Sensi™ Multiple Thermostat Manager

INSTALLATION GUIDE

sen|si™

Multi-thermostat management made easy.

Sensi Multiple Thermostat Manager gives you affordable, property-wide comfort control, connected in one place.

Extensive compatibility*
Works with HVAC systems in most facilities. All you need are our award winning Sensi Wi-Fi Thermostats. Find out if your system is compatible.

Control thermostats at multiple locations
Monitor and adjust all of your thermostats in one convenient place.

Group scheduling with batch operations
Easily consolidate and customize settings across multiple thermostats by grouping and sorting.

Energy saving feature
Remote control and flexible batch scheduling can minimize energy waste and help you save money.

Simple & affordable
Easy setup process to manage comfort at a much lower cost than traditional building management systems.

Easy-to-use portal
Access thermostat control from anywhere through the intuitive portal featuring drag-and-drop functionality.
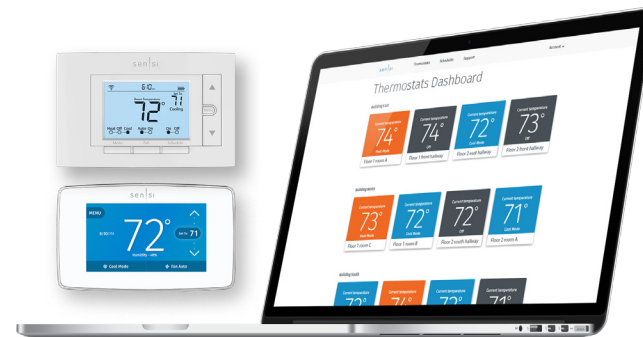
Smart alerts
Enable optional notifications that let you know when and where extreme temperature or humidity changes are detected.

Keypad lockout
Keep your perfect settings on lockdown by disabling changes from individual thermostats or groups of thermostats.

We understand the frustrations of managing comfort across multiple buildings and environments. Controlling multiple thermostats can be a demanding, high-stress part of your job. You need to be ready to respond at all times so energy costs stay low while everyone stays comfortable. Now, there's an easier way to manage comfort throughout all of your thermostats. With the Sensi™ Multiple Thermostat Manager, the power is in your hands.

*Does not work with electric baseboard heat and some other systems.

Installation

Once you've determined your system's compatibility, getting started is easy. There's no need to be an energy management expert or navigate a complicated set up. Just follow these easy steps:

1. Purchase your Sensi Wi-Fi Thermostats

Purchase Sensi Wi-Fi Thermostats at https://sensi.emerson.com/en-us/products or from your favorite pro. Sensi Multiple Thermostat Manager is compatible with both the Sensi Wi-Fi Thermostat and the Sensi Touch Wi-Fi Thermostat.

2. Install & Connect Your Sensi Wi-Fi Thermostats

All of the information you need to install your Sensi comes preloaded in the Sensi App. To get started, open the Sensi mobile app on your smart phone and follow the prompts to create an account. Once your account has been created, select "Install new thermostat on wall and connect to Wi-Fi" for your step-by-step directions.

The app will direct you to turn off your heating and cooling equipment, remove your existing thermostat, and will provide you with step-by-step instructions to select the proper configuration for your existing wires.

Once your new thermostat is installed, you'll need to connect to your Wi-Fi. Again, the app will supply you with all the information you need to complete this process. You'll need your security card as well as your Wi-Fi network name and password to get wirelessly connected.

Once you install all your thermsostats; you'll be able to instantly manage the setting of all of your thermostats on your phone, tablet, or desktop.
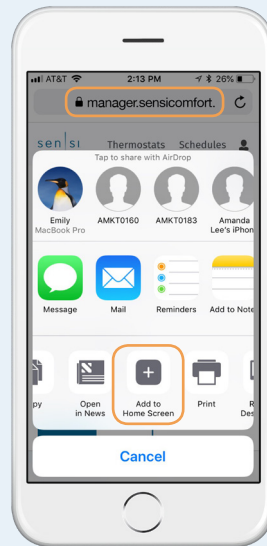
3. Sign-up

Try Sensi Multiple Thermostat Manager FREE for 30 days. Sign-up at manager.sensicomfort.com using your registered Sensi username and password. You'll instantly be given access to the Sensi dashboard software and all of your registered Sensi thermostats will automatically appear in your account.

