



# STANDARD OPERATING PROCEDURES

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DATE: 05/06/04

## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE

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  - A - GrayWolf Sensing Solutions: WolfSense IAQ HPC DirectSense 100 & VentCal 100 User Manual Version 1.5, March 2000



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### 1.0 SCOPE AND APPLICATION

This standard operating procedure (SOP) outlines the procedures for the measurement of temperature, percent relative humidity (%RH), dew point, carbon monoxide (CO), and carbon dioxide (CO<sub>2</sub>) using the GrayWolf WolfSense IAQ DirectSense 100 and IQ-410 Probe. This method is applicable for monitoring these parameters in indoor air. Dew point is derived from the temperature and %RH readings.

### 2.0 METHOD SUMMARY

The GrayWolf IQ410 probe contains four fast response high accuracy sensors that provides measurements for five parameters. This fully integrated system measures indoor air quality using a handheld personal computer (HPC) running WolfSense IAQ HPC software.

- Carbon dioxide is measured using non dispersive infrared spectroscopy. Carbon Dioxide absorbs light at a very specific wavelength where other gases do not absorb.
- Carbon monoxide diffusing into the electrochemical sensor is either oxidized or reduced at the sensing electrode and coupled with a corresponding (but converse) counter reaction at the other electrode, a current is generated through the external circuit. The current generated is proportional to the concentration of gas present outside the sensor.
- Percent RH is measured by absorption or desorption of moisture by a thin polymeric film. As the relative humidity changes so does the dielectric property of the film changes and so does the capacitance of the sensor.
- For temperature, resistance over platinum element is measured. Platinum sensors are highly accurate over a wide temperature range.

### 3.0 SAMPLE PRESERVATION, CONTAINERS, HANDLING, AND STORAGE

This section is not applicable to this SOP.

### 4.0 INTERFERENCES AND POTENTIAL PROBLEMS

The combination CO<sub>2</sub>/CO/temperature/%RH probe is relatively free from interference. Store the probe in a cool, dry, dust-free environment between 32 and 70 degrees Fahrenheit (°F). If the probe is being stored for an extended period of time, remove the batteries.

If the probe gets dirty, wipe the outside with a damp wet cloth. Do not attempt to clean the inside of the probe. Return the probe to the manufacturer for cleaning.

Avoid operation in direct sunlight as %RH measurements may be erratic. Do not immerse the probe in water. If condensation forms on the CO<sub>2</sub> sensor, the readings may be erratic due to temperature differences between the two detectors. Do not drop or subject the probe to vibrations.

### 5.0 EQUIPMENT/APPARATUS

The following are standard materials and equipment required for monitoring:

- IQ-410 probe for DirectSense 100;



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- ACC-A110 GrayWolf alternating current (AC) adapter;
- ACC-ADY2 serial/AC power adapter;
- WolfSense software;
- Handheld personal computer (HPC) with pre-installed GrayWolf DirectSense software, HPC AC adapter, serial and modem cables;
- Microsoft synchronization software and GrayWolf DirectSense software;
- Spare “D” batteries; and
- User Manual

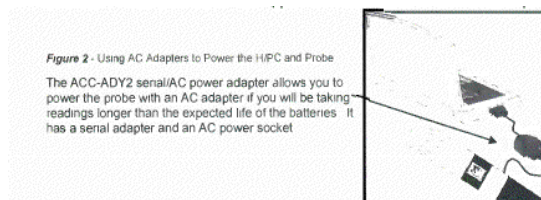
### 6.0 REAGENTS

This section is not applicable to this SOP.

### 7.0 PROCEDURES

#### 7.1 Powering Up and Installation of Software

The HPC operates both on battery and on electricity, with the help of the AC adapter supplied with the HPC. The probe can be used with two “D” cell batteries or with an AC adapter. The following figure illustrates the use of AC adapters to power the HPC and the probe.



1. Install the Microsoft synchronization software (Windows ActiveSync) on your desktop PC. The HPC comes pre-installed with the WolfSense IAQ software. When prompted, connect the HPC to the desktop with the serial cable.
2. Install the WolfSense software from the CD-ROM (provided by GrayWolf). If the CD doesn't run automatically, run Setup.exe from the PC Start menu.
3. Choose the option to load both PC and Remote files only if the GrayWolf Icon (and associated program) on the HPC is missing or was deleted. The setup program will install the WolfSense PC onto the desktop PC.

#### 7.2 Navigating in WolfSense IAQ HPC

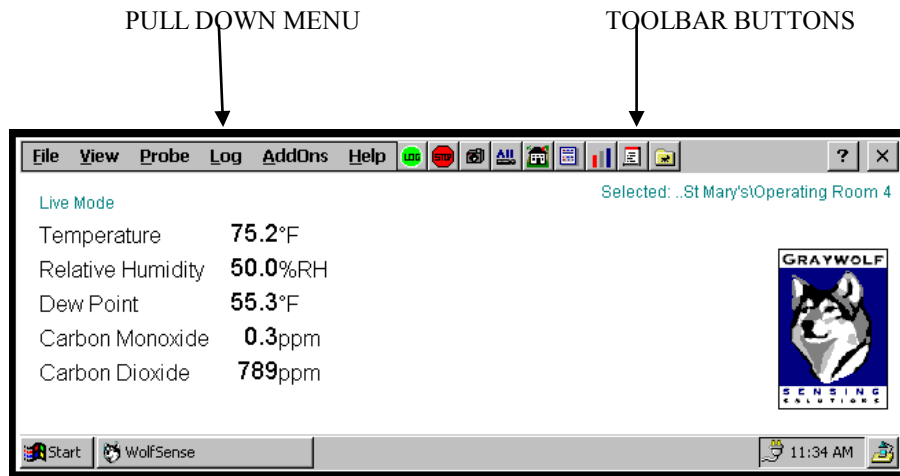


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1. Double click on the GrayWolf logo on the HPC.
2. The toolbar buttons and pull-down menus are described briefly below. All functions are performed from this main screen.



### PULL DOWN MENUS

- File:** Manages stored files. Open, Notebook, Copy to Clipboard and then to pocket Excel or Word, E-mail Location files from the HPC, Close, Options, Autobackup to Compact Flash Card, Exit.
- View:** View Readings, Details, or Statistics for live readings. View Location where readings have been logged. View All will display all measurement parameters. Change Units of Measure.
- Probe:** View information about the probe or to Calibrate the probe. View Active Cal for probe calibration data. Detect PCMA/Port Probes.
- Log:** Set up how readings will be logged: Snapshot, Standard Timed or Auto Start/Stop. To view Log information. To set or create Location files or Site folders. To Start or Stop a log.
- Add-ons:** Add-ons listed are explained in other manuals
- Help:** See Help Topics on WolfSense IAQ HPC or Email for WolfSense Support.

### TOOLBAR BUTTONS

- LOG:** Starts the timed log previously set-up.
- STOP:** Stops a timed log in progress.
- SNAPSHOT:** Manually captures live values instantaneously in a location file.
- ALL:** Displays all measurement parameters, updating readings continuously.
- HOME:** Returns to the main WolfSense screen.
- DETAILS:** Displays multiple readings in columnar format.
- STATISTICS:** Displays statistics about a chosen parameter.
- NOTEBOOK:** Accesses Text Notes, Drawing Notes, and Report templates.



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LOCATIONS: Opens LOCATIONS dialog box.

### 7.3. Live Mode Operation

1. Connect the probe to the IQ-410 probe via the serial port adaptor. If AC current is available, use the supplied serial/AC adaptor
2. Power up the HPC and double click on the GrayWolf Icon.
3. From the drop down menu, tap on View, Readings. Units can be changed either by double-tapping the current value and available units dialog box will appear or by tapping on View in the drop down menu and selecting Change Units.

### 7.4 Creation, Selection and Deletion of Site Folders and Location Files

1. From the main WolfSense IAQ HPC screen, tap Log, Location/Sites from the pull down menu or the Locations toolbar button.
2. In the LOCATIONS box tap Sites. In the SITES dialog box the name of the last site folder in which a location file was created or selected will be highlighted.
3. To create a new site, tap in the field under NEW SITE NAME. Type the name of the new site folder and tap Create Site.
4. Location files are created in the Site folder by tapping on the Locations button in the dialog box. Type the name of the new location file. Tap Create Location.
5. To create a location file in an existing Site folder from the main WolfSense IAQ HPC screen, tap Log, Location/Sites from the pull down menu or the Locations toolbar button
6. In the LOCATIONS box tap Sites. Tap through the Site folder and tap on the desired site folder. Tap in the field under NEW SITE NAME. Type the name and Tap Create Site.
7. To delete a location file or the entire site folder tap File, Open, View, View Location.
8. Tap through the site folder directory to the desired site or folder and press the DEL key. Tap Yes to confirm deletion.

