SCHRACK SECONET

Staff Terminal
L4-ST-TOUCH

User manual

HEALTH CARE

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1 General

Schrack Seconet security systems are developed in Austria, produced in Germany and incorporate both state-of-the-art technology and the latest scientific developments, while meeting all the latest applicable standards (European standards, requirements of European testing and certification bodies etc.). Schrack Seconet frequently cooperates with technical universities and international companies, as well as with testing and certification bodies, fire prevention bodies and fire brigade associations, so that products can be constantly optimized and adapted to meet new demands.

The high quality of Schrack Seconet products is ensured using an ISO 9001 approved Quality Assurance system throughout the company's activities (from development through production and sales processes through installation to customer service).

Considerable attention is paid in the development of products towards the separation of materials used, reusability, disposal and recycling to ensure that materials were processed in an as environmentally sound way as possible.

1.1 To this document

The following user manual describes standard functions and operating processes, which can be carried out using the Staff Terminal. The different functions can vary depending on customer-specific programming and the version of the software used.

These descriptions and technical specifications correspond to the status as of the date of publication. Schrack Seconet reserves the right to make modifications, in particularly where they are justified as a result of technological progress. In the course of continual development, the products delivered may differ optically from shown products. Information which is not contained in this document can be requested at any time from one of our offices.

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The original of this document was written in German. Foreign-language documents are released and modified with the German version. In the case of deviations in the foreign-language document, the German version of this document is the approved reference document.

1.1.1 Validity

This document describes the functions of the Staff Terminal L4-ST-TOUCH as well as L4-ST-TOUCH-H.

1.1.2 Explanation of symbols

Important notes in this document are identified by the following symbols. Failure to observe these notes may result in malfunction of the security systems or in property or personal injury.

NOTE

Contains notes to help you use the product or system more effectively and easily. Usage is optional.

CAUTION

Indicates a danger, the non-observance of which may result in financial loss or damage to property.

ENVIRONMENTAL NOTICE

Electrical/electronical devices and batteries/rechargeable batteries

Electrical and electronical devices as well as batteries or rechargeable batteries may not be disposed of in household rubbish. As the end user, you are legally obliged to return them. Used electrical and electronical devices as well as batteries or rechargeable batteries should be returned free of charge after use to the vendor or to the designated places for returning them (e.g. communal collection points or in shops). Proper disposal of the devices will relieve the burden on the environment. For more detailed information please contact your waste disposal center.

2 General safety notes

The planning of security systems as well as the installation, commissioning and maintenance of products and the systems which they form required specialist expert knowledge, and therefore may only be undertaken by specially trained experts according to the manufacturer's specifications. The product-specific training of staff members must be carried out by Schrack Seconet or by skilled staff who have been specifically authorised to carry out this duty by Schrack Seconet.

This document complies with Austrian regulations. Outside Austria, national regulations and manufacturer's instructions must be observed.

Schrack Seconet explicitly state, that security systems must be periodically maintained by certified and qualified staff in accordance with the relevant standards (such as VDE 0834), in order to maintain the functional and protective scope in the long term. For servicing and maintenance work on safety-related systems, the currently valid regulations of the country in which the system is being operated shall apply.

In addition, the respective country-specific regulations and guidelines for the planning, installation, service and maintenance must be adhered to and complied with. Damage and consequential damage caused by interventions or changes to products and their improper handling are excluded from liability. The same is also true for inappropriate storage of items and other detrimental external factors.

3   Set up Staff Terminal

The Staff Terminal is suitable both as a stand-alone device with two device base positions for different tilt angles and for wall-mounting.

The device base can be easily removed from the back of the device. The base can be rotated to change the standing position and the angle of inclination of the device.
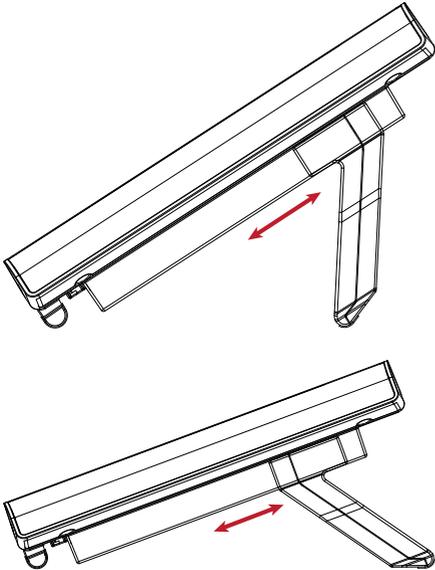
Flat mounting on the wall is possible with a wall-mounted bracket, which is optionally available.

4   Overview

1	Loudspeaker
2	User interface/touchscreen
3	Microphone
4	Handset

It is operated via the touchscreen user interface. The menus and functions of the Staff Terminal are called up by tapping on them. Swipe up or down on the touchscreen to navigate through lists with more than six entries. Swipe to the left or right at the bottom of the user interface to switch between different menu icons. Depending on the application, a white scrollbar appears on the right or bottom edge of the touchscreen.

Tapping on a symbol opens tabs or submenus. This applies to the bar with the tabs, the list entries and the functional area. Tapping on the same tab again opens the room list.

