LUTRON®

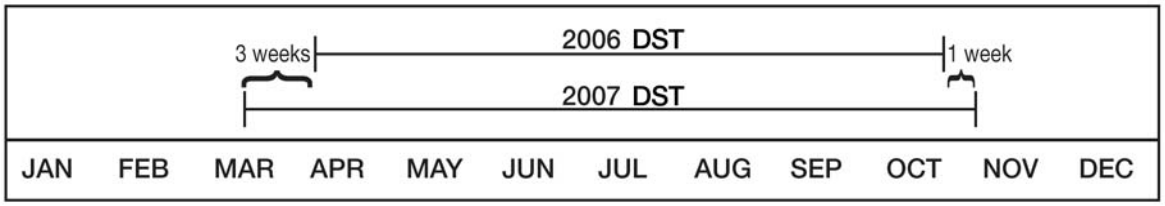
Technical Service Bulletin

APPLICATION NOTE **143**

Daylight Saving Time Changes in United States 2007

Overview

As part of the Energy Policy Act of 2005, the U.S. Congress has made changes to the start and end dates of Daylight Saving Time (DST), beginning in the Spring of 2007. Currently, those areas that participate in DST set their clocks ahead one hour on the first Sunday in April, and back one hour on the last Sunday of October. With the new legislation, those dates move to the second Sunday in March and the first Sunday in November.



Because most Lutron lighting control systems have internal timeclocks that automatically adjust their time using the old DST rules, this can impact the operation of those systems. For these systems, fixed-time lighting events will occur one hour late during the three week period and one hour early during the one week period illustrated above.

What To Do

1. If you are unsure as to whether the DST changes will affect you or you want to learn more about the issue, read the Frequently Asked Questions on pages 2-4 before proceeding to step 2.
2. Determine which type of system(s) you have. Look at the documents that were provided with your system or the labels on the equipment itself to determine what product line you have. If you are having difficulty figuring out what type of system you have, you can call our technical support center at the number shown below. Please give them your Job Number if it is available. If you received this bulletin via US mail, the Job Number should be on the mailing label on the envelope.
3. Use the index in this document to find the pages about the system(s) you have and review the options that are available to you.
4. Decide among the options and then make arrangements with your staff, your contractor, or Lutron Field Service, as appropriate.
5. If your plan doesn't include changing the DST settings in your system, mark your calendar for both the old and new DST dates and educate your staff about the issue.
6. Keep this information with your system documentation so that you are prepared for any future DST changes.

Need additional assistance? Call the Lutron Technical Support Center *1-800-523-9466.*
For the latest and most complete information, visit www.lutron.com/DST

Frequently Asked Questions - 2007 Daylight Saving Time

Why is Lutron concerned about Daylight Saving Time changes?

The US Congress has changed the dates for Daylight Saving Time (DST) to be effective in 2007. Although this should save the country energy, complications can arise for systems that have timeclock functions that utilize the pre-2007 Daylight Saving Time rules. Lutron wants to make you aware of how this change could affect you and help you determine the best solution to alleviate any inconvenience that it may create. For buildings that have lights turn on and off automatically based upon the time of day, this DST change may cause unexpected lighting outages throughout the building if it is not dealt with in advance.

Will this affect buildings in locations that don't observe Daylight Saving Time (DST)?

No. If you are in a location that doesn't observe DST, you have no cause for concern and don't need to take any action at this time.

How did Daylight Saving Time (DST) get changed?

As noted above, Congress made the decision to revise DST in the interest of saving energy. Both the Spring time change and the Fall time change are affected. The Spring change will occur three weeks earlier than it has in the past. For 2007, clocks will be set forward one hour on March 11 (instead of April 1). The Fall change will occur one week later than it has in the past. For 2007, the clocks will be set back one hour on November 4 (instead of October 28). Congress will evaluate the results after the first year and decide whether to continue the 3-year test period, or go back to the pre-2007 DST dates.

How will this affect the lighting in a building?

In a typical building, some or all of the lights may be controlled by an internal timeclock. In an office building, for example, the internal timeclock might turn lighting on at 6:30 AM in preparation for the 7:00 AM arrival of employees and turn them off at 6:30 PM after they have gone home for the day. In some cases, there is some type of control (keypad, dimmer, etc.) on the wall that allows employees to manually turn lights on and off, but in many cases the timeclock is the only device controlling the lights. Parking lot lights, stairwell lights, and other critical lights are often limited to control via timeclock because of the fear that they will accidentally get turned off at the wall control if one exists.

Returning to the example above, if the DST settings in the lighting system are not revised to match the 2007 rules, lights will come on an hour late after March 11, 2007 (the new Spring DST change date). As a result, employees arriving at 7:00 AM will have a dark building until 7:30 AM. This situation will persist for 3 weeks, until the automatic adjustment of the timeclock (using the old DST rules) occurs and the lights operate correctly again. On October 28, 2007 the timeclock will make its automatic adjustment (using the old DST rules again) and the lights will turn off an hour earlier than intended, once again leaving employees in the dark. This situation will only persist one week, after which the new Fall DST change date arrives and the timeclock will be correct again. This pattern will repeat every year until the timeclock is updated to the new rules (or if Congress decides to go back to the old rules).

Frequently Asked Questions (continued)

How do I know whether or not this will affect my building?

Your building will be affected if it has lighting controlled by a timeclock and the lighting is programmed for ***fixed-time*** events. Many customers do not know if they have a timeclock, so we have included examples that may help you determine your situation.

Examples of situations where you WILL be affected by the DST change:

- Some of your lights turn on or off automatically at specific fixed times of the day (e.g. they turn on at 6 AM and they turn off at 6 PM).
- You have a Digital microWatt™ system.

Examples of situations where you WILL NOT be affected by the DST change:

- Some of your lights turn on and off automatically, but it is at a time based on sunrise and sunset (e.g. the lights turn on 30 minutes before sunset) and thus the time that the lights turn on or off changes with the seasons.
- Some of your lights turn on and off automatically, but it is based on whether or not the rooms are occupied (i.e. motion or occupant sensors are used), but not based on the time of day.
- Some of your lights turn on and off automatically according to how dark it is outside (i.e. a photocell is used), but not based upon the time of day.
- Your lights never change automatically – you have to press buttons on a control to operate them.

In summary, if any of your lights automatically change at a fixed time of day, those lights will be affected by the DST change and you will need to take proactive steps to ensure that your lights continue to operate as expected.

I'm still confused – how can a change in the DST rules cause issues of this sort?

With a typical clock that hangs on the wall, you have to take the clock down once in Spring to adjust the clock forward and once in Fall to adjust the clock backward. On the Sunday morning of the time change, you wake up and all of your clocks are "wrong". With the timeclocks in Lutron's lighting system, there is programming that makes those two yearly time-changes automatically, so the customer doesn't have to remember to change the time twice a year. Now that Congress has changed the rules for when DST occurs, the timeclock is wrong for 3 weeks during Spring and 1 week during Fall. In many of the systems, the programming can be changed to match the new rules. In some cases it is a very simple change, but in other cases it can require hardware and/or software upgrades. For a few of our systems, the DST settings are not changeable and the only solution is to disable the automatic DST adjustment and then manually change the time twice a year.

What can I do to avoid lighting outages?

For most of our systems, the DST settings can be changed to match the new dates that Congress has selected. This is a one-time change, unless Congress changes them again. This Technical Service Bulletin outlines how each of our system types is affected and what options are available to correct the issue. Once you have identified which system type(s) you have, you will be able to read about your options. In many cases, your staff or local contractor can make the change. Lutron's 24-hour Technical Support is available if a problem arises. Some customers will need to schedule a Lutron Service Technician to come to make the changes (standard service visit charges will apply). It is best to address the issue well before the scheduled time change because our Technical Support and Field Service teams will be very busy taking care of customers during the week of the change. Lutron is making every effort to minimize the impact of the DST change on all of our customers.

Frequently Asked Questions (continued)

Is this covered under my Service Plan?

Customers with Gold or Platinum Service Plans can have this change made during their annual Preventive Maintenance visit at no charge. If you are on one of these plans, please contact us to schedule your visit if it hasn't already been scheduled. Customers with Silver Plans should send an email to mratushny@lutron.com or lclark@lutron.com if they are in a situation where they need special assistance with this issue.

What Lutron System Do You Have?

GRAFIK™ Systems 6
GRAFIK 5000, GRAFIK 6000, GRAFIK 7000

GRX 3000 and 4000 Series Products (Using TCWin or Liaison software) 23
GRX-PRG, GRX-IA-PRG, GRX-ATC, GRX-AV-RS232/ATC, GRX-AV-RS232/ATC-S

Digital microWATT™ 49
DMW-SVR-A/B/C/D, DMW-SVR-A/B/C/D-LA

RP Systems 55

LCP128™ (LCP), Softswitch128™ (XPS), and RPT Systems 56

Orion® Systems 61
MLE-1, MLE-2, MLE-3, MLE-4

Determine your Software Version

GRAFIK Systems use either eLumen™ software or Setup and Operate software. To determine which your system uses, check the desktop screen of the computer that controls your System. Once you determine your software, there are two steps you will need to complete. Follow the instructions provided to update your database, and then compile and transfer the updated information to your processor.

- A system running *eLumen* has desktop icons for ControlIT™ software and DesignIT™ software (proceed to page 7).

- A system running Setup and Operate has desktop icons for Setup and Operate (proceed to page 15).

If you did not purchase Lutron software or a Lutron-supplied computer with your system, you will not be able to make the DST changes yourself. You may want to review pages 2-4 to reconfirm that your system will be affected by the DST changes. If so, you can schedule a Field Service visit by calling (800) 523-9466 and selecting option 4, then option 1.

eLumen™ - Updating the PC

You must update the DST settings of your PC to the new 2007 settings so that the time on your PC changes automatically on the correct dates. When a system transfer occurs in eLumen, the processor time for all processors in the system is synchronized with the time on the PC.

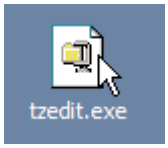
The following instructions detail how to update the DST settings on your PC. If your computer is managed by an IT department, you may want to contact them before continuing with this section of the update.

Please note that the following information was provided by Microsoft. Microsoft does not support DST updates for all Microsoft Windows Operating Systems. This documentation covers DST updates for Windows XP and Windows 2000 Operating Systems only. If your PC is not running one of these operating systems or if you want more information from Microsoft about updating your PC, go to: http://support.microsoft.com/dst2007

Please note that the DST settings on your PC may already have been updated by your IT department or by a Microsoft Windows Automatic Update. Running the update on a PC that is already updated should not cause any problems.

1. Download the tzedit.exe program from Microsoft by clicking the following link: http://download.microsoft.com/download/5/8/a/58a208b7-7dc7-4bc7-8357-28e29cdac52f/tzedit.exe

   Place this file on the desktop of the PC running Lutron software.



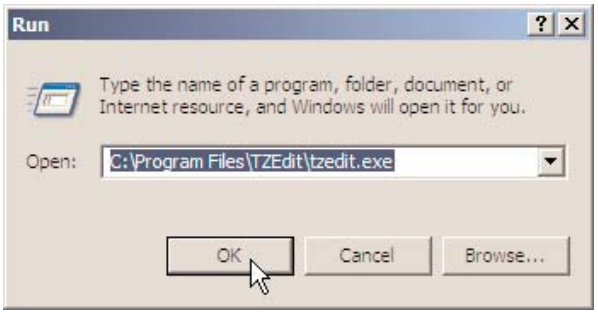
2. Close all programs running on your PC.
3. Double-click on this file to launch the self-extraction tool. The **WinZip Self-Extractor** Window will appear.
4. Unzip the files to the C:\Program Files\TZEdit directory. Click the **Unzip** button to start the unzip process.

5. A window will appear prompting you that the **2 file(s) were unzipped successfully**. Press the **OK** button to close this window.

6. Close the **WinZip Self-Extractor** window by clicking the **Close** button.

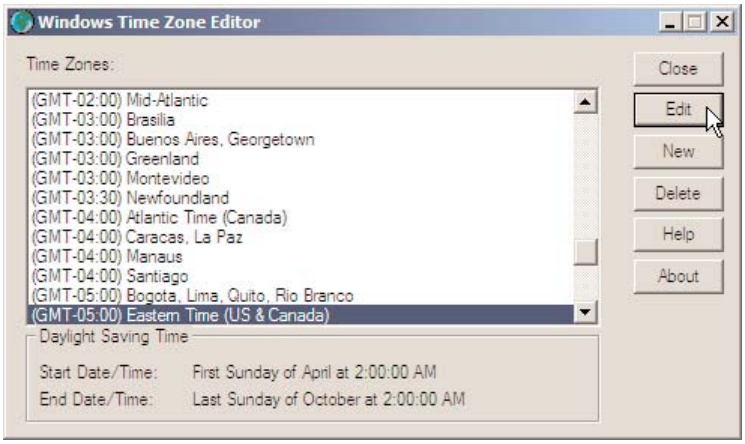
7. Run the TZEDIT program by clicking on the **Start** button (on the taskbar) and select **Run**…
8. In the **Run** Window, type the following command:

   C:\Program Files\TZEdit\tzedit.exe



   (Alternatively, you can use Windows Explorer to browse to the location specified by the Self-Extractor tool and double-click the TZEDIT Utility Application to launch the Time Zone Editor Utility)

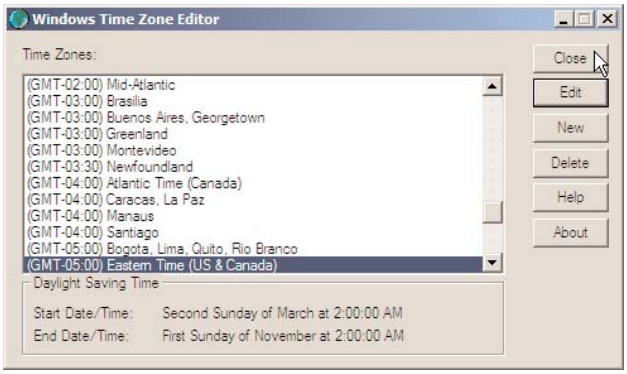
9. The **Windows Time Zone Editor** utility window will appear. The current time zone selected on your PC will be highlighted.
10. The current DST settings for your PC will be displayed at the bottom of the Windows Time Zone Editor. Check to see if the DST settings are set to either:
    a. The Original DST settings, which are:
       - Start Date/Time: **First Sunday** of **April**
       - End Date/Time: **Last Sunday** of **October**



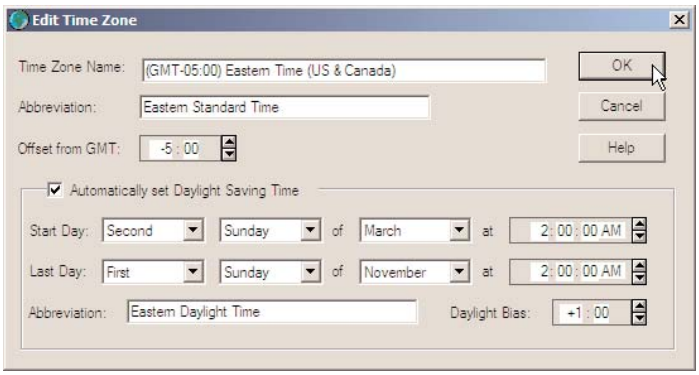
OR:

b. The New 2007 DST settings which are:

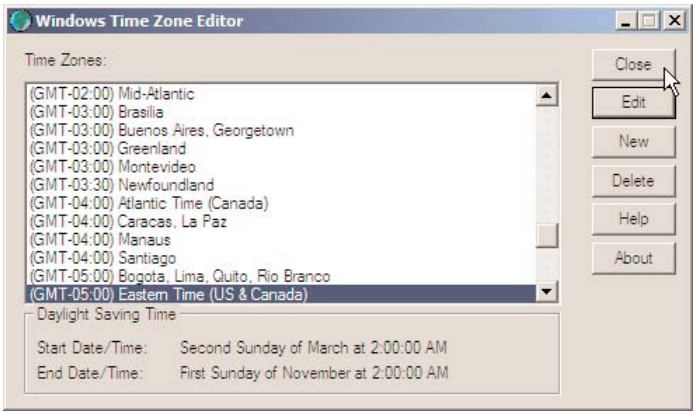
- Start Date/Time: **Second Sunday** of **March**
- End Date/Time: **First Sunday** of **November**



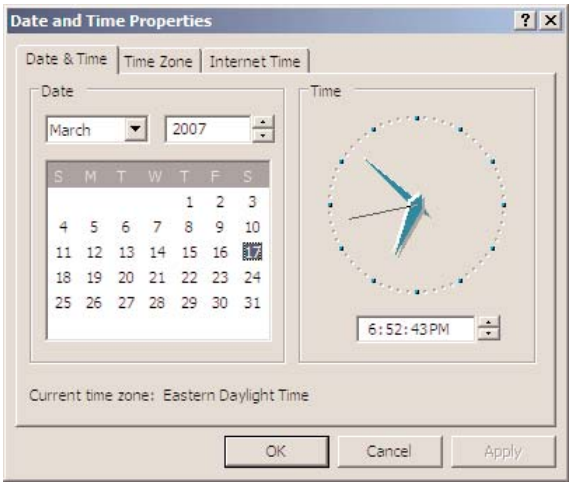
11. **If you see that your PC is set to the New 2007 DST settings, your PC has been updated – Skip to Step 21**. Otherwise, if you see the Original DST settings, continue onto the next step in this procedure.
12. To change the DST settings on your PC, click on the **Edit** button. The **Edit Time Zone** Window will appear. Modify the DST settings to the following:
    - Start Day: **Second Sunday** of **March** at 2:00:00 AM
    - Last Day: **First Sunday** of **November** at 2:00:00 AM



13. When you are finished, press the **OK** button to close the **Edit Time Zone** Window.
14. Press the **Close** button to close the **Windows Time Zone Editor** Window.

