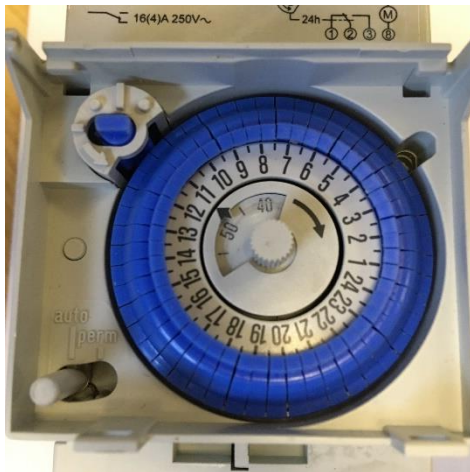


## **West Cambridge Residences Heating and Hot Water Controls.**

**Please note: the heating and hot water controls will be set to a median level by a member of staff prior to your arrival in your home. They will be fully functional when you move in.**

**Please feel free to adjust, using the instructions below, to suit your requirements. However, should you need guidance do not hesitate to contact the Accommodation Service on [universityresidences@admin.cam.ac.uk](mailto:universityresidences@admin.cam.ac.uk)**



This is a typical Timeclock found controlling the heating system in your flat.

The Heating/Hot water Control panel is located in one of the following locations.

**One Bed Apartment** – In the tall cupboard within the main living room / kitchen.

**Two / Three Bedroom Apartment** – generally located within the Airing Cupboard near the hot water tank.

**Please note:** *In all properties they are located in the same location as the main fuse pane/consumer unit.*

### **Radiators:**

Each radiator in the flat has an on/off switch on the wall. This switch will need to be on in order for the radiator to work. (See Fig 3)

The radiator also has a control unit (Fig 2)

### **How to set up the heating:**

For reference: “Tabs” refers to the small switches contained in the **BLUE** ring found on the display.

#### **Setting the time:**

To set the time on you should turn the dial found in the middle of the clock to current UK time. (See Figure 6)

Turn the dial to the correct hour using the arrow on the dial to line up with the correct hour then followed by the minutes which is on the inner dial which is labelled with 0, 10, 20, 30, 40, 50. (See Figure 6)

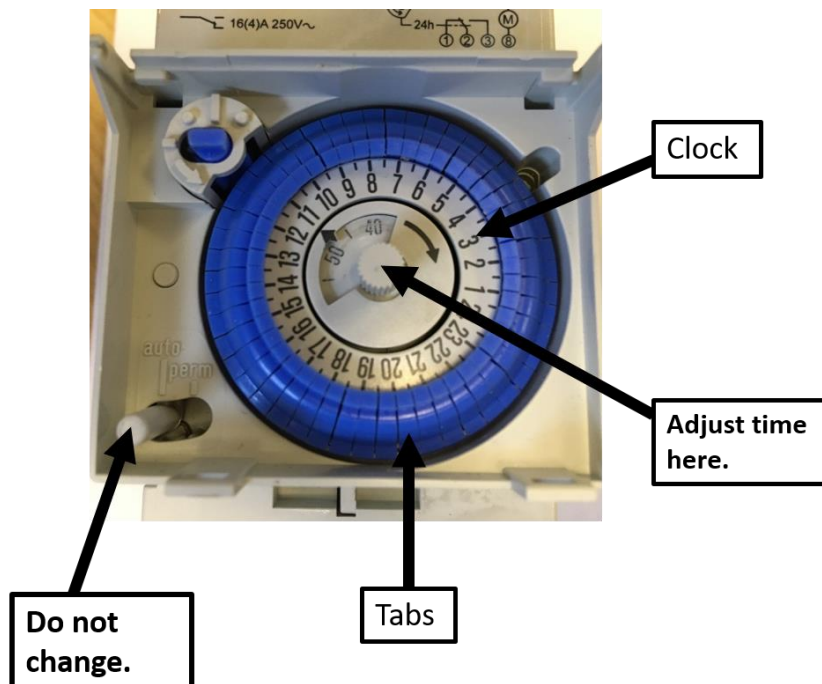
### **Manual control**

1. Pull out all tabs on the dial; the heating system is then fully operational. When you do this a light will come on at the side of the display. (See Figure 5)
2. You may then switch ON or OFF the radiators using their power switch on the wall.

