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Glossary
Getting Started

BaseManager is a powerful cloud-based central control and remote access application that is part of the AppManager framework. BaseManager allows any BaseStation 3200™ or BaseStation 1000™ controller to be managed remotely over the Internet. With BaseManager, you’ll be able to do everything you normally have to do at the controller from the convenience of any Internet-connected device.

Here are the basic steps for getting started with BaseManager.

1. Activate your BaseManager account. Refer to "Activating Your BaseManager Account" on the next page.
2. Sign into AppManager and then launch BaseManager. Refer to "Signing Into AppManager and Launching the BaseManager App" on the next page.
3. Log into BaseManager Admin and add sites, controllers, and users. Refer to "Logging into the Administration Interface" on page 112.
4. Configure your controllers in the BaseManager interface. Refer to "Setting Up Your Controller" on page 27 and "Working with Programs & Schedules" on page 59.
Activating Your BaseManager Account

When you are ready to activate your BaseManager account, call Baseline Support at 866-294-5847. Be prepared to provide the following information:

- Company name
- Site name
- The full name of the person who is to be the company administrator
- The email address of the person who is to be the company administrator
- The registration PIN from one controller at the site given above (refer to "Adding Controllers to BaseManager" on page 117)
- The MAC address from the same controller

Baseline Support will assign the company admin username and password. The admin can change this password after logging in for the first time.

After Baseline Support has created your company, the person who has been given company admin privileges must create sites and then add controllers to those sites. The company admin must create users before giving those users access to specific controllers.

Baseline Support may create some of the data hierarchy for you when we register your account. When you are logged in to the Company Admin interface, click the options in the My Company Admin menu on the left side of the page and review the information on the pages that display to determine what data you need to create.

Signing Into AppManager and Launching the BaseManager App

Because BaseManager is an app within AppManager, you need to sign into AppManager in your web browser, and then launch BaseManager from the menu of available apps.
1. Open your web browser. Make sure you are using the most current version of Google Chrome, Mozilla Firefox, or Safari.
   
   **IMPORTANT!** AppManager and BaseManager are not compatible with Microsoft Internet Explorer or Microsoft Edge.

2. In the URL field of the web browser, type the following web URL:
   
   https://baselineapps.net/

3. In the **Sign In** box, type your username and password in the appropriate fields.

4. Click the **Sign In** button. The AppManager interface displays.

5. Click the BaseManager icon in the menu on the left. The BaseManager homepage displays.

**Understanding the Data Hierarchy in BaseManager**

All data for your BaseManager account falls under your company record. After Baseline Support has created your company, the person who has been given company administrator privileges must create sites and then add controllers to those sites. The company admin must create users before giving those users access to specific controllers.

Baseline Support may create some of the data hierarchy for you when we register your account. When you are logged in to the Administration interface, click the options in the My Company Admin menu on the left side of the page and review the data on the pages that display to determine what data you need to create.
Understanding BaseManager User Access Levels

BaseManager users are assigned to one of the following access levels:

- **Company Admin** – Company administrator privileges are typically assigned to the person whose account is set up during the BaseManager account registration process. Users with company admin privileges can perform all tasks in BaseManager and all tasks in the BaseManager Administration interface for all sites that belong to the company.

**Note:** For companies with multiple users, Baseline recommends that more than one person be given company admin privileges. The original company admin can change the access level for other users in the BaseManager Administration interface for all sites that belong to the company.
- Site Manager – The site manager can perform all tasks in BaseManager for the site and controllers that he/she is assigned to. In the BaseManager Administration interface, the site manager can only edit his/her personal user information.

- Operator – The operator has view-only access to all settings in BaseManager for the controller that he/she is assigned to. The operator can manually start/stop zones and programs. Operators can also initiate rain delays and test devices. In the BaseManager Administration interface, the operator can only edit his/her personal user information.

Related Topics

"Understanding the Data Hierarchy in BaseManager" on page 3
"Adding Users to BaseManager" on page 122
"Updating User Information" on page 124
Overview of BaseManager Maps

The maps in BaseManager provide flexible tools for managing your sites. Maps have a view mode and an edit mode. If you change the zoom level or the position of the map in view mode, the changes are temporary and the map will revert to the former settings when you navigate away from the current page. When you go into edit mode, you can make changes and then save them. Refer to "Saving a Map View" on page 14.

A distinct map is presented for each of the following levels. No markers display on the maps by default. You must add markers as needed to the maps at each level. Refer to "Adding Markers to the Map" on page 16.

