

**IED Model 631 Software  
for  
500ACS  
Announcement Control System  
Windows® Version**

**Operating Instructions**

(Derived from 500ACS Help File)

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## MODEL 631, 500ACS SOFTWARE, WINDOWS VERSION

### OPERATING INSTRUCTIONS (Derived from 500ACS Help File)

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## SYSTEM OVERVIEW

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### Thank You For Using ACS

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The 500ACS Announcement Control System<sup>®</sup>, from Innovative Electronic Designs, Inc., is a multi-function system that includes digital signal processing, powerful software, and high-quality microphone stations.

This 500ACS<sup>®</sup> ToolSet software allows you to set and monitor all the parameters for your ACS, from microphone stations, zones, zone groups, and message playback, to settings for the Monitor/Test System.

The ToolSet's help system contains a "What is/What Are" reference feature that will enhance your understanding of how the ACS (and Flight Announcement System) software works. This section covers topics provide a more detailed explanation than what you would find in a regular pop-up window.

Thank you again for using ACS Software Help.



## ACS Menus

You'll find the functions of ACS within its four menus: **System**, **Configure**, **Tools**, and **Windows**. For more information about a function, click on its name in its respective menu below.

**System** – These three items allow you to log in to the ACS, log out of the ACS, or close the program. Its selections are:

**Login** – Displays the login screen so you can access the ACS functions.

**Logout** – Logs the current user out of ACS.

**Close** – Closes the ACS.

**Configure** – Use the items in this menu to configure all parameters of your ACS. From it you can select:

The **Announcement Control System** submenu contains the following items that allow you to configure the ACS, announcement priorities, and announcement types *only* if you have access.

**ACS ToolSet** – The master setup window to configure all parts of your ACS, from mic stations to the Monitor/Test System.

**Edit Priorities** – Define and edit announcement priorities *only* if you have access.

**Edit Announcement Types** – Define types of announcements used in the ACS *only* if you have access (not generally allowed).

The **Flight Announcement System** (FAS) submenu (available only if FAS is part of your total system) is for defining and maintaining flight announcements.

If your logon and permissions settings allow you to set **User Security** parameters, you can access them from this submenu. From this menu you can work with the following:

**Edit Accounts** – Make changes to individual user security account.

**Change Password** – Change your password *only* if you have access.

**Mic Station Users** – Define and maintain a list of all microphone station users by company and/or airline *only* if you have access.

**Configure** – Configure password software parameters *only* if you have access (not normally allowed).

**View Setup Log** – Displays a list of system changes sorted by the date and time they occurred and which user performed them.

**Tools** – The items in this menu are for editing text of audio takes, sending data to the ACS, and updating system date and time. They are:

**Take Text Editor** – Edits the text that is associated with a take number.

**Send Data** – Sends updated microphone station, zone group, and PDRP data to the ACS.

**View Log** – Displays logs of ACS activity.

**Update Date and Time** – Updates the system's date and time

**System Parameters** – Defines the ACS system parameters *only* if you have access (not normally given).

**DHD Alarm Snooze** – Allows you to turn off the 590 computer's Dual Hard Drive alarm for a period of six hours.

**Windows** – Use this menu to navigate among the ACS windows that display on the main screen. You will see a Microphone Station Status and Zone Status window for each ACS that makes up your system. When you click on a window in the menu, it highlights on the main screen.

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## SYSTEM MENU

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### Login

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Complete the Login screen to begin your work with ACS. You can either select it from the System menu or press F2 to display it.



Figure 1 - Login Dialogue Box

#### **To Login**

To log into the system:

1. Type your User Name (caps not required).
2. Press <Tab>.
3. Type your Password (both are defined in the system).
4. Click **OK** or press <Enter> to access ACS. Click **Cancel** to cancel the login.

If you have entered the password correctly, you will be given access. If not, an error message appears. When you log in successfully, your User Name appears in the lower right portion of the screen.

### Logout

---

Click this menu item when you finish your work with ACS. It logs you out of the system but *does not* close it. This item is grayed-out until after you log into ACS.

### Close

---

Click this item to shut down the ACS ToolSet software.

**NOTE: You must be logged in to shut down the ACS ToolSet software.**



## CONFIGURE MENU

### Announcement Control System – An Overview

There are three selections available from the Announcement Control System item on the Configure menu: **ACS ToolSet**, **Edit Priorities**, and **Edit Announcement Types**. You will see the latter two items *only* if you have permission to access them (as defined in your password profile).

**ACS ToolSet** – Select this item to define all your system parameters with the Announcement Control System (ACS) software. When expanded completely, the left portion of the window shows a tree diagram of ACSs that control areas of your site (individual concourses, terminals, gates, etc.).

Each ACS consists of a number of functional components (e.g., Mic Station Setup, Zone Setup, etc.) that appear in a tree diagram for each ACS in your facility. If you click on any of those components, its elements display in the right pane of the screen.

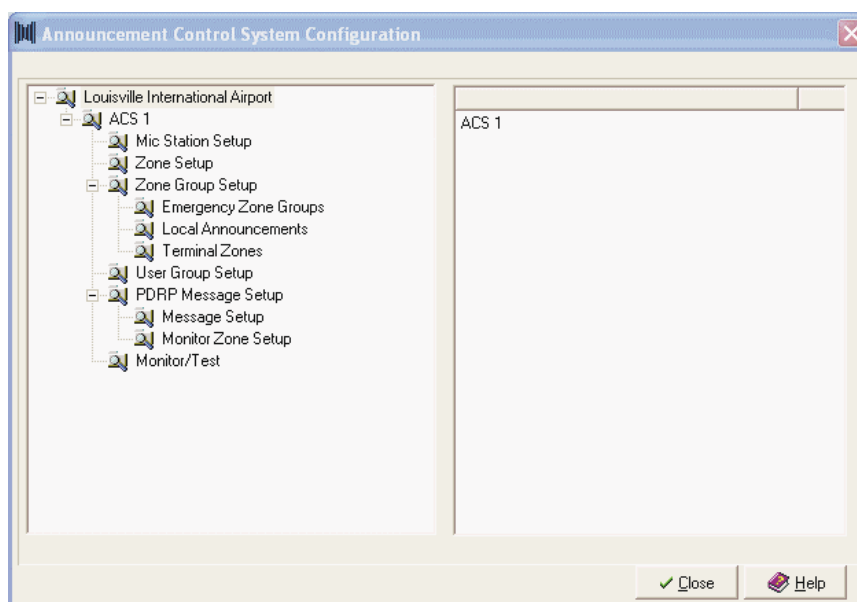


Figure 2 - ACS Configuration Dialogue Box

**Edit Priorities** – *If you have access to it*, this item allows you to set the system announcement priorities. See Edit Priorities for more detailed information.

**Edit Announcement Types** – *If you have access to it*, you can select this item to add/edit system announcement types. See Edit Announcement Type Setup for more detailed information.

#### Microphone Station Setup

Use Microphone Station Setup window to configure individual mic station parameters. Your ACS software comes pre-configured for a set number of microphone stations based on the number of microphone station cards (500C) that are in the ACS mainframe. Each card contains eight inputs, so the number of mic stations you can potentially have will be based on a factor of eight (8, 16, 24, etc.).

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There are two ways to display a setup screen:

1. Double-click on a mic station number in the Mic Station Status window on the ACS main screen (you can also use this method to edit a mic station's parameters).

The setup screen displays the mic station number and the number of the ACS to which it is being assigned. Once the station is defined, the Last Time Modified field displays the last date when any changes were made.

2. In the ACS Setup window, highlight Mic Station Setup, then double-click a mic station number in the right-hand pane to display the setup window, or highlight it in the list and click the **Modify** button.

After you have chosen a mic station model, the window redisplay in the setup mode for the model you selected. See Mic Station Models for more information.

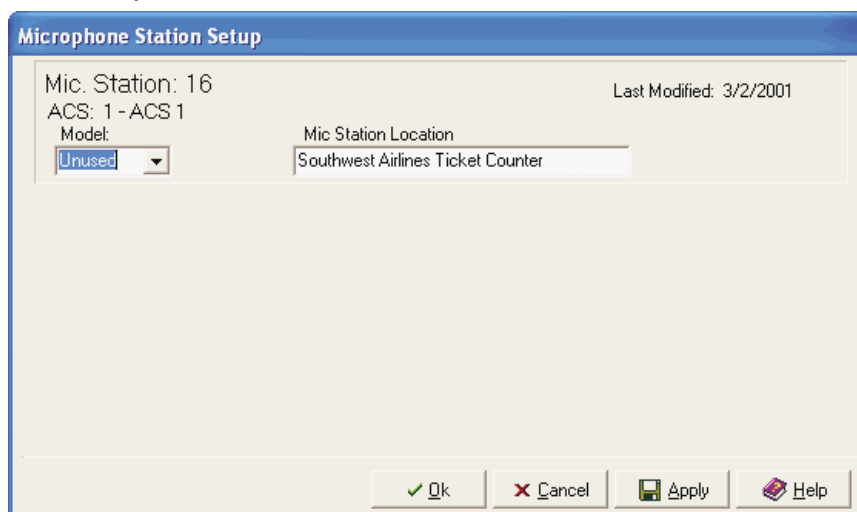


Figure 3 - Microphone Station Setup Dialogue Box

## Mic Station Models

There are two ways to select a mic station model to configure:

1. Click the down arrow and select a model from the drop-down list box, or
2. Begin typing the model number in the field. After you type the number (500 or 508 only), the setup window displays the necessary fields for it. But as you type its specific letter designation (VFM, DTG, etc.), the fields alter to reflect what's needed to configure the model. After you type the letters, you then click on the station model you want to configure.

You will most likely use the second method if you know exactly which model you want to configure.

There are several types of microphone station models, and the setup screen will be different for a few of them. However, there are common fields on the setup screens for 500 and 508 Series mic stations.

**Note: You must first complete the Mic Station Location field when you set the parameters on the setup window for the model you select.**

### 500 Series Microphone Stations

The 500 Series mic station model setup window contains the fields as shown below. **Note that some models may have additional fields or will have fields in different locations on the window.** Generally, the position of the Button Assignments fields will reflect how they are positioned on the mic station itself.

After you complete the window, click **OK** to save the settings and return to the window from where you accessed this function (either ACS Setup or the main screen).

Figure 4 - Microphone Station Setup Dialogue Box  
500 Series Microphone Stations

#### **Model**

This displays the model number you selected. However, you may change your selection. For a list of available types, click [here](#).

#### **Mic Station Location**

Type a *specific* description of where this mic station is located (e.g., airline and gate number, information desk number, etc.), up to 35 characters maximum.

#### **Mic Switch**

*If available for the model selected*, type the zone group or combined zone group number an announcement will be broadcast to when the press to talk switch (on handheld microphones) is pressed *without* any other button selection.

#### **Combined Zone Groups**

In each field, enter a local zone group number to where an announcement will be broadcast.

There are a several issues to consider when setting up combined zone groups. For more information, see [What Are Combined Zone Groups?](#)

### **Button Assignments**

Enter any one of the following that is to occur when you press the corresponding microphone button:

1. The zone group to where an announcement will be broadcast when you open the microphone
2. The combined zone group number to where an announcement will be broadcast when you open the microphone
3. A PDRP message number to be broadcast
4. A stop message to stop a PDRP message sequence

**NOTE:** If the station has a vertical mounting, this same row of buttons will appear horizontally in the setup window.

### **Function Buttons**

**OK** - Saves the settings and closes the window.

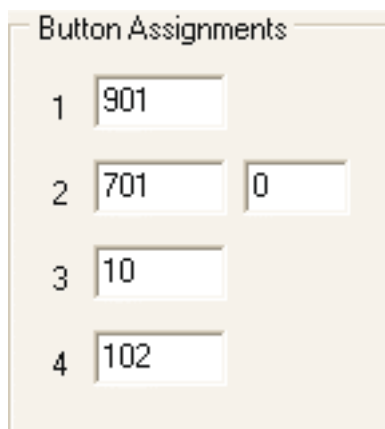
**Apply** - Saves the settings *without* closing the window.

**Cancel** - Closes the window *without* saving changes.

### **Sending PDRP Messages to Zones with a 500 Series Station**

**Sending PDRP Messages to Zones with a 500 Series Station** – You can have a 500 Series station perform a function similar to a 508 Series station if you enter a PDRP message number in a Button Assignment field.

When you enter a PDRP message number into a field, a second field then appears next to it, as shown below for Button 2.



| Button | Field 1 | Field 2 |
|--------|---------|---------|
| 1      | 901     |         |
| 2      | 701     | 0       |
| 3      | 10      |         |
| 4      | 102     |         |

Figure 5 - Microphone Station  
Button Assignments Dialogue  
Box, 500 Series Mic Stations

If the PDRP message is to go to a specific zone group, type its number into the second field. Type a zero if you wish the PDRP to go to its default zone(s) as defined in PDRP setup.

## 508 Series Microphone Stations

The 508 Series mic station model setup window contain the fields as shown below. **Note that some models may have additional fields, or will have fields with different names.** Generally, the position of the Button Assignments fields will reflect how they are positioned on the mic station itself.

After you complete the window, click **OK** to save the settings and return to the window from where you accessed this function (either ACS Setup or the main screen).

Figure 6 - Microphone Station Setup Dialogue Box  
508 Series Microphone Stations

### Model

This displays the model number you selected. However, you may change your selection. For a list of available types, click [here](#).

### Version

Click the down arrow to choose the version of the microphone station you are setting up. The version number refers to the EPROM chip revision in the station. **Be sure the version you select is the one actually being used.**

**To determine the station's version number** - Simultaneously press and hold buttons **4** and **6** on the mic station. The version number displays in the station's LCD window. Release the buttons when finished.

### Mic Station Location

Type a *specific* description of where this mic station is located (e.g., airline and gate number, information desk number, etc.), up to 35 characters maximum.

### Combined Zone Groups

In each field, enter a local zone group number to where an announcement will be broadcast.

There are a several issues to consider when setting up combined zone groups. For more information, see [What Are Combined Zone Groups?](#)

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**Mic Switch**

Type the zone group or combined zone group number an announcement will be broadcast to when the press to talk switch (on handheld microphones) is pressed, or when you press the Announce 0 button (on desktop gooseneck microphones).

**Airline**

Only appears if you are using IED's Flight Announcement System in conjunction with ACS. From the drop-down list box, select the airline this mic station serves.

**To quickly find an airline name** – Begin typing the airline name (either uppercase or lowercase letters will work). The list will advance to the airline name as you type it. Once you find the airline you need, highlight it in the list and click the left mouse button to select it (if you're using the keyboard only, use the down- or up-arrow key to highlight the airline name, then press **<Enter>** to select it).

**NOTE: If Lock Engaged is selected, this field is grayed out.**

**Gate/Carousel**

Only appears if you are using IED's Flight Announcement System in conjunction with ACS. Type the airline gate number or baggage carousel number this mic station serves.

**Lock Mic Station**

Click the check box to "lock" the microphone station so that only authorized personnel can use it. The authorized user must enter his or her passcode on the keypad in order to use the station. These passcodes are defined in Mic Station Users.

**User Groups**

hey display in this field. To make or change user group assignments, click the Edit User Group Assignments button.

**NOTE: If Lock Engaged is selected, this field is grayed out.**

**Edit User Group Assignments**

The window that displays contains two boxes. The one on the left displays user groups defined in your ACS. On the right is the box listing the user group assigned to the mic station.

**NOTE:** User groups are assigned to Zone Groups and PDRP and FAS templates announcements. Use is allowed to a mic station.

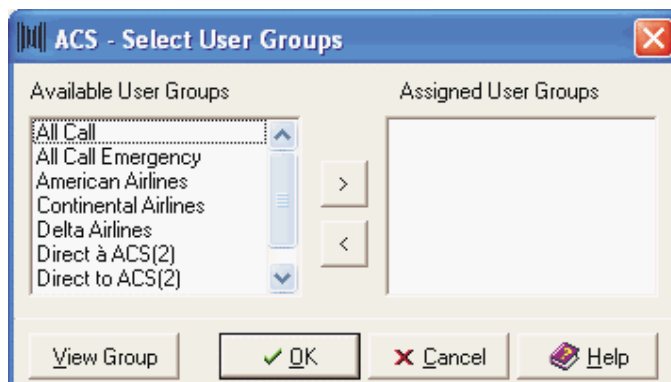


Figure 7 - Assign User Groups Dialogue Box  
508 Series Microphone Stations



To assign a user group, highlight it in the Available User Groups box and click the right arrow to move it to Assigned User Groups. Repeat for each cluster you wish to assign.

To remove a group, highlight it in the Available User Groups box and click the left arrow to move it back to Assigned User Groups. Repeat for each group you wish to remove.

If you ever need to see who is in a user group, highlight the group name and click the **View Group** button. Once you finish, click **OK** to save the settings and return to the setup window. Click **Cancel** to return to the window without saving any settings.

**NOTE: In the Mic Station status window on the ToolSet main screen, unused mic stations display in an “off green” while assigned mic stations display in a bright green. If there is a fault in a mic station, it will display in red.**

### Function Buttons

**OK** - Saves the settings and closes the window.

**Apply** - Saves the settings *without* closing the window.

**Cancel** - Closes the window *without* saving changes.

**NOTE: The OK and Apply buttons are greyed out until all necessary fields are completed.**

### Zone Setup

There are two ways to open a Zone Setup window: double-click on a black for “off-green” (i.e., unhighlighted) number in the Zone Status window on the ToolSet main screen or select Zone Setup in the Configuration window then double-click a zone number. Use the window to name a location for each individual zone within the ACS you are configuring.

**NOTE: You should *always* name all zones before defining *any* zone groups, PDRP messages, etc. This function only names each zone in your ACS. Zone numbers and names are used for such tasks as configuring zone groups, monitor test points, ambient analysis channels, etc..**

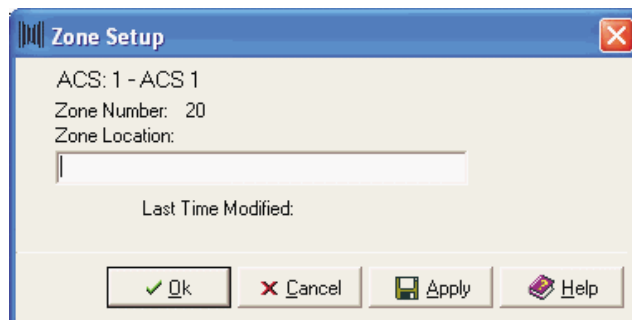


Figure 8 - Zone Setup Dialogue Box

To name a zone:

1. Type a specific name for it in the Zone Location field (35 characters maximum).
2. Click **Apply** to save the name, or click **OK** to save the name and close the window. Click **Cancel** to close the window *without* saving the name.

**NOTE: Zone numbers without a name display in an “off green” in the Zone window on the ToolSet main screen, while zone numbers with a name display in black.**

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Off Green - a different shade of green that depends on the color scheme of the monitor



## Zone Group Setup

The Zone Group window is what you use to define a zone group by assigning its zones, setting an entry code, entering a location, and assigning user groups.

You assign zone groups by announcement types, as shown in the screen below. The announcement types that appear in the tree diagram are those you have designated as Zone Groups in Edit Announcement Type Setup.

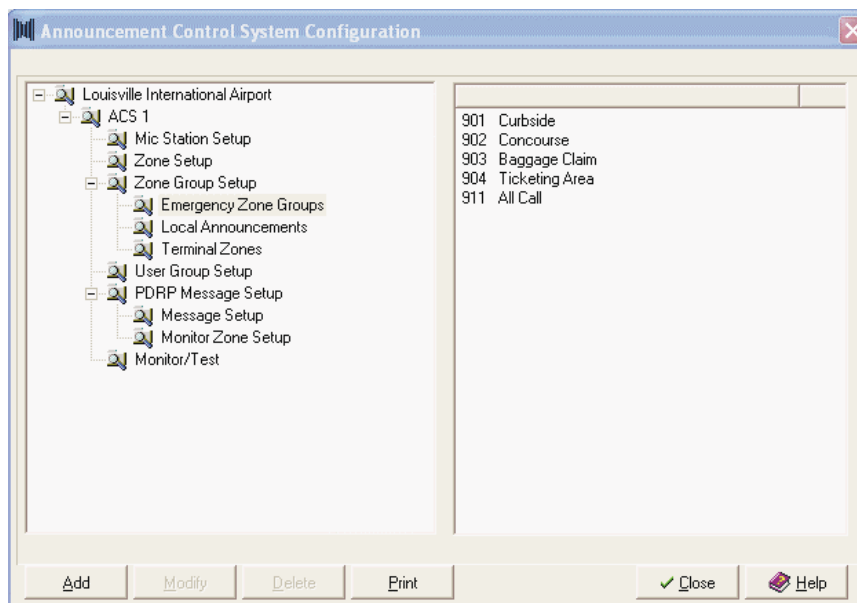


Figure 9 - ACS Configuration dialogue box

Notice the three announcement types under Zone Group setup (in the left-hand pane). The individual areas to which each type is assigned appear in the right-hand pane. So in the example above, Emergency Announcements can be sent to the Curbside, Concourse, Baggage Claim, Ticketing Area, and All Call zone groups.

To add a zone group, highlight one of the announcement types and click the **Add** button to display the Zone Group Setup screen for it. Complete the fields on the screen that is displayed, then click **OK** to save the settings.

To change a zone group's settings, highlight the announcement type and click **Modify**.

