

# ENTRÉ

**HOW-TO GUIDE:  
REMOVING A PANEL**



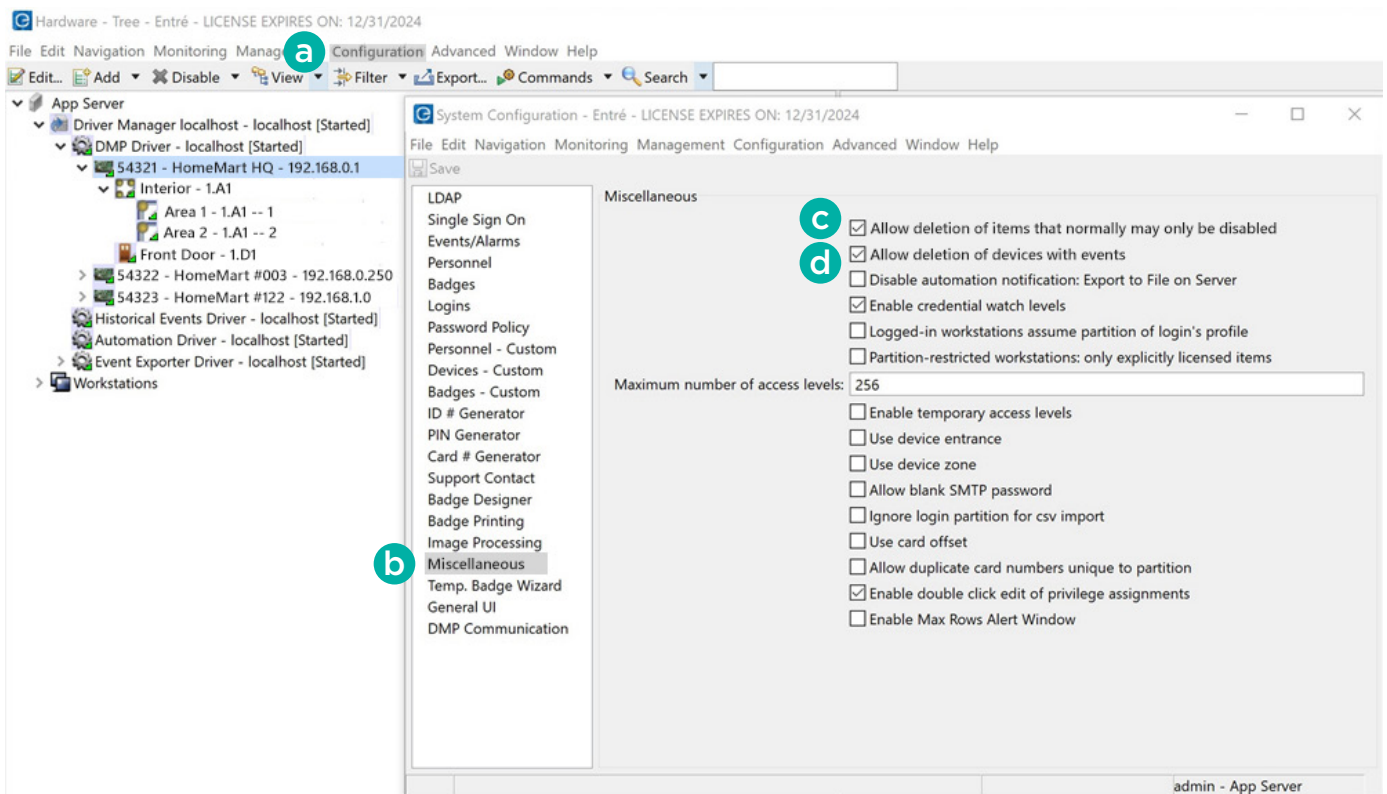
LT-1632 20261

# DELETE THE PANEL

To delete a panel in the hardware tree, you must disable all of the programming associated with the panel in Entré. This breaks all of the panel's ties to other devices and allows it to be cleanly removed from the Entré database.

