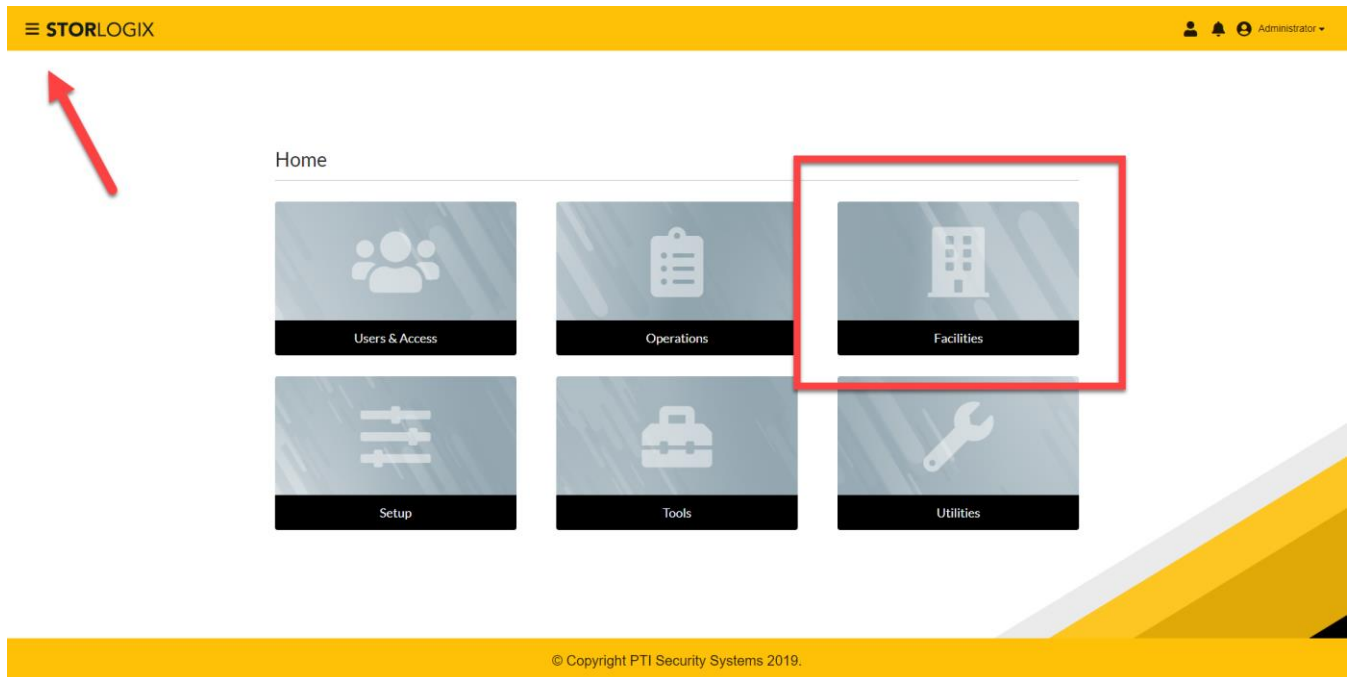# How to Edit Alarm Zones in StorLogix

Adding and Editing Alarm Zones

To add and edit alarm zones in StorLogix:

1. Click on your **Facilities** in the home screen. (Alternatively, you can click on the three bars in the top left corner to display the Navigation Menu)

2. You will be directed to the Buildings page. You should select **Alarm Zones** on the top navigation bar. This will change screens to a list of alarm zones by their name and status.

3. Click on the yellow button that says **Add Zone** on the top right.
   a. To edit an alarm zone, just double click on the row a specific alarm is on, and it will open a pop-up screen.

4. Upon clicking on "**Add Zones**", you will be presented with a pop-up screen with details to fill out. Once you fill out **Details**, click **Next** on the bottom right corner.

    a. **Sound Alarm Until Silenced or Cleared** will make the siren continue to sound until someone with the correct security level in StorLogix silences or clears the alarm.

    b. **Alarm Day Mode** and **Alarm Night Mode** alarms can be sounded for different length of times during the day or night, depending on site location, preferences and local ordinances. Sites in residential areas generally will have a shorter Sound Time during the Night and a longer one during the day, while those in industrial areas may want a longer sound time during the night.