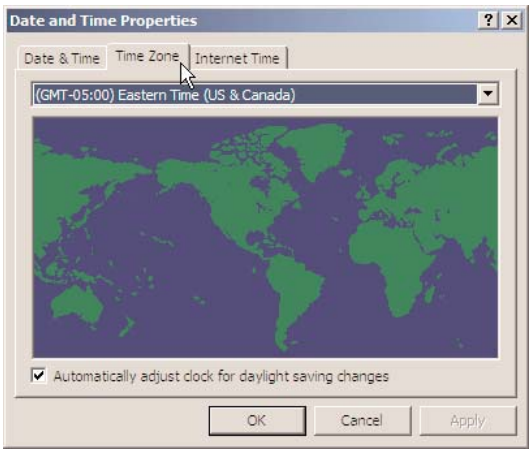


15. Display the **Date and Time Properties** Window by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



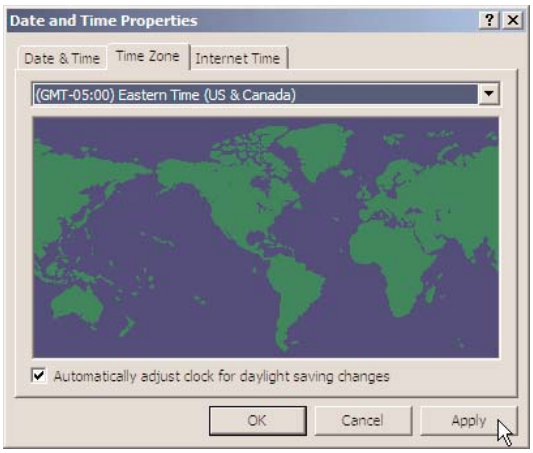
16. Click the **Time Zone** Tab. Write down which Time Zone is currently selected on the line below.

Time Zone: _____

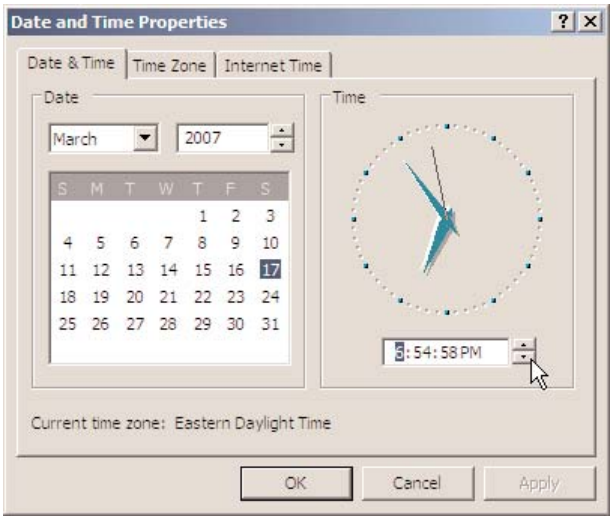


17. Select a Time Zone **other than** the one currently selected and click **Apply**.

18. Reselect the original Time Zone again (the one that you wrote down) and click **Apply**, then click **OK** to close the Window.



19. You must now restart your computer. To restart your PC, on the taskbar, click **Start -> Shut Down -> Restart -> OK.**
20. After your computer restarts, confirm that the DST settings are correct. To do this, repeat steps 7 through 11 of this section of the procedure. If you reach this step of the document a second time, go to http://support.microsoft.com/dst2007 for technical support from Microsoft.
21. Verify that the current time on your PC is correct. You can view your current time by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



22. If the time is not correct, change the time to the correct current time and click the **Apply** button to save the change. Click **OK** to close the **Date and Time Properties** Window.

The DST Settings for your PC have been updated to the 2007 DST Settings based on the United States Congressional 2005 Energy Policy Act.

Please note that Congress has reserved the right to reverse or modify this change.

eLumen™ - Updating the System

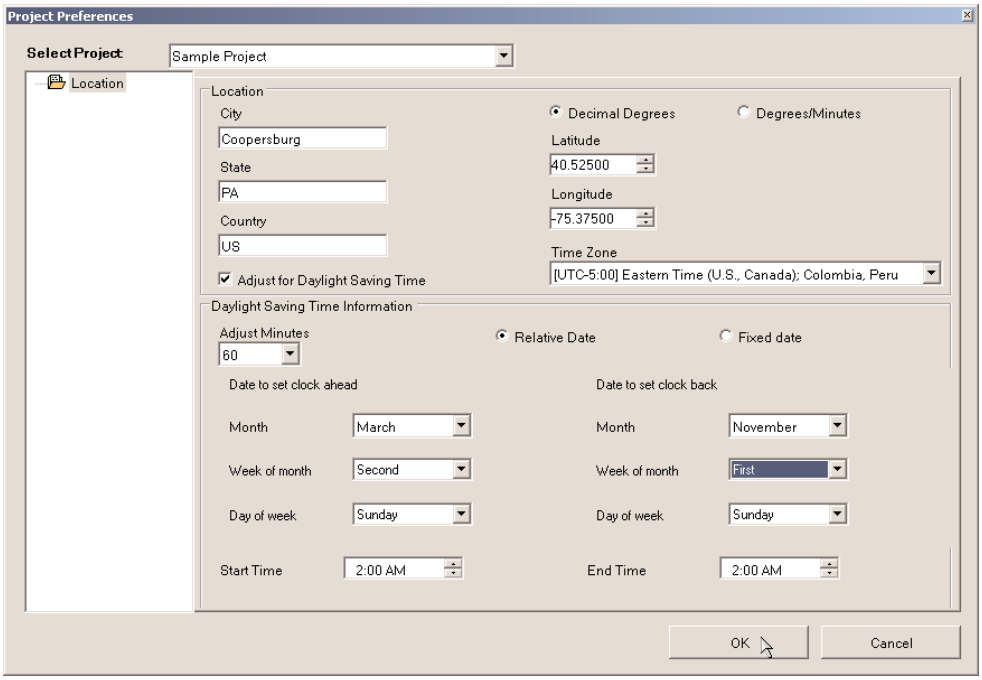
Verify that the computer running the *eLumen* software is properly connected via Ethernet cable to the system.

First, update your database

1. Double-click the DesignIT™ icon on the desktop to launch the software.

2. Type in your username and password in the login window, and click **OK**. If unknown, try “lutron” for both.
3. Select **Tools** on the menu bar.
4. Click **Project Preferences** on the drop-down menu.

5. The bottom half of the window will show the current Daylight Saving Time information.
6. Change the beginning date of Daylight Saving Time to the second Sunday in March. Change the ending date of Daylight Saving Time to the first Sunday in November.
7. Click **OK**.

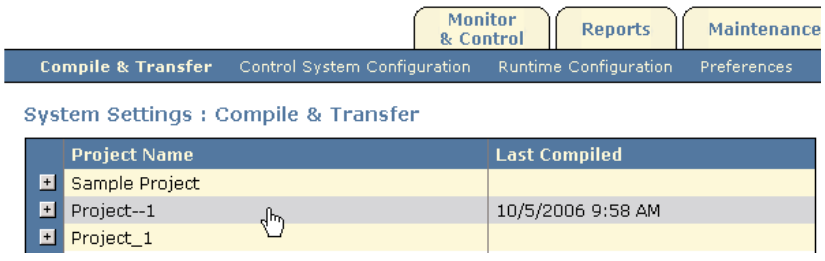


8. Select File on the menu bar.
9. Click Exit on the drop-down menu.
10. *DesignIT* automatically saves your new settings to the database.

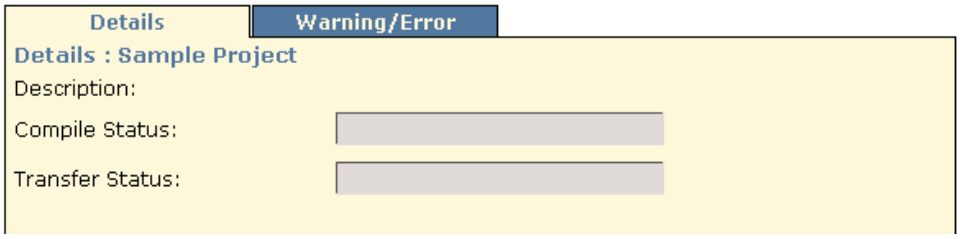
Second, compile and transfer the updated information to the system processor(s).

1. IMPORTANT! Verify that the time and date on your PC are correct; update if necessary.
2. Double-click the ControlIT™ icon on the desktop to launch the software.

3. Type in your username and password in the login window, and click **Login**.
4. Before you make the changes for DST, you need to determine if there are unsaved scene changes that need to be saved in your system database. There may be unsaved changes if any of the following apply to you:
   - you have used a Handheld Programming to modify the lighting levels for scenes.
   - you have modified scene programming using a Viseo wall control.
   - you have modified scene programming using an OMX-4600 series wall control.
   - you have modified scene programming using ConfigureIT and selected “save only to processor” as the save option.
   - you have a Building Management System that can modify scene programming (note – this should not be confused with a BMS that merely activates scenes). Less than 1% of the systems have this configuration.
5. If any of the items in step 4 apply, you will probably want to run the Scene Capture Macro to save the changes before proceeding. If it doesn’t apply to you, proceed to step 10. When scene changes are made as described in step above, the changes are stored in the processor(s) only. If you transfer to your system without saving these changes to the database, the changes will be permanently lost.
6. Click on the tab labeled Monitor & Control.
7. Click on **Macro** in the navigation bar.
8. Choose the **Scene Capture macro** and click on the **Start** button. The macro may take several minutes to execute. The screen will update to inform you that the operation was completed successfully.
9. Your scene changes are now saved in your database.
10. Select the **System Settings** tab on the top of the page.
11. Click on your project name.



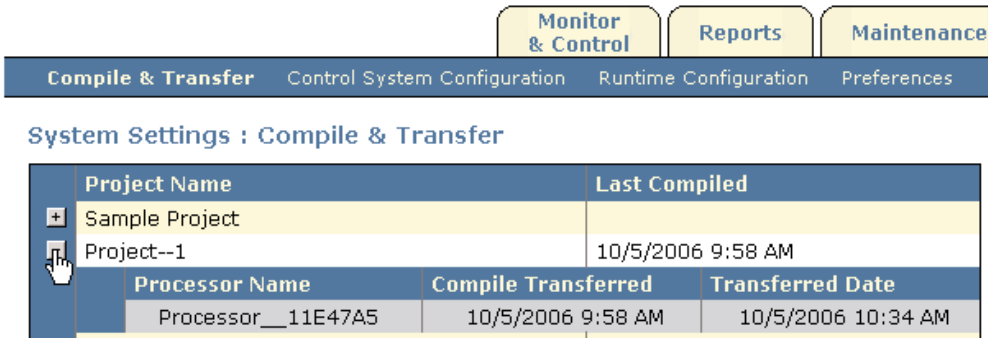
12. Recheck the PC date and time by double-clicking on the time in the Windows toolbar and checking it against the current date and time.
13. Click the **Details** Tab.



14. Click the Start Compile button at the right side of the page.

15. Click **OK** in the Compile Options window that appears.
16. A progress bar in the Compile Status window will track the compiling progress.
17. When it is done, the Last Compiled time and date will update to the current time and date.
18. Click the **Start Transfer** button at the right side of the page.

19. Click **OK** in the Transfer Options window that appears.
20. Read the Warning, and proceed as appropriate. If you don't understand the nature of this warning, refer to steps 4-9 above.
21. A progress bar in the Transfer Status window will track the transferring progress.
22. To verify transfer to all processors, click the + to the left of the Project name and check that the date and time are black in color and are the current time and date. Red denotes that it has been compiled but not transferred.



NOTE: It is important to make sure that the time and date in your system are accurate. This is especially important if you are making changes to your system between March 11th 2007 and April 1st 2007 since the time in the system will be off by 1 hour.

23. With the project expanded click on the first processor in the list under the project name.
24. Click on the Date/Time button. The **Processor Date & Time** Window will appear.
25. Click the **Refresh Date and Time** button.
26. Verify that the current **Processor Date** and **Processor Time** are correct.

27.If they are not correct, modify the **Date:** and **Time:** shown at the top of the Window. Click the **Save** button.

28.Click the **Refresh Date and Time** button again.

29. Verify that the current **Processor Date** and **Processor Time** are now correct.

30.If they are not correct, contact Lutron Technical Support for assistance.

31.If they are correct, click the **Close** button to close the **Processor Date & Time** Window.

32.Repeat steps 23 through 32 for all processors in the project.

33.Select **File** on the menu bar.

34.Click **Close** on the drop-down menu.

35.ControlIT™ software automatically saves your updated information.

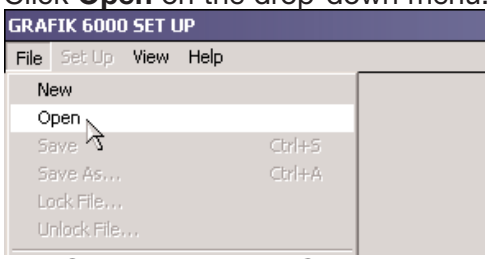
Setup and Operate

Verify that the computer running the Setup and Operate software is properly connected via serial cable to the processor. **IMPORTANT NOTE**: If you have more than one processor, you will need to go through this entire process for each processor!

First, update your database.

1. Double-click the *GRAFIK* 5000/6000 Setup icon on the desktop to launch the software.

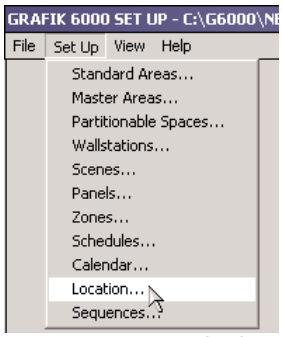
2. Select **File** on the menu bar.
3. Click **Open** on the drop-down menu.



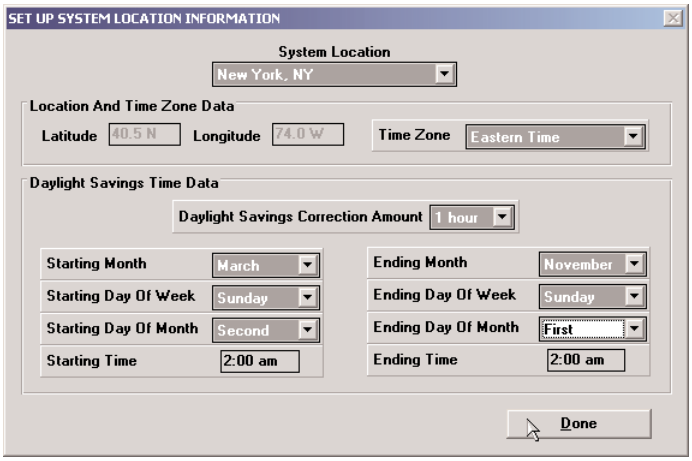
4. The **Open** an Existing System File window appears.
5. Click on the filename of your current database (you need to know where you have these stored; use the Folders navigation window to find them). The filename typically will start with your job number and will end in .grx. If you are not sure of your filename, launch the Operate software (see next page) and check the title bar at the very top of the screen for the filename.

   NOTE: Some customers use more than one database with their system since each database gives the system a different set of programming. In those cases, step 5 through 13 will have to be repeated for each database.
6. Click **OK** after you have selected the database.
7. Select **Set Up** on the menu bar.

8. Click **Location** on the drop-down menu.



9. The bottom half of the window will show the current Daylight Saving Time information.
10. Change the beginning date of Daylight Saving Time to the second Sunday in March. Change the ending date of Daylight Saving Time to the first Sunday in November.



