



Accessory Installation Guide

User-Configurable Labels for SEL-351S (Vertical) Front Panel

Customization Kit (9260003)

NOTE:

This kit contains updated versions of both the CD with Microsoft® Word 2000 Template files and the Blank Customer Label Template on perforated paper.

The CD and the paper labels were updated for easier printing and are not compatible with the CDs or labels received prior to December 3, 2002.

ORDERING INFORMATION

The contents of this kit are listed with descriptions below.

Table 1: Content Descriptions, Quantity, and Part Numbers

Content Descriptions	Quantity	Part Number
Instructions for laser printing	Instructions	PM9260003
Blank Customer Label Templates on perforated paper for laser printing	Five	196-0535
CD containing Microsoft® Word 2000 Templates and instructions	One	PM9260002-CD
Blank slide-in label sets for labeling by hand (use only a Sharpie® Permanent Marker)	Two sets—four labels for each set	196-0534
Label Removal Tool	One	196-0525

PURPOSE

This kit provides the materials and information needed to customize the areas for Target LEDs, Breaker LEDs (for models with auxiliary trip/close pushbuttons), and Operator Control labels on SEL-351S Relays with user-configurable front-panel labels. Table 2 describes the configuration options.

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USER-CONFIGURABLE LABELS FOR SEL-351S (VERTICAL) FRONT PANEL

SEL-351S Relays with front-panel user-configurable labels have three (or four, depending on the model) pockets for slide-in labels: one for the Target LED label, one for the Breaker LEDs (for models with auxiliary trip/close pushbuttons), and two for the Operator Control labels. See Figure 1 to locate the front-panel pocket areas and openings. The pocket areas are denoted with dashed lines. The Operator Control slide-in labels and front-panel pockets are keyed for left and right placement. See Figure 2 for a view of the blank slide-in label set. Discard Breaker LED labels if the 351S model does not have auxiliary trip/close pushbuttons.

