

Office Pro UPS1000VA/1500VA Users Manual

IMPORTANT SAFETY INSTRUCTIONS

SAVE THESE INSTRUCTIONS –

This manual contains important instructions that should be followed during installation and maintenance of the UPS and batteries.

CAUTION-

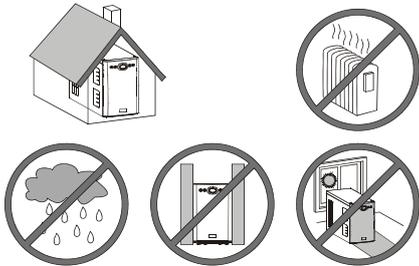
- Intended for installation in a controlled environment.
- Maximum ambient temperature 95°F.
- Servicing of batteries should be performed or supervised by personnel knowledgeable of batteries and the required precautions. Keep unauthorized personnel away from battery.
- To reduce the risk of fire, connect only to a circuit provided with 20 amperes maximum branch circuit overcurrent protection in accordance with the National Electric Code, ANSI/NFPA.

SETUP

1 Inspection

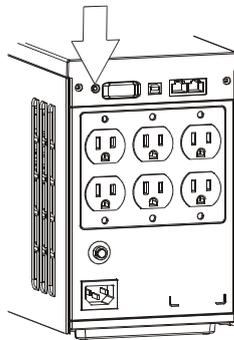
Inspect the UPS upon receipt. Notify the carrier and dealer if there is damage. The package is recyclable; save it for reuse or dispose of it properly.

2 Placement



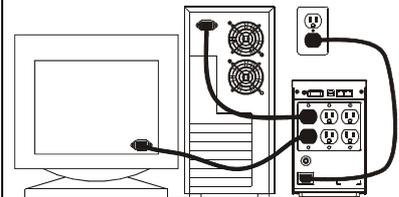
3 Check the Site Wiring Fault Indicator

Caution: If the site wiring fault indicator lights, get a qualified electrician to correct the building wiring.



4 Connect the loads

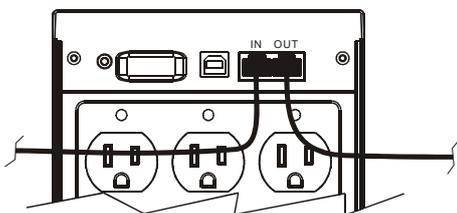
First, connect the UPS to the AC input power source. Next, plug your computer, monitor, or other devices into the receptacles on the rear of the UPS. To use the UPS as a master "On/Off" switch, make sure that all of the connected devices are switched "On".



Caution: To prevent an overloading condition, do not connect a laser printer to the backup outlets. These UPS outlets provide battery power to the connected equipment when utility voltage is outside acceptable limits.

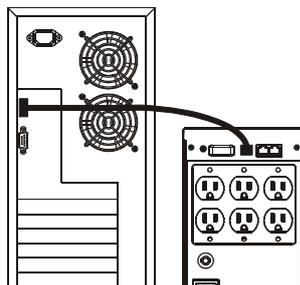
5 RJ11/RJ45 Connector

(Optional) Provide an RJ11/RJ45 connector to extend the connection of telecommunication/network cable.



6 Connect Computer Interface Port

(Optional) Connect the optional interface cable to the USB interface port on the back of the UPS. Connect to the computer. See software documentation for installation instruction.

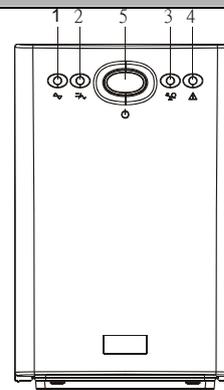


7 Operation Test

1. Connect the UPS to the wall receptacle.
2. Press the Power button on the front panel, verify that the Green Line (⎓) LED is on.
3. Connect your computer equipment to the receptacles on the back of the UPS. Unplug the input power cable of the UPS from the wall receptacle to check if the Line (⎓) and Inverter (⎓) LED are flashing every 2 seconds. Verify that the audible alarm is beeping.
4. The ups is now running on internal battery to support the connected equipment.
5. Reconnect the ups to the wall receptacle to complete the test. The audible alarm will silence and the Green Line LED will be visible.
6. IMPORTANT: Plug the UPS into the wall outlet to charge the internal battery for a minimum of 8 hours prior to using the UPS.
7. STORAGE:
 - Store at -15 to +30 °C (+5 to +86 °F), charge the UPS battery every six months.
 - Store at +30 to +45 °C (+86 to +113 °F), charge the UPS battery every three months.