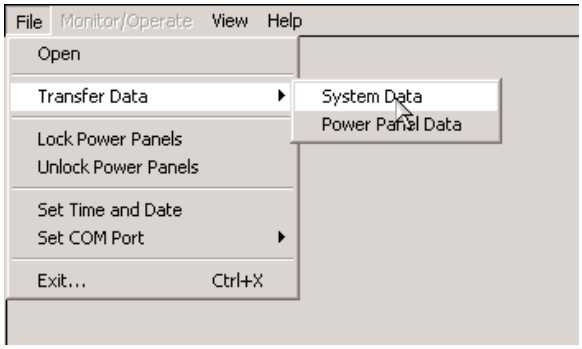
11. Click **Done**.
12. Select **File** on the menu bar.
13. Click **Save** on the drop-down menu.
14. Return to Step 5 and repeat for each active database file in the system.
15. Select **File** on the menu bar.
16. Click **Exit** on the drop-down menu. Click Yes to exit.
17. IMPORTANT! Verify that the time and date on your PC are correct; update if necessary.

<u>Second, compile and transfer the updated information to the processor.</u>

1. Double-click the *GRAFIK* 5000/6000 Operate icon on the desktop to launch the software.

NOTE: If you have multiple Operate icons on your desktop, you will need to perform a compile and transfer for each one. Each icon represents a different processor in your system. Make sure you have changed the DST settings using Setup for each of the databases before you proceed.

2. If you have made scene changes since your last transfer, you will get a warning message. Click OK to continue.
3. Select **File** on the menu bar.
4. Click **Transfer Data** on the drop-down menu.
5. Select **System Data** on the next menu.



6. If you had a warning message in step 2, you will get another warning message asking if you want to discard your scene modifications. Select Yes or No as appropriate. NOTE: If you select Yes, the scene changes will be permanently discarded.
7. If you selected Yes in step 6 or you didn't get a warning message at all, proceed to step 13.
8. If you selected No in step 6, select Monitor/Operate on the toolbar.
9. Select **Scene Values** on the drop-down menu.
10. Select **Offline Programming** on the next menu.
11. You will get the same warning message from step 2. Click OK to continue (you may find it helpful to refer to your Operate Users Guide P/N 041-080). Go to www.lutron.com/DST to view a copy if necessary.
12. When you have finished saving your scene values, go back to step 3.
13. A progress bar will appear to track the transfer process; when it is complete, Operate automatically saves your updated information.

    NOTE: It is important to make sure that the time and date in your system are accurate. This is especially important if you are making changes to your system between March 11th 2007 and April 1st 2007 since the time in the system will be off by 1 hour.

14 Click **File** on the menu bar.

15. Click **Set Time and Date** on the drop-down menu.
16. Verify that the time is correct. If they are not correct, modify the time and click the **Done** button to save the changes.
17. Select **File** on the menu bar.
18. Click **Exit** on the drop-down menu.
19. Return to Step 1 and repeat for each processor. In some cases, there will be a separate Operate icon on your desktop for each processor.

Please note: This section of the procedure is optional. It will not directly affect your lighting system, but it is a good idea to update your computer.

It is recommended that you update the DST settings of your PC to the new 2007 settings so that the time on your PC changes automatically on the correct dates.

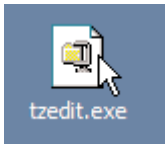
The following instructions detail how to update the DST settings on your PC. If your computer is managed by an IT department, you may want to contact them before continuing with this section of the update.

Please note that the following information was provided by Microsoft. Microsoft does not support DST updates for all Microsoft Windows Operating Systems. This documentation covers DST updates for Windows XP and Windows 2000 Operating Systems only. If your PC is not running one of these operating systems or if you want more information from Microsoft about updating your PC, go to: http://support.microsoft.com/dst2007

Please note that the DST settings on your PC may already have been updated by your IT department or by a Microsoft Windows Automatic Update. Running the update on a PC that is already updated should not cause any problems.

1. Download the tzedit.exe program from Microsoft by clicking the following link: http://download.microsoft.com/download/5/8/a/58a208b7-7dc7-4bc7-8357-28e29cdac52f/tzedit.exe

   Place this file on the desktop of the PC running Lutron software.



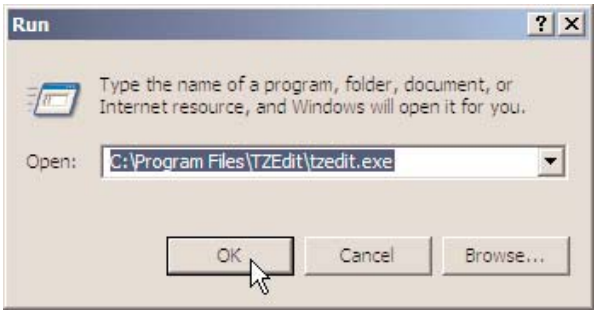
2. Close all programs running on your PC.
3. Double-click on this file to launch the self-extraction tool. The **WinZip Self-Extractor** Window will appear.
4. Unzip the files to the C:\Program Files\TZEdit directory. Click the **Unzip** button to start the unzip process.

5. A window will appear prompting you that the **2 file(s) were unzipped successfully**. Press the **OK** button to close this window.

6. Close the **WinZip Self-Extractor** window by clicking the **Close** button.

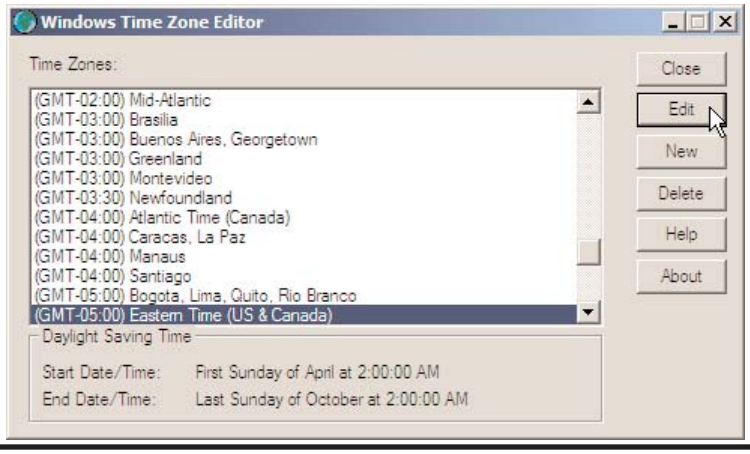
7. Run the TZEDIT program by clicking on the **Start** button (on the taskbar) and select **Run**…
8. In the **Run** Window, type the following command:

   C:\Program Files\TZEdit\tzedit.exe



   (Alternatively, you can use Windows Explorer to browse to the location specified by the Self-Extractor tool and double-click the TZEDIT Utility Application to launch the Time Zone Editor Utility)

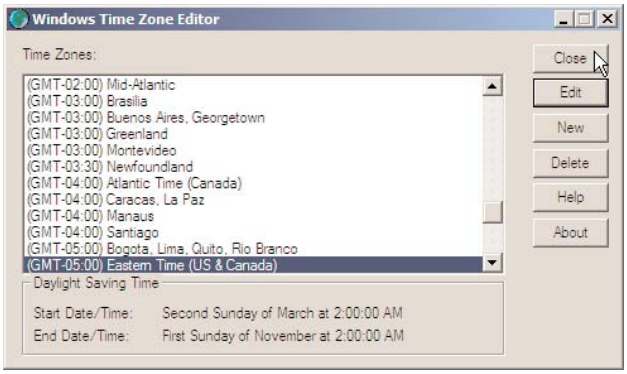
9. The **Windows Time Zone Editor** utility window will appear. The current time zone selected on your PC will be highlighted.
10. The current DST settings for your PC will be displayed at the bottom of the Windows Time Zone Editor. Check to see if the DST settings are set to either:
    a. The Original DST settings, which are:
       - Start Date/Time: **First Sunday** of **April**
       - End Date/Time: **Last Sunday** of **October**



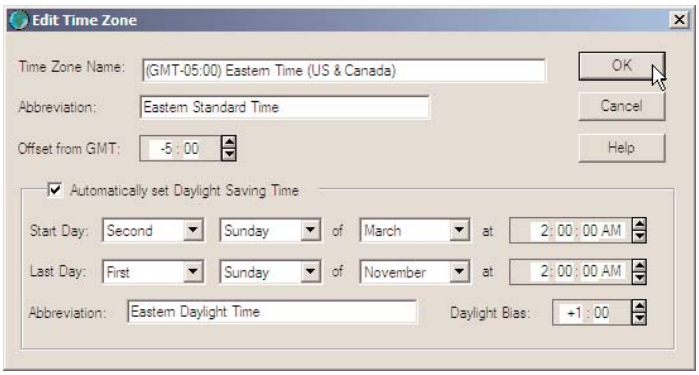
OR:

b. The New 2007 DST settings which are:

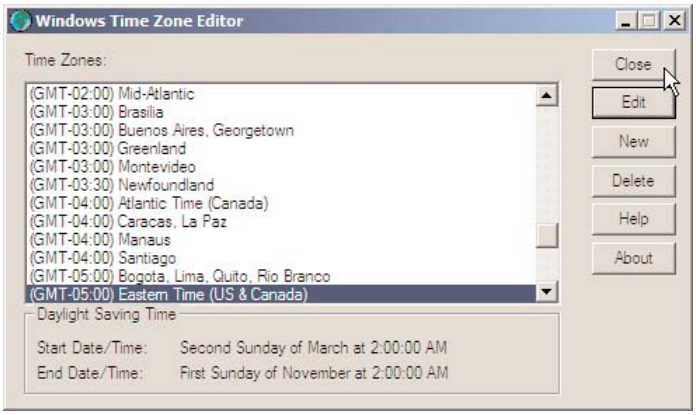
- Start Date/Time: **Second Sunday** of **March**
- End Date/Time: **First Sunday** of **November**



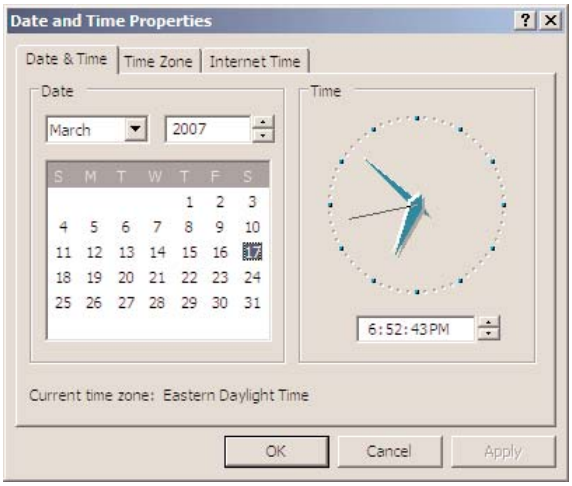
11. **If you see that your PC is set to the New 2007 DST settings, your PC has been updated – Skip to Step 21**. Otherwise, if you see the Original DST settings, continue onto the next step in this procedure.
12. To change the DST settings on your PC, click on the **Edit** button. The **Edit Time Zone** Window will appear. Modify the DST settings to the following:
    - Start Day: **Second Sunday** of **March** at 2:00:00 AM
    - Last Day: **First Sunday** of **November** at 2:00:00 AM



13. When you are finished, press the **OK** button to close the **Edit Time Zone** Window.
14. Press the **Close** button to close the **Windows Time Zone Editor** Window.

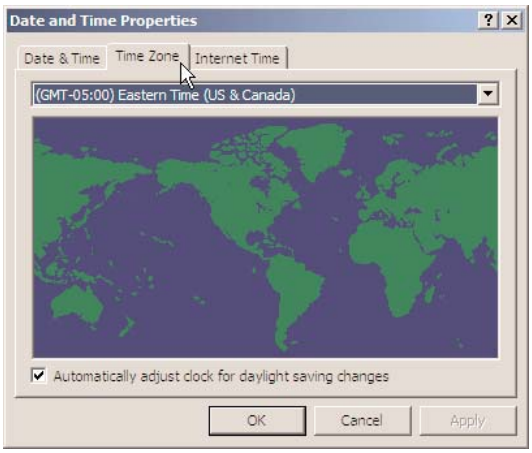


15. Display the **Date and Time Properties** Window by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



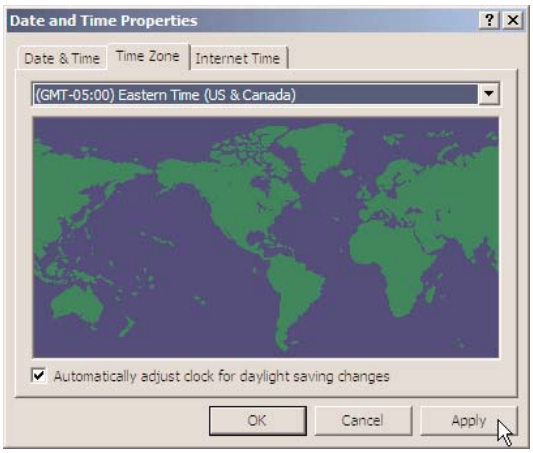
16. Click the **Time Zone** Tab. Write down which Time Zone is currently selected on the line below.

Time Zone: _____

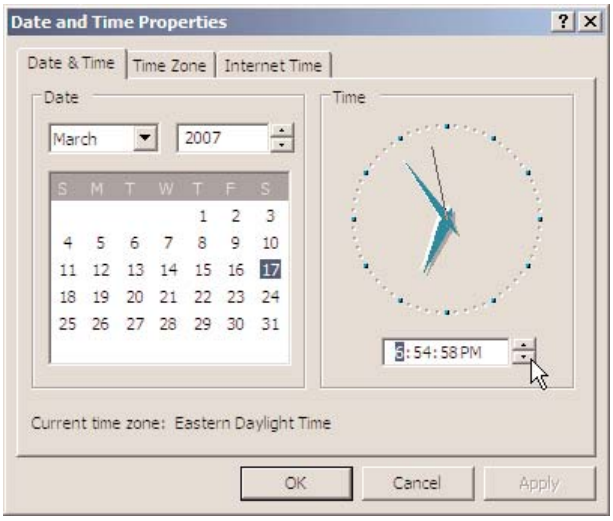


17. Select a Time Zone **other than** the one currently selected and click **Apply**.

18. Reselect the original Time Zone again (the one that you wrote down) and click **Apply**, then click **OK** to close the Window.



19. You must now restart your computer. To restart your PC, on the taskbar, click **Start -> Shut Down -> Restart -> OK.**
20. After your computer restarts, confirm that the DST settings are correct. To do this, repeat steps 7 through 11 of this section of the procedure. If you reach this step of the document a second time, go to http://support.microsoft.com/dst2007 for technical support from Microsoft.
21. Verify that the current time on your PC is correct. You can view your current time by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



22. If the time is not correct, change the time to the correct current time and click the **Apply** button to save the change. Click **OK** to close the **Date and Time Properties** Window.

The DST Settings for your PC have been updated to the 2007 DST Settings based on the United States Congressional 2005 Energy Policy Act.

Please note that Congress has reserved the right to reverse or modify this change.

GRX products:
GRX-PRG, GRX-IA-PRG, GRX-ATC, GRX-AV-RS232/ATC, GRX-AV-RS232/ATC-S,

Determine your Software Version

GRX Systems use either TCWin or Liaison™ software systems. To determine which your system uses, check the desktop screen of the computer that controls your GRX System. If you are unable to determine which software your system is running, follow the directions for Liaison.

- A system running TCWin has a desktop icon for GRAFIK Eye® Timeclock (proceed to page 24).

- A system running *Liaison* software has a desktop icon for *GRAFIK Eye Liaison* (proceed to page 31).

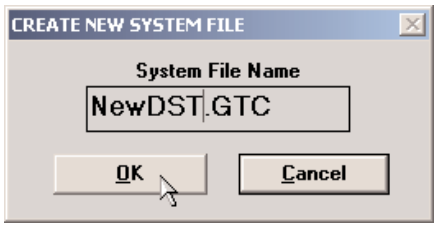
If you did not have a copy of Lutron software or a PC with Lutron software installed, you may want to contact Lutron Technical Support to review the options available for getting your system updated. Lutron now has a simple solution that doesn't even require a computer. Visit www.lutron.com/DST for more information. You may want to review pages 2-4 to reconfirm that your system will be affected by the DST changes.

TCWin

1. Verify that the computer running the TCWin software is properly connected via serial cable to the GRX interface.
2. Double-click the *GRAFIK Eye* Timeclock icon on the desktop to launch the TCWin application.