It's that simple. You'll be able to remotely access all of your connected thermostats in our easy-to-use portal. Get full control and full comfort on your favorite device including laptop, phone, or tablet anytime, anywhere.

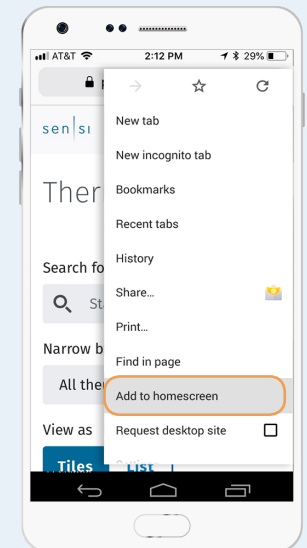**PRO TIP** Want to add a shortcut to your phone screen?

On iOS:

1. Open Safari and go to manager.sensicomfort.com

2. Tap the "Share" 📤 icon at the bottom of the screen.

3. Scroll across and tap "Add to Home Screen".

4. Accept the suggested name or enter your own.

5. Tap "Add" to save the new icon to the iPhone, iPad or iPod touch home screen.

On Android:

1. On your Android open your Chrome web browser.

2. Enter manager.sensicomfort.com in the text bar and press "Enter" or "Go."

3. Tap on the "menu" ⋮ icon at the top of the screen.

4. Tap "Add to Home Screen" on the drop-down menu.

5. Rename bookmark and tap "Add".

4. Understanding the features

Our intuitive portal is loaded with features to provide a simpler, more affordable way to manage comfort. It's everything you need and nothing you don't, so the power is always in your hands. Get to know Sensi Multiple Thermostat Manager:

- **CREATING A GROUP OF THERMOSTATS**
  Multiple Thermostat Manager makes it easy to create groups for your thermostats. In this way, you can manage the set schedules of multiple thermostats more efficiently.

  TO CREATE A NEW GROUP
  1. Confirm you are viewing your thermostats in tile view

  2. At the top of the screen, select Add a new thermostat group

  3. Name the new thermostat group (i.e. Office, Building 1, 123 Main St.) and select Save

  Once the group is created, you will be able to drag and drop the thermostat tiles into the newly created group.

· BATCH CONTROL

After selecting the desired thermostats you want to control, you can:

- · Change the mode (Heat, Cool, Auto, Off)

- · Change fan mode (Auto, On)

- · Set the temperature

- · Lock the thermostat

- · Add or edit a schedule

To select the thermostats you want to batch control, simply select the box in the upper left corner of the thermostat tiles (in tile view) or select the thermostats in the left-most column (in list view).
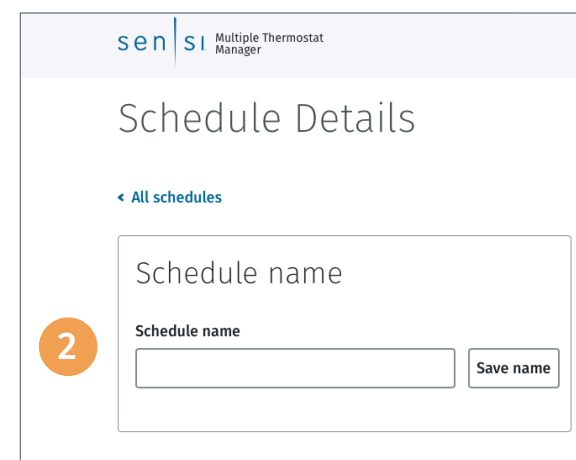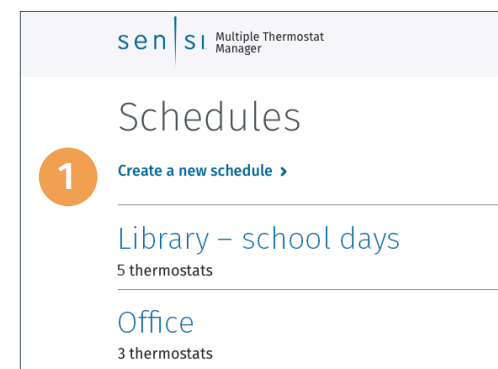
· CREATING SCHEDULES:

Creating a schedule using Sensi Multiple Thermostat Manager is easy. Once logged into your Sensi Manager thermostat dashboard, select Schedules in top navigation bar.