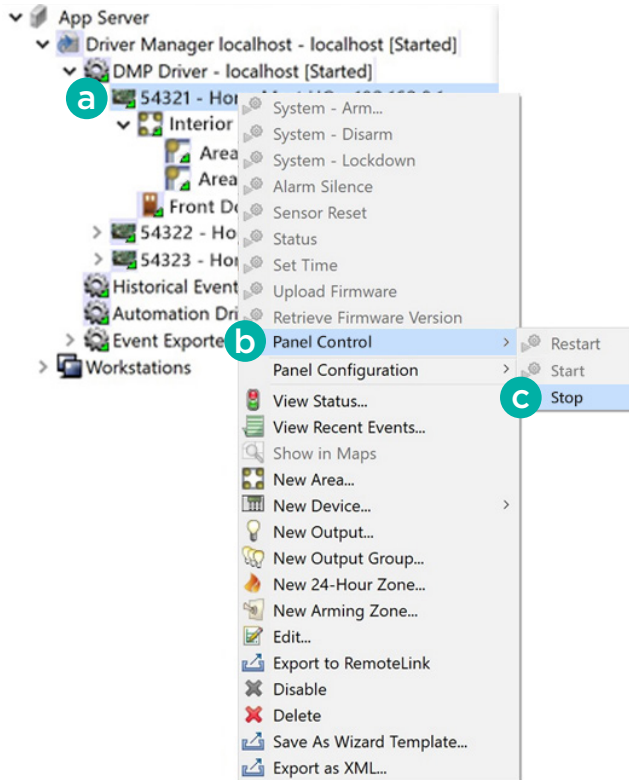
## 1 Enable Deletion

- a Open the **Configuration** menu, select **System Configuration**.
- b Select **Miscellaneous**.
- c Enable **Allow deletion of items that normally may only be disabled**.
- d Enable **Allow deletion of devices with events**.



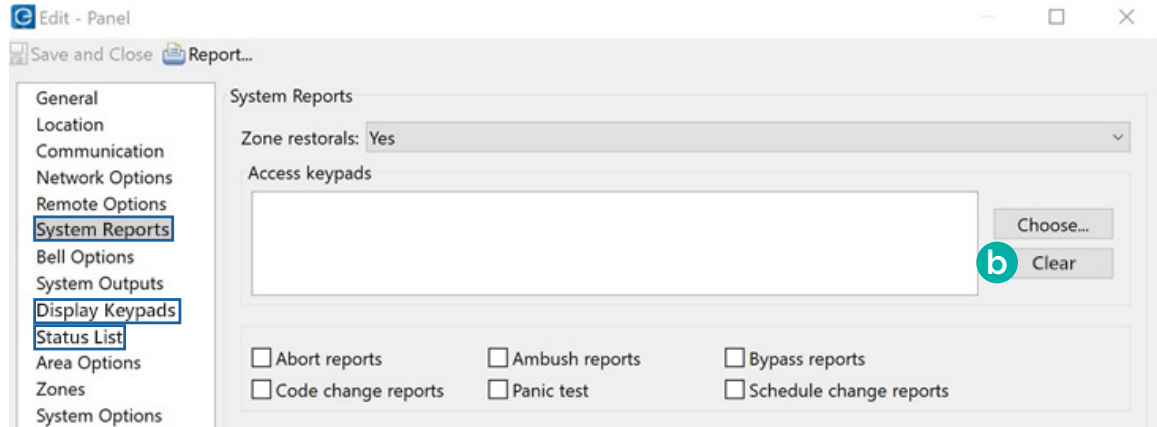
## 2 Stop the panel:

- a Right-click the panel to display a dropdown menu.
- b Hover over **Panel Control**.
- c Select **Stop**.