### 7.5 Logging Mode Operation

1. Connect the probe to the IQ-410 Probe via the serial port adaptor. If AC current is available, use the supplied serial/AC adaptor.
2. Power up the HPC and double click on the GrayWolf Icon.
3. The Live Mode screen will be displayed on the HPC. Tap on the View button from the drop down menu and select the parameters to be logged.



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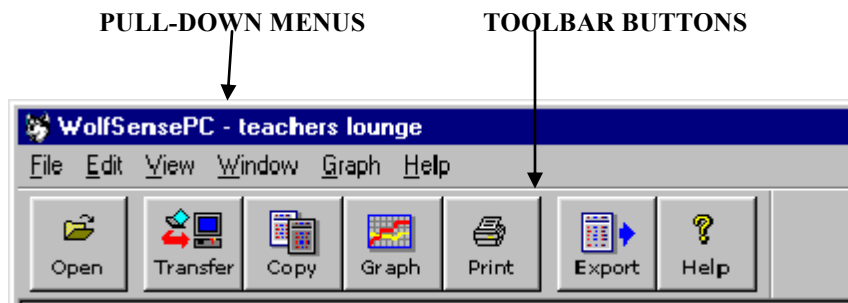
## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE

4. Tap on Log and select the log program, The standard time log program with a time interval of 15 minutes is used in most cases.
5. Tap on Log and select Location/Sites from the menu. From the locations dialog box display select the location file to be used for logging.
6. Initiate time logging either by tapping the Start Log button in STANDARD TIMED LOG or the AUTO START/STOP LOG dialog boxes, or tap Log, Start Log from the main IAQ HPC screen, or lastly tap the LOG toolbar button.
7. The logged data is recorded and appears in a columnar format as shown below.

Time (H:M:S)	Temperature °F	Humidity %RH	Dew Point °F	CO ppm	CO2 ppm
08-Mar-2000					
11:53:40	75.2	50.2	55.4	0.9	806
11:53:55	75.2	50.1	55.4	1.1	801
11:54:10	75.2	50.1	55.4	1.3	822
11:54:25	75.2	50.1	55.3	1.5	824
11:54:40	75.1	50.1	55.3	1.3	835
11:54:55	75.1	50.1	55.3	1.3	829
11:55:10	75.1	50.3	55.4	1.3	845

### 7.6 Navigating the WolfSense Personal Computer

1. Double click on the GrayWolf logo on the desktop PC.
2. All the functions are performed from this main screen. The toolbar buttons and pull-down menus are described briefly below.



### PULL DOWN MENUS

- File: Manages files. Open, Notebook, Print, Export, list of recently used files. Transfer, Exit.
- Edit: Copy selected columns onto the Windows clipboard so that they may be posted into Word, Excel or other programs. All columns are selected by default.
- View: Show or hide the Toolbar, Status Bar and location file Statistics.
- Window: Cascade or Tile windows, and Arrange Icons.
- Graph: Create graphs.
- Help: Shows Help Topics Getting Started, WolfSense IAQ Help, About WolfSense PC.



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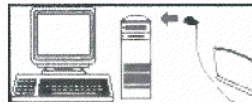
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### TOOLBAR BUTTONS

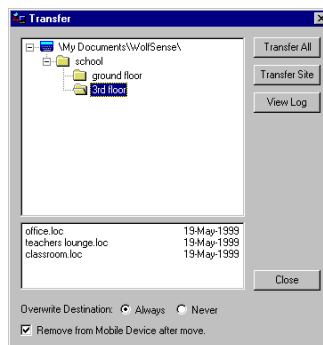
OPEN:	OPENS location files in the PC directory chosen at installation of transferred files.
TRANSFER:	TRANSFERS files manually between the HPC and desktop PC
COPY:	COPY columns onto Windows clipboard for pasting into other applications.
GRAPH:	Displays data graphically, with many options for constructing the GRAPH.
PRINT:	PRINTS tables or charts as they appear on the screen.
EXPORT:	EXPORTS data in comma-separate file to a word processor, spreadsheet or other program..
HELP:	Shows HELP TOPICS on WolfSense PC.

### 7.7 Data Transfer from the WolfSense IAQ HPC to WolfSense PC

1. Connect the HPC to the desktop PC using the serial cable. A connection icon will appear on the task bar of both the HPC and the desktop PC. During the installation of the WolfSense PC software on the desktop a partnership may have been set up with the HPC. Microsoft ActiveSync icon will appear on the taskbar of the desktop.



2. Open the WolfSense PC software and click on the Transfer toolbar button. A dialog box will open to remind to connect the HPC to the desktop. Click OK. The desktop PC and the HPC are now connected by ActiveSync. The TRANSFER dialog will open the structure of the \My documents\WolfSense site will appear on the Transfer dialog box.



3. Click on Transfer All, to transfer all sites and locations, or click on Transfer Site to transfer the selected site, or View Log to see the results of the last transfer.
4. Click on Close after the data has been transferred.



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### 7.8 WolfSense PC Software

1. After the transfer is complete, click on Start, Programs, GrayWolf, WolfSense PC.
2. Click on Open to see location files that are now stored on the desktop.
3. Search through the directory to find the file to be opened.
4. The file will open in the columnar format similar to View, Details on the HPC.
5. An x-axis and one or multiple y-axis graphs with grids, labels, and titles can be created by clicking on the Graph toolbar button.
6. Export the columnar format data to an Excel file as a .csv file.

### 7.9 Battery Replacement

Ensure that the HPC battery is fully charged prior to use and the probe has new “D” cell batteries prior to a long monitoring session

### 8.0 CALCULATIONS

The values displayed on the logger are read directly as °F for temperature and dew point, %RH for humidity, and parts per million (ppm) for CO and CO<sub>2</sub>. The downloaded data can be exported to Excel as a .csv file; thus, calculations can be done in Excel.

### 9.0 QUALITY ASSURANCE/QUALITY CONTROL

1. All data must be documented on field data sheets or within site or laboratory notebooks.
2. All instrumentation must be operated in accordance with the manufacturer’s instructions. Equipment check-out procedures, calibration, and maintenance activities must be documented in an instrument-specific logbook.
3. Calibration should be performed at least every 12 months on the %RH sensor and at least every 6 months on the CO and CO<sub>2</sub> sensors. More frequent calibration is recommended if the sensors will be exposed to high concentrations of contaminants.
4. The temperature sensor should be returned to the factory to be calibrated every 24 months. An annual calibration is highly recommended.

### 10.0 DATA VALIDATION

This section is not applicable to this SOP. The operator is responsible for ensuring that the unit is operated in accordance with all the requirements set forth in this procedure.

### 11.0 HEALTH AND SAFETY





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General field safety practices should be followed. When working with potentially hazardous materials, follow United States Environmental Protection Agency (U.S. EPA), Occupational Safety and Health Administration (OSHA), and Lockheed Martin health and safety procedures.

#### 12.0 REFERENCES

GrayWolf Sensing Solutions. 2000. *WolfSense IAQ HPC DirectSense 100 & VentCal 100 Users Manual* Version 1.5.

For Windows CE and ActiceSync visit [www.microsoft.com/windowsce/hpc](http://www.microsoft.com/windowsce/hpc)

For NEC (HPC) support visit [www.nec.com/support](http://www.nec.com/support).

#### 13.0 APPENDICES

A - WolfSense™ IAQ HPC DirectSense™ 100 & VentCal™ 100 Users Manual



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#### APPENDIX A

WolfSense IAQ HPC DirectSense 100 & VentCal 100 Users Manual Version 1.5,  
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May 2004

