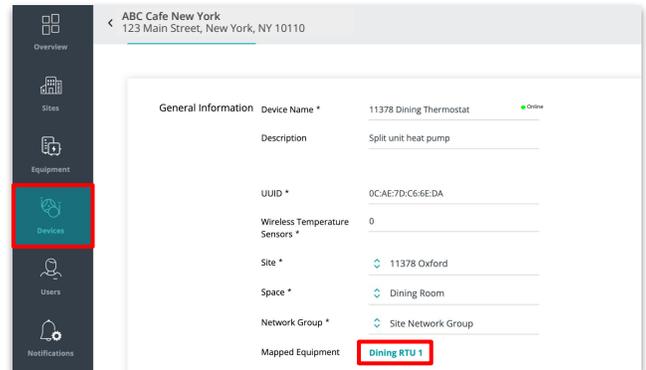


1

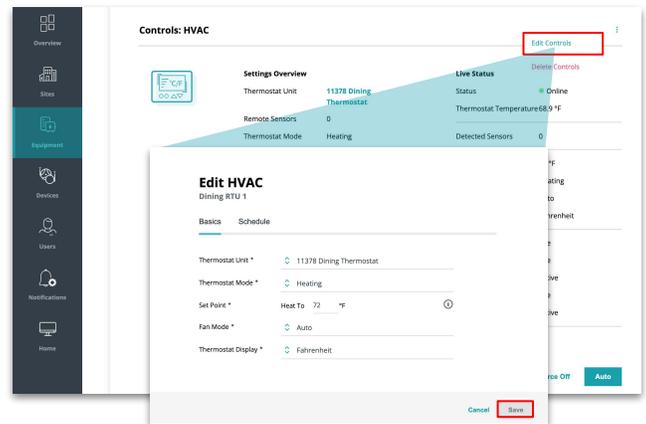
Click the Devices tab within a Site menu, and select the Thermostat/ Equipment that needs adjustment.

Click the **“Mapped Equipment”** button.



2

Click the 3 vertical dots in the top right corner of the Controls: HVAC section, then click **“Edit Controls”**.



3

Scroll to **“Advanced Settings”**. To enable local adjustment, toggle the button to **“On”**. This will allow the user to set the setpoint limits to +/- 1 or 2 degrees and set the timer for when temps should return to original values. Click **“Save”**.

Click the **“Auto”** button on the bottom right and then select the **“Confirm”** button to finalize set points.

