

# ScholarSpace Lighting Instructions

The ScholarSpace lighting configuration is very flexible and should accommodate a variety of lighting needs. The switches allow for every fixture to be on or off, banks of lights to be on or off, and banks of lights to be dimmed. The following are some brief instructions on using the light system in this room. For assistance, please contact the Dean's Office at 273-2737.

## General Concepts:

- Top of the large buttons will turn the lights on.
- Bottom of the large buttons will turn the lights off.
- Dimming occurs when you press a button twice, until they flash, and then hold the off or bottom button until the fixtures are dimmed to your preference.
- The room is split into three zones, east, center, and west. The west zone includes the row of light fixtures against the west wall. The center zone includes the center row of light fixtures. The east zone includes the far east row of light fixtures.
- The Main Light Switch will control all the lights. The Presenter Light Switch will allow you to alter the lighting levels zone by zone or all zones at one time.
- NOTE: if it is bright outside you may need to close the slats on the blinds before attempting to bring the light fixtures up to full brightness. The brightness of the light fixtures is affected by the outside light levels.

## Main Light Switch – North Door

The light switch by the main entrance to the room is the more simple of the two switches. You cannot control banks or zones of lights with this switch, only the entire room.

### Turn On Room Lights:

1. Press the top of the button once to turn on all the room lights.
2. The lights will turn on and display as they did when they were last turned off. If the lights were dimmed when they were turned off the last time they will turn on in the dimmed state.
3. If they turn on in the dimmed state and you want all of them fully lit press the top of the button again and hold until they are fully lit.



### Turn Off Room Lights:

1. Press the bottom of the button once to turn all the room lights off. The setting for the fixtures will be saved in the switch's memory and will be used when the lights are turned on next.

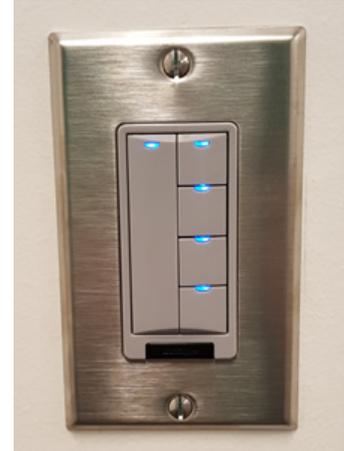
### Dim Room Lights:

1. Press the top of the button to turn on all the room lights.
2. Hold the bottom button until the lights are dimmed to your preference.
3. If the lights were already dimmed when you turned them on in step 1 but they are too dim, then press and hold the top of the button until the lights brighten to your preference.

## Presenter Light Switch

The Presenter Light Switch is located by the emergency exit door at the south end of the room. Here you can control the lighting of the entire room or adjust the light fixtures zone by zone.

There are two columns of buttons on this switch. The left side functions in a similar manner as the main light switch, with one button. The right column contains four separate buttons and allows you to control each zone and the entire room.



### Full Room lighting

#### Turn on Room Lights:

You can use either the left button or the bottom right button to turn on and off all light fixtures in the room.

1. Using left button: press the top of the button to turn on the lights.
2. Using the bottom right button: press the button to turn on all the lights.

#### Turn Off Room Lights:

You can use either the left button or the bottom right button to turn on and off all light fixtures in the room.

1. Using the left button: press the bottom of the button to turn off the lights.
2. Using the bottom right button: press the button to turn off all the lights.

#### Dim Room Lights:

You can dim the lights using the left button for the entire room.

1. Turn on all the lights by pressing the top of the left button.
2. Press and hold down on the bottom of the left button to dim the lights to your preference.

To increase the light level while the fixtures are dimmed, reverse the process. Press and hold the left button to bring the lights back up to your preference.

### Zone Lighting Controls

The room is split into 3 zones and is controlled by the buttons on the right side of the light switch. The top button controls the west row, the second button controls the middle row, and the third button controls the east row nearest the windows. The bottom button is used to control all three zones.

#### Turn On Lights in Each zone:

1. Press the corresponding zone button on the right side of the switch to turn on the lights.

#### Turn Off Lights in Each Zone:

1. Press the corresponding zone button on the right side of the switch to turn off the lights.

**Dim Lights in Each Zone:**

1. With the lights already on, press the button twice for the zone you want to dim until the blue lights on the buttons flash.
2. Press and hold the bottom of the left button until the lights are dimmed to your preference.

To increase the light level while the fixtures are dimmed, reverse the process. Press the button twice for the zone you want to change and then press and hold the top of the left button to bring the lights back up to your preference.

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