# VelociCalc<sup>®</sup>/ VelociCalc<sup>®</sup> Pro Air Velocity Meter



Model 9600 Series

Operation and Service Manual

P/N 6016122, Revision C August 2022



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- Pumps are warranted for hours of operation as set forth in product or operator's manuals;
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- e. Seller does not provide any warranty on finished goods manufactured by others or on any fuses, batteries or other consumable materials. Only the original manufacturer's warranty applies;
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## Safety

This section provides instructions to ensure safe and proper operation of the VelociCalc<sup>®</sup> Air Velocity Meter Series 9600.



#### WARNINGS

- The instrument must be used in the manner described in this manual. Failure to follow all of the procedures described in this manual can result in serious injury to you or can cause irrevocable damage to the instrument.
- There are no user-serviceable parts inside the instrument. Refer all repairs to a qualified factory-authorized technician.
- The VelociCalc<sup>®</sup> meter is not rated for intrinsic safety. DO NOT operate the VelociCalc<sup>®</sup> meter under conditions where there is a risk of fire or explosion.

## **Description of Caution/Warning Symbols**

Appropriate caution/warning statements are used throughout the manual and on the instrument that require you to take cautionary measures when working with the instrument.

#### Caution



#### CAUTION

**CAUTION** means that failure to follow the procedures prescribed in this manual might result in irreparable equipment damage. Important information about the operation and maintenance of this instrument is included in this manual.

#### Warning



#### WARNING

**WARNING** means that unsafe use of the instrument could result in serious injury to you or cause damage to the instrument. Follow the procedures prescribed.

## **Caution and Warning Symbols**

The following symbols may accompany cautions and warnings to indicate the nature and consequences of hazards:



Warns that uninsulated voltage within the instrument may have sufficient magnitude to cause electric shock. Therefore, it is dangerous to make contact with any part inside the instrument.



Warns that the instrument contains a laser and that important information about its safe operation and maintenance is included in the manual.



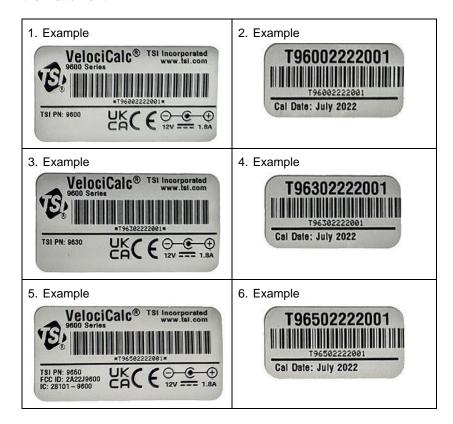
Warns that the instrument is susceptible to electrostatic discharge (ESD) and ESD protection should be followed to avoid damage.

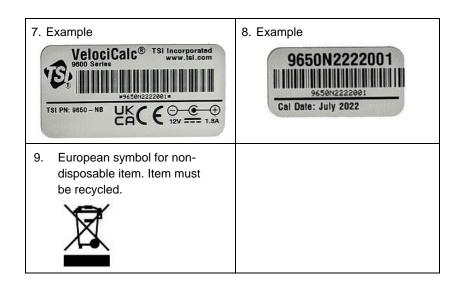


Indicates the connector is connected to earth ground and cabinet ground.

#### Labels

Advisory and identification labels or markings are attached to the instrument.





#### RoHS

VelociCalc® 9600 Series instruments are RoHS compliant.

#### CE

VelociCalc® 9600 Series instruments are CE compliant.

## Reusing and Recycling



As part of TSI<sup>®</sup> Incorporated's effort to have a minimal negative impact on the communities in which its products are manufactured and used:

- **DO NOT** dispose of batteries in the trash. Follow local environmental requirements for battery recycling.
- If instrument becomes obsolete, return to TSI® for disassembly and recycling.

## Bluetooth® Safety and Compliance (9650)

This product uses Bluetooth® v4.2 to communicate with software applications.

Hereby, TSI<sup>®</sup> Incorporated declares that this Bluetooth<sup>®</sup> test and measurement instrument is in compliance with Directive 2014/53/EC.

Transmit Power Rating is +9 dBm, MAX @ 2.4 – 2.5 GHz.

#### **NOTICE**

This device may not cause interference; this device must accept any interference, including interference that may cause undesired operation of the device.

l'appareil ne doit pas produire de brouillage; l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

#### **NOTICE**

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules (FCC ID: 2AC7Z-ESP32WROOM32E). These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

#### NOTICE

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.



#### WARNING

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

#### CHAPTER 1

## Unpacking and Parts Identification

Carefully unpack the instrument and accessories from the shipping container. Check the individual parts against the list of components below. If anything is missing or damaged, notify TSI® immediately.

## Standard Equipment

All standard equipment can be purchased separately if needed.

- 1. Carrying case
- 2. Instrument
- 3. USB cable
- 4. Static pressure tip (9630, 9650, 9650-NB)
- 5. Tubing (9630, 9650, 9650-NB)
- 6. Calibration certificate
- 7. Manual (English)

#### **NOTICE**

Manuals in alternate languages can be downloaded from www.tsi.com.

This manual supports the following models:

Model No.	Description
9600	Multi-Function Ventilation Meter
9630	Multi-Function Ventilation Meter with Differential Pressure
9650-NB	Multi-Function Ventilation Meter with Differential Pressure, and Workflows
9650	Multi-Function Ventilation Meter with Differential Pressure, Workflows, and Bluetooth® printing

## Optional Plug In Probes

Telescopic Thermoanemometer Probes	
Model No.	Description
960	Air Velocity and Temperature, Straight Probe
962	Air Velocity and Temperature, Articulating Probe
964	Air Velocity, Temperature, and Humidity, Straight Probe
966	Air Velocity, Temperature, and Humidity, Articulating Probe

Telescopic Thermohygrometer Probe		
Model No.	Description	
800220	Air temperature and relative Humidity	

Rotating Vane Anemometer Probes	
Model No.	Description
995	4 in. (100 mm) Rotating Vane, Air Velocity, and Temperature

Indoor Air Quality (IAQ) Probes	
Model No.	Description
980	Indoor Air Quality Probe, Temperature, Humidity, CO <sub>2</sub>
982	Indoor Air Quality Probe, Temperature, Humidity, CO <sub>2</sub> and CO

K-alloy Thermocouple Probes	
Model No.	Description
792	Surface Temperature Probe
794	Air Temperature Probe

