

IMPORTANT SAFETY INSTRUCTIONS (SAVE THESE INSTRUCTIONS)

This manual contains important safety instructions. Please read and follow all instructions carefully during installation and operation of unit. Read this manual thoroughly before attempting to unpack, install, or operate.

CAUTION! To prevent the risk of fire or electric shock, install in a temperature and humidity controlled indoor area, free of conductive contaminants. (Please see specifications for acceptable temperature and humidity range).

CAUTION! To reduce the risk of electric shock, do not remove the cover except to service the battery. No user serviceable parts inside except for battery.

CAUTION! Hazardous live parts inside can be energized by the battery even when the AC input power is disconnected.

CAUTION! UPS must be connected to an AC power

outlet with fuse or circuit breaker protection. Do not plug into an outlet that is not grounded. If you need to de-energize this equipment, turn off and unplug the unit.

CAUTION! To avoid electrical shock, turn off the unit and unplug it from the AC power source before servicing the battery or installing a computer component.

DO NOT USE FOR MEDICAL OR LIFE SUPPORT EQUIPMENT! Does not sell products for life support or medical applications. **DO NOT** use in any circumstance that would affect operation or safety of any life support equipment or with any medical applications or patient care.

DO NOT USE WITH OR NEAR AQUARIUMS! To reduce the risk of fire or electric shock, do not use with or near an aquarium. Condensation from the aquarium can cause the unit to short out.

DESCRIPTION



① Battery/Surge Outlets

Provides three battery powered/surge outlets for connected equipment and insures temporary uninterrupted operation of your equipment during a power failure.

② Full-Time Surge Protection Outlets

Provides three always on surge suppression outlets.

③ Power Switch

Can be used as a mater on/off switch for equipment connected to the battery power supplied outlets.

④ Power On Indicator

This LED is illuminated when the utility condition is normal and the UPS outlets are providing power, free of surges and spikes.

⑤ Electrical Wiring Fault Indicator

This LED indicator will illuminate to warn the user that a wiring problem exists, such as bad ground, miss ground or reversed wiring. If this is illuminated, user is advised to disconnect all electrical equipment from the outlet and have an electrician check to ensure the outlet is properly wired.

⑥ Circuit Breaker

Located on the side of the UPS, the circuit breaker serves to provide overload and fault protection. Under normal operating conditions, the circuit breaker is depressed.

⑦ Serial Port to PC

This port allows connection and communication from the DB-9 serial port on the computer to the UPS unit. The UPS communicates its status to the PowerPanel™ software. This interface is also compatible with the UPS service provided by Windows NT and Windows 2000.

⑧ Communication Protection Ports

Communication protection ports will protect any standard modem, fax or telephone line.

⑨ Outlets Designed for AC Adapters

Allows six AC power adapter blocks to be plugged into the UPS without blocking adjacent outlets.

INSPECTION

The box should contain the following:

- (1) PowerPanel™ software (floppy disk); (1) serial interface cable (DB-9);
- (1) telephone communication cable; (1) user manual;
- (1) USB adapter ; (1) UPS unit.

HOW TO DETERMINE THE POWER REQUIREMENTS OF YOUR EQUIPMENT

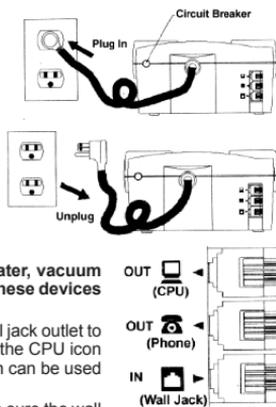
1. Make sure that the total Volt-Amp (VA) requirements of your computer, monitor and peripheral equipment does not exceed 425VA.
2. Insure that the equipment plugged into the three battery power-supplied outlets does not exceed the UPS unit's rated capacity(425VA/230W for model # 25654). If rated unit capacities are exceeded, an overload condition may occur and cause the UPS unit to shut down and the circuit breaker to trip.
3. If the power requirements of your equipment are listed in units other than Volt-Amps (VA), convert Watts (W) or Amps (A) into VA by doing the calculations below. Note: The below equation only calculates the maximum amount of VA that the equipment can use, not what is typically used by the equipment at any one time. Users should expect usage requirements to be approximately 60% of below value to estimate power requirements: _____ Watts (W) x 1.82 = _____ VA or _____ Amps (A) x 120 = _____ VA

Add the totals up for all pieces of equipment and multiply this total by .6 to calculate actual requirements.