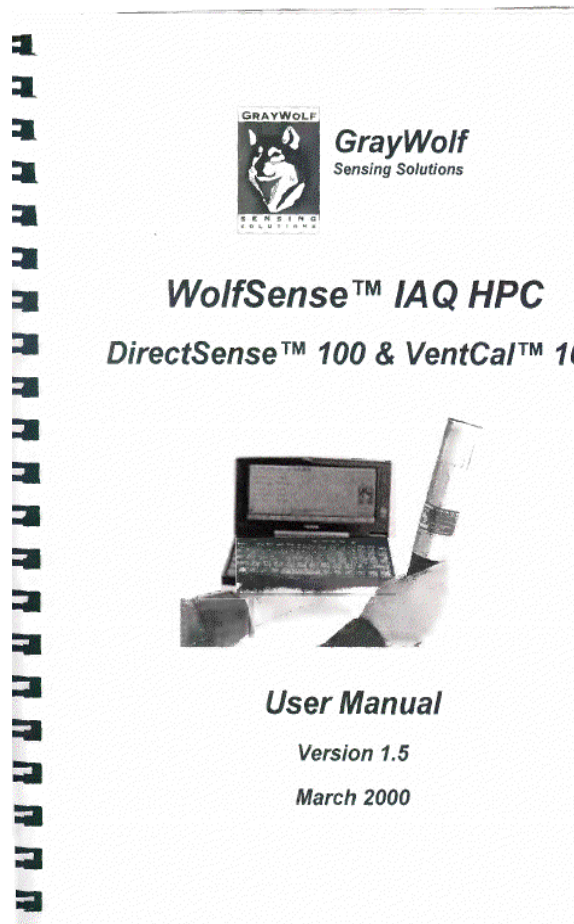


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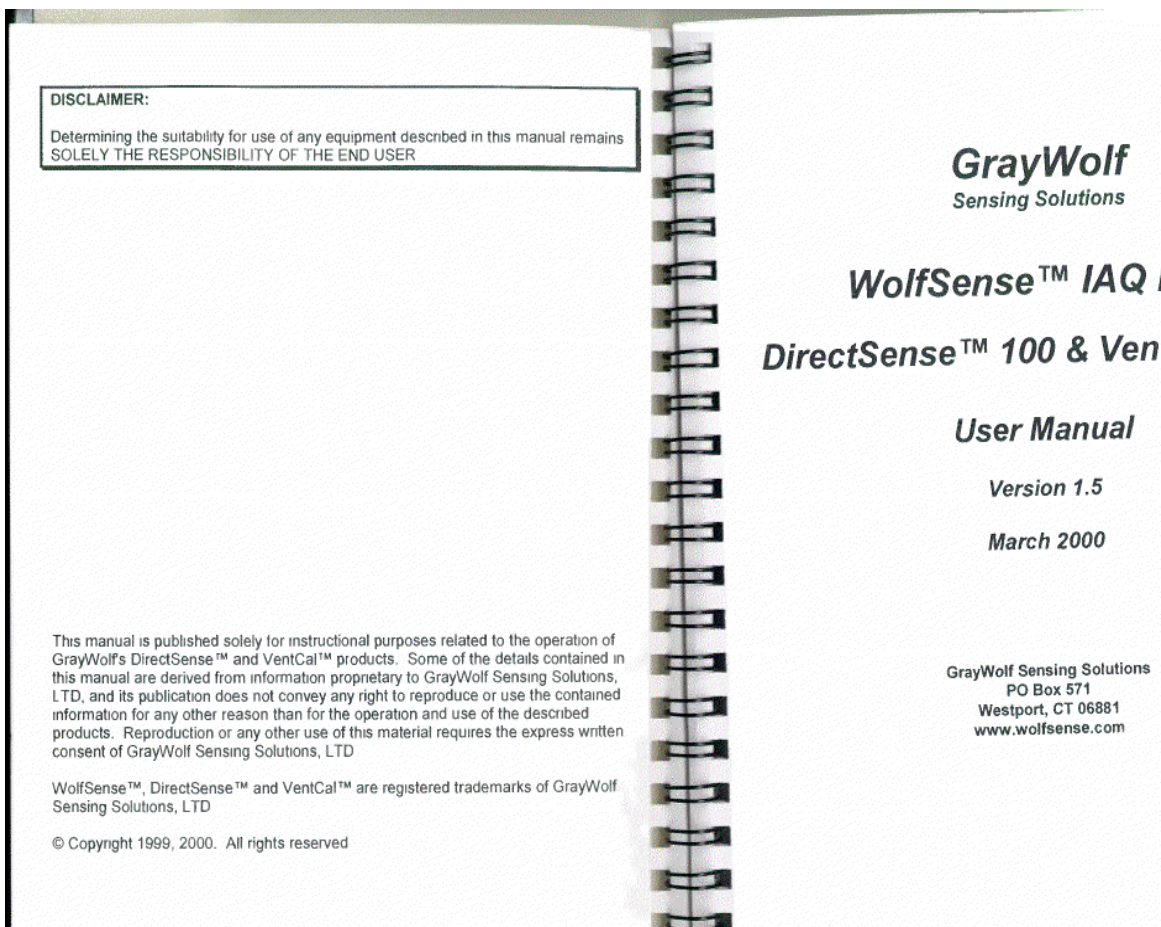


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### Introduction

GrayWolf Sensing Solutions provides a fully integrated system air quality and ventilation. A Handheld PC (H/PC) running WolfSense software takes readings of air quality from a probe connected to the H/PC. You may choose to view live readings as they happen and/or print them for future use. Later, when the H/PC is connected to the desktop PC, any logged readings are transferred to the desktop PC for printing. Readings may also be printed directly from the H/PC to an optional printer.

In the DirectSense™ 100 kit, the probe (model IQ-410) has two sensors to provide five measurements: Temperature (°F/°C), Relative Humidity, Carbon Monoxide (CO), and Carbon Dioxide (CO<sub>2</sub>). The VentCal™ 100 kit includes Temperature and Relative Humidity readings.

In the VentCal™ 100 kit, the probe (model CD-201) has two sensors to provide two measurements of Carbon Dioxide, Temperature, and Outdoor Airflow. The VentCal™ software (SOFT-VENT H/PC) upgrades the DirectSense™ software to include all VentCal™ capabilities.

This manual will get you started. Help files are available in all languages.

### Unpacking your GrayWolf Monitor



Figure 1 - Your GrayWolf monitor to get started

- **User Manual:**
- Probe IQ-410 for DirectSense™ 100 or CD-201 for VentCal™ 100
- ACC-A110 GrayWolf AC adapter
- ACC-ADY2 serial/AC power cable
- PCC-03 softshell carrying case
- WolfSense™ software on CD-ROM software on 3 1/2" disks
- H/PC (if ordered from GrayWolf) supplied accessories: H/PC cables, synchronization software

**NOTE:** The VentCal™ software is on a CD-ROM. The serial number found on the CD-ROM is the same as the serial number found on the CD-ROM.



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### Powering

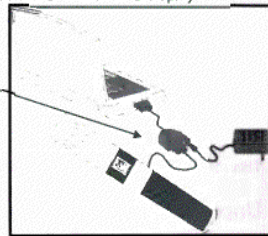
The H/PC will run using its own battery pack or with the help of the AC adapter supplied with the H/PC. **Before** first use, charge the battery according to the instructions in your H/PC manual

**NOTE:** Charge your H/PC batteries frequently to avoid data loss. The H/PC uses minimal power even when turned off.

Like the H/PC, the probe runs on batteries or with an AC adapter. The probe uses only alkaline batteries. The GrayWolf kit provides two D cells and a 110VAC adapter (240VAC in Europe) for the probe. WolfSense IAQ HPC software will warn you if battery voltage is low. If, when you plug in the probe, the batteries are flat, you will see "No Probe Attached" in the upper left-hand corner of the H/PC display

Figure 2 - Using AC Adapters to Power the H/PC and Probe

The ACC-ADY2 serial/AC power adapter allows you to power the probe with an AC adapter if you will be taking readings longer than the expected life of the batteries. It has a serial adapter and an AC power socket



### Changing Batteries on the Probes



Figure 3 - Battery Location on the Probe

When taking portable measurements, use the instant-on/instant-off feature of the H/PC to extend battery life. When setting up the H/PC to work only from a battery pack for an extended period of time, refer to your H/PC user manual for tips on conserving battery power. If you don't have access to AC power for extended data logging, use the Auto Start/Stop Log mode (see "Auto Start/Stop Log" on page 10)

- Hold the top of the probe with one hand and the handle with the other
- Twist the probe handle in a counterclockwise direction
- Remove the old batteries
- Insert 2 new D-cell alkaline batteries, ensuring that the battery positive is to the top
- Carefully screw the handle back onto the probe, ensuring not to cross-tighten the handle or overtighten it

If the H/PC batteries and the backup batteries are completely depleted, files on the H/PC will be erased. You will need to reinstall the software from your desktop PC, or from the optional ACC-CF1 which maintains a copy of GrayWolf data in case of H/PC data loss.

### Setting up the Hardware and Software

The serial port on the H/PC (as in Figure 2) is used to connect to a desktop PC during installation of the WolfSense software. The H/PC can be used to:

- desktop PC during installation of the WolfSense software
- probe while taking readings;
- desktop PC to transfer files of readings collected from the probe

The H/PC will be referred to as a Mobile Device by the desktop PC.

With the H/PC, you will use the stylus pen to tap options on the H/PC screen. You would click the left mouse button for your desktop PC.

**NOTE:** WolfSense IAQ HPC software is pre-loaded onto the H/PC. Double-tap the GrayWolf icon on the H/PC to start the software. Before you can analyze your data, however, you must load the software onto your desktop PC. Complete the 5 steps below between the H/PC and the desktop PC for sharing data and using PC software for data analysis.