Tap on the ☒ symbol in submenus of the list entries and in the function menus to exit the list or submenu.
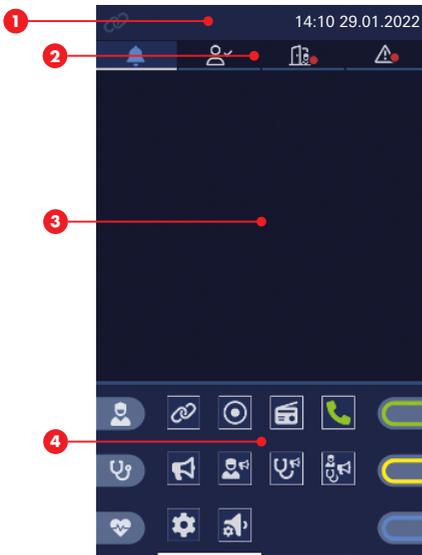
① Status bar. Further Information: Chapter *Status bar,* Page 12

② Tab bar. Further Information: Chapter *Tabs,* Page 13

③ List area of the opened tab with the list entries. Further Information: Chapter *Lists,* Page 14

④ Functional area. Further Information: Chapter *Functional area,* Page 19

The function symbols can vary depending on system configuration.

4.1   Instruction video

The following QR code leads to an instruction video for the Staff Terminal:

5 User interface

5.1 Status bar

The status bar shows the system status as well as time and date. The following status is displayed:

Ward interconnection

	Active ward interconnection: The own ward is interconnected with another ward.
	Passive ward interconnection: Another ward is interconnected with the own ward.

Centralisation

	Local centralisation: all events are indicated centrally at the control panel and Staff Terminal. Call forwarding to the communication terminals is blocked.
	Global centralisation: all events are indicated centrally at the control panel and Staff Terminal. The call acoustics at the Staff Terminal are deactivated.

Additional event filters

	An **Additional event filter** with the indicated number is activated.

Service level

	The **service level** is indicated when the service level has been changed from the default level 0 (no indication) to level 1 or 2.

Error acoustics

	Error acoustics deactivated: Failures and faults in the entire system are not signalled acoustically.

Telephone

	Missed call

Warning

	System warning/Maintenance information

5.2   Tabs

	Call list: all calls of the care area
	Reminder mode list: all rooms with a set reminder mode
	Presence list: all rooms with a set presence
	Error list: all current failures and faults of the care area and of any external systems

Status of the tabs

	List is not selected and contains no entries
	List is not selected and contains entries
	List is selected and contains no entries
	List is selected and contains entries

5.3   Lists

The list area consists of the tabs and the list entries of the opened tab.

1.   Tap on a tab to open the respective list.

2.   Tap again on an open tab to open the room list.

5.3.1   Call list

1.   Tap the **call list** tab to open the list of current calls.

   ▶   If a call is released in the ward, the display indication changes and the call is indicated with the room or bed number as well as the call type.

   ▶   If there are several calls simultaneously, the call with the highest priority is displayed in the topmost position.

2.   Tap on a list entry to query the call.

Further Information:

5.3.2   Reminder mode list

1. Tapping on the **Reminder mode list** tab opens the list of current reminder modes.

    ▶   The reminder mode list is indicated like the room list. The rooms of the care area that have a reminder mode activated are displayed.

2. Tap again on an open tab to open the room list.

5.3.3   Presence list

1. Tapping on the **Presence list** tab opens the list of currently set presences.

    ▶   The presence list is indicated like the room list. The rooms of the care area that
        have a presence activated are displayed.

2. Tap again on an open tab to open the room list.
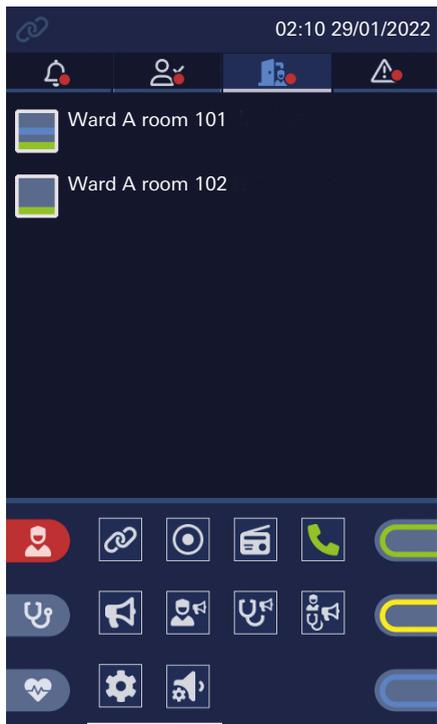
5.3.4   Error list

1. Tapping the **Error list** tab opens the list of current errors.

    ▶   All failures and faults in the care area are indicated in the error list. The list entry
        contains the error type and position.
        Events with orange text colour are cancelled. No more error acoustics are output.
        Events with red text colour are not yet acknowledged.

2. Tap again on an open tab to open the room list.

5.3.4.1   Error acoustics

If there is a new error message in this list, the error acoustics are activated. The sound is
deactivated when you open or exit the error list, the optical error indication remains until
the troubleshooting.

The call acoustics have a higher priority than the error acoustics.