There are many factors that can effect the amount of power that your computer system will require. The total load that you will be placing on the battery-powered outlets should not exceed 80% of the unit's capacity.

Hardware Installation Guide

1. Your new UPS may be used immediately upon receipt. However, **recharging the battery for at least four hours** is recommended to insure that the battery's maximum charge capacity is achieved. Charge loss may occur during shipping and storage. To recharge the battery, simply leave the unit plugged into an AC outlet. The unit will charge in both the on as well as the off position.
2. If you wish to use the software, connect the enclosed serial interface cable to the serial port on the UPS and an open serial port on the computer. If you are not going to use the software, you do not need to connect the cable.
3. With the UPS unit off and unplugged, connect your computer, monitor, and any externally powered data storage device (Zip drive, Jazz drive, Tape drive, etc...) into the battery power supplied outlets. Plug your peripheral equipment (printer, scanner, speakers) into the full-time surge protection outlets. **DO NOT plug a laser printer, copier, space heater, vacuum or other large electrical device into the UPS. The power demands of these devices will overload and possibly damage the unit.**
4. To protect a fax, phone or modem, connect a telephone cable from the wall jack outlet to the in jack of the UPS. Connect a telephone cable from the out jack with the CPU icon to the modem port on your computer. The out jack with the telephone icon can be used to protect a telephone or fax machine.
5. Plug the UPS into a 2 pole, 3 wire grounding receptacle (wall outlet). Make sure the wall branch outlet is protected by a fuse or circuit breaker and does not service equipment with large electrical demands (e.g. refrigerator, copier, etc...). Avoid using extension cords. If used, the extension cord must be rated for 15 amps.
6. Depress the power switch to turn the unit on. The power on indicator light will illuminate and the unit will "beep" once.
7. If an overload is detected, an audible alarm will sound and the unit will emit one long beep. To correct this, turn the UPS off and unplug at least one piece of equipment from the battery power supplied outlets. Wait 10 seconds. Make sure the circuit breaker is depressed and then turn the UPS on.
8. Your UPS is equipped with an auto-charge feature. When the UPS is plugged into an AC outlet, the battery will automatically recharge.
9. To maintain optimal battery charge, leave the UPS plugged into an AC outlet at all times.
10. To store your UPS for an extended period, cover it and store with the battery fully charged. Recharge the battery every three months to insure battery life.



POWERPANEL™ SOFTWARE

OVERVIEW

PowerPanel™ version 2.1.4 or greater is designed for use with Windows 95, Windows 98, Windows Me, Windows NT, Windows 2000, and Windows XP. The latest version can be downloaded from www.cyberpower-eu.com/download.html. It works in conjunction with the UPS to provide full protection of valuable computer systems, applications and data. In the event of a power failure, PowerPanel™ automatically saves and closes open files under auto-assigned file names or existing files names after a software controlled delay. The computer and UPS are auto-matically shutdown to conserve battery power. Files with auto-assigned names will be saved under **C:PCTemp**, where **C** is the name of your main hard drive.

Files that have previously been saved will be saved in their original location. PowerPanel™ is equipped with a **Scheduled Shutdown** feature which can automatically save and close open files and then shutdown the computer and UPS at a user specified date and time. Use of this feature is optional and is not required for the power failure shutdown to occur. The use of the PowerPanel™ software is optional. The UPS unit will provide full surge suppression and battery backup without the software. You must use the software if you wish to have the automatic shutdown feature.

INSTALLATION GUIDE

(UPS can provide surge suppression and battery backup without the software. However, if you need to schedule for UPS Auto-shutdown, then it is necessary to install the software.)

USB Function (Optional)

1. Turn off your UPS
2. Connect the serial interface cable to your UPS and the open serial port on the rear panel of the computer. If you would like to use USB interface, please connect the USB adapter with the Serial Cable then connect the USB to your computer. (See the figure)
3. Plug the UPS into an AC outlet, turn the UPS on and start your computer.
4. Follow the instructions on the User's Manual to complete the installation.