<b>Pitot Probes</b>	
Part No.	Description
634634000	Pitot Probe 12" (30 cm) - 5/16" (8 mm) diameter
634634001	Pitot Probe 18" (46 cm) - 5/16" (8 mm) diameter
634634002	Pitot Probe 24" (61 cm) - 5/16" (8 mm) diameter
634634003	Pitot Probe 36" (91 cm) - 5/16" (8 mm) diameter
634634005	Pitot Probe 60" (152 cm) - 5/16" (8 mm) diameter
634634004	Telescoping Pitot Probe - 8" to 38" (20 cm to 96 cm)

## **Optional Accessories and Replacement Parts**

Part No.	Description	Picture
800122	AC/DC Adapter/Power Supply	
802241	USB Thermal Printer	
801190	Bluetooth® Printer (9650 only)	
80211	Printer paper (5 rolls)	0
800681	IAQ probe stand	
801748	Telescopic, articulated extension for 995 RV probe	
372000000	8 ft. (2.5 m) tubing	0
3002017	Static pressure probe	Ţ
800533	Static Pressure Probes and Tubing Kit—contains two static pressure probes and two 4 ft. (1.2 m) lengths of tubing.	00
634650002	Duct plugs, 3/8" (9.5 mm) diameter—1000 pieces	***
634650003	Duct plugs, 3/8" (9.5 mm) diameter—5000 pieces	***

Part No.	Description	Picture
800130	Carrying case, small: Accommodates (1) meter and up to (2) probes (IAQ or thermoanemometer)	13.

#### CHAPTER 2

## Setting Up the VelociCalc<sup>®</sup> Meter

## Providing Power to the VelociCalc® Meter

The Model 9600 Series VelociCalc<sup>®</sup> Air Velocity Meter can be powered in one of two ways: four (4) size AA batteries or the optional AC/DC power supply.

#### **Installing the Batteries**

Insert four (4) size AA batteries as indicated by the diagram located on the inside of the battery compartment.



#### **Using the AC/DC Power Supply**

The optional AC/DC power supply (800122) can be used to power the instrument. Be sure to provide the correct voltage and frequency, which is marked on the back of the AC/DC power supply.



**AC/DC Power Supply Input** 

When the AC/DC power supply is connected, the instrument will automatically turn **ON**. To turn the instrument off, disconnect the AC/DC power supply. If batteries are installed, press the power button for 3 seconds.

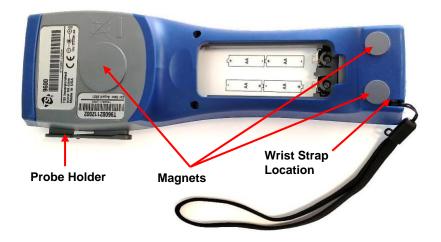
## **!**

#### CAUTION

Use only the approved AC/DC power supply (TSI® part number 800122) and **DO NOT** substitute another adapter or use a computer to supply power. Use of an incorrect power supply can cause the measurements to be inaccurate.

### Case Magnets, Probe Holder and Wrist Strap

The back of the case features built-in magnets that allow for handsfree operation. Two small magnets are near the bottom of the case and one large magnet in the top next to the serial number label. The instrument can be affixed to metal components such as sheet metal ductwork or frames of fume hoods. In addition, the case design incorporates a probe holder and wrist strap connection.



## **Connecting Ventilation or IAQ Probes**

The ventilation and IAQ probes have a "D" shape overmolding on the mini-DIN connector which must align with the connector at the base of the 9600 series meter. This will ensure the probe is properly connected and remains so during use. Once connected and turned on, refer to the <u>Display Order</u> for displaying the desired measurements.



The telescoping probe contains the velocity, temperature, and humidity sensors. When using the probe, make sure the sensor window is fully exposed and the orientation dimple is facing upstream.



#### NOTICE

For temperature and humidity measurements, make sure that at least 3 in. (7.5 cm) of the probe is in the flow to allow the temperature and humidity sensors to be in the air stream.

#### **Extending the Probe**

To extend the probe, hold the handle in one hand while pulling on the probe tip with the other hand. **DO NOT** hold the cable while extending the probe as this prevents the probe from extending.

#### **Retracting the Probe**

To retract the probe, hold the handle in one hand while gently pulling the probe cable until the smallest antenna section is retracted.

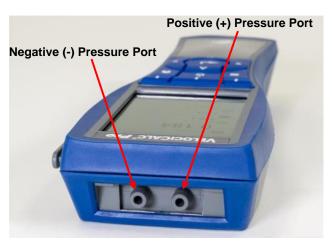


#### WARNING

**DO NOT** use the instrument or probes near hazardous voltage sources since serious injury could result.

## Differential Pressure Capable Models (9630, 9650 and 9650-NB)

The 9630, 9650, and 9650-NB include pressure ports that can be used to measure static and differential pressures in ductwork. For more information, see <u>Application Note TSI-107</u>.



#### **Connecting the Static Pressure Probe**

The static pressure probe included with differential pressure capable meters is connected to the "+" port using the included tubing. The static pressure probe is used to measure the duct static pressure and features a magnet which holds the probe to the ductwork.



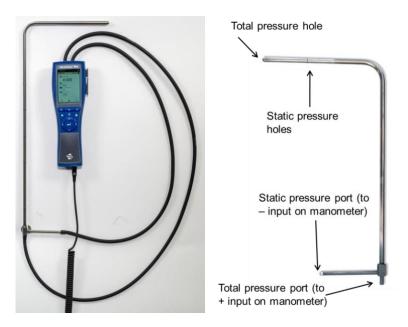
#### **Connecting an Optional Pitot Probe**

When connected to a pitot probe, air velocity or air volume can be measured. A pitot probe can be connected to the "+" and "-" pressure ports on the pressure capable VelociCalc® meters using two pieces of tubing of equal length. The total pressure port of the pitot probe connects to the "+" port on the meter, and the static pressure port of the pitot probe connects to the "-" port on the meter.

#### NOTICE

The pitot velocity needs a valid temperature to perform the standard or actual velocity correction. This is accomplished in the "Actual/Standard Setup" menu. If a thermocouple is plugged in, the meter will use the temperature reading from the thermocouple. If no thermocouple is plugged in, the meter will use the setting saved in the "Actual/Standard Setup" menu.

For more information on entering the temperature manually, refer to Chapter 4, Actual/Standard Setup section of this manual.





#### WARNING

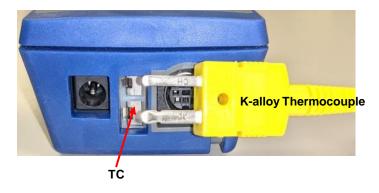
**DO NOT** use the instrument or probes near hazardous voltage sources since serious injury could result.