1. Familiarize yourself with the H/PC user manual and the Microsoft Windows™ CE manual
2. Follow the instructions for setting up the H/PC, including the recommendation for the number of hours to charge the batteries before first use—even if powering it with the AC adapter provided
3. Install the synchronization software (Windows ActiveSync) on the desktop PC (Windows CE is hard-programmed onto the H/PC). When you connect the H/PC to the desktop PC with the serial cable.
4. Install the WolfSense software from the CD-ROM supplied with the H/PC.
  - If the CD doesn't run automatically, from the PC Start menu, click Run, then type `cdrom` and press Enter.
  - When prompted, choose the option to set up only PC software. Choose the option to load both PC and Remote files on the GrayWolf icon (and associated program) from the GrayWolf icon or if you did not purchase your H/PC from GrayWolf.
  - The Setup program loads WolfSense PC onto the desktop PC.
5. Double-tap the GrayWolf icon to start WolfSense IAQ HPC software.



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### Navigating in WolfSense IAQ HPC

From the main screen, you will perform all the functions available with WolfSense IAQ HPC. The toolbar buttons and pull-down menus are described briefly below

#### Toolbar Buttons

- LOG - starts a timed log previously set up
- STOP - stops a timed log in progress
- SNAPSHOT - manually captures live values instantaneously in a location file
- ALL - displays all measurement parameters, updating readings continuously
- HOME - returns to the main WolfSense screen
- DETAILS - displays multiple readings in columnar format
- STATISTICS - displays statistics about a chosen parameter
- NOTEBOOK - accesses Text Notes, Drawing Notes and Report Templates
- LOCATIONS - opens LOCATIONS dialog box



Figure 4 - WolfSense IAQ HPC Main Screen Toolbar Buttons

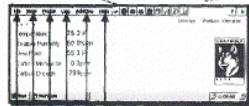


Figure 5 - WolfSense IAQ HPC Main Screen Pull-Down Menus

- Help - to see Help Topics on WolfSense IAQ HPC or E-mail for WolfSense Support
- Add-ons - VentCal Ventilation Calculations, Basic Volume Flow, DuctCal Equal Area Traverse, DuctCal Log-T Traverse, FumeCal Fumehood Face Velocity, ThermCal Thermal Comfort. Add-ons listed on this menu are documented in separate manuals
- Log - to set up how the readings will be logged as Snapshot, Standard Timed or Auto Start/Stop. To view Log Information. To set or create Location files or Site folders. To Start or Stop a log
- Probe - to see Information about the probe or to Calibrate the probe. View Active Cal for probe calibration data. Detect PC/MIA Port Probes
- View - to view Readings, Details or Statistics for live readings. View Location where readings have been or will be logged. Check individual measurement parameters to include or exclude them
- View All to display all measurement parameters. Change Units of measure
- File - to manage stored files. Open Notebook. Copy to Clipboard and then to Pocket Excel or Word, E-mail Location files from the H/PC, Close, Options (Autobackup to Compact Flash Card), Exit

### Live Mode

#### Readings

Once the probe is attached, WolfSense IAQ HPC will display probe in real time.

To see current values from the probe,

tap **View, Readings**

To change the units of measure, double-tap the current value. (Also see CHANGE UNITS below)

When the AVAILABLE UNITS dialog box appears, tap the desired unit of measure for example, Fahrenheit, Celsius or Kelvin (absolute)

To remove a parameter from the display, tap **Disable Display**



To restore all parameters, tap the ALL toolbar button or **View, View All**, or type **Ctrl-A**

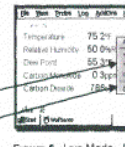


Figure 6 - Live Mode - I

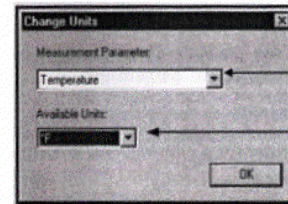


Figure 7 - CHANGE UNITS dialog box

Another way to change **View, Change Units**

- In the CHANGE UNITS dialog box, tap the measurement; Tap the pull-down menu; Tap the unit of measure





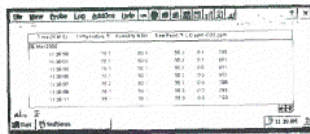
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## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE

### Details

**Details** allows you to display multiple measurement parameters in columnar format. This section describes how to view in real time live readings which are updated at two-second intervals (not user-adjustable). See "Stored Readings" on page 12 for information on viewing data that has been logged into location files at user-selected intervals.



To see continuously updated live values from the probe, tap the **Details** toolbar button or **View, Details**.

The table displays columns based on parameters chosen for display in **View, Readings**.

Figure 8 - Live Mode - Details (DirectSense 100)

### Statistics

The **Statistics** window displays the minimum, maximum and average readings for a single parameter in a separate window that may be minimized and kept on the screen.

The **Manual/Auto** button toggles between Automatic and Manual modes.

In **Auto** mode, readings taken from the probe at two-second intervals update the minimum and maximum values, and are automatically added to the readings used to calculate the average. The **Stop/Resume** button lets you stop and resume readings in Auto mode.

In **Manual** mode, tap **Add** to add readings manually to the tally of readings included in the statistics calculations for the chosen parameter.

**Clear** resets the minimum, maximum and average to zero.



Tap the **Statistics** toolbar button or **View, Statistics**.

To choose a different parameter for display, tap the pull-down menu arrow.

### Data Organization: Sites and Locations

Logged readings are stored in individual data files called location files. Calibration data, text notes, drawing notes, and template reports are organized as attachments to these location files (see "Notebook Location Files" are stored in Windows CE folders which WolfSense sites. Each site folder may contain multiple sub-sites and may further organize the data.

For example, a site folder called "School" may have one sub-site folder containing locations for the "Principals Office" and "Library". A site called "3rd Floor" containing a location for the "Teachers Lounge". In the WolfSense file system is \\My Documents\WolfSense\, sub-folders would have these file names:

```

\\My Documents\WolfSense\School\Ground Floor\Principals Office
\\My Documents\WolfSense\School\Ground Floor\Library
\\My Documents\WolfSense\School\3rd Floor\Teachers Lounge
  
```

### Creating, Selecting and Deleting Site Folders and Locations

First, create or select the site folder you need. Then, create or select a location file in that site folder. The next time a log begins, readings will collect in the location file. This location file collects readings until you select a different location file.

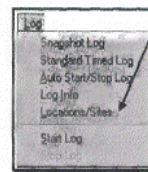


Figure 10 - Log menu

To create a new site folder from the main WolfSense software, tap **Log, Locations/Sites** or the **Locations/Sites** toolbar button.

In the **LOCATIONS** dialog box, tap **Sites**.

In the **SITES** dialog box, you will see highlighted the name of the last site folder in which a location file was created or selected.

To choose a different site, tap through the site folder tree until you see the desired site folder. Tap the site folder.

Tap in the field under **NEW SITE NAME**.

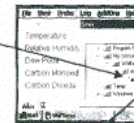


Figure 11 - SITES dialog



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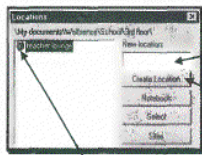


Figure 12 - LOCATIONS dialog box. The wolf's head indicates a location file where data is or will be stored

Tap **Locations**. Or, if starting from the main WolfSense IAQ HPC screen, tap **Log, Locations/Sites**

Tap in the field under **NEW LOCATION**

Type the name of the new location file

Tap **Create Location**

The new location file name will appear in the list of locations and is selected for logging

See "Notebook" on page 12 to create a text note, drawing note or template report for new or existing location files

To select an alternate location for logging, tap **Sites** and tap through the site folder directory to the desired site. Tap **Locations**. Tap an existing location to highlight it. Tap **Select**. The dialog box will close and the location file will be ready for logging.

To delete a location file or entire site folder, tap **File, Open or View, View Location**. Tap through the site folder directory to the desired site or folder. Press the **DEL** key. Tap **Yes** to confirm that you want to send it to the Recycle Bin.

### Printing a Location File from the desktop PC or the H/PC

From the desktop PC: Transfer location files from the H/PC to the desktop PC (see "WolfSense IAQ HPC to WolfSense PC Data Transfer" on page 21). Open a location file. Print directly from WolfSense PC to the printer.

From the H/PC: Set up the optional ACC-PR1 Printer for the H/PC. Tap **File, Open or View, View Location**. Tap through the site folder directory to the desired site. Tap **OK** to open the location file. Tap **File, Copy to Clipboard**. From the Windows CE Start menu, tap **Programs, Office**, then **Pocket Word** or **Pocket Excel**. Tap **Edit, Paste**. Tap **File, Print**. Choose options for the printer. Tap **OK**.

