

When shipped from the factory, the Essex Hand-E-Tap Series Switch has been pre-programmed with the most common settings for typical applications. The unique feature of the Hand-E-Tap is that it is field programmable for a variety of access control applications depending on specific needs. Please refer to the operating device specifications for application requirements.

### -----Factory Default Settings-----

**Relay On Time** – The Hand-E-Tap has been pre-programmed for a 5 second output. When the switch is tapped, the relay is activated for 5 seconds (N/O or N/C depending upon installation wiring). This setting can be changed from 1 to 60 seconds or toggled to tap on and tap off. Refer to Section 1 for changing factory relay settings.

**Tap Sensitivity** – The Hand-E-Tap can be set to various levels of tap sensitivity. Factory default setting is a *light* tap which requires less pressure to activate. This sensitivity can be set requiring more or less pressure to activate. Refer to Section 2 for sensitivity settings.

**LED Settings** – The LED's have been preset to normally off (no illumination while the Hand-E-Tap is inactive). When the faceplate is tapped and the relay is on, the LED's will alternately flash. A variety of LED settings are available in Section 3 of this guide.

**Audio Beeper Settings** – The Hand-E-Tap is factory set to beep once every second the relay is activated. The Hand-E-Tap is field programmable to change the setting frequency, turn off audio, or programmed to utilize the “finder mode” function. The “finder mode” provides a beep once every 10 seconds announcing the Hand-E-Tap location for sight impaired users. To change audio settings and to activate the “finder mode”, refer to Section 4.

### -----Customizing the Settings-----

#### Section 1 - RELAY ON TIME SETTING

The relay on time setting can be adjusted from 1 to 60 seconds or toggled to tap on and tap off. Press and hold the program button #3 on the back of the Hand-E-Tap. After 5 seconds you will hear 3 beeps indicating you are at the “0” setting. If you wish to utilize the tap on – tap off feature, simply release the program button. To set an output time, press the program button for the desired seconds (1 per second). When finished, wait 5 seconds and the Hand-E-Tap will beep 3 times confirming the settings.

Example: To set relay for a 4 second on time, press and hold the program button (#3) for 5 seconds. After hearing 3 confirmation beeps, release button and press 4 times and release. After about 5 seconds you will hear 3 confirmation beeps indicating setting is complete. NOTE: Do not let more than 5 seconds elapse between presses or system will reset.

#### Section 2 - PROGRAMMING TAP SENSITIVITY

The Hand-E-Tap can be set to various levels of tap sensitivity. Factory default setting is a *light* tap which requires less pressure to activate. This can be set up for minimum sensitivity requiring more pressure to activate. Press buttons 2 and 3 at the same time on the back of the Hand-E-Tap to program tap sensitivity. A double beep indicates they are both pressed. Hold for 5 seconds to enter programming mode (3 beeps) then release.

Press button 1 for minimum (hard) tap sensitivity

Press button 2 for mid tap sensitivity

Press button 3 for maximum (easy) tap sensitivity (default)

### **Section 3 - LED SETTINGS**

The LED's can be set to a variety of outputs as noted below. To change LED settings, simply press and hold the program button #1 on the back of the Hand-E-Tap for 5 seconds until you hear 3 beeps indicating you are at the "0" setting. Release button and press the desired number of times for the corresponding setting. When finished, wait 5 seconds and the Hand-E-Tap will beep 3 times confirming the settings have been successfully programmed.

0 presses – Normally Off – Both LED's continuously lit while relay active.

- 1- Normally Off, will flash On once with Hand-E-Tap button press
- 2- Normally Off, will flash both LED's while active
- 3- Normally Off, will flash LED's alternately while active (default)
- 4- Normally On, will flash Off once with Hand-E-Tap button press
- 5- Normally On ,will flash Both LED's while active
- 6- Normally On, will flash LED's alternately while active
- 7- Left LED Normally On, right LED On while active
- 8- Right LED Normally On, left LED On while active
- 9- LED's controlled externally

### **Section 4 - AUDIO BEEPER SETTINGS**

To change the audio beeper settings, press and hold the program button #2 on the back of the Hand-E-Tap for 5 seconds until you hear 3 beeps indicating you are at the "0" setting. Release button and press the desired number of times for the corresponding setting. When finished, wait 5 seconds and the Hand-E-Tap will beep 3 times confirming the settings have been successfully programmed.

0 presses - No Beeps

- 1- Beep once with Hand-E-Tap button press
- 2- Beep at 1 second interval while active (default)
- 3- No beeps - Finder Beep activated (10 sec interval)
- 4- Beep once with Hand-E-Tap button press plus Finder Beep (10 sec interval)
- 5- Beep at 1 second interval while active plus Finder Beep (10 sec interval)

### **FINDER MODE AUDIO SETTINGS**

If the audio beep settings; 3, 4 or 5 was selected above, you can change the audio level of the "finder beep". Press program buttons 1 and 2 at the same time. A double beep indicates they are both pressed. Hold for 5 seconds to enter programming mode (3 beeps) then release.

Press button 1 for longer (louder) beep

Press button 2 for medium finder beep

Press button 3 for short (quieter) beep (default setting when finder beep is enabled)