

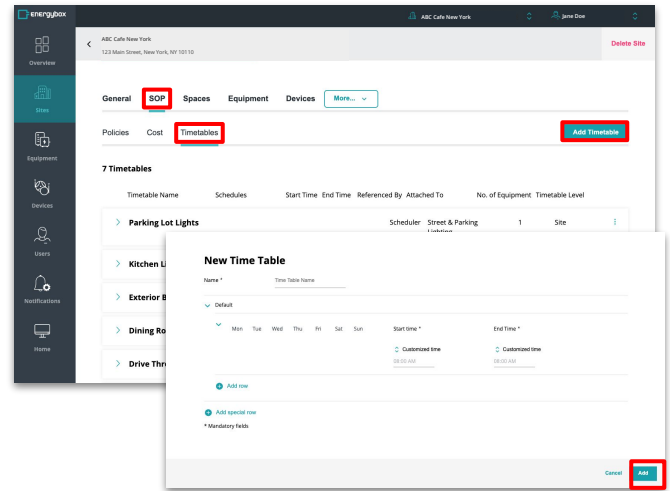
Quick Guide - Admin Portal

Setting Up Lighting Schedules



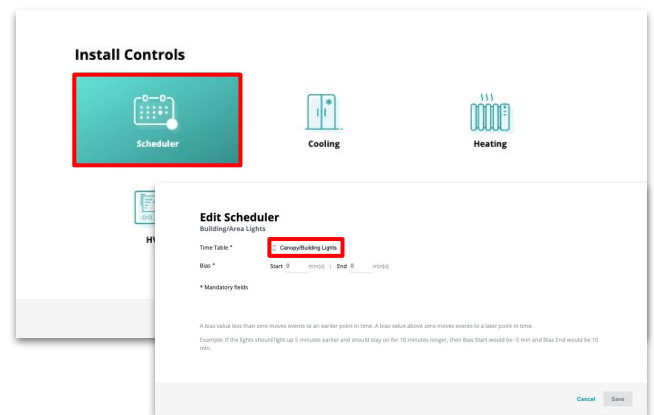
1

Go to the **SOP** tab, click **Timetables**, then **Add Timetable**. Name the time table Ex: Canopy Lights, Indoor Lighting, Building Lights, etc. Choose the days the schedule will take place. Enter the lighting start and end times. Click **Add**.



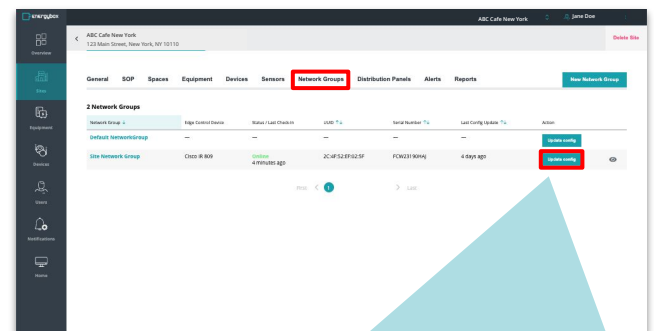
2

Find/select the piece of equipment that needs the Timetable applied. Click **Add Controls**. Click **Scheduler**. Select the desired timetable in the Timetable drop down. Click **Add** in the bottom right.



3

Go back to the Sites menu and select the site you were working on. Click on the **Network Groups** tab and click the **Update Config** button to the right of the Site Network Group.



Update config