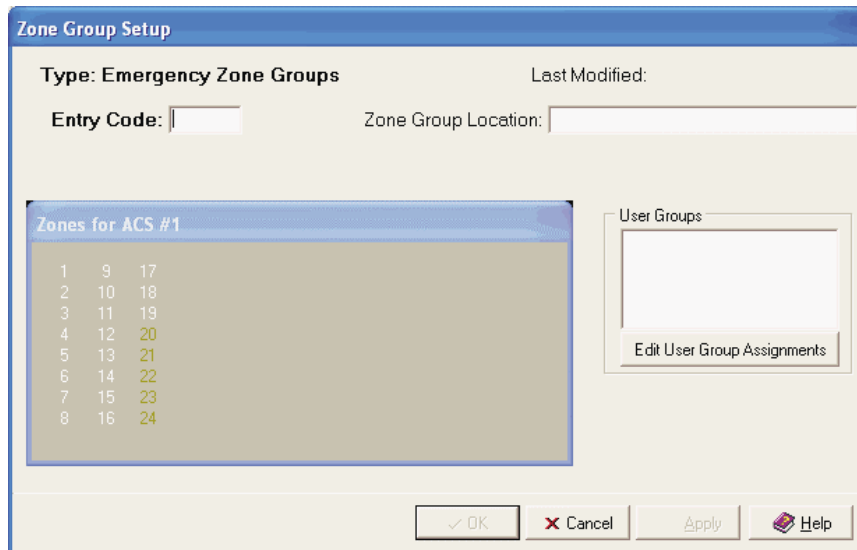


Figure 10 - Zone Group Setup dialogue box

**Type**

Displays the announcement type for the zone group.

**Entry Code**

Type a number, within the allowable range, the user will enter on a 508 mic station keypad to access this zone group (or to be assigned to a button on a 500 Series microphone station or a Combined Zone Group). This range of code numbers is defined in Edit Announcement Types.

**Zone Group Location**

Type a location name for this zone group (up to 35 characters maximum).

**User Groups**

Announcements and messages to this zone group are limited to certain user groups within the zone group. They display in this field. To make or change cluster assignments, click the Edit User Groups Assignments button.

**Zone Selection Window**

This window displays the numbers of each zone in the ACS. Place the mouse pointer on a zone number and a flyover help tag displays its name (as designated in Zone Setup).

Click on a zone number to assign it to the group. It is then highlighted in green. Click it again to remove it from the group. To select a range of zones:

1. Click the first zone number
2. Press and hold the <Shift> key.
3. Click the last zone number you want to assign.

The entire range of zone numbers is highlighted in green. Repeat this process to remove a range of zones from a group.

**NOTE: You can only select zones that display in white (i.e., zones that have a location ID assigned).**

### Function Buttons

**OK** - Saves the settings and closes the window.

**Apply** - Saves the settings *without* closing the window.

**Cancel** - Closes the window *without* saving changes.

**NOTE:** The **OK** and **Apply** buttons are greyed out until the following fields are complete: **Entry Code**, **Zone Group Location**, **User Group**, and at least one selection in the **Zone Selection Window**.

### User Group Setup

This function sets up user groups in your facility.

This window is displayed when you double-click User Group Setup in the ACS Setup window.

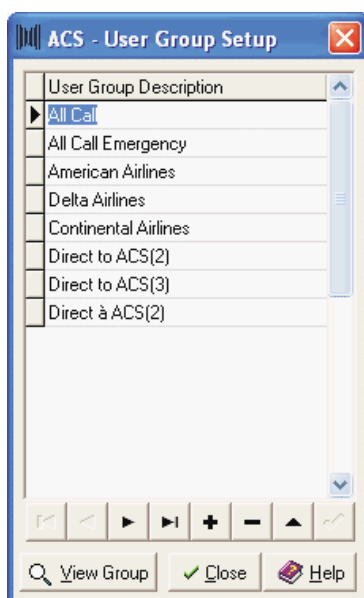




Figure 11 - User Group Setup dialog box

### User Group Description

Displays the name of existing user groups in the system.


Adding/Deleting/Editing User Group Names

**To add a user group name:**

1. Click the  button to insert a new row. Note that the new row will appear over the one you have highlighted in the list. If you want to move the new row to the bottom of the list, press the down-arrow key until it appears there.
2. Type the name of the new user group.
3. Click  to save the entry.

4. Repeat these steps for each new group.
5. Click **Close** to save the data and remove the window.









**To delete a user group:**

1. Highlight the group name you wish to delete.
2. Click  to delete the name.
3. In the pop-up confirmation window that displays, click **OK** (click **Cancel** if you do not wish to delete the record).
4. Repeat for other group names you wish to delete.
5. Click **Close** to save the data and remove the window.

**To edit a group:**

1. Highlight the group name in the list.
2. Type a new name over the existing one and press **<Enter>**.
3. Repeat for each name you wish to edit.
4. Click **Close** to save your changes and remove the window.

**Buttons**

-  Advances the cursor to the first record in the list.
-  Advances the cursor to the previous record in the list.
-  Advances the cursor to the next record in the list.
-  Advances the cursor to the last record in the list.
-  Adds a record to the list.
-  Deletes a record from the list.
-  Flags a record to be edited.
-  Saves a new record entry in the list.

**View Group**

Click this button to display a configuration window for a User Group in the list.

**Function Buttons**

**Close** - Closes the window *without* saving changes.

## Configuring a User Group

A user group consists of five elements: the microphone stations, individual users, zone groups, the PDRP messages that can be played to the zone group, and the templates for FAS announcements that can be broadcast.

In configuring a user group, you associate (or add) a record to each element (e.g., mic stations, users, zone groups, etc.). You can also remove the association as well. To add an association:

1. Click the tab for the element you wish to configure (Mics, Users, Zone Groups, PDRPs, or FAS Templates).
2. Click the **Modify Associations** button at the bottom of the window. A list of associated and unassociated records appears in the window's lower portion. All records that display in red are not associated with the user group.

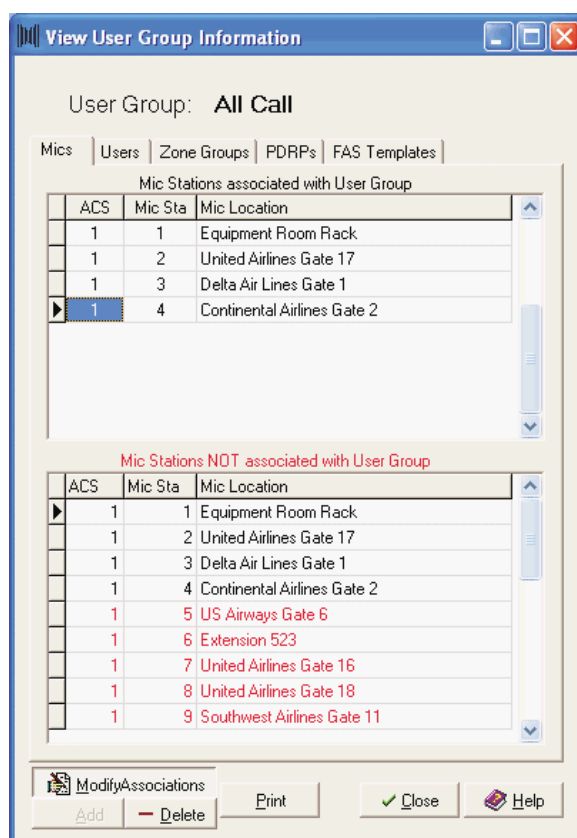


Figure 12 - View User Group Information dialogue box

3. To associate a record with the user group, click on the record then click the **Add** button. The record appears in the associated list portion. Repeat for each record you need to associate.
4. To delete a record from the group, click on it in the upper portion of the window, then click **Delete**. It returns to the lower portion and displays in red.
5. Repeat this process for the other elements in the group. When you finish, click **Close**. If you need a hard copy of the group associations, click **Print**.

## PDRP Message Setup - Overview

With this portion of ACS, you make all the settings for the system's Permanent Digital Record and Playback (PDRP) functions. These settings are for all public service type announcements your facility uses. The ones required by the FAA are:

1. Unattended Baggage
2. Photo Identification
3. Curbside
4. Security Check-In

Other types are "No Smoking," "Solicitation," and "Emergency."

For each announcement you set:

**Announcement Parameters:** entry code, description, announcement type, priority, enable monitoring, enable partial activation, audio level offset, non-timed plays, user groups, languages, and playback schedule.

**Assemble Takes:** the individual audio files (or "takes") that make up the announcement.

**Destination:** the zones to where they are broadcast by default.

**Monitor Zone:** the zone you select to monitor the message.

## Announcement Parameters

Make the parameters for each PDRP announcement in this window, such as its description, type, priority, and playback schedule.

Figure 13 - PDRP Announcement Assembly dialog box

### ***Entry Code***

This is the number you assign to the announcement. Simply type a number to assign it to the announcement. The range of the entry code numbers is defined in Edit Announcement Types.

If you have already assigned a number to an announcement, that announcement's settings will appear in all the fields on this window.

### ***Description***

Type a detailed description of the announcement you are defining (up to 35 characters maximum).

### ***Announcement Type***

From the drop-down list box, select the type of announcement you are defining that best matches the description.

### ***General***

Make these selections in this area of the window:

**Enable Monitoring** – Click the check box if you want to be able to monitor this message to the monitored zone.

**Enable Partial Activation** – Click the check box if you wish to play this message *without* all the selected zones. The announcement will play to one or more of the available zones.

**Priority** – From the drop-down list box, select the priority type this announcement will have.

**Audio Level Offset** – If you wish to offset the audio level, type a number to represent the offset in dB (a range of –15 dB to +6 dB offset from the audio level set in Announcement Types).

### ***Non-Timed Plays***

The three selections in this portion deal with the announcement's playback when activated from a microphone station.

**Total Number of Plays** – Enter the number of times this announcement is to play when activated. It will play that many times unless you enter a PDRP stop number on the originating mic station keypad.

**Unlimited Plays** – If this announcement is to play constantly, click this check box. The maximum number of plays is 256.

**Minutes Between Plays** – Enter how many minutes must elapse between each playback of the message.

### ***User Groups Assigned***

User Groups are assigned to PDRP announcements in the same way they are assigned to Zone Groups.

### ***Edit User Group Assignments***

The window that displays contains two boxes. The one on the left displays User Groups defined in your ACS. On the right is the box listing the groups assigned to the announcement.



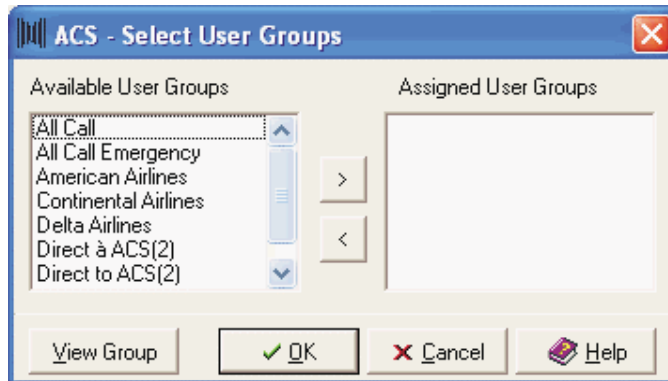


Figure 14 - ACS Select User Groups dialogue box

To assign a group, highlight it in the Available User Groups box and click the right arrow to move it to Assigned User Groups. Repeat for each group you wish to assign.

To remove a group, highlight it in the Assigned User Groups box and click the left arrow to move it back to the Available User Groups box. Repeat for each group you wish to remove.

Once you finish, click **OK** to save the settings and return to the announcement setup window. Click **Cancel** to return to the window without saving any settings.

#### **Schedule for This Announcement**

In this section of the window, you determine if, when and how often the announcement is to play on a schedule.

The schedule portion of this segment will display the announcement's Start/Stop Times, the Frequency, and the days of the week the announcement will be broadcast. To add a schedule, click the **Add** button to display the Event Scheduler.

Use the fields in the Event Scheduler to set the times for announcement playback.

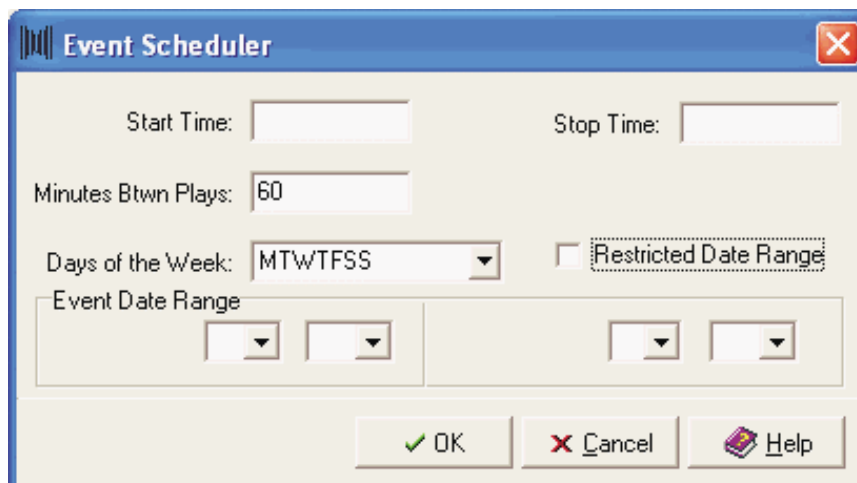


Figure 15 - Event Scheduler dialogue box

**Start Time**

Type, as HH:MM:SS (in military time) the time the announcement is to start playing.

**Stop Time**

Type, as HH:MM:SS (in military time) the time the announcement is to stop playing.

**Minutes Between Plays**

Type the number of minutes that are to elapse before the announcement plays again.

**NOTE: Zero (0) will cause the announcement to play continuously (load and play, reload and play, etc.)**

**Days of the Week**

From the drop down list box, select the days of the week the announcement is to play.

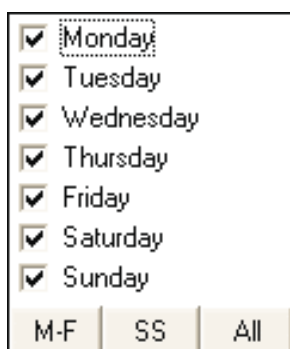


Figure 16 - Days of the Week Selection List Box

Click next to the individual days the announcement is to run. Click the **M-F** button if the announcement is to play Monday through Friday only, **S-S** if it is to run only on Saturday and Sunday, or **All** if it is to play each day of the week.

To change an item in the scheduler, highlight it and click **Modify**, which will also display the Event Scheduler. To remove an item, highlight it and click **Delete**.

**NOTE: The announcement will follow the schedule you set for it *only* if the Play on Schedule box is checked.**

**Restricted Date Range**

Click this check box if the event is to be restricted to a date range you specify in the Event Date Range fields.

**Event Date Range**

If the event has a restricted date range, designate the beginning and ending dates. Click the drop down list boxes to select the month and date of the beginning date, then the month and date for the ending date.

**Languages for this Announcement**

If this announcement is available in different languages, use this area to select and display the language(s) in which the announcement will be broadcast.

**NOTE: The order in which the languages appear in this list is the order in which they will play.**

To add a language, click **Edit Languages**.



Figure 17 - Language Selection List Box

In the window that is displayed, highlight a language in the left portion and click the



button to move it to the right portion. Repeat as necessary. To remove a language,

highlight it in the right portion and click



To move a language to a different position in the list, highlight it and click one of the following buttons:

**Top** Move the language to the top of the list (this will make it the *first* language played).

**Up** Move the language up a line on the list.

**Down** Move the language down a line on the list.

**Bottom** Move the language to the bottom of the list (this will make it the *last* language played).

When you finish, click **OK** to save the settings and return to the Announcement Parameters window. Click **Cancel** to return to the window without saving the language settings.

### **Play Button**

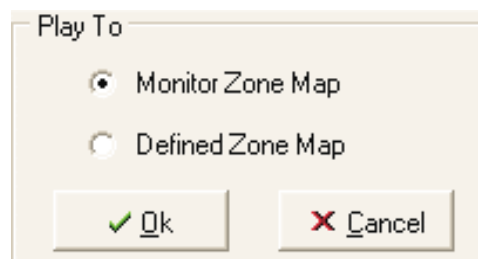


Figure 18 - The "Play To" selection window

The "Play" button opens a pop-up window for selecting where you want the announcement to play. It also allows you to play the announcement from this screen.

Click the button next to one of these areas:

**Monitor Zone Map** – Plays the announcement to the zones you select with Monitor Zone Setup.

**Defined Zone Map** – Plays the announcement to the zones you select in the Destination tab.

Click **Ok** to play the announcement. Click **Cancel** if you do not wish to play it.

### **Function Buttons**

**OK** - Saves the settings and closes the window.

**Apply** - Saves the settings *without* closing the window.

**Cancel** - Closes the window *without* saving changes.

**NOTE:** Ok and Apply are greyed out until all of the following are completed on the screen: **Entry Code, Description, Announcement Type, Priority, User Group, Language, Take Number in Assembled Takes, and at least one Zone is selected in Destination.**

### **Assemble Takes**

In the Assemble Takes tab, you insert, in order, the proper takes needed to create a complete announcement. As you enter a take in a field in the upper portion of the window, its vocal “translation” text appears in the large white field in the lower portion of the window.

**NOTE:** You should always enter 9991 as the first take number. This puts a one-second pause before the announcement to allow at least one second between announcements.

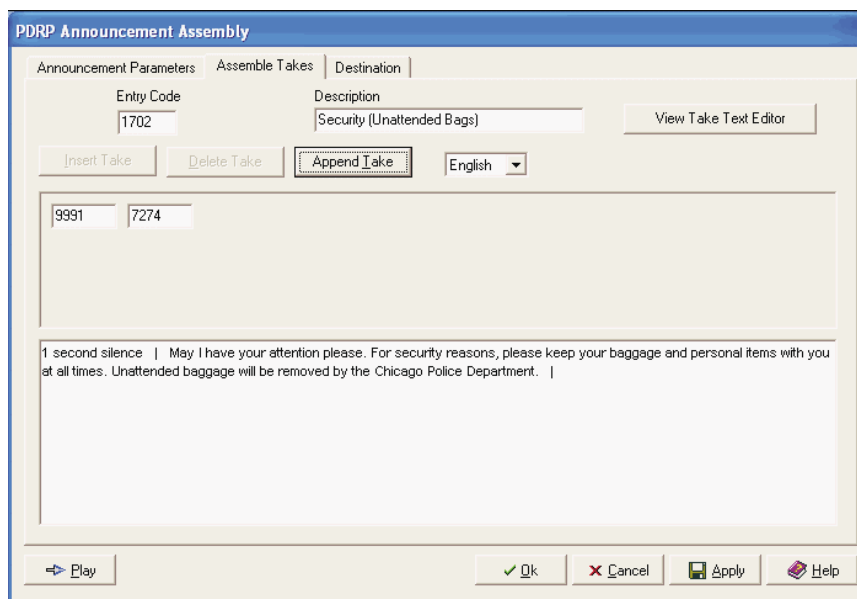


Figure 19 - PDRP Announcement Assembly dialogue box

### ***Building an Announcement***

To build an announcement:

1. Select the announcement's language from the drop-down list box.
2. Use the three buttons to insert, remove, or append an announcement

**Insert Take** – Inserts a take before the take field where your cursor is currently placed. Type the take's number in the field.

**Delete Take** – Deletes the take where you have your cursor.

**Append Take** – Adds a take behind the previous take you entered. Type the take's number in the field.

3. As you enter a take number, check its "vocal translation" in the lower portion of the window.
4. After you finish and you wish to create the same announcement in a different language, click **Apply**, select a different language, then repeat the previous steps.

### ***View Take Text Editor***

Click to display the Take Text Editor window for the announcement. With the Take Text Editor, you can locate the text for a specific audio take (by language or the kind of take) and change its text. You would most likely use this if you are sent a new audio file for a take, or if you are trying to locate a certain kind of take. See Take Text Editor for more information.

### ***Play Button***

This button displays a pop-up window for you to select where you want the announcement to play. It also allows you to play the announcement from this screen.

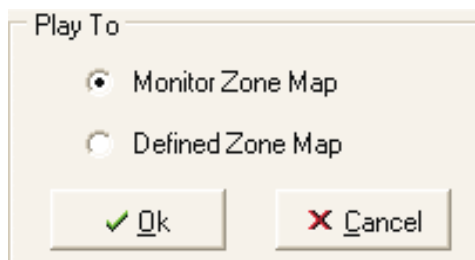


Figure 20 - The "Play To" selection window

Click the button next to one of these areas:

**Monitor Zone Map** – Plays the announcement to the zone you select with Monitor Zone Setup.

**Defined Zone Map** – Plays the announcement to the zones you select in the Destination tab.

### ***Function Buttons***

**Play** – Plays the announcement to the selected area.

**Cancel** - Closes the window *without* playing the announcement.

## Destination

Choose this tab to set which zones will receive the announcement. Simply click on the zone number(s) to receive it. The ones you select will display in green. To remove the selection, click the number again.

To select a range of zones, click the first zone number, press and hold the **<Shift>** key, then click the last number in the zone range. All the zone numbers in that range highlight in green. Repeat this process to remove a range of zones.

**NOTE: You can only select zones that display in white (i.e., zones that have a location ID assigned).**

## Monitor Zone

Use this item to select a zone for monitoring announcements that are broadcast to it. **You may select only one zone.**

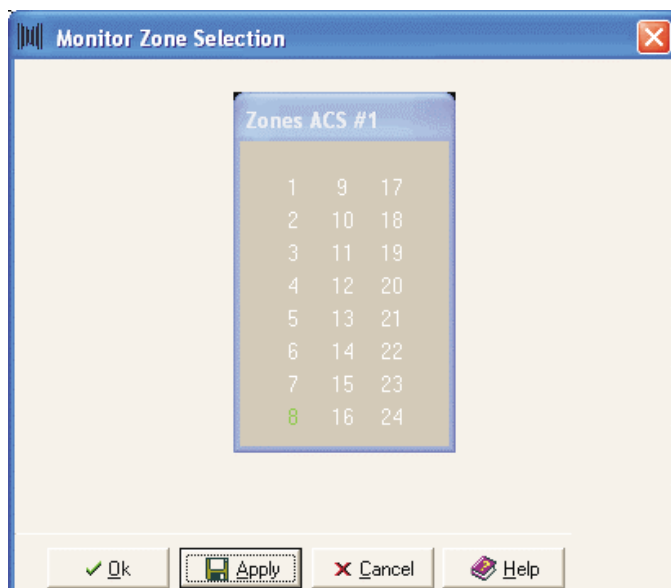


Figure 21 - Monitor Zone List Box

### Zone Numbers

Simply click on the zone number to receive the announcement for monitoring. The one you select will display in green. To remove the selection, click the number again. To select a different zone, click a different number.