## Thermocouple Port

The 9600 Series VelociCalc<sup>®</sup> Air Velocity Meter includes a thermocouple port at the base of the meter. Any K-alloy thermocouple with mini-connector can be attached. See <u>Chapter 4</u>, <u>Display Order</u> for displaying the thermocouple measurement.

#### **Connecting the Thermocouples**

The K-alloy thermocouple with mini-connector has one terminal wider than the other. The wider terminal will be inserted into the bottom of the TC connector port.





#### WARNINGS

- Thermocouples from an alternate TSI® supplier must have the metal sheath electrically isolated from the wires inside. Failure to meet this requirement may result in false readings, electrical shock, or fire hazard.
- **DO NOT** use the instrument or probes near hazardous voltage sources since serious injury could result.

## Connecting the Optional Bluetooth® Portable Printer Device (Model 9650 only)

To connect the Bluetooth® printer to the Model 9650, power on the unit and the printer.

- Navigate to Settings -> Bluetooth and Enable Bluetooth checkbox.
- 2. Highlight **SCAN** and press **Enter**.
- The unit will scan and find compatible Bluetooth<sup>®</sup> printers.
- 4. Highlight printer and press **Enter**.
- 5. The unit will display a message of "Connected" when successful.

Bluetooth is a registered trademark of Bluetooth SIG.

## Connecting to a Computer

Use the Computer Interface USB Cable provided with the VelociCalc® meter to connect the instrument to a computer for downloading stored data.



**USB Communications Port** 



#### CAUTION

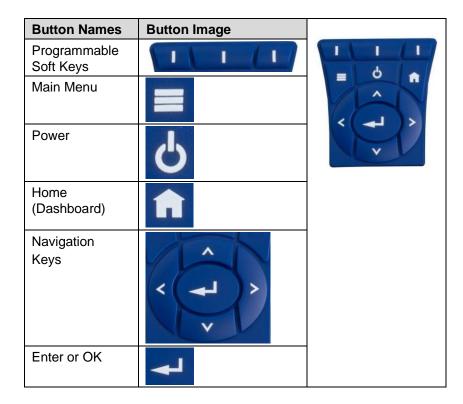
Protection provided by the instrument could be impaired if used in a manner other than specified in this user manual.

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#### CHAPTER 3

## **Operational Overview**

## **Keypad Button Names**



#### **Icons**

#### **Measurement Icons**

The visibility of the following icons are dependent on the type of meter used and the probe connected.

	Barometric pressure
	Temperature from thermocouple probe
V	Velocity from thermoanemometer or rotating vane anemometer probe

	Temperature
<b>(2)</b>	Relative humidity
<b>②</b>	Dew point temperature
	Wet bulb temperature
<b>(</b>	Air flow from thermoanemometer or rotating vane anemometer probe
<b>U</b>	Differential pressure
V=	Velocity from pitot probe
<b>112</b>	Airflow from pitot probe or K-factor
0	Carbon dioxide
0	Carbon monoxide

#### **Dashboard Icons**

	Battery status	
<b>U</b>	AC power	
M	Manual Logging mode	
C	Continuous Logging mode	
5	Number of samples	
*	Bluetooth enabled (9650 only)	
	Memory low warning when 90% full	

### **Soft Key Icons**

<b>✓</b>	Save a sample	
•	Cancel sample measurement in process	
0	Closes a TestID and automatically increments to the next available TestID	
ĄŶĠ	Display average measurements of current TestID	
ĄŷĠ	Close display of average measurements of current TestID	
()	Progress indicator	
$\leftarrow$	Go back to previous screen	
$\rightarrow$	Advance to next screen	
	Add a configuration	
	Delete	
<b>T</b>	Delete all	
	Cancel and close Test ID	
\$	Restore factory calibration	
1	Firmware update	

## **Programmable Soft Key Icons**

<b>©</b>	Samples
<b>≅</b> ⊚	Statistics
	Manage data

( <b>3</b> )	Zero differential pressure (9630, 9650, 9650-NB)
<b>(</b>	Print
	Logging profile
*	Flow setup
‡≡	Display order
	Duct traverse (9650, 9650-NB)

## Definitions

Out-of-Range (Calibration)	An Out-of-Range error during the calibration of a sensor means the sensor's offset or calibration slope adjustment has drifted outside of the TSI® recommended specification for continued use. Sensor should be replaced or sent to TSI® for recalibration.
Test Duration	The time over which the data will be logged while in <b>Continuous Save</b> mode. The test duration can be set from 0 seconds 0 hours and 0 minutes to 99 hours: 59 minutes: 59 seconds. If set to 0 seconds, 0 hours, 0 seconds, the meter will not stop logging in continuous save mode until the user presses the enter key.
Sample Duration / Time Constant	The sample duration / time constant is the time period where data is collected and averaged to produce a single value. For example, if the sample duration / time constant is set to 5 seconds, each 1 second sample will be averaged over the 5 seconds in a single value. The sample interval / time constant can be set to 1, 5, 10, 20, 30, 60 or 90 seconds.
Sample Interval	The frequency that the meter will log data while in <b>Continuous Save</b> mode.

### Language Selection

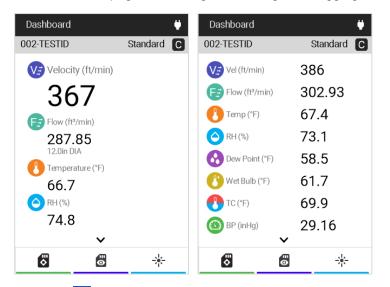
A language selection list is displayed the first time the meter is powered on.



#### **Dashboard**

#### **Dashboard**

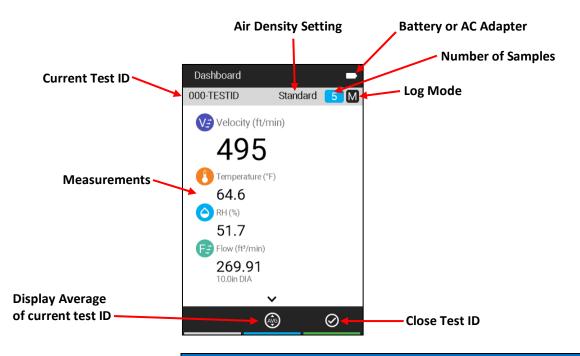
This is the main page for viewing live readings and logging data.



Press the **n** any time to return to the **Dashboard** (Home) page.

If **v** or **n** is displayed, press the **Up** or **Down** button on the keypad to view additional measurements.