### Types of Logs

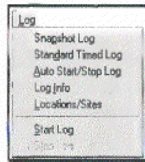


Figure 13 - Log menu

WolfSense IAQ HPC offers three ways to log data into a location file:

- Snapshot Log - manually
- Standard Timed Log - at pre-set intervals initiated at the measurement site and until stopped by user
- Auto Start/Stop Log - at pre-set intervals between pre-programmed start and stop times. This mode powers down after each logging session to extend battery power

### Append or Overwrite

The LOCATION EXISTS dialog box appears the first time you try to log data that already exists and contains logged data

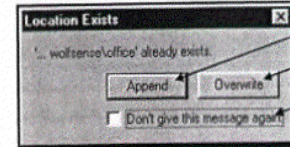


Figure 14 - LOCATION EXISTS dialog box

Tap **Append** to ADD readings to the existing location file.  
 Tap **Overwrite** to DELETE the existing data and store the new set of readings.  
 Tap **Don't give this message again** to prevent this dialog box from appearing in the next log modes.

### Snapshot Log

The Snapshot Log lets you log values from the probe manually if you are running a Standard Timed or Auto Start/Stop Log.



Tap the Snapshot toolbar button or **Log, Snapshot Log**

The dialog box confirms the name of the location file to which values are being logged

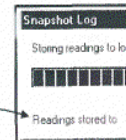


Figure 15 - Confirmation

### Standard Timed Log

The Standard Timed Log program logs readings in a location file at pre-set intervals—until you stop the data logging or exit from WolfSense. In the STANDARD TIMED LOG SETUP dialog box, set the location file to log and the interval between readings.



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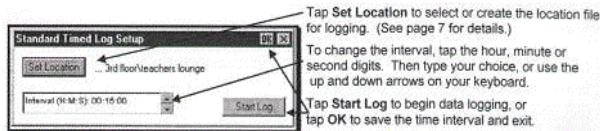


Figure 16- STANDARD TIMED LOG SETUP dialog box

Tap **Set Location** to select or create the location file for logging. (See page 7 for details.)

To change the interval, tap the hour, minute or second digits. Then type your choice, or use the up and down arrows on your keyboard.

Tap **Start Log** to begin data logging, or tap **OK** to save the time interval and exit.

When finished logging data, tap the **Stop** toolbar button or **Log, Stop Log** to end the logging session.

If you exit the application while a log is running, it will start up the next time you run WolfSense IAQ HPC.

### Auto Start/Stop Log

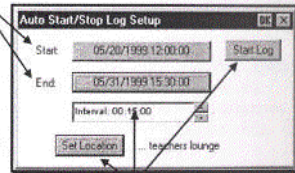
The Auto Start/Stop Log allows you to specify a starting date and time, an ending date and time, and an interval. Because it will start and stop automatically and power down between logging sessions, this log mode is particularly useful for saving H/PC battery power and/or for pre-programming the system for delivery to a measurement location in the PCC-10 hardshell security case.

Tap the **START** or **END** field to display a calendar. To scroll through the months, tap the right and left arrows at the top of the calendar. Tap the date to select it. Tap **OK** to close the calendar.



Figure 18 - Calendar to Set Start/Stop Dates and Times

Figure 17 - AUTO START/STOP LOG SETUP dialog box



Edit the interval times as for the Standard Timed Log above.

Tap **Set Location** to create or select a location file. Tap **Start Log** so logging will begin at the specified start time. The dialog box will close automatically.

To extend battery life on the H/PC, the Auto Start/Stop Log powers down the H/PC after logging and then powers it up again about a minute before the next logging session to allow for sensor stabilization on the probe. As an example of extended battery life, the HH-02 NEC Mobilepro 780, with lid closed, will log in excess of 7 days on a full charge when set up for 30-minute logging intervals. This compares to about 18 hours of battery life when operating in Standard Timed Log mode.

**NOTE:** Install fresh probe batteries before using the Au extended periods without AC power. Charge the H/PC I If the H/PC batteries become critically exhausted, the lo The optional ACC-CF8 Compact Flash Card is highly re when operating the H/PC in Auto Start/Stop Log mode.

### The Logging Process

To start any of the three types of data logging, follow these :

1. Make sure the probe is securely attached to the ser
2. Set the parameters you wish to log See "Readings
3. Select a location file for storing the readings for the See "Data Organization Sites and Locations" on p:
4. Select the log program See "Types of Logs" on pa
5. Initiate timed logging in one of three ways
  - Tap the **Start Log** button in the AUTO START/STC STANDARD TIMED LOG dialog boxes
  - Tap **Log, Start Log** from the main WolfSense IA
  - Tap the **LOG** toolbar button

### Log Information and Stored Readings

#### Log Information

During logging, readings appear on the display in **Detail** forr also choose to display current live readings in **Readings** for

The location file name will appear at the top of the screen and the **Log** icon, at the lower left side

To find out what log program is active, tap **Log, Log Info** or the **Log** icon

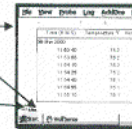


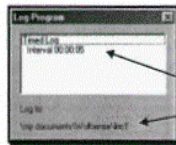
Figure 19 - View, Details



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The LOG PROGRAM dialog box shows the kind of log, the specified interval, and the location file to which readings are being logged

Figure 20 - Log PROGRAM dialog box

### Stored Readings

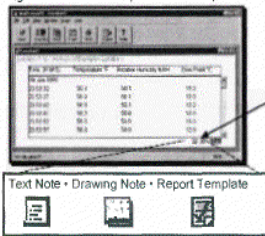
You may also view stored readings after logging them in a file. From the main WolfSense IAQ HPC screen, tap **File, Open** or **View, View Location**. Tap through the site folders to locate the location file you want to open. Tap to highlight it. Tap **Select**.

### Notebook

Notebook contains Text Notes, Drawing Notes and Report Templates that you create for your location files. Each location file may have one text note and one drawing note, both of which may be updated as often as needed. The multiple report templates provided may be copied and saved as many times as needed for each location file. You may add or delete your own customized template files in the "Report" selection by modifying `\\ProgramFiles\GrayWolf\WolfSense\Templates`.

Text notes, drawing notes and template reports may be printed from the desktop PC after transferring location files from the H/PC to the desktop PC.

Figure 22 - Notes and Reports from desktop PC



Once a text note, drawing note or template report has been created for a location, an icon will appear in the lower right-hand corner of the screen. These icons will also appear on the WolfSense PC software on your desktop PC.

Tap the desired icon to view or edit the associated text note, drawing note or template report.

To print from the desktop PC, click on **Edit, Copy** to copy the note or report to the clipboard. Click on **Edit, Paste** to paste the note or report into Word, Excel or other document. Click on **File, Print**.

You may print a text note or template report directly from the viewer. Click on **File, Print**. (This will not work for a drawing note.)

Figure 21 - Notebook icons for Notes and Reports

Just as you do when you set up a log, you must first select the you wish to create notes or reports.

From the main WolfSense IAQ HPC screen, tap **Log, Locations/Sites**. Tap **Sites** to find the desired site folder. Tap **Locations** for a list of location files. Tap the desired location file name. Tap **Select**. You are ready to create notes and/or reports for that location.



Shortcut: Tap the **Notebook** toolbar button or **File, Notebook** to go directly to the last location file selected.

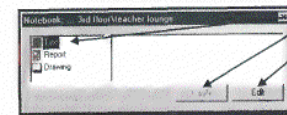


Figure 23 - LOCATIONS dialog box

### Notes

To create or edit a note immediately after selecting a location tap **Notebook** or

### Text Notes



For a text note, tap **Text**. Tap **Create**. The **Edit** button will be available for the location.

Figure 24 - NOTEBOOK dialog box

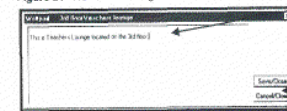


Figure 25 - Text Note window

Tap inside the edit window. Type or revise a text note. On your keyboard, start new lines of text, use the cursor through the text. Tap **Save/Close** to exit and tap **Cancel/Close** to cancel saving any changes.



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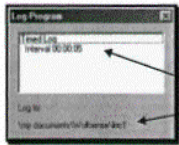


Figure 20 - LOG PROGRAM dialog box

The LOG PROGRAM dialog box shows the kind of log, the specified interval, and the location file to which readings are being logged

### Stored Readings

You may also view stored readings after logging them in a file. From the main WolfSense IAQ HPC screen, tap **File**, **Open** or **View**, **View Location**. Tap through the site folders to locate the location file you want to open. Tap to highlight it. Tap **Select**.

### Notebook

Notebook contains Text Notes, Drawing Notes and Report Templates that you create for your location files. Each location file may have one text note and one drawing note, both of which may be updated as often as needed. The multiple report templates provided may be copied and saved as many times as needed for each location file. You may add or delete your own customized template files in the "Report" selection by modifying \\ProgramFiles\GrayWolf\WolfSense\Templates

Text notes, drawing notes and template reports may be printed from the desktop PC after transferring location files from the H/PC to the desktop PC

Figure 22 - Notes and Reports from desktop PC

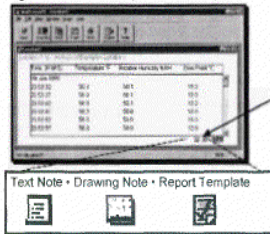


Figure 21 - Notebook icons for Notes and Reports

Once a text note, drawing note or template report has been created for a location, an icon will appear in the lower right-hand corner of the screen. These icons will also appear on the WolfSense PC software on your desktop PC.