- **Company**: You can add markers for your sites, and add custom markers to the company-level map.
- **Site**: You can add markers for your controllers, and add custom markers to the site-level map.
- **Controller**: You can add markers for your zones and two-wire devices. You can also add custom markers.

Refer to the topic on "Understanding the Data Hierarchy in BaseManager" on page 3 for an explanation of how the map levels are structured.

The controller and device markers on the map are colored to show their real-time status. To see the meaning of the colors, view the Status Color Key. Refer to "Viewing the Status Color Key" on page 101.

When your map view has markers for zones and devices, you can perform the following tasks from the map:

- "Displaying Program Settings for a Zone from the Map" on page 10
- "Manually Running a Zone from the Map" on page 23
- "Displaying the Zone Runtimes Report from the Map" on page 12
- "Testing a Device from the Map" on page 24
Viewing the Maps
When you start using BaseManager, the maps display in a default view. After you set up the maps for your Company, Site, and Controller, you can view controller and device statuses from the map. You can also display charts and reports by clicking the markers on the map.

Related Topics
"Setting Up the Maps" on page 14
"Adding Markers to the Map" on page 16

Navigating to a Map Level
A distinct map displays for each level. In order of increasing specificity, the levels are: Company, Site, and Controller.

1. Click the Maps tab. The map level drop-down list displays, and the currently selected map level is indicated by a blue check mark.
2. Click the level that you want to view. The map displays in the BaseManager page.
3. Save a new map view, if necessary. Refer to "Saving a Map View" on page 14.

Note: If you have set up site markers on the company level map, and controller markers on the site level maps, you can click on the marker to navigate to the next map level.

Saving a Map View
When you start using BaseManager, the maps display in a default view. You can change and save the following view settings:

- **Map View Type** - You can set the map type to Road view, Aerial view, or Bird's Eye view.
- **Map Zoom Level** - You can zoom in or zoom out to see the amount of detail that you need.
- **Map Position** - You can drag the map to position it as needed in the BaseManager page.
1. In the main BaseManager interface, click the **Maps** tab, and then click the level that you want to change view settings for. A blue check mark displays next to the map level that is selected.

   **Note:** If you want to change view settings for a specific controller map, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Edit** button in the lower-right corner. The map view toolbar displays on the upper-right side of the map as illustrated below.

3. Perform any of the following:
   - **Change the Map View Type** - Click the drop-down arrow in the map view type list, and then click the type that you want to use.
   - **Auto Locate** - Click the Locate Me button to center the map based on the location shared from the browser.
   - **Change the Map Zoom Level** - Position the cursor on the zoom level tools, and then move the slider to zoom in or out.
   - **Change the Map Position** - Click anywhere on the map and drag it to a new position.

4. Click the **Save** button to save the new the map view.
Viewing Controller and Device Status from the Map

**IMPORTANT!** Before you can test a device from the map, the corresponding device must be configured in BaseManager, and a marker must be added to the map for that device.

1. In the main BaseManager interface, click the **Maps** tab, and then click the level where the marker for the device that you want to view the status of is located. A blue check mark displays next to the map level that is selected.

   **Note:** If you want to view the status of a device on a specific controller, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Find the marker for the controller or device that you want to view the status of. The marker color represents the status of the controller or device.

3. To see the meaning of the colors, view the Status Color Key. Refer to "Viewing the Status Color Key" on page 101.

Displaying Program Settings for a Zone from the Map

1. Click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the controller that the zone is associated with.

2. Click the **Maps** tab, and then click **Current Controller**.

3. On the map, click on the marker for the zone that you want to display. The zone pop-up box displays.
4. Review the information as shown in the illustration below.

5. Close the pop-up box by clicking the X in the upper-right corner.

**Displaying a Chart for a Device from the Map**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Maps** tab, and then click **Current Controller**.

3. On the map, click on the icon for the device that you want to display a chart for. The device pop-up box displays.

4. Click the **Chart** icon. The chart displays.
Displaying the Zone Runtimes Report from the Map

1. Click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the controller that the zone is associated with.

2. Click the **Maps** tab, and then click **Current Controller**.

3. On the map, click on the marker for the zone that you want to display the report for. The Zone Operations pop-up box displays.

4. Click the **Chart** icon . The Zone Runtimes report displays.

5. To change the report settings and run a new report, click the **Edit** icon in the upper-right corner. The Report Parameters pop-up box displays. The selected parameters are indicated by a check mark.

6. Click the buttons at the top of the pop-up box to make changes to the report settings.

7. Click **Run** to generate a new report.

   When the report displays, you can point the cursor at any data bar or point on a line graph to display a pop-up box that shows the data details.