5.3.5   Room list

1. Tap again on an open tab to open the room list.

The room list contains the following information:

*   Indication of all rooms in the own ward, including any care group
*   Indication of all rooms of an interconnected ward to which no care group is assigned
*   Staff presence and current calls from the respective rooms
2. Swipe to the right in the room list to activate the advanced filter. This filter can be used, for example, to make a room with an invisible care group visible again.

5.3.5.1   Room status

	Presence care staff
	Presence service staff
	Presence doctor
	Call

5.4 Functional area

The functional area is divided into two areas:

- Left and right: Presence or call symbols (depending on system configuration)
- Middle: Functions and settings (optionally divided into several screen pages). Additional windows can be opened by moving the scrollbar.

5.4.1 Presence and call symbols

On the left and right in the functional area, up to three symbols each (call or presence) can be defined, which can be arranged as desired.

The symbols can be laid down for the following functions:

- Presence with defined staff (care staff, service staff or doctor)
- Call release with a defined call (call or emergency call)

	Inactive	Active
Call button care staff		
Call button doctor		
Call button Code Blue		
Presence care staff		
Presence service staff		
Presence doctor		

Lights up continuously for calls, flashing light for emergency calls

5.4.2   Functions and settings

The function symbols are displayed in the centre and can be divided over several screen pages. Some function icons are only displayed when a function has been called. The display of function symbols depends on the respective service level.

Possible displays in default mode (service level 0):

	Activate ward interconnection
	Deactivate ward interconnection
	Activate local centralisation
	Deactivate local centralisation
	Announcement general
	Announcement care staff
	Announcement doctor
	Announcement staff
	Telephone
	Phone book
	Call list
	Delete call list
	Direct dialling list
	Radio
	Switch off radio

	Activate additional event filter
	Setting brightness
	Setting the time and date
	Setting volume
	Setting ring tone

Service functions

|	
	Change service level
	Reset service level
	Display device information
	Display maintenance information
	Deactivate error acoustics for maintenance
	Ward reset
	System reset
	Ward bus status
	Ward bus console
	Set the transmit and receive level of the ward bus
	Test touchscreen

5.5   Additional event filters

Additional event filters can be activated with the manual filter list. With an event filter, only matching events are displayed.

 Activate additional event filter

5.5.1   Activate additional event filter

1. In the functional area, tap on the **Activate additional event filter** symbol to call up the manual filter list.
2. Tap on the desired event filter to activate the filter. The activated event filter is high-lighted in the list. The number of the activated event filter is displayed in the status bar.
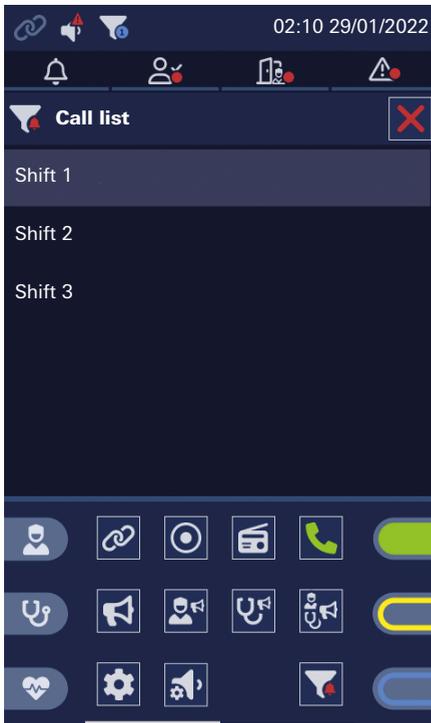
5.5.2   Deactivate additional event filter

1. In the functional area, tap on the **Activate additional event filter** symbol to call up the manual filter list.

2. Tap on the activated event filter to deactivate the filter. The event filter is no longer highlighted. The filter symbol disappears from the status bar.

5.6   Display lock

If the touchscreen is not used, the display switches off after a set time (system configuration). Entries of the call list or error list are still displayed, the entries of the reminder mode list and presence list are no longer displayed.

1. Swipe the screen or pick up the handset to unlock the screen.

6   Call list and reminder mode

6.1   Call list

If a call is raised in the ward, the call list opens on the display. The call is shown with the room or bed number and the call type. If there are several calls simultaneously, the call with the highest priority is displayed in the topmost position.

6.1.1   Call type symbols

The following call type symbols can be displayed:

	General event
	Room call
	Emergency room call
	Doctor call
	Code Blue
	WC call (cannot be answered)
	Emergency WC call (cannot be answered)
	Bed call
	Emergency bed call
	Service call
	Reminder call
	Diagnostic call (cannot be answered)

	Fire alarm (cannot be answered)
	DESO alarm (cannot be answered)
	DESO battery weak (cannot be answered)
	DESO manipulation (cannot be answered)
	DESO threat (cannot be answered)
	Diagnostic disconnection (cannot be answered)
	Bed disconnection

6.2 Call answering

1. Tap on the list entry to answer the call and open the menu.

6.2.1 Call answering with speech connection

1. Tap on the list entry to establish a speech connection.

The call volume (loudspeaker/handset) can be changed during a conversation by tapping on the volume bar.

2. Hang up the handset or tap on the button with the red handset symbol 📞 to end the call. The speech connection is automatically disconnected after two minutes.