To change the dashboard to display more measurements in a list view, press the left or right navigation button on the keypad.



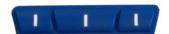
#### **NOTICE**

Measurements will only appear in the **Dashboard** page once they have been configured as visible in the Display Order page.

## Assign Programmable Soft Keys

The Dashboard offers a feature called Programmable Soft Keys.

Programmable Soft Keys allows you to create shortcuts to other areas of interest in the meter.



Press and hold any of the top 3 keys (soft keys) for 3 seconds to configure.

Programmable Soft Keys can be configured to reach the following screens or features with one button press:

- Zero Pressure (9630,9650, 9650-NB only)
- Print
- Logging Profile
- Flow Setup
- Display Order

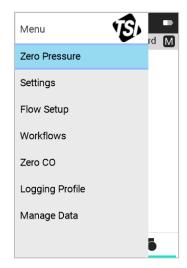
- Duct Traverse (9650 and 9650-NB)
- Samples
- Statistics
- Manage Data

#### Main Menu

Press the button to bring up the main menu.

#### NOTICE

The **Main Menu** items displayed are dependent on the meter model and connected probe. **Zero Pressure** will be displayed on Models 9630, 9650 and 9650-NB. Zero CO will be displayed if the 982 probe is connected to any instrument model.



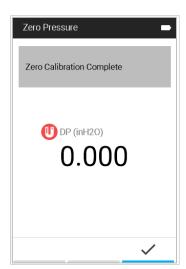
### Zero Pressure

Select **Zero Pressure** from the **Main Menu** to zero the pressure measurement.

Press  $\underline{\bigcirc}$  to **Cancel**. When zeroing is complete, press  $\underline{\checkmark}$  or to **Save**.

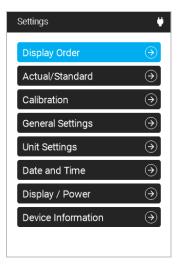
Zero Pressure applies to Models 9630, 9650, and 9650-NB.





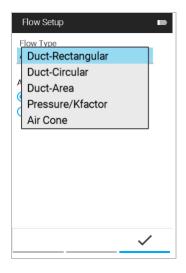
## **Settings**

Select **Settings** from the **Main Menu**, to view the **Settings** page options. Refer to <u>Chapter 4</u>, <u>Settings</u> for detailed information about the device setting options.



## Flow Setup

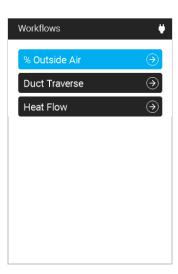
Select **Flow Setup** to define duct sizes and choose a duct shape. **Flow Setup** is also used to set up pressure K-factors on Models 9630 and 9650 or to select air cones when the 995 probe is connected to any meter model.



#### Workflows

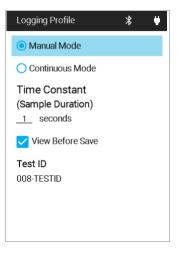
Select **Workflows** from the **Main Menu**, to view the **Workflow** options. Refer to <u>Chapter 7</u>, <u>Workflows</u> for detailed information about the device setting options.

Duct Traverse and Heat Flow are only available on the 9650 and 9650-NB.



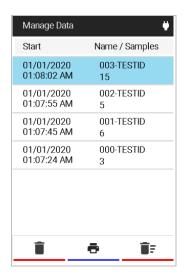
## **Logging Profile**

Select **Logging Profile** to select between Manual Mode logging and Continuous Mode logging. See Chapter 5, Manual Mode Logging/Continuous Mode Logging for detailed information.



## **Manage Data**

Select **Manage Data** to display logged data stored in the device. Refer to <u>Chapter 6, Manage Data</u> for detailed information.



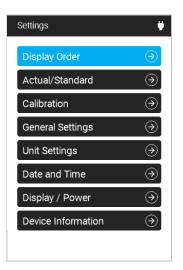
#### CHAPTER 4

## **Settings**

Navigate to the **Settings** page by selecting **Settings** from the **Main Menu**.

The **Settings** page options are:

- Display Order
- Actual/Standard
- Calibration
- General Settings
- Unit Settings
- Date and Time
- Display/Power
- Device Information



## **Display Order**

The **Display Order** screen is used to configure what measurements are displayed on the **Dashboard** page, and the order they are displayed.

The list of measurements includes the following information:

- A measurement icon and name.
- A toggle icon to enable or disable the Visibility of the measurement on the Dashboard page.
- A positioning icon sets the order of measurements shown on the dashboard.

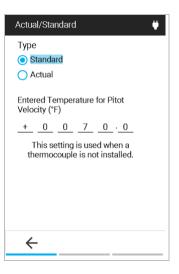
Use the buttons to navigate the list and to make adjustments.

#### **NOTICES**

- The order of measurements on the **Display Order** page is the order shown on the **Dashboard** page.
- Only those measurements configured as visible on the Display Order page are logged to a TESTID.

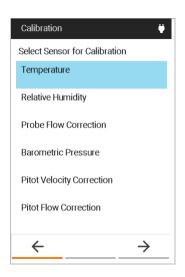
## Actual/Standard

Select **Actual/Standard** to configure the settings used for velocity and flow measurements.



### Calibration

The **Calibration** menu lists measurement parameters that can be adjusted in the field. The appropriate detachable probes must be attached to the VelociCalc® meter before adjustments can be made.



Calibration Offset Adjustments Applicable Models		
Temperature	<b>Barometric Pressure</b>	Relative Humidity
960, 962, 964, 966, 980, 982, 800220	9600, 9630, 9650, 9650-NB	964, 966, 980, 982, 995, 800220

You can apply offset adjustments to temperature, relative humidity, and barometric pressure. The measurement displayed and logged will be the raw measurement added to the value you specify here. Offsets will be shown on the dashboard if the value is other than 1. Enter 0 to return to default.



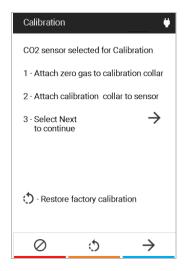
Correction Factors Applicable Models		
Pitot Velocity	Pitot Flow	Probe Flow
9630, 9650, 9650- NB	9630, 9650, 9650-NB	960, 962, 964, 966, 995

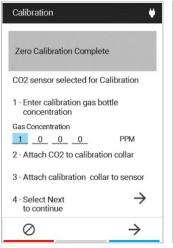
You can apply correction factors to pitot velocity, pitot flow and thermal anemometer and rotating vane air flows. The measurement displayed and logged will be the raw measurement multiplied by the value you specify here. Correction factors will be shown on the dashboard if the value is other than 1. Enter 1.000 to return to default.