For Windows 95 /98 /ME

1. Turn the UPS off and unplug it.
2. Connect the serial interface cable to serial port on the UPS and an open serial port on the back of the computer. (Note: You must use the serial cable that was supplied with the unit).
3. Plug the UPS into an AC outlet, turn the UPS on and start your computer.
4. Once the computer was finished booting, insert the PowerPanel™ disk into the floppy drive.
5. Click on **Start**, point to **Settings**, and then click **Control Panel**.
6. Double-click on **Add / Remove Programs**.
7. Click the **Install Button**, and follow the on-screen instructions.
8. When the installation is completed, remove the floppy disk.

For Windows NT

1. Click on **Start**, point to **Settings**, then click **Control Panel**.
2. Double-click the **UPS Icon**.
3. Remove the checkmark from the box labeled **UPS is installed on**, and Click **OK**.
4. Acknowledge the message that the UPS is in an unknown state and exit to the desktop.
5. Shutdown your computer.
6. Turn off the UPS and unplug it.
7. Connect the serial interface cable to serial port on the UPS and an open serial port on the back of the computer. (Note: You must use the serial cable that was supplied with the unit).
8. Plug the UPS into an AC outlet, turn the UPS on and then start your computer.
9. Click on **Start**, point to **Settings**, then click **Control Panel**.
10. Double-click on **Add / Remove Programs**.
11. Click the **Install Button** and follow the on-screen instructions.
12. When the installation is complete, remove the floppy disk.

For Windows 2000

1. Click on **Start**, point to **Settings**, then click **Control Panel**.
2. Double-click on **Power Options**.
3. On the **UPS Tab**, click **Select**.
4. In the UPS selection dialog box, under Manufacturers, select **None**.
5. Exit to the desktop.
6. Shutdown the computer, then turn the UPS off and unplug it.
7. Connect the serial interface cable to serial port on the UPS and an open serial port on the computer. (Note: You must use the serial cable that was supplied with the unit).
8. Plug the UPS into an AC outlet, turn the UPS on, and then start your computer.
9. Insert the PowerPanel™ software disk into the floppy drive.
10. Click on **Start**, point to **Settings**, and then click **Control Panel**.
11. Double-click on **Add / Remove Programs**.
12. Click the **Install Button**, and follow the on-screen instructions.
13. When the installation is completed, remove the floppy disk.

For Windows XP (Home and Professional)

1. Click on **Start**, and then click on **Control Panel**.
2. Double-click on **Power Options**, and then click the **UPS** tab.
3. Set the manufacturer to **None**.
4. Exit to the desktop and then shutdown your computer.
5. Connect the serial interface cable to serial port on the UPS and an open serial port on the back of the computer.
(Note: You must use the serial cable that was supplied with the unit).
6. Plug the UPS into an AC outlet, turn the UPS on and then start your computer.
7. Insert the PowerPanel™ disk into the floppy drive.
8. Click on **Start**, and then click **Control Panel**.
9. Double-click on **Add or Remove Programs**.
10. Click on **Add New Programs**, and then click the **CD or Floppy Button**.
11. Follow the on-screen instructions.
12. When the installation is completed, remove the floppy disk.

When the installation is completed, the PowerPanel™ software will appear on your screen for a few seconds, and then minimize. It will appear as a blue and white battery icon located in the system tray, near the clock.

Operating Instruction

PowerPanel™ Main Window Description (See Figure 1)

1. **Minimize Button:** This button is used to minimize the software.
2. **Power:** Clicking on the power button will exit the PowerPanel™ window.
3. **Setup:** Click the setup button to open the **Setup Window**.
4. **Log:** Click on the log button to open the **Log Window**.
5. **Schedule:** Click the schedule button to open the **Scheduled Shutdown Window**.
6. **AC Power Indicator:** This indicator appears in a green color when AC power is normal. When the power fails, the indicator will change to a red color with an "X" through it.
7. **Battery OK Indicator:** This indicator appears in a green color when AC power is normal and the unit and software are communicating.
8. **Scheduled Shutdown:** If there is a shutdown scheduled within seven days, the information will be displayed here.
The user can schedule a shutdown in the **Scheduled Shutdown Window**.
9. **Final Countdown:** When the final countdown timer reaches zero, the software will begin shutting down the system.
This can be adjusted in the **Setup Window**.



