

# Small Resident & Business Alarm Operation

**You are responsible for testing your alarm system and should do so weekly or minimally monthly.**

If remotely monitored, make sure you notify the Central Monitoring Station first to prevent false police dispatch.

**(See Arming & Disarming instructions on the back of this card.)**

**POWER** Light is "on" when AC power is present; flashes to indicate a low battery condition.

**READY** Light is "on" when the system is ready to arm; flashes if ready to "force arm".

**SERVICE** Light is "on" to indicate a trouble condition with your system.

## GE Security's NX-4 Alarm Control

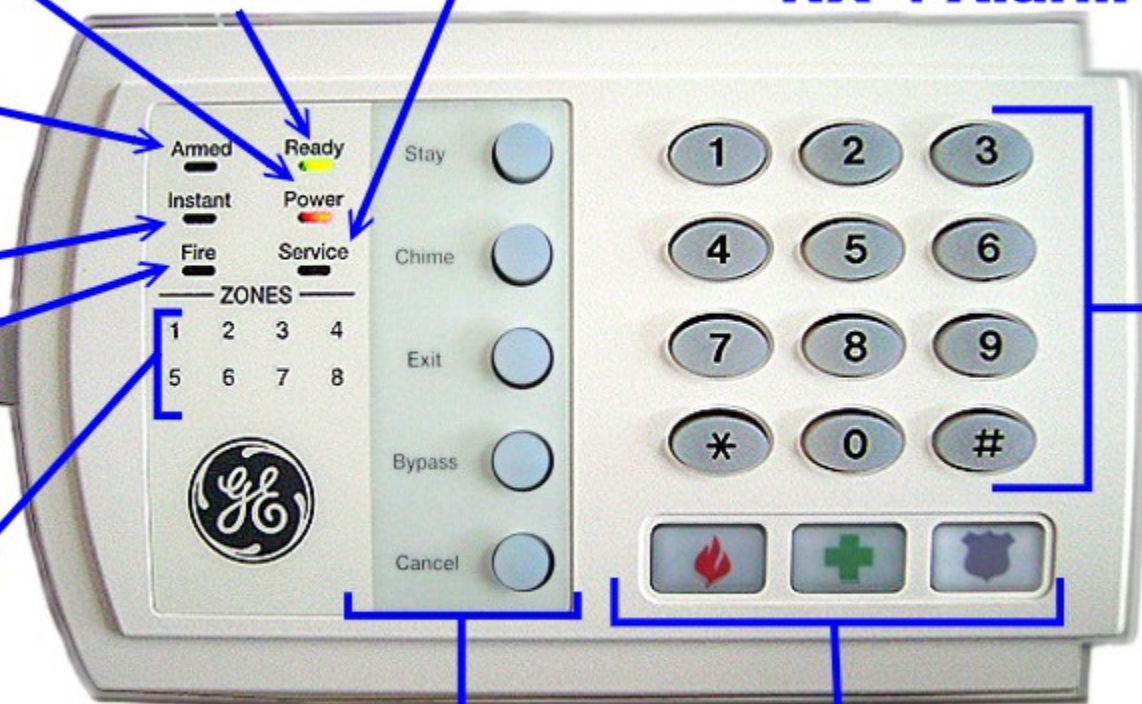
**ARMED** Light is "on" when armed; "off" when disarmed; flashes to indicate a previous alarm.

**INSTANT** Light is "on" when there is no entry/exit delay.

**FIRE** Light is "on" to indicate fire alarm; flashes to indicate a trouble condition with your fire system.

**PULL OUT ZONE ID TAB**

**ZONE LIGHTS** are "on" steady to indicate bypass; slow flash for zone fault; rapid flash for service condition.



**NUMERIC CODE ENTRY KEYS**

**5 FUNCTION KEYS** perform various functions.

**EMERGENCY ACTIVATION KEYS**

**To Cancel a False Alarm call:**  
 **1-866-726-2742**  
 For Service call:  
**800-229-6693**  
[www.HPIsecurity.com](http://www.HPIsecurity.com)  
Lic# EF0000020

### **FUNCTIONS:**

**[CHIME]** key: The door chime is turned on or off by pressing the **[CHIME]** key while the system is disarmed.

**EMERGENCY ACTIVATION KEYS:** *You must press and hold these keys for 2 seconds to activate these functions. No remote call for HELP will go out unless you subscribe & have tested the Remote Central Station Monitoring Service. A local siren or keypad beep will be the only response to these keys being pressed.*

You should press these keys only in an emergency situation that requires response by emergency personnel. If your system is programmed for these functions, the following reports can be sent.

**Silence the siren with your keypad code and cancel a false dispatch with the central monitoring station with your passcode or word.**

### **VIEW ALARM MEMORY**

Step 1 Press **[\*] [3]**. The zone(s) that created the last alarm will be displayed on the keypad.

Step 2 The **ALARM MEMORY** feature will flash those zones that created alarms and will light steady those zones that were bypassed during the last alarm.

### **BYPASSING ZONES** while the system is disarmed.

**Step 1** Press the **[BYPASS]** key. The *bypass light* flashes.

**Step 2** Enter the 1-digit number for the zone you wish to bypass. (Example: Press the **[1]** key for zone 1, press **[4]** for zone 4.)

**Step 3** Press the **[BYPASS]** key again.

**Step 4** The corresponding *zone light* will illuminate indicating the zone has been bypassed. Repeat steps 2 and 3 for any other zone(s).

**Step 5** Press the **[BYPASS]** key again -or- press the **[#]** key to exit the Bypass Mode.

**Step 6** The *bypass light* will stop flashing upon exiting the Bypass Mode and stay on solid along with the Bypassed zone(s).

