

Local Mode Download & Upload

On the controller navigate to the following

- 1. Setup/Run>Configure>Network
- 2. Select and Disable DHCP
- 3. Setup/Run>Configure>Network>Settings
- 4. Select and assign IP Address 192.168.0.1
- 5. Select and assign Subnet/IP Mask 255.255.255.0
- 6. Setup/Run>Configure>Network
- 7. Press Reset (Option Zero) on the keypad

On your laptop (Windows)

- 1. Disable Wifi
- 2. Click Start
- 3. Navigate to Control Panel
- 4. Select Network Connections
- 5. Right click on Local Area Connection
- 6. Left click on Properties
- 7. Ensure TCP/IP V6 is disabled or unchecked
- 8. Select TCP/IP V4 and click properties
- 9. Select Use the following IP Address
- 10. Assign IP 192.168.0.2
- 11. Assign Subnet Mask 255.255.255.0
- 12. Click Ok and or Apply
- 13. Close out the open windows

Connecting and retrieving the data

- 1. Ensure your laptop is plugged directly to your controller with a Crossover cable (won't work with a standard cat5)
- 2. Open Internet Explorer
- 3. Type in the address bar exactly 192.168.0.1 (no www or http)
- 4. Press enter and key in login credentials (factory default is admin / 0000)
- 5. Click logs on the top left
- 6. Select WebAdvantage Upload Format to download (may take several minutes to complete)
- 7. Save the file to your computer where you can locate it later

Uploading data to WebAdvantage

If the controller has never been connected to the server please email <u>Chris.Liebig@advantagecontrols.com</u> the exact model number and serial number of the controller before attempting to upload to server.

- 1. Login to the web server (enhanced)
- 2. Locate the controller you have data for and click Reports
- 3. Click history upload on the left
- 4. Click Choose File and select the file you saved to your computer
- 5. Click submit and the data will upload
- 6. You will now be able to view reports and history data once completed.