Figure 1.

PowerPanel™ Setup Window (See Figure 2)

1. **Delay between Warning Messages:** User adjustable setting for the delay between the audible alarms that occur during a power failure.
2. **Time between Power Failure and Initial Warning:** This setting determines the delay between when the power fails and the first audible alarm.
3. **Time between Power Failure and Shutdown:** This is the user controllable delay between when the power fails and the software starts the shutdown process. If unchecked, the unit will run on battery until the low battery signal is received (2 minutes of backup time remaining) and then start the shutdown process.
4. **Play Voice:** Voice is being played when the UPS is turning on or facing a power outage.
5. **UPS is Installed On:** This shows the current port that the UPS is using. The port assigned to the UPS needs to be used exclusively for the PowerPanel™ software.
6. **OK:** This button is used to exit the setup window and save any changes.
7. **Cancel:** This button is used to exit the setup window without saving any changes.
8. **About:** This button will display information about the software, as well as contact information.



Figure 2

PowerPanel™ Log Window (See Figure 3)

1. **Display Window:** This area displays either the **Event Log** or the **Closed Application Information**.
2. **Event Log:** Select this option to view PowerPanel™ events such as program start, program end, power failure and low battery.
3. **Closed Application Information:** Select this option to view the file names of applications that were saved by PowerPanel™.

Please note: If an application has an existing file name, it will be saved under that file name and not appear in this window.

4. **OK:** This button is used to exit the log window and **save any changes**.

5. **Cancel:** This button is used to exit the log window **without saving any changes**.
6. **Clear:** This button is used to clear the information in the selected log.



Figure 3

PowerPanel™ Shutdown Window (See Figure 4)

1. **Display Window:** Any schedule information will be displayed here.
2. **Special Setting:** This option is used to schedule a shutdown at a specific date and time.
3. **Weekly Setting:** This option is used to schedule a shutdown for a specific time and day of the week.
4. **OK:** This button is used to exit the shutdown window and **save any changes**.
5. **Cancel:** This button is used to exit the shutdown window **without saving any changes**.
6. **Add:** This button is used to add an item to the schedule.
7. **Delete:** This button is used to delete the selected item.
8. **Day, Date and Time:** This is the area where you

select the day, date and time that you want the shutdown to occur. Once you have selected it, click the **Add Button** to add the item to the schedule.

Please note: The use of the schedule is optional and will have no effect on the shutdown of your system during a power failure.

This feature is simply used if you want to have your computer automatically shutdown at a scheduled time.

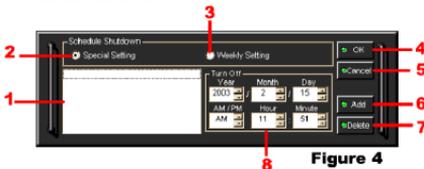


Figure 4

Using the Windows NT UPS Service

If you are running Windows NT, you may choose to use the Windows NT UPS service instead of PowerPanel™. You can run either PowerPanel™ or the NT UPS service, but not both.

To configure the Windows NT UPS Service:

1. Click on **Start**, point to **Settings**, then **Control Panel**.
2. Double-click the **UPS Icon**.
3. Select the COM port that the UPS is connected to.
4. Set the **Power Failure** Signal to **Negative**.
5. Set the **Low Battery** Signal to **Negative**.
6. Set the **Remote UPS Shutdown** Signal to **Positive**.
7. Click **OK**.

Please note: This service must be stopped in order to use the PowerPanel™ software. To stop the service, remove the checkmark from **Uninterruptible Power Supply is installed on**. Click **OK**. Acknowledge the message that the UPS is in an unknown state and exit to the desktop.

Using the Windows 2000 UPS Service

If you are running Windows 2000, you may choose to run the Windows 2000 UPS service instead of PowerPanel™. You can run either PowerPanel™ or the Windows 2000 UPS service, but not both.

