The Informa is suitable for connection to the following types of telephone line:

- a) Direct exchange lines (PSTN) supporting either DTMF (tone) or Loop Disconnect (pulse) dialling.
- b) PABX exchanges, with or without secondary proceed indication.

The Informa can be used for the following:

- Automatic call initialisation
- Operation in the absence of a proceed indication
- Automatic calling
- Multiple repeat attempts

It is recommended that the equipment is set to use DTMF dialling for access to public or private emergency services.

## Ringer Equivalence Number

The Ringer Equivalence Number (REN) of the Informa is 1. The sum of the REN values of all telephone apparatus connected to a single line should not exceed 4. The REN of most apparatus is marked on the "green dot" approval sticker. Where the REN is not specified it is assumed to be 1.

**Technical Specifications**

Power supply	provided by the host control panel
power supply voltage	10 to 18V (max)
power supply current	50mA quiescent, 200mA (max) when operating
Negative Input Trigger voltage	< 1.0V
Positive input Trigger voltage	3.5V to 15V (max)
Temperature range (operating)	0 to 60°C
Dialling method	DTMF (tone), Loop Disconnect (pulse), Auto-detect
BT Ringer Equivalence Number (REN)	REN = 1

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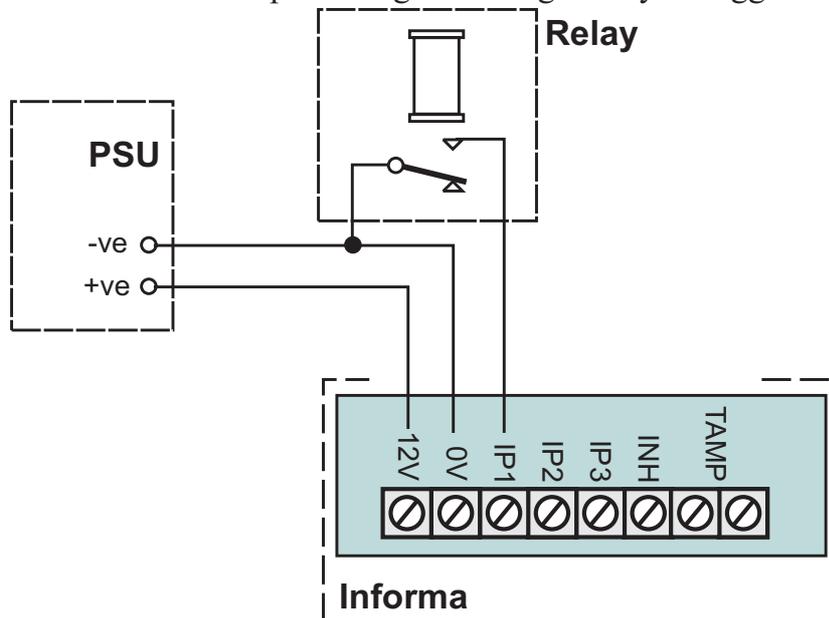
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 Trigger inputs. . . . . 1  
 Trigger Levels . . . . . 10

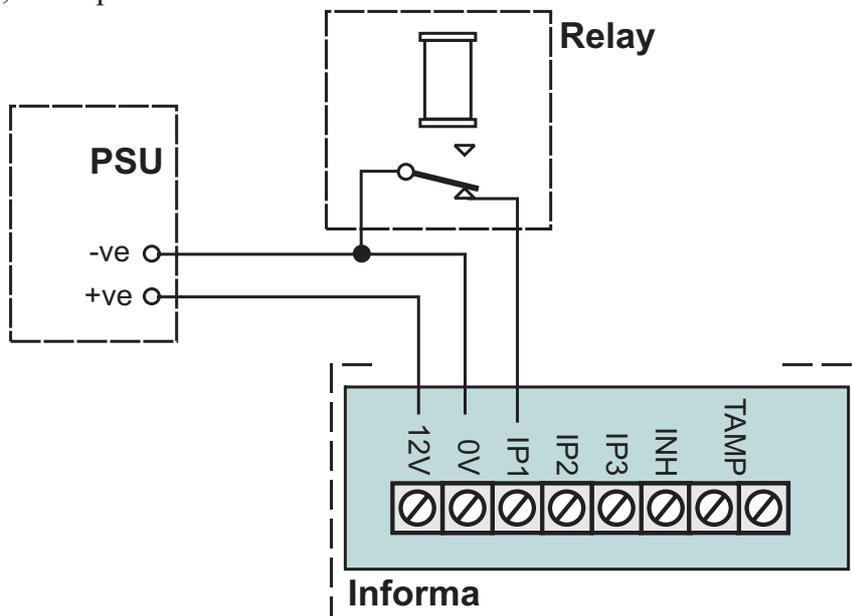
## Appendix

The Informa may be used as a stand-alone unit, i.e. NOT connected to an Intruder Alarm Panel. Here an external supply and switches can be used to operate the Inputs IP1, IP2 and IP3 to trigger the Informa. The Inputs can be configured for Active Low or Active High operation.

