

## Zoning/Grouping

Devices in a Visiplex system can be Zoned or Grouped by using their individual identifying codes. These seven-digit numbers, called **capcodes**, are what allow the paging base station to send data to individual devices, groups of devices, or all devices at once. A device's unique capcode can be found on a label on the back of the device, along with the All Call capcode, frequency, and serial number. For example, on speakers, it will say "C/C: 07601xx, and 0760904". The first capcode is unique to that device and allows the base to communicate with just that device. The second capcode is the same on all devices, which allows the base to send out an All Call to communicate with all devices at once.

### VS4820

By default, all devices will be entered in on the base for their individual codes, and their All Call's. In order to group devices, a new event must be added into the base with a new unique capcode. This new capcode will also need to be programmed on all of the devices you want to be part of the group. The capcode can be any number within the range of 0000008 to 2097151.

To add an event to the base unit:

- Go into the setup menu by pressing F9. The default password is PASSWORD.
- Select option 1 for Add/Edit event.
- Enter a new event number and select what type of event.
  - For live PA, choose wireless PA speaker
  - For Bell events choose tone/voice/bell alert.
- In the CODE field, put the capcode you want to use for the group.

See the VS4820 manual for more help on programming events.

Next, you need to add that group capcode to the units you want to be part of that group. Connect them to the VPS software, available on our website. In the programmer section, the second field is capcodes. If everything is blank, it did not automatically read from the device. Press the "Read" button at the top of the programmer. You should see the default capcodes already on the device. Select the next blank entry by checking the box, and enter the group capcode in the field below. Press enter to confirm the entry, and it will show up under the value column. Click the program button at the top of the window. On the programmer, it will only change the things you have the box selected for when you hit the program button.

Intercoms work a bit differently, using their serial numbers instead of a capcode. They cannot be grouped for 2-way communication, though you can add group capcodes for PA and bell activations.

## VS4810 & VS4500

By default, all devices will be entered in on the base for their individual codes, and their All Call's. In order to group devices, a new device ID must be added into the base with a new unique capcode. This new capcode will also need to be programmed on all of the devices you want to be part of the group. The capcode can be any number within the range of 0000008 to 2097151.

To add a device ID to the base unit, go into the admin menu. *On the VS4810, 4 from the main menu, password is "PASSWORD", then press 1 for edit device details. On the VS4500, press "B", the passcode is "4500" press #, then press 1 and #.* Choose a device ID not already in use. For groups with the Bell schedule, the device ID will need to be between 001 and 098; 099 is already entered as the All Call for bells. In here, it will ask for a name (VS4810 only), CODE, PHONE, TYPE, BAUD, MODE, GROUPS, and DSC. Name is what you want to call the group, the CODE field is where you'll be putting the capcode you want to use for the group. Skip the phone field, and the next is TYPE. This tells the unit how it is communicating with that capcode. For live voice/PA, it's "wireless speaker", for the bell schedule, codes and message activation it's "alpha pager", and for text for message boards it's "LED display". For the baud rate, enter 1 for 1200bps. *If you have an older system, it may be 512bps, in which case enter 5 here. You can find the baud rate of your units on the sticker showing the frequency and capcodes.* Enter 2 for the mode field. Leave the other fields blank, and hit enter to skip through them. At the end, it will say "press F2 to update" on the screen, press F2 to save it.

Next, you need to add that group capcode to the units you want to be part of that group. Connect them to the VPS software, available on our website. In the programmer section, the second field is capcodes. If everything is blank, it did not automatically read from the device. Press the "Read" button at the top of the programmer. You should see the default capcodes already on the device. Select the next blank entry by checking the box, and enter the group capcode in the field below. Press enter to confirm the entry, and it will show up under the value column. Click the program button at the top of the window. On the programmer, it will only change the things you have the box selected for when you hit the program button.