IAQ Probe Calibration Applicable Models		
Carbon Dioxide (CO <sub>2</sub> )	Carbon Monoxide (CO)	
980, 982	982	

A probe calibration collar (included with the 980 and 982 probes), zero calibration gas, span calibration gas, gas regulator and tubing are required to perform the calibration. The gas regulator used to control the flow should be capable of providing 0.3 L/min. Follow the onscreen instructions to complete the calibration, the procedure is the same for both carbon dioxide (CO<sub>2</sub>) and carbon monoxide (CO).







### **General Settings**

The **General Settings** page is used to configure the following functions:

- Language is used to select the desired language shown on the instrument.
- Number Format is used to select the preferred decimal separator.
- Time Constant (Sample Duration) is used to adjust the averaging period for all measurements and to set the sample duration for logging.
- When Sound Enabled is active, the meter will sound when any button is pressed.

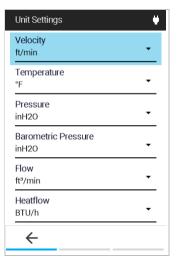


#### **NOTICE**

Time Constant is the display averaging period. The display will update every second; however, the displayed reading will be the average over the time constant period. For example, if the time constant is 5 seconds, the display will update every second, but the displayed reading will be the average of the last 5 seconds.

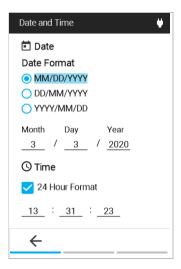
# **Unit Settings**

The **Unit Settings** page is used to configure the desired unit of measure for each measurement.



## **Date and Time**

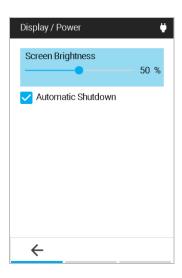
The **Date and Time** page is used to configure the desired formats for date and time and to set device date and time.



## Display/Power

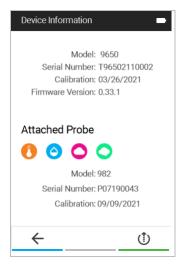
The **Display/Power** page is used to configure the following functions

- Screen Brightness adjusts the brightness of the display.
- Automatic Shutdown enables and disables automatic shutdown. If enabled, the meter will shut itself off after 20 minutes of inactivity.



## **Device Information**

To display general information about the VelociCalc® Air Velocity Meter, select **Device Information** from the **Settings Menu**. The **Device Information** page lists the meter model number, serial number, and many other characteristics of the device, including information about the attached probe.



To update the VelociCalc® meter firmware, press the update firmware soft key ① and follow the instructions provided.

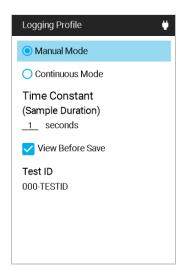
# Logging Profile and Custom TESTID Labels

# Manual Mode Logging

To configure the meter to log when the Enter button is pressed, select **Manual Mode**.

**View Before Save** prompts you to either **SAVE** or **DISCARD** once the sample is complete.

The **Time Constant (Sample Duration)** setting determines how long all measurements are averaged for.



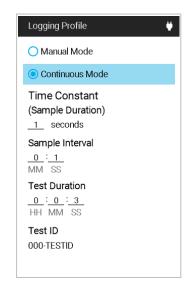
# **Continuous Mode Logging**

To configure the meter to log continuously, select **Continuous Mode**.

The **Time Constant (Sample Duration)** setting determines how long all measurements are averaged for.

The **Sample Interval** sets the frequency that the meter will log measurements on the dashboard to a TESTID.

The **Test Duration** sets how long the meter will log data. If this setting is set to 00:00:00, the meter will log until the Enter button is pressed.



#### **NOTICE**

On-board memory is capable of storing data from all available measurements for more than 30 days when sampling data once a minute in continuous mode.

### **Customize TESTID Labels in Meter**

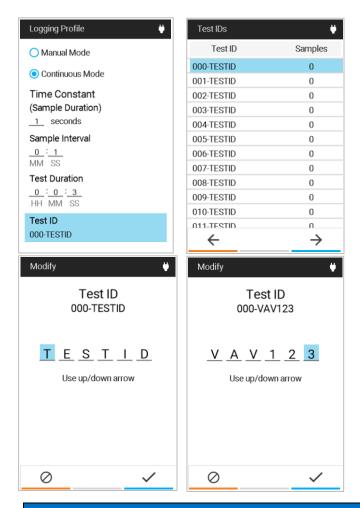
To change a TESTID label, highlight the **TESTID** field and press —.

Then highlight the desired **TESTID** and press  $\xrightarrow{\rightarrow}$ .

Use the navigation keys to update the test ID label.

Press the **Check** key \_\_\_\_ to accept the new label.

Press the **Cancel** wey to discard label changes.



#### **NOTICE**

To scroll through the list of TESTIDs faster, press 
to page down and to page up through the list.

# Customize TESTID Labels using TestID.csv

The VelociCalc<sup>®</sup> Air Velocity Meter also allows TESTID label updates using Excel<sup>®</sup> spreadsheet program.

Plug the VelociCalc<sup>®</sup> meter into a computer using the supplied USB cable.

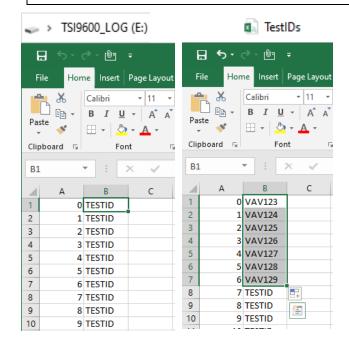
Navigate to the "TSI9600\_LOG" drive and open the TestIDs.csv file.

Modify labels in column B.

Save the new TestIDs.csv file to the "TSI9600\_LOG" drive and close the file. All TESTID labels that were changed will be updated in the VelociCalc® meter when the USB cable is disconnected.

#### **NOTICE**

TESTID labels are limited to 6 characters. Any additional characters will be discarded.



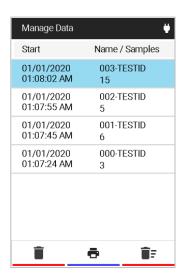
# Manage Data

From the **Main Menu**, select **Manage Data**.

The **Manage Data** page contains all TESTIDs on the device. You can select a log file for viewing or deleting, as well as scroll through a list of log files.

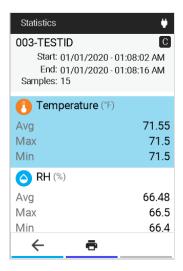
#### **NOTICE**

To scroll through the list of TESTIDs faster, press to page down and to page up through the list.