8. To return to the map, click the **Maps** tab, and then click **Current Controller**.

Displaying the Custom Marker Content

1. Determine whether the custom marker that you want to display is associated with your company, with your current site, or with a specific controller, and then perform one of the following:
   - If the marker is associated with your company, click the **Maps** tab, and then click **Company**. Skip to step 2.
   - If the marker is associated with your current site, click the **Maps** tab, and then click **Current Site**. To select a different site, click the **Menu** icon in the upper-left corner of the
BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired site. Skip to step 2.

- If the marker is associated with a specific controller, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. On the map, point to and then click on the custom marker that you want to display. The content displays in a pop-up box.

3. If the custom marker content includes a URL, you can click on it to open the web page in a separate browser tab or window.

4. Close the pop-up box by clicking the **X** in the upper-right corner.
Setting Up the Maps

The map for a new BaseManager account defaults to a general location based on settings in the device that was used to log into BaseManager. The user needs to set up the maps in order to manage sites, controllers, and devices from the maps.

In BaseManager, a distinct map displays for each level. In order of increasing specificity, the levels are: Company, Site, and Controller.

At the Company level, you can add markers for your sites. At the Site level, you can add markers for your controllers, and at the Controller level, you can add markers for zones and devices, and custom markers for non-Baseline items.

If the default map in BaseManager is not suitable for your site, you can request an overlay image that will allow you to customize what you see in the BaseManager map view. Refer to "Requesting an Overlay Image for a BaseManager Map" on page 21.

Related Topics

"Navigating to a Map Level" on page 8
"Saving a Map View" below

Saving a Map View

When you start using BaseManager, the maps display in a default view. You can change and save the following view settings:

- **Map View Type** - You can set the map type to Road view, Aerial view, or Bird's Eye view.
- **Map Zoom Level** - You can zoom in or zoom out to see the amount of detail that you need.
- **Map Position** - You can drag the map to position it as needed in the BaseManager page.

1. In the main BaseManager interface, click the **Maps** tab, and then click the level that you want to change view settings for. A blue check mark displays next to the map level that is selected.
Note: If you want to change view settings for a specific controller map, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Click the Edit button in the lower-right corner. The map view toolbar displays on the upper-right side of the map as illustrated below.

3. Perform any of the following:
   - **Change the Map View Type** - Click the drop-down arrow in the map view type list, and then click the type that you want to use.
   - **Auto Locate** - Click the Locate Me button to center the map based on the location shared from the browser.
   - **Change the Map Zoom Level** - Position the cursor on the zoom level tools, and then move the slider to zoom in or out.
   - **Change the Map Position** - Click anywhere on the map and drag it to a new position.

4. Click the Save button to save the new map view.
Adding Markers to the Map

You can place markers on the BaseManager maps to represent sites, controllers, zones, and other two-wire devices. You can also add custom markers that represent non-Baseline items. Refer to "Adding a Custom Marker to the Map" on the facing page.

A distinct map is presented for each of the following levels. No markers display on the maps by default. You must add markers as needed to the maps at each level.

- **Company** – You can add markers for your sites, and add custom markers to the company-level map.
- **Current Site** – You can add markers for your controllers, and add custom markers to the site-level map.
- **Current Controller** – You can add markers for your zones and two-wire devices. You can also add custom markers.

**IMPORTANT!** Before you can add device markers to the maps, the corresponding devices must be configured in BaseManager. Refer to the topics under Setup & Operation > Setting Up Your Controller in this help.

1. In the main BaseManager interface, click the **Maps** tab, and then click the level that you want to add a marker to. A blue check mark displays next to the map level that is selected.

   **Note:** If you want to add markers to a specific controller, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Save a new map view, if necessary. Refer to "Saving a Map View" on page 14.

3. Click the **Edit** button in the lower-right corner. The Edit Maps menu displays on the left side of the page.
4. Click the **Markers** option. The list of available markers displays.  
   **Note:** To search for a marker, type a letter, number, or word in the Search field that displays at the top of the Markers list. The list will refresh and show the markers that match your search term. Do not press the Enter key after typing in the Search field.

5. Click the type of device that you want to add to the map. The category opens and shows a list of devices that can be added to the map. These devices have a + in the row. If devices in the list have an X in the row, it means that a marker for the device is already placed on the map.

6. Perform one of the following:
   - To place a marker for a new device, click directly on the + in the row.
   - To replace a marker for a device that is already on the map, click on the X in the row for that device. The X is replaced with a +. Click directly on the + in the row.