### Function Buttons

**OK** - Saves the settings and closes the window.

**Apply** - Saves the settings *without* closing the window. Use this when you are creating the same announcement in multiple languages.

**Cancel** - Closes the window *without* saving changes.

## Monitor/Test - Overview

IED's Monitor/Test System is a software component of ACS. It allows you to thoroughly test the integrity of the system, from microphone stations to, and including, the speakers and speaker wires to make sure everything works.

Test Setup – define test parameters, including audible and mic test zone selections.

Set – saves all set levels

Test – allows selection of test

Monitor Points – determine what types of tests to perform on each point

View Test Results – view and analyze the results

## Test Setup

There are five tabs in this one window you use to set up your test parameters.

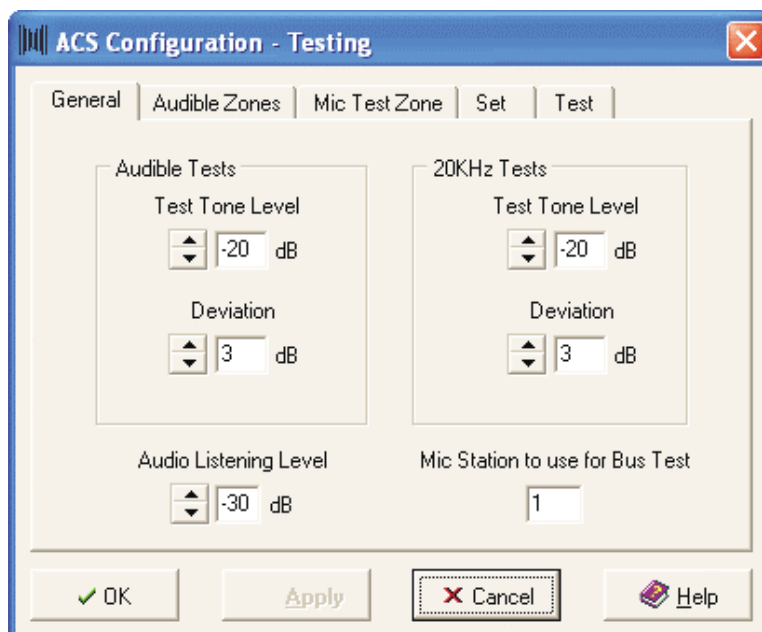


Figure 22 - ACS Configuration, Testing dialogue box

### General

Use the fields in this portion to set test tone levels and deviations for Audible Tests and 20K tests. You also set the dB level for the audio listening level and designate which mic station you want to use for the bus test.

**Audible Test** – The audible test produces test tones at 150Hz, 500Hz, 800Hz, 4 kHz, and 8 kHz.

**20K Test** – This test produces a 20 kHz tone.

Click the arrows in the spin boxes (or type in the numbers) to set the dB levels for test tones and acceptable deviations.

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To set the audio listening level (in dB), click the arrows in the spin boxes (or type in the numbers) to the level you want. **All circuits with a set level at this setting or higher will be monitored at the same listening level.**

To designate a mic station for the bus test, type its station number in the field.

**NOTE: The station to test should normally be the rack-mount 508 Series microphone station.**

Once you finish, click **OK** to save the information and return to the ACS ToolSet configuration window. Click **Apply** to save the settings and keep the window open. Click **Cancel** to return to the ToolSet configuration without saving the settings.

### **Audible Zones**

Under this tab you'll find a table of all the zones in your facility. Click the ones on which you want to perform an audible test. The ones you select are highlighted in green. Click a highlighted zone number to remove it from testing.

**NOTE: You should normally test all ACS zones.**

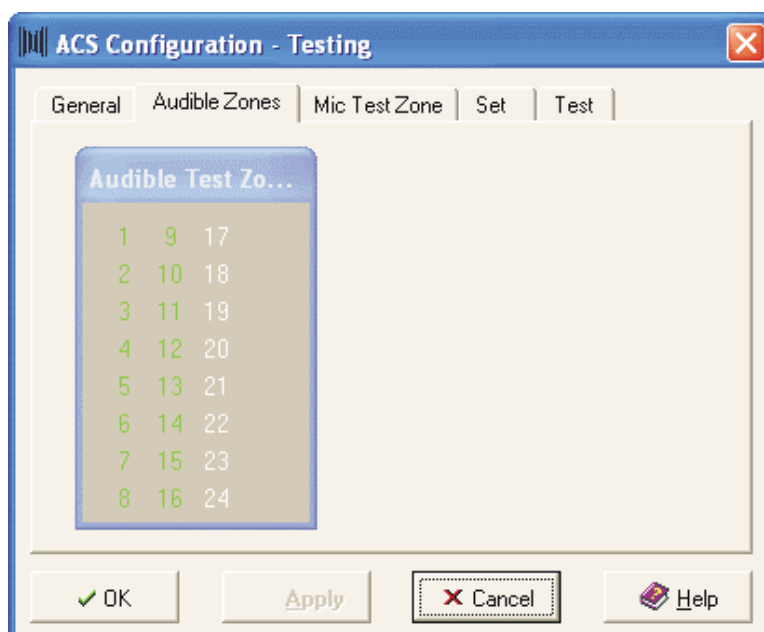


Figure 23 - ACS Configuration, Testing, Audible Test Zones dialogue box

### **Mic Test Zone**

In this tab you select the zone in which you want to perform a microphone station test. *All mic stations are tested to this zone only.* Just click on a zone number to select it. It is then highlighted in green. Click it again to remove it from testing.

**NOTE: You can select only one zone at a time.**

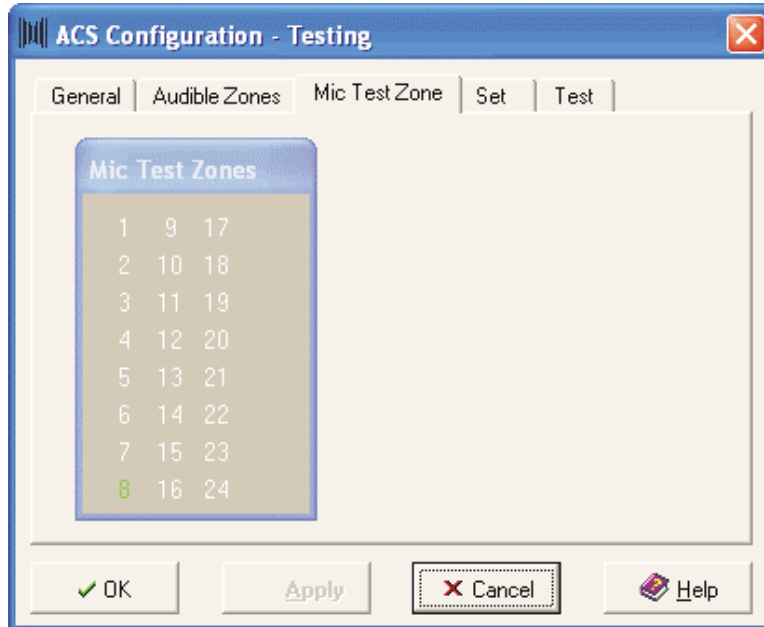


Figure 24 - ACS Configuration, Testing, Mic Test Zones dialogue box

**Function Buttons**

**OK** - Saves the settings and closes the window.

**Apply** - Saves the settings *without* closing the window.

**Cancel** - Closes the window *without* saving changes.

**Set**

Once you have established all your testing parameters, click the Set button on this tab. Afterward a spreadsheet displays as the set is being conducted. As the set is being performed it will display the Circuit, its name, its levels, and bus deviations.

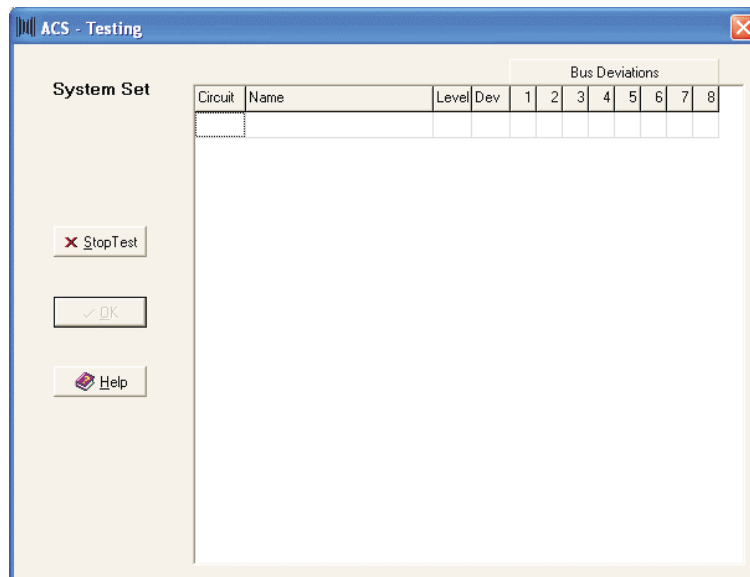


Figure 25 - System Set display of parameters while in progress

When the set completes, click **OK** to return to the Set tab. If you wish to halt the test before it completes, click the **Stop Test** button. After the set stops, click **OK** to return to the Set tab.

## Test

In this portion of Monitor/Test you select parameters for manual and automatic testing.

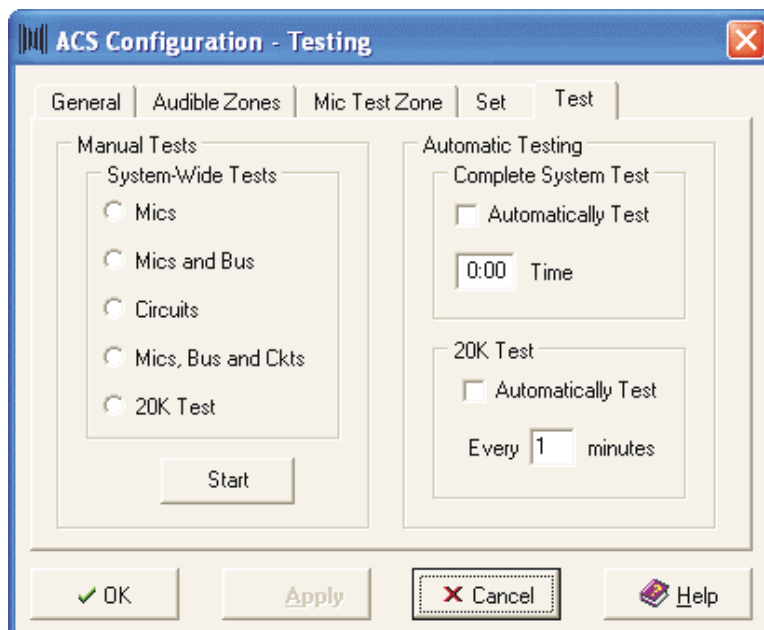


Figure 26 -  
Test Parameter  
Selection Window

### Manual Tests

If you wish to manually perform a system-wide test, click the button next to the type of test you wish to perform, then click **Start**. You then view the results as you would with an automatic test. The types of tests available are:

**Mics** – Tests all mic stations to the selected mic test zone only.

**Mics and Bus** – Tests all mic stations, each mic station to all eight buses and all buses to each zone.

**Circuits** – Tests all circuits with the audible test tone.

**Mics, Bus, and Ckts** – Tests all the mic stations, buses, and circuits.

**20K test** – Tests all circuits with a 20kHz test tone.

**NOTE: All mic station tests use the oscillator in the individual mic stations for the test tone.**

### Automatic Tests

**Complete System Test** – To run a complete system test at a certain time every day, click the check box and enter (as hh:mm in 24-hour time) the time you want the test to begin. The test runs on the mic stations, buses, and circuits.

**20K Test** – To automatically run a 20K test through the entire system, click the check box then enter how often you wish the test to occur within a range of one to 60 minutes.

### Function Buttons

**OK** - Saves the settings and closes the window.

**Apply** - Saves the settings *without* closing the window.

**Cancel** - Closes the window *without* saving changes.

### Monitor Points

This window is where you select the ACS zone location, the device, and the circuit ID to be tested. In addition, you select the oscillator tone frequency (4K, 8K, 20K, etc.) you at which you wish to perform the tests in that zone.

You configure Monitor/Test for each ACS in your facility. Each 596 will have its own tab in the configuration window (similar to the one below).

Click on a column in the screen below for details on what you need to enter for it. After you complete the screen, click **Apply** to save the settings and resume work in the window, or click **OK** to save the settings and return to the main screen.

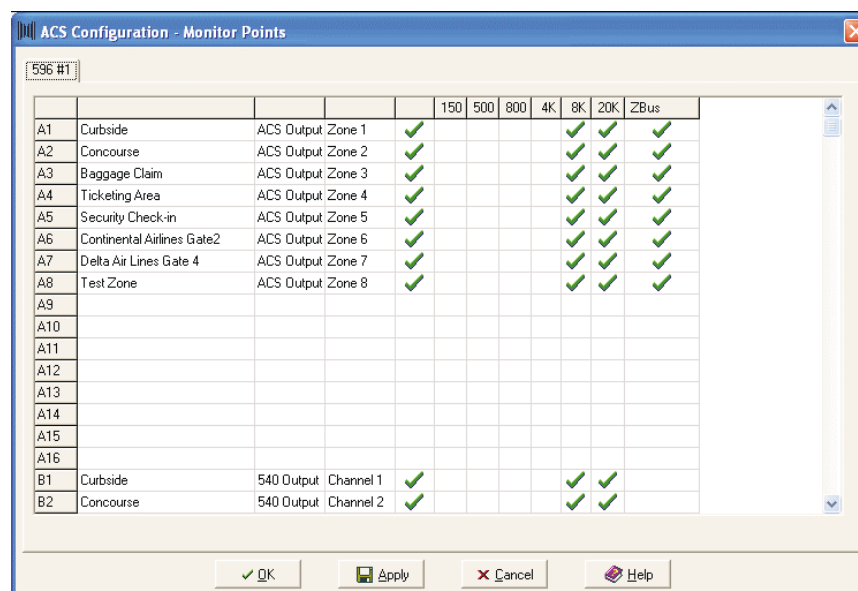


Figure 27 - ACS Configuration, Monitor Points window for selecting monitor points and test conditions for Monitor/Test

### ACS Zone Location

Click in the cell to display a drop-down list arrow, then click the arrow to display a list of ACS Zone names as defined in Zone Setup. Click on a name in the list to select it.

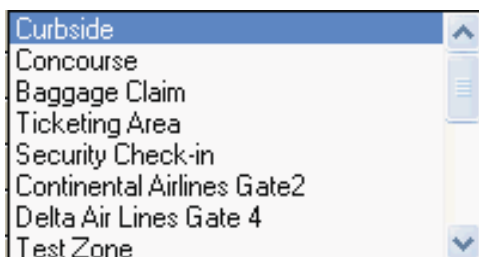


Figure 28 - Drop-down zone location list

### Device

Click in the cell to display a drop-down list arrow, then click the arrow to display a list of devices in that zone. Click on a device to select it.

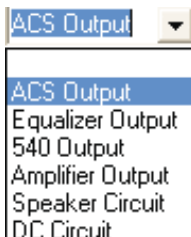


Figure 29 - Drop-down list of available test points in the selected zone

### Circuit ID

Type the name of the circuit (such as Zone 1, Channel 2, etc.).

### Monitor

For each zone you wish to listen to, click in this cell. A check mark appears to indicate the zone will be monitored so that you can listen to it.

### Test Types

The remaining cells in this window are for the various types of tests you can perform on that zone circuit. For each type, click in its cell. A check mark appears to indicate the selection. You can always uncheck the cell later if you do not wish to perform a certain type of test. Those tests are:

**150, 300, 800, 4K, and 8K** – Audible test tones. Only one audible tone can be selected per circuit.

**20K** – For the 20K test of that circuit.

**Bus** – Used only for ACS outputs. It will test the outputs to all eight buses.

### Function Buttons

**Save** - Saves the settings and closes the window.

**Apply** - Saves the settings *without* closing the window.

**Cancel** - Closes the window *without* saving changes.



## View Test Results

After you have performed the various tests, this window displays the test results for the ACS Output Test, External Test, and Microphone Test. To find out what each result reports, click on its tab in the screen below.

| 596 | Input | Name                               | Audible Test |     | 20K Test |     | Zone Bus Faults |   |   |   |   |   |   |   |  |  |  |
|-----|-------|------------------------------------|--------------|-----|----------|-----|-----------------|---|---|---|---|---|---|---|--|--|--|
|     |       |                                    | Set Lev      | Dev | Set Lev  | Dev | 1               | 2 | 3 | 4 | 5 | 6 | 7 | 8 |  |  |  |
| 1   | A1    | Curbside: Zone 1                   | -20          | 0   | -23      | -1  |                 |   |   |   |   |   |   |   |  |  |  |
| 1   | A2    | Concourse: Zone 2                  | -20          | -1  | -23      | -1  |                 |   |   |   |   |   |   |   |  |  |  |
| 1   | A3    | Baggage Claim: Zone 3              | -20          | 0   | -22      | -1  |                 |   |   |   |   |   |   |   |  |  |  |
| 1   | A4    | Ticketing Area: Zone 4             | -20          | 0   | -23      | -1  |                 |   |   |   |   |   |   |   |  |  |  |
| 1   | A5    | Security Check-in: Zone 5          | -20          | 0   | -23      | -1  |                 |   |   |   |   |   |   |   |  |  |  |
| 1   | A6    | Continental Airlines Gate2: Zone 6 | -20          | 0   | -23      | 0   |                 |   |   |   |   |   |   |   |  |  |  |
| 1   | A7    | Delta Air Lines Gate 4: Zone 7     | -20          | 0   | -22      | -1  |                 |   |   |   |   |   |   |   |  |  |  |
| 1   | A8    | Test Zone: Zone 8                  | -20          | 0   | -23      | -1  |                 |   |   |   |   |   |   |   |  |  |  |

Figure 30 - ACS System Test Results Display Output Tests

At the bottom of the window is a check box labeled "Display Faults Only." Click the box if you only want to see circuit faults and no other test information.

When you finish viewing the test results, click **Close** to return to the ToolSet main window.

## ACS Output Test Results

The window in Figure 30 displays the results of the tests performed on each output.

### 596/Input/Name

These three columns list, in order, the 596 number, the input, and its name.

### Audible Test

These two columns indicate the audible test results. The first column displays the output's set level. The second indicates (either + or -) the deviation from the set level.

### 20K Test

These two columns indicate the 20K test results. The first column displays the output's set level. The second indicates (either + or -) the deviation from the set level.

### Zone Bus Faults

If there is a fault in a zone bus for the output, it is indicated in the zone bus number.

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## External Test Results

The results under this tab display the results for the external tests performed on the system.

| 596 | Input | Name  | Audible Test |     | 20K Test |     |
|-----|-------|---|--------------|-----|----------|-----|
|     |       |   | Set Lev      | Dev | Set Lev  | Dev |
| 1   | B1    | Curbside : 540 Output : Channel 1                   | -21          | 1   | -24      | 0   |
| 1   | B2    | Concourse : 540 Output : Channel 2                  | -21          | 0   | -24      | 1   |
| 1   | B3    | Baggage Claim : 540 Output : Channel 3              | -21          | 0   | -23      | 0   |
| 1   | B4    | Ticketing Area : 540 Output : Channel 4             | -21          | 0   | -23      | -1  |
| 1   | B5    | Security Check-in : 540 Output : Channel 5          | -21          | 0   | -23      | 0   |
| 1   | B6    | Continental Airlines Gate2 : 540 Output : Channel 6 | -21          | 0   | -23      | 0   |
| 1   | B7    | Delta Air Lines Gate 4 : 540 Output : Channel 7     | -20          | 0   | -22      | -1  |
| 1   | B8    | Test Zone : 540 Output : Channel 8                  | -20          | 0   | -22      | 0   |
| 1   | C1    | Curbside : Speaker Circuit :                        | -15          | 0   | -20      | 0   |
| 1   | C2    | Concourse : Speaker Circuit :                       | -15          | 0   | -19      | -1  |
| 1   | C3    | Baggage Claim : Speaker Circuit :                   | -15          | 0   | -20      | -1  |
| 1   | C4    | Ticketing Area : Speaker Circuit :                  | -15          | 1   | -20      | 1   |
| 1   | C5    | Security Check-in : Speaker Circuit :               | -21          | 0   | -25      | 0   |
| 1   | C6    | Continental Airlines Gate2 : Speaker Circuit :      | -21          | 0   | -23      | 0   |
| 1   | C7    | Delta Air Lines Gate 4 : Speaker Circuit :          | -21          | -1  | -24      | -1  |
| 1   | C8    | Test Zone : Speaker Circuit :                       | -21          | 0   | -24      | 0   |

Figure 31 - ACS System Test Results Display  
External Tests

### **596/Input/Name**

These three columns list, in order, the 596 number, the input, and its name.

### **Audible Test**

These two columns indicate the audible test results. The first column displays the output's set level. The second indicates (either + or -) the deviation from the set level.

### **20K Test**

These two columns indicate the 20K test results. The first column displays the output's set level. The second indicates (either + or -) the deviation from the set level.

