SIEMENS

Tenant Override System

A simple, Web solution for controlling your environmental building system after-hours.

WORKING EARLY OR LATE ?	*TELEPHONE INSTRUCTIONS: FOR SAME DAY OVERRIDES*	*WEB BASED TOS EXAMPLES*
Turn on the lights and HVAC system after normal business hours without having to leave your desk. **The Tenant Override System (TOS) allows you to access your office's environmental controls through the Internet. Before you can use TOS, make sure that you have the following information:** **WebTOS URL:** **http://108.13.65.98/webtos/loginconfig.asp** **TENANT NUMBER :** **EMPLOYEE NUMBER :** **PASSWORD :**	**1.) Connect to the WEBTOS website, http://192.168.2.50/webtos/loginconfig.asp** **2.) Enter your tenant number,** **3.) Enter employee number,** **4.) Enter password,** **5.) Override a Zone "ON" for a particular duration, or Schedule the Zone "ON" for the future. Zone ID's are:** **1 = Lights 2 = AC & Lights** **NOTES:** **Hit the "HOME" Icon to go back in the web browser.** **Hit the "LOGOFF" Icon when finished scheduling WEBTos.**	*Requests that you want to happen right away using WebTOS.* You are working after hours and the air conditioning goes off, go to "Override a Zone for Today." *Requests that you want to happen after normal business hours end using WebTOS.* During the day you know you will be working after hours and want the air conditioning to stay on, go to "Override a Zone for Today." *Requests that you want to schedule for the future using WebTOS.* To schedule a future request or edit an existing request, go to "Schedule a Zone Override." You can select the frequency that best meets your needs. For example, you have the ability to schedule: • **Every Monday, Wednesday, and Friday for two weeks.** • **Every Tuesday and Thursday until a defined end date.** • **One particular day in the future.** • **Every Wednesday indefinitely.**

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