### **Automated Control**

1. Select and pull out the tabs relevant to the time you wish the heating to activate. For example if you wanted the heating to come on at 6am till 9am you would push open the tabs between 6am and 9am.
2. Please note when the heating is ON with the tabs pulled out a small orange label be visible. If it does you may need to turn the small blue switch in the left corner above the timeclock

### Control Panel Pictures



*Figure 1- Control Panel in Cupboard / Airing Cupboard.*

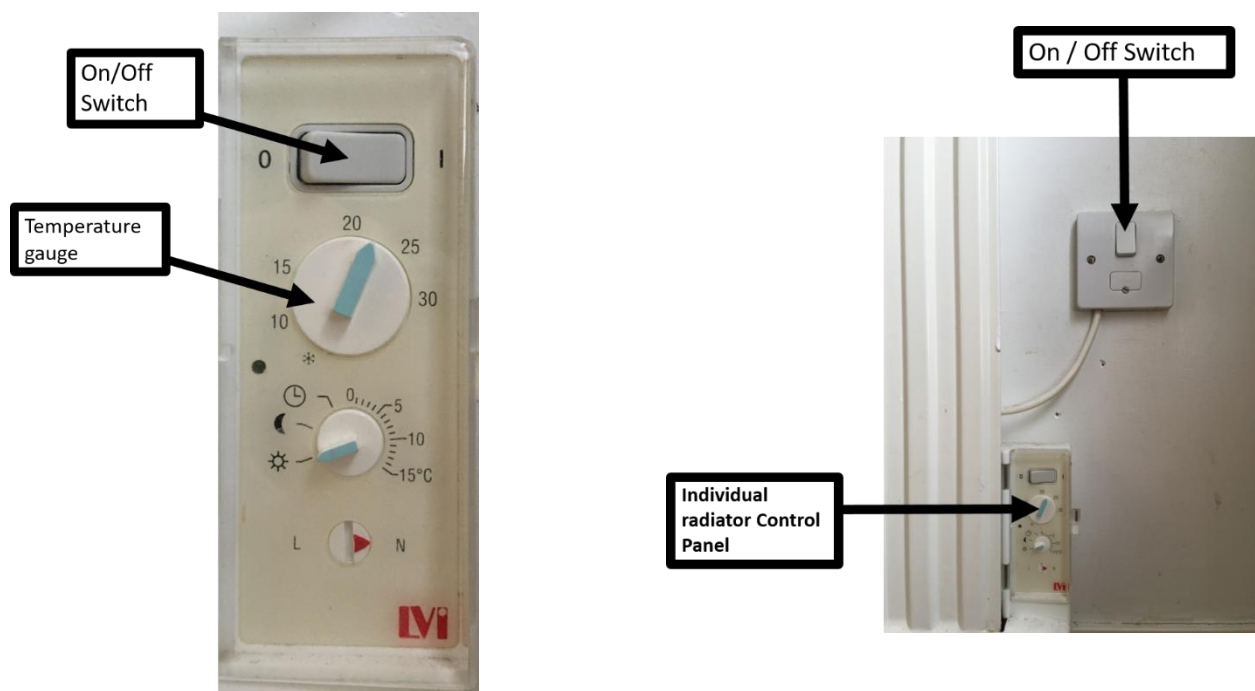


Figure 3 - Radiator controls next to radiator.

