

QUICK CONSUMER REFERENCE GUIDE

YOUR System: ADT Alarm Keyholder Response

Starting to use the PM360-R Alarm Panel



PM360-R Alarm Panel




Keypad

KeyFob

Extras

As a security feature, the status of your System is hidden from view

- To start using your System, push the “unset” key  on your Alarm Panel and enter your 4-Digit User Code or tap the screen on the Keypad.
- The Alarm Panel/ Keypad is now lit and you are ready to start using your System.

Setting Your System


Step 1

When leaving your home ensure that all protected doors/windows, including your front door, are closed before setting your System.


Step 2

Set your System by:

Option 1:

The Keypad – by pressing the “set” key  and presenting your KeyTag /or entering your 4-Digit User Code.

Option 2:

The Alarm Panel – by pressing the “set” key  on the Alarm Panel and entering your 4-Digit User Code.

Step 3

You will hear a continuous beeping to remind you to leave the property via your specified exit route. Your System will set only once the exit door is closed.

Step 4

The beeping stops and your System is now successfully set.



Unsetting Your System

Unsetting starts as soon as you open your entry door or enter a protected zone which activates the System.

Step 1

Enter your home via your specified entry route.

Step 2

Unset your System using the Keypad by pressing the “unset” key and presenting your KeyTag.

Step 3

You will hear a beep from the Keypad or Alarm Panel confirming that your System is successfully unset.

In compliance with the industry regulations, your System can only be unset once you have entered the property through the entry door and you have used either your KeyTag or set/unset KeyTag. Your 4 digit PIN code will not work at this point.

Important: *Unsetting the alarm stops the Internal Siren ringing should the alarm be activated but will not interrupt the transmission of the alarm signal to the ADT Alarm Monitoring Centre.*

Part-setting Your System

Part-setting allows you to protect part/s of your property when you are at home. For example, protecting the downstairs area whilst you are sleeping upstairs. The part-set option can be programmed to your System during your System installation or a service visit.

Step 1

Part-set your System by:

Option 1:

The Keypad – by pressing the “part-set” key and presenting your KeyTag /or entering your 4-Digit User Code.

Option 2:

The Alarm Panel – by pressing the “part-set” key and entering your 4-Digit User code.

Step 2

Your System is now part-set.

Resetting/ Silencing Your System After An Alarm

To stop the alarm sounding by:

Option 1:

The Keypad – by pressing the “part-set” key and presenting your KeyTag /or entering your 4-Digit User Code.

Option 2:

The Alarm Panel – by pressing the “part-set” key and entering your 4-Digit User code.

Important: *Resetting/Silencing your System stops the Internal Siren ringing but will not interrupt the transmission of the alarm signal to the ADT Alarm Monitoring Centre. Our monitoring specialists may contact you at this point and you will be requested to confirm your Verification Code /Password to cancel the alarm alert. Your System might require a remote reset.*

Changing/Deleting Master And User Codes

Using the Alarm Panel only

1. If ADT Screen Saver is displayed press the ‘Open Padlock key followed by the manager code
2. The screen will now display ‘Ready’
3. Press the ‘Forwards Button’ until the display shows ‘User Settings’. Press ‘OK’ button
4. The display will now show ‘Set Zone Bypass’
5. Press ‘Forward Button’ until ‘User Codes’ is displayed and press ‘OK’
6. Display will now show ‘User 01 Code’ and a black box will be showing.
7. Using the ‘Forward Button’ press until you get to the code you want to change or add. Once there press the ‘OK’ button
8. The display will show the code already installed or the display will be blank.

To delete a user code

- 9a. To erase the code enter ‘0000’ and press ‘OK’ button, you will hear a ‘Happy Beep’ and the display will show the user number but no code will be shown. Move to step 10

To enter a new user code


- 9b. Overtyping the existing code with the new code and this should be displayed for you. If correct then press the ‘OK’ button. You will hear a ‘Happy Beep’ and the display will now show the user number followed by a black box. Move to step 10

10. To escape from the user setting and go back to ADT/Ready press the ‘Closed Padlock’ button
11. The display will show ‘OK to Exit’ at this point press the ‘OK’ button

Panic Alarm

The Panic Alarm allows you to send an alert to the ADT Alarm Monitoring Centre if you feel threatened or vulnerable in your home.

Step 1:

Activate the Panic Alarm using the Alarm Panel by pressing and holding  and  keys simultaneously for 2 seconds.

Step 2:

The Internal Siren is activated and now sounds (unless a silent mode has been requested at the point of installation).