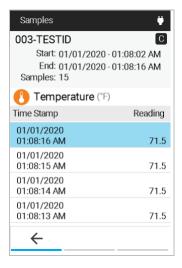
# Viewing a Log File (TESTID)

To view a log file (TESTID), navigate to the log file on the **Manage Data** list and press the to open the **Statistics** page.



### Viewing Samples

To view **Samples** in a log file TESTID, navigate to the desired measurement in the **Statistics** page and press key.



## **Delete Log Files**

Select a log file then select the icon to delete it. Next select YES.

# NOTICE Deleted log files CANNOT be recovered.

# Opening Log CSV Files on a PC

Log CSV files can be accessed on the VelociCalc® Series 9600 meters by connecting the meter to a computer using the supplied USB cable.

Connect the VelociCalc® meter to a PC over the supplied USB cable. A "please wait" message will appear on the VelociCalc® meter.

After the "**please wait**" message disappears, a **TSI9600\_LOG** drive will show up on the computer that looks like this:



Open the TSI9600 LOG drive to view or download TESTID CSV files:

	1		
000-TESTID_20200101_010724	1/1/2020 12:07 AM	Microsoft Excel Comma Separat	2 KB
001-TESTID_20200101_010745	1/1/2020 12:07 AM	Microsoft Excel Comma Separat	3 KB
002-TESTID_20200101_010755	1/1/2020 12:07 AM	Microsoft Excel Comma Separat	2 KB
003-TESTID_20200101_010802	1/1/2020 12:08 AM	Microsoft Excel Comma Separat	3 KB
TestIDs	12/31/2019 11:00 PM	Microsoft Excel Comma Separat	3 KB

# Workflows

Workflows step you through the measurement process and assist in calculating and logging the measurement points.

The following workflows are available:

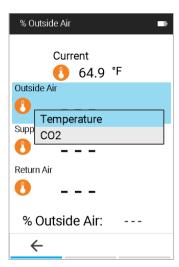
- Percent Outside Air (%OA) (9600, 9630, 9650, 9650-NB)
- Heat Flow (9650, 9650-NB with 964 or 966 probe)
- Duct Traverse (9650, 9650-NB)

#### **NOTICE**

Displayed workflows are dependent on instrument model and attached probe. Percent Outside air will be shown if a probe that measures air temperature or  $CO_2$  is connected. Heat Flow will be shown on the 9650 or 9650-NB if a 964 or 966 probe is attached. Duct traverse will be shown on the 9650 or 9650-NB and is used with the differential pressure sensor or a connected probe that measures air velocity.

# Percent Outside Air (%OA) Calculation Procedure

After selecting **Workflows** from the **Main Menu**, select **% Outside Air** to view the **% Outside Air** screen.



The **Percent Outside Air** feature offers the choice between using Temperature or CO<sub>2</sub> for the Percent Outside Air study if a probe that supports either CO<sub>2</sub> or Temperature is plugged in.

Three measurements are necessary for Percent Outside Air calculations: Outside Air, Supply Air, and Return Air.

The measurements may be taken in any order by using the navigation keys and . The **Percent Outside Air** calculation is displayed once the final measurement is taken.

#### **IMPORTANT NOTICE**

The VelociCalc<sup>®</sup> instrument is intended for indoor use only. Care should be taken when taking **Percent Outdoor Air** measurements so that the instrument is not exposed to rain, sleet, hail, snow, or other inclement weather conditions as exposure to these elements will void the factory warranty.

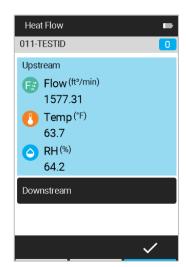
### **Heat Flow Procedure**

The instrument calculates heat flow by making temperature, humidity, and flow measurements upstream and downstream of the coil in the duct. The following steps are utilized to make the heat flow measurement:

 Select Heat Flow under the workflows menu.

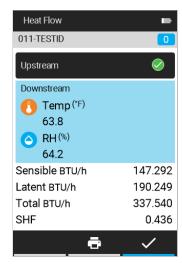
#### **NOTICE**

Heat Flow will only be available with probes that measure Velocity, Temperature, and Humidity (964 and 966 probes).



- Upstream measurements of Flow, Temperature, and Humidity are displayed. Press to capture these upstream measurements.

  - Press to retake upstream readings



- After upstream measurement has been accepted, place probe downstream of the coil.
  - Press to capture these upstream measurements.

  - Press to retake upstream readings
- Press of to save and close the test ID.



# Duct Traverse Procedure (9650, 9650-NB)

After connecting any TA Probe or Pitot tube and selecting Workflows from the Main Menu, select Duct Traverse to view the Duct Traverse Setup screen.

To add a new duct size press +.



After pressing  $\stackrel{+}{-}$  to add a new duct size, you are brought to the **Flow Setup** page. To change the dimensions, use the arrow keys to navigate between Width and Height then press  $\stackrel{-}{-}$  to begin editing the numbers by using the arrow keys. Press  $\checkmark$  to save the new duct size.

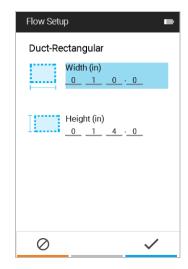
To create a circular duct, select **Duct-Circular** on the Duct Traverse Setup screen before adding a duct size.

Creating a new duct size will bring you back to the **Duct Traverse Setup** screen. Select the desired Traverse Method and Duct Shape with the drop-down menus and select the desired duct size using the navigation keys.

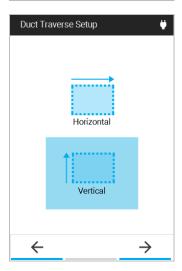
Press  $\rightarrow$  to move onto the next screen.

After choosing the traverse method and duct shape and size, you will select a traverse orientation (rectangular only, screen is skipped for circular ducts). For traverse holes on the side of a rectangular duct, select horizontal traverse. For traverse holes on the bottom of a rectangular duct, select vertical.

Press → to move on.







After selecting the traverse orientation (or after selecting a circular duct), the **Insertion Depths** screen will be shown. Note these insertion depths before proceeding.

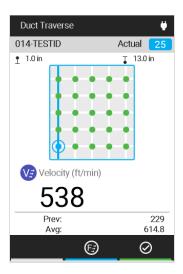
Press → to proceed to the **Duct Traverse** working screen.