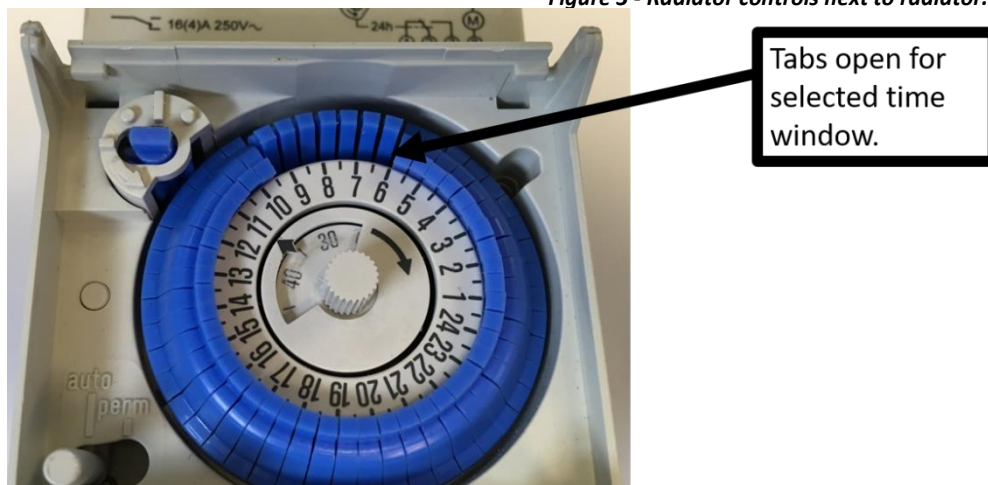
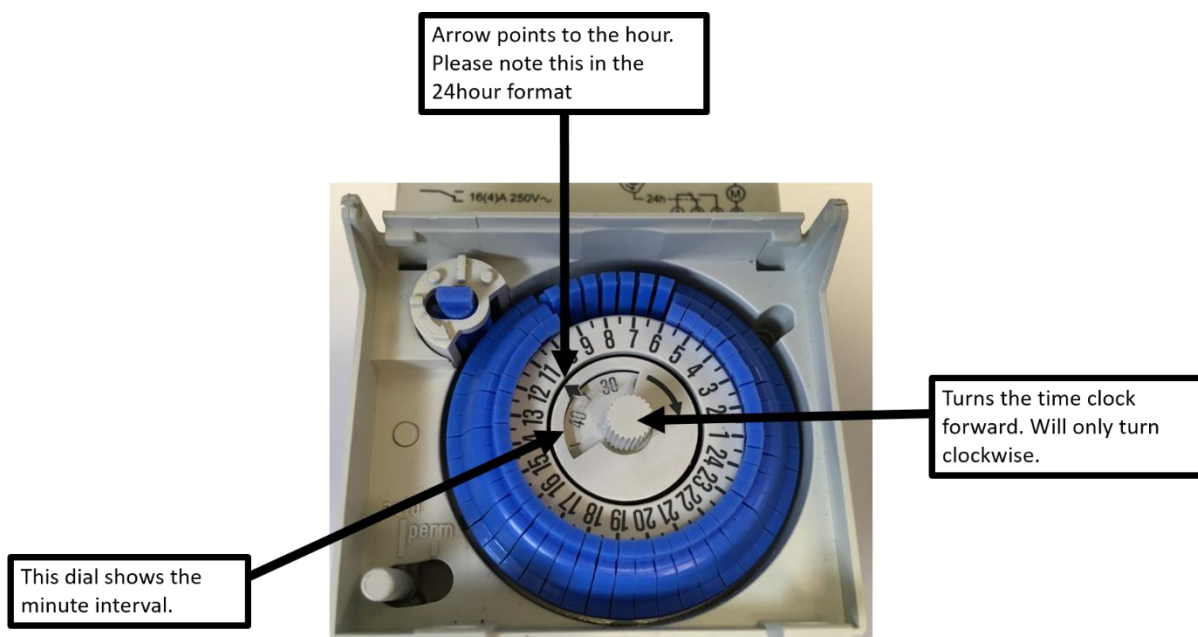
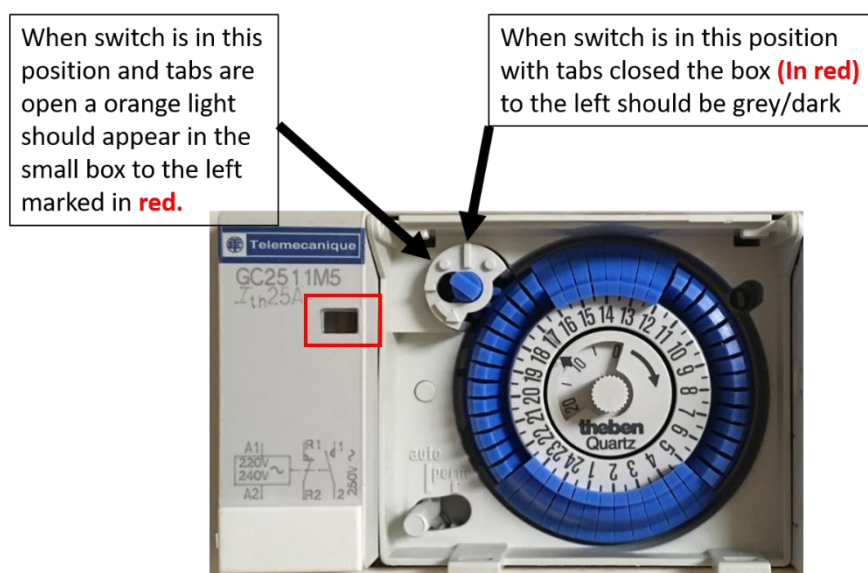


Figure 5 – Heating control panel including room heater / water heater timer.