Tap on the respective symbol to set a reminder mode for care staff (green), service staff (yellow) or the doctor (blue) even without call answering. Further Information: Chapter *Reminder modes,* Page 26

6.2.2 Call answering without speech connection

If there are no peripheral devices to enable voice connection (e.g. WC call, emergency WC call, calls from sanitary rooms, pear push buttons), the call cannot be answered.

1. Tap on a list entry to answer the call. A warning signal sounds. There is no speech connection.

This call cannot be cancelled by tapping the button with the red handset symbol 📞. The call location must be visited and the call cancelled on the spot.

Tap on the respective symbol to set a reminder mode for care staff (green), service staff (yellow) or the doctor (blue) even without call answering. Further Information: Chapter *Reminder modes,* Page 26

6.2.3   Deso call

Deso calls are forwarded from an external system to the Visocall IP system. A deso call cannot be cancelled by tapping the button with the red handset symbol ⌢. Tap on the red handset symbol ⌢ to close the call window. The call is still indicated in the list.

To cancel the Deso call, tap the following icon:

🔔	Cancel deso call

6.3   Reminder modes

Reminder modes enable the identification of rooms after call answering if there is no answer from the caller (patient), if there is a call without speech connection (e.g. pear push-button without speech function), if other calls are to be answered before going to the call location or if calls are specifically delegated to other persons (care staff, service staff or doctor).

1.   Tap on the list entry in the call list to open the menu.
2.   Tap on the respective symbol to activate a reminder mode.

👤✓	Reminder mode care staff (status indication: flashing green)
👤✓	Reminder mode service staff (status indication: flashing yellow)
🩺✓	Reminder mode doctor (status indication: flashing blue)

The list entry current call is removed from the call list and transferred to the reminder mode list.

6.3.1   Deactivate reminder mode

Setting the respective presence at the room terminal in the room concerned deactivates the reminder mode.

Calls with a reminder mode that have not been reset with the presence button in the calling patient's room are automatically regenerated after a defined time.

7   Speech connection

A speech connection can be established via call list or room list. A speech connection to the communication terminal in the room or to the patient terminal at the bed can be established via the room list. If the speech connection cannot be established, an error message appears.

Depending on the call type, the call is cancelled and removed from the call list when the speech connection is established. If a speech connection is interrupted for technical reasons, a reminder mode is set for the call.

7.1   Speech connection via call list

1.   Tap on the list entry to establish a speech connection.

The call volume (loudspeaker/handset) can be changed during a conversation by tapping on the volume bar.

2.   Hang up the handset or tap on the button with the red handset symbol 📞 to end the call. The speech connection is automatically disconnected after two minutes.

Tap on the respective symbol to set a reminder mode for care staff (green), service staff (yellow) or the doctor (blue) even without call answering. Further Information: *Chapter Reminder modes,* Page 26

7.2   Speech connection to the room/ communication terminal

The speech connection to the room can be used to establish a connection to the communication terminal in the room.

	Establish a speech connection to the room/communication terminal

1.   Tap again on an open tab to open the room list.
2.   Tap on a list entry in the room list.

3. Tap on the button with the room symbol to establish the speech connection to the communication terminal.

The call volume (loudspeaker/handset) can be changed during a conversation by tapping on the volume bar.

4. Hang up the handset or tap on the button with the red handset symbol ☎ to end the call. The speech connection is automatically disconnected after two minutes.

> ℹ **NOTE**
>
> If the handset remains on-hook when the speech connection is established, handsfree talking is activated. If the handset is lifted, hands-free operation is deactivated.

More information on the eavesdropping protection: Chapter *Eavesdropping protection, Page 30*

7.3 Speech connection to the bed/patient terminal

With the speech connection to the bed, a connection can be established with the patient terminal at the bed.

1. Tap again on an open tab to open the room list.

2. Tap on a list entry in the room list.

3. In the room list, tap on a bed entry with a speech option to establish the speech connection to the patient terminal. The voice option is indicated by the loudspeaker symbol on the list entry.

The call volume (loudspeaker/handset) can be changed during a conversation by tapping on the volume bar.

4. Hang up the handset or tap on the button with the red handset symbol ☎ to end the call. The speech connection is automatically disconnected after two minutes.

> **ℹ NOTE**
>
> If the handset remains on-hook when the speech connection is established, handsfree talking is activated. If the handset is lifted, hands-free operation is deactivated.

More information on the eavesdropping protection: Chapter *Eavesdropping protection, Page 30*

7.4   Eavesdropping protection

The system has an optional eavesdropping protection configured that is automatically activated when a speech connection to the patient is established. The eavesdropping protection is to prevent the patient's surroundings from being overheard. It is possible to talk to the patient or to tell them something, but the patient can't answer. The activated eavesdropping protection is indicated during the speech connection.

The patient must press the red call button on their patient terminal to activate two-ways communication. This will lift the eavesdropping protection.

8   Ward functions

8.1   Ward interconnection

With the ward interconnection all events from two or more selected wards are indicated on the control panel. This allows indication, call forwarding and querying of each call (according to priorities) on all ward terminals and communication terminals in that area.