FRONT PANEL EXPLANATIONS

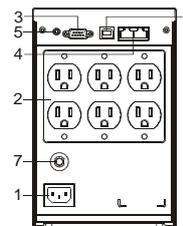
1. Line LED (⎓):
Green LED remains lit when incoming utility power is normal.
Green LED flashes every 2 seconds when the UPS is in battery charging mode.
Green LED remains lit and audible alarm beeps continuously when the UPS is in overload condition.
2. Inverter LED (⎓):
Yellow LED flashes every 2 seconds and audible alarm beeps continuously during a power failure.
3. Overload LED (⚡):
Red LED remains lit and audible alarm beeps continuously when the UPS is in overload condition.
4. Check Battery LED (⚠):
Red LED flashes every 0.5 seconds and audible alarm beeps every 0.5 seconds when UPS is in battery low condition.
5. Main Switch:
 - a. To power on/off the UPS when incoming Utility power is normal.
 - b. To enable "DC-Start" Function when Utility fails. (To enable DC Start properly, you are recommended to connect <80% output load with the UPS only). When using the "DC-Start", ensure the equipment connected to the UPS is switched on. It is not recommended to add other equipment after the DC-Start function is activated.



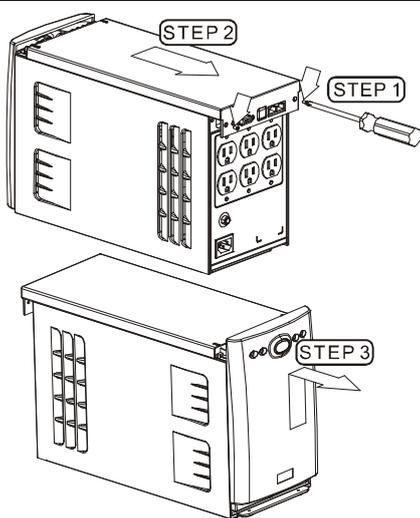
REAR PANEL EXPLANATIONS

1. AC Inlet
2. Backup Outlets: 6pcs NEMA5-15R
3. True RS232 interface port(Optional)
4. RJ11/RJ45 connector
5. Site Wiring Fault Indicator
6. USB Interface(Not supplied, if the RS232 interface is built)
7. Input fuse.

Fuse:
1kVA: 12A/ 250V
1.5kVA: 15A/ 250V

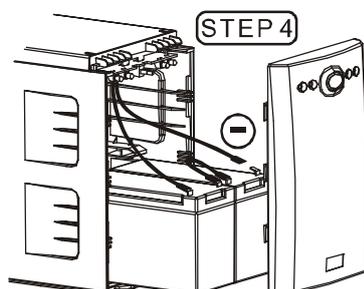


REPLACING THE BATTERY



Note: Once the battery is disconnected, the loads are not protected from power outages.

1. Use a phillips head screwdriver to remove the two top cover screws and slide back the cover Please refer to the figures STEP 1 through STEP 4.
2. Gently pull the batteries out of the UPS.
3. Loosen the black wire from the negative (-) terminal and red wire from the positive (+) terminal.
4. Connect the battery leads to the new batteries.
5. Note: Small sparks at the battery connectors are normal during connection.
6. Slide the batteries into the UPS.
7. Close the front panel and fasten two screws.
8. Dispose of the old batteries properly at an appropriate recycling facility.



TROUBLESHOOTING

If your UPS malfunctions during operation, please check the table below. Please consult Orion Power Systems Online Technical Support or call Orion Power Systems for assistance with problems that cannot be resolved using the troubleshooting guide.

Situation	Check Items	Solution
Utility power is normal but the 'Line' LED is not on.	1. Is the power switch on? 2. Is the fuse good? 3. Is the power cord loose?	1. Press Power On button on front of unit. 2. Replace fuse with same rating. 3. Re-connect the power cord properly.
'Inverter' LED flashes every 2 seconds but no output	Battery voltage is too low	Recharge the UPS for 24 hours.
Audible alarm beeps continuously when Utility power is normal.	Check for overload condition	Reduce connected load by removing one or more devices.
Alarm buzzer beeps for 10 seconds followed by UPS shutdown		Reduce connected load by removing one or more devices.
No LEDs display on the front panel		Contact Orion Power Systems Technical Support
UPS does not provide expected back up time.	1. The UPS battery is weak due to recent outage. 2. The UPS battery is near the end of its service life.	1. Charge the battery. 2. If the battery is near the end of its service life, replace the battery.
The UPS operates normally, but the site wiring fault indicator is lit.	Building wiring error such as missing ground or hot to neutral wire reversal.	Have a qualified electrician correct the building wiring.
UPS switch is on, but UPS does not operate	Is the incoming Utility power normal?	If Utility power is normal, connect ups to wall receptacle first then switch on UPS.