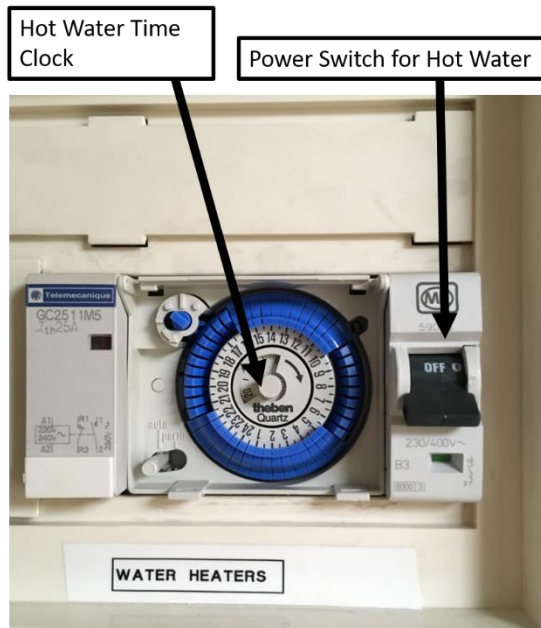
**Figure 6 – Adjusting the time clock.**



## Hot water

The hot water timeclock is located adjacent to the heating control timeclock. For reference this can be found as followed however there are additional controls within the airing cupboard:

**The operation of the water-heating timeclock is identical to that which controls the heating.**



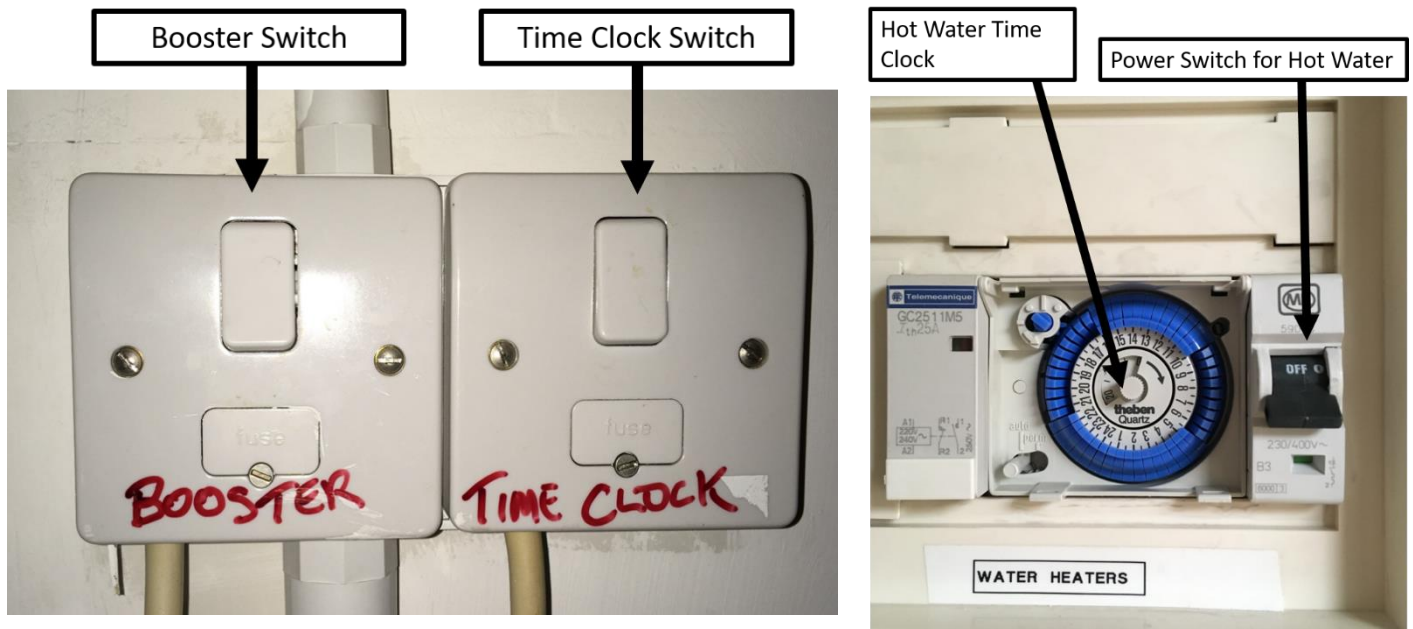
**The switches for the Booster and time clock will be labelled as followed.**