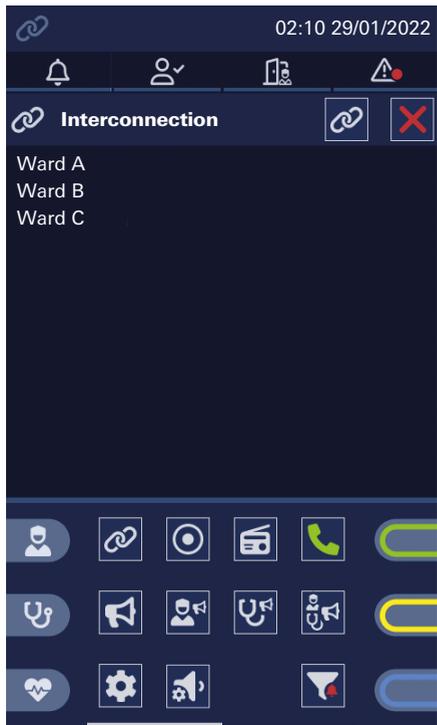|	
	Activate ward interconnection
	Deactivate ward interconnection

8.1.1   Activate ward interconnection

1. In the functional area, tap on the **Ward interconnection** symbol to open the list of ward interconnections.
2. If no interconnection of the own ward with another ward is active, a list of wards is offered with which the ward can be interconnected.
3. Tap on the desired ward in the list entry to add the ward to the interconnection.
▶ The symbol for ward interconnection appears in the status bar.

8.1.2   Display ward interconnections

1.   In the functional area, tap on the **Ward interconnection** symbol to open the list of interconnections.

▶   If a particular ward is interconnected with another ward, all wards that are in the same ward group are displayed.

8.1.3   Deactivate ward interconnection

1. In the functional area, tap on the **Ward interconnection** symbol to open the list of interconnections.

▶   If a particular ward is interconnected with another ward, all wards that are in the same ward group are displayed.

2. Tap on the **Deactivate ward interconnection** symbol to deactivate the ward interconnection.

8.1.4 Passive ward interconnection

If another ward has activated a ward interconnection with its own ward, this is shown in the status bar. Further Information: Chapter *Status bar,* Page 12

1. In the functional area, tap on the **Ward interconnection** symbol to open the list of interconnections.

▶ If a particular ward is interconnected with another ward, all wards that are in the same ward group are displayed.
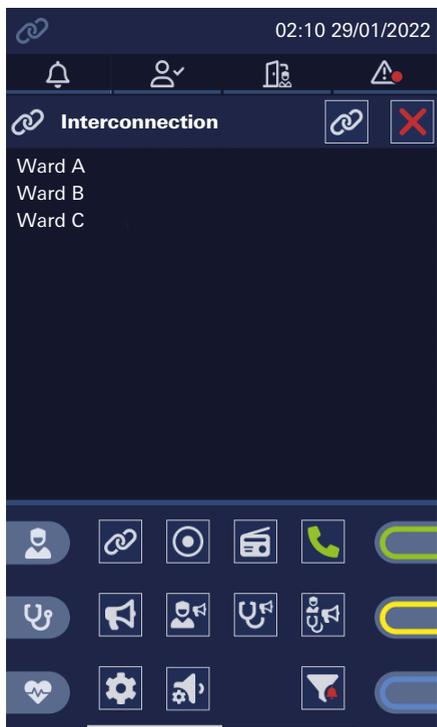
2. In the menu indication, tap on the **Ward interconnection** symbol to add more wards to the ward interconnection.

3. Tap on the desired ward in the list entry to add the ward to the ward interconnection.

In the status bar, the symbol for passive ward interconnection changes to the symbol for the active ward interconnection. Further Information: Chapter *Status bar,* Page 12

4. Tap on the **Deactivate ward interconnection** symbol to deactivate the ward interconnection.

8.2   Local centralisation

With local centralisation, all events in the entire ward area displayed centrally on the control panel and on the Staff Terminal. Call forwarding to the communication terminals is blocked.

The symbol in the functional area depends on the status of local centralisation.

	Activate local centralisation
	Deactivate local centralisation

8.2.1   Activate local centralisation

1. In the functional area, tap the **Activate local centralisation** symbol to open the menu.
2. Confirm the security prompt.

8.2.2   Deactivate local centralisation

▷ The symbol for the active centralisation is displayed in the status bar.

1. In the functional area, tap on the **Deactivate local centralisation** symbol to deactivate centralisation.
2. Confirm the security prompt.

Local centralisation is automatically deactivated with the following events:

• The ward is interconnected with another ward.
• A call is forwarded to the own ward.

8.3   Announcements

An announcement is played back at the ward's communication terminals – depending on the set presences. The announcement can be made either via the handset or with the handset on-hook via the built-in microphone.

|	
	Announcement general: this announcement is made on each communication terminal in the ward.
	Announcement care staff: this announcement is made to each communication terminal in the ward where care staff or service staff presence was set.
	Announcement doctor: this announcement is made to each communication terminal in the ward where a doctor presence was set.
	Announcement staff: this announcement is made to each communication terminal in the ward where care staff, service staff or doctor presence was set.

