ControlTec Anti-Sweat
Case Manager User instructions

To start you <u>must</u> first use **FireFox** as a browser. To load FireFox go to <u>www.firefox.com</u> and do the free download. Open **FireFox** as your browser to begin. Mac users can user **Safari** as the browser. **Windows Explorer** does not function properly for this application.

Go to **ControlTec Case Manager** at: **https://casemanager.controltecas20.com/caseManager** *Login* at the Login screen. (Password is case sensitive)

At the Account screen *select* a store by *clicking* on name.
Note: If the M in connected column is bracketed [M] then it is not connected
After selecting a store a pull down screen offers (4) options highlighted in white. *Select one.*

Manage- shows system device status and settings. It also shows real time device readings and current savings. *Selecting* the "COMMz Status" page shows hardware, product and site information with current status of alarms and devices shown in red if there is a change in status. *Selecting* the "Site Settings" page shows store contact info, cost of electricity and current time. *Selecting* the "Device List" shows all devices connecting to the COMMz. Devices can be *checked* and then *allowed* to join the network or *disallowed*. Disallowing a device will not let it attempt to rejoin. *Deleting* a device will clear the device. If the device is still present it will request to join again. Devices disallowed can be viewed by *selecting* "show/hide disallowed" button. A device will show it is "requesting allow", "joining' or "joined". Once a device is joined the configuration can be set up in Device Settings. *Selecting* the "Device Settings" page shows each device and operating parameters. The Location noted is the same as cases labeled in the store. "Door" column notes case as cooler or freezer, Amp rating and number of door per case. "Dew point offset" is the number of degrees a frame heater operates above dew point. "Heater override" is the range heaters will automatically operate if extreme conditions warrant them. *Selecting* "Device Readings" shows real time data of all devices. *Selecting* individual controllers by "name" shows a short history for that device and energy saving efficiency during that current time period. Efficiency will change as cases are being opened or climate changes in the store.

Graph readings- shows graph of sensor readings for controllers selected for the time period defined. *Select* a property for either or both Axis and any device to be graphed. *Selecting* "Device Name" will select all. To set time frame *click* on calendar for start and end times. *Select* the time at the bottom of the calendar then *select* the month and day to save. *Select* the "graph" button to view graph.

Reports- shows energy savings for controllers selected for the time period defined. To create a new report *select* "new report". *Type* in a name and description, *set* the date range and *check* the device to be included in the report. *Check* "Email Report" to copy stored contacts via email if desired. At the

bottom of the page *select* "Create Report". A detailed savings report and bar graph will appear. All reports are saved on a" Report list" until deleted. *Select* "Delete" to discard if desired. They can be also be saved as .pdf files *if selected*.

<u>Device Data</u>- shows all devices and health of wireless communication and event history for time period defined. To set time frame click on calendar for start and end times, *select* the time at the bottom of the calendar then *select* the month and day to save. *Select* "show" to view individual detail of each controller for time frame defined. A change to any reading will trigger an event recording with time stamp. *Select* "Go back one page" to return to Device list then *select* "home" to exit.

Select "Home" to return to Account Home Page at anytime.

Select "logout" to exit program.