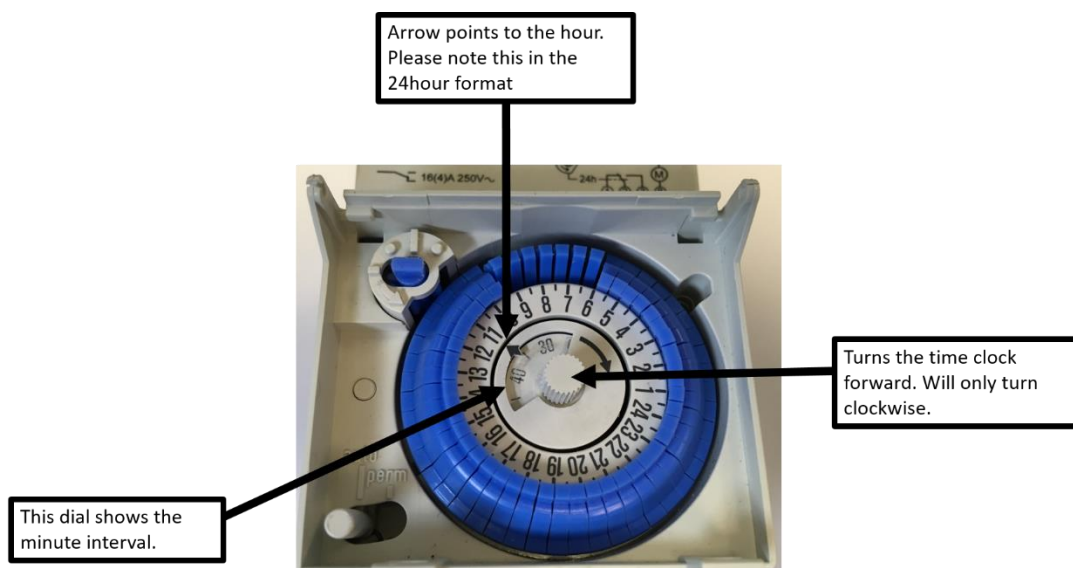
### Setting up the hot water controls.

To set up the heating please follow these steps:

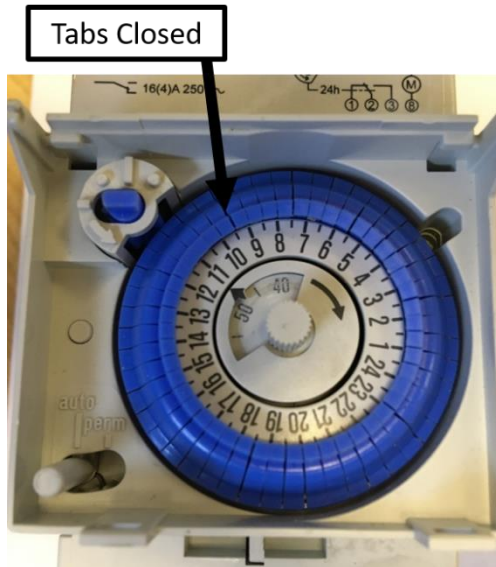
1. First make sure the timer switch (marked "Time Clock") in the airing cupboard is switched to **ON**. You will then need to go to the time clock on the panel and make sure the Power switch next is **ON** (UP).



2. Then ensure that you set the time on the dial as pictured below. To set the time turn the knob in the middle to the current UK time; hours are indicated by the black dial, minutes on the inner dial as below.



3. Then use the tabs to set the desired time you would like the hot water to switch on. The blue segments around the dial represent 30-minute periods. In this picture we have set the tabs to 6am – 9am. When set correctly when the dial moves into the ON time, the clear box to the left of the dial will go **Red** to confirm power is being sent to the water heater. Should the box remain clear turn the blue switch in the top left until the **Red** light comes on.



**Booster Function:**

The booster function (near the hot water cylinder) allows the user to heat water rapidly, being in effect an immersion heater. The switch pictured should only be switched on when needed, and should then be switched off. Long term use can result in increased electricity bills.

**Notes:**

- To optimise your hot water supply whilst managing power consumption, you may find it useful to set the water to be heated for 1-2 hours in the morning (electricity is cheaper between midnight and 07.00 GMT (01.00-08.00 BST)); and again for 2-3 hours in the evening (perhaps between 17.00 and 20.00). However, the amount of hot water required will depend on consumption.
- The timer is for 24 hours; there are no separate settings for weekdays and weekends.
- If there is an power cut or if you turn off the time clock switch, you may need to re-set the timer clock