1. In the functional area, tap the respective announcement symbol to start the announcement.

2. Hang up the handset or tap on the button with the red handset symbol 🕻 to end the announcement.

The volume of the own loudspeaker for receiving an announcement can be set. Further Information: Chapter *Setting volume,* Page 46

8.4 Telephone

	Telephone
	Phone book
	Call list
	Delete call list

8.4.1 Phone call

1. In the functional area, tap on the **Telephone** symbol.

   ▶ The phone number of the Staff Terminal is displayed on the touchscreen.
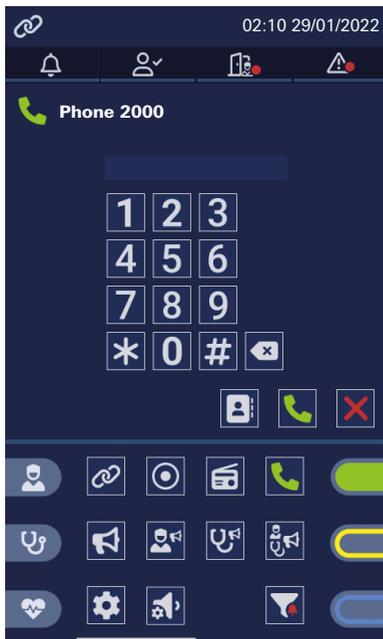
2. In the active area, tap on the number keys to enter the phone number.

3. Tap on the telephone symbol to confirm the phone number and start the call.

The call volume (loudspeaker/handset) can be changed during a conversation by tapping on the volume bar.

4. Hang up the handset or tap on the button with the red handset symbol 📞 to end the call.

8.4.2   Answering telephone call

If a telephone call is received, the call number and name are displayed (depending on the system configuration). Volume and ring tone can be adjusted. Further information: Chapter *Setting volume,* Page 46 and Chapter *Setting ring tone,* Page 47

1. Tap on the telephone symbol to accept an incoming telephone call. The red handset symbol ☏ can be used to reject the call.

The call volume (loudspeaker/handset) can be changed during a conversation by tapping on the volume bar.

2. Hang up the handset or tap on the button with the red handset symbol ☏ to end the call.

8.4.3   Calling a contact from the phone book

The contacts in the phone book are stored in the system configuration.

1. In the functional area, tap on the **Telephone** symbol.

    ▶   The phone number of the Staff Terminal is displayed on the touchscreen.

2. Tap on the **Phone book** icon.

3. Tap on an entry from the list of contacts.

▶   The selected contact is called.

The call volume (loudspeaker/handset) can be changed during a conversation by tapping on the volume bar.

4. Hang up the handset or tap on the button with the red handset symbol ☏ to end the call.

8.4.4   Call list

The call list contains the last called numbers and incoming calls. The entries are displayed with time and date. Contacts from the phone book are displayed with names.

Entries from the call list can be called:

1. Tap on the desired entry.

▶   The contact or number is called.

Missed calls at the Staff Terminal are displayed in the status bar. If the call list is called up, the symbol disappears from the status bar.

> ℹ️ **NOTE**
>
> Tap on the Delete call list symbol to delete all entries in the list. Confirm the security prompt.

8.4.5 Direct dialling list

Direct dialling list

In the direct dialling list, staff rooms or control panels can be stored in the configuration, which can be called directly without an interconnection.

1. In the functional area, tap on the **Direct dialling list** symbol to call up the direct dialling list.
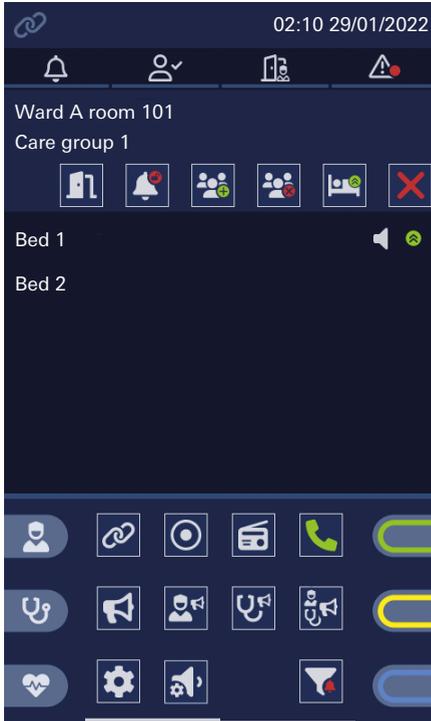

2. Tap on an entry in the list to start the call.

9   Room functions

1. Tap on a list entry in the room list to call up the room overview with the room functions.

The room overview shows all beds available in the room and all room functions that can be used in this room.

The following features can be executed for a room:

Bed 1	Tap on the bed number to establish a speech connection to the bed/patient terminal. The voice option is indicated by the loud-speaker symbol on the list entry.
	Establish a speech connection to the room/communication terminal
	Activate call suppression (configuration-dependent)

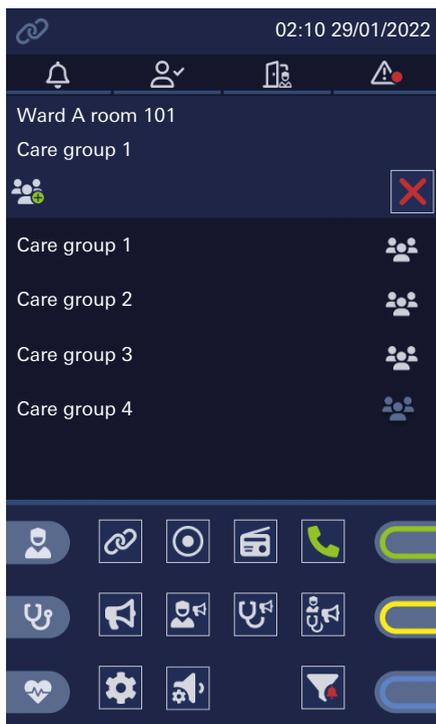|	
	Deactivate call suppression
	Assign care group
	Cancel care group assignment
	Bed prioritisation

9.1 Assign care group

Care groups offer the possibility of combining rooms within a ward area or across wards into groups for care staff and service calls.