## Mic Test Results

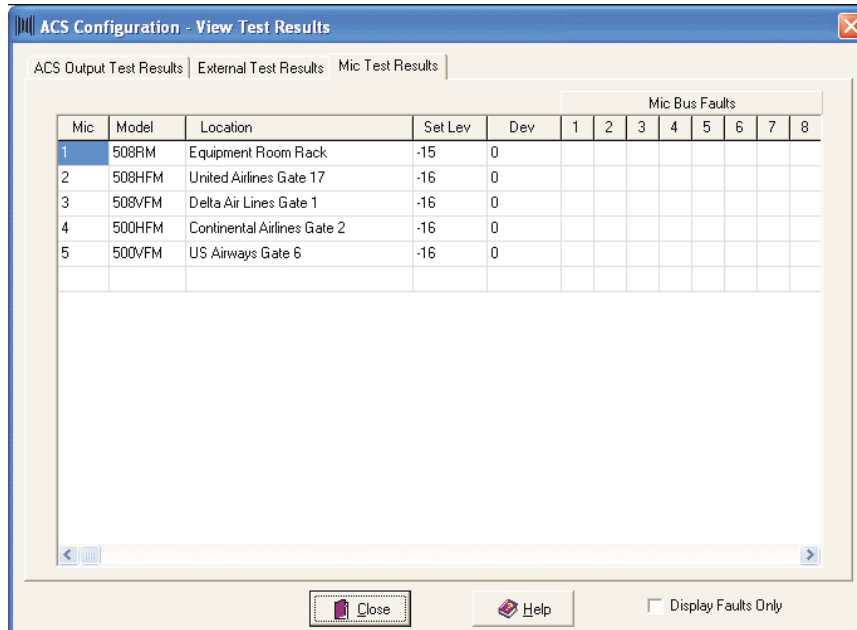
The results under this tab display the results for the tests performed on the microphone stations. This window contains:

**Mic** – The number of the tested microphone station.

**Model** – The mic station model.

**Location** – Its location in the facility

**Set Lev** – The set level (in dB)



The screenshot shows a window titled "ACS Configuration - View Test Results" with three tabs: "ACS Output Test Results", "External Test Results", and "Mic Test Results". The "Mic Test Results" tab is active, displaying a table with columns for Mic, Model, Location, Set Lev, Dev, and Mic Bus Faults (1-8). The table contains five rows of data. Below the table are buttons for "Close" and "Help", and a checkbox labeled "Display Faults Only".

| Mic | Model  | Location                    | Set Lev | Dev | Mic Bus Faults |   |   |   |   |   |   |   |  |  |
|-----|--------|-----------------------------|---------|-----|----------------|---|---|---|---|---|---|---|--|--|
|     |        |                             |         |     | 1              | 2 | 3 | 4 | 5 | 6 | 7 | 8 |  |  |
| 1   | 508RM  | Equipment Room Rack         | -15     | 0   |                |   |   |   |   |   |   |   |  |  |
| 2   | 508HFM | United Airlines Gate 17     | -16     | 0   |                |   |   |   |   |   |   |   |  |  |
| 3   | 508VFM | Delta Air Lines Gate 1      | -16     | 0   |                |   |   |   |   |   |   |   |  |  |
| 4   | 500HFM | Continental Airlines Gate 2 | -16     | 0   |                |   |   |   |   |   |   |   |  |  |
| 5   | 500VFM | US Airways Gate 6           | -16     | 0   |                |   |   |   |   |   |   |   |  |  |

Figure 32 - Microphone Station Test Results

**Dev** – The deviation (in dB) from the set level.

**Mic Bus Faults** – If there is a fault in any of the mic station on any bus, an X will appear in the bus number.

Click the check box next to Display Faults Only if you want to see only those mic stations with faults.

Once you finish viewing the results, click **Close** to return to the ToolSet main window.

## Edit Priorities

You must define the priority status for each type of announcement in your system. There are nine priority levels available. Priority Number One is the highest. The announcement with that priority will override all announcements with lower priority levels. Keep in mind that emergency announcements always have the highest priority in a facility, so plan your priorities accordingly.

**NOTE:** Only priority levels with a description are usable, which means that a priority must have a description.

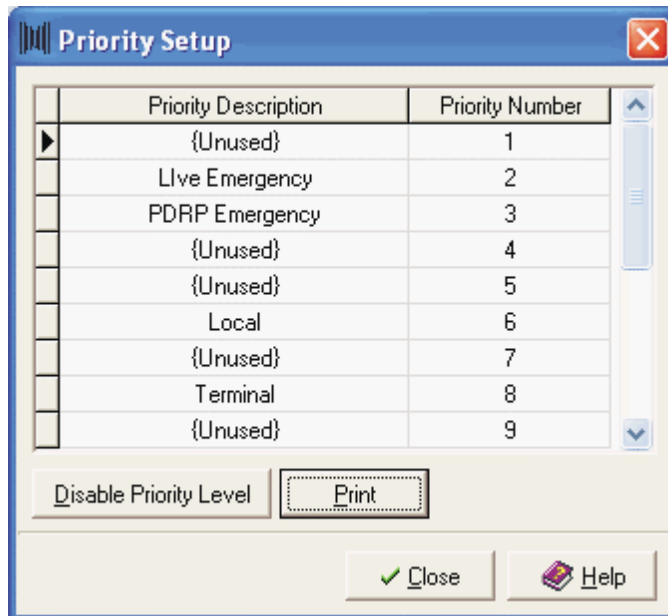


Figure 33 - Priority Setup dialogue box

The window that displays after you select this function displays two columns: one for the priority description, the other for the priority level. To add a priority level:

1. Click in a cell marked {Unused}.
2. Type a description of the priority.
3. Repeat for other priorities.

To disable a priority level, click in its cell and click the **Disable Priority Level** button.

If you wish to produce a hard copy of the priority setup list, click **Print** to display a Print Preview window that will show you what the report will look like.

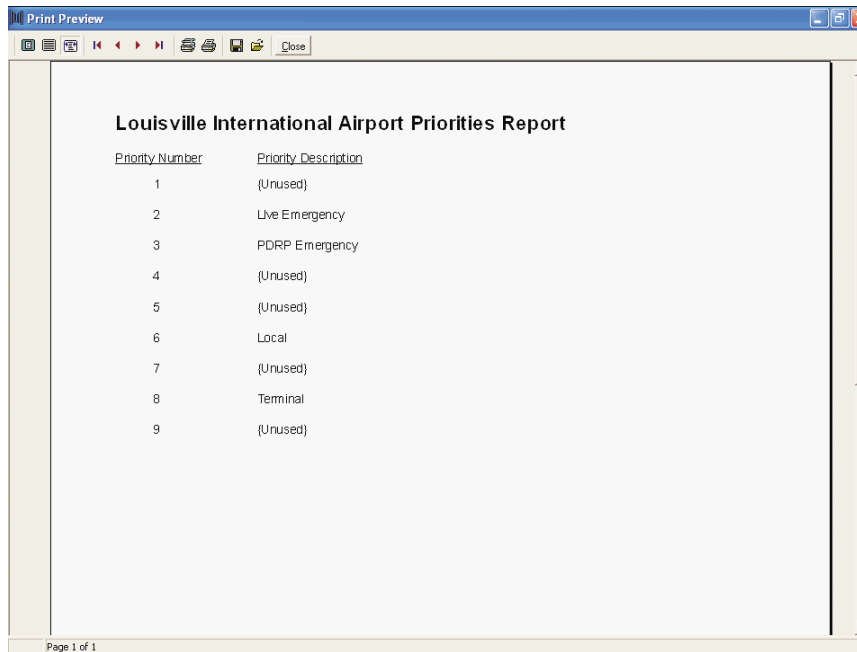


Figure 34 - Print Preview display of priority levels

If the report is satisfactory, click the printer icon in the toolbar across the top of the window. To save it as a Quick Report file, click the Save button.

## Edit Announcement Types

Use this ACS function to define the parameters for the types of announcements ACS processes for your facility. These announcement types are used in conjunction with Zone Group Setup, PDRP messages, FAS messages, etc..

After you select Edit Announcement Types, the setup window displays, listing the default announcement types and the following set of buttons.

**Add** – Adds a new announcement type to the system

**Edit** – Edits an existing announcement type

**Delete** – Deletes an existing announcement type

You can also determine if you want a set of chimes to play before each announcement type.

After you finish with this window, click **Close** to remove it from the screen. For more information on an Announcement Type Setup function, click its area on the screen.

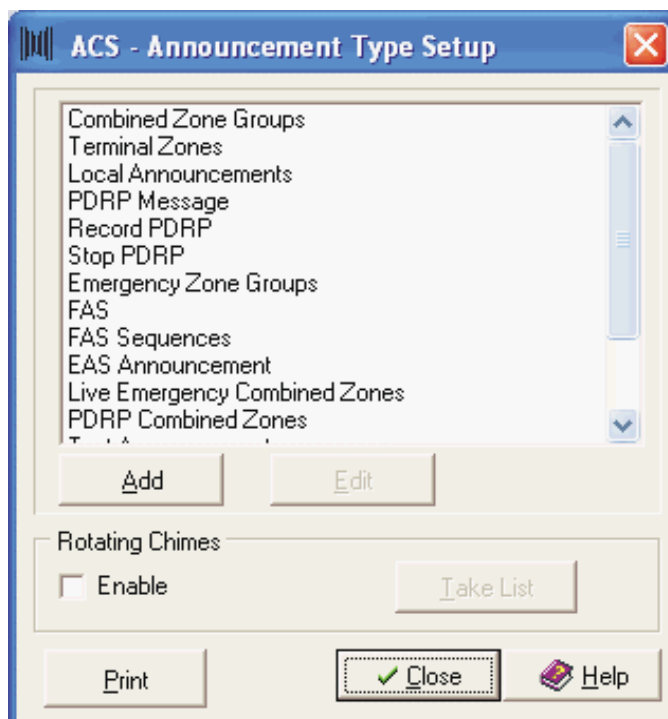


Figure 35 - Announcement Type Setup dialogue box

## Adding An Announcement Type

On this window you name the announcement type, designate its entry code ranges, operational state, grouping criteria, its priority, and its default audio level (normally 0 dB). After you complete the window, click OK to save the changes and remove the window.

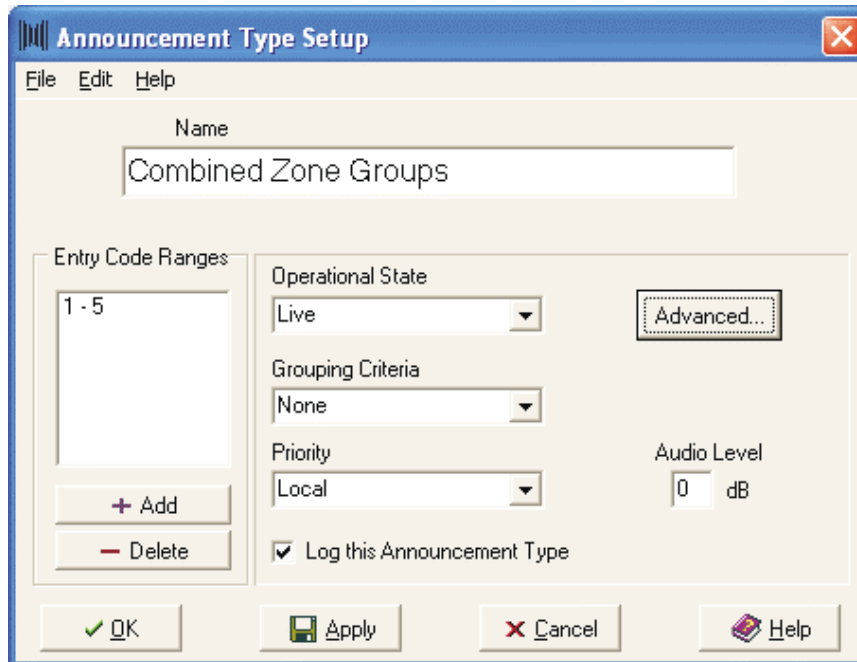


Figure 36 - Announcement Type Setup dialogue box

### **Name**

Enter a new announcement type.

### **Entry Code Ranges**

This is where you assign the keypad entry code number range that will be used for this type of announcement when entered at a microphone station. To add codes, click the Add button to display the beginning/ending code entry pop-up.

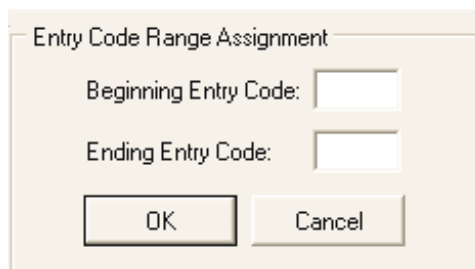


Figure 37 - Entry Code Range selection window

Type the beginning entry code, press **<Tab>**, then type the ending entry code. Click **OK** to accept the codes and return to the Announcement Types window. The numbers appear in the Entry Code field. Click **Cancel** to cancel code entry.

**NOTE:** If any numbers in the range you have entered are already in use, you will see the following message:

***One or more of the numbers entered have already been used by [Annc. Type].***

You must then click **OK** to clear the message and enter different numbers in the range boxes. Use only two, three, or four-digit numbers. Numbers 1 through 5 are reserved for Combined Zone Groups and 6 through 9 are reserved for the Flight Announcement System.

To delete an entry code range, click to select the range, then click the **Delete** button

### ***Operational State***

From the drop-down list box, select one of the following to determine the announcement's operational state when the announcement code is entered.

**Recorded** – the announcement will be recorded and played back.

**Live** – the announcement will be live.

**Message** – the announcement is a PDRP message.

**Record PDRP Message** – allows you to record a PDRP message.

**Stop PDRP Message** – allows you to stop a playback sequence of a PDRP message.

### ***Grouping Criteria***

The item you select for this field designates the type of zone group to where the announcement type will be broadcast. Select one of the following from the drop-down list box:

**Individual Zone Groups** - makes the announcement type available for selection in Zone Group Setup.

**Fixed Zone Groups** – sets the announcement type for a fixed zone group.

**None** – used for record PDRP and stop PDRP (does not have a defined zone group).

### ***Priority***

Select the priority this announcement type will have from the drop-down list box. These are the priorities you set with Edit Priorities.



**Advanced**

Click this button to display a window for advanced announcement settings. Each setting is described below.

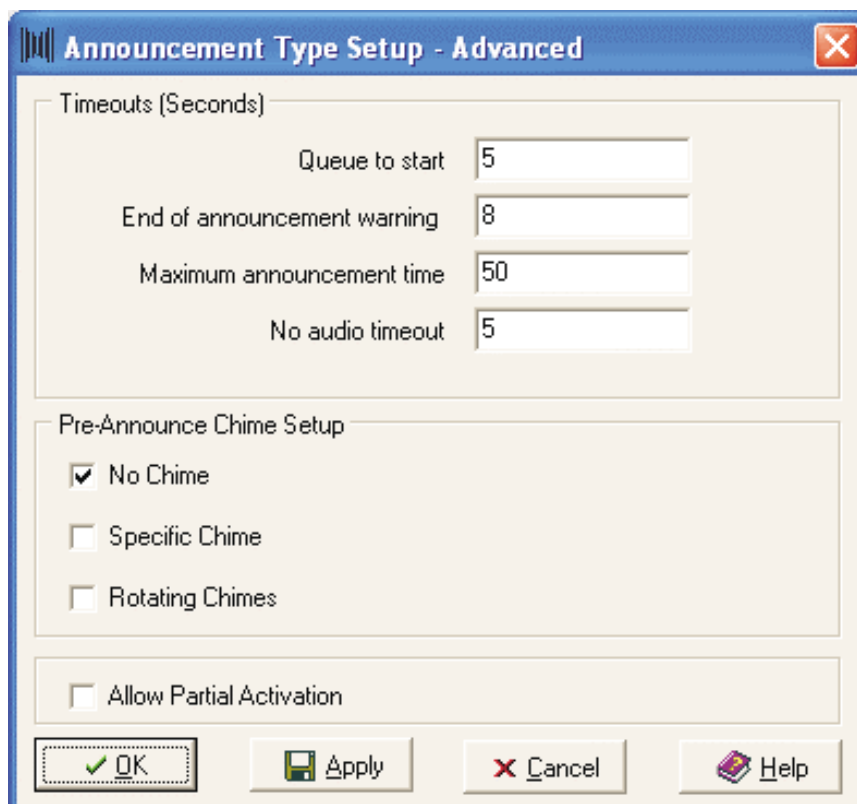


Figure 38 - Announcement Type Setup, Advanced

**Timeouts (Seconds)** – These are the settings for announcement timeouts (i.e., elapsed seconds). Accept the defaults or type new figures to represent the number of seconds for each.

**Queue to start:** The length of time from when you select a zone group with a button or a key entry on a microphone station, to when you must push the push-to-talk switch on the microphone. This is also the length of time from when a mic station is in a busy status to when it is in ready status (with the flashing green LED) until you activate the microphone press-to-talk switch.

**End of announcement warning:** The number of seconds left before the Maximum announcement time is fulfilled. An LED on the mic station will start to flash. You must push the push-to-talk switch on the microphone.

**Maximum announcement time:** the maximum number of seconds allowed for an announcement.

**No audio timeout:** if a microphone is opened and nothing is spoken into it, this is the length of time that will elapse before the microphone is automatically shut off.

**Pre-Announce Chime Setup** – If your system plays attention chimes before announcements are made, configure them in this section of the window.

**No Chime:** Click this check box if you do not wish to play a chime before each announcement.

**Specific Chime:** Click this check box if you wish to play a specific chime before each announcement. From the drop-down list box that appears, click the chime you wish to play.



Figure 39 - Chime Selection Box

To audition the chime you select, click the **Play** button. The chime will play to the zone you selected in Monitor Zone Setup.

**Rotating Chime:** Click this check box if you are using rotating chimes (i.e., a different chime will play before each announcement).

**Allow Partial Activation** – Click this check box to allow for partial activation of this announcement type. Partial activation occurs when one or more of the zones of the same priority level are being used at the same time. An announcement with partial activation will play to one or more of the available zones.

### **Audio Level**

Type a number to represent the dB level this announcement type will have when it is broadcast. Enter 0 to represent unity gain throughout the system. The range of adjustment is –15 dB to +6 dB. You should normally have this level set to 0 dB.

### **Log this Announcement Type**

Click this check box if you wish to add this type of announcement into the Announcement Log each time it is made.

### **Function Buttons**

**OK** - Saves the settings and closes the window.

**Apply** - Saves the settings *without* closing the window.

**Cancel** - Closes the window *without* saving changes.

### **Editing an Announcement Type**

To edit an announcement type:

1. Highlight the announcement type on the setup window.
2. Click the **Edit** button.

3. In the setup window, make the necessary changes.
4. Click **OK** to save them and close the window.

### Deleting an Announcement Type

To delete an announcement type:

1. Highlight the announcement type in the setup window.
2. Click the **Delete** button.
3. In the prompt that displays, click **Yes** to delete the type.

**NOTE:** You cannot delete default announcement types that come with the ACS. A pop-up window will display to inform you that the announcement type is required for the ACS.

### Rotating Chimes

Certain announcement types may use Rotating Chimes. Each chime is a take that will play once in the order it appears in the Take List. When the last chime in the list has played, the first chime in the list will play before the next announcement is made.

You determine the order and take numbers used with the Take List. Click that button to display the following screen. To play a take, highlight it in the list and click **Play**. It will then play to the zone you selected in Monitor Zone Setup.

After you complete it, click **Close** to save the chime list.

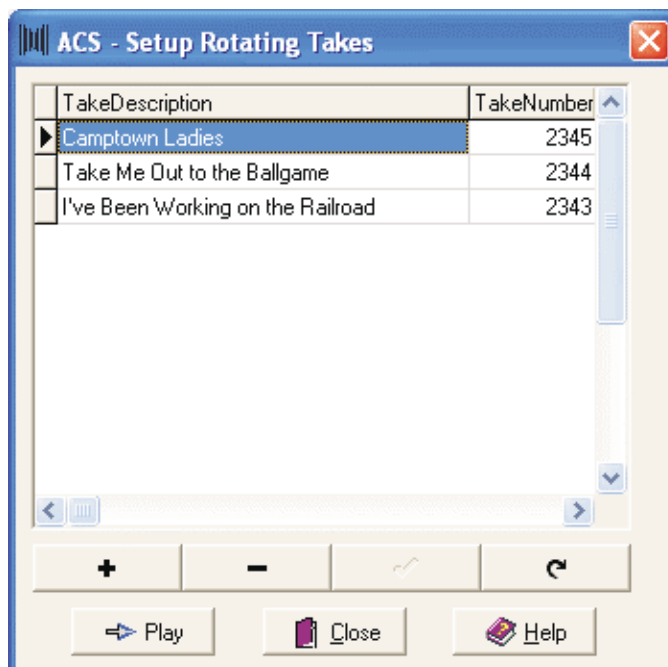


Figure 40 -  
Rotating Chimes  
Setup Window

### Take Description

Type the chime's name.

**Take Number**

Type the take's .wav file number.

**Table Buttons**

- Adds a record to the take list.
- Deletes a record from the take list.
- Saves a record in the list.
- Moves a record up one line in the list. Use this to rearrange the take playback order.

## User Security

---

The User Security function of ACS is where you set up accounts for individual users of the system. A user's account consists of his or her user name, user information such as a password, and which part(s) of the system the user can access.

**Edit User Accounts**

To edit password profiles of an existing user, click on a name in the Select User List. The person's User Name, First, and Last Names appear in the Selected User Information portion of the window. You may then Edit User Information, Edit Permissions, or Delete the user.

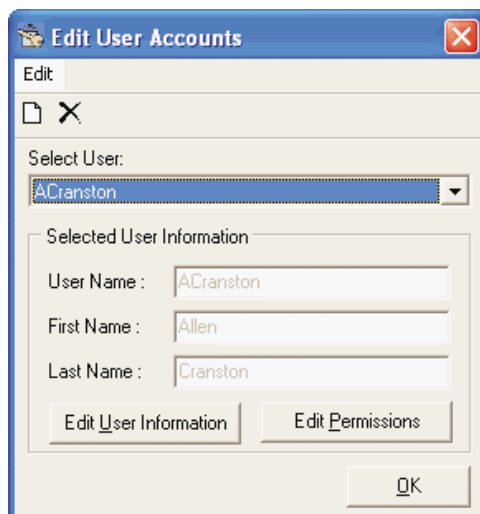


Figure 41 - Edit User Accounts dialog box

**Select User**

Click the down-arrow to display a list of current system users by their Username. To select one for editing or deletion, simply click it. After you select a name from the User List, that person's User Name, First Name, and Last Name appear in this portion of the screen.

### ***Edit User Information***

Highlight a name in the User List and click this button to edit that user's information. Use this to change a user's password and User Permissions template.

### ***Edit Permissions***

Highlight a name in the User List and click this button to add or remove the parts of the system to which the user will have access. See Editing Permissions for more information.

Click **OK** to return to the ToolSet window.

