

# STEFFES ETS

## “THEBEN” TIME CLOCK SETTING INSTRUCTIONS

**NOTE:** *Battery back up in 120V time clocks is approximately 3 days. However, the battery in this clock is rechargeable once power is applied. 240V time clocks have a 5-8 year battery back up. The battery in this clock is not rechargeable.*

*Throughout the programming of the time clock, if there is approximately 40 seconds of inactivity (no buttons are pushed), the display will automatically reset to normal operation. If the clock resets and the program information you are entering or editing is not stored, the time clock will default to the previous settings. The new information will have to be reprogrammed.*

### SETTING THE TIME CLOCK: TIME, DATE, MONTH, YEAR & DAYLIGHT SAVINGS TIME (IF USED)

**NOTE:** *If “dat”, “dat 1”, “dat 2”, “dat 3”, or “no” is currently displayed, omit Step 1.*

1. Press and hold the “⊕” button. Then press and hold the “d” button until the display reads either “dat”, “dat 1”, “dat 2”, “dat 3”, or “no”. Then, release the buttons.
2. To set **daylight savings time (DST)**, press the “C1” button until “dat 3” appears (DST for North America). If DST is not to be recognized, press the “C1” button until “no” is displayed and proceed to Step 5.

**NOTE:** *Do NOT use “dat 1” or “dat 2” as they are used to set DST in other parts of the world.*

3. To set the **year**, press the “Prog” button once and a year will be displayed. Press the “d” button until the current year is displayed.

**NOTE:** *The year can be set from 1994 to 2039. If you happen to pass the current year while setting the clock, continue to press the “d” button. After the year 2039, the clock will start over at 1994.*

4. To set the **month** and **day**, press the “Prog” button again and four digits will be displayed. Press the “d” button to program the day of the month in the two digits on the left, and the “m” button to program the month in the two digits on the right.

**NOTE:** *If daylight savings time was set to be recognized in Step 2, a snowflake or a sun will appear in the clock display after the “Prog” button is pressed again. A snowflake indicates winter months (days between the last Sunday in October and first Saturday in April). A sun indicates summer months (days between the first Sunday in April and last Saturday in October).*

5. To set the **day of the week**, press the “Prog” button again. The day of the week should automatically be indicated by an arrow (1 = Monday...7 = Sunday). If the day is not indicated by an arrow, press and hold the “⊕” button. While holding the “⊕” button, press the “d” button until the correct day of the week is indicated.

**NOTE:** *Do NOT release the “⊕” button before pressing the “d” button or the clock will have to be reset, and you will have to start from the beginning with reprogramming.*

6. To set the **time**, press and hold the “⊕” button. Use the “h” button to set the hour and the “m” button to set the minute. Release the “⊕” button when the time is set.

**NOTE:** *240V time clocks display time in military time. (0:00 is 12:00 am, midnight.) 120V time clocks display time in non-military time (am and pm hours).*

## ***“THEBEN” Time Clock Setting Instructions Continued***

### **SETTING THE CHARGE (€ = OFF PEAK ) AND CONTROL (C = ON PEAK ) CYCLES**

***NOTE: Only the start times for each charge or control cycle are set. These do NOT need to be set in sequential order.***

1. Press the “Prog” button to set the first cycle of the program.
2. Press “ C1” to select “€” for a charge cycle or “C” for a control cycle.
3. To set the days (1 = Monday...7 = Sunday) for which this cycle is to occur, press the “d” button. The arrow indicator will flash above day 1. To select the day, press the “Prog” button. To bypass the day, press the “d” button and the arrow will move to the next day. Continue this procedure until all days are selected for the first cycle.
4. Set the start time for this cycle by pressing the “h” button to set the hour and the “m” button to set the minute.
5. Press the “Prog” button to store the first programmed cycle. The clock will automatically move to the next cycle.
6. Repeat the above procedure for each cycle of your program.
7. When all cycles are entered, press the “Prog” button until the display reads “End”.
8. Press the “⊕” button to return to normal operation.
9. To review the program cycles that have been entered, press the “Prog” button. Page through each cycle using the “Prog” button. When done, press the “⊕” button to return to normal operation.

### **CHANGING OR DELETING A PROGRAM CYCLE**

1. Press the “Prog” button repeatedly until the program cycle needing to be modified is displayed.
2. Press the “h” button to change the hour, the “m” button to change the minute, or the “C1” button to change from a charge (€) or control (C) cycle.
3. To add or delete days in the cycle, press the “d” button and the arrow above day 1 will flash. To delete a day, press the “d” button again. The arrow will automatically move to the next day. To select a day, press the “Prog” button. To get to the next day, press the “d” button again.
4. To delete a program cycle entirely, press the “Prog” button repeatedly until the cycle needing to be deleted is displayed. Press and hold the “m” button. Then press the “h” button. The program cycle is deleted.
5. To delete all program cycles, press the “Prog” button. Then press the “d”, “h” and “m” buttons simultaneously.

### **OVERRIDES**

1. To temporarily override a current charge or control cycle, press the “hand” button in the lower right of the clock. This will reverse the current program cycle. This override status will remain until the next program cycle time, or it can be canceled sooner by pressing the “hand” button again.
2. The time clock can also be held (fixed) in a charge or control status. To do so, press and hold the “m” button. Then press the “hand” button in the lower right corner of the clock to select the fixed off (control) position which will be indicated by a “•C” or the fixed on (charge) position which will be indicated by an “•€”. Follow the same procedure to cancel the override.

### **RESET**

1. To erase all settings, press the “RES” button. If the “RES” button is pushed, the face plate will display either “dat”, “dat 1”, “dat 2”, “dat 3”, or “no”. To reprogram, refer to the instructions above. It is recommended that this button is not used unless absolutely necessary.