 Assign care group

1. Tap on a room list entry to open the room overview.
2. Tap on the **Assign care group** symbol.

   ▶ The care group list opens.

3. Tap the desired care group to assign the room to the care group.

▶ The assigned care group is displayed in the room overview.

9.2 Cancel care group assignment

	Cancel care group assignment

1. Tap on the room list entry to open the room overview.

2. Tap on the **Cancel care group assignment** symbol.

▶ The care group is removed from the room overview and the assignment is cancelled.

9.3 Display care groups with extended care group filter

Care groups offer the possibility of combining rooms within a ward area or across wards into groups for care staff and service calls. There may be care groups that are not visible to their own care area. A care staff or service call of this care group is not displayed on the Staff Terminal. The extended care group filter shows these care groups.

1. Swipe right across the screen in the room list. The room list with the care group filter appears.

In this example, room 202 is not displayed in ward A. The room is assigned to the care group of ward B. It is displayed again when the care group assignment for this room is cancelled.

2. Swipe left across the screen to exit the list.

9.4   Bed prioritisation

For example, the call priority can be increased for seriously ill or recently operated patients. This function can be used to activate or deactivate the bed prioritisation for the respective patient bed in the room selected.

	Bed prioritisation

1. Tap again on an open tab to open the room list.
2. Tap on the **Bed prioritisation** symbol.
3. Tap on a bed in the list to activate or deactivate the bed prioritisation for this bed.

▶   The prioritisation of a bed is indicated by the green arrow symbol .

9.5   Activate/deactivate call suppression

(Depending on the configuration)

	Activate call suppression (configuration-dependent)
	Deactivate call suppression

1. Tap on a room list entry to open the room overview.
2. Tap on the **Activate call suppression** symbol.

If call suppression is active for the room, it can be deactivated by tapping on the **Deactivate call suppression** symbol.

10   Radio

Radio stations that are included in the system configuration can be played on the Staff Terminal.

	Radio
	Switch off radio

1. In the functional area, tap on the **Radio** symbol to open the list of radio stations.
2. Tap on the desired radio station to start playback. The active radio station is high-lighted.

Tap on another station to change the station. Tap on the **Switch off radio** symbol to stop playback. Adjust the volume of the playback via the volume menu. Further Information: Chapter *Setting volume,* Page 46

11   Settings

⚙️	Setting brightness
🕐⚙️	Setting the time and date
🔊⚙️	Setting volume
📞🎵	Setting ring tone

11.1   Setting brightness

1. In the functional area, tap on the **Set brightness** symbol.

2. Adjust the brightness via the bar. Tap on the desired position on the bar to set it.

3. Tap on ☑ to confirm. Tap on ☒ to cancel and exit the menu.

11.2   Setting the time and date

1. In the functional area, tap on the **Set time and date** symbol.

2. Tap on the plus or minus symbols to set the date and time.

3. Tap on ☑ to confirm. Tap on ☒ to cancel and exit the menu.

11.3   Setting volume

Setting volume for:

• Speech volume

• Announcement volume

• Multimedia volume (radio)

• Telephone volume

• Ring tone volume

1. In the functional area, tap on the **Set volume** symbol. Swipe the screen from bottom to top to display the other setting options.

2. Adjust the volume using the bars. Tap on the desired position on the bar to set it.

11.4   Setting ring tone

This function is available in service level 1. Further Information: Chapter *Service level, Page 48*

1.   In the functional area, tap on the **Set ring tone** symbol.

2.   Tap on a ring tone in the list. The ring tone is played and adopted.

3.   Tap on ⊠ to exit the menu.

12 Service functions

12.1 Service level

(Operation by service technician)

By entering a pin code, it is possible to change to a higher service level. The active service level is displayed in the status bar.

	Change service level
	Reset service level

12.1.1 Change service level

1. In the functional area swipe to the right.

2. Tap on the **Change service level** symbol to switch to a higher service level.

3. Enter the pin code for the higher service level.

4. Tap on ☑ to confirm. Tap on ☒ to cancel and exit the menu.
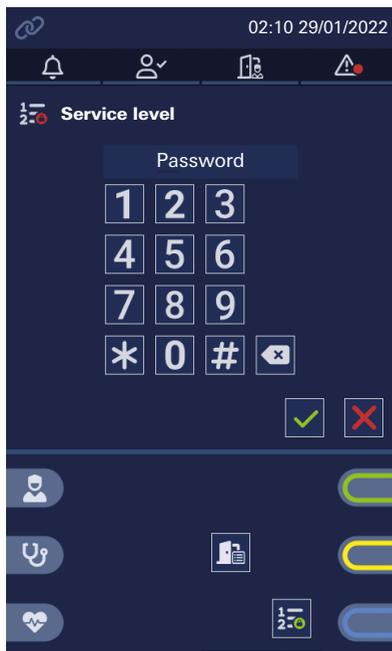
12.1.2   Reset service level

1.   With the service level activated, tap on the **Reset service level** symbol in the functional area to reset the service level to the default level of 0. The **Reset service level** symbol is indicated when a higher service level is activated.