### **Setting Up a New User**

After you click the **New** from the **Edit** menu, a window appears where you enter a username, password, and first and last names of the new user.

Figure 42 - New User dialogue box

### ***User Name***

Type a name for the user. For simplicity, you might type the user's first initial and last name in lowercase letters (e.g., Bwayne, Ckent, Llane, Skyle). You can type a name consistent with whatever naming conventions you use at your facility.

### ***New Password/Password (Confirm)***

Type a password for the new user, then press <Tab> and re-enter it in the next field to confirm it. Asterisks mask the password as you type it.

### ***User Information***

Type the user's first name and last name. The user's name will appear in the lower right hand corner of the ACS main screen when he or she is logged in. You should *always* capitalize the first letter of the name.

### **User Permissions Template**

If you wish to assign the user a template of pre-defined permissions, select a permissions template from the drop-down list box.

### **High Priority (Hidden)**

Click this check box if you wish the user to be isolated from other users of the system, except for those others with a high priority. Normal users cannot see a high priority user in the system, or edit their permissions, change their passwords, or delete them.

### **Function Buttons**

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

### **Editing Permissions**

With this function you add or remove the parts of the system to which the selected user will have access.

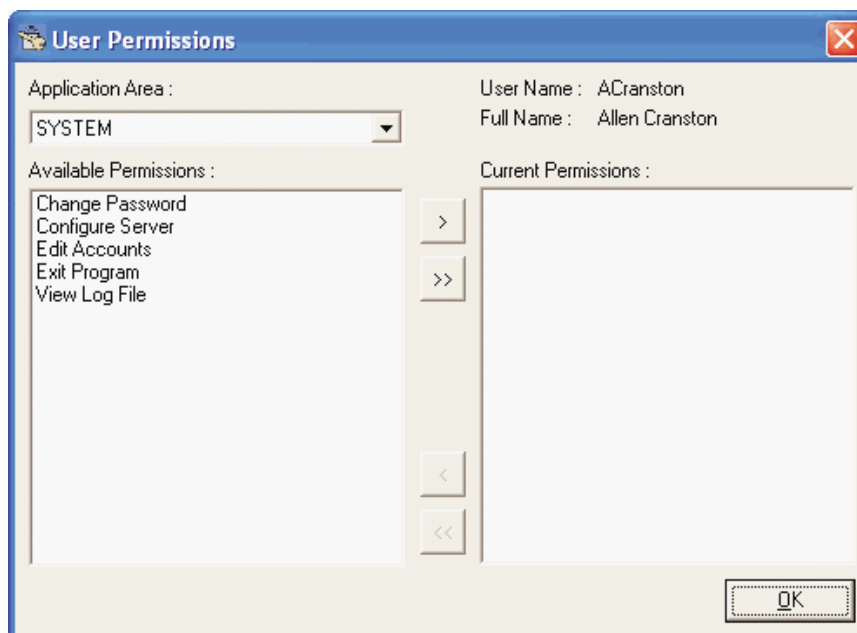





Figure 43 - Edit User Permissions dialogue box

To set permissions:

1. Select the Application Area from which you are assigning permissions by clicking the down-arrow and then clicking on the application to highlight it. The functions within that application appear in the left panel of the window labeled Available Permissions and/or the right window labeled Current Permissions
2. To assign individual permissions, click the name of the function under Available Permissions, then click the button to move it to the Current Permissions panel. Repeat for each individual permission you wish to assign. You can also double-click on individual permissions to move between available and current permissions.

3. To assign all permissions, click the  button to move all items to the Current Permissions panel.
4. Repeat steps 1 through 3 for other Application Areas to which you are assigning permissions.
5. When you are finished, click **Done** to save the permissions and return to the Edit User Accounts window.

To remove permissions:

1. Select the Application Area from which you are removing permissions by clicking on the application to highlight it. The functions within that application appear in the Current Permissions panel.
2. To assign remove permissions, click the name of the function under Current Permissions, then click the  button to move it to the Available Permissions panel. Repeat for each individual permission you wish to remove. You can also double-click on individual permissions to move between available and current permissions.
3. To remove all permissions, click the  button to move all items to the Available Permissions panel.
4. Repeat steps 1 through 3 for other Application Areas to which you are removing permissions.
5. When you are finished, click **Done** to save the permissions and return to the Edit User Accounts window.

## Deleting a User

To delete a user from the system, select the user from the drop-down list box in the Select User List. Click **Edit**, then click **Delete**. A confirmation prompt will then display.

Click **Yes** to confirm the deletion, or click **No** to cancel deletion.

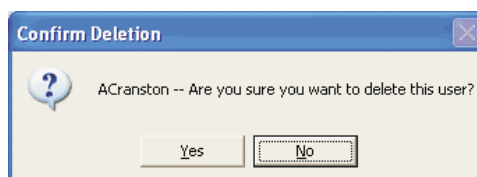


Figure 44 - User Deletion Confirmation

## Change Password

To change a user's password only, without going through Edit User Accounts window, click **Change Password** from the **User Security** submenu to display the following window (Figure 45). After you make the changes, click OK to save them and remove the window from the screen.



Figure 45 - Change Password dialogue box

### Function Buttons

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

### Mic Station Users

In order for airline or airport employees to use a 508 Series microphone station (that has **Lock Enabled** checked on its setup screen), they must have a mic station security profile created through the Mic Station Users setup window. This profile, which works within the Flight Announcement System, is different from the ACS user profile, which is for accessing and working with the system itself. It is also different in that a user may have a mic station profile *but not* an ACS security profile.

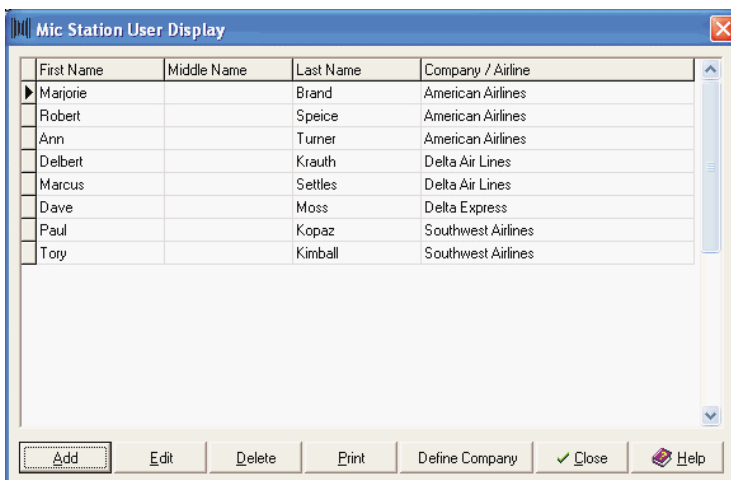


Figure 46 - Mic Station User Display

**Add** – Allows you to add a new mic station user profile.

**Edit** – Allows you to modify an existing user profile.

**Delete** – Deletes a user profile.

**Print** – Prints a Mic Station Users report that lists users and the user groups to which they have access.

**Define Company** – Allows you to define the company (e.g., maintenance, security, etc.) to which a user belongs. See Defining a Company for more information.

## Add Mic Station Users

Click **Add** to enter a new mic station user, or highlight a name in the list and click **Edit** to make changes to that record. The following screen displays.

Figure 47 - Mic Station Security Setup dialogue box, Add or Edit user information

### ***First/Middle/Last Name***

Type the user's First, Middle, and Last names (middle name is optional). Press **<Tab>** to advance through the fields.

### ***Password***

Type the four-number password that the user will enter on the keypad of a 508 Series microphone station in order to use it. **The password must be all numbers.**

### ***Airline/Company***

From the drop-down list box, select the user's airline or company. These are defined with the Company Setup window.

**NOTE:** An airline name is required for FAS operations.

### ***User Groups***

Here is where you will determine the user groups to which the user can access announcements.

To define user group access, click the **Edit User Groups** button to display the following window.

The window that displays contains two boxes. The one on the left displays user groups defined in your ACS. On the right is the box listing the groups assigned to the user.

To assign a user group, highlight it in the Available User Groups box and click the right arrow to move it to Assigned User Groups. Repeat for each group you wish to assign.

*Innovative Electronic Designs, Inc. • 9701 Taylorsville Road • Louisville, Kentucky 40299 • USA  
Phone: (502) 267-7436 • Fax: (502) 267-9070 • Internet: <http://www.iedaudio.com>*

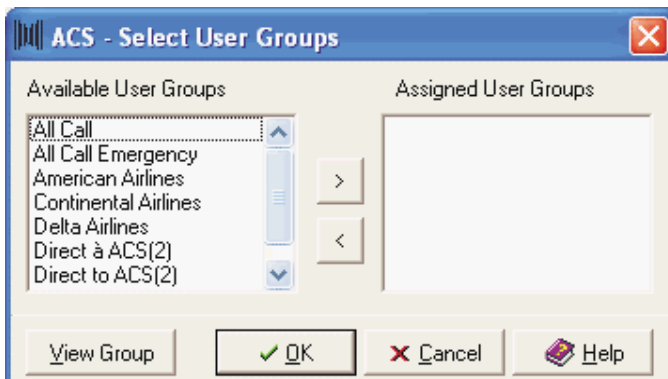


Figure 48 - ACS User Group Selection window

To remove a group, highlight it in the Assigned User Groups box and click the left arrow to move it back to Available User Groups. Repeat for each cluster you wish to remove.

Once you finish, click **OK** to save the settings and return to the mic station security setup window. Click **Cancel** to return to the window without saving any settings.

### Function Buttons

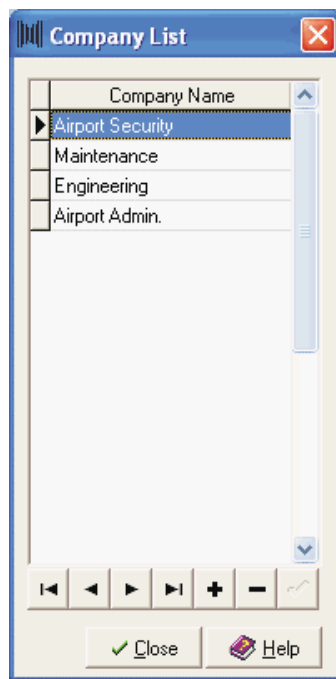
**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.



### Defining a Company

The records you enter on this window are for persons *other than airline personnel* (i.e., maintenance, security, etc.) who will have access to 508 Series microphone stations.


To define a company, click the **Define Company** button to display the following setup window.

Figure 49 - Company List  
Add, Delete, or Edit entries

**To add a company name:**

1. Click the  button to insert a new row. Note that the new row will appear over the one you have highlighted in the list. If you want to move the new row to the bottom of the list, press the down-arrow key until it appears there.
2. Type the name of the new company.
3. Click  to save the entry.
4. Repeat these steps for each company.
5. Click **Close** to save the data and remove the window.









**To delete a company:**

1. Highlight the company name you wish to delete.
2. Click  to delete the name.
3. In the pop-up confirmation window that displays, click **OK** (click **Cancel** if you do not wish to delete the record).
4. Repeat for other names you wish to delete.
5. Click **Close** to save the data and remove the window.

**To edit a company:**

1. Highlight the company name in the list.
2. Type a new name over the existing one and press **<Enter>**.
3. Repeat for each name you wish to edit.
4. Click **Close** to save your changes and remove the window.

**Buttons**

-  Advances the cursor to the first record in the list.
-  Advances the cursor to the previous record in the list.
-  Advances the cursor to the next record in the list.
-  Advances the cursor to the last record in the list.
-  Adds a record to the list.
-  Deletes a record from the list.
-  Flags a record to be edited.
-  Saves a new record entry in the list.

## Configuring the Password Program

**NOTE:** Because this function defines the parameters of the password server program that runs within ACS, we strongly recommend that only system professionals be allowed to access this window.

For assistance, please contact your IED representative.

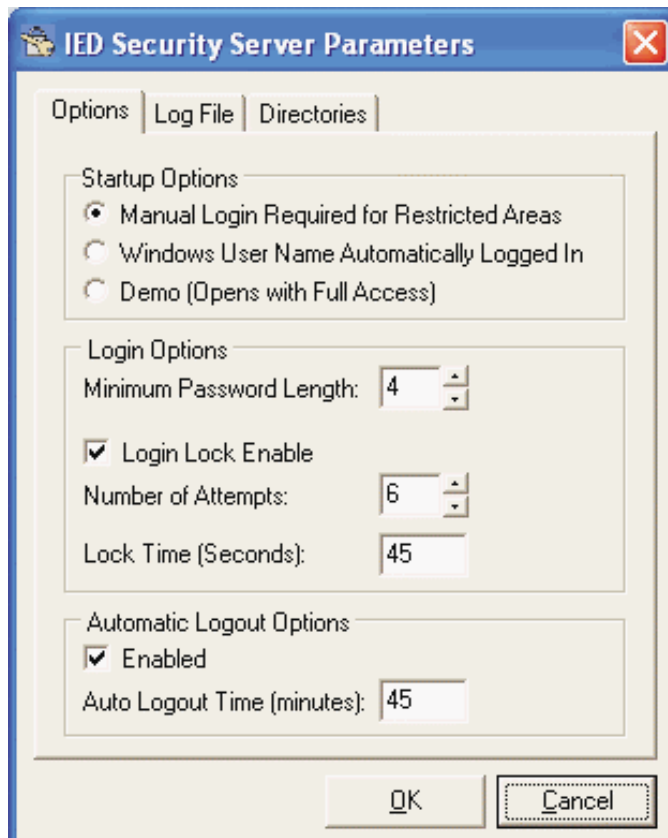


Figure 50 - Password Program Configuration dialogue box

## Event Log Viewer

This window contains a log that details what system-related events occurred (software configuration changes, log ins, log outs, etc.) at a certain time and date and which user performed them. Notice that it does not involve anything related to the system's performance, such as which announcements were made and when. The log is useful when you need to determine who made a change to the system configuration and when he or she did it. You can sort through the logs records to find specific events, users, and events performed on a certain date or within a certain time frame.

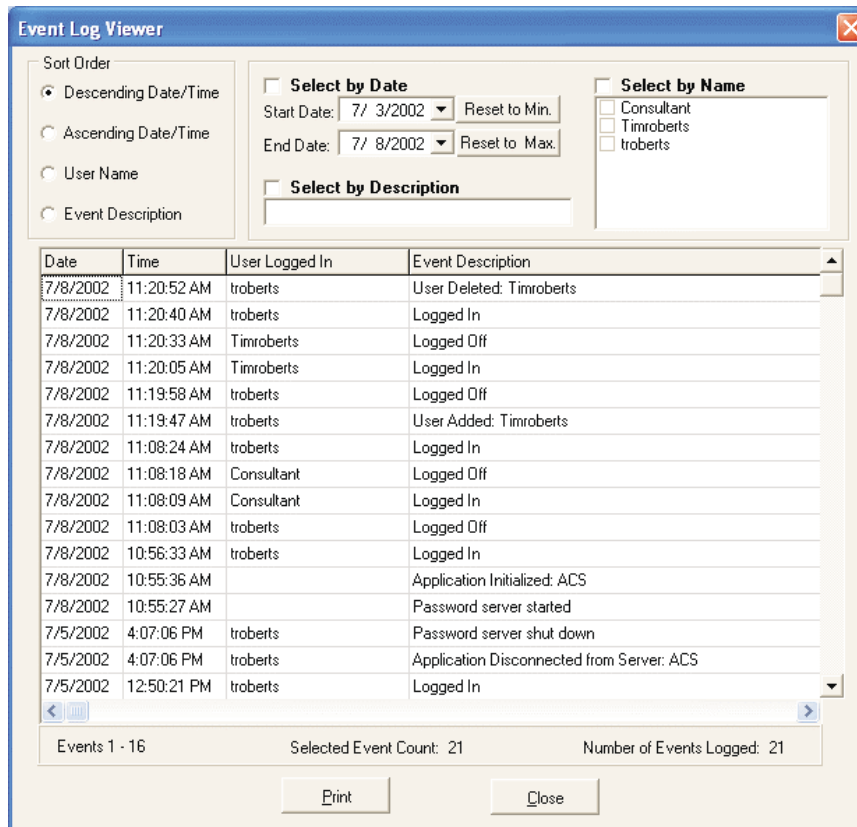


Figure 51 - Event Log Viewer

### **Sort Order**

Click the button next to one of the following to sort the log's records in a certain order:

**Descending Date and Time** – Sorts the records in descending order, starting with the most recent date and time.

**Ascending Date and Time** – Sorts the records in ascending order, starting with the oldest.

**User Name** – Sorts the records by user login name.

**Event Description** – Sorts the records by description of the system event in (mic station changes, system activation, etc.) in alphabetical order.

### **Select by Date/Description/Name**

These two selections allow you to sort the records by date, description of activity, or name.

**Select by Date** – Click the check box to sort and select logged activities by a range of starting and ending dates in which they occurred.

1. To select a Start Date, click the drop-down arrow to display a calendar from which you can select a date, or click **Reset to Min** to roll the date back to the earliest date possible.
2. To select an End Date, click the drop-down arrow to display a calendar from which you can select a date, or click **Reset to Max** to move the date up to the current date.

**Select by Description** – To sort by this method, click the check box, type a description of the activity, and press **<Enter>**. The records sort and display based on the records that match, as closely as possible, the description you typed.

**Select by Name** – Click this check box to sort and select records by user login name(s). From the list that appears in the field, click next to the user names for which you wish to search.

### **Date/Time**

Displays the date and time of an activity on the system.

### **User Logged In**

Displays the system login name of a user.

### **Event Description**

Displays a description of a system event.

### **Record Tally**

Three keys across the bottom tell you more about the records that display.

**Events** – Displays the numeric range of events that are currently displaying.

**Selected Event Count** – Displays the number of selected events (e.g., records sorted by the criteria you set) available to view in the log.

**Number of Events Logged** – Displays the total number of events that have been logged.

### **Function Buttons**

**Print** – Prints a hard copy of the event log.

**Close** - Closes the log window.



## Tools Menu

### System Tools

The five items in this menu provide capabilities for editing the text of audio takes, configuring whole system parameters, sending updated data to the ACS hardware, and viewing ACS activity.

#### Take Text Editor

All flight and PDRP announcements in the ACS are strings of audio takes that are played back in succession through the application that uses them (FAS or PDRP). As you build an announcement, the corresponding text appears with each take you enter.

With the Take Text Editor, you can locate the text for a specific audio take (by language or the kind of take) and change its text. You would most likely use this if you are sent a new audio file for a take, or if you are trying to locate a certain kind of take.

**NOTE: Changing the text of a take does not change the take's audio.**

After you select this function, the following window displays. After you complete it, click **OK** to save the information.

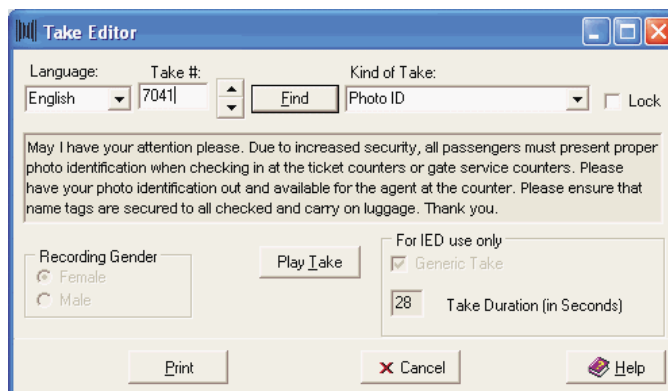


Figure 52 - Take Editor

#### Language

Select the take's language from the drop-down list box.

#### Take #

This is a search field that allows you to locate a take's number. You can use it in two ways:

1. Type a number, up to four digits, and click Find. If this is a valid take number, its type appears in the Kind of Take field and its text appears in the text box below.
2. Click the up or down arrows to find the take number you want.

### **Kind of Take**

Displays the kind of the take you have located. If you wish to change the take's kind:

1. Select a new kind of take from the drop-down list box.

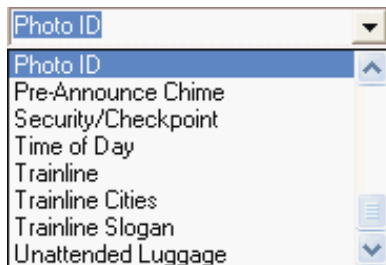


Figure 53 - Take Kind list box

2. Press <Enter>.

### **Lock**

Click the check box to lock the Kind of Take field. Use this to locate a certain kind of take by selecting one (such as photo ID), highlighting it, then clicking the check box next to Lock. You then use up and down arrows of the Take # to locate the takes of this kind only.

### **Take Field**

Displays the text of the take you have located. Click inside the field to make any changes to the text.

### **Recording Gender**

Indicates the gender of the voice that read the take.

### **Generic Take**

When checked, indicates this take number is included in the standard messages.

### **Take Duration**

Indicates the audio take's length in seconds.

### **Play Take**

Plays the take audio to the zone you chose in the Monitor Zone Setup.

### **Function Buttons**

**Cancel** - Closes the window *without* saving changes.

**Print** – Prints a hard-copy version of the take text records. In the filtering window that displays, you can limit the takes by the range of take numbers, languages, kinds of takes, or any combination of the three filters.

### **Send Data**

Normally any updates from the software are sent to the ACS automatically at scheduled intervals. However, when you need to immediately update the ACS, use Send Data.

In the window that displays, you designate which ACS (or ACSs) is to be updated and indicate the type of data to be updated. After you make your selections, click Send Checked Data.



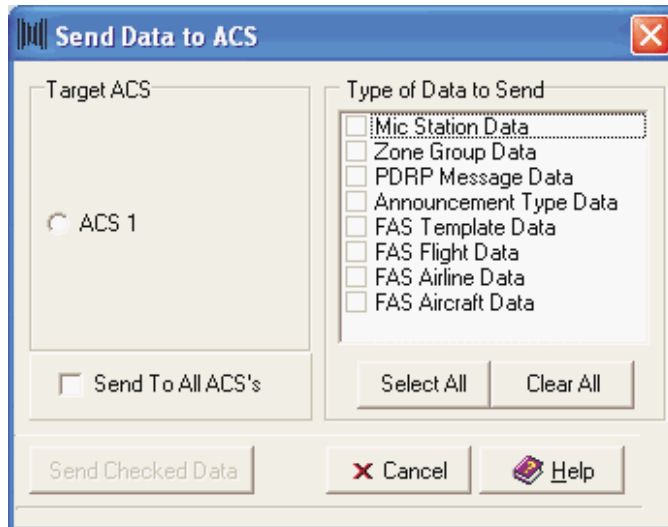


Figure 54 - Send Data to ACS Selection Window

### **Target ACS**

Displays the names of the ACS racks in your facility. Click the button next to the ACS (or ACSs) you wish to update.