3. Select **File** on the menu bar.
4. Click **Open** on the drop-down menu.

5. Click on the database filename; it will end in .gtc.

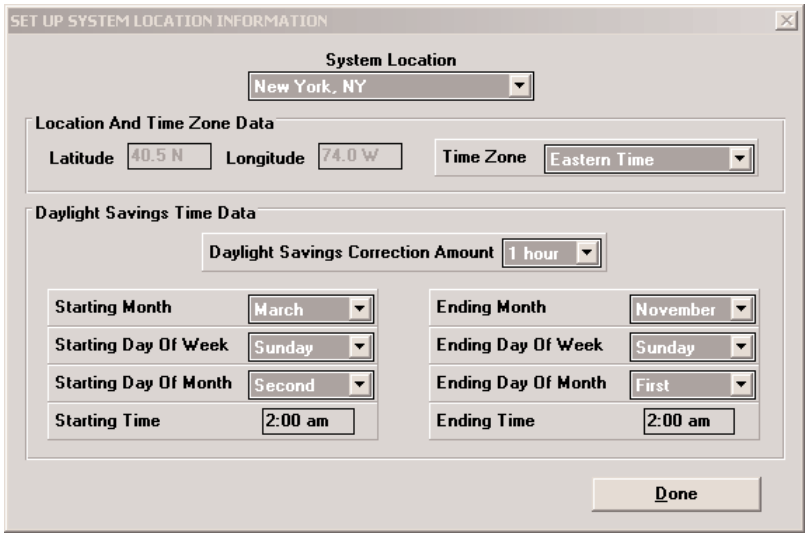


NOTE: If no file exists, click Cancel, then select the File tab on the toolbar, click New on the drop-down menu, enter a filename (with a .gtc extension) in the Create New System File box, and click OK.

6. Select **Timeclock Interface** on the menu bar.
7. Click **Establish Communication** on the drop-down menu.
8. Click **OK** in the Connection Established box that appears.
9. Select **Timeclock Interface** on the menu bar.
10. Click **Decompile** on the drop-down menu.
11. Click **Yes** to Overwrite the existing file.
12. Select **File** on the menu bar.
13. Click **Save** on the drop-down menu.
14. Select **Set Up** on the menu bar.
15. Click **Location** on the drop-down menu.

16. The bottom half of the window will show the current Daylight Saving Time information.

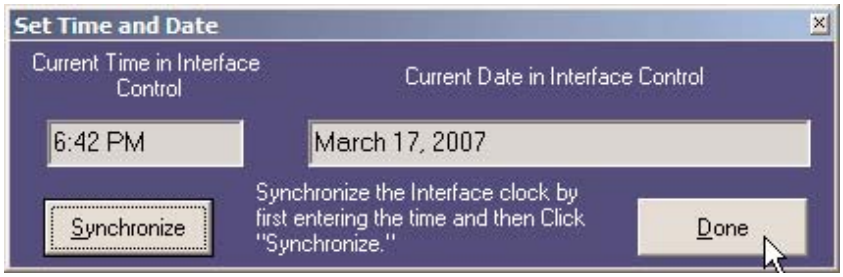
    Change the beginning date of Daylight Saving Time to the second Sunday in March. Change the ending date of Daylight Saving Time to the first Sunday in November.



17. Click **Done**.
18. Select **File** on the menu bar.
19. Click **Save** on the drop-down menu.
20. Select **Timeclock Interface** on the menu bar.
21. Click **Transfer Data** on the drop-down menu.
22. Click **Yes** to overwrite the configuration.
23. A progress bar will appear to track the transfer process; when it is complete, TCWin automatically saves your updated information in this file.

    NOTE: It is important to make sure that the time and date in your system are accurate. This is especially important if you are making changes to your system between March 11th 2007 and April 1st 2007 since the time in the system will be off by 1 hour.

24. From the menu bar select **Timeclock Interface -> Set Time and Date**
25. Make sure that the time and date displayed are accurate, if they are not, type in the correct time and date and click the **Synchronize** button.
26. Click the **Done** button to close the Set Time and Date window



27. Select **File** on the menu bar.
28. Click **Exit** on the drop-down menu.
29. Click **Yes**.

GRX products (continued)

Please note: This section of the procedure is optional. It will not directly affect your lighting system, but it is a good idea to update your computer.

It is recommended that you update the DST settings of your PC to the new 2007 settings so that the time on your PC changes automatically on the correct dates.

The following instructions detail how to update the DST settings on your PC. If your computer is managed by an IT department, you may want to contact them before continuing with this section of the update.

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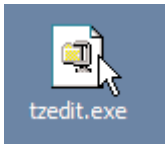
   Place this file on the desktop of the PC running Lutron software.



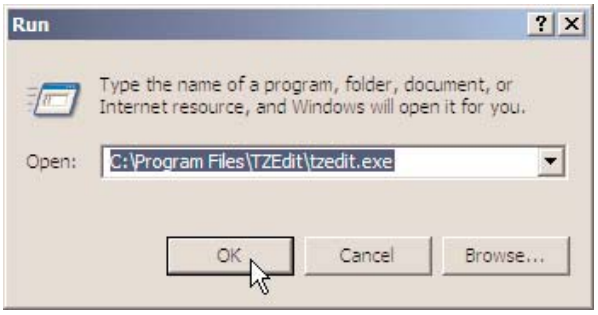
2. Close all programs running on your PC.
3. Double-click on this file to launch the self-extraction tool. The **WinZip Self-Extractor** Window will appear.
4. Unzip the files to the C:\Program Files\TZEdit directory. Click the **Unzip** button to start the unzip process.

5. A window will appear prompting you that the **2 file(s) were unzipped successfully**. Press the **OK** button to close this window.

6. Close the **WinZip Self-Extractor** window by clicking the **Close** button.

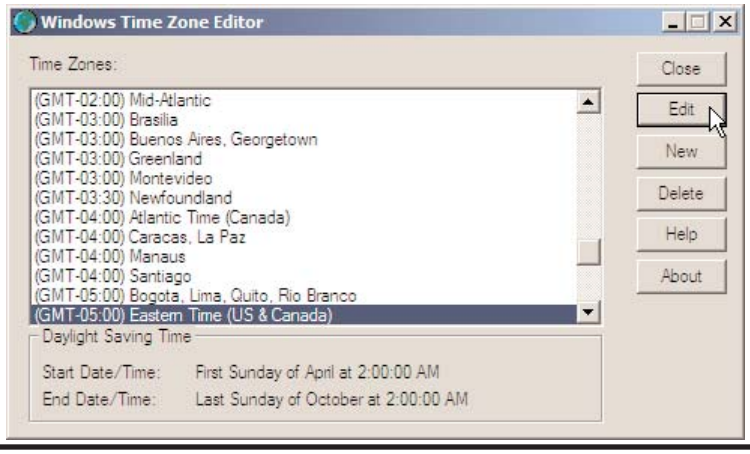
7. Run the TZEDIT program by clicking on the **Start** button (on the taskbar) and select **Run**…
8. In the **Run** Window, type the following command:

   C:\Program Files\TZEdit\tzedit.exe



   (Alternatively, you can use Windows Explorer to browse to the location specified by the Self-Extractor tool and double-click the TZEDIT Utility Application to launch the Time Zone Editor Utility)

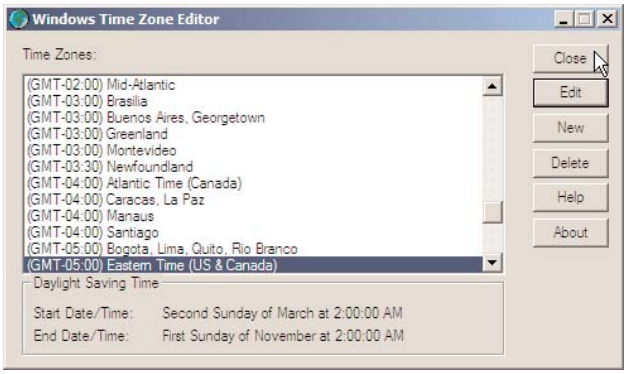
9. The **Windows Time Zone Editor** utility window will appear. The current time zone selected on your PC will be highlighted.
10. The current DST settings for your PC will be displayed at the bottom of the Windows Time Zone Editor. Check to see if the DST settings are set to either:
    a. The Original DST settings, which are:
       - Start Date/Time: **First Sunday** of **April**
       - End Date/Time: **Last Sunday** of **October**



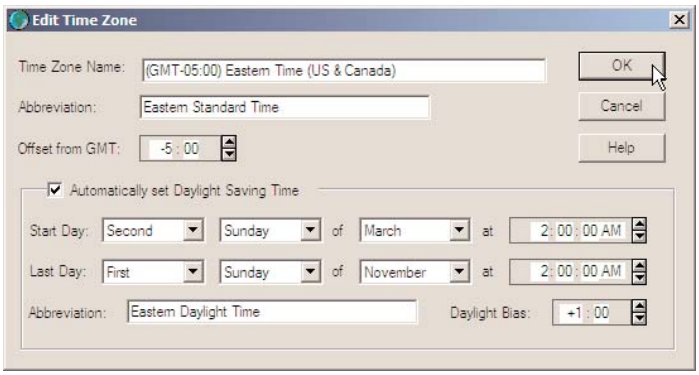
OR:

b. The New 2007 DST settings which are:

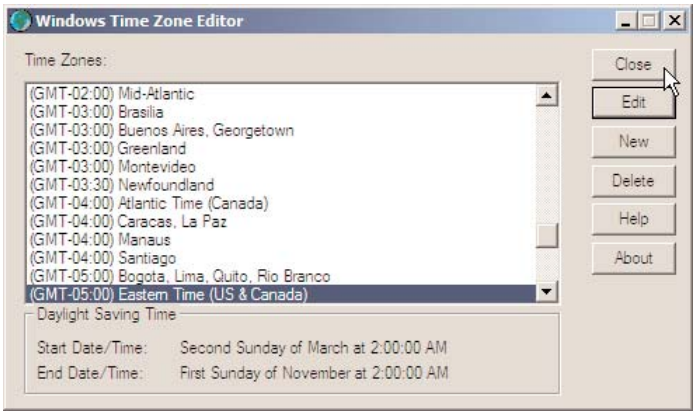
- Start Date/Time: **Second Sunday** of **March**
- End Date/Time: **First Sunday** of **November**



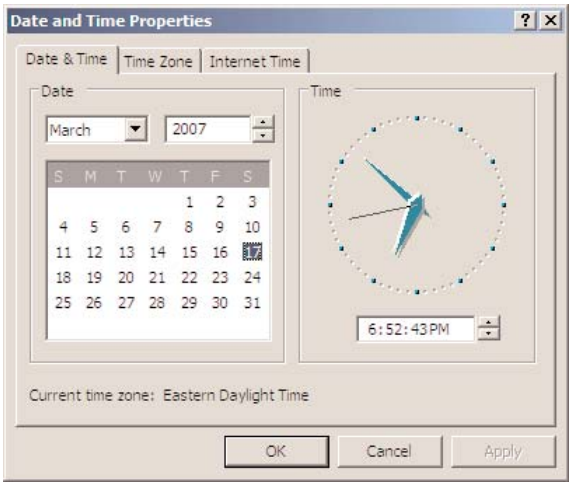
11. **If you see that your PC is set to the New 2007 DST settings, your PC has been updated – Skip to Step 21**. Otherwise, if you see the Original DST settings, continue onto the next step in this procedure.
12. To change the DST settings on your PC, click on the **Edit** button. The **Edit Time Zone** Window will appear. Modify the DST settings to the following:
    - Start Day: **Second Sunday** of **March** at 2:00:00 AM
    - Last Day: **First Sunday** of **November** at 2:00:00 AM



13. When you are finished, press the **OK** button to close the **Edit Time Zone** Window.
14. Press the **Close** button to close the **Windows Time Zone Editor** Window.

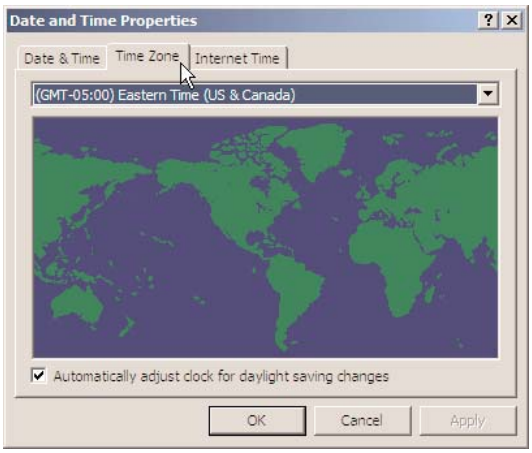


15. Display the **Date and Time Properties** Window by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



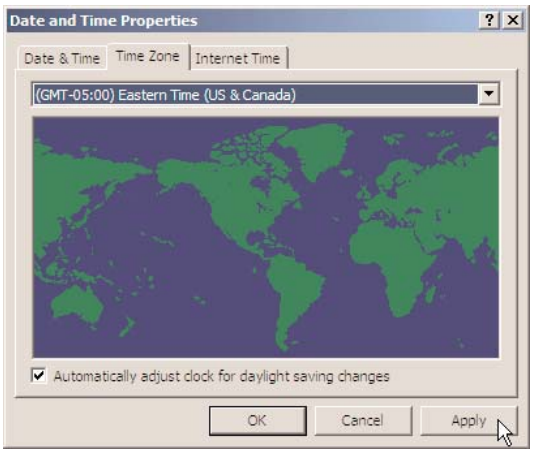
16. Click the **Time Zone** Tab. Write down which Time Zone is currently selected on the line below.

Time Zone: _____

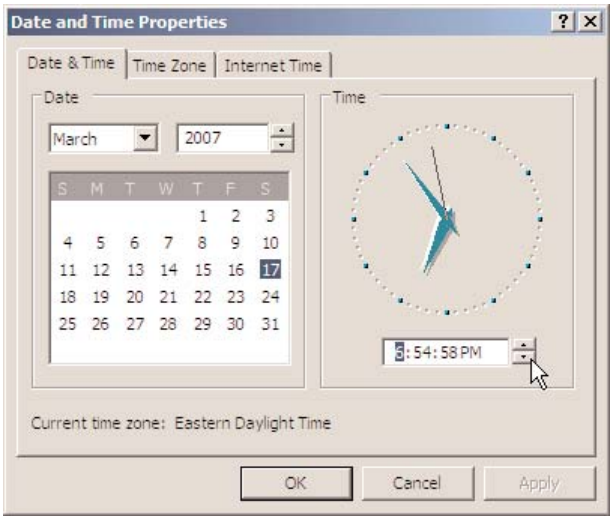


17. Select a Time Zone **other than** the one currently selected and click **Apply**.

18. Reselect the original Time Zone again (the one that you wrote down) and click **Apply**, then click **OK** to close the Window.



19. You must now restart your computer. To restart your PC, on the taskbar, click **Start -> Shut Down -> Restart -> OK.**
20. After your computer restarts, confirm that the DST settings are correct. To do this, repeat steps 7 through 11 of this section of the procedure. If you reach this step of the document a second time, go to http://support.microsoft.com/dst2007 for technical support from Microsoft.
21. Verify that the current time on your PC is correct. You can view your current time by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



22. If the time is not correct, change the time to the correct current time and click the **Apply** button to save the change. Click **OK** to close the **Date and Time Properties** Window.

The DST Settings for your PC have been updated to the 2007 DST Settings based on the United States Congressional 2005 Energy Policy Act.

Please note that Congress has reserved the right to reverse or modify this change.

Liaison™

Getting Started

Some customers may be overwhelmed by the idea of using a computer and the following extensive instructions to update their system. Lutron has a simple solution that doesn't even require a computer. Visit www.lutron.com/DST for more information.

The following are Instructions for modifying the Daylight Saving Time (DST) Settings in the GRX-PRG, GRX-ATC, GRX-IA-PRG or GRX-AV-RS232/ATC interface in a Lutron GRAFIK3000 or GRAFIK4000 Lighting Control System using Lutron Liaison Software.

This document has been designed to cover all scenarios that may be encountered while trying to update your DST settings. The procedure is divided into several different sections to make it easier to find the information you are looking for. Depending on your level of expertise and familiarity with the system, certain sections of this document may not apply to you.

Q: Where do I begin?

- If you do not have a PC with Lutron Liaison software installed or your PC does not have an RS232 serial port, start at: **Section 1.**
- If you have a PC with a serial port and with Lutron Liaison software installed, but you do not know how to connect your PC to the system, start at: **Section 2 – Connecting a PC to the System.**
- If you have a PC that is already setup and connected to the system with Lutron Liaison software installed, but you are unfamiliar with how to use software, start at: **Section 3 – Communicating with the System.**
- If you are a frequent user of Liaison software and you know how to connect to your lighting control system and make modifications, start at: **Section 5 – Modifying DST Settings in the System.**

Section 1 - What you will need before you begin

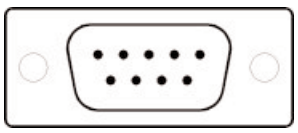
1. A Phillips Screwdriver
2. A Lutron RS232 Interface Cable

   NOTE: If the Lutron RS232 Interface cable that was shipped with your system is no longer available, contact Lutron to order a replacement. To order, call 1-800-523-9466, select option 4, then option 2 and ask to order a Lutron Liaison DST Kit (includes the RS232 Interface cable and CD) Lutron Part Number **DST-LIAISON-CPN4067**
3. A PC:
   a. running a Microsoft Windows 95 or later Operating System, excluding Windows Vista. (Windows XP or Windows 2000 preferred)
   b. with Lutron Liaison software installed.