12.2   Information

This function is available in service level 1. Further Information:

	Display device information
	Display maintenance information

12.2.1   Display device information

1.   In the functional area, tap on the **Display device information** symbol.

2.   The touchscreen indicates the current ward, the device name and the firmware version used.

3.   Tap on ✖ to exit the menu.

12.2.2   Display maintenance information

1.   In the functional area, tap the **Display maintenance information** symbol.

2.   The remaining time until the next maintenance request is displayed on the touchscreen.

3.   Tap on ✖ to exit the menu.

12.3   Ward bus functions

This function is available in service level 1. Further Information: Chapter *Service level, Page 48*

	Ward bus status
	Ward bus console
	Set the transmit and receive level of the ward bus

12.3.1   Ward bus status

With the status query of the ward bus users, the target configuration is indicated. The following queries can be made:

• Device versions

• Special functions

• Bed expansion

• Device types

1.   In the functional area, tap on the **C-bus/W status** symbol.

2.   Select the desired query with the arrow buttons ➡ .

3.   Send the query with the start symbol ▶ .

4.   Tap on ✖ to exit the menu.

12.3.2   Ward bus console

The last 13 event lines are displayed in the ward bus console. The following events are displayed:

• Announcements from ward bus devices

1.   In the functional area, tap on the **C-bus/W status** symbol. The ward bus console is displayed.

2.   Tap on ✖ to exit the menu.

12.3.3 Set the transmit and receive level of the ward bus

1. In the functional area, tap on the **Set transmitting and receiving level of the ward bus** symbol.
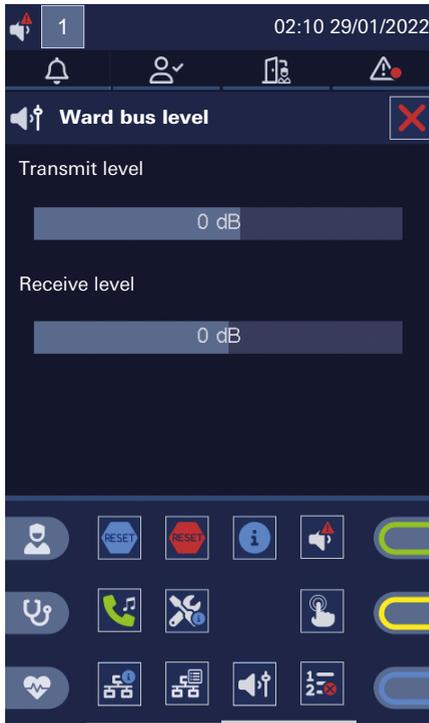
2. Set the transmit and receive levels via the bars. Tap on the desired position on the bar to set it.

3. Tap on ❌ to exit the menu.

12.4 Deactivate error acoustics for maintenance

This function is available in service level 1. Further Information: Chapter *Service level, Page 48*

For maintenance, the error acoustics can be temporarily or permanently deactivated. After the specified time has elapsed, the error acoustics are reactivated. The symbol for deactivated error acoustics is displayed in the status bar.

 Deactivate error acoustics for maintenance

1. In the functional area, tap on the **Deactivate error acoustics for maintenance** symbol.
2. Use the arrow buttons to select whether the error acoustics are to be permanently deactivated or to select a time period for deactivation.
3. Tap on ☑ to confirm. Tap on ☒ to cancel and exit the menu.

If the error acoustics are permanently deactivated, call up the function again to reactivate the error acoustics.

12.5 Ward and system reset

This function is available in service level 1. Further Information: Chapter *Service level, Page 48*

> ⚠️ **CAUTION**
>
> **Current calls are deleted**
>
> With the reset, all current calls, reminder modes and set presences are deleted.

 Ward reset

 System reset

12.5.1 Perform ward reset

With the ward reset, the following events of the entire ward are deleted:

• Calls

• Reminder modes

• Set presences

1. In the functional area, tap on the **Ward reset** symbol.

2. Confirm the security prompt.

12.5.2 Perform system reset

The system reset deletes the following events from the entire system:

• Calls

• Reminder modes

• Set presences

• Ward interconnections

• Care groups

• Bed prioritisations

1. In the functional area, tap on the **System reset** symbol.

2. Confirm the security prompt.

12.6 Test touchscreen

 Test touchscreen

The touchscreen can be tested for sensitivity with a test screen.

1. In the functional area, tap on the **Test touchscreen** symbol.

2. Tap on one of the coloured rectangles to test sensitivity. The rectangles turn black when touched.

3. Lift the handset to close the test screen.

13 Cleaning and disinfection

Only disinfectants that do not contain esters or ketones, either partially or completely, may be used for the Staff Terminal. Disinfect only with wipe disinfection and never with immersion disinfection.

If defective products may be contaminated, they must be cleaned and disinfected in accordance with these instructions before being returned for repair.

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