### **Type of Data to Send**

Click the check box next to the type of ACS data you are updating. Click **Select All** to select all data types. Click **Clear All** to remove the check marks next to the selections.

### **Send to All ACSs**

If your facility has more than one ACS, click the check box if you wish to send the data to all of them.

### **Function Buttons**

**Send Checked Data** – Sends the updated data to the ACS.

**Cancel** - Closes the window.

### **View Log**

You can view and print three types of logs from the ACS software:

**Announcement Activity** – All announcements that have been selected to be logged in Edit Announcement Types appear in this list after they are made. Each announcement record includes the date and time it was made, its announcement type, the system number and mic station number from which it was made, the mic station's name, its entry code, the announcement's description or location, and its length in seconds.

This log also lists:

1. PDRP messages (including message name, and zone group)
2. Courtesy Announcement System announcements
3. FAS Announcements (including airline, flight number, and delay reason, if applicable).

| Date/Time         | Announcement Type    | Sys | Mic | Mic Station Name            | EntryCode | Description or Location        | Secs |
|-------------------|----------------------|-----|-----|-----------------------------|-----------|--------------------------------|------|
| 5/15/2002 4:27 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1045      | DL1496: Final boarding         | 27   |
| 5/15/2002 4:26 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1185      | DL1496: Continued boarding by  | 26   |
| 5/15/2002 4:25 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1184      | DL1496: Boarding by row        | 32   |
| 5/15/2002 4:24 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1012      | DL1496: Children,Psngs. needi  | 49   |
| 5/15/2002 4:22 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1001      | DL1496: Check-in on time       | 61   |
| 5/15/2002 4:21 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1162      | DL1496: Baggage available at c | 29   |
| 5/15/2002 4:20 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1160      | DL1496: Arrival with Welcome   | 26   |
| 5/15/2002 4:16 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1123      | DL1496: Delayed arrive w/expe  | 38   |
| 5/15/2002 4:05 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1045      | C0875: Final boarding          | 26   |
| 5/15/2002 4:04 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1185      | C0875: Continued boarding by r | 27   |
| 5/15/2002 4:03 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1184      | C0875: Boarding by row         | 33   |
| 5/15/2002 4:02 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1012      | C0875: Children,Psngs. needin  | 48   |
| 5/15/2002 4:01 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1001      | C0875: Check-in on time        | 60   |
| 5/15/2002 3:57 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1162      | C0875: Baggage available at c  | 28   |
| 5/15/2002 3:56 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1160      | C0875: Arrival with Welcome    | 26   |
| 5/15/2002 3:35 PM | FAS                  | 1   | 3   | Delta Air Lines Gate 1      | 1123      | C0875: Delayed arrive w/expec  | 38   |
| 5/15/2002 9:44 AM | PDRP Message         | 1   | 1   | Equipment Room Rack         | 702       | CO: Photo ID                   | 32   |
| 5/15/2002 9:41 AM | PDRP Message         | 1   | 1   | Equipment Room Rack         | 702       | CO: Photo ID                   | 32   |
| 5/15/2002 9:38 AM | PDRP Message         | 1   | 1   | Equipment Room Rack         | 702       | CO: Photo ID                   | 33   |
| 5/15/2002 9:36 AM | PDRP Message         | 1   | 1   | Equipment Room Rack         | 702       | CO: Photo ID                   | 33   |
| 5/15/2002 9:35 AM | PDRP Message         | 1   | 1   | Equipment Room Rack         | 701       | CO: No Smoking                 | 15   |
| 5/15/2002 8:26 AM | Combined Zone Groups | 1   | 5   | US Airways Gate 6           | 1         | Combined ZoneGroup 1           | 2    |
| 5/15/2002 8:26 AM | Combined Zone Groups | 1   | 4   | Continental Airlines Gate 2 | 1         | Combined ZoneGroup 1           | 2    |
| 5/15/2002 8:19 AM | Combined Zone Groups | 1   | 1   | Equipment Room Rack         | 1         | CO: Combined ZoneGroup 1       | 7    |
| 5/15/2002 8:19 AM | Combined Zone Groups | 1   | 1   | Equipment Room Rack         | 1         | CO: Combined ZoneGroup 1       | 6    |

Figure 55 - ACS Announcement Log

An essential part of this log is View Detail, which allows you to see the detail of a specific announcement on the log. This is useful as proof that a certain announcement has been played.

The functions available on this log are:

**Sort** – Each column (Date/Time, Announcement Type, etc.) contains an arrow key that determines its sort order (down arrow in descending order, up arrow in ascending order). Click a column’s arrow to sort the records in ascending or descending order. For example, if you click the arrow on the Date/Time column, the records will be sorted from earliest to the most recent. Or click the arrow in the Mic Station Name column to sort the records alphabetically by mic station name (in ascending or descending order).

**Change Filters** – Click this button to display the filter criteria window. In it you will specify the types of records you want to see by specifying a number of data filters such as date, time, airline, etc.

Figure 56 - Announcement Log Filter Selection



You click the check box by the filtering criteria you wish to use. You may select as many as you wish. They are:

1. **Filter by Date** – Displays announcement records by a Start/End date you specify. If you click the down arrow for each date, a calendar displays for you to select the date.
2. **Filter by Time** – Displays announcement records for a range of time. Simply type the Start/End times in the fields.
3. **Filter by System Number** – Displays announcement records by system number. Type the ACS system number in the field.
4. **Filter by Airline** – Displays announcement records by airline. Select the airline from the drop-down list box.
5. **Show only Delay Announcements** – Click the check box to display delay announcements only.
6. **Show Hidden Announcements** – Click this check box to display hidden announcements only.
7. **Filter by Mic Number** – Displays records made from a specific microphone station. Type that station's number in the field.
8. **Filter by Mic Name** – Displays records made from a specific microphone station. Type the station's name in the field.
9. **Filter by Entry Code Number** – Displays announcements assigned to a specific entry code, which you type in the field.
10. **Filter by Entry Code Name** – Displays announcements assigned to a specific entry code name, which you type in the field.
11. **Filter by Type** – Displays records based on announcement type. Click the check box next to the type of announcements you wish to use in the sort.
12. **Remove all Filters** – Click this button to clear all check marks from the filtering criteria.
13. **Done** – After you have selected the filtering criteria, click Done to remove the criteria window and sort the announcement records. You can also click Done if you have removed all the filters and do not wish to sort.

**Print/Export** – Click to print the entire report or export it as a text file. This window displays after you click the button:

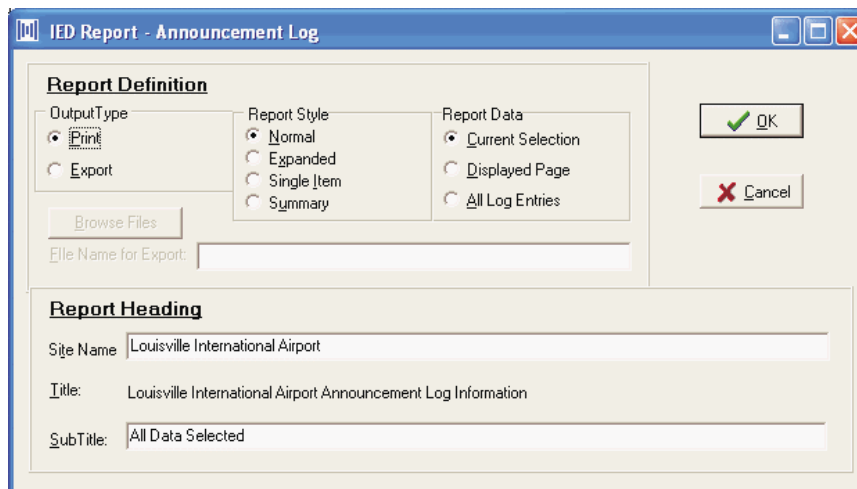


Figure 57 - Announcement Log Report  
Print or Export

In this window you set this criteria for report printing or exporting:

1. **Output Type** – Click the button next to the output type you wish, Print or Export.
2. **Browse/File Name to Export** – If you select **Export**, this section becomes active. In the File Name field, type the drive location, folder, and the exported file name (e.g., C:\ reports\dailylog.txt). If you wish to navigate directly to a folder or drive, click the **Browse Files** button.
3. **Report Style** – Click the button next to the style of report you wish to produce. **Normal** prints a regular report as you would see on the screen. **Expanded** includes the source description. **Summary** just presents report data by Date/Time, Employer, System Number, Mic Station Number and Name, Employee Name, and Status.
4. **Report Data** – Click next to the type of data you wish to be included in the report. **Current Selection** prints a record you have highlighted in the log. **Displayed Page** prints all the data that fits on the log page. **All Log Entries** prints the entire log.
5. **Report Heading** – You can accept the defaults or type a **Site Name** and **Sub-Title** for the report.

**Change Log** – Click this button if you wish to switch the log from the one that displays to one that has been archived. To do so:

1. Click **Change Log** to display the Open file window.
2. From the files that display, click the name of the archived file.
3. Click **Open** to change.

**View Detail** – To display the detail of an announcement in the log, highlight it and click this button to display the detail window. See Figure 58.



Figure 58 - Announcement Detail Display

**Bus Activity** – Select this log to produce a graphic representation of the activity that occurs on a system’s buses. You can view and print bar charts of all Bus Activity, Bus Percentages, and the number Announcements that go through a bus.

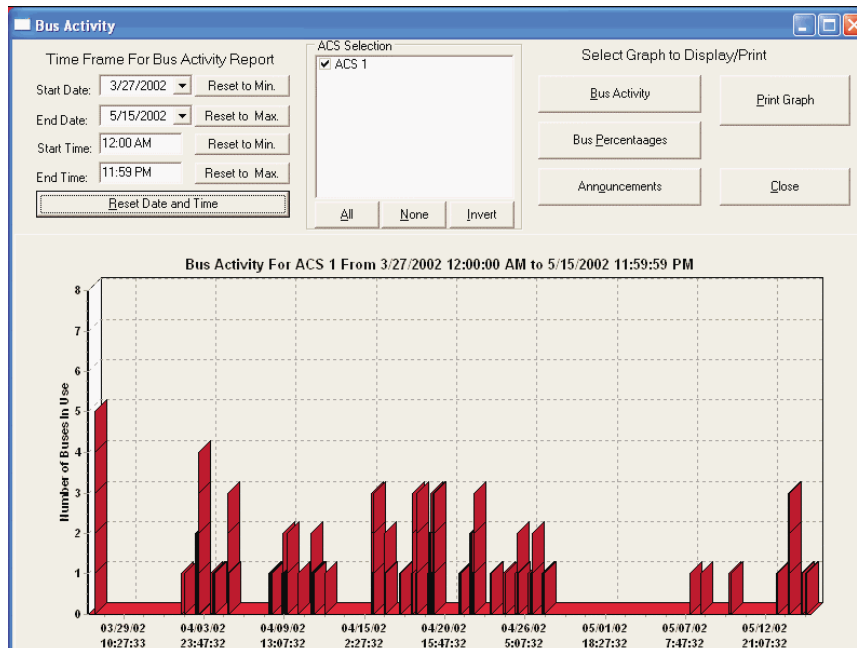


Figure 59 - Bus Activity Display and Print

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There are two other graphs you can view in this activity log:

**Bus Percentages** – This displays a bar graph representing the percentage of use for each bus in the system.

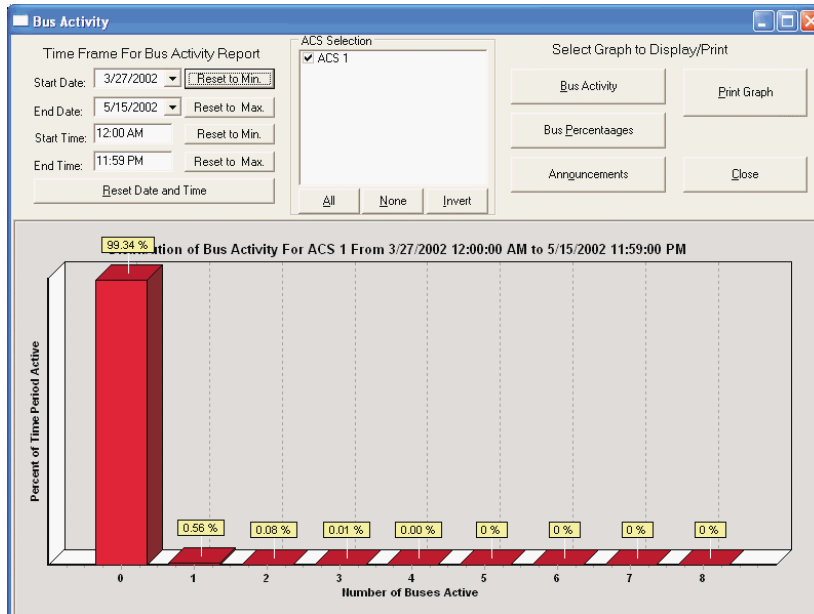


Figure 60 - Bus Activity, Percentage of Use, Display and Print

**Announcements** – This graph indicates the number of announcements that have passed through each bus in the system.

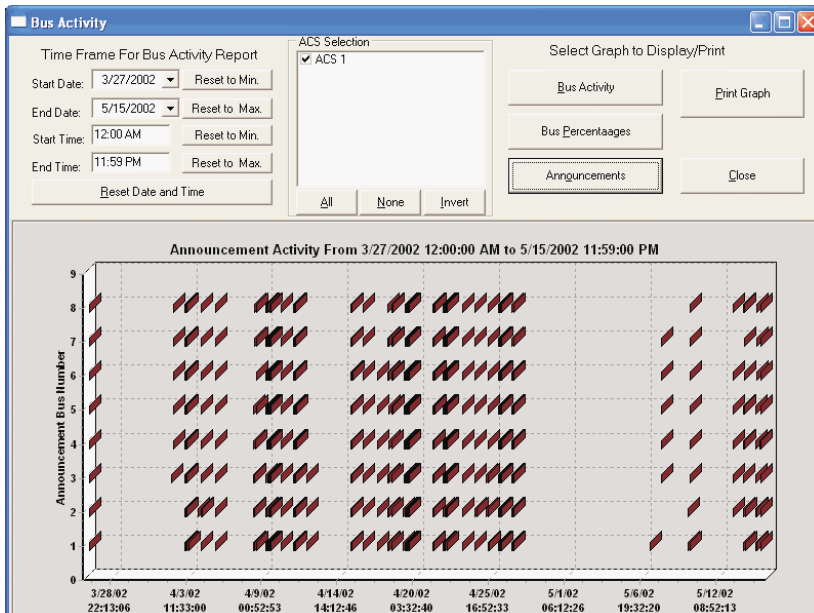


Figure 61 - Bus Activity, Announcements, Display and Print



The bus numbers are indicated along the left edge of the graph, while the date and time the announcements were made are indicated across the bottom.

**Filtering Criteria** – You can specify filtering criteria for each activity graph. To do so:

1. Select a Start/End date for the activity you wish to display. You can click the drop-down list box for each date to select a date from the calendar that displays, or you can type a date.
2. If you wish to select the earliest and latest possible dates for reporting, click the **Reset to Min** for the Start Date and **Reset to Max** for the End Date.
3. Type a Start/End time for the activity you wish to display. If you wish to select the earliest and latest possible times for reporting, click the **Reset to Min** button for the start time and **Reset to Max** for the end time.
4. To reset the dates and times to their default settings, click **Reset Date and Time**.
5. If your facility has more than one ACS, click the check boxes for the ones you wish to view a report for in the ACS Selection field. Click **All** to select all ACSs, **None** to clear the check boxes, or **Invert** to reverse the order of reporting (e.g., the highest numbered ACS will be reported first, the lowest will be reported last).

**Mic Security** – This log gives details on activity at individual microphone stations in your facility. It displays which mic station user logged on to which mic station in which ACS at what time and date. It also shows whether or not the user logged off and what time and date the mic station timed off.

**NOTE: A mic station with no activity for 30 minutes will time off.**

### **Update Date and Time**

Click this menu item to update the ACS's date and time from the IED Master Clock. This synchronizes the hardware with the software for the 500VIS sign server.

### **System Parameters – An Overview**

The System Parameters window contains seven tabs for configuring operational parameters for your ACS. Such parameters include the number of ACSs in your facility, the primary language for announcements, network setup configurations, and more.

Once you change the parameters and save them, you overwrite the .ini file that contains all your original ACS settings. **Therefore, do not attempt to make any System Parameter changes if you are not sure what they will affect.** If you have any questions before you make parameter changes, please contact your contractor or Innovative Electronic Designs, Inc.

## General

Under this tab are settings for the number of ACS computers in your facility, the facility name, local backup mode, and the default mic station version.

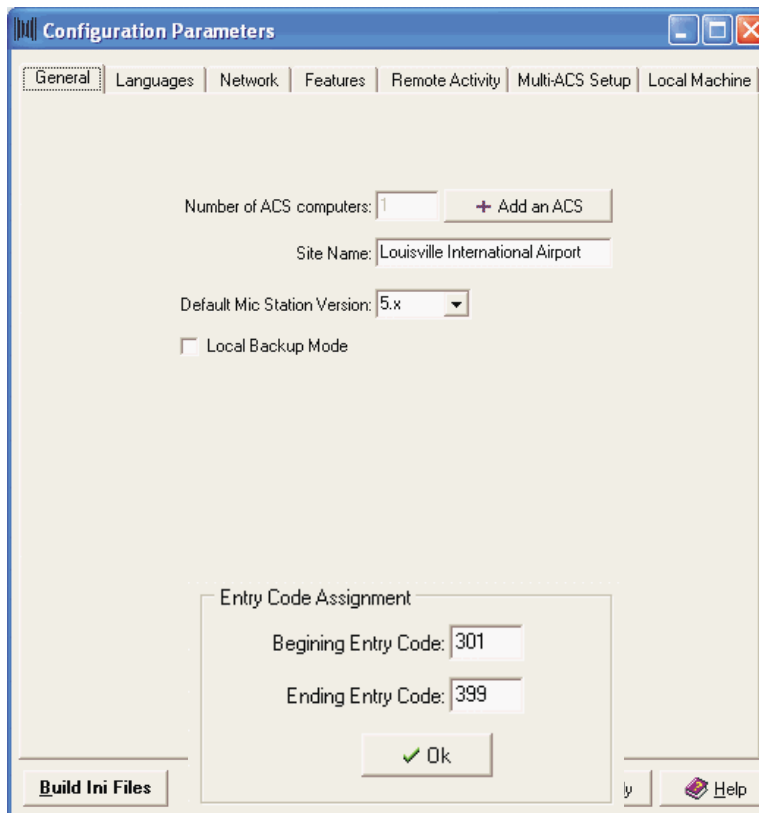


Figure 62 - Configuration Parameters Setup Window, General tab

### **Number of ACS Computers**

Displays the number of ACS computers used in your facility. To add more, click the **Add an ACS** button. When you do, an Entry Code Assignment pop-up appears in the lower portion of the window. In it displays the Beginning and Ending entry code ranges for announcements.

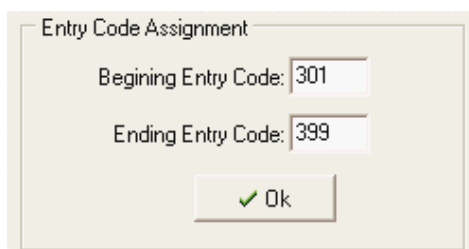


Figure 63 - Entry Code Assignment Window

To change, type different Beginning and Ending entry codes and click **Ok**.

**Site Name**

Displays the name of your facility, which also appears on the ACS software menu bar. To change, type a new name of up to 30 characters.

**Default Mic Station Version**

From the drop-down list box select the default 508 Series mic station version. This selection will appear in the Version field of all 508 Series mic station setup windows.

**Local Backup Mode**

Click this check box if you are going to use the Local Backup mode in the 508 Series microphone stations.

**Function Buttons**

**Build Ini Files** – Compiles the new configuration information into an .ini file and overwrites the existing one.

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

**Apply** - Saves the settings *without* closing the window. Use this when you are making changes to settings under several different tabs.

## Languages

In this tab are settings for the facility's home language and the other languages used for announcements.