      NOTE: If you do not have a copy of the Lutron Liaison Software, it can be downloaded from http://www.lutron.com/grafikeye/liaison.asp Download the software and follow the instructions on the website on how to install the software on your PC.

      If you do not have internet access, you can purchase a copy of the software from Lutron. To order, call 1-800-523-9466, select option 4 and then option 2 and ask to order a Lutron Liaison DST Kit (includes the RS232 Interface cable and CD) Lutron Part Number DST-LIAISON-CPN4067.
   c. with an RS232 serial port connection.

NOTE: If your computer does not have a serial port (see picture on right), you will need to purchase and install a USB to RS232 serial port adapter.



Lutron recommends either of the following USB-TO-RS232 serial port adapters:

Manufacturer: **ATEN**
Manufacturer's Part Number: **UC232A**

This model can be purchased from:

CDW (http://www.cdw.com)
The CDW part number is: **325871**

Radio Shack (http://www.radioshack.com)
The Radio Shack part number is: **55009113**

Manufacturer: **IOGEAR**
Manufacturer's Part Number: **GUC232A**

This model can be purchased from:

CDW (http://www.cdw.com)
The CDW part number is: **261218**

Radio Shack (http://www.radioshack.com)
The Radio Shack part number is: **55004488**

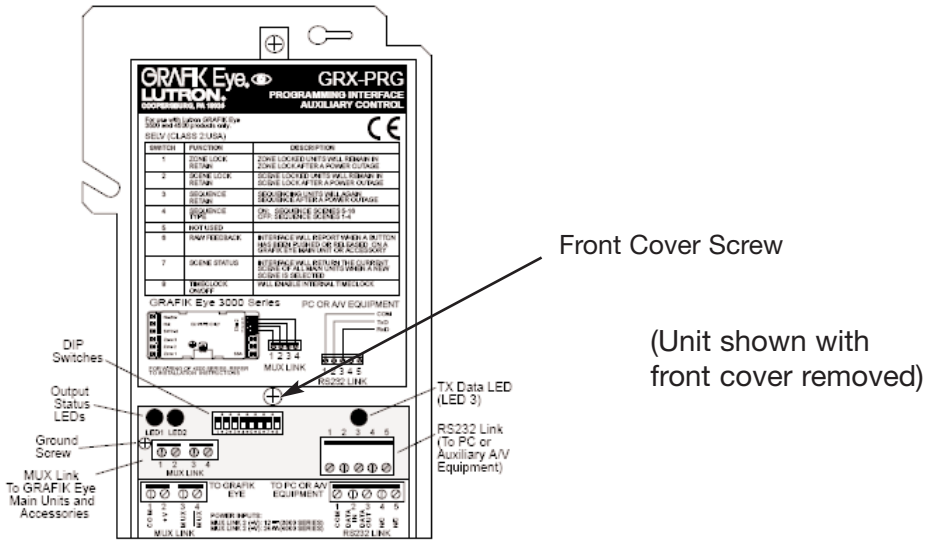
Circuit City (http://www.circuitcity.com)
The Circuit City part number is: **IOG GUC232A**

NOTE: Follow the manufacturer's instructions for installing the USB to serial adapter on your PC.

Section 2 – Connecting a PC to the System

NOTE: Please read this entire document before making any changes.

1. Verify that Lutron GRAFIK Eye Liaison software is installed on your PC. There will either be an icon on your desktop or the program will appear in the Programs folder under the Start menu. If you do not have Liaison software installed, refer to Section 1 of this procedure.
2. Locate the interface. The part number of the device, which is labeled on the front cover, will be GRX-PRG, GRX-ATC, GRX-IA-PRG or GRX-AV-RS232/ATC. The device is usually located in an electrical closet, AV closet or above the ceiling tiles in a room.

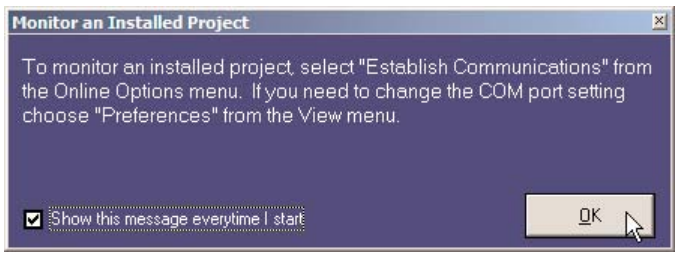


3. Remove the front cover from the bottom of the interface box using a Phillips screwdriver to remove the silver screw as shown above. Note: all wires under the cover should be low-voltage data cables.
4. Once the cover is removed, locate the green connector on the right side of the unit labeled RS232 Link. There may be wires terminated to this connector. These wires may connect the interface to another system or to a wall jack. If there are wires connected, carefully unplug the terminal block from the terminal block header by pushing downward on the green plastic terminal block. Do not pull on the wires. Do not unscrew any of the terminal block screws.
5. Connect the green connector of the Lutron RS232 interface cable to the green terminal on the interface.
6. Connect the black DB9 connector on the Lutron RS232 interface cable to the serial port on your PC.
7. On the interface, make sure that DIP Switch 8 is in the **ON** position. This will make sure that the time clock functionality on the interface is enabled. The switch may have been turned **OFF** because of the DST changes.

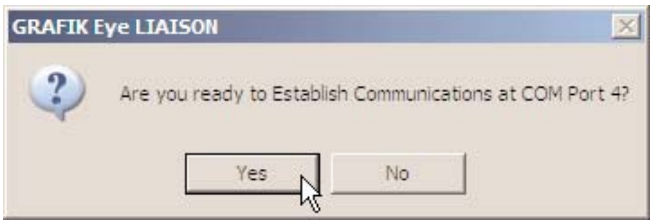
Section 3 – Communicating with the System

1. Launch the GRAFIK Eye Liaison software program on your PC.
2. The main GRAFIK Eye Liaison software window will appear.
3. Click the **Go Online With System** button.

4. A window may or may not appear titled **Monitor an Installed Project**. If this window appears, click the **OK** button to continue.



5. A window will appear prompting **Are you ready to Establish Communications at COM Port #** where # is replaced with a number, 1 through 4. The COM Port is the address of the PC's serial port.



6. If the COM port number displayed is the address of the COM Port that is connected to the interface, then click **Yes** to continue. If communication was correctly established, a window will appear with the message **Communications Established**. The PC is now communicating correctly with the interface. Click the **OK** button to close this Window and skip to **Section 4**.

7. NOTE: If the Communications Established Window appeared, skip this step. Otherwise, if the COM Port number displayed was not correct or if the PC is not properly wired to the interface, an error message will be displayed. Examples of the error messages are:

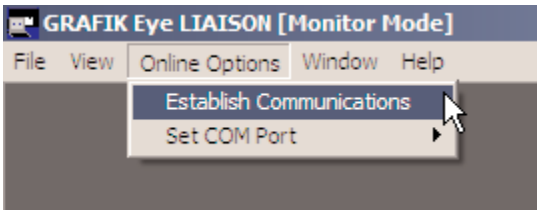
NOTE: Do not click **OK** to close this error message yet.

Continued on next page...

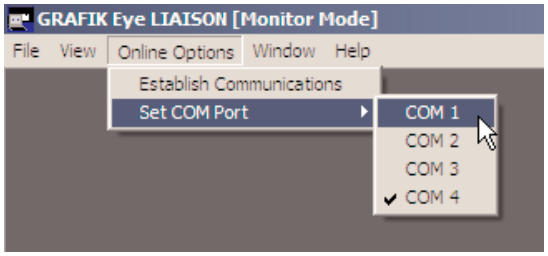
a) If an error message is displayed, write down the exact text in the error message. Click **OK** to continue.

b) Verify that the all wire connections between the PC and the interface are securely connected.

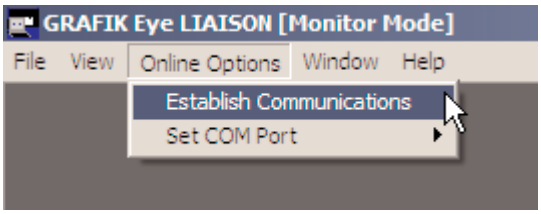
c) Attempt to reconnect to the interface by choosing **Online Options -> Establish Communications**.



d) If the same error message is displayed, try connecting to the interface through a different COM Port. To change which COM Port you are connecting through, choose **Online Options -> Set COM Port** and select a different COM Port than is currently selected.



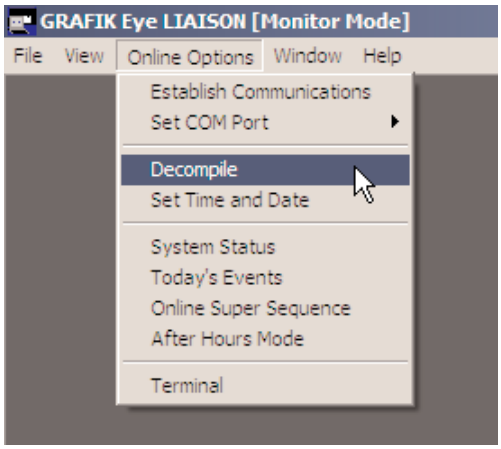
e) Select **Online Options -> Establish Communications** to attempt to connect to the interface again.



f) Attempt to **Establish Communications** through all four COM Ports. If you still cannot connect to the interface, please contact Lutron Technical Support for assistance, 24 hours, 7 days a week at 1-800-523-9466.

Section 4 – Extracting System Information

1. From the menu bar, select **Online Options -> Decompile**. This will extract all of the system information from the system into the PC.



2. A progress window will appear which displays the status of the decompile.

3. A warning window may appear stating that the file **Already Exists - Do you want to overwrite it?** If you see this window, click **NO** and specify a new filename, such as *Decompile.lia*.

4. A window may appear asking **Do you wish to decompile power panel data?** If this window appears, select **Yes**.

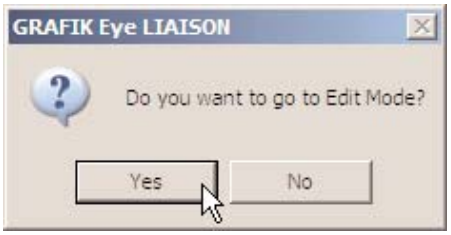
   a) A second window will appear asking you to **Select the highest Power Panel address to retrieve load schedule information from**.

   b) Choose **16**.

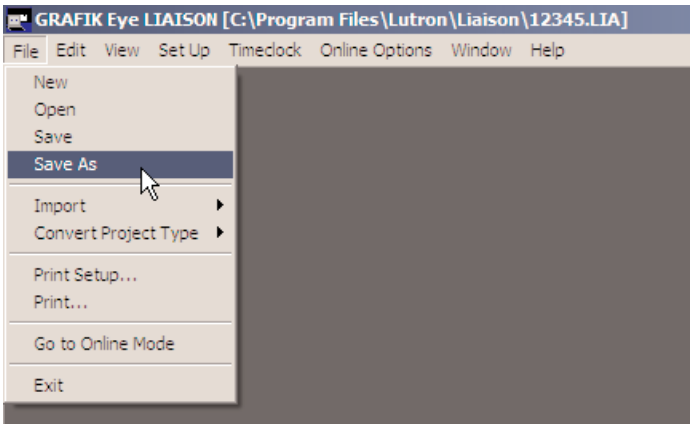
c) Click on the **OK** button to continue.

d) The decompile process will continue.

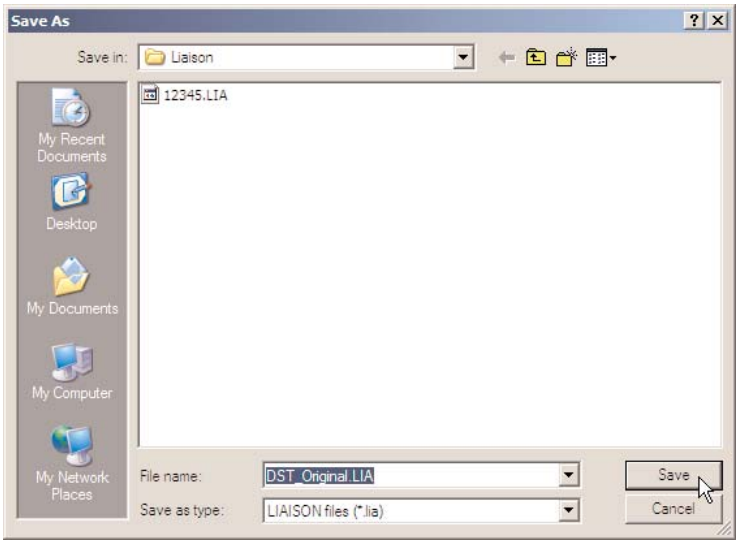
5. A Window will appear prompting **Do you want to go to Edit Mode?** Select **Yes**.



6. Save the decompiled data to a file by selecting **File -> Save As** from the menu bar.

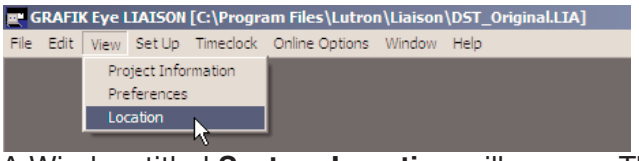


7. Type in the filename to save the existing system information as, such as *DST_Original.lia*, Click the **Save** button.



Section 5 – Modifying DST Settings in the System

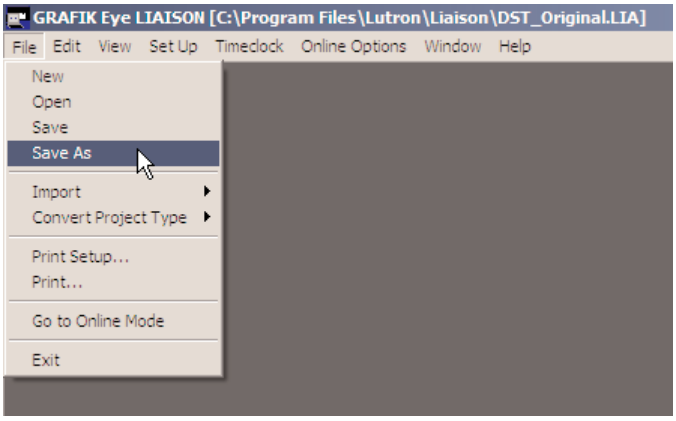
1. From the menu bar, choose **View -> Location**.



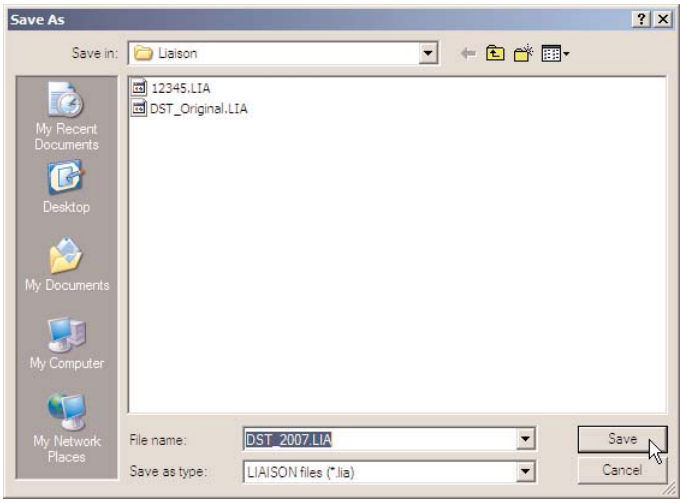
2. A Window titled **System Location** will appear. This window displays the current DST settings for your system.

3. Modify the DST settings to the new values as follows:
   - Starting Month - **March**
   - Starting Day of Week - **Sunday**
   - Starting Day of Month - **Second**
   - Starting Time - **2:00AM**
   - Ending Month - **November**
   - Ending Day of Week - **Sunday**
   - Ending Day of Month - **First**
   - Ending Time - **2:00AM**
4. When you are finished making all of the changes, click the **Done** button.

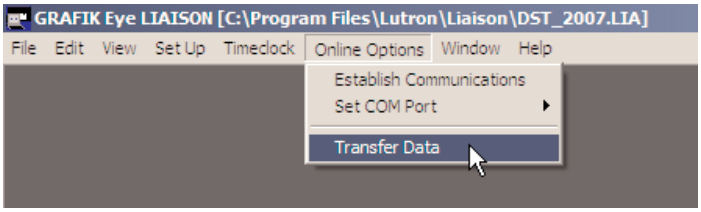
5. Save the modified system information to a file by choosing **File -> Save As** from the menu bar.