7. Move the cursor to the map. The cursor changes to cross hairs. Position the cross hairs on the map where you want the marker to be located. Click and release the left mouse button.

8. Repeat steps 5 - 7 until you have added markers for all your devices.

9. Click the **Save** button. When the markers display in the new map view, you will notice that they show a color to indicate their status. Refer to "Viewing the Status Color Key" on page 101.

### Adding a Custom Marker to the Map

You can place custom markers on the BaseManager maps to represent non-Baseline items. For example, you could create a custom marker to show the location of a pump station.

1. In the main BaseManager interface, click the **Maps** tab, and then click the level that you want to add a custom marker to. A blue check mark displays next to the map level that is selected.
**Note**: If you want to add a custom marker to a specific controller, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Save a new map view, if necessary. Refer to "Saving a Map View" on page 14.

3. Click the **Edit** button in the lower-right corner. The Edit Maps menu displays on the left side of the page.

4. Click the **Markers** option, and then click the **Custom Markers** option.

   **Note**: To search for a custom marker, type a letter, number, or word in the Search field that displays at the top of the Custom Markers list. The list will refresh and show the custom markers that match your search term. Do not press the Enter key after typing in the Search field.

5. Click **Create a Custom Marker**. The Custom Marker dialog box displays.

6. In the **Label** field, type up to 2 characters that will identify the marker on the map.

   **Note**: If you leave the Label field blank, an error will occur when you save the custom marker. The custom marker will not display on the map.

7. Click one of the color boxes to apply a color to the custom marker.

8. In the **Name** field, type up to 25 characters as the name of the custom marker.

9. In the **URL** field, type or paste a URL to a web page related to the custom marker.

10. In the **Description** field, type up to 70 characters as a description of the custom marker.
11. In the **Notes** field, type or paste any notes related to the custom marker.

12. Click **Save**. The Custom Marker dialog box closes, and the name of your custom marker displays in the list on the left.

13. Make sure that the intended location for the custom maker is visible on the map. If it isn't, click and drag the map so you can see the location.

14. Find the name of your custom marker in the list on the left. Click the + next to the custom marker's name. The cursor changes to cross hairs.

15. Move the cross hairs to the location on the map where you want the custom marker to display, and then click the left mouse button. The custom marker displays in the selected location.

16. To move the custom marker after you have placed it, position the cursor on custom marker on the map. Click and hold the left mouse button, and then drag the custom marker to a new location. Release the mouse button.

17. Click **Save** in the lower-right corner of the map to exit map edit mode and save all of the changes.

**Deleting a Custom Marker**

1. Determine whether the marker that you want to delete is associated with your company, your current site, or with your current controller, and then perform one of the following:

   - If the marker is associated with your company, click the **Maps** tab, and then click **Company**. Skip to step 2.

   - If the marker is associated with your current site, click the **Maps** tab, and then click **Current Site**. To select a different site, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired site. Skip to step 2.
If the marker is associated with a specific controller, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Edit** button in the lower-right corner. The Edit Maps menu displays on the left side of the page.

3. Click the **Markers** option, and then click the **Custom Markers** option. The names of the custom markers that you have created are shown in the list.

4. Click the name of the custom marker that you want to delete. The Custom Marker dialog box displays.

5. Click **Delete**. The Custom Marker dialog box closes, and your custom marker is removed from the map and from the list on the left.

6. Click **Save** in the lower-right corner of the map to exit map edit mode and save all of the changes.

**Updating a Custom Marker**

1. Determine whether the marker that you want to update is associated with your company, your current site, or with a specific controller, and then perform one of the following:
   - If the marker is associated with your company, click the **Maps** tab, and then click **Company**. Skip to step 2.
   - If the marker is associated with your current site, click the **Maps** tab, and then click **Current Site**. To select a different site, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired site. Skip to step 2.
• If the marker is associated with a specific controller, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Edit** button in the lower-right corner. The Edit Maps menu displays on the left side of the page.

3. Click the **Markers** option, and then click the **Custom Markers** option. The names of the custom markers that you have created are shown in the list.

**Note:** To search for a custom marker, type a letter, number, or word in the Search field that displays at the top of the Custom Markers list. The list will refresh and show the custom markers that match your search term. Do not press the Enter key after typing in the Search field.

4. Click the name of the custom marker that you want to update. The Custom Marker dialog box displays.

5. Change any of the fields as needed.

6. Click **Save**. The Custom Marker dialog box closes, and the name of your custom marker displays in the list on the left.