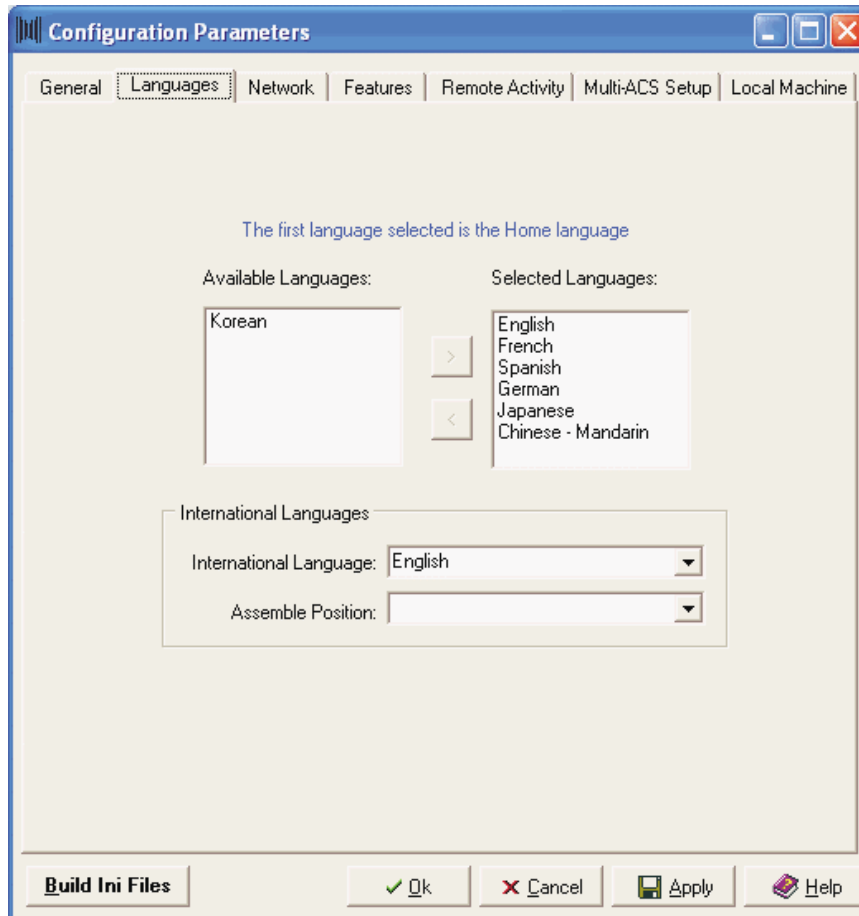


Figure 64 - Configuration Parameters Setup Window,  
Languages tab

### **Available/Selected Languages**

This section of the window is where you select the languages used for announcements in your facility. **The first language listed under Selected Languages must be the home language of your facility.** Announcements are assembled and made in the order they appear in the Selected Languages list.

To select languages:

1. Highlight a language in the **Available Languages** field.
2. Click the right arrow to move it to **Selected Languages**.

To remove a language, highlight it in the **Selected Languages** field and click the left arrow to return it to **Available Languages**.

### ***International Languages***

The fields in this section of the tab are for making the FAS always play an FAS announcement in a certain language. You can select which language and when you want it to play after the home language.

To use it:

1. Select a language from the drop-down list box in the **International Language** field.

2. From the list box in the **Assemble Position** field, select one of the following:

**Do Not Insert** – When announcements are assembled and made, do not insert the language in the playback order. Essentially, announcements for this language will be skipped.

**Assemble After Home Language** – Announcements in the selected language are assembled and played after the home language.

**Assemble Last** – Announcements in the selected language are assembled and played last.

### ***Function Buttons***

**Build Ini Files** – Compiles the new configuration information into an .ini file and overwrites the existing one.

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

**Apply** - Saves the settings *without* closing the window. Use this when you are making changes to settings under several different tabs.

## Network

Under this tab are the parameters for configuring the entire ACS network, including Internet Protocol (IP) addresses for each ACS mainframe, the 590 computer, and the gateway and sign server (if used).

Figure 65 - Configuration Parameters Setup Window,  
Network tab

### **ACS Name**

Displays the name of the ACS (system number, area served, etc.). To change, type a new name of up to 19 characters.

### **IP Address of ACS**

Displays the network IP address of the ACS. To change, type a different one in the XXX.XX.XX.XX (standard address) format.

### **Number of 500C Cards**

Defines the number of 500C cards in the ACS mainframes. If you add more cards, you must change this number.

### **Number of 500D/DR Cards**



Defines the number of 500D/DR cards currently in the ACS mainframe. If you add more cards, you must change this number by clicking inside the field and typing a new one.

***IP Address of 590***

Defines the current IP address of the ACS 590 computer. This computer will be the server. To change, type a different one in the XXX.XX.XX.XX (standard address) format.

***IP Address of Gateway***

Defines the current IP address of the gateway computer. To change, type a different one in the XXX.XX.XX.XX (standard address) format.

***Number of Monitor Test Units***

Defines the number of IED Monitor/Test system units (596) used by the ACS. If any are added or removed, you must change this number by clicking inside the field and typing a new one.

***Number of 8000 EQ Racks***

If your ACS works in conjunction with IEDs 8000 Series to provide equalization, this displays the current number of racks. If any are added or removed, you must change this number by clicking inside the field and typing a new one.

**NOTE: If your 8000 Series uses the 8044DSP cards, you must check this box.**

***Reboot Time for the 590***

Type the time (as HH:MM) when the 590 computer is to automatically reboot. Leave this field blank if you *do not* want an automatic reboot.

***Number of Displays***

Displays the current number of VIS displays at your facility. If any are added or removed, you must change this number by clicking inside the field and typing a new one.

**Define Sign Servers**

If your facility uses IED's VIS system, click this button to display a table of sign server IP addresses.

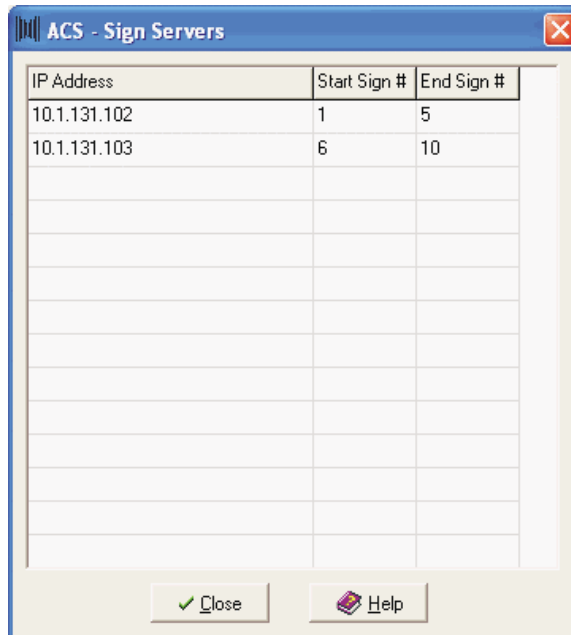


Figure 66 - Sign Server IP Address Display

**Number of Subzone Relay Units**

If your facility uses subzone relays (564), this defines the current number at your facility. If any are added or removed, you must change this number by clicking inside the field and typing a new one.

To add subzones, click the **Define Subzones** button.

**Define CAS Terminals**

This defines CAS terminals. Click to display a list of IP Addresses, then click one for each CAS terminal.

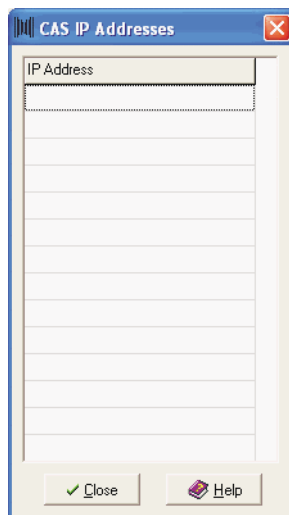


Figure 67 - CAS Terminal IP Address Display



### **Define Remote 590s**

Click to display a list of IP addresses, then click one for each remote 590 client you are defining.

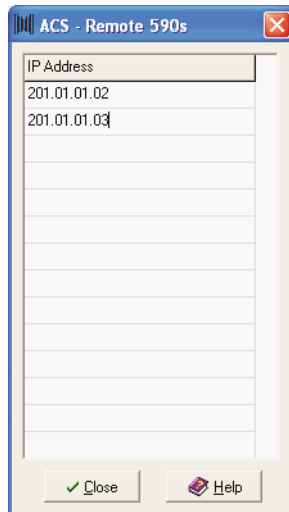


Figure 68 - Remote 590 IP Address Display

### **Has Dual Hard Drive**

Click the check box to indicate that the 590 computer has a dual hard drive.

### **Win 8101 Sign Server(s)**

Click the check box to indicate if the computer also contains an 8101 sign server(s).

### **Prev/Next**

If your facility has more than one ACS, click **Next** to display a new page of information for the next ACS. Click **Prev** to display network information on the previous ACS. If you have only one ACS, this button does not apply. If you have more than one, you will see a network setup screen for each.

### **Function Buttons**

**Build Ini Files** – Compiles the new configuration information into an .ini file and overwrites the existing one.

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

**Apply** - Saves the settings *without* closing the window. Use this when you are making changes to settings under several different tabs.

## Features

Here you will find settings for several ACS features, including which types of announcements will be assembled (train or flight), backup power amplifier configuration, 564 subzone configuration, and which FIDS system is used.

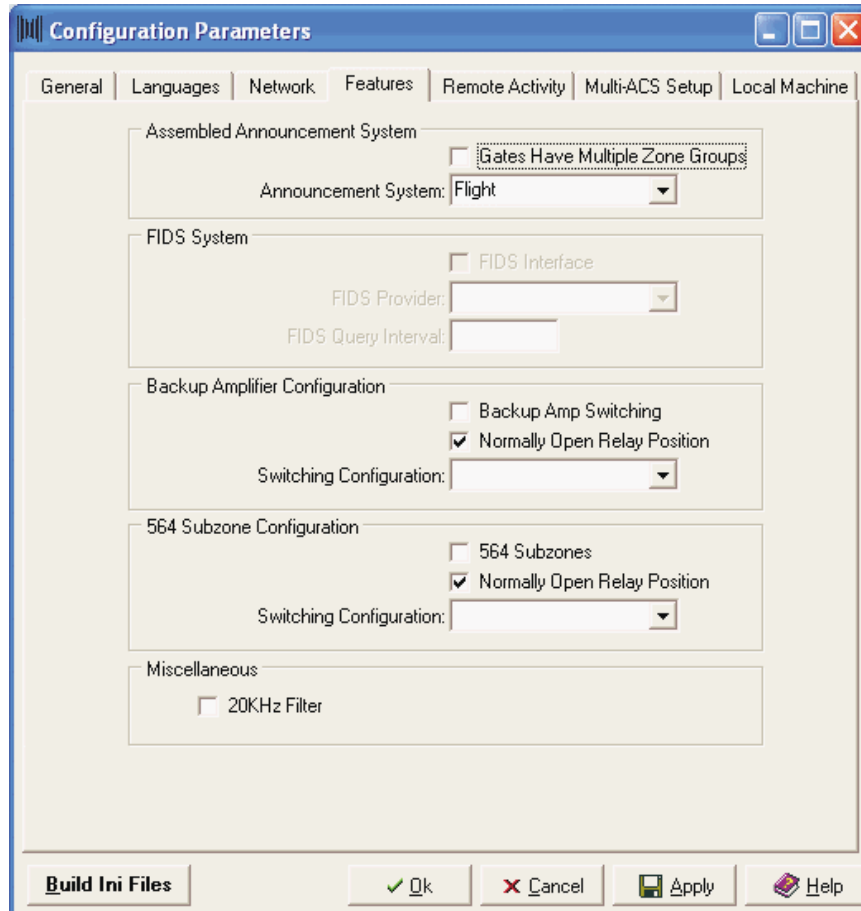


Figure 69 - Configuration Parameters Setup Window, Features tab

### **Assembled Announcement System**

The fields in this segment determine what kind of announcement system you have and whether or not gates have multiple zone groups.

**Gates Have Multiple Zone Groups** – Select True if the gates in your facility will have multiple zone groups. Select False if they will not.

**Announcement System** – ACS can be used for either an airport or a train station. Select the type of announcement system (or none) from the drop-down list box.

**FIDS System**

If your ACS will interface with FIDS and download flight information from it, here is where you will set those parameters.

**FIDS Interface** – Select True if your ACS is to interface with FIDS. Select False if it is not.

**FIDS Provider** – Select the name of the company that provides FIDS at your facility.

**FIDS Query Interval** – Type a number, expressed in milliseconds, that will determine how often ACS will query the FIDS for flight data.

**Backup Amplifier Configuration**

If your ACS uses backup amplifier, set its parameters in this section of the window.

**Backup Amp Switching** – If your facility uses backup amp switching using 564 replays, check this box.

**Normal Open Relay Position** – Select the normal switching relay position.

**Switching Configuration** – Select the type of switching configuration the backup amps use.

**564 Subzone Configuration**

The selections in this portion are for configuring the 564.

**564 Subzones** – If your facility uses them, check this box.

**Normal Open Relay Position** – Select the subzone relay position.

**Switching Configuration** – Select the type of subzone switching configuration.

**Function Buttons**

**Build Ini Files** – Compiles the new configuration information into an .ini file and overwrites the existing one.

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

**Apply** - Saves the settings *without* closing the window. Use this when you are making changes to settings under several different tabs.

## Remote Activity

Remote activity (e.g., remote announcements, Emergency Announcement System, etc.) is started by a network message that does not come from an IED computer. If your system has the capability to perform remote activity, you set those parameters in this tab.

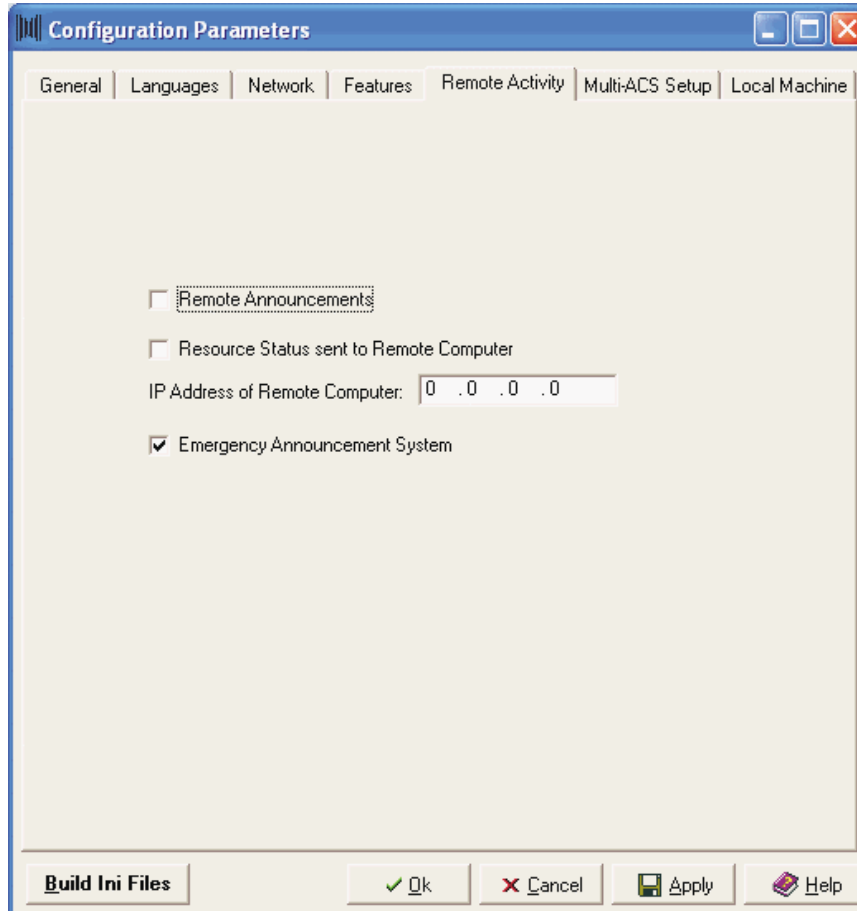


Figure 70 - Configuration Parameters Setup Window,  
Remote Activity tab

### **Remote Announcements**

Check this box to determine whether or not your ACS is configured to receive remote announcements.

### **Send Resource Status to Remote Computer**

Check this box to determine whether or not to send ACS resource status (e.g., microphone and test faults) to the non-IED computer.

### **IP Address of Remote Computer**

If you are using a remote client computer, this field displays its IP address. To change, type a different one in the XXX.XX.XX.XX (standard address) format.

Using Emergency Announcement System



Check this box to determine if your ACS will incorporate the Emergency Announcement System.

### Function Buttons

**Build Ini Files** – Compiles the new configuration information into an .ini file and overwrites the existing one.

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

**Apply** - Saves the settings *without* closing the window. Use this when you are making changes to settings under several different tabs.

### Multi-ACS Setup

This tab will contain fields only if your facility uses more than one ACS.

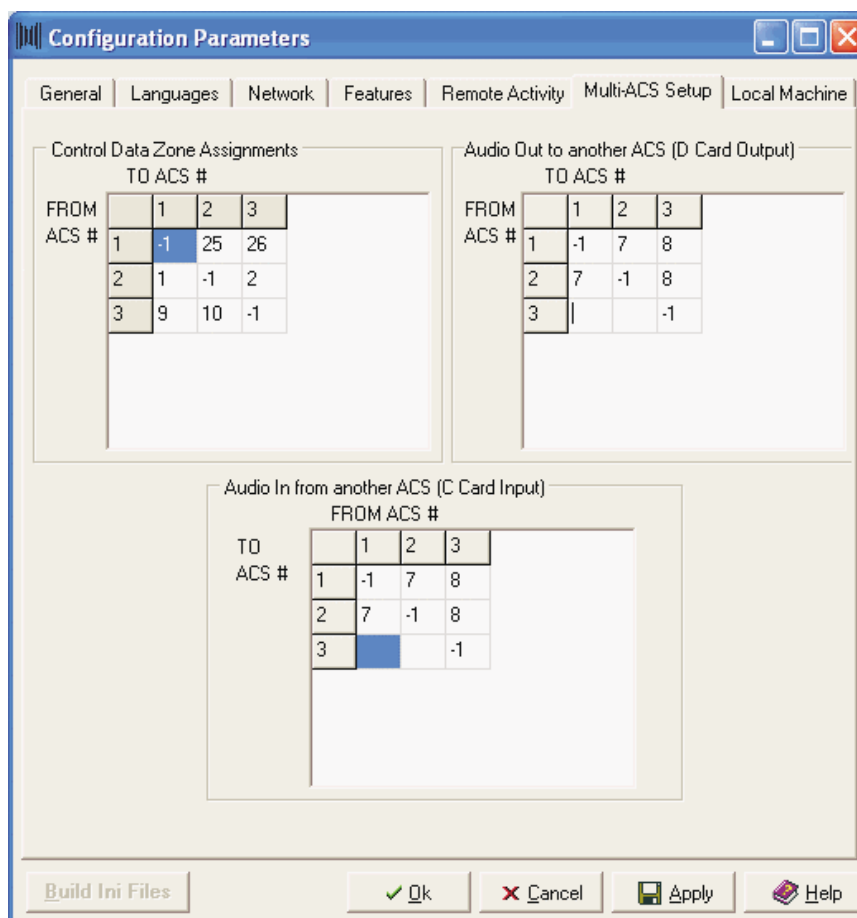


Figure 71 - Configuration Parameters Setup Window, Multi-ACS Setup tab

**Control Data Zone Assignments** – These are phantom data zones that start numbering after the number of actual zones are defined, the matrix that displays contains the ACS number data is coming from along the side (FROM ACS#) and the destination ACS number (TO ACS) across the top. These numbers are completed automatically.

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**Audio Out to Another ACS (D card output)** – In this table you are defining which output from the D card of one ACS is going to which other ACS. You cannot route the audio from one ACS back into itself, hence the –1 that displays in the cell for the number of the same From ACS and the same To ACS.

**Audio In from Another ACS © card input)** – In this table you define which input from the C card of an ACS is coming from which other ACS. The audio is input through another microphone station designated as ACS IN in the Microphone Setup window. Mic stations that are configured as an input display in white in the Mic Station window.

### ***Function Buttons***

**Build Ini Files** – Compiles the new configuration information into an .ini file and overwrites the existing one.

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

**Apply** - Saves the settings *without* closing the window. Use this when you are making changes to settings under several different tabs.



## Local Machine

In this window you determine the path for the server and local (client) database locations for the 590 computer running the ToolSet.

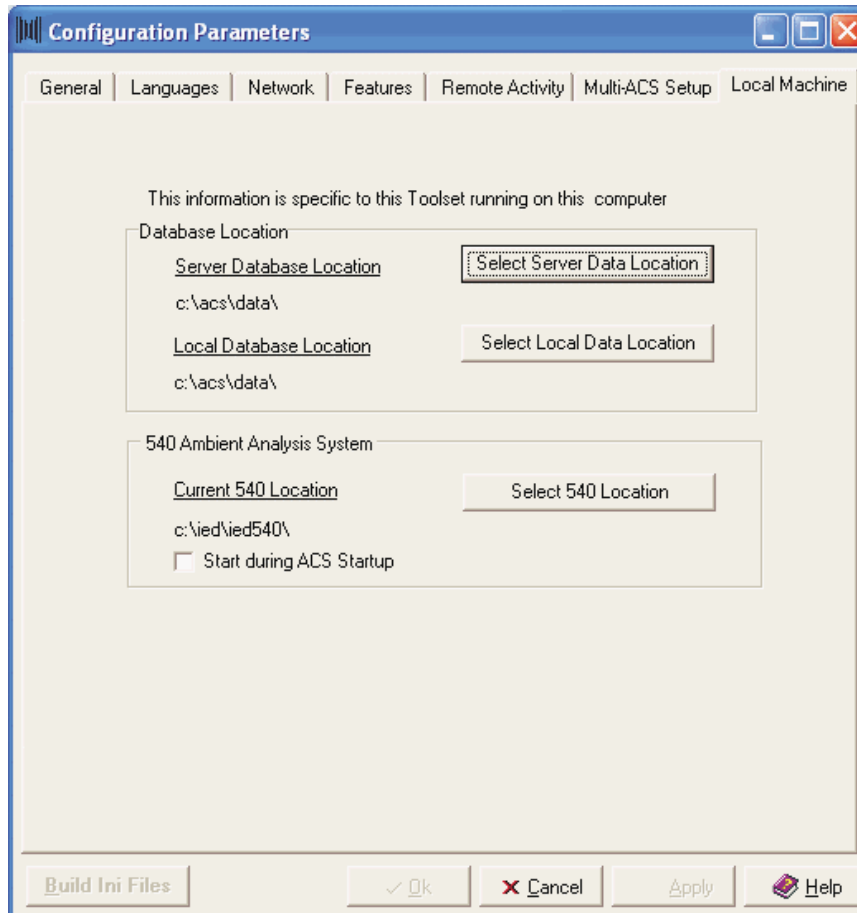


Figure 72 - Configuration Parameters Setup Window,  
Local Machine tab

When you click either the **Select Server Data Location** or **Select Local Data Location**, or **Select 540 Location** item buttons, the following pop-up window is displayed.

