



INSTALLATION, OPERATION & MAINTENANCE

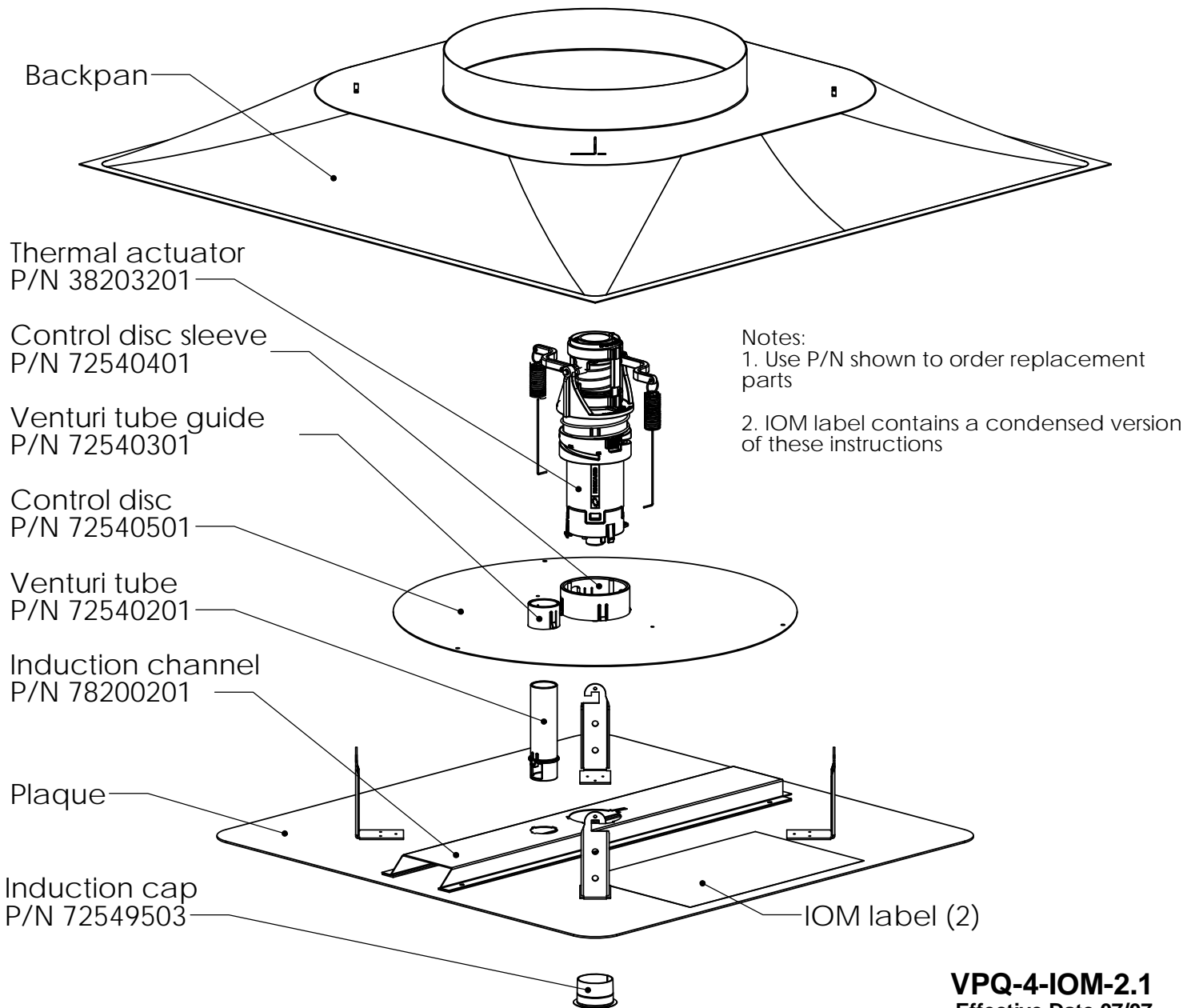
VPQ-4 THERMAL ACTUATED VARIABLE AIR VOLUME DIFFUSER

The units should be shipped assembled except for the backpan.

Remove all packaging from the components. The VPQ-4 is shipped with additional packaging to protect the actuator assembly. Be sure to remove packaging between the plaque face and the control disc. Make sure that no packaging is obstructing the thermal element at the top of the actuator or the induction cap on the plaque.

If unit is not assembled, follow the steps below before proceeding (See illustration below):

1. Insert induction cap into plaque of diffuser.
2. Insert venturi tube into induction channel until tabs engage.
3. Slide control disc over venturi tube.
4. Insert actuator through center hole in the control disc and snap into induction channel.