Tap the desired icon to view or edit the associated text note, drawing note or template report.

To print from the desktop PC, click on **Edit**, **Copy** to copy the note or report to the clipboard. Click on **Edit**, **Paste** to paste the note or report into Word, Excel or other document. Click on **File**, **Print**.

You may print a text note or template report directly from the viewer. Click on **File**, **Print**. (This will not work for a drawing note.)

Just as you do when you set up a log, you must first select the you wish to create notes or reports.

From the main WolfSense IAQ HPC screen, tap **Log**, **Locations/Sites**. Tap **Sites** to find the desired site folder. Tap **Locations** for a list of location files. Tap the desired location file name. Tap **Select**. You are ready to create notes and/or reports for that location.



Shortcut: Tap the **Notebook** toolbar button or **File**, **Notebook** to go directly to the last location file selected.



Figure 23 - LOCATIONS dialog box

### Notes

To create or edit a note immediately after selecting a location tap **Notebook** or

### Text Notes

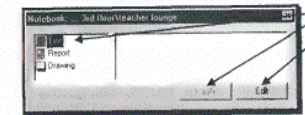


Figure 24 - NOTEBOOK dialog box

For a text note, tap **Text**. Tap **Create**.

The **Edit** button will be available for the location.

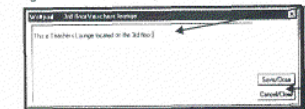


Figure 25 - Text Note window

Tap inside the edit window.

Type or revise a text note. On your keyboard, start new lines of text, use the cursor through the text.

Tap **Save/Close** to exit. Tap **Cancel/Close** to cancel saving any changes.



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## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE

### Drawing Notes

Tap **Drawing** in the **NOTEBOOK** data box (Figure 26). Tap **Create**.  
The **Edit** button will be available only if a drawing already exists for the location file selected.  
Create a drawing with the on-screen editor provided.  
To draw points, tap on the screen.  
To draw freehand, hold the stylus on the screen while moving it.

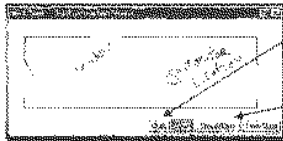


Figure 26 - Drawing Note screen

To remove all points drawn since the last time the stylus touched the screen, tap **Undo**.  
To remove all points, tap **Clear**.  
To create individual points, hold down the **Alt** key while tapping or dragging the stylus.  
Tap **Save/Close** to save the file with changes, or tap **Cancel/Close** to close the editor without saving any changes.

### Reports

Use the multiple report templates provided in WolfSense IAQ HPC to create reports for any location file. Create as many copies of each as needed. Add your own report templates to the `Program Files\GrayWolf\WolfSense\Templates` directory. Create templates using a word processor and save them as Rich Text Format (.rtf) files.

To access Reports from the main WolfSense IAQ HPC screen, tap **Log**, **Locations/Sites**, **Notebook**, or, if you have already selected the location file, tap **File**, **Notebook** or the **Notebook** toolbar button.



Figure 27 - Report Template

Tap **Report**.  
Tap a report template on the right.  
Tap **Create**. **Edit** will be available only if a report already exists for the location.  
The report will be displayed in MS Pocket Word. See Help for Pocket Word about editor features.  
A report transferred to the desktop PC will be converted to the RTF (Rich Text Format) file type.

\*This page intentionally left blank.





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## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE

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### Probe Information

To display the status of the probe, tap **Probe, Information**.

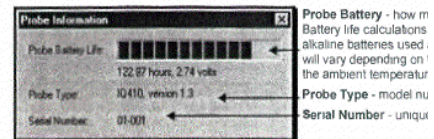


Figure 28 - PROBE INFORMATION display

### Probe Calibration

Calibration data includes date, time, last factory calibration, last settings for each parameter. It is stored in the probe and a copy of the measurement data in every location file. Any time calibration new data is appended to the calibration data already in the location file. A complete record of calibrations for all measurement data in every location file transferred from the H/PC to the desktop PC will be stored with the measurement data.

You may view calibration data from location files stored on the desktop PC after location files have been transferred to it.

From the WolfSense main screen on the H/PC or desktop PC, open a location file.

Tap the **Calibration Data** icon in the lower right-hand corner of the screen. On the H/PC you may tap **Probe, View Active Calibration** instead.



Figure 29 - Probe Calibration

You may also view calibration data for a probe attached to the desktop PC. In that case, the Calibration Data icon will be in the lower left-hand corner of the screen.



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## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE

### Probe Calibration

The probe may be calibrated in one of three ways.

- at the factory, according to GrayWolf standards;
- at the factory (or an outside calibration laboratory) using NIST-certified traceable standards,
- by the user (described in this section)

You cannot change factory and NIST calibrations. Temperature is factory-calibrated. Dew Point\*, which is derived from Temperature and Relative Humidity\*, has no calibration.

The three parameters you may change are Relative Humidity (%RH)\*, Carbon Monoxide(CO)\* and Carbon Dioxide (CO<sub>2</sub>). The range for each parameter has two pre-set calibration points. Normally, you only change these points to match reference gas or salt values for calibration.

Calibration should be performed at least every 12 months on the %RH sensor and at least every 6 months on the CO and CO<sub>2</sub> sensors. More frequent calibration is recommended if the sensors are exposed to contaminants such as heavy cigarette smoke. Note that most IAQ monitoring protocols advise calibrating CO and CO<sub>2</sub> sensors more frequently.

The probe should be returned to the factory for temperature calibration every 24 months. WolfSense provides kits for %RH, CO and CO<sub>2</sub> calibration. See "Probes & Accessories" on page 30 for the contents of each kit.


To set up the correct calibration environment for Carbon Monoxide(CO)\* and Carbon Dioxide (CO<sub>2</sub>), place the flowhood over the probe (Figure 30). For Relative Humidity (%RH)\*, place the probe upside down in the gas cylinder with salts and water (Figure 31).



Figure 30 - Calibration Environment for CO or CO<sub>2</sub>, Flowhood over Probe



Figure 31 - Calibration Environment for %RH Probe in Gas Cylinder with Salts and Water

**Note:** If WolfSense detects that a sensor may have drifted out of specification, the  icon will appear, along with a \* next to the parameter that may need to be checked. However, do NOT rely on this indicator to ensure proper calibration because WolfSense can only detect sensor drift in some instances.

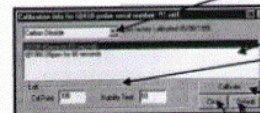


Figure 32 - PROBE CALIBRATION dialog box

To calibrate the probe, tap Pr  
 Tap the ▼ arrow to see the dr  
 calibrated parameters  
 Tap the parameter you want t  
 Tap the high or low point valu  
 Edit the CAL POINT to match y  
 necessary. CAL POINT must m  
 reference you use. Recommi  
 seconds, but you may edit it if  
 Tap Calibrate to begin the ca  
 Optional Tap Default to forc  
 the factory defaults for calibra  
 times initially supplied by Gra  
 Optional: Tap Clear to remov  
 a user calibration is cleared, t  
 calibration (if available), t  
 Clear affects only the selecte

If you changed the calibration point value, you will be prompted to confirm this action

**WARNING!** Confirming this action will overwrite the existing calibration settings

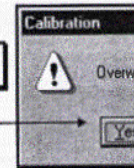


Figure 33 - CALIBRATION

Place the probe in the appropriate calibration environment

Start the flow of gas for CO or CO<sub>2</sub>, or place the probe in the %RH chamber

Wait for the readings to settle within a range of roughly 2-3%. This typically takes under 2 minutes for CO and CO<sub>2</sub>, but 15-30 minutes for %RH



Figure 34 - Set up Calibr.

A countdown screen shows the additional stabilization time allowed and remaining for this measurement

Once the stabilization time has elapsed, the software will automatically record the current value of the measurement. You may then continue with the other calibration point or other measurement parameters

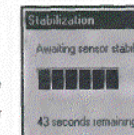


Figure 35 - Calibration C

All calibration information is stored in the





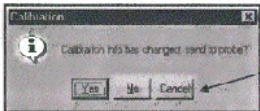
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probe so that each probe "remembers" its correct calibration values. You will be prompted to send the updated calibration information to the probe.

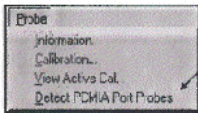
**NOTE:** No changes to the calibration information are confirmed to the probe until you tap **OK** to exit the calibration dialog box.