### 3 Disassociate Programming

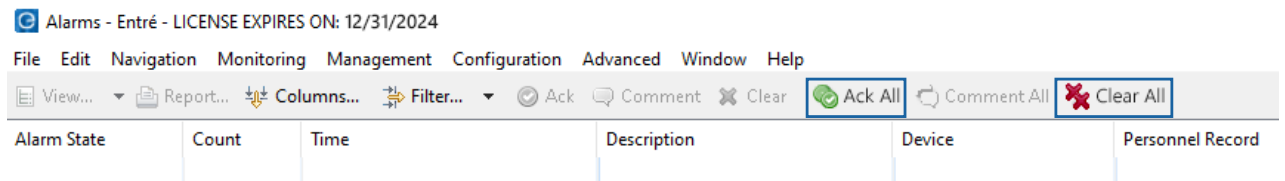
- a Right-click the panel and select **Edit**.
- b Check that **System Reports**, **Display Keypads**, and **Status List** are cleared. Select **Clear** to fully verify.



### 4 Acknowledge and Clear Alarms

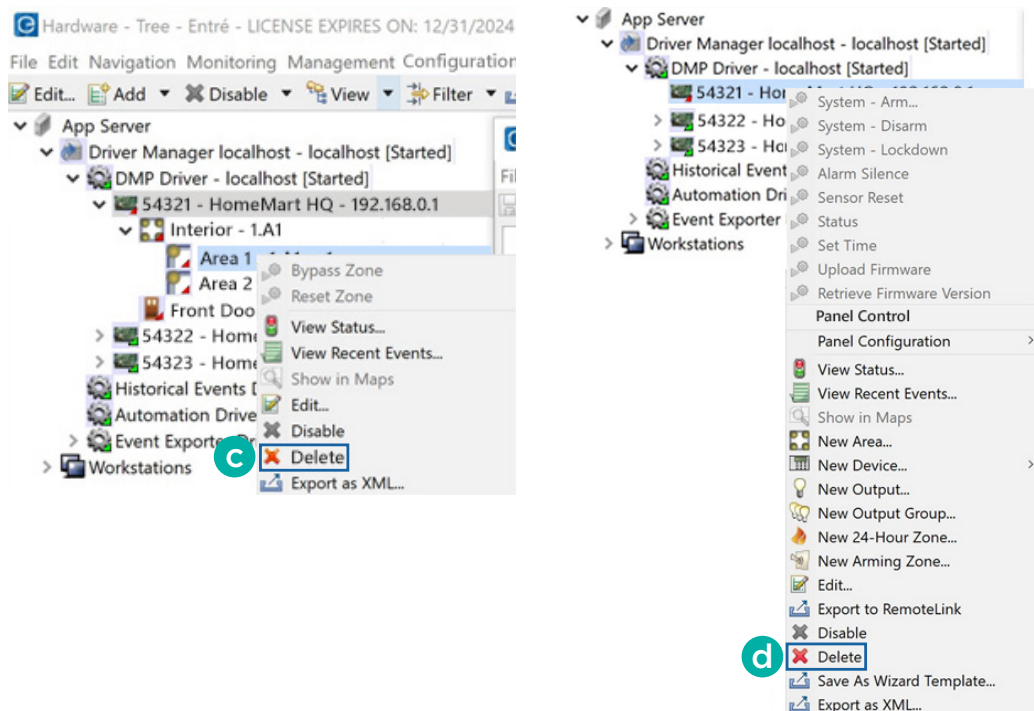
Go to **Configuration > Hardware Tree > Monitoring > Alarms**. Press **Ack All**, then press **Clear All**.

If an active event is tied to a zone, you cannot delete that zone until the event is resolved, acknowledged, and cleared.



## 5 Delete Components and the Panel

- a In an area, right-click the following components and select **Delete**. Components must be deleted in this order:
  1. Zones
  2. Outputs
  3. Devices
- b Right-click the area and select **Delete**.
- c Repeat these steps for each area and its components.
- d After each of the panel's areas are deleted, you may delete the panel from Entré. Right-click the panel and select **Delete**.



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