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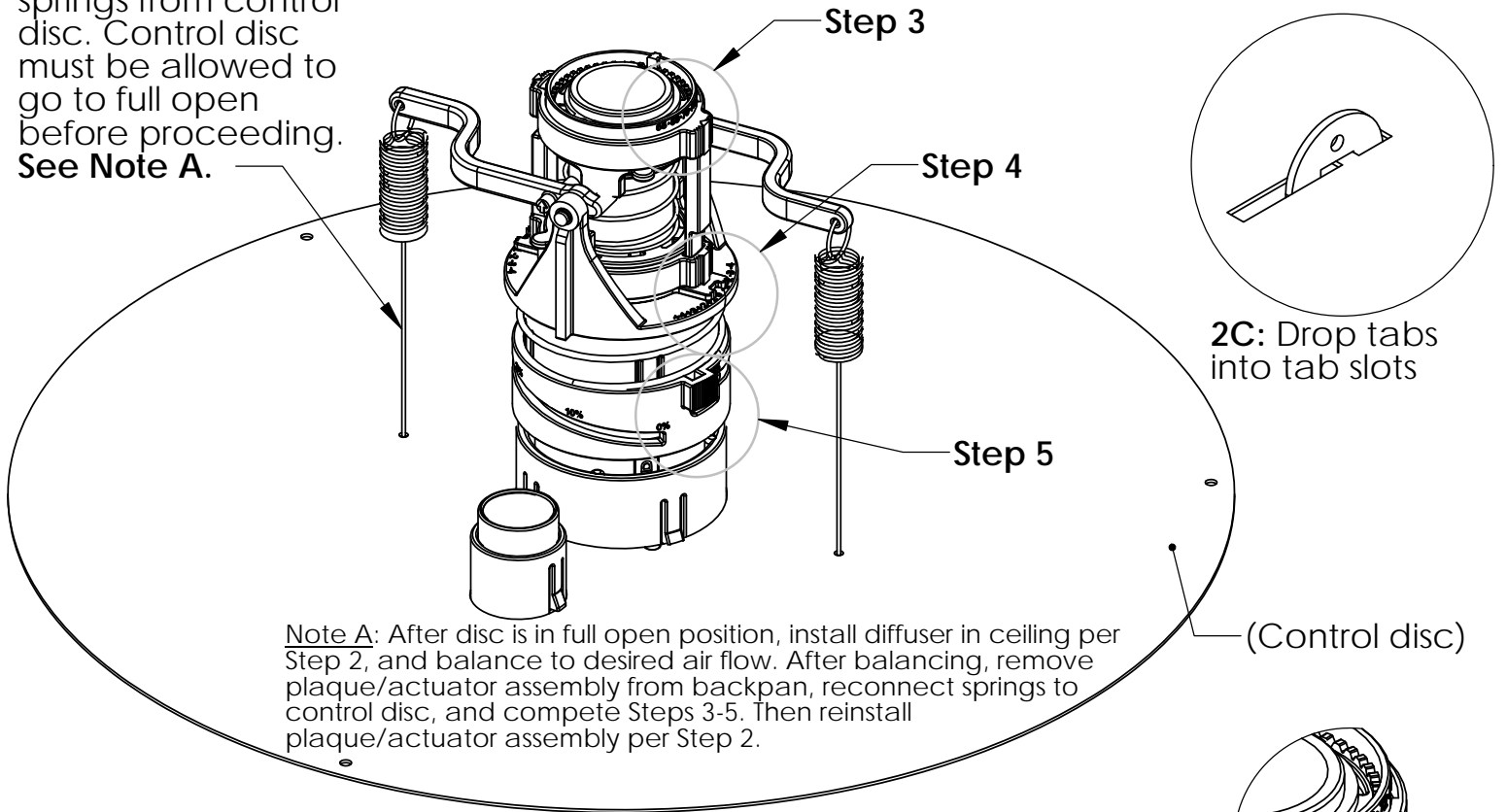
Step 1: Disconnect springs from control disc. Control disc must be allowed to go to full open before proceeding. **See Note A.**

Step 2: Install backpan in ceiling and connect duct. Insert plaque/actuator assembly into backpan per 2A, 2B, 2C.

2A: Push all four hooks through hook receptacles in back pan

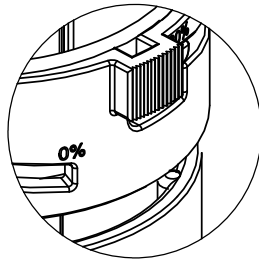
2B: Rotate hooks toward tab slots

2C: Drop tabs into tab slots

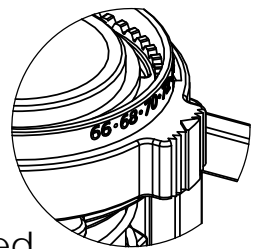


Note A: After disc is in full open position, install diffuser in ceiling per Step 2, and balance to desired air flow. After balancing, remove plaque/actuator assembly from backpan, reconnect springs to control disc, and complete Steps 3-5. Then reinstall plaque/actuator assembly per Step 2.

Step 5: Adjust minimum airflow by turning the grey flow adjustment ring clockwise. Adjustment is from 30% of maximum to fully closed (or 0% of maximum).



Step 3: Adjust room temperature by turning the blue ring to the desired temperature (66°F to 74°F)



Step 4: Adjust the heating mode offset by turning green tab clockwise for a positive (+) temperature offset, counter-clockwise for a negative (-) temperature offset.