Tap **OK** in the upper right-hand corner of the CALIBRATION INFO dialog box (Figure 32). Tap **Yes** to send the new calibration information to the probe. **No** to abandon your changes, or **Cancel** to return to the calibration dialog box.

Figure 36 - Last Chance to Stop Changes to Calibration Settings of Probe

### Calibrating Additional External Probes



If you want to calibrate an additional probe, such as an MIE particulate sensor (see separate menu), plug it into the PC/MIA slot and select **Detect PC/MIA Port Probes** on the Probe menu. Because selecting this option slows down response time, uncheck it when you are not plugging a probe into the PC/MIA slot.

Figure 37 - Probe menu.

### Navigating in WolfSense PC

From the main screen, you will perform all the functions available with WolfSense PC. The pull-down menus and toolbar buttons are described briefly below.

**Pull-Down Menus**  
**File** - To manage files: OPEN, NOTEBLOCK, PRINT, EXPORT, list of recently used files, TRANSFER, EXIT  
**Edit** - To COPY selected columns onto the Windows clipboard so they may be pasted into Word, Excel or other programs. All columns are selected by default. Select a particular column or columns by clicking on the column headings.  
**View** - to show or hide the TOOLBAR, STATUS BAR and location file STATISTICS  
**Window** - to CASCODE or TILE windows, and ARRANGE ICONS  
**Graph** - to CREATE GRAPHS  
**Help** - to show HELP TOPICS: GETTING STARTED, WOLFSENSE IAQ HELP, ABOUT WOLFSENSE PC.

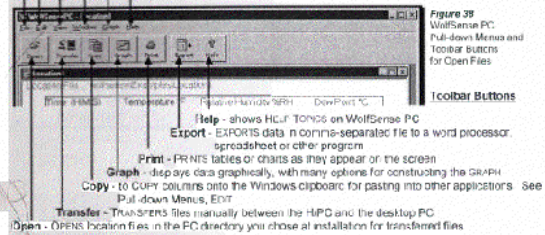


Figure 38 - WolfSense PC: Pull-down Menus and Toolbar Buttons for Open Files

### WolfSense IAQ HPC to WolfSense PC Data Transfer

After gathering air quality data on the HPC using WolfSense IAQ HPC, you will use the file transfer utility in WolfSense PC to move location files from the HPC to your desktop PC's hard drive. WolfSense PC software on the desktop PC will print, graph and/or export to spreadsheets the transferred location file data.

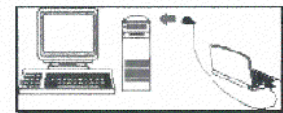


Figure 39 - HPC connected to desktop PC for file transfer



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**NOTE:** Since the H/PC does not have a hard drive and all data files on the H/PC are stored in RAM memory only, it is strongly recommended that you frequently move location files from the H/PC to your desktop PC's hard drive for permanent storage. Make sure the location files on the H/PC are in the My Documents\WolfSense folder that was created during installation.

When you are ready to transfer files from the H/PC to the desktop PC, use the serial cable to connect the H/PC to your desktop PC. When the desktop PC and H/PC are communicating, the connection icon will appear on the task bar of both the H/PC and PC. If the desktop and H/PC do not connect automatically, you may have to initiate communications manually.

- From your PC desktop, double-click on the **Mobile Devices** icon.
- From the **File** menu, make sure that Serial Communications are enabled and check the Communications parameters.
- From the H/PC, tap **Start, Programs, Communications, PC Link**.
- You may need to reattach the serial cable or close WolfSense IAQ HPC.

**NOTE:** Make sure that data logging is not running while transferring files. Location files that are currently being used for logging cannot be transferred.

### Using WolfSense PC's Transfer Utility

WolfSense PC uses Microsoft ActiveSync™ software to establish the link between your H/PC and desktop PC. (If ActiveSync is not installed on your system, GrayWolf's WolfLink runs automatically instead. WolfLink transfers only WolfSense files. If using WolfLink, WolfSense IAQ HPC must be running on the H/PC.) The Transfer Utility then moves location files from the H/PC to your desktop PC.

From the PC desktop, click on **Start, Programs, GrayWolf, WolfSense PC**.

Activate the Transfer Utility by clicking on **File, Transfer** or the **Transfer** toolbar button.

When prompted, connect the H/PC to the desktop PC with the serial cable (or use the IR port).

ActiveSync (or WolfLink) will link the H/PC and desktop PC.



Figure 40 - WolfSense PC Main Screen

Then you will see the TRANSFER dialog box below. It works like Explorer:

- Expand or collapse a site tree item by clicking the + and - icons.
- Select a site folder by clicking on the name.
- A selected item appears in reverse video.
- When you select a site folder, all location files in it are displayed.

Once connected, you will see the structure of the My Documents folder on the H/PC. This same site folder structure will be created in the data files folder you selected during installation to receive files.

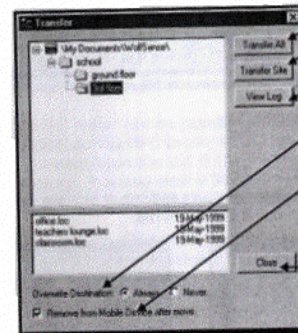


Figure 41 - WOLFSENSE TRANSFER dialog box

Click on **Transfer All** to transfer all files.

Click on **Transfer Site** to transfer only the selected site.

Click on **View Log** to view the transfer log.

**OVERWRITE DESTINATION:** Always overwrite any local desktop PC files. ALWAYS overwrite.

**REMOVE FROM MOBILE DEVICE:** default is to delete from location files that were transferred. If you do not wish to delete, uncheck the checkbox.

Click on **Close** when you are done.

**NOTE:** Although Report files are displayed, they are not moved with the location files.



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### WolfSense PC Software

After file transfer is complete, click on **Start, Programs, GrayWolf, WolfSense PC**

Click on **Open** to see location files that are now stored on your desktop PC

Click through the directory to find the file you want to open

Click on **Open**

The file will open in a columnar format similar to **View, Details** on the H/PC

The icons in the lower left-hand corner indicate if a text note, drawing note or template report exists for this file



Tap this icon to see Calibration Data

See "Navigating in WolfSense PC" on page 21 for ways to manipulate your data (graphing shown below)

Figure 42 - Location File Open in WolfSense PC

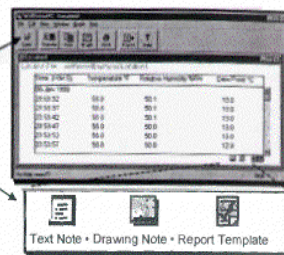


Figure 43 - Notes and Reports icons

### Graphing Data Files in WolfSense PC

WolfSense PC offers options for creating graphs: an x-axis and one or multiple y-axes, grids and labels, and titles that may or may not be displayed

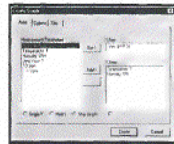


Figure 44 - Graph Axes

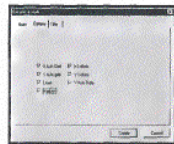


Figure 45 - Graph Options

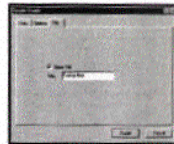


Figure 46 - Graph Title



Figure 47 - Graph Generated from WolfSense PC

### Maintenance, Cleaning, Service

#### H/PC

Please refer to your user manual for specific instructions on

#### Probe

The probe requires very little maintenance: battery changes sensor replacement (typically every 24-36 months), dusting

See "Powering" on page 2 for details on battery changes.

The %RH, CO and CO<sub>2</sub> sensors may be calibrated in the field instructions in "Probe Calibration" on page 18. The temperature at the factory. It is recommended that you return your probe annual factory recalibration and check-up

The CO sensor has an expected operating life of approximately 5 years. WolfSense IAQ HPC checks the output of the sensor during CO sensor nears the end of its operating life, warns you that replaced. You may order a SEN-CO1 replacement sensor for the probe to GrayWolf to have the sensor changed

To change the CO sensor yourself:

- 1 Unscrew the probe handle from the probe body (See Figure 3)
- 2 Carefully remove the black cap from the top of the probe. This is normally removed by hand
- 3 Cut the tie that is holding the CO<sub>2</sub> and CO sensors
- 4 Unplug the CO<sub>2</sub> cell
- 5 Unplug the CO cell
- 6 Plug in the new CO cell
- 7 Plug in the CO<sub>2</sub> cell
- 8 Fix cells in place with a new tie
- 9 To reassemble the probe, use the reverse procedure

Before using the probe with the new sensor, calibrate the CO procedure described in "Probe Calibration" on page 18

When not using the probe for a period of time, store it in a cool environment. The recommended storage temperature is 32°F. If the storage period will be more than four weeks, remove the probe before storing

If the outside of the probe becomes dirty, you may clean it with a cloth. It is not recommended that you clean inside the probe



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## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE

### Summary of Cautions

Avoid operation in direct sunlight as %RH measurements may become erratic.