6. Type in a new filename to save the modified system information as, such as *DST_2007.lia*, Click the **Save** button.

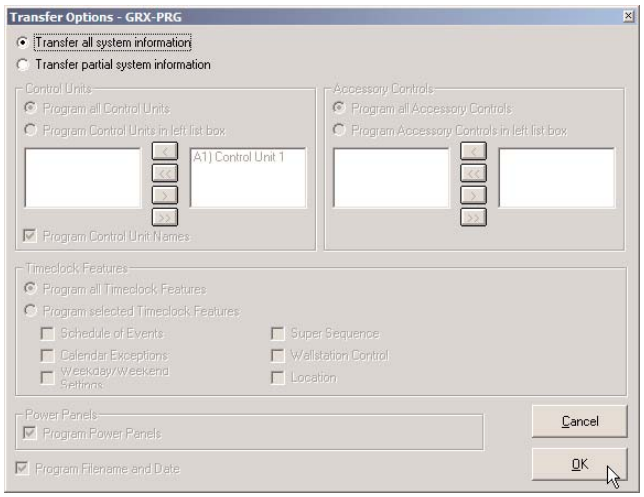


7. From the menu bar, choose **Online Options -> Transfer Data**.



8. A window will appear asking: **You are about to overwrite the configuration, Continue?** Click the **Yes** button to continue.

9. A window will appear titled **Transfer Options**. Choose **Transfer all system information** and click the **OK** button to continue.

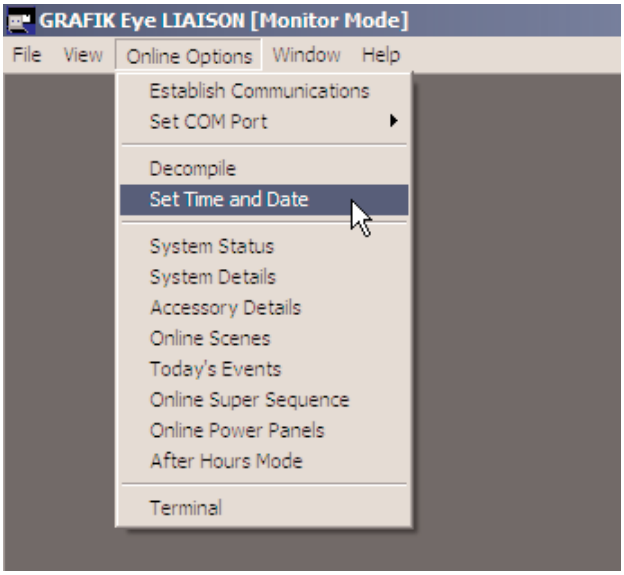


10. A progress window will appear which displays the status of the transfer status.
11. After the transfer is complete, a window will appear asking: **Do you want to go to Online Mode?** Click the **Yes** button.

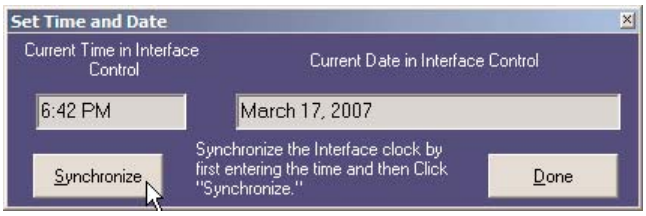
Section 6 – Setting the System Time

NOTE: It is important to make sure that the time and date in your system are accurate. This is especially important if you are making changes to your system between March 11th 2007 and April 1st 2007 since the time in the system will be off by 1 hour.

1. From the menu bar select **Online Options -> Set Time and Date**.

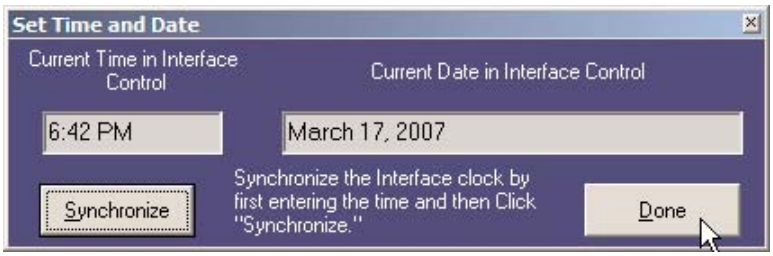


2. Make sure that the time and date displayed are accurate, if they are not, type in the correct time and date and click the **Synchronize** button.

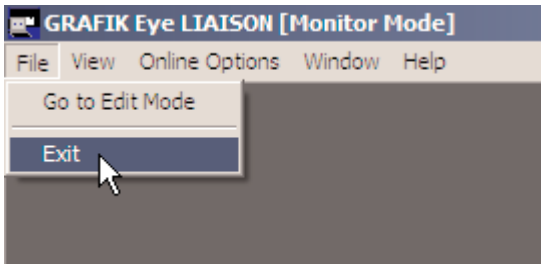


3. A window will appear verifying that the time and date have been set properly. Click the **OK** button to close this window.

4. After the confirmation message shown above was displayed, click the **Done** button to close the **Set Time and Date** window.



5. From the menu bar, choose **File -> Exit** to close the Liaison program.



Section 7 – Verify that the new settings took effect

NOTE: this section of the procedure uses steps similar to previous sections of the procedure to verify that the changes were made correctly.

1. From the menu bar, select **Online Options -> Decompile**. This will extract all of the system information from the system into the PC.
2. A progress window will appear which displays the status of the decompile.
3. A window may appear asking **Do you wish to decompile power panel data?** If this window appears, select **Yes**.
    a) A second window will appear asking you to **Select the highest Power Panel address to retrieve load schedule information from**.
    b) Choose **16**.
    c) Click on the **OK** button to continue.
    d) The decompile process will continue.
4. A Window will appear prompting **Do you want to go to Edit Mode?** Select **Yes**.
5. Save the decompiled data to a file by selecting **File -> Save As** from the menu bar.
6. Type in the filename to save the existing system information as, such as *DST_Verify.lia*, Click the **Save** button.
7. From the menu bar, choose **View -> Location**.
8. A Window titled **System Location** will appear. This window displays the current DST settings for your system.
9. Verify that the DST settings are as follows:
    - Starting Month - **March**
    - Starting Day of Week - **Sunday**
    - Starting Day of Month - **Second**
    - Starting Time - **2:00AM**
    - Ending Month - **November**
    - Ending Day of Week - **Sunday**
    - Ending Day of Month - **First**
    - Ending Time - **2:00AM**
10. If the settings are correct, click the **Done** button. If the settings are not correct, restart this procedure from the beginning. If after re-executing this procedure the settings do not update properly, contact Lutron Technical Support 24 hours, 7 days a week at 1-800-523-9466 for assistance.

11. From the menu bar, click **File -> Go to Online Mode**.
12. From the menu bar select **Online Options -> Set Time and Date**.
13. Make sure that the time and date displayed are correct. If the settings are correct, click the **Cancel** button. If the settings are not correct, restart this procedure from the beginning. If after re-executing this procedure the settings do not update properly, contact Lutron Technical Support 24 hours, 7 days a week at 1-800-523-9466 for assistance.
14. From the menu bar, choose **File -> Exit** to close the Liaison program.

The DST Settings for your Lutron system have been updated to the 2007 DST settings based on the United States Congressional 2005 Energy Policy Act.

Please note that Congress has reserved the right to reverse or modify this change.

Keep a copy of the Liaison system files (.LIA) in a safe location and keep a copy of this document on file in case of future changes.

If you have any questions or you need technical assistance, please contact Lutron Technical Support 24 hours, 7 days a week at 1-800-523-9466.

Section 8 – Modifying Microsoft Windows Daylight Saving Time

Please note: This section of the procedure is optional. It will not directly affect your lighting system, but it is a good idea to update your computer.

It is recommended that you update the DST settings of your PC to the new 2007 settings so that the time on your PC changes automatically on the correct dates.

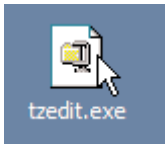
The following instructions detail how to update the DST settings on your PC. If your computer is managed by an IT department, you may want to contact them before continuing with this section of the update.

Please note that the following information was provided by Microsoft. Microsoft does not support DST updates for all Microsoft Windows Operating Systems. This documentation covers DST updates for Windows XP and Windows 2000 Operating Systems only. If your PC is not running one of these operating systems or if you want more information from Microsoft about updating your PC, go to: http://support.microsoft.com/dst2007

Please note that the DST settings on your PC may already have been updated by your IT department or by a Microsoft Windows Automatic Update. Running the update on a PC that is already updated should not cause any problems.

1. Download the tzedit.exe program from Microsoft by clicking the following link: http://download.microsoft.com/download/5/8/a/58a208b7-7dc7-4bc7-8357-28e29cdac52f/tzedit.exe

   Place this file on the desktop of the PC running Lutron software.



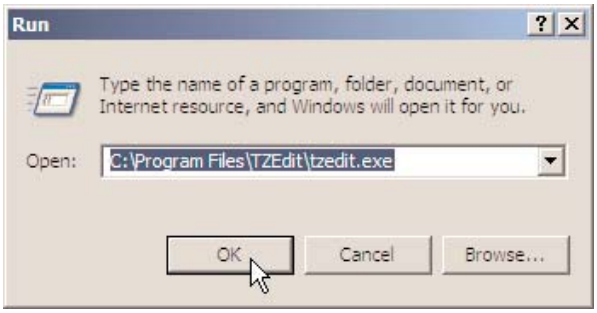
2. Close all programs running on your PC.
3. Double-click on this file to launch the self-extraction tool. The **WinZip Self-Extractor** Window will appear.
4. Unzip the files to the C:\Program Files\TZEdit directory. Click the **Unzip** button to start the unzip process.

5. A window will appear prompting you that the **2 file(s) were unzipped successfully**. Press the **OK** button to close this window.

6. Close the **WinZip Self-Extractor** window by clicking the **Close** button.

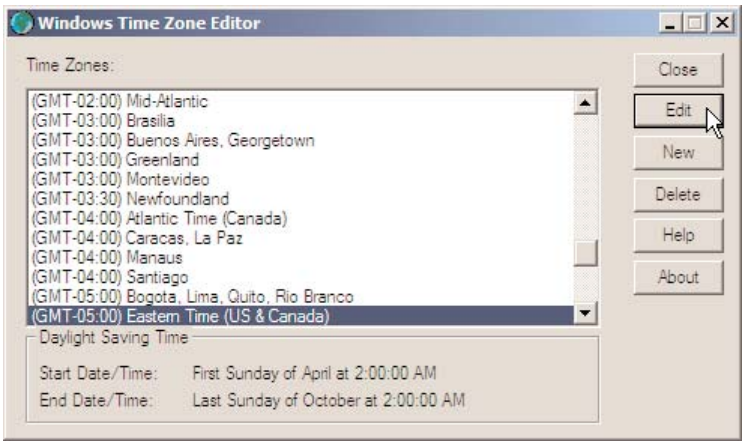
7. Run the TZEDIT program by clicking on the **Start** button (on the taskbar) and select **Run**…
8. In the **Run** Window, type the following command:

   C:\Program Files\TZEdit\tzedit.exe



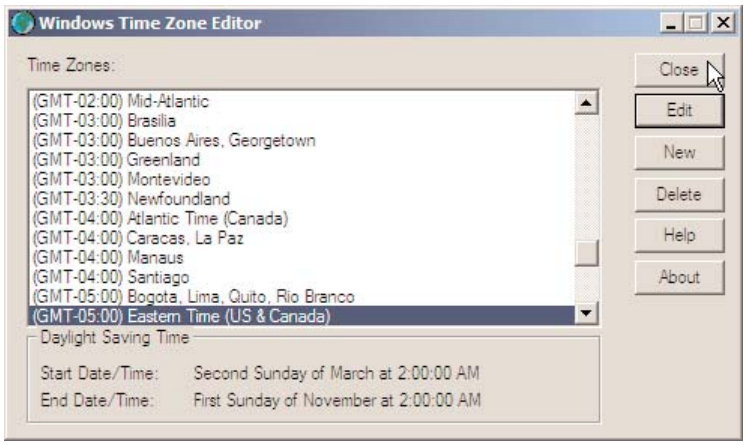
(Alternatively, you can use Windows Explorer to browse to the location specified by the Self-Extractor tool and double-click the TZEDIT Utility Application to launch the Time Zone Editor Utility)

9. The **Windows Time Zone Editor** utility window will appear. The current time zone selected on your PC will be highlighted.
10. The current DST settings for your PC will be displayed at the bottom of the Windows Time Zone Editor. Check to see if the DST settings are set to either:
    a. The Original DST settings, which are:
        - Start Date/Time: **First Sunday** of **April**
        - End Date/Time: **Last Sunday** of **October**



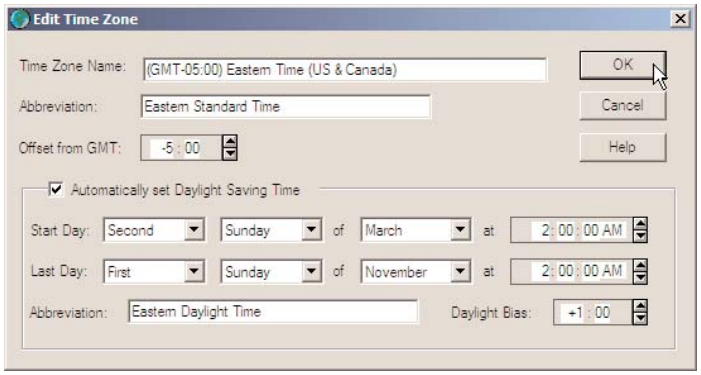
OR:

    b. The New 2007 DST settings which are:
        - Start Date/Time: **Second Sunday** of **March**
        - End Date/Time: **First Sunday** of **November**

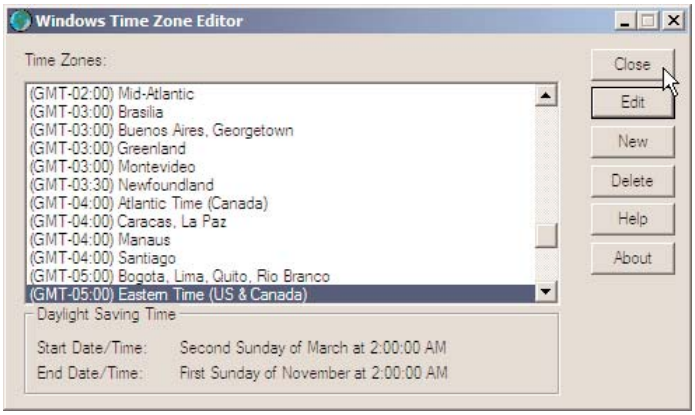


GRX products (continued)

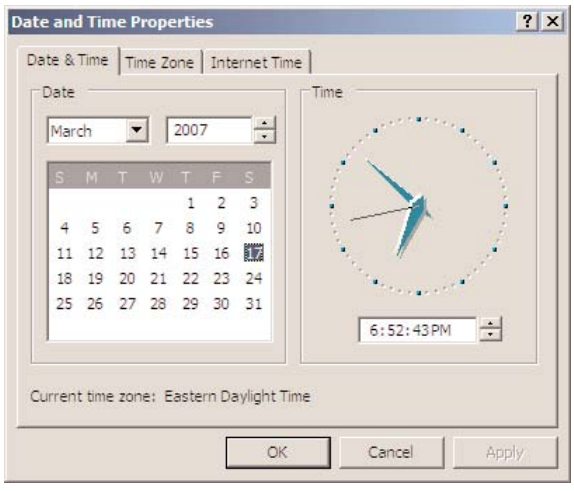
11. **If you see that your PC is set to the New 2007 DST settings, your PC has been updated – Skip to Step 21**. Otherwise, if you see the Original DST settings, continue onto the next step in this procedure.
12. To change the DST settings on your PC, click on the **Edit** button. The **Edit Time Zone** Window will appear. Modify the DST settings to the following:
    - Start Day: **Second Sunday** of **March** at 2:00:00 AM
    - Last Day: **First Sunday** of **November** at 2:00:00 AM



13. When you are finished, press the **OK** button to close the **Edit Time Zone** Window.
14. Press the **Close** button to close the **Windows Time Zone Editor** Window.