7. To move the custom marker, position the cursor on custom marker on the map. Click and hold the left mouse button, and then drag the custom marker to a new location. Release the mouse button.

8. Click **Save** in the lower-right corner of the map to exit map edit mode and save all of the changes.

**Requesting an Overlay Image for a BaseManager Map**

The maps in BaseManager provide flexible tools for managing your sites. However, the images from the map provider are sometimes outdated. If you have a preferred image of your site or an as-built drawing, Baseline
Support can upload that image as an overlay in BaseManager. Then, when you go to the Maps tab for a specific controller, your image will display.

**Tip:** TerraServer has digital imagery available for purchase. Go to [www.terraserver.com](http://www.terraserver.com) to view the imagery of your site and select the view that best meets your needs. The TerraServer viewer displays image download purchase options and pricing.

Baseline charges a one-time fee of $100 for each map overlay.

**Submitting a Map Overlay Request**

1. Save the image to be used as the overlay in one of the following formats: **PNG, TIF, or JPG.**
2. Find the **Lat/Long coordinates** of the upper-left and the lower-right corners for the placement of the image.

   **For Example:** In Google Maps, navigate to your location. Go into Earth (satellite) view. Zoom in until you can see features that distinguish the corners of your location. Click in the upper-left corner of the image. A box displays the approximate Lat/Long coordinates for the location. Carefully write down those coordinates and label them as "upper-left." Repeat the procedure to get the coordinates for the lower-right corner. Carefully write down those coordinates and label them as "lower-right."

3. In BaseManager, find the exact name of the **company** and **site** that the overlay image is for.
4. In BaseManager, find the **MAC address** of the controller that the overlay image is for. To find the MAC address in BaseManager, select **Administration** from the main menu and the sub-menu. In the Admin interface, select **My Controllers.** Find the MAC address for the specific controller in the table. Carefully write down the MAC address.
5. Use the information that you gathered to complete the Overlay Request form. Attach the image file to the form, and then submit the form.

6. When Baseline Support receives your submitted form, they will contact you to arrange for payment. They will contact you again when your overlay image is in place.

**Operating a Controller from the Map**

The maps in BaseManager provide flexible tools for managing your sites. After you have your maps set up at the Company, Site, and Controller levels, you will be able to manually run zones and stop zones from the map.

You can also test any device that has a marker on the map.

**Related Topics**

- "Adding Markers to the Map" on page 16
- "Saving a Map View" on page 14

**Manually Running a Zone from the Map**

1. Make sure that the controller on which you want to manually run a zone is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Maps** tab, and then click **Current Controller**.

3. Find the marker for the specific zone that you want to manually run.

**Note**: If you don't see the zone marker, refer to "Adding Markers to the Map" on page 16.
4. Click on the zone marker. The Zone Operations pop-up box displays.

5. In the Minutes field, type the number of minutes for the manual run.

6. Click the Start icon . The Zone Status changes to show that watering is in progress.

7. To close the pop-up box, click the X in the upper-right corner.

**Setting a Zone to Done from the Map**

1. Make sure that the controller on which you want to set a zone to done is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Click the Maps tab, and then click Current Controller.

3. Find the marker for the specific zone that you want to set to done.

4. Click on the zone marker. The Zone Operations pop-up box displays.

5. Click the Set to Done icon . The Zone Status changes to show that watering is done.

6. Close the pop-up box by clicking the X in the upper-right corner.

**Testing a Device from the Map**

**IMPORTANT!** Before you can test a device from the map, the corresponding device must be configured in BaseManager, and a marker must be added to the map for that device. Refer to "Adding Markers to the Map" on page 16.

1. In the main BaseManager interface, click the Maps tab, and then click the level where the marker for the device that you want to test is located. A blue check mark displays next to the map level that is selected.
**Note:** If you want to test a device on a specific controller, make sure that controller is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Find the marker for the device that you want to test, and then click on it. The device pop-up box displays.

3. Click the Test icon. The test results display in a pop-up box.

4. When you have finished viewing the test results, click the Close button at the bottom of the pop-up box.
Overview of Setting Up and Operating Your Controller

BaseManager enables you to manage your irrigation controllers remotely over the Internet. With BaseManager, you’ll be able to do everything you normally have to do at the controller from any Internet-connected device.

- If you have a new BaseStation irrigation controller connected to BaseManager, you can use BaseManager to assign and set up the connected devices.
- If your BaseStation irrigation controller is already set up, you can make setup or programming changes from BaseManager without having to go to the controller.
- You can set up all of your flow management and monitoring in BaseManager.
- You can also create and modify time-based, soil moisture sensor-based, and weather-based irrigation programs in BaseManager.
- After your irrigation controller is set up, you can perform all controller operations through BaseManager.