Do not immerse the probe in water.

This is a precision instrument. Do not drop the probe or subject it to undue vibration or shock.

When not using the probe for a period of time, store it in a cool, dry, dust-free environment. The recommended storage temperature is 32°F to 70°F (0°C to 21°C). If the storage period will be more than four weeks, remove the batteries from the probe before storing.

Do not place the probe in an environment where condensation will form on it. The CO<sub>2</sub> sensor is an optical sensor which uses an active detector and a reference detector for stable long-term readings. If condensation has formed on one of the detectors or if there are temperature differences between the two detectors, CO<sub>2</sub> readings may be erratic until the sensor has stabilized to its new environment.

### Troubleshooting

**Symptom – The HPC has locked up**

First try a Simple Reset to close all programs and applications & restart Windows CE. Whether the power is on or off, use the **Simple Reset** button (usually found on the bottom of the unit). Any uns

If the unit does not respond to the Simple Reset, you will need a Full Reset, which returns the HPC to its original state as shipped. Full Reset erases from your HPC all data, files, and programs (like WolfSense). It does not erase hard-programmed software (Pocket Word or Excel). Nor will it erase anything stored on the A Flash Card, which maintains a backup copy of WolfSense and f

1. Back up the HPC to the desktop computer through syn performing the Full Reset. This may not be possible or usually means the unit has not responded to less drastic

**Note: Steps 2, through 4, apply to HPCs provided by Gray was not provided by GrayWolf, check your HPC User Manual directions.]**

2. Shut off the HPC
3. Remove the main battery
4. With the stylus pen, press the Backup Off Switch or Full is recessed in the main battery compartment, for 45-60. This removes power from the backup memory circuit an
5. Power on the HPC
6. Run the Setup Wizard, starting with Stylus Calibration. If you bypass stylus calibration, the touch screen will not
7. Reinstall WolfSense from the optional ACC-CFB Compact desktop PC (see "Setting up the Hardware and Software

Minimize future data loss and simplify recovery through frequent scheduled synchronizations with the desktop PC. Consider using Compact Flash Card for the HPC with the Autobackup option in HPC File Options menu. Autobackup stores all WolfSense da separate backup directory on the Compact Flash Card. Because automatically backs up data every four minutes, you should lose minutes' worth of readings.



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## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE

### Symptom – GrayWolf icon no longer appears on the desktop

The GrayWolf application, WolfSense IAQ HPC, is not hard-programmed onto the H/PC like Windows CE. If the icon no longer appears on the desktop, you will need to reinstall the program from your desktop PC (see "Setting up the Hardware and Software" on page 3) or from the optional ACC-CF8 Compact Flash Card as described in the ACC-CF8 manual

### Symptom – No communication with the probe

Check to ensure that

- The probe is plugged in properly.
- The probe has good batteries
- The battery contacts are clean and not corroded
- The CO<sub>2</sub> sensor is flashing (visible through the slots) to indicate power is on.
- Another application on the H/PC has not locked the use of the serial port. Shut down any other applications. If this fails, you may have to reset the H/PC

### Symptom – Bad or erratic CO<sub>2</sub> or %RH readings

Check to ensure that

- The probe is shielded from direct sunlight. Readings from these sensors can be affected by strong direct light.

### Symptom – Bad or erratic CO<sub>2</sub> readings

Check to ensure that

- The sensor is plugged into the circuit board
- You have not moved the probe from a cold environment to a relatively warm, humid environment
- The probe is not in a variable temperature air stream.

The CO<sub>2</sub> sensor is an optical sensor which uses an active detector and a reference detector for stable long-term readings. If condensation has formed on one of the detectors or if there are temperature differences between the two detectors, CO<sub>2</sub> readings may be erratic until the sensor has stabilized to its new environment.

### Symptom – CO<sub>2</sub> sensor continues to flash after H/PC is turned off

It is normal for the sensor to flash for a minute or two after power-down.



### Specifications

#### H/PC

16MB RAM minimum  
 Windows™ CE 2.0  
 Recommended models:  
 NEC Mobilepro 780

#### DESKTOP PC (minimum requirements)

Windows™ 95/98/NT  
 10MB minimum available hard disk space

#### PROBES

Parameter	Range	Accuracy
Carbon Dioxide	0 to 10,000ppm	±3%rdg
Carbon Monoxide	0 to 500ppm	±2ppm
Relative Humidity	0 to 100%	±2%rh
Temperature	15° to 160°F (-10° to 70°C)	±1%rdg
Dew Point	-27° to 158°F (-33° to 70°C)	±4°F

**Response Time:** All sensors exhibit 90% response < 1 min

**Probe Dimensions:** 2 in. (5cm) diameter X 12.5 in. (30cm)

**Weight (probe) with batteries:** 1 lb. 10 oz. (0.7kg)

**Power (probe):** Typical battery life with 2 alkaline D cells of (21°C); or 5VDC with AC adapter




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## INDOOR AIR QUALITY MONITORING USING THE WOLFSENSE IAQ PROBE


### Probes & Accessories

#### PROBES

	CO, CO <sub>2</sub> , %RH and Temperature Probe CO <sub>2</sub> Temperature and Ventilation Probe Telescoping Hobble Airspeed Probe MIE Particulate Monitor Serial Card Adapter with software for PM-201 Toxic Gas Probe (up to 5 sensors)
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#### ACCESSORIES

	NEC Mobilepro 790 Handheld Computer Compaq Aero 2180 Palmheld Computer Fujitsu E-2120 Mini-laptop Computer RME Compact Flash Card provides backup of data and install programs. Simplifies data recovery in case of a Full Reset Printer for HP-02
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	Soft carrying case Probe pouch Hardshell security carrying case with lock Deluxe (large) hardshell security case
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**Tip:** To avoid interfering the CO<sub>2</sub> or %RH readings, wear the POC-02 soft carrying case across your back.

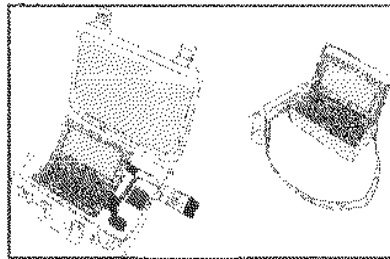




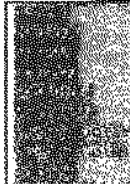
Figure A5 - Open POC-02 carrying case (left) POC-02 with carrying case (right)

#### ACCESSORIES (continued)


	CO and CO <sub>2</sub> upflowport kit for DirectSense 100 & 300 & 1000ppm CO <sub>2</sub> reference gasline, 0.5 & 90 g gasses, case, flowhead and regulator CO <sub>2</sub> calibration kit for VentCal 100 includes 1000 and 500ppm CO <sub>2</sub> reference gasses, case, gas calibration board and dust-blade accessory %RH calibration kit NIST Traceable Calibration Certificate
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	110VAC adapter for probes 220VAC adapter for probes 220VAC adapter for Mobilepro Spare Li-Ion battery pack for Mobilepro
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#### SOFTWARE

	1 year subscription to WolfSense (DQ APC & P) Add-on module for Outdoor Air Ventilation Calc Duct Traverse Calibration software Forward Face Velocity Calibration software Thermal Comfort Calibration software Air Velocity Probe software Palmheld software for DirectSense 100 application Laptop software for DirectSense 100 application Handwriting Recognition Software
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#### SPARES

	Replacement CO sensors Replacement styluses (set of 3) for Mobilepro Replacement serial cable for Mobilepro Replacement serial/AC power Y adapter for Mob 0.5 ppm CO calibration gas cylinder 85 ppm CO calibration gas cylinder 300 ppm CO <sub>2</sub> calibration gas cylinder 1000 ppm CO <sub>2</sub> calibration gas cylinder 5000 ppm CO <sub>2</sub> calibration gas cylinder
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### Frequently Asked Questions

<http://www.wolfsense.com/tech.html>

### H/PC Support

For NEC support, visit <http://www.nec.com/support/>  
Phone 800-632-4525  
Refer to manufacturer's manual

### Windows™ CE Support

Visit: <http://www.microsoft.com/windowxce/hpc>

### WolfSense Technical Support

Software e-mail [softsupport@wolfsense.com](mailto:softsupport@wolfsense.com)  
Hardware e-mail [techsupport@wolfsense.com](mailto:techsupport@wolfsense.com)  
Phone 203-849-8509  
WolfSense on the Web <http://www.wolfsense.com>

### Feedback

We appreciate your input. Please e-mail any comments or suggestions you may have about this manual to [manuals@wolfsense.com](mailto:manuals@wolfsense.com).





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