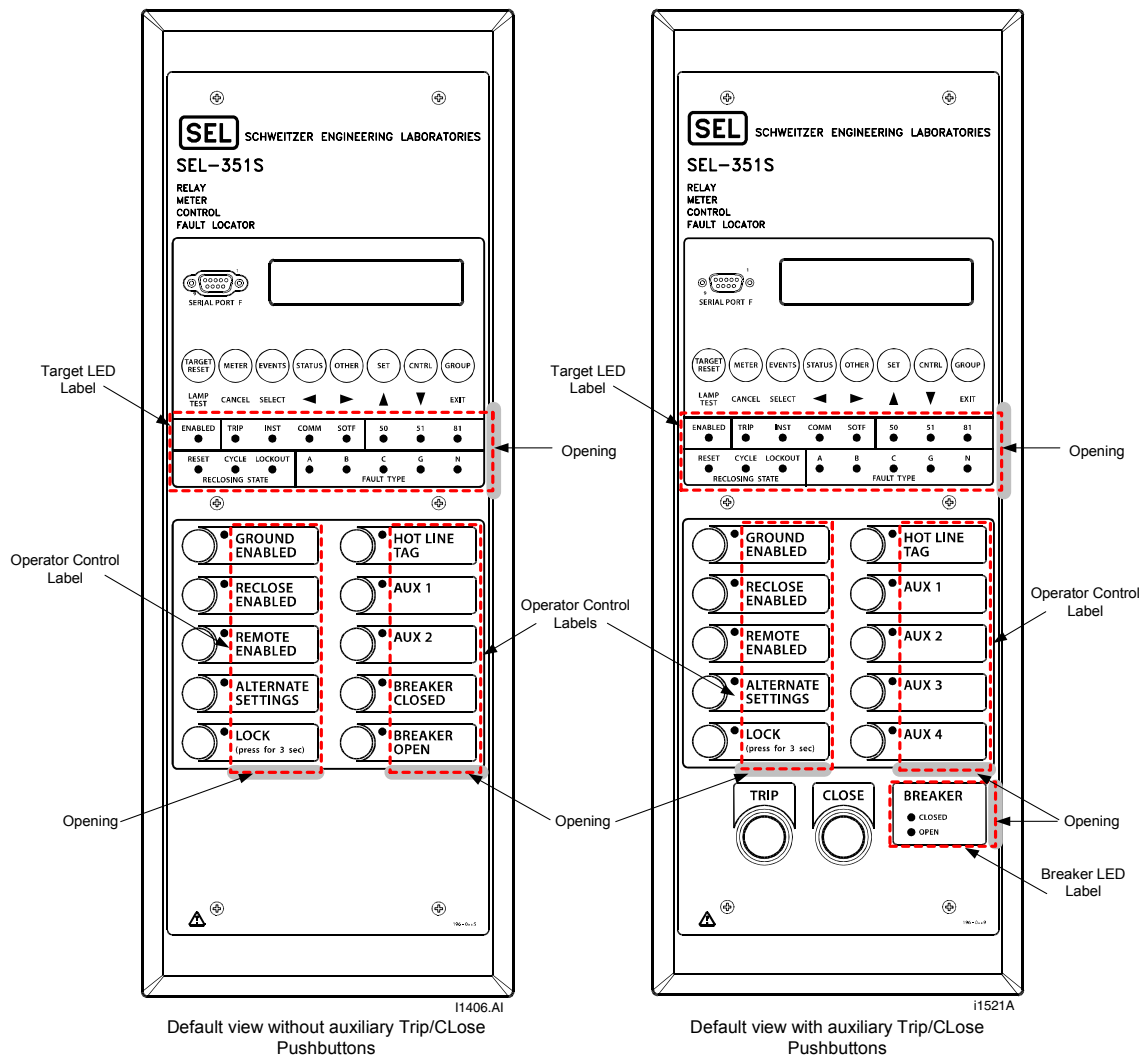
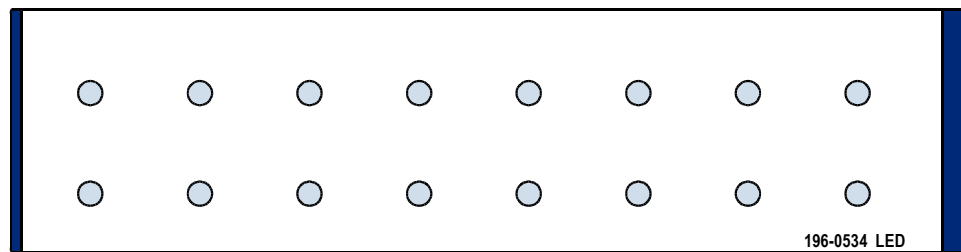
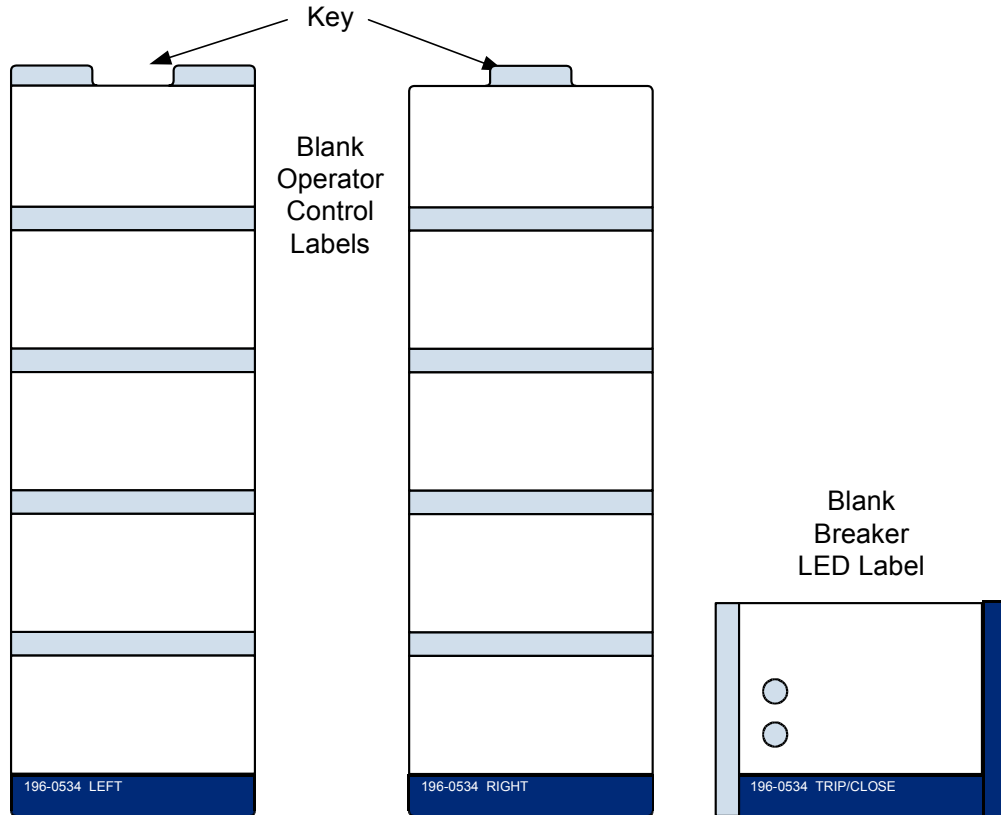