Setting Up Your Controller

After a new BaseStation irrigation controller is installed and the devices such as zone biCoders, master valve biCoders, and sensors have been wired to the controller, you can connect the controller to BaseManager. Then you can set up all your devices in BaseManager.

With BaseManager, you can complete the setup tasks from a convenient location such as your home or office. You can also add descriptions to your devices. The descriptions display on the irrigation controller and help you and your staff identify devices in the future.
Assigning Zones

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Make sure the zone biCoder that you want to assign is connected to the two-wire path of the irrigation controller displayed in the BaseManager footer.

3. Position the cursor on the Devices tab, and then click Zones in the menu that displays.

4. Click Assign biCoders. BaseManager searches for the biCoders that are connected to your controller.

5. In the Serial Number column of the Zone ID row, click the drop-down arrow, and then click the serial number of the biCoder that you want to assign to the zone.

6. Click in the Description column and type a description that makes the zone easy to identify.

   Note: Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

7. Repeat steps 4 - 6 until you have assigned all zones.

8. Configure the zone settings. Refer to "Updating Zone Details" below.

Updating Zone Details

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the
BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Position the cursor on the **Devices** tab, and then click **Zones** in the menu that displays.

3. In the list of zones, find the row for the zone that you want to change the settings for, and then click the > at the end of the row. The Zone Properties page displays.

4. Click **Edit** in the lower-right corner of the page.

5. Perform any of the following tasks:
   - **Update the zone description** – Click in the **Description** field and type a new description.
     
     **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.
   
   - **Enable or Disable the zone** – A check mark in the box means that the zone is enabled. Click in the box to set the check mark or remove the check mark.
   
   - **Update the Design Flow** – Type the number of gallons per minute that is expected for this zone based on the physical components and topology used in construction.

6. Click the > to expand the **Additional Zone Properties**.

   **Note:** If you are planning to use Baseline's weather-based watering technology, you need to complete all fields in the Additional Zone Properties and make sure that you have a weather station connected to BaseManager and assigned to your irrigation controller. The controller uses this data to perform calculations and provide the runtimes, cycle times, and soak times for your zones. If you are using a timed watering method, you can leave the default settings in the Additional Zone Properties.
7. Update the following fields in the **Irrigation Information** section:

   **Sprinkler Type** – Click the drop-down arrow in the field and from the list that displays, click the type of device used in this zone for distributing water in this zone.

   **Note**: Click the Info button next to the Sprinkler Type field to review the list of sprinkler types along with their precipitation rates and distribution uniformity percentages.

   If the list does not include the exact device used in this zone, choose **Custom**, and then change the number in the **Application Rate** field to indicate the rate (in inches per hour) at which water is applied to this zone by the sprinkler type. For a Custom entry, you can also change the number in the **Distribution Uniformity** field if needed.

8. Update the following fields in the **Landscape Information** section:

   **Use Basic Plant Information** – Select this option to use the root depth, crop coefficient, and sun exposure for your zone runtime calculations.

   **Use Detailed Plant Information** – Select this option to include the species factor, root depth, density factor, and microclimate factor in your zone runtime calculations. To get the best results from these settings, we suggest that you have some knowledge of weather-based watering science.

   **Use Monthly Values** – Select this option to enter values for each month in specific fields based on your selection of Basic or Detailed Plant Information.

   **Species Factor (displays when Use Detailed Plant Information is selected)** – The Species Factor (Ks) is a value used to adjust reference evapotranspiration to reflect a specific plant species. The Species Factor is a component of the Landscape Coefficient (KL).

   Enter a high value for plant material that needs a lot of water, and a low value for those species that need little water.
Species factor lists have been developed for some regions. Try searching on the Internet to find a list for your region.

<table>
<thead>
<tr>
<th>Species Factor Settings</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Species Factor</strong></td>
</tr>
<tr>
<td><strong>High</strong></td>
</tr>
<tr>
<td>0.7 - 0.9</td>
</tr>
</tbody>
</table>

**Micro Climate Factor (displays when Use Detailed Plant Information is selected)** – The Micro Climate Factor (Kmc) is a value used to adjust reference evapotranspiration to reflect the specific climate of an area. Use this factor to indicate whether the area is cool, shady, and protected or hot, sunny and windy or an average area that is somewhere in between. The Micro Climate Factor is a component of the Landscape Coefficient (KL).