To Configure the Windows 2000 UPS Service:

1. Click on **Start**, point to **Settings**, then **Control Panel**.
2. Double-click on **Power Options**, and on the **UPS Tab**, click **Select**.
3. In the **UPS Selection Dialog Box**, under **Select Manufacturer**, select **Generic**.
4. Under **Select Model**, select **Custom**, and on the **UPS Tab**, click **Configure**.
5. Set **Power Fail / On Battery** to **Negative**.
6. Set **Low Battery** to **Negative**.
7. Set **UPS Shutdown** to **Positive**, and then Click **OK**.

Please note: This service must be stopped in order to run PowerPanel™. To disable the service, set the **Manufacturer to None**.

Please note: You must be logged on as an administrator or a member of the administrator's group to make these changes. Network policies may also prevent you from making these changes. Please contact your network administrator for further assistance.

Testing Your UPS System

Once you have set up your UPS system, you may wish to test it. Make sure that the UPS has been charged for at least 4 hours before performing this test.

If you are using PowerPanel™ software:

1. With your UPS and computer on, open an application such as notepad.
2. Enter some data into the application.
3. Unplug the UPS from the AC outlet.

When a power failure occurs, PowerPanel™ will appear on the screen. The outlet and battery symbols will change to indicate a power failure. The countdown timer will move towards zero. When the timer reaches zero, the software will begin to save and close any open applications. The software will auto-assign names to any files that have not been previously saved, and then save the file to the **C:\PCTemp** folder which is located in the root directory of your **C drive** (where **C** is the name of your main hard drive). Once all open files have been saved and closed, PowerPanel™ will shutdown the operating system. Once the operating system is shutdown, the UPS will turn off within 90 seconds. Wait until the UPS has turned off before plugging the UPS back into the outlet.

Once the test has been completed, plug the UPS back into the wall and turn it back on. You may then restart your computer. Please allow 4 hours for the UPS to recharge before attempting another self-test.

If you are NOT using PowerPanel™ software:

1. Have your computer and UPS turned on.
2. Unplug the UPS from the wall to simulate a power failure.
3. The UPS will begin beeping, indicating a power failure.
4. Save and close any open files.
5. Shut down the operating system.
6. Once the computer system is shutdown, turn the UPS off.

As the battery discharges, the unit will beep more rapidly, indicating that the battery is nearing discharge. Once the test is complete, plug the UPS back in and start your computer. Please allow 4 hours for the UPS to recharge before attempting another self-test.

REPLACING THE BATTERY

CAUTION! Read and follow the **IMPORTANT SAFETY INSTRUCTIONS** before servicing the battery. Service the battery under the supervision of personnel knowledgeable of batteries and their precautions.

CAUTION! Use only the specified type of battery. See your dealer for replacement batteries.

CAUTION! The battery may present risk of electrical shock. Do not dispose of battery in a fire, as it may explode. Follow all local ordinances regarding proper disposal of batteries.

CAUTION! Do not open or mutilate the batteries. Released electrolyte is harmful to skin and eyes and may be toxic.

CAUTION! A battery can present a high risk of short circuit current and electrical shock. Take the following precautions before replacing the battery:

1. Remove all watches, rings or other metal objects.
2. Only use tools with insulated handles.
3. Do not lay tools or metal parts on top of battery or any terminals.
4. Wear rubber gloves and boots.
5. Determine if the battery is inadvertently grounded. If inadvertently grounded, remove source of ground.

CONTACT WITH GROUNDED BATTERY CAN RESULT IN ELECTRICAL SHOCK!

The likelihood of such shock will be reduced if such grounds are removed during installation and maintenance (applicable to a UPS and a remote battery supply not having a grounded circuit).

TO REPLACE THE BATTERY

1. Turn off and unplug all connected equipment.
2. Turn the UPS off and unplug it from the AC power source.
3. Turn the UPS upside down.
4. Remove the 6 retaining screws.
5. Turn the UPS right side up and remove the outlet cover.
6. Remove the battery from the compartment.

7. Disconnect the battery wires from the battery.
8. Install the replacement battery by connecting the red wire to the positive (+) terminal of the battery and connecting the black wire to the negative (-) terminal of the battery.
9. Slide the battery back into the compartment.
10. Replace the outlet cover and the 6 retaining screws.
11. Recharge the unit for 4 – 8 hours to ensure the UPS performs expected runtime.

