

The SiteSync™ commissioning worksheet is a spreadsheet that provides the information needed to precommission the fixtures. The end result of this is that when the fixtures are placed on the site, they will perform to the expectations of the user. Each piece of information is key to the SiteSync system being successfully programmed.

SECTION 1 - JOB INFORMATION

This section contains the reference information for the project.

14			
15	JOB INFORMATION	This section is NOT COMPLETE. Please fill in all fields.	
16	Job Name:		X
17	Customer PO #:		X
18	Sales Order #:		X
19	Job site city & state:		X
20	Job site ZIP code:		X
21			

- The Job Name, Customer PO#, and Sales Order # are needed to reference the job in SAP and for communication.
- The Job Site City, State and Zip are needed for the site location in order for SiteSync software to determine the sunrise/sunset times and also Daylight Savings Time parameters. Please note that this could be different than the Deliver to Address.
- Once a line item is completed, the red X turns to OK. When the section is complete, the warning at the top changes to "SECTION COMPLETE."

SECTION 2 - SOFTWARE & BRIDGE NODE DELIVERY

This section has two parts. The first part deals with how the customer receives the software and commissioning information. The second part is where the software and bridge node are to be delivered.

22			
23	SOFTWARE & BRIDGE NODE DELIVERY	Section is NOT COMPLETE. Please fill in all fields.	
24	# Bridge nodes required:	1	Note: Bridge Node, software, and tablet PC choices should be reflected on your PO as well. See your quote for reference.
25	# SiteSync seats required:	1	
26	Type of Order:	Click this cell and select an option from the drop down box.	X
27	Commissioning:	Click this cell and select an option from the drop down box.	X
28	Software Delivery method:	Click this cell and select an option from the drop down box.	X
29	Name:		X
30	Organization:		X
31	Address:		
32	Deliver to: Address:		X
33	City/State/ZIP		X
34	Phone:		X
35	e-mail:		X
36			

- Line 24 – The number of bridge nodes required are the number of USB Radio Dongles that the customer has requested. At least one is needed, but the customer has the option to purchase additional units with the line item SWBRG on the purchase order.

- ### SECTION 3 - FIXTURE TYPE INFORMATION & SETTINGS

This is where the fixture information is recorded in the worksheet. This information must match the Sales Order exactly in order for this commissioning sheet to be approved for production. Fixture types within a group each get a line.

[illegible]

- QTY – Total quantity of fixtures on this line.
- Catalog # - This contains the fixture catalog strand as created by the SAP configurator.

- Type # - Unique label for this fixture type
- Select the schedule you want to run on... - Choose the schedule from the drop down menu for which this group operates. You can select a different schedule if needed for Saturday and Sunday operation if it is different than the weekday schedule.
- Group # - Select from the drop down menu the group number that coincides with this fixture.
- Motion Master – For fixtures with motion control: NO indicates that when toggled the fixture acts individually or YES indicates the Motion Master Fixture controls the whole group.
- Delay (mins) – The Delay is the amount of time before the fixture returns to the low setting, when no additional motion is detected.
- Completion Status - Upon completion of each item, the completion status changes to OK.

SECTION 4 - SCHEDULE SETTINGS

This commission sheet allows you to define up to 5 schedules to use with the groups. If the project is more complex than this sheet allows, an addendum can be added to help define your project intentions.

SCHEDULE SETTINGS															
Complete up to five schedules for inclusion under fixture types above.															
You MUST complete schedule(s) #1															
Event #	SCHEDULE #1 - NO ENTRY			SCHEDULE #2 - NO ENTRY			SCHEDULE #3 - NO ENTRY			SCHEDULE #4 - NO ENTRY			SCHEDULE #5 - NO ENTRY		
	Time	Time Format	% Bright	Time	Time Format	% Bright	Time	Time Format	% Bright	Time	Time Format	% Bright	Time	Time Format	% Bright
#1		No Entry			No Entry			No Entry			No Entry			No Entry	
#2		No Entry			No Entry			No Entry			No Entry			No Entry	
#3		No Entry			No Entry			No Entry			No Entry			No Entry	
#4		No Entry			No Entry			No Entry			No Entry			No Entry	
#5		No Entry			No Entry			No Entry			No Entry			No Entry	
#6		No Entry			No Entry			No Entry			No Entry			No Entry	
#7		No Entry			No Entry			No Entry			No Entry			No Entry	
#8		No Entry			No Entry			No Entry			No Entry			No Entry	

SCHEDULE SETTINGS GRAPH

Please review and confirm that this represents your desired control strategy.

Fixtures will operate at the brightness level shown (typically 10% min.) when power is on.

Note: Sunrise is represented as 600, sunset as 1800.

- Time – Time is entered in a HHMM format.
- Time Format – This drop down menu gives you several choices for selecting format. “AM, PM and 24 Hour” represents a definite clock time. “From Sunrise, From Sunset” – represents astronomical times which are calculated based on location. Leave the time field blank, or enter (+/-) HHMM format to delay or advance dimming event.
- % Bright – Enter a number between 0 and 100 for desired percent brightness (light level).
- Schedule Settings Graph – This section graphically depicts the dimming schedule that is set up for the selected schedules.

It is possible that the complexity of your project does not fit within the confines of this worksheet. In that case it is recommended that a supplement be created to convey your intentions. It is also possible for an end user to create the SiteSync file to assist in this process.

If further assistance is needed, please contact your Hubbell Lighting representative.

GROUPS, SCHEDULES AND SETTINGS

SiteSync software defines a Group as a set of fixtures that operate under the same schedule. SiteSync software allows up to 16 groups, each capable of operating on up to 6 schedules. Groups can contain multiple types of fixtures.

A schedule is the daily routine of the fixtures. Each group has the capacity of operating on up to 6 schedules. Schedule routines can be set for each weekday, Saturday, Sunday, and up to 24 special dates. We recommend that during daylight hours, if the fixture is switched externally, by a photocontrol or other means, that the schedule is set to 100% for the fixture level, in case the fixtures needs to be turned on at any time during the day.

Lumen Maintenance can be selected for groups. This function adjusts the fixtures' output over time to compensate for LED and dirt depreciation. You can adjust this by the setting the life of the fixture, and the depreciation factor you want to use. This function helps ensure that at the end of fixture life (e.g. L70), the same brightness is offered by the fixture as when it was new.

MOTION CONTROL

Fixtures with occupancy sensors can be incorporated to control groups or zones of fixtures. It is possible to set up Master/Satellite situations so that when a master is toggled, the selected fixtures follow. Prior to a motion detection event, the fixture operates at the "low" brightness level, which is defined by the schedule. Upon a motion detection event, the fixture rises to the selected "high" brightness level until motion is not detected for the specific cycle duration. The fixtures are then returned to the "low" brightness level.

A selection of fixtures can be placed in a zone. A fixture with a motion sensor is able to control its own zone, and up to 4 additional zones. The program has the capacity to create up to 250 zones.

SITE MAP

It is strongly recommended that a site map be associated with a SiteSync project. This map would show the fixture locations, type, group, and motion control. It would help determine if repeaters are necessary to help carry the radio signal to locations that may be obstructed by a building, objects or distance. It is also helpful to give each fixture a unique identifier. This label would be used to identify fixtures on the site. When the fixture is loaded with the SiteSync program at the factory, a unique label is placed on the fixture and shipping box. This information allows the correct fixture to be installed in the correct place, and also aids in troubleshooting if any field service would be needed.