Step 3:

The System sends an alert signal to the ADT Alarm Monitoring Centre, our monitoring specialists act fast to respond to your emergency and if necessary contact Police.*

*(*ADT can only contact Police if your Panic Alarm has been issued with a Unique Reference Number – URN by your local Police. Intruder Alarm and Panic Alarm now must have two separate URNs for the Police to respond to your emergency.)*

Adding KeyTags

Step 1

On the Main Panel press  **Open Padlock** and enter your master code to exit screen saver


Step 2

Press 

Step 3

The display will show: **'User Settings'**

Step 4

Press  **OK**


Step 5

Type in your **master code**

Step 6

The display will show: **'Set Zone Bypass'**

Step 7

Press  until you find **'Proximity Tags'**,


Step 8

Press  **OK**

Step 9

The display will show: **'Add New Tag'**

Step 10

Press  **OK**

Adding KeyTags Continued


Step 11

The display will Show: 'ENROLL NOW or ENTR ID:XXX-XXXX'

Step 12

Go to **Remote Keypad with New Tag**


Step 13

Press the  **Open padlock** followed by the master code/existing programmed

Step 14

Press Full Set key  **locked padlock** Button:

Step 15

Hold the tag to the top left of the Remote Keypad to the **key Tag icon** 


Step 16

The display will show: '**DEVICE ENROLLED**'

Step 17

The display will then show: 'T01:Tag (Prox)'

Step 18

Press  **OK**

Step 19

The display will show: '**Add New Tag**'

Step 20

You can add further tags by repeating process from **Step 9**

Step 21

To exit press the Full Set key  (**locked padlock**) and press  **OK**

Deleting KeyTags

Step 1

On the Main Panel press  **Open Padlock** and enter your master code to exit the screen saver


Step 2

Press 

Step 3

The display will show: '**User Settings**'

Step 4

Press  **OK** **OK**


Step 5

Type in your **master code**


Step 6

The display will show: '**Set Zone Bypass**'

Step 7

Press  until you find '**DELETE TAG**

Step 8

Press  **OK** **OK**

Step 9

The display will show the **first tag** e.g. 'T01:Tag (Prox)'

Step 10

To find the required tag press  to scroll forward

Step 11

Press **Back** to scroll back

Step 12

Once required tag is found press  **OK** **OK**

Step 13

The display will show '<**OFF**> to delete'

Step 14

Press the Unset Button  (**unlocked padlock**)

Step 15

The **tag** is now **deleted**

Step 16

You can **delete more tags** by repeating process from **Step 7**

Step 17

To exit press the Full Set key  (**locked padlock**) and press  **OK** **OK**

Adding Code

Step 1

On the Main Panel press  **Open Padlock** and enter your master code to exit the screen saver

Step 2

Press 

Step 3

The display will show: '**User Settings**'

Step 4

Press  **OK**

Step 5

Type in your **Code**

Step 6

The display will show: '**Set Zone Bypass**'


Step 7

Press  **Next** until you find '**User Codes**'


Step 8

Press  **OK**


Step 9

The display will show the '**User 01 Code** ' ,

Step 10

Press  (**Next**) until you find a user slot without a square (i.e. '**User 02 Code**')


Step 11

Press  **OK**


Step 12

The display will show: '**User ## : 0000**' ,

Step 13

Type in a **new code** and press  **OK**

Step 14

The display will show: '**User 02 Code** ' ,

Step 15

You can add further codes by repeating process from Step 10.

Step 16

To exit press the  (**locked padlock**) and press  **OK**

Deleting Code

Step 1

On the Main Panel press  **Open Padlock** and enter your master code to exit the screen saver

Step 2

Press  **Next**

Step 3

The display will show: **'User Settings'**

Step 4

Press  **OK**

Step 5

Type in your **Code**

Step 6

The display will show: **'Set Zone Bypass'**

Step 7

Press  **Next** until you find **'User Codes'**


Step 8

Press  **OK**

Step 9

The display will show the **'User 01 Code █'**,

Step 10

Press  **(Next)** until you find a user slot you want to delete (i.e. **'User 02 Code █'**),

Step 11

Press  **OK**

Step 12

The display will show: **'User ## : #####'** (current code),

Step 13

Type in 0000 and press  **OK**

Step 14

The display will show: **'User 02 Code █'**,

Step 15

The code has now been deleted.

Step 16

You can delete more codes by repeating process from Step 10.

Step 17

To exit press the  **(locked padlock)** and press  **OK**

Changing Code

Step 1

On the Main Panel press  **Open Padlock** and enter your master code to exit the screen saver

Step 2

Press  **Next**

Step 3

The display will show: **'User Settings'**

Step 4

Press  **OK**

Step 5

Type in your **Code**

Step 6

The display will show: **'Set Zone Bypass'**

Step 7

Press  **Next** until you find **'User Codes'**

Step 8

Press  **OK**


Step 9

The display will show the **'User 01 Code █'**,

Step 10

Press  **(Next)** until you find a user slot you want to change

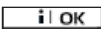
Step 11

Press  **OK**

Step 12

The display will show: **'User ## : #####'** (current code)

Step 13

Type in your **new code** and press  **(OK)**

Step 14

The display will show: **'User 01 Code █'**,

Step 15

Your code has now been changed

Step 16

You can change more codes by repeating process from Step 10.

Step 17

To exit press the  **(locked padlock)** and press  **OK**

Bypass Zone

This function allows a user to temporarily disable a device/zone from the System (for example, to disable a movement detector when a dog is left in the house). Zone bypass last for a one set period only and automatically switches off when the System in Unlocked.

Step 1

Close all doors (including your entry/exit door),

Press  (Unlock)

Step 2

If the panel shows 'Enter Code' type in **CODE**.

