Orbit Spaces

Documentation File

Controlling Your Meeting
Room Lights

Documentation Details

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Requirements:	• You are in a meeting room that uses smart lighting

If you are experiencing any issues after following this help guide, please contact 01625 588200.

Documentation Steps

1. Once inside an Orbit Spaces meeting room, locate the wireless smart light switch. (*If you cannot locate the light switch, please find contact a member of staff.*)

Wireless Smart Light Switch

2. The wireless smart light switch is attached to the wall via a magnet, to remove it simply pull it off the wall.

3. The switch has 4 pre-programmed states labelled as 1,2,3,4. Click each one to change the light level in the room to the below levels:

Switch Button	Light Level (%)
1	100%
2	50%
3	25%
4	10%

4. If you require the lights changing to a different level than in step 3, use the '+' and '−' buttons to alter it by 1%.

Troubleshooting

1. What if my wireless smart light switch does not work?

If the switch is unresponsive to any commands, then please contact us on 01625 588200.

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