

**Feature icon**  
Performs functions programmed by your security company. The icon can be configured to switch languages.

**Status icons**  
Shows a quick system level reference for every screen. You do not interact with these icons.

**Ready to arm** ✓  
Shows that the system is ready to turn on (arm).

**On (armed)** 🔒  
Shows that the system is on (armed).

**Trouble** ⚠️  
Shows when a trouble condition exists.

**Gas** GAS  
Shows when a gas alarm exists.

**Power** ⚡  
Shows the control power has AC power.

**Main icon**  
Shows the arming state and alarms, and as a icon to change the arming state.

**Ready to arm**  
Shows that the system is ready to turn on (arm). Press to turn on (arm) the security system.

**Not ready to arm**  
Shows that the system is not ready to turn on (arm). Press to resolve the faults.

**On (armed)**  
Shows that the system is on (armed). Press and enter your passcode to turn off (disarm) the security system.

**System Partially Armed**  
Shows that a multiple area system is not completely armed and at least one area remains disarmed.

**Alarm**  
Shows the security system is in alarm. Press and enter your passcode to silence any alarms.

**Ribbon bar**  
Shows interactive keypad icons, and shows the date and time. The icons light only when available.

**Home**  
Push to go to the home (idle) screen from any screen.

**Date/Time**

**Previous and Next**  
Lights when they keypad has more information than it can show at once. Push to scroll through lists and text.

**Escape**  
Lights when you navigate into menus and functions. Push to return one menu level or to exit a function.

**Shortcuts**  
Push for quick access to commonly used functions.\*

**Keypad**  
Push to access the keypad screen and enter your passcode or issue commands.

**Emergency\***  
Push to access the emergency screen. Choose from the emergency responses programmed by your security company.

**Help**  
Push to view context-sensitive help.

**Main menu**  
Push to show and access keypad features.

**On/Off**  
Push to turn areas All or Part On, to turn areas off, to extend closing time, or to bypass points.

**Actions**  
Push to reset sensors, change outputs, see the test menu, see the RPS menu, go to an area, update system firmware, or to view service bypassed points.

**Settings**  
Push to turn Watch mode on or off, set the system date and time, view and change schedules, set keypad brightness and volume, and show the time in the keypad display.

**Events**  
Push to view event memory, clear event memory, or view the event log.

**Status**  
Push to see area or point status, or to send a status report.

**Users**  
Push to change your own passcode, add new users, edit existing users, or to delete users.

**Shortcuts**  
Push to access common functions.\*

\* Programmed for you by your security company.

## 2 | Turn on (arm) your system

Push the Ready to arm icon:



\_\_\_\_\_ or \_\_\_\_\_

Push the icons to access the All On or Part On menu, and then follow the prompts:



Choose from on with a delay, on without a delay, or on by area.

With all methods, the security system begins to turn on with a delay, showing additional icons during the delay. To change how the system turns on, press the desired icon.

## 3 | Turn off (disarm) your system

Push the On icon or the Part On icon:



\_\_\_\_\_ or \_\_\_\_\_

Push the icons to access the All On or Part On menu, and then follow the prompts:



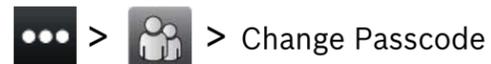
## 4 | Edit users

You can use Edit Users to change passcodes and to add, remove, and replace cards and tokens.

## 5 | Change passcodes

You can change your own passcode and the passcodes of other users if you have the authority to do so.

To change your passcode, press the icons to access the Change Passcode menu, and then follow the prompts:



To change a user passcode, press the icons to access the Edit Users menu, and then follow the prompts:



Enter the number for the user you wish to edit, and press [ENTER]. Press [Continue], and then go to the Passcode menu and follow the prompts.

## 6 | Alarms

When the security system is in alarm, the Alarm icon shows.



Press the Alarm icon and then follow the prompts.

## 7 | Shortcuts

You can access your shortcuts using different methods.

Do one of the following:

Press the icons to access the Shortcuts menu, and then press the desired shortcut:



\_\_\_\_\_ or \_\_\_\_\_

Press the Shortcuts icon on the Ribbon bar, and then press the desired shortcut:



## 8 | Keypad cleaning

Use a soft cloth and non-abrasive cleaning solution to clean your keypad (for example, microfiber cloth and eyeglass cleaner). Spray the cleaner onto the cloth. Do not spray cleaners directly onto the keypad.

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## Touch Screen Keypad B940W



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