Figure 1: SEL-351S (Vertical) With User-Configurable Default Labels



Back-Side Blank Target LED Label

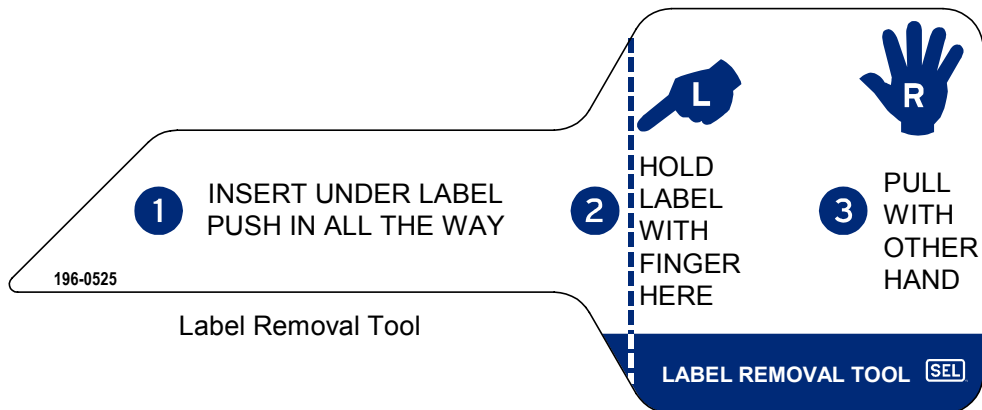
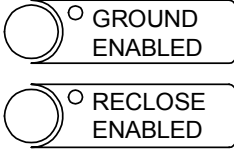
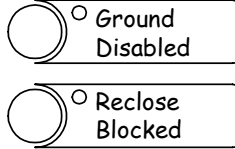
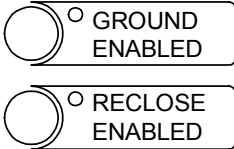
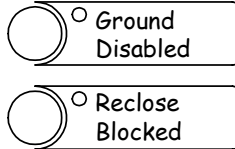
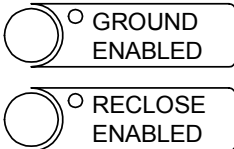
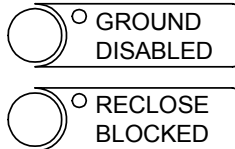


Figure 2: Blank Slide-In Label Set and Label Removal Tool

Table 2 lists the various options, with explanations, available for custom labeling of the SEL-351S Front Panel. The operator control label examples in Table 2 show a common application for user-configurable labels: the change from “ENABLED” (factory default) to “DISABLED/BLOCKED” (custom). Operator control labels can also be completely reconfigured to result in totally different functions. Remember, however, that any changes may require modification of relay settings, as noted in the warning on page five.