**NOTE: All zones will automatically be unbypassed each time the system is disarmed.**

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## GE Security NX4 SYSTEM Arming/Disarming Instructions

### ARMING YOUR ALARM WHEN LEAVING HOME:

**THE "AWAY" MODE** is used when the user is away from the premise and wants an alarm delay to re-enter and the interior protected on if installed.

1. Close all protected doors and windows.
  - Ready light will be on or flashing when all protected zones and sensors are secure. **NOTE: If any zones are bypassed, a sensor in that zone can be violated without affecting the ready light.**
  - The security system will not arm if the *ready light* is not on or flashing.
  - If the *power light* is off, you have no AC power. Restore power if possible. If not, contact your maintenance office for service.
2.  Enter your user code to arm the system.
  - The armed and exit lights will illuminate.
  - You may now leave the building.

**Note:** *The keypads beep slowly & "EXIT" light flashes slowly during the 60 second exit delay. During the last 10 seconds of the exit delay, the keypads beep rapidly and the exit light will flash rapidly as a warning to the user that the exit time is about to expire. At the end of the exit delay, the keypads beep one longer tone (1 second). The user may wish to disarm and re-arm the system if more time is needed.*

### DISARMING YOUR SYSTEM - WHEN RETURNING HOME:

1. As you enter through the Entry/Exit door, the panel will sound a constant tone to remind you to disarm the system immediately.
2. **ENTER PANEL CODE** before the entry delay time of 30 seconds expires. When you enter the correct Panel Code, the "Armed" light will go off and the panel will become silent.
3. If you make a mistake entering your Panel Code, simply press the (#) key and re-enter code.

### **INSTANT FEATURE - WHEN STAYING HOME:**

The *instant light* is "on" when there is no delay on your entry/exit door(s).

**Anytime the *instant light* is "on" and the exit delay has expired, the opening of an entry/exit door will produce an immediate alarm.**

The *instant light* can be toggled on or off by pressing the [Stay] key while the system is armed. When the *instant light* is "off", the entry/exit door(s) is delayed.

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## EMERGENCY PROCEDURES

**Unmonitored Systems** - When an unmonitored alarm is activated, it sounds inside your home only. Unmonitored alarm service does not provide for monitoring of the equipment or notice to any third party including yourself or the police department or response from either. A siren will sound for 8-10 minutes then re-arm it's self except for any open door or window.

**Monitored Systems** - When a monitored alarm is activated, it sounds inside your home and sends a signal to HPI's monitoring center. When a signal is received by HPI's monitoring center, a verification call will be placed to the premises number or your contact numbers if no answer. Request the assistance you need or cancel the alarm by giving HPI's monitoring center your **Personal Identification Code**. If you accidentally activate your alarm, **enter the Panel Code** to silence it. If your system is monitored and you enter the Panel Code immediately, you will send a **CANCEL** signal instructing HPI's Monitoring Center to disregard your alarm signal. If your cancel signal is not received immediately, HPI's monitoring center will call you. **DO NOT PANIC AND DO NOT TRY TO DIAL OUT TO OTHERS.** Answer the phone or call the 800# to cancel a false alarm to be safe.

If no answer(s) Customer authorizes HPI to dispatch police to investigate. You are responsible for proper alarm operation, scheduling service and for any false alarm or other government alarm registrations, fees or fines if any.

## TESTING YOUR ALARM

Your alarm system should be tested on a monthly basis to make sure that it is operating properly. If your alarm system is **monitored**, call HPI's monitoring center at 1- 866-726-2742 and tell them you are testing your alarm system before proceeding with the steps below. If your alarm system is **unmonitored**, tell your neighbors not to respond and follow the steps below:

1. Check that the Green Ready Light is ON indicating tampered doors and windows are closed. Open each door and window individually and check to see if the Green Ready Light went off or the chime sounds (turn it on for this).
2. Arm your system and wait until exit delay times out. Open your entry door and let the delay time out then let the alarm sound for about 30 seconds. Enter your Panel Code to silence it.
3. Press and hold the "Police" key on the alarm panel for approximately 3 seconds and let the alarm sound for about 30 seconds. Enter your Panel Code to silence.
4. Continue testing in the same manner for each door and window.

If your alarm system is **monitored**, call HPI's monitoring center back to verify that your alarm signals were received.

## POINTS TO REMEMBER

**Monitored Systems** - HPI's monitoring center will place multiple verification phone calls as the first step in processing an alarm signal. If we get no answer, an answering machine, a busy signal or an individual who cannot give the correct Personal Identification Code, HPI's monitoring center then proceeds to the next step in the dispatch instructions established by your property.

Your Personal Identification Code is the only way HPI's monitoring center can properly identify you over the phone.

Without proper identification, police dispatches and false alarm fines can occur. Everyone in your household must remember this code. If you should forget your Personal Identification Code, contact your property management office for assistance in establishing a new code or call HPI's monitoring center.

Alarm signals are transmitted through your telephone line. If a signal is being sent, your phone might not have a dial tone until transmission is complete. If you experience any difficulty with your phone, HPI's monitoring center should be contacted before the local phone company to help avoid any unnecessary phone repair bills.

A HPI's monitoring center representative can explain a very simple test to determine if the problem is related to the alarm system. If service is requested for your alarm system, it will not be monitored until service is performed.

**Unmonitored & Monitored Systems** - Your HPI alarm system provides magnetic contacts for the perimeter doors and moveable, accessible windows of your apartment home. If monitored, alarm signals are sent to HPI's U.L.-approved monitoring center when the alarm is armed and the door or ground floor window is opened or when an emergency feature is activated. Glass breakage and motion detection are not provided by this system.