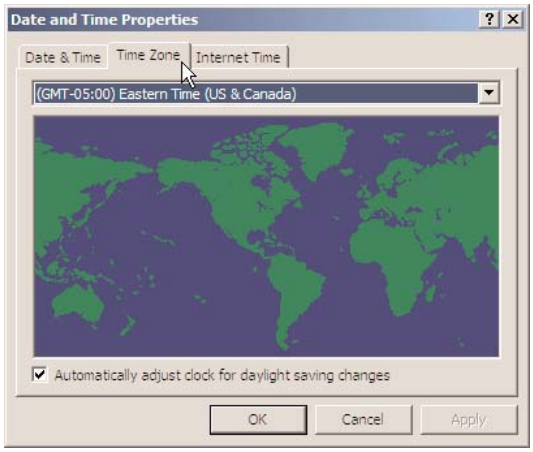


15. Display the **Date and Time Properties** Window by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).

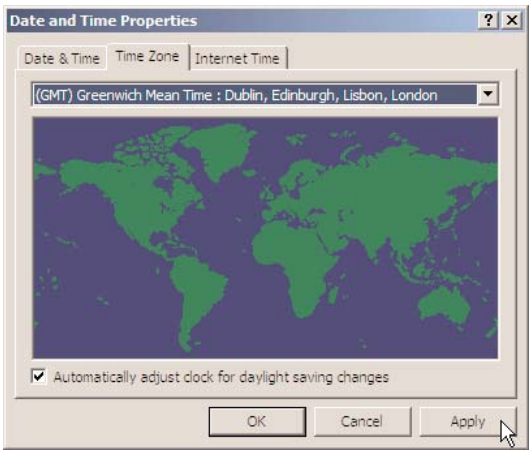


16. Click the **Time Zone** Tab. Write down which Time Zone is currently selected on the line below.

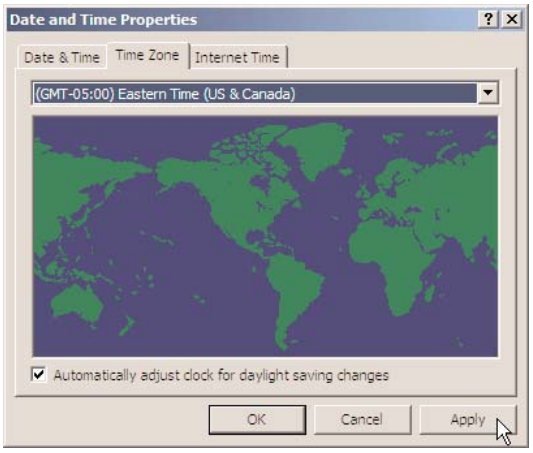
Time Zone: _____



17. Select a Time Zone **other than** the one currently selected and click **Apply**.

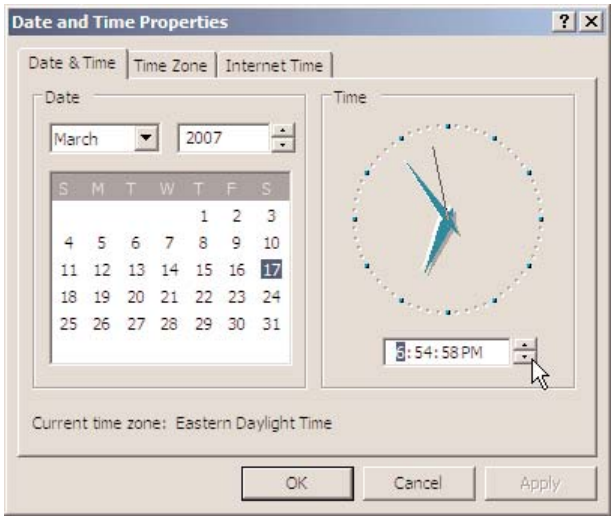


18. Reselect the original Time Zone again (the one that you wrote down) and click **Apply**, then click **OK** to close the Window.



19. You must now restart your computer. To restart your PC, on the taskbar, click **Start -> Shut Down -> Restart -> OK.**

20. After your computer restarts, confirm that the DST settings are correct. To do this, repeat steps 7 through 11 of this section of the procedure. If you reach this step of the document a second time, go to http://support.microsoft.com/dst2007 for technical support from Microsoft.
21. Verify that the current time on your PC is correct. You can view your current time by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



22. If the time is not correct, change the time to the correct current time and click the **Apply** button to save the change. Click **OK** to close the **Date and Time Properties** Window.

The DST Settings for your PC have been updated to the 2007 DST Settings based on the United States Congressional 2005 Energy Policy Act.

Please note that Congress has reserved the right to reverse or modify this change.

Updating a Digital microWATT™ system

NOTE! This information supercedes earlier information that we published that indicated that a Field Service visit was required to update a system. Microsoft has provided a utility that will allow users to update the DST settings in their computers.

This information utilizes knowledge found on IBM.com (http://www-1.ibm.com/support/docview.wss?uid=swg21253837)

You must update the DST settings of your PC to the new 2007 settings so that the time on your PC changes automatically on the correct dates.

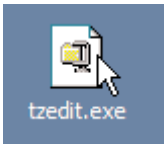
The following instructions detail how to update the DST settings on your PC. If your computer is managed by an IT department, you may want to contact them before continuing with this section of the update.

Please note that the following information was provided by Microsoft. Microsoft does not support DST updates for all Microsoft Windows Operating Systems. This documentation covers DST updates for Windows XP and Windows 2000 Operating Systems only. If your PC is not running one of these operating systems or if you want more information from Microsoft about updating your PC, go to: http://support.microsoft.com/dst2007

Please note that the DST settings on your PC may already have been updated by your IT department or by a Microsoft Windows Automatic Update. Running the update on a PC that is already updated should not cause any problems.

1. Download the tzedit.exe program from Microsoft by clicking the following link: http://download.microsoft.com/download/5/8/a/58a208b7-7dc7-4bc7-8357-28e29cdac52f/tzedit.exe

   Place this file on the desktop of the PC running Lutron software.



2. Close all programs running on your PC.
3. Double-click on this file to launch the self-extraction tool. The **WinZip Self-Extractor** Window will appear.
4. Unzip the files to the C:\Program Files\TZEdit directory. Click the **Unzip** button to start the unzip process.

5. A window will appear prompting you that the **2 file(s) were unzipped successfully**. Press the **OK** button to close this window.

6. Close the **WinZip Self-Extractor** window by clicking the **Close** button.

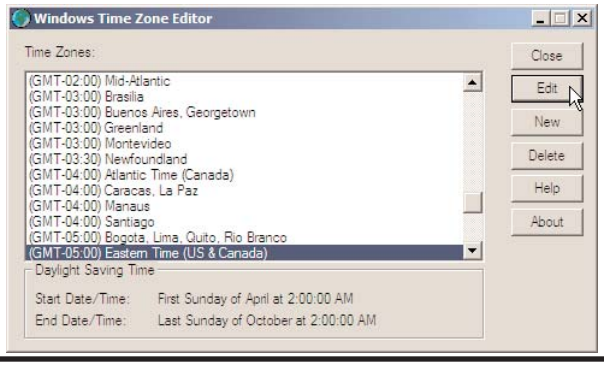
7. Run the TZEDIT program by clicking on the **Start** button (on the taskbar) and select **Run**…
8. In the **Run** Window, type the following command:

   C:\Program Files\TZEdit\tzedit.exe

9. The **Windows Time Zone Editor** utility window will appear. The current time zone selected on your PC will be highlighted.
10. The current DST settings for your PC will be displayed at the bottom of the Windows Time Zone Editor. Check to see if the DST settings are set to either:

    a. The Original DST settings, which are:

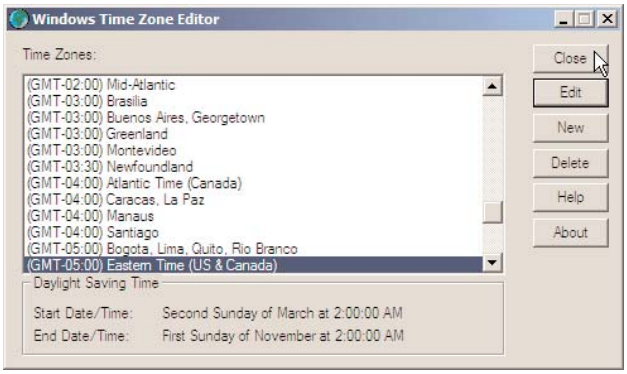
    - Start Date/Time: **First Sunday** of **April**
    - End Date/Time: **Last Sunday** of **October**



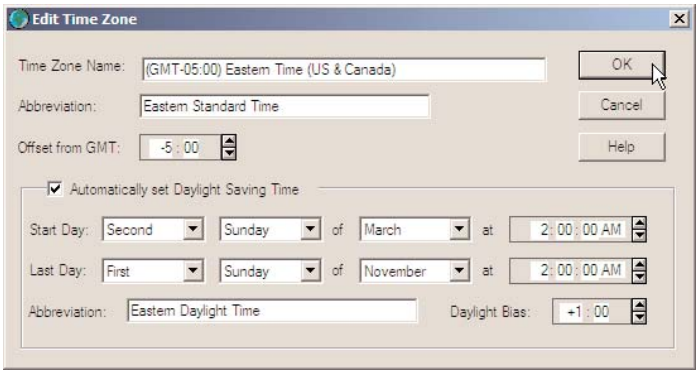
OR:

b. The New 2007 DST settings which are:

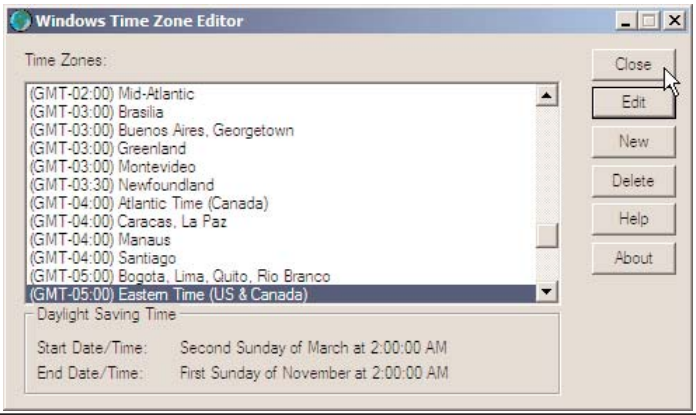
- Start Date/Time: **Second Sunday** of **March**
- End Date/Time: **First Sunday** of **November**



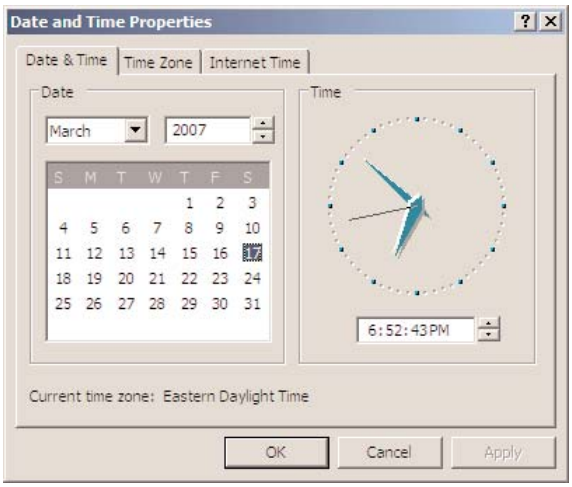
11. **If you see that your PC is set to the New 2007 DST settings, your PC has been updated – Skip to Step 21**. Otherwise, if you see the Original DST settings, continue onto the next step in this procedure.
12. To change the DST settings on your PC, click on the **Edit** button. The **Edit Time Zone** Window will appear. Modify the DST settings to the following:
    - Start Day: **Second Sunday** of **March** at 2:00:00 AM
    - Last Day: **First Sunday** of **November** at 2:00:00 AM



13. When you are finished, press the **OK** button to close the **Edit Time Zone** Window.
14. Press the **Close** button to close the **Windows Time Zone Editor** Window.

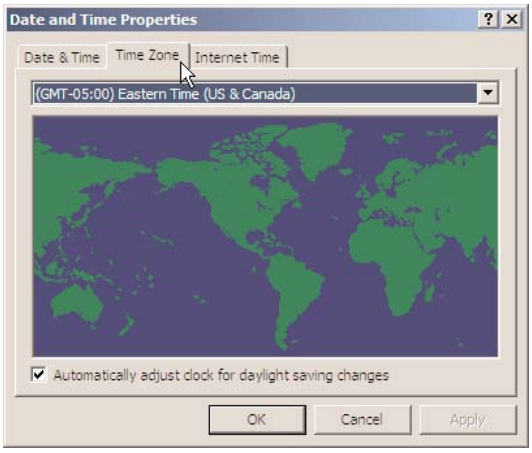


15. Display the **Date and Time Properties** Window by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



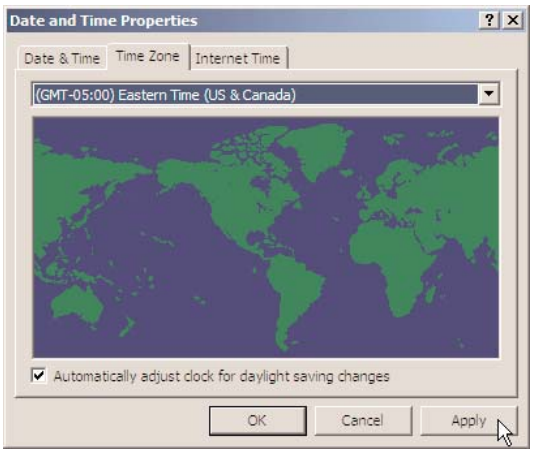
16. Click the **Time Zone** Tab. Write down which Time Zone is currently selected on the line below.

Time Zone: _____

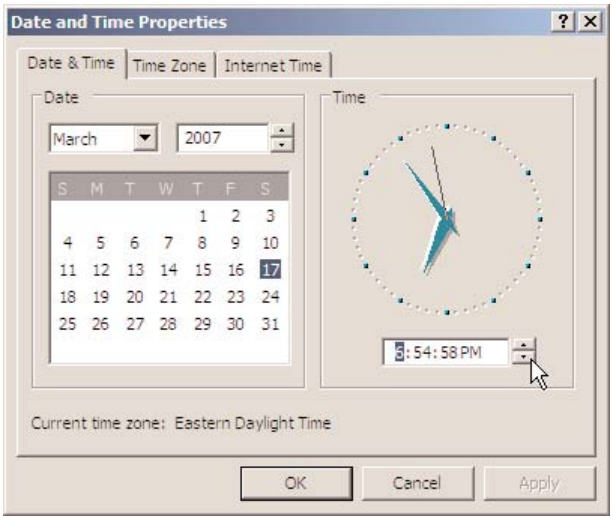


17. Select a Time Zone **other than** the one currently selected and click **Apply**.

18. Reselect the original Time Zone again (the one that you wrote down) and click **Apply**, then click **OK** to close the Window.



19. You must now restart your computer. To restart your PC, on the taskbar, click **Start -> Shut Down -> Restart -> OK.**
20. After your computer restarts, confirm that the DST settings are correct. To do this, repeat steps 7 through 11 of this section of the procedure. If you reach this step of the document a second time, go to http://support.microsoft.com/dst2007 for technical support from Microsoft.
21. Verify that the current time on your PC is correct. You can view your current time by clicking **Start-> Settings -> Control Panel -> Date and Time** (on the taskbar).



22. If the time is not correct, change the time to the correct current time and click the **Apply** button to save the change. Click **OK** to close the **Date and Time Properties** Window.

continued on next page...

A file needs to be replaced on the server to make astronomic timeclock events work correctly after the Windows patch has been made.To replace the file:

23. Download the file by right-clicking here and selecting "save target as".
24. Save the file in the D:\Lutron\DMW\DMWData folder.

    Note: If you have previously changed the drive mappping on your computer, you will need to find the DMWData folder on your computer and save the file there.
25. Select **Yes** to replace the existing file.
26. Restart your computer by clicking on the taskbar **Start -> Shut Down -> Restart -> OK**.

Your Digital microWATT software and the DST Settings for your PC have been updated to the 2007 DST Settings based on the United States Congressional 2005 Energy Policy Act.
Please note that Congress has reserved the right to reverse or modify this change.

Notes:

- Additional information is also available within the following Microsoft article: Preparing for daylight saving time changes in 2007.
- The advice in the Microsoft Knowledge Base Article How to configure daylight saving time for the United States in 2007 concerning timezone.exe is insufficient to lead to a problem-free result, so using tzedit.exe is recommended instead.
- The requirement to set your time zone twice is explained in various Microsoft

RP Systems

Unfortunately, the DST settings can not be changed on this product without an upgrade to the processor in the panel. The upgrade is something that requires a Field Service visit. The new version of processor hardware/software supports future DST setting changes, so this upgrade would make the system ready for any additional changes that Congress might make. To schedule a Field Service visit, please call 800-523-9466 and select option 4, then option 1.

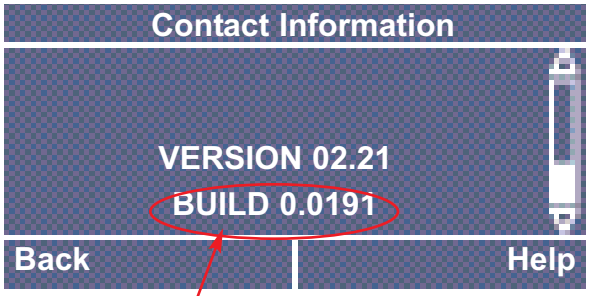
Some customers will choose not to upgrade their system because of the expense (in most cases, the expense is at least $1000) and will choose to disable the automatic DST adjustment and manually adjust the time. The system time and DST settings are changed using the buttons and LED/LCD screen inside the power panel. Typically, instructions are not required, as it is pretty easy to change the time for most of these types of panels. If needed, refer to the instructions provided with the system, call Lutron Technical Support, or go to www.lutron.com/DST.