Enter a high value for areas that are exposed to direct sun (or reflective heat) and high winds. Enter a low value for areas in shade and/or areas that are protected from the wind.

<table>
<thead>
<tr>
<th>Micro Climate Factor Settings</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Micro Climate Factor</strong></td>
</tr>
<tr>
<td><strong>High</strong></td>
</tr>
<tr>
<td>1.1 - 1.4</td>
</tr>
</tbody>
</table>

**Crop Coefficient (displays when Use Basic Plant Information is selected)** – The Crop Coefficient is a value used to modify reference evapotranspiration (ETo) to reflect the water use of a particular plant or group of plants. If you increase the Crop Coefficient value, the irrigation system will water longer.

**Sun Exposure (displays when Use Basic Plant Information is selected)** – Select the amount of sun this zone receives during the day.

9. Update the following fields in the **Soil Information** section:

**Soil Type** – Select the soil type that matches the soil in this zone. The soil type you choose directly affects cycle time. Each soil type in the drop-down list has a default intake rate.
**Note**: In BaseManager, click the Info button next to the Soil Type field to review the list of soils along with their intake rates. This list is taken from the 8th Draft Testing Protocol Rev. 3 - September 2008 © 2008 Irrigation Association.

**Allowable Depletion** – When the soil moisture content reaches the Allowable Depletion level, irrigation needs to start. In most cases, the maximum allowable depletion level is just before the plants begin to show visible signs of stress.

**Slope** – Select the option that represents the angle of the slope in this zone.

10. Review the values in the **Suggested Irrigation Cycle Time and Soak Time for this Zone**.

    **Calculated Cycle Time** – Uses the zone properties to determine how long you can water before there will be runoff.

    **Calculated Soak Time** – Uses the zone properties to determine how long the applied water needs to soak into the soil before more water can be applied.

11. (Optional) Enter any additional information about the zone in the **Notes** box.

12. Click **Save** at the bottom of the page.

**Assigning Master Valves**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Make sure the master valves that you want to assign are connected to the two-wire path of the irrigation controller displayed in the BaseManager footer.
3. Position the cursor on the **Devices** tab, and then click **Master Valves** in the menu that displays.

4. Click **Assign Master Valves**. BaseManager searches for the master valves that are connected to your controller.

5. In the **Serial Number** column of the master valve **ID** row, click the drop-down arrow, and then click the serial number of the master valve that you want to assign.

6. Click in the **Description** column and type a description that makes the master valve easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

7. Repeat steps 4 - 6 until you have assigned all master valves.

**Note:** If you need to change the master valve information, refer to "Updating Master Valve Details" below.

**Updating Master Valve Details**

1. Make sure that the irrigation controller that you want to update master valve details on is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Devices** tab, and then in the menu that displays, click **Master Valves**. The main Master Valves page displays and the View Master Valves option is selected.

3. At the right end of the row for the master valve that you want to update, click the **Edit** icon. The Edit Master Valve dialog box displays.
4. In the **Description** field, edit the description that makes the master valve easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

5. If you want a master valve marker to display on the BaseManager map in the proper location, type or paste the GPS coordinates for the location of the flow meter in the **Latitude** and **Longitude** fields.

6. If the master valve is normally open, make sure there is a checkmark in the **Normally Open** box.

7. Click the **Save** button. The main Master Valve page displays. To have the changes that you just made to the master valve display in the list, click the **Refresh** button on the upper-right side of the page.

### Assigning Pumps (BaseStation 3200)

1. Make sure that the irrigation controller that you want to assign pumps to is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Make sure the pumps that you want to assign are connected to the two-wire path of the irrigation controller displayed in the BaseManager footer.

3. Click the **Devices** tab, and then in the menu that displays, click **Pumps**. The main Pumps page displays

4. Click **Assign Pumps**. BaseManager searches for the pumps that are connected to your controller.
5. In the **Serial Number** column of the pump **ID** row, click the dropdown arrow, and then click the serial number of the pump that you want to assign.

6. Click in the **Description** column and type a description that makes the pump easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

7. Repeat steps 5 and 6 until you have assigned all pumps.

8. Click the **Save** button in the BaseManager footer. The main Pumps page displays. To have the pump that you just added display in the list, click the **Refresh** button on the upper-right side of the page.

   **Note:** If you need to change the pump information, refer to "Updating Pump Details" below.

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**Updating Pump Details**

1. Make sure that the controller that you want to update pump details on is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Devices** tab, and then in the menu that displays, click **Pumps**. The main pumps page displays and the View Pumps option is selected.