If the panel shows 'Ready' go to step 4.


Step 4

Press  (Next)

Step 5

The display will show: 'User Settings'

Step 6

Press  (OK)

Step 7

Type in your **CODE**

Step 8

The display will show: 'Set Zone Bypass'


Step 9

Press  (OK)

Step 10


The panel will show the first zone (i.e. Front door)

Step 11

If this zone is not the one you wish to bypass, press  (Next) until the desired zone is displayed

Bypass Zone Continued


Step 12

Press  (OK)

Step 13

The Display will Show: '<OK> To Bypass'

Step 14

Press  OK

Step 15

The zone is now bypassed

Step 16

You can **Bypass** more zones by repeating process from **Step 10**

Step 17

To exit press the  (Lock) and press  (OK)

Review Bypass

This function allows a user to see all devices/zones that are currently disabled.

Step 1

Close all doors (including your entry/exit door),

Press  (Unlock)

Step 2

If the panel shows 'Enter Code' type in **CODE**.

If the panel shows 'Ready' go to step 4.


Step 3

Press  (Next)

Step 4

The display will show: 'User Settings'

Step 5

Press  (OK)

Review Bypass Continued

Step 6

Type in your **CODE**

Step 7

The display will show: '**Set Zone Bypass**'


Step 8

Press the  (Next)

Step 9

Until the display shows: '**Review Bypass**'


Step 10

Press  (OK)

Step 11

The display will show: '**Bypass List**'


Step 12

Press  (OK)

Step 13

The System will display the first bypassed zone

Step 14

Press  (Next) to view other bypassed zones

Step 15

To exit press the  (Lock) and press  (OK)

Recall Bypass

This Function to Removes (Recalls) the most recent Bypassed devices/zones.

Step 1

Close all doors (including your entry/exit door),

Press  (Unlock)

Step 2

If the panel shows 'Enter Code' type in **CODE**

If the panel shows 'Ready' go to step 4.


Step 4

Press  (Next)

Step 5

The display will show: 'User Settings'

Step 6

Press  (OK)

Step 7

Type in your **CODE**

Step 8

The display will show: 'Set Zone Bypass'


Step 9

Press the  (Next) until the display shows: 'Recall Bypass'

Step 10

The display will show: '<OK> to Recall'

Step 11

Press  (OK)

Step 12

The display will show: 'Recall Bypass'

Step 13

To exit press the  (Lock) and press  (OK)

Time Format

Step 1

On the Main Panel press  **Open Padlock** and enter your master code to exit the screen saver


Step 2

Press  **Next**

Step 3

The display will show: '**User Settings**'

Step 4

Press  **OK**

Step 5

Type in your **Code**


Step 6

The display will show: '**Set Zone Bypass**'

Step 7

Press  **Next** until you find '**Time & Format**'


Step 8

Press  **OK**


Step 9

The display will show the '**EU Format-24H** 

Step 10

Press  **(Next)** to select desired format

Step 11

Press  **OK**

Step 12

To exit press the  **(locked padlock)** and press  **OK**

Time

Step 1

On the Main Panel press  **Open Padlock** and enter your master code to exit the screen saver


Step 2

Press  **Next**

Step 3

The display will show: **'User Settings'**

Step 4

Press  **OK**

Step 5

Type in your **Master code**


Step 6

The display will show: **'Set Zone Bypass'**

Step 7

Press  **Next** until you find **'Time & Format'**


Step 8

Press  **OK**

Step 9

The display will show the **'EU Format-24H'**,


Step 10

Press  **OK**

Step 11

Type in the current time in 24hour format (e.g. **1pm type in 1300**)

Step 12

Press  **OK**

Step 13

To exit press the  (**locked padlock**) and press  **OK**

Date

Step 1

On the Main Panel press  **Open Padlock** and enter your master code to exit the screen saver

Step 2

Press  **Next**

Step 3

The display will show: **'User Settings'**

Step 4

Press  **OK**


Step 5

Type in your **Master code**


Step 6

The display will show: **'Set Zone Bypass'**

Step 7

Press  **Next** until you find **'Date & Format'**


Step 8

Press  **OK**

Step 9

The display will show the **'Date DD/MM/YYYY ■'**,


Step 10

Press  **OK**

Step 11

Type in the current date (e.g. **13th December 2012** type in **13 12 12**)

Step 12

Press  **OK**

Step 13

To exit press the  (**locked padlock**) and press  **OK**

Preventing False Alarms

- Ensure doors and windows are securely fastened when setting the Alarm.
- Avoid placing decorations or moving objects in front of the Movement Detectors.
- Ensure that everyone using the System is fully trained and familiar with the System.
- Know the specified entry/exit route and keep to it when setting and unsetting the System.

Useful Phone Numbers

Customer Service Centre	Customer Sales Centre	Moving Home?
Call 0344 800 1999* to request a routine inspection, report a fault, request a remote reset or if you have a query with the monitoring of your System.	Call 0800 010 999 to upgrade your System or Service Plan.	Call 0800 169 0612 to let us know you are moving and for details of our moving offers.

* Calls charged at the standard rate of a regular local or national landline number.
Costs from mobiles may vary.