The diagram is for an 'Active Low' input configured using a relay to trigger IP1.



The diagram below is for an 'Active High' Input configured using a relay to trigger IP1, here the wiring is reversed, the input are connected to -ve.



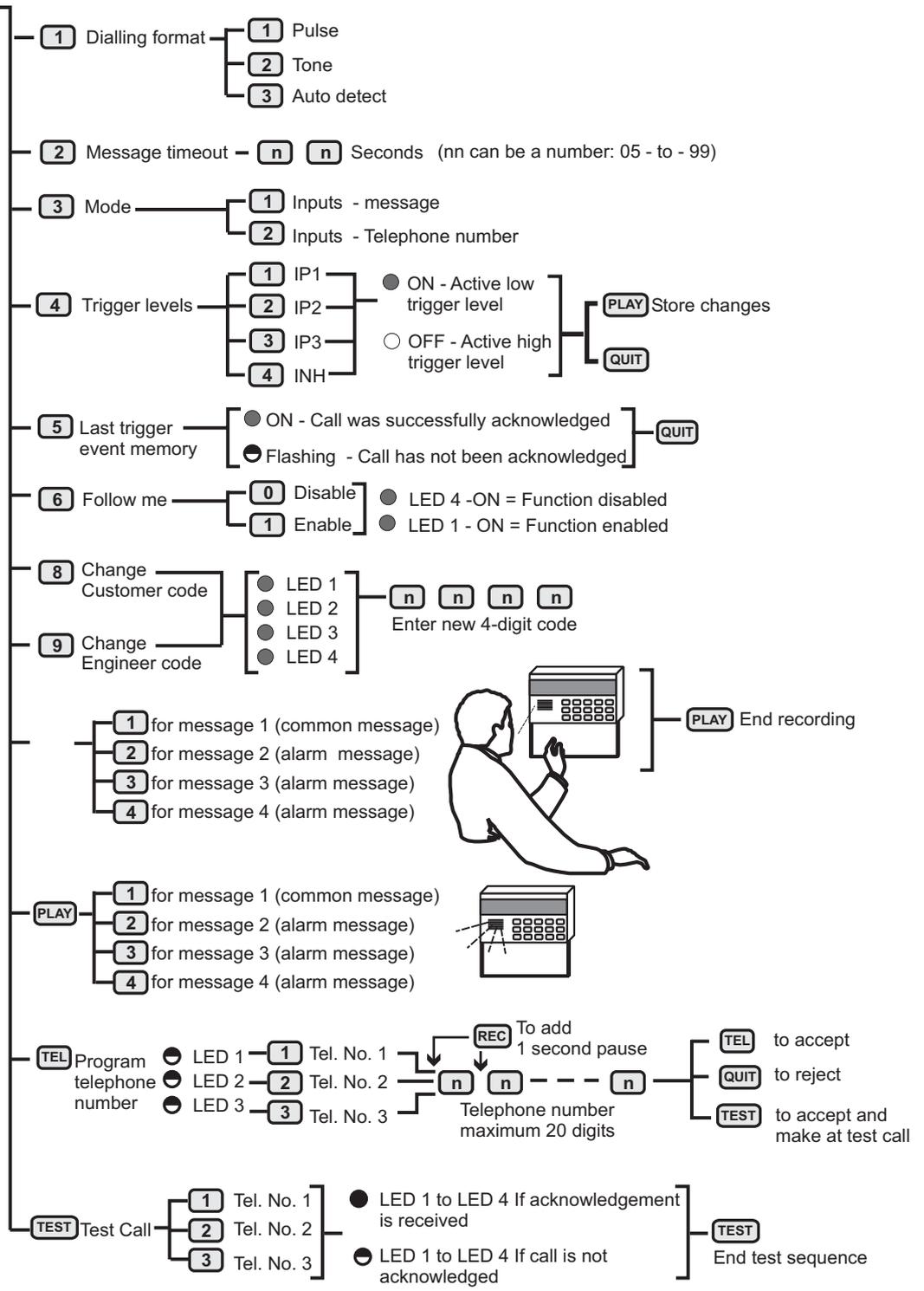
If the 'Inhibit (INH) is not being used it should be left as 'Active Low'

**Quick Reference**

Enter **9 9 9 9**  
Engineer Program Mode

**QUIT QUIT**  
To exit  
Engineer Program Mode

- LED On Steady
- LED On Flashing



**For Technical Support**

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