REMINDER: Batteries are consider **HAZARDOUS WASTE** and must be disposed of properly. Contact your local government for more information about proper disposal and recycling of batteries.

DEFINITIONS FOR ILLUMINATED LED INDICATORS

 Power ON	 Wiring Fault	CONDITION
On	Off	Normal
Off	On/Off	Utility Failure- the UPS is providing power to battery power-supplied outlets from its battery.
Off	On/Off	Utility Failure- The UPS is providing battery power. Rapid beeps indicate the unit will run out of power shortly.
Off	Off	System Overload- Occurs when connected equipment exceeds the rating of unit. Turn the UPS off, unplug at least one piece of equipment, wait 10 seconds, reset the circuit breaker and turn the unit on.
Off	On/Off	Battery Overload- Occurs when connected equipment exceeds the rating of battery outlets of the unit. Turn the UPS off, unplug at least one piece of equipment from battery outlets, wait 10 seconds, reset the circuit breaker and turn the unit on.
On/Off	On	Electrical Wiring Fault- This indicates a wiring problem with the AC outlet such as bad ground, miss ground, or reversed wiring. User is advised to disconnect all electrical equipment from the outlet and have an electrician check the outlet to insure proper wiring.

TROUBLE SHOOTING

Problem	Possible Cause	Solution
Full-time surge protection outlets stop providing power to equipment.	Circuit breaker has tripped due to an overload.	Turn the UPS off and unplug at least one piece of equipment. Wait 10 seconds, reset the circuit breaker by depressing the button, and then turn the UPS on.
The UPS does not perform expected runtime.	Battery not fully charged.	Recharge the battery by leaving the UPS plugged in.
The UPS will not turn on.	The on/off switch is designed to prevent damage by rapidly turning it off and on.	Turn the UPS off. Wait 10 seconds and then turn the UPS on.
	The unit is not connected to an AC outlet.	The unit must be connected to a 110/120v 60Hz outlet.
	The battery is worn out.	Replace the unit.
PowerPanel™ is inactive (all icons are gray).	The serial cable is not connected.	Connect the serial cable to the UPS unit and an open serial port on the back of the computer. You must use the cable that came with the unit.
	The serial cable is connected to the wrong port.	Check the back of the computer for an additional serial port. Move the cable to this port.
	The unit is not providing battery power.	Shutdown your computer and turn the UPS off. Wait 10 seconds and turn the UPS back on. This should reset the unit.
	The serial cable is not the cable that was included with the UPS unit.	You must use the serial cable that was enclosed with the unit for the software and unit to be able to communicate.

**Additional troubleshooting information can be found at
www.compucessory.com**

SPECIFICATIONS

	25654
Capacity	425VA(230W)
Input Voltage on Utility	100V to 140V
Input Frequency	57 Hz to 63 Hz
On-Battery Output Voltage	120Vac \pm 5%
Transfer Time	4ms Typical
Max. Load for UPS Outlets (3 Outlets)	425VA(230W)
Max. Load for Full-Time Surge Protection outlets (6 Outlets)	12 Amps
On-Battery Output Wave Form	Simulated Sine Wave Form
Operating Temperature	+ 32°F to 95° F. (0° C to 35° C)
Operating Relative Humidity	0 to 95% NON-CONDENSING
Size (Length x Width x Height)	9 7/8" x 6 3/16" x 3 1/8" (25.8cm x 15.9cm x 8.3cm)
Net Weight	10 lbs.
Typical Battery Recharge Time	8 hours typical from total discharge
Typical Battery Life	3 to 6 years, depending on number of discharge/recharge cycles
Battery Type	12V / 4.0AH
Recommended Battery	Spill-proof, Maintenance-free, sealed lead-acid
Safety Approvals	UL1778(UPS), CUL107.1/FCC/DoC Class B

EXPECTED RUNTIME IN MINUTES

	25654
Desktop PC with LCD Monitor	11-22
Desktop PC with 15" Monitor	8-12
Desktop PC with 17" Monitor	6-9