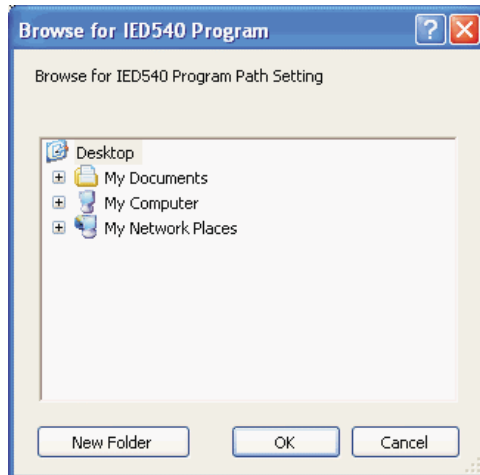


Figure 73 - Database and 540 program path selection window

Click to navigate to the folder location containing either database. If you wish to add a folder to where you will later add data, click the **New Folder** button. Click **OK** to set the path.

**NOTE:** If you want the 540 Ambient Analysis System to start when ACS ToolSet starts, click the check box next to Start during ACS Startup.

#### ***Function Buttons***

**Build Ini Files** – Compiles the new configuration information into an .ini file and overwrites the existing one.

**OK** - Saves the settings and closes the window.

**Cancel** - Closes the window *without* saving changes.

**Apply** - Saves the settings *without* closing the window. Use this when you are making changes to settings under several different tabs.

## STATUS WINDOWS

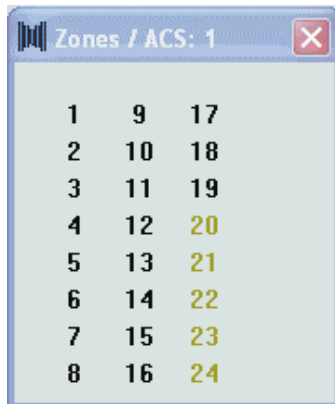
### Mic Station and Zone Status

There are two windows on the ACS ToolSet main screen that allow you to configure and edit mic stations and zones in your facility. From them you can also perform testing and view announcements that come from them. These display for each ACS you have in your facility.



| Station ID | Number |
|------------|--------|
| 1          | 9      |
| 2          | 10     |
| 3          | 11     |
| 4          | 12     |
| 5          | 13     |
| 6          | 14     |
| 7          | 15     |
| 8          | 16     |

Figure 74 - Microphone Station Status Window



| Zone ID | Number 1 | Number 2 |
|---------|----------|----------|
| 1       | 9        | 17       |
| 2       | 10       | 18       |
| 3       | 11       | 19       |
| 4       | 12       | 20       |
| 5       | 13       | 21       |
| 6       | 14       | 22       |
| 7       | 15       | 23       |
| 8       | 16       | 24       |

Figure 75 - Zone Status Window

The two windows not only display the number of mic stations and zones in your facility, but they also can highlight in color to indicate when an announcement is being made. For example, when a live announcement is being made from a microphone station, it and the zone or zones it is being sent to highlight in the same color. Likewise, when an FAS or PDRP announcement is being made, the zone or zones to which it is being sent displays in color.

The mic station and zone highlights show bus usage, and each bus is shown in any one of eight different colors whenever there is activity on them. **However, bright red is reserved for live or PDRP emergency announcements (priority levels 1, 2, or 3).**

From these windows you can also perform the following tasks:

### Mic Station Status /Testing

Position your mouse pointer on a mic station number and right click once to display the status/testing menu. From here you can view details of the last announcement sent from the station, and test or set the mic station. You can view this information if a station is currently active or inactive.



Figure 76 - Status/Testing Menu

**Announcement Details** – Click this item to display a window showing the details of the last announcement sent from the station.

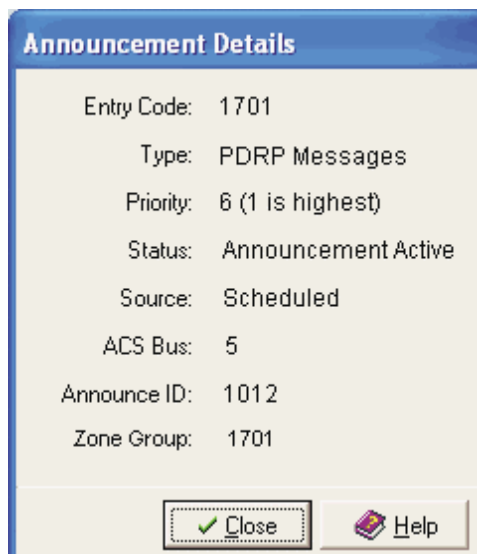


Figure 77  
Announcement Details Display

It displays the announcement entry code, the type of announcement, its priority, its status, the source, the ACS bus it is using, and its announcement ID. If it is an FAS or PDRP announcement, the Zone Group also displays.

Once you finish viewing, click **Close**.

**Test Mic Station** – From this menu you can also test the microphone station. To do so:

1. Click Test Mic Station from the menu to display the test window, then click **Start**. The window indicates which mic station is being tested. Click Start and the current Set Level, the new Test Level and Deviation are shown.

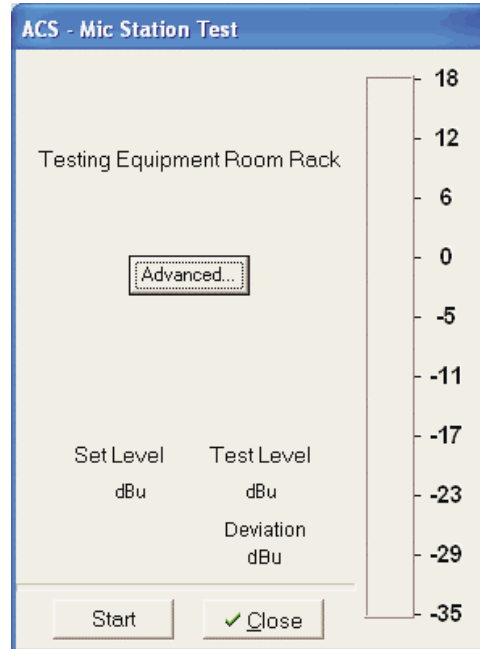


Figure 78 - Mic Station Test Window

2. To set advanced features, click the Advanced button.

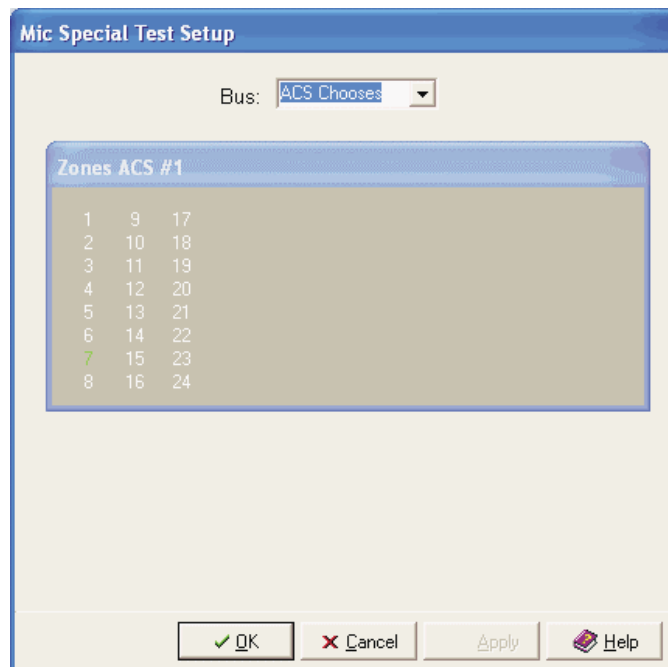


Figure 79 - Mic Station Test Setup Window

3. You can determine which bus to test the station through by either accepting the default (ACS chooses), or by choosing one of your own by clicking the down arrow and selecting a bus number.

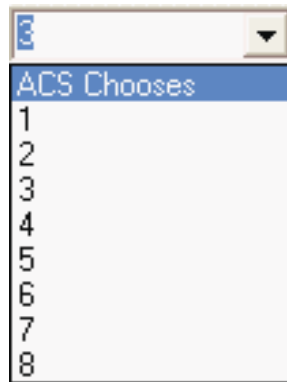


Figure 80 - Mic Station Test Bus Selection

4. To send the test through a zone, click one zone number.
5. Click OK to resume test setup.
6. Click the **Start** button to begin the testing. The meter indicates the tone's dB level. Click **Stop** to finish. The during and after deviation display on the screen.

**Set Mic Station** – This function allows you to set the mic station. After you select it from the menu, the following window is displayed.

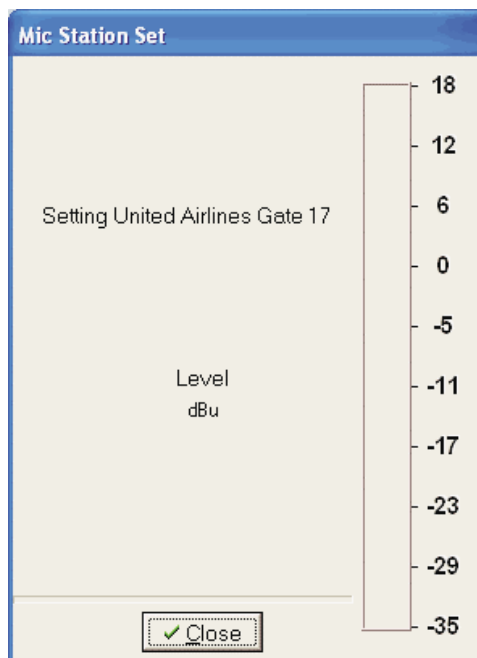


Figure 81 - Set Level Display

The Level displayed is the set level for the mic station in dBu. The value is stored as the new set level in the Monitor/Test setup. The meter on the right is a graphic display of the set level. Click **Close** when you are finished.

## Zone Status/Testing

Position your mouse pointer on a zone number and right click once to display the status/testing menu. From here you can monitor the circuit in real-time, view details of the current announcement being sent to it, and test and set the circuit.

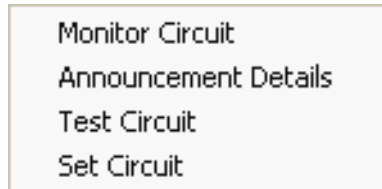


Figure 82 - Zone Status/Testing Menu

**Monitor Circuit** – To monitor the zone’s circuit(s):

1. Select Monitor Circuit from the menu to display the following window:

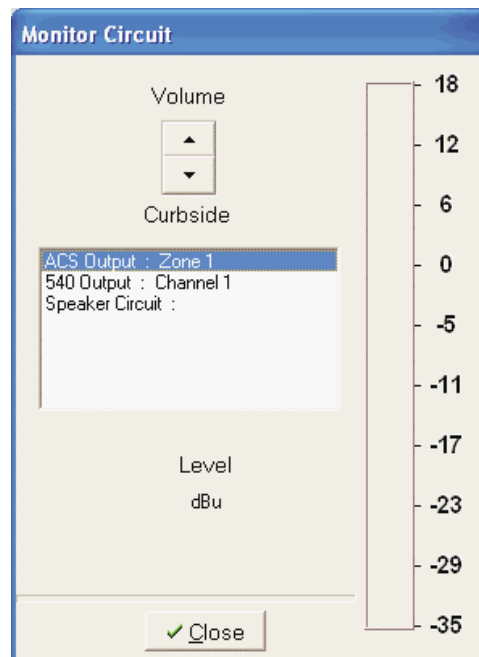


Figure 83 - Monitor Level Display

2. The window shows the zone name and all circuits associated with this zone and its output level in dBu.
3. The meter is a graphic display of the same level
4. If you wish to increase or decrease the listening volume, click the up and down arrows.
5. Once you finish viewing, click Close.

**Announcement Details** – Click this item to display a window showing the details of the current announcement sent to the zone.

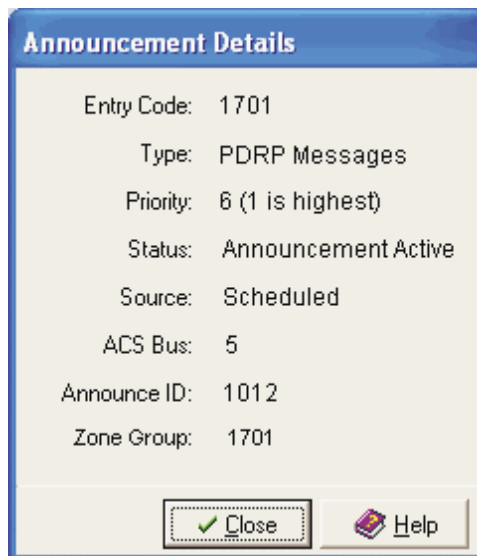


Figure 84 - Display of the Details of the Current Announcement

It displays the announcement entry code, the type of announcement, its priority, its status, the source, the ACS bus it is using, and its announce ID. If it is an FAS or PDRP announcement, the Zone Group also displays.

Once you finish viewing, click **Close**.

**Test Circuit** – To test the zone's circuit(s):

1. Select Test Circuit from the menu.

**NOTE: A warning message will display in a pop-up window after you select Test Circuit. Keep in mind that this will broadcast a test tone to the zone that others will hear. If you wish to proceed with the test, click OK to display the test window.**

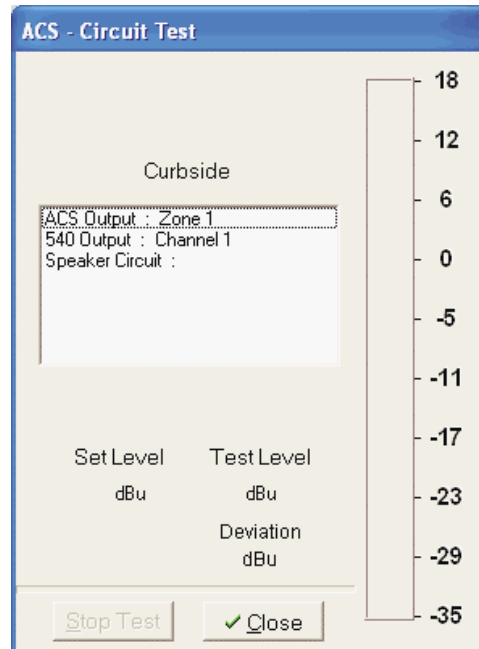


Figure 85 - Display of Circuit Test Levels (Set Level, Test Level, and Deviation, in dBu)

2. The window displays the zone name and all circuits associated with the zone.
3. Click on the circuit to be tested, then click Start. The meter at the right of the window is a graphic display of the test level. The set level, test level, and deviation are shown in dB.
4. When you are finished, click **Stop Test**.
5. Click **Close** to remove the window.

**Set Circuit** – To set the zone's circuit:

1. Select Set Circuit from the menu.

**NOTE: A warning message will display in a pop-up window after you select Set Circuit. Keep in mind that this will broadcast a test tone to the zone that others will hear. If you wish to proceed with the test, click OK to display the test window.**

2. The window displays the zone name, its ACS Output, 540 Output, its Speaker Circuit, and its Set Level.
3. The meter at the right of the window indicates the signal level.
4. Click **Close** when finished.

## REFERENCE

### What are Zones and Zone Groups?

A zone consists of one or more speaker locations wired so that they always necessarily receive the same audio signal.

Zone groups consist of one or more individual zones in your facility to where certain announcement types are broadcast. A zone group can have as few as one zone or as many as all zones in several ACS systems. They are set up by announcement type because they use the entry codes and priority levels you have designated in Edit Announcement Type Setup.

For example, your facility needs to make emergency announcements (storm warnings, building evacuations, etc.) to as large an area as possible. The entry codes and priority for that type is indicated in its Edit Announcement Type Setup window. The zone group you define for it will consist of individual zones in the ticketing areas, terminals, gates, baggage claims, concourses, and curbside areas.

An announcement will go to those zones when a user enters the proper codes on a 508 Series mic station (or presses the assigned button on a 500 Series station), then opens the mic (or presses Announce 0) to speak. PDRP announcements, CAS announcements, and flight announcements are also sent to zone groups.

### What Are Combined Zone Groups?

Combined Zone Groups are simply that: a combination of individual zone groups (i.e., one or more destinations) to where an announcement is broadcast from a microphone station. Every microphone station type, regardless of series (500 or 508), has the capability to send announcements to combined zone groups.

**NOTE: Before you enter combined zone groups, your system must first have announcement types and zone groups already defined.**

It works this way: in each mic station setup window there is a section where you enter a list of up to four individual zone groups.

Even though there are four fields, notice that they are numbered 1, 2, 3, and 5. This is because of the way the system combines zones based on the chart below.

Figure 86 - Combined Zone Group Setup Window before setup

| NUMBER ENTERED | COMBINED ZONE GROUP RESPONDING               |
|----------------|--|
| 1              | Zone group entered in field 1                |
| 2              | Zone groups entered in fields 1 and 2        |
| 3              | Zone groups entered in fields 1 and 3        |
| 4              | Zone groups entered in fields 1, 2, and 3    |
| 5              | Zone groups entered in fields 1, 2, 3, and 5 |

**EXAMPLE:** Let's say you have a mic station with the following combined zone groups.

Combined Zone Groups

|   |     |
|---|-----|
| 1 | 101 |
| 2 | 102 |
| 3 | 103 |
| 5 | 104 |

Figure 87 - Combined Zone Group Setup Window  
Example after setup

When you press button 2 on the keypad, press Enter, then open your microphone, your announcement will go to all the zones in Zone Group 101, plus all the zones in Zone Group 102. Likewise, when you press button 4 the announcement will go to the zone groups in fields 1, 2, and 3 (i.e., all the zones in Zone Groups 101, 102, and 103).

## What is a Take?

A "take" is a single computer sound file (usually with a .wav file extension) of someone speaking a word, a phrase, an airline name, flight number, city, or even an entire announcement. When a single take is assembled with others, they form an entire audio message that sounds as if someone is actually reading the announcement.

In ACS, takes are assigned a code. In the Assemble Takes window, you select the take codes to build the announcement you want. For instance, let's say you have the following codes for takes:

5059 – Ladies and Gentlemen

5110 – this is the final boarding call for

1010 – Continental Airlines

5002 – flight

7 – 7

42 – 42

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5251 – with service to  
 2001 – Albany  
 5472 – All passengers should now be on board through gate  
 203 – C  
 10 – 10  
 5112 – Final call.

So your take code assembly in the fields on the Assemble Take window would look like this:

5059 5110 1010 5002 7 42 5251 2001 5472 203 10 5112

Each code you enter will display the take associated with it in the large field on the window. Those codes would create this announcement:

*Ladies and gentlemen / this is the final boarding call for / Continental Airlines / flight / 7 / 42 / with service to / Albany / All passengers should now be on board through gate / C / 10 / Final call.*

This announcement is assigned a number and other settings in the Announcement Parameters window.

## What is the Monitor/Test System?

IED's Monitor/Test system is a software component of the Announcement Control System. It allows you to thoroughly test the integrity of the system, from microphone stations to, and including, the speakers and speaker wires to make sure everything works.

In order to use Monitor/Test properly, you must configure it to follow these three priorities:

**First Priority** - Test every zone output of the Announcement Control System so that you can test every microphone station to every buss, and every buss to every zone output.

**Second Priority** - Test each speaker line (through 596S or 596GS) so that you can test the output of each amplifier, each speaker line, and each speaker.

**Third Priority** - Test outputs of all EQ and ambient noise channels, which indicates the integrity of each device.

**NOTE:** In the hardware, always wire the EQ in front of the ambient noise system. That way, if you change the EQ setup, it will not affect the ambient noise setup.

## What are User Groups?

User Groups allow you to put the various users at the facility into groups such as individual airlines, security personnel, maintenance personnel, and others. Examples would be American Airlines Areas, Delta Airlines Areas, Security, Maintenance, etc.

You assign each zone group, PDRP message, and FAS announcements to one or more user groups. Each individual microphone station user is then allowed access to any one or more of those user groups.

When a entry at a microphone station requests to make an announcement to a zone group, PDRP Message, or FAS announcement, the ACS then matches at least one user



group allowed at that mic station (or mic station user) with a user group assigned to the request zone group, PDRP message, or FAS announcement.

## What are the Microphone Station Models?

IED produces many different types of microphone station models, as listed below. Your facility may use one or more of these.

| Model   | Description  |
|---------|--|
| 500DT   | Desktop model with handheld mic and push-to-talk switch  |
| 500DTG  | Desktop model with gooseneck microphone  |
| 500EB   | Custom model with handheld mic and push-to-talk switch   |
| 500FMC  | Older model, with wider ½-inch raised buttons, five-pin XLR mic connector, flush-mount with handheld mic and push-to-talk switch |
| 500HFM  | Horizontal flush-mount with handheld mic and push-to-talk switch   |
| 500HFMG | Horizontal flush-mount with gooseneck microphone   |
| 500SMS  | Baker microphone station   |
| 500VFM  | Vertical flush-mount with handheld mic and push-to-talk switch   |
| 500VFMG | Vertical flush-mount with gooseneck microphone   |
| 508B    | 508B I/O interface   |
| 508DT   | Desktop model with handheld mic and push-to-talk switch  |
| 508DTG  | Desktop model with gooseneck microphone  |
| 508FM   | Older model, ½-inch raised buttons, mic hangar above keypad, flush-mount with handheld mic and push-to-talk switch               |
| 508FMC  | Older model, ½-inch raised buttons, mic hangar below keypad, flush-mount with handheld mic and push-to-talk switch               |
| 508FMG  | Older model, ½-inch raised buttons, flush-mount with gooseneck microphone  |

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|         |  |
|---------|--|
| 508HFM  | Horizontal flush-mount with handheld mic and push-to-talk switch |
| 508HFMG | Horizontal flush-mount with gooseneck microphone                 |
| 508RM   | Rack-mount station with handheld mic and push-to-talk switch     |
| 508RMG  | Rack-mount station with gooseneck microphone                     |
| 508T    | Telephone interface  |
| 508VFM  | Vertical flush-mount with handheld mic and push-to-talk switch   |
| 508VFMG | Vertical flush-mount with gooseneck microphone                   |
| ACS IN  | Input from another ACS (multi-ACSs only)                         |
| LINE IN | Not used (future enhancement)                                    |
| Unused  | Mic station unused   |

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