



ILLINOIS ENERGY NOW

Savings Through Efficient Products (STEP)

STEP Product Installation Tips & Tricks



AERATORS

1. Unscrew the old aerator by hand, using pliers or a wrench if necessary. Avoid damaging the delicate threads by unscrewing gently.
 2. If supplied, put the rubber washer inside the end of the aerator and screw it into the faucet by hand.
 3. Run water to test the seal. If any water leaks, tighten by hand or use pliers (note: to protect the aerator, put a cloth around it before tightening with any tools. Take care not to over-tighten the aerator).
- ✓ **PRO TIP 1:** STEP aerators are dual-threaded, which means they can fit faucets with either “female” or “male” threading. To switch from one to the other, simply remove the internal foam gasket from the aerator and screw it into place.
 - ✓ **PRO TIP 2:** If the aerator does not fit, compare the faucet’s diameter to a quarter and a nickel. If it matches the quarter, request the standard size. If it matches the nickel, request a junior aerator.
 - ✓ **PRO TIP 3:** STEP also offers “Chicago-style” aerators. Tamper-proof Chicago aerators come with a key needed for installation; keep the key in a safe place for future needs.



EXIT SIGNS

Follow the manufacturer’s instructions to install new LED exit signs or retrofit kits.

- ✓ **PRO TIP 1:** New LED exit signs are customizable; the directional arrow plates can be easily removed and reinserted.
- ✓ **PRO TIP 2:** The LED retrofit kits feature an easy-to-install bar of LEDs on a circuit board; hardwire the board to the sign (note: there are no pins involved).



LEDs (OUTDOOR)

1. Gently unscrew the old lightbulb by hand and dispose as appropriate.
 2. Install the LED just as you would an incandescent or Halogen bulb. Remove the LED from its package and screw it into the light socket in a clock-wise direction.
- ✓ **PRO TIP 1:** These 18-watt LED PAR38 lamps are intended for outdoor use.
 - ✓ **PRO TIP 2:** LEDs are self-ballasted and will not work in ballasted sockets; ballasted sockets are common for high-intensity discharge lamps (e.g., mercury vapor, high pressure sodium, and metal halide).





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LED A-19 Lamp

1. Gently unscrew the old lightbulb by hand and dispose as appropriate.
 2. Install the LED just as you would an incandescent or Halogen bulb. Remove the LED from its package and screw it into the light socket in a clock-wise direction.
- ✓ **PRO TIP 1:** LEDs are self-ballasted and will not work in ballasted sockets; ballasted sockets are common for high-intensity discharge lamps (e.g., mercury vapor, high pressure sodium, and metal halide).



OCCUPANCY SENSORS

Follow the manufacturer's instructions to install occupancy sensors. See guide included in product box for further directions on specialized features.

- ✓ **PRO TIP 1:** Wiring - a ground wire is required to use the sensors; they can be used as a three-way switch to control one set of lights from two locations.
- ✓ **PRO TIP 2:** Recommended settings and tips for **classroom** applications.
 - Program the occupancy sensor(s) to adjust lights after half an hour of inactivity (often, the default is 5-10 minutes);
 - When the time out expires, the relay turns OFF; the 'Vacancy Confirmation' feature provides a 30-second vacancy confirmation to turn the relays back ON. Keep them OFF while the room is occupied;
 - The 'Presentation Mode' feature for slide or film presentations allows pushbuttons to turn lights OFF and keep them OFF while the room is occupied.
- ✓ **PRO TIP 3:** The infra-red sensors components default to a medium sensitivity setting. This can be adjusted based on user preference.
- ✓ **PRO TIP 4:** The photo cell feature monitors ambient light levels and adjusts electric lights accordingly; this feature must be enabled to function.
- ✓ **PRO TIP 5:** The "Self-Adaptive Mode" allows the sensor to adapt its settings to match the preferences of the room users (based on when they manually turn the switch on or off).
- ✓ **PRO TIP 6:** To comply with CEC Title 24, an LED indicator light flashes when sensor detects motion to verify detection is active (green flashes for ultrasonic, red flashes for PIR).





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Pre-rinse Spray Valve

Follow the manufacturer's instructions to install pre-rinse spray valve.

- ✓ **PRO TIP 1:** Use the provided rubber washer to prevent leaks.
- ✓ **PRO TIP 2:** Turn down the valve or tap as needed to reduce excessive splashing or spraying.



SHOWER HEADS

Follow the manufacturer's instructions to install low-flow shower heads.

- ✓ **PRO TIP 1:** The tamper-proof shower head includes a key for easy installation and removal; remember to retain the key for future use.



VENDING MACHINE CONTROLS

Follow the manufacturer's instructions in the "Installation Guide" to install vending machine controls.

- ✓ **PRO TIP 1:** Vending Misers **may not** be used on machines that store perishable food and beverages. They **may** be used for machines that store non-perishable refrigerated items (e.g., Vending Misers are suitable for unperishable soda vending machines but not for milk vending machines).
- ✓ **PRO TIP 2:** Regularly check the sensor for a red light, indicating that either 1) the machine has been un-plugged from the Vending Miser or 2) the machine's compressor is not turning off (this indicates a machine issue such as low Freon).



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