Duct Traverse Setup Duct-Rectangular Width: 10.0in Height: 14.0in ASHRAE 111 log-Tchebycheff Insertion Depths (in) Horizontal 0.7 5.0 9.3 Vertical 1.0 4.0 10.0 13.0 7.0  $\leftarrow$  $\rightarrow$ 

Insert your probe into the first position indicated by the blue circle (traverse starts in the bottom left of the grid). If you prefer to start at a different point, use the navigation arrow keys to navigate to a different spot in the grid first. To take a velocity measurement, press . The position will automatically move up to the next measurement point after taking a measurement. Note that the Previous measurement and the Average of all measurements taken will display across the bottom. Pressing 
will display flow measurements and 6 to display velocity measurements.

After taking a velocity measurement at every grid location, the traverse is complete and you will be prompted to press to accept the traverse. Before accepting the traverse, you may go back and retake any measurement by navigating to that point with the navigation keys. When you are ready, press to complete and accept the Duct Traverse. The traverse will save to the TESTID noted in the top left.





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# **Maintenance**

# Cleaning/Disinfecting

- Ensure the VelociCalc<sup>®</sup> meter is turned off and not plugged into the AC/DC power supply.
- **DO NOT** spray directly onto the product.
- DO NOT get liquids inside the unit.
- For cleaning, wet a soft lint-free or microfiber cloth with a mild soapy solution then wipe the screen and meter case in a gentle motion to remove dust, oil, or fingerprint smudges.
- For disinfecting, the following is a recommended list of disinfectant solutions:
  - Household bleach solution (1/3 cup or 79 ml of bleach per one (1) gallon or 3.8 L of water)
  - Isopropyl alcohol (≤ 70% alcohol)
  - 6% Hydrogen peroxide (H<sub>2</sub>O<sub>2</sub>)
- Hot water with soap can be used to remove sticky substances when necessary.
- Wipe any moisture excess with a dry lint-free or microfiber cloth to finish cleaning before turning the meter back on.



#### CAUTION

**DO NOT** use strong solvents like ammonia to avoid damaging the meter's display.

**DO NOT** use paper-based cloths like paper towels to avoid scratching surfaces.

**DO NOT** use disinfectants that contain phenol.

**DO NOT** clean with strong aromatic, chlorinated, ketone, ether, or Esther solvents, sharp tools or abrasives.

# **Bi-Annual Maintenance Checks**

- Make sure there are no cracks on the meter case. Cracks can create inconsistencies with how the electronics are supported inside the case, which can lead to damages.
- Inspect the power supply and cable to make sure they have not degraded. Replace if you find any cracks in the power supply or cable as it might cause shorting.

# **Troubleshooting**

Table 1 lists the symptoms, possible causes, and recommended solutions for common problems encountered with the VelociCalc® Air Velocity Meter. If your symptom is not listed, or if none of the solutions solves your problem, please contact TSI® Incorporated.

Table 1. Troubleshooting the VelociCalc® Air Velocity Meter

Symptom	Possible Causes	Corrective Action
No Display	Unit not turned on	Switch unit on.
	Low or dead batteries	Replace batteries or plug in AC/DC power supply.
	Dirty battery contacts	Clean the battery contacts.
Velocity reading fluctuates unstable	Fluctuating flow	Reposition probe in less turbulent flow or use longer time constant.
Instrument shows a memory full message and cannot log more data	Memory is full	Download data if desired then <b>DELETE ALL</b> memory.
Probe Error message appears	Fault in probe	Factory service required on probe.

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# Help

# TSI \* Technical Support/Service

Please contact one of TSI® Incorporated's offices or your local distributor to make service arrangements and to receive a Service Request number. To fill out an online Service Request form, visit TSI® Incorporated's website at tsi.com/service.

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#### **TSI Regional Office Locations:**

\*TSI Incorporated – Visit our website <u>www.tsi.com</u> for more information.

### APPENDIX A

# **Specifications**

Specifications are subject to change without notice.

960 Thermoanemometer Straight Probe Velocity and Temperature			
Range:	0 to 9999 ft/min (0 to 50 m/s), 0 to 200°F (-18 to 93°C)		
Accuracy:	±3% of reading or ±3 ft/min (±0.015 m/s), whichever is greater1&2, ±0.5°F (±0.3°C)5		
Resolution:	1 ft/min (0.01 m/s), 0.1°F (0.1°C)		
962 Thermoanemometer Articulating Probe Velocity and Temperature			
Range:	0 to 9999 ft/min (0 to 50 m/s), 0 to 200°F (-18 to 93°C)		
Accuracy:	±3% of reading or ±3 ft/min (±0.015 m/s), whichever is greater <sup>1&amp;2</sup> , ±0.5°F (±0.3°C) <sup>5</sup>		
Resolution:	1 ft/min (0.01 m/s), 0.1°F (0.1°C)		
964 Thermoanemometer Straight Probe Velocity, Temperature, Humidity, Wet Bulb, and Dew Point			
Range:	0 to 9999 ft/min (0 to 50 m/s), 14 to 140°F (-10 to 60°C), 5 to 95% RH		
Accuracy:	±3% of reading or ±3 ft/min (±0.015 m/s), whichever is greater <sup>1&amp;2</sup> , ±0.5°F (±0.3°C) <sup>5</sup> , ±3% RH <sup>6</sup>		
Resolution:	1 ft/min (0.01 m/s), 0.1°F (0.1°C), 0.1% RH		
966 Thermoanemometer Articulating Probe Velocity, Temperature, Humidity, Wet Bulb, and Dew Point			
Range:	0 to 9999 ft/min (0 to 50 m/s), 14 to 140°F (-10 to 60°C), 5 to 95% RH		
Accuracy:	±3% of reading or ±3 ft/min (±0.015 m/s), whichever is greater <sup>1&amp;2</sup> , ±0.5°F (±0.3°C) <sup>5</sup> , ±3% RH <sup>6</sup>		
Resolution:	1 ft/min (0.01 m/s), 0.1°F (0.1°C), 0.1% RH		
960 and 964 Thermoanemometer Probe Dimensions			
Probe Length:	40 in. (101.6 cm)		
Probe Diameter of Tip:	0.28 in. (7.0 mm)		
Probe Diameter of Base	e:. 0.51 in. (13.0 mm)		