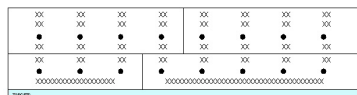
Table 2: Options and Explanations for the User-Configurable Front-Panel Labels

1.	<p>Default Labels Use the default labels supplied with the relay.</p>	See Figure 1	
2.	<p>Handwritten Labels – reusing default labels Using the Label Removal Tool, remove the default labels and write on the backside of the label with a Sharpie® permanent marker. Reinsert the labels in the appropriate pockets.</p>	<p style="text-align: center;"><u>Default</u></p> 	<p style="text-align: center;"><u>Custom</u></p> 
3.	<p>Handwritten Labels—using blank labels Write on the blank labels with a Sharpie permanent marker. Using the Label Removal Tool, replace the default labels with the handwritten labels in the appropriate pockets.</p>	<p style="text-align: center;"><u>Default</u></p> 	<p style="text-align: center;"><u>Custom</u></p> 
4.	<p>Laser-Printed Labels—using perforated paper Create on a computer with the templates contained on the CD. Print to a laser printer on the perforated paper. See <i>Instructions for Laser-Printed Labels</i>.</p>	<p style="text-align: center;"><u>Default</u></p> 	<p style="text-align: center;"><u>Custom</u></p> 

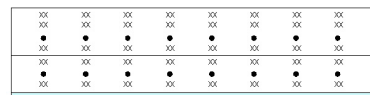
INSTRUCTIONS FOR LASER-PRINTED LABELS

Instructions for creating user-configurable laser-printed labels on blank Customer Label Templates:

1. Use the CD in the *User-Configurable Labels for SEL-351S Front Panel Customization Kit* to create the labels for the blank Customer Label Template. You will need Microsoft® Word 2000 to edit the template document on the CD.
2. Choose the form that most closely matches the layout you wish to use. Using Windows Explorer, double click on the template you have chosen; this will open a copy of that file.



351S_Vertical-merged targets.dot



351S_Vertical.dot

3. Save the document as a new file name.

4. Fill in the fields (move from field to field using the tab and arrow keys, or the mouse). Field space is limited; if text does not display on the screen it will not print.

Note: If you need to adjust the font size, to increase the amount of text allowed, see Step 7a below.

5. When all the entries have been made in the fields, save the file. You can also save the file as you go to preserve your work in progress.
6. Do a test print on plain white paper. Carefully compare the printed page to the perforated stock sheets.

Note: If your printer has duplex capability, be sure to set the printer to print single sided, and position the page properly.

7. Since printer drivers differ greatly it may be necessary to make minor adjustments in order to print in the proper location on the sheet. Make these adjustments by changes to the margin settings.

- a. Unlock/Unprotect the document:

Go to the Tools drop-down menu, select Unprotect document.

Note: **DO NOT** Protect the document after you have entered data. The Protect function will automatically delete your field data. If you are entering data with the document unprotected advance between fields with the arrow keys. Be sure to the data is entered inside the field; data entered outside of the field area will not print.

- b. Adjust **only** the top or left margins as needed to correct the alignment:

Go to the File drop-down menu, select Page Setup.

- c. Do a test print on plain white paper. Carefully compare the printed page to the perforated stock sheets.
- d. When the alignment is correct, save the document.

8. If the labels appear as desired, reprint them on the perforated stock sheets on a laser printer. If your printer has duplex capability, be sure to set the printer to print single sided, and position the page properly.

If the labels are not as desired, return to step 4 and repeat this procedure.

9. Fold and tear the perforated edges of the stock paper to remove the labels from the sheet.
10. Using the Label Removal Tool, remove the existing labels from the front-panel label pockets and insert the created labels in the appropriate pockets on the SEL-351S Front Panel. Figure 2 shows the Label Removal Tool.
11. To change the labeling again, remove the existing labels and repeat the above procedure.



The SEL-351S comes with default labels and settings. Any change in the front-panel default labels may require that relay settings be modified and verified to match the customized Target LED, Breaker LED, and Operator Control labels.

FACTORY ASSISTANCE

We appreciate your interest in SEL products and services. If you have questions or comments, please contact us at:

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