LCP128TM, Softswitch128TM, and RPT Systems

Some older systems have a version of the operating software that prevents the Daylight Saving Time from being updated. The first thing you will need to do is check the "build version" of your software

First, check your Build Version.

1. From the Main Menu use ▲ and ▼ to select Contact Information, then press OK or # (Next) to continue.
2. Use ▼ to scroll down to the very bottom of the screen. It will display the Version and Build of your specific system.
3. If the number of your Build is less than 0.0254 (as shown here; the build version shown is 0.0191), proceed to page 59.



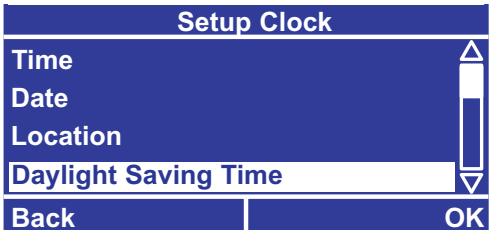
Check the BUILD version of your software to determine whether you need a software update to make the changes for Daylight Saving Time.

Change your Daylight Saving Time settings.

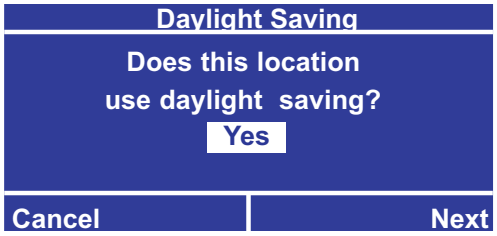
Depending on your system (*LCP128, Softswitch128,* or RPT), the menu choices may differ slightly from what is shown here. The basic steps are the same.

NOTE: Your system may consist of one or more panels. If your system has multiple panels, all changes must be made from the **Master Panel**. To determine if a panel is the **Master Panel,** view the Home screen by pressing the Home button. The words **Master Panel** or **Remote Panel** will appear on the left side of the screen. If you find a **Remote Panel**, you must locate the **Master Panel** before any changes can be made.

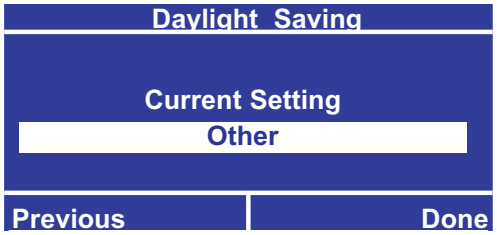
1. From the Main Menu use ▲ and ▼ to highlight Time Clock Setup and press OK or # (OK). Use ▲ and ▼ to highlight Setup Clock and press OK or # (OK).
2. From the Setup Clock menu use ▲ and ▼ to highlight Daylight Saving Time and press OK or # (OK).



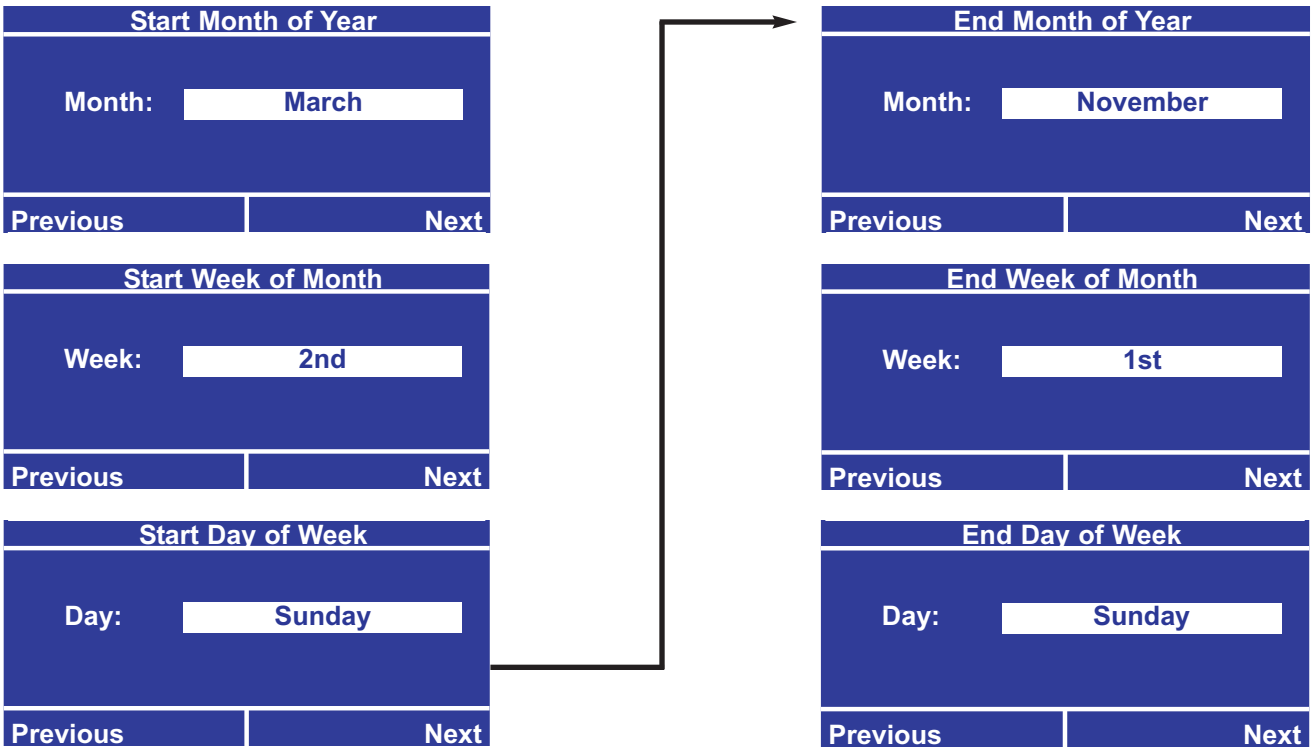
3. Use ▲ and ▼ to select Yes (your location uses daylight saving time), then press OK or # (Next).



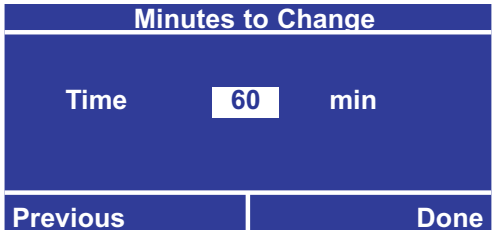
4. Use ▲ and ▼ to select Other under Current Setting. Press OK or # (Done) to continue.



5. You will be prompted through screens to set the Start Month, Week, and Day; and the End Month, Week, and Day. Use ▲ and ▼ to select the appropriate choices, following the screens shown here.



6. On the Minutes to Change screen, use ▲ and ▼ to set the Time to 60 min. Press OK or # (Done).



The controller will automatically update your new data.

NOTE: It is important to make sure that the time and date in your system are accurate. This is especially important if you are making changes to your system between March 11th 2007 and April 1st 2007 since the time in the system will be off by 1 hour.

7. From the main menu use ▲ and ▼ to highlight Time Clock Setup and press OK or # (OK).
8. Use ▲ and ▼ to highlight Setup Clock and press OK or # (OK).
9. From the Setup Clock menu use ▲ and ▼ to highlight Time and press OK or # (OK).
10. Use the ▲ and ▼ to change the time to the correct current time and press Done or # (Done) to save the change.
11. Verify that the DST changes took affect. Turn power to the controller off for 10 seconds and then turn power back on.
12. From the main menu use ▲ and ▼ to highlight Time Clock Setup and press OK or # (OK).

13. Use ▲ and ▼ to highlight Setup Clock and press OK or # (OK).
14. From the Setup Clock menu use ▲ and ▼ to highlight DST and press OK or # (OK).
15. Use ▲ and ▼ to select Yes (your time uses Daylight Savings Time), then press OK or # (Next).
16. Use ▲ and ▼ to select Other under Current Setting. Press OK or # (Done) to continue.
17. You will be prompted through screens to set the Start Month, Week and Day, and the End Month, Week and Day. Verify that the settings are set to: Start: Second Sunday of March, End: First Sunday of November. The Minutes to change should be set to 60 min.
18. From the main menu use ▲ and ▼ to highlight Time Clock Setup and press OK or # (OK).
19. Use ▲ and ▼ to highlight Setup Clock and press OK or # (OK).
20. From the Setup Clock menu use ▲ and ▼ to highlight Time and press OK or # (OK).
21. Verify that the time is set to the correct time.

Please note: If the settings stored in the controller are not correct, the DST update did not occur properly. Restart this procedure to verify the build version of your operating software is correct and reattempt to apply the changes. If the changes do not save properly, contact Lutron Technical Support for assistance.

22. Your system update is now completed.

Systems with a build version less than 0.0254

Unfortunately, the DST settings can not be changed on this product without an upgrade to the processor in the panel. The upgrade is something that requires a Field Service visit. The new version of processor hardware/software supports future DST setting changes, so this upgrade would make the system ready for any additional changes that Congress might make. To schedule a Field Service visit, please call 800-523-9466 and select option 4, then option 1.
Some customers will choose not to upgrade their system because of the expense (in most cases, the expense is at least $1000) and will choose to disable the automatic DST adjustment and manually adjust the time. The system time and DST settings are changed using the buttons and LED/LCD screen inside the power panel. Typically, instructions are not required, as it is pretty easy to change the time for most of these types of panels. If needed, refer to the instructions provided with the system, call Lutron Technical Support, or go to www.lutron.com/DST.

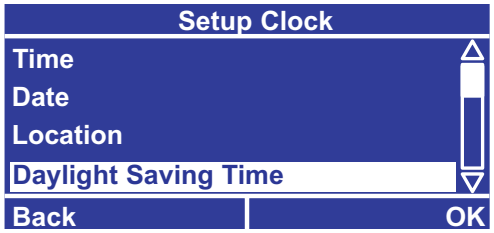
To Disable the Automatic DST Adjustment and Manually Set the Time:

Depending on your system (*LCP128, Softswitch128,* or RPT), the menu choices may differ slightly from what is shown here. The basic steps are the same.

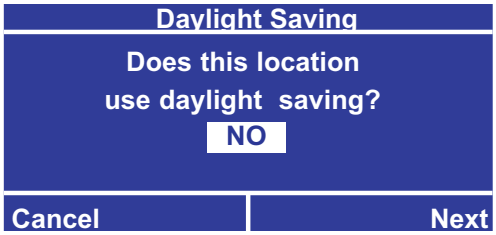
1. From the Main Menu use ▲ and ▼ to highlight Time Clock Setup and press OK or # (OK). Use ▲ and ▼ to highlight Setup Clock and press OK or # (OK).

Continued on next page...

2. From the Setup Clock menu use ▲ and ▼ to highlight Daylight Saving Time and press OK or # (OK).



3. Use ▲ and ▼ to select NO (your location uses daylight saving time), then press OK or # (Done).



The controller will automatically update your new data.

NOTE: Your system is now set for manual time adjustments.

4. From the main menu use ▲ and ▼ to highlight Time Clock Setup and press OK or # (OK).
5. Use ▲ and ▼ to highlight Setup Clock and press OK or # (OK).
6. From the Setup Clock menu use ▲ and ▼ to highlight Time and press OK or # (OK).
7. Use the ▲ and ▼ to change the time to the correct current time and press Done or # (Done) to save the change.
8. Verify that the changes took affect. Turn power to the controller off for 10 seconds and then turn power back on.
9. From the main menu use ▲ and ▼ to highlight Time Clock Setup and press OK or # (OK).
10. Use ▲ and ▼ to highlight Setup Clock and press OK or # (OK).
11. From the Setup Clock menu use ▲ and ▼ to highlight DST and press OK or # (OK).
12. Verify that NO is selected and press OK or # (Done).
13. Use ▲ and ▼ to highlight Setup Clock and press OK or # (OK).
14. From the Setup Clock menu use ▲ and ▼ to highlight Time and press OK or # (OK).
15. Verify that the time is set to the correct time.
16. You will need to reset the system time every Spring and Fall.

Please note: If the changes do not save properly, contact Lutron Technical Support for assistance.

Orion® Systems (MLE-1, MLE-2, MLE-3, MLE-4)

Best Choice: System Upgrade

The Orion® System cannot be programmed to automatically adjust to the new Daylight Saving Time settings. To keep your Orion® system on the correct time, you must manually adjust the clock to the correct time four times each year as described below. If you would like to upgrade your existing system to one that can be more easily programmed and adjusted, Lutron recommends upgrading your system to a GRAFIK 7000 system. Please call Lutron Services Company at (800) 523-9466 for more information (select option 4, then option 5).

Manually Adjust your Orion® System

Your Orion® System is connected to a terminal that you can use to adjust the current date and time manually. You will need to adjust the time 4 times each year:

- On the **second Sunday** in **March** (forward one hour, on the new spring-ahead date)
- On the **first Sunday** in **April** (back one hour, because it is the old spring-ahead date and the clock will automatically reset one hour ahead)
- On the **last Sunday** in **October** (forward one hour, because it is the old fall-back date and the clock will prematurely reset one hour back)
- On the **first Sunday** in **November** (back one hour, on the new fall-back date)

Manually adjusting the time can create a different problem. Although it will cause the fixed-time events to happen at the correct time, it will cause the astronomic events to occur one hour early for the 3 weeks in Spring and one hour late for the 1 week in Fall. In cases where wall controls provide control of the same lights as the timeclock does, it may be most beneficial to disable the timeclock for the 4 weeks during the year that it is wrong and just use the wall controls to turn the lights on and off.

<u>To change the times, follow these steps:</u>

1. Turn on the power to the terminal connected to your Orion system. The following will be displayed on the terminal.

   `VTxxx OK` xxx = version of Orion running on your system

2. Hit function key F11, SYSTEM STATUS.

   A system status screen appears, showing

   `SYSTEM AREA  SCENE ON NOW  CONTROL TYPE`

3. Hit F12, AREA CONTROL.

4. If "`MANUAL SCENE SELECT MENU`" appears under the black status bar, as shown here

   `NOW IN MANUAL CONTROL  PRESS T TO ENTER TIMECLOCK CONTROL`

   Press the "T" key on your keyboard to enter timeclock control. The black status bar will change, as shown here, and the current time, day, and date will display underneath the black status bar.

   `NOW IN TIMECLOCK CONTROL  PRESS M TO LEAVE TIMECLOCK CONTROL`

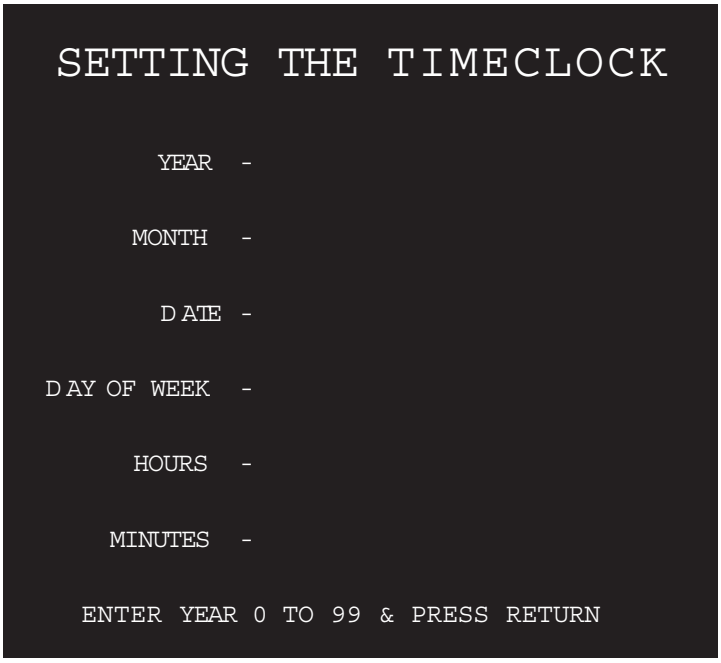
   `10:12 AM  TUESDAY  10/24/06`

5. Hit F14, TIMECLOCK SETUP.

   You will see "TIMECLOCK PROGRAMMING" and a default day and area at the top of the screen.

6. Hit the "Y" key on your keyboard — and a timeclock calendar will appear.

7. Hit the "T" key on your keyboard for the "SETTING THE TIMECLOCK" screen.
   At the bottom of the screen above the black status bar, a command prompt will appear to guide you through setting each part of the new current date and time.



   Additional command prompts for setting the timeclock:

   ENTER MONTH 1 FOR JANUARY TO 12 FOR DECEMBER & PRESS RETURN

   ENTER DATE 1 TO 31 & PRESS RETURN

   ENTER DAY OF WEEK 1 FOR MONDAY TO 7 FOR SUNDAY & PRESS RETURN

   ENTER HOURS 1 TO 12 THEN A FOR AM OR P FOR PM AND PRESS RETURN

   ENTER MINS 0 TO 59 & PRESS RETURN ON THE MINUTE TO START CLOCK

8. A timeclock calendar with a prompt pointing to the current day appears. Hit F12 to verify that the current date and time information is correct.

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Daylight Saving Time Website:
www.lutron.com/DST

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