5. The next screen will be the **Relays** screen, select the Relays to activate with the alarm. These will be the relay that the siren is connected to. Once you are finished, click **Submit**.

   a. The **Alarm Silence Relay** and the **Alarm Panic Relay** are used to create external buttons for the manager to use to trigger a panic alarm or to silence an existing alarm. These can be manual buttons or switches in the office or cash drawer, or a wireless pendant that the manager wears when on-site. Select the virtual relay here that will trigger each of these.

   b. **Delay Before Sounding** is the time in seconds that the keypad will flash this message before the relay is triggered. Generally, this should be set between 1 - 7 seconds, just long enough for the user to read the message.

   c. Selecting **Silence when Alarm Zone is cleared** will stop the alarm when the alarm zone is cleared.
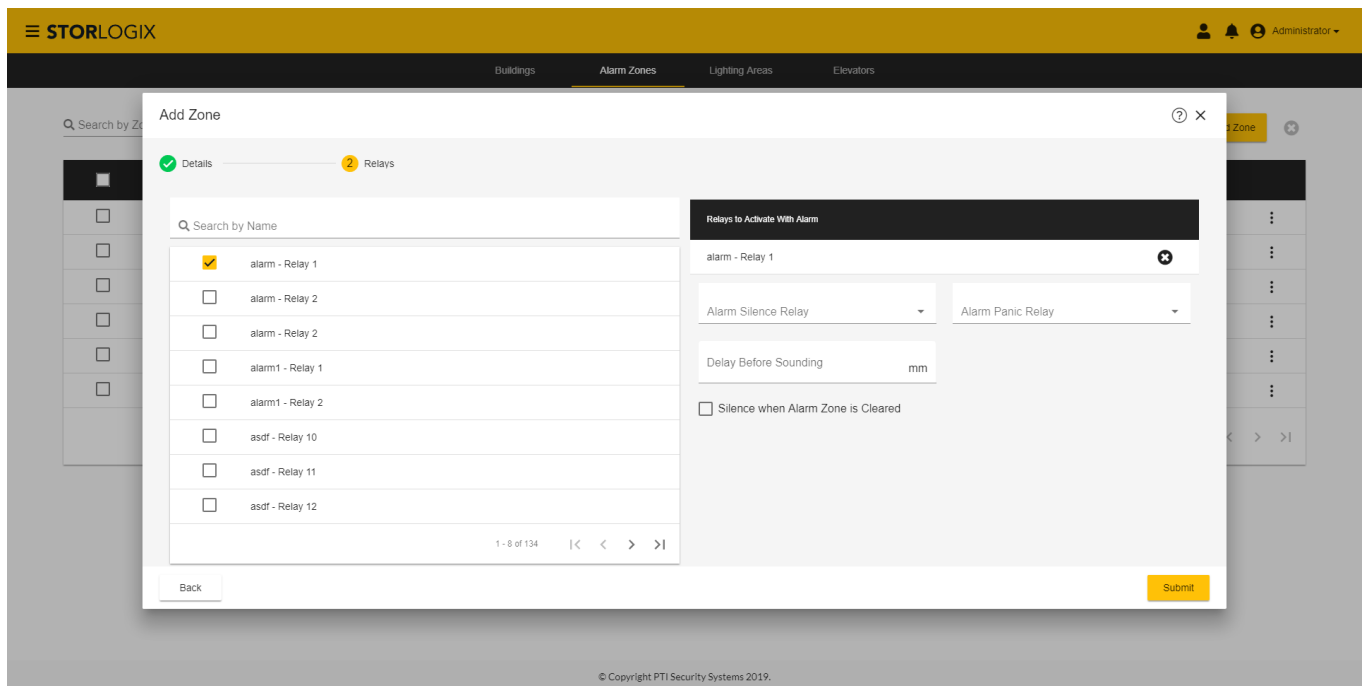
6. To **delete an alarm**, simply return to the Alarm Zones screen, and select the check box of the alarm. After you select the alarm(s), click the gray 'x' in the top right corner to delete them.