

Avi-on Lighting Controls: *Project Manager's Startup Checklist*

Step 1

Host pre-wire training

- Review wiring diagrams
- Verify driver compatibility
- Practice ZoneScanning
- Plan to disable old controls
- Put stickers on top of fixtures

Step 2

Install & ZoneScan controls

- Power Avi-on Bridge
- ZoneScan devices during install
- Disable old controls

Startup controls room-by-room

- Follow steps on next pages

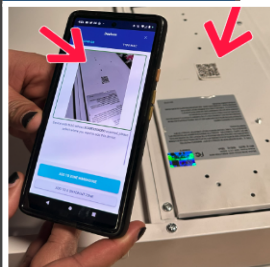
Step 3: Close out project

- Move Avi-on Bridge to Ethernet.
- Ask Avi-on for Close-out Punchlist.
- Verify old controls are disabled
- Setup BACnet, OpenADR, lockdown, energy data, SSO, Floorplan View, touch screens



Avi-on Project Manager's Startup Checklist: Step 1 Pre-Wire Meeting

1. Host Pre-Wire Training for Installers & Fixture Assemblers



A. Installer Startup? Host *Pre-Wire Training*

- a. Review controls wiring diagrams at [Avi-on.com/Resources](https://avi-on.com/Resources) →
- b. Review high- and low-voltage wire colors →
- c. Review layouts, SOO (Sequence of Operations), building code: emergency UL924 regs, load shedding, Title 24, and other code or utility regulations
- d. **Plan to disable old controls to ensure continuous power to Avi-on devices. Remove old occupancy sensors, wall stations, contactors, key switches, and BMS/EMS systems**

B. Provide ZoneScanner to all installers

- a. Use *Avi-on Mobile Commissioning App* to download & setup *ZoneScanner Tool*
- b. Invite installers to *ZoneScanner Web App*
- c. Help installers download *ZoneScanner Tool*
- d. Practice scanning Avi-on QRs + assigning zones

C. In-fixture controls? Teach fixture assembler to wire/test

- a. Using LVFAs? Verify dim-to-off drivers PLUS AUX power is OK
- b. Assemble AND test controls with fixtures: 1-channel (on/off/dim) v. 2-channel (CCT or warm/cool) → → →
- c. ← ← Teach fixture people to put *Avi-on QR stickers* on top



[Avi-on.com/Resources](https://avi-on.com/Resources)



[ZoneScanner Guide](#)



[LVFA Dim-to-Off Qualification](#)



[Fixture Assembly Checklist](#)

See next page ↓↓↓↓↓↓↓↓

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Avi-on Project Manager's Checklist: Steps 2 and 3

2. Install & Startup Controls     	A. Installers power the <i>Avi-on Bridge</i>. <i>Locate Bridge according to instructions →</i> - The <i>Bridge</i> enables remote technicians to startup controls while assisting installers to resolve installation, wiring, and fixture issues - A <i>temporary cellular plan</i> covers startup <i>Move Bridge to Ethernet as soon as internet connection is stable. Instructions →</i>	 Install Bridge
	B. Installers power fixtures and controls: remove old sensors, switches, contactors, key switches, or BMS/EMS that might interfere. Use <i>Electrician's Checklist</i> to troubleshoot wiring, fixtures →	 Electrician's Checklist
	C. Startup controls as you install <i>Avi-on Paid Remote Startup</i> → work with Avi-on according to <i>Step 1: Pre-Wire</i> <i>Startup by Installer:</i> program project using <i>Mobile Commissioning App</i> →	 Mobile Startup Guide
3. Deliver Clean Close-out	D. Ask for Punchlists & paid services at Avi-on.com/Startup - Request <i>Close-out Punchlists</i> to troubleshoot fixtures, wiring, sensors, and wall stations - Request paid services: UL924, Energy Data, OpenADR, BACnet, Touchscreens, Lockdown, Floorplan View, SSO	 Facilities Manager's Guide

Recommended naming conventions for groups, devices, & functions

	Naming Convention	Examples	Tips for <u>ZoneScanner</u> Import
Groups -or- Zones	Area -or- Room Number being controlled	- Open Office 100 - RM 120 Teaching Wall - Class 0927 *	- Avi-on will automatically include the room/group/zone number in brackets when you Import ZoneScanner Data. To use this function on the Groups Page, copy/paste <i>Group Name</i> into the Member Prefix box - The Import ZoneScanner function will automatically build the device name: - Member Prefix (aka Group/Zone/Room) - Last 4 digits of MAC - Product name (like IFAC, Wall Station, etc.) - As you import <i>ZoneScanner</i> data, MANUALLY add the special function characters (!, *, **) to the device names -or- zones
Fixture Adaptors & Power Packs IFAC LVFA (low voltage) XFAC (power pack)	[Group/Zone Name] - Last 4 MAC - Device - Special Function Special Functions: Add characters to make searching easier during programming Emergency devices: Add ! to end of device name. Example: [RM 120 Teaching Wall] - AB12- LVFA ! Daylight harvesting (ALS) CONTROLLER: Add ** to end of device name. Example: [RM 120 Teaching Wall] - AB12- LVFA! ** << emergency, daylight zone & controller Daylight ZONE: Add * to end of zone or group. Example: [RM 120 Teaching Wall] * - AB12- LVFA Example sensor use cases: hallways v. stairwells: Add ^ on hallways and ? on stairwells Example wall stations: Add 2B on end of name for 2 Button. Add # at the end for a Scene Controller. 3rd Party "McWong" Sensor: Add \$ to end of device name. Example: [Class0927]-3DC6-IFAC!\$		
Wall Stations BAT & AC	[Group/Zone Name] - Last 4 MAC - Device - Function	[RM 120 Teaching Wall] – F224- Avi-on Wall Station- AC	
GE Switches Do not ZoneScan	[Group/Zone Name] - Last 4 MAC - Device - Function	[RM 132 Closet] – 998B-GE In Wall Dimmer	
Avi-on "DC" Direct Connect Sensors DC-PIR, DC-MW	[Group/Zone Name] - Last 4 MAC - Device - Function - Sensor	[RM 120 Teaching Wall] - AB12- LVFA ! **	<i>Avi-on Direct Connect (DC) Sensors</i> plug directly into XFAC, IFAC, or LVFA. DC sensors take the name of that device, with "Sensor" appended
Schedules	Group/Zone - Begin/End Time - Days of Week	Open Office 100 7am to 7pm M-F	Enter zone being controlled, time, & days
Scenes	Area or Room Number being controlled this will typically match the Zone or Group name	- Open Office 100 - RM 152 Cafeteria	Scenes are created after <i>Zonescanner</i> import within Avi-on Pro. To make Scene creation easier, make sure your Zones/Groups are scanned accurately