962 and 966 Thermos	anemometer	Probe Dimensions (962, 966)	
Probe Length:		40 in. (101.6 cm)	
Probe Diameter of Tip		0.28 in. (7.0 mm)	
Probe Diameter of Bas	se:	0.51 in. (13.0 mm)	
Articulating Section Le	ength:	6.0 in. (15.24 cm)	
Diameter of Articulating Knuckle: .		0.38 in. (9.5 mm)	
Thermoanemometer Response Time			
Velocity:	200 msec		
Temperature:	2 minutes (t	o 66% of final value)	
Humidity:	<1 minute (t	o 66% of final value)	
995 Rotating Vane 4 in. (100mm) Probe Velocity and Temperature			
Range:	50 to 6000 ft/min (0.25 to 30 m/s), 32 to 140°F (0 to 60°C)		
Accuracy:	±1% + 4 ft/min (±0.02 m/s), ±2.0°F (±1.0°C)		
Resolution:	1 ft/min (0.01 m/s), 0.1°F (0.1°C)		
980 IAQ Probe CO <sub>2</sub> , Temperature and Humidity			
Range:	0 to 5000 ppm CO <sub>2</sub> , 5 to 95% RH, 14 to 140°F (-10 to 60°C)		
Accuracy:	±3% of reading or ±50 ppm CO <sub>2</sub> , whichever is greater <sup>9</sup> , ±3% RH <sup>6</sup> , ±1.0°F (±0.5°C) <sup>5</sup>		
Resolution:	1 ppm CO <sub>2</sub> , 0.1% RH, 0.1°F (0.1°C)		
982 IAQ Probe CO, C	O <sub>2</sub> , Tempera	ture and Humidity	
Range:	0 to 500 ppm CO, 0 to 5000 ppm CO <sub>2</sub> , 5 to 95% RH, 14 to 140°F (-10 to 60°C)		
Accuracy:	±3% of reading or ±3 ppm CO, whichever is greater <sup>8</sup> , ±3% of reading or ±50 ppm CO <sub>2</sub> , whichever is greater <sup>9</sup> , ±3% RH <sup>6</sup> , ±1.0°F (±0.5°C) <sup>5</sup>		
Resolution:	0.1 ppm CO, 1 ppm CO <sub>2</sub> , 0.1% RH, 0.1°F (0.1°C)		
980 and 982 Probe Response Time			
Carbon Dioxide:	20 seconds	to 90% of final value.	
Carbon Monoxide:	<60 seconds to 90% of final value.		
Temperature:	30 seconds (90% of final value, air velocity at 400 ft/min [2 m/s])		
Relative Humidity:	Relative Humidity: 20 seconds (for 63% of final value)		

792 and 794 Thermoo	couple Probes Temperature		
Range:	-40 to 1200°F (-40 to 650°C)		
Accuracy <sup>5</sup>	±0.1% of reading +2°F (±0.056% of reading +1.1°C)		
Resolution:	0.1°F (0.1°C)		
Pitot Tubes (9630, 96	550, 9650-NB)		
Range <sup>3</sup> :	250 to 15500 ft/min (1.27 to 78.7 m/s)		
Accuracy <sup>4</sup> :	±1.5% at 2000 ft/min (10.16 m/s)		
Resolution:	1 ft/min (0.01 m/s)		
Duct Size			
Range:	1 to 500 inches in increments of 0.1 in. (2.5 to 1270 cm in increments of 0.1 cm)		
Volumetric Flow Rate	e		
Range:	Actual range is a function of actual velocity, pressure, duct size, and K-factor		
Heat Flow (964 or 96	6 Probe with 9650, 9650-NB)		
Range:	Function of velocity, temperature, humidity, and barometric pressure		
Measurements Available:	Sensible heat flow, latent heat flow, total heat flow and sensible heat factor		
Units Measured:	BTU/hr, kW		
Static/Differential Pre	essure (9630, 9650, 9650-NB)		
Range7:	-15 to +15 in. H <sub>2</sub> O (-28.0 to +28.0 mm Hg, -3735 to +3735 Pa)		
Accuracy:	±1% of reading ±0.005 in. H <sub>2</sub> O (±1 Pa, ±0.01 mm Hg)		
Resolution:	0.001 in. H <sub>2</sub> O (0.1 Pa, 0.01 mm Hg)		
Barometric Pressure			
Range:	20.36 to 36.648 in. Hg (517.15 to 930.87 mm Hg)		
Accuracy:	±2% of reading		
Instrument Temperat	ture Range		
Operating (Electronics	s): . 40 to 113°F (5 to 45°C)		
Operating (Probe):	14 to 140°F (-10 to 60°C)		
Storage:	4 to 140°F (-20 to 60°C)		

Instrument Operating Conditions		
Altitude up to 4000 meters (only limited when plugged into the AC/DC adapter)		
Relative humidity up to 80	% RH, non-condensing	
Pollution Degree II		
Overvoltage Category II		
Data Storage Capabilities		
Range:	162,200 samples and 200 TESTIDs (one sample can contain multiple measurement types)	
Logging Interval		
Intervals:	1 second to 1 hour	
Time Constant		
Intervals:	User selectable	
External Meter Dimensions		
3.2 in. × 9.5 in. × 1.6 in. (8.1 cm × 24.1 cm × 4.1 cm)		
Meter Weight		
Weight with Batteries:	0.9 lbs (0.41kg)	
Power Requirements		
Four (4) AA-size batteries P/N 6013125	(included) or AC/DC power supply	
Input:	100 to 240 VAC, 50 to 60 Hz, 1.0A	
Output:		

Temperature compensated over an air temperature range of 40 to 150°F (5 to 65°C).

The accuracy statement of ±3.0% of reading or ±3 ft/min (±0.015 m/s), whichever is greater, begins at 30 ft/min through 9999 ft/min (0.15 m/s through 50 m/s).

Pressure velocity measurements are not recommended below 1000 ft/min (5 m/s) and are best suited to velocities over 2000 ft/min (10.00 m/s). Range can vary depending on barometric pressure.

<sup>&</sup>lt;sup>4</sup> Accuracy is a function of converting pressure to velocity. Conversion accuracy improves when actual pressure values increase.

Accuracy with instrument case at 77°F (25°C), add uncertainty of 0.05°F/°F (0.03°C/°C) for change in instrument temperature.

<sup>&</sup>lt;sup>6</sup> Accuracy with probe at 77°F (25°C). Add uncertainty of 0.1% RH/°F (0.2% RH/°C) for change in probe temperature. Includes 1% hysteresis.

<sup>&</sup>lt;sup>7</sup> Overpressure range = 190 in.  $H_2O$  (7 psi, 360 mmHg, 48 kPa).

 $<sup>^8</sup>$  At 77°F (25°C). Add uncertainty of  $\pm 0.2\%$  °F (0.36%/°C) for change in temperature.

At calibration temperature. Add uncertainty of ±0.28%/°F (0.5%/°C) for change in temperature.



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