HOW TO CREATE A NEW SCHEDULE
1. Select Create a new schedule at the top of the page

2. Once on the Schedule Details page, enter a descriptive name for your new schedule specific to your event (i.e. "Normal operating hours" or "Winter break") and select Save name

Once you save the name of your schedule you will now be able to edit the schedule settings and confirm which thermostats you want on this schedule, **you can also apply your schedule to multiple thermostats,** and control all of them at once.
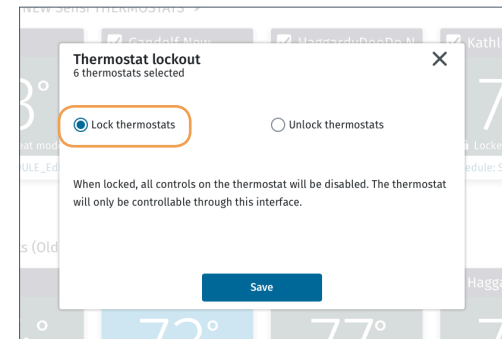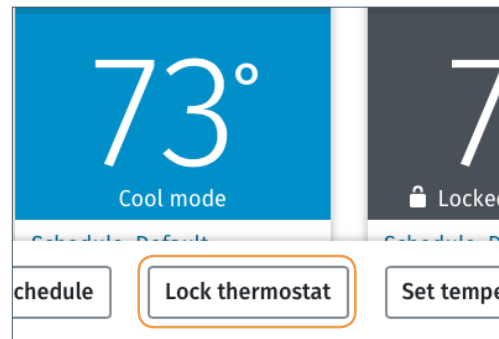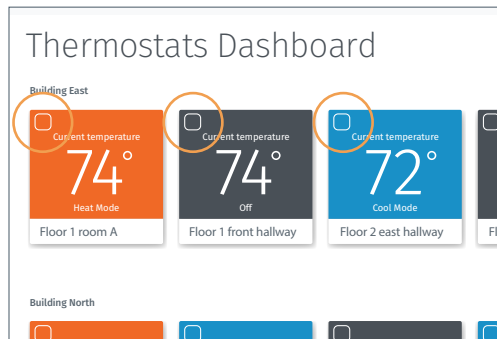
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Schedules

1 Create a new schedule ›

Library – school days
5 thermostats

Office
3 thermostats

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Schedule Details

‹ All schedules

Schedule name

2 Schedule name

[   ] Save name

• KEYPAD LOCKOUT

Sensi thermostats have a lockout feature that allows a user to disable the controls at the thermostat while leaving full control via the Sensi mobile app or Multiple Thermostat Manager.

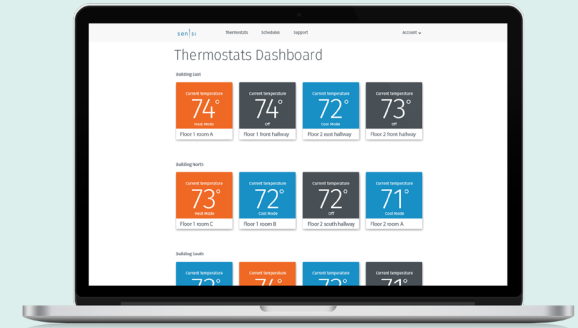TO ENABLE OR DISABLE KEYPAD LOCKOUT USING SENSI MANAGER:

1. Whether in Tile or List view, select the thermostats or group you want to update.
   Note: if you select a group, by default all thermostats in that group will be selected

2. When selected, the settings bar will appear at the bottom of your screen.
   Select the Lock thermostat option

3. When selected, the thermostat lockout box will appear. Choose to Lock or Unlock your selected thermostats, then select Save

Take a test drive.

Now you can oversee comfort needs across multiple buildings and thermostats without overcomplicating and overspending. Sensi Multiple Thermostat Manager gives you affordable, property-wide comfort control, connected in one place.

Start your test drive here >

Still have questions about your system's compatibility?

Search support articles here >

Call our Sensi Manager support team at 888-605-7131 or email Jacob at Jacob.Schlote@Emerson.com.