

WASHINGTON HALL

www.ohio.edu/facilities/requests

Please use this step-by-step guide for adjusting the temperature in your residence hall room.

Heating

REGULATING YOUR ROOM'S TEMPERATURE

Washington Hall is heated by a system that controls the whole building. There is a thermostat on the wall of your room that adjusts heat only. During the winter months, you can adjust the temperature up or down a bit but *not* turn on the air conditioning. During the summer months, the window A/C can be used to adjust the room temperature.

If your HVAC system has stopped working you may place an online work request to have the system repaired.

SET POINT RANGE IS ONLY 70-75 DEGREES

To adjust the set point (temperature) in your room, you must:

- Adjust the temperature by using the up and down arrows. You can only set it from 70 -75 degrees when using heat



Cooling

WINDOW A/C CONTROL PANEL OPERATION



BASIC FUNCTIONS



UP and DOWN: Changes the system's set point (desired room temperature). Press once to change 1 degree at a time or hold down to change at a faster pace.



FAN SPEED: Allows you to select between four fan speeds (*auto selects fan speed needed to satisfy desired set point)



FAN MODE: Allows you to select between 'auto fan' and continuous modes

AUTOFAN: Fan cycles on or off with compressor
CONTINUOUS: Fan operates all the time

HAVING TROUBLE WITH YOUR A/C?

Your window A/C unit may freeze up if used during extreme outside temperatures. If you are having trouble:

- Thaw the unit by turning it off & waiting 2-3 hours.
- A/C unit is not meant to be used when outdoor temperatures are below 50 °. This could result in burning up the unit.