3. At the right end of the row for the pump that you want to update, click the **Edit** icon 📐. The Edit Pump dialog box displays.
4. In the Description field, edit the description that makes the pump easy to identify.

    **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

5. If you want a pump marker to display on the BaseManager map in the proper location, type or paste the GPS coordinates for the location of the pump in the Latitude and Longitude fields.

6. Click the Save button. The main Pumps page displays. To have the changes that you just made to the pump display in the list, click the Refresh button on the upper-right side of the page.

**Assigning Flow Meters**

1. Make sure that the irrigation controller that you want to assign flow meters to is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Make sure the flow meters that you want to assign are connected to the two-wire path of the irrigation controller displayed in the BaseManager footer.

3. Click the Devices tab, and then in the menu that displays, click Flow Meters. The main Flow Meters page displays.

4. Click Assign Flow Meters. BaseManager searches for the flow meters that are connected to your controller.

5. In the Serial Number column of the flow meter ID row, click the drop-down arrow, and then click the serial number of the flow meter that you want to assign.
6. Click in the **Description** column and type a description that makes the flow meter easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

7. Repeat steps 5 and 6 until you have assigned all flow meters.

8. Click the **Save** button in the BaseManager footer. The main Flow Meters page displays. To have the flow meter that you just added display in the list, click the **Refresh** button on the upper-right side of the page.

   **Note:** If you need to change the flow meter information, refer to "Updating Event Switch Details" on page 43.

**Updating Flow Meter Details**

1. Make sure that the controller that you want to update flow meter details on is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Devices** tab, and then in the menu that displays, click **Flow Meters**. The main Flow Meters page displays and the View Flow Meters option is selected.

3. At the right end of the row for the flow meter that you want to update, click the **Edit** icon 🔄. The Edit Flow Meter dialog box displays.

4. In the **Description** field, edit the description that makes the flow meter easy to identify.
**Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

5. If you want a flow meter marker to display on the BaseManager map in the proper location, type or paste the GPS coordinates for the location of the flow meter in the **Latitude** and **Longitude** fields.

6. Click the **Save** button. The main Flow Meter page displays. To have the changes that you just made to the flow meter display in the list, click the **Refresh** button on the upper-right side of the page.

**Assigning Moisture Sensors**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Make sure the moisture sensors that you want to assign are connected to the two-wire path of the irrigation controller displayed in the BaseManager footer.

3. Position the cursor on the **Devices** tab, and then click **Moisture Sensors** in the menu that displays.

4. Click **Assign Sensors**. BaseManager searches for the moisture sensors that are connected to your controller.

5. In the **Serial Number** column of the sensor ID row, click the drop-down arrow, and then click the serial number of the moisture sensor that you want to assign.
6. Click in the **Description** column and type a description that makes the sensor easy to identify.

**Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

7. Repeat steps 5 and 6 until you have assigned all sensors.

**Note:** If you need to change the moisture sensor information, refer to "Updating Moisture Sensor Details" below.

### Updating Moisture Sensor Details

1. Make sure that the controller that you want to update moisture sensor details on is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Devices** tab, and then in the menu that displays, click **Moisture Sensors**. The main Moisture Sensors page displays and the View Sensor Details option is selected.

3. At the right end of the row for the moisture sensor that you want to update, click the **Edit** icon. The Edit Moisture Sensor dialog box displays.

4. In the **Description** field, edit the description that makes the flow meter easy to identify.

**Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.
5. If you want a moisture sensor marker to display on the BaseManager map in the proper location, type or paste the GPS coordinates for the location of the flow meter in the **Latitude** and **Longitude** fields.

6. Click the **Save** button. The main Moisture Sensor page displays. To have the changes that you just made to the moisture sensor display in the list, click the **Refresh** button on the upper-right side of the page.

### Assigning Pressure Sensors (BaseStation 3200)

1. Make sure that the irrigation controller that you want to assign pumps to is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Make sure the pressure sensors that you want to assign are connected to the two-wire path of the irrigation controller displayed in the BaseManager footer.

3. Click the **Devices** tab, and then in the menu that displays, click **Pressure Sensors**. The main Pressure Sensors page displays.

4. Click **Assign Sensors**. BaseManager searches for the pressure sensors that are connected to your controller.

5. In the **Serial Number** column of the pressure sensor **ID** row, click the drop-down arrow, and then click the serial number of the pressure sensor that you want to assign.

6. Click in the **Description** column and type a description that makes the pressure sensor easy to identify.

**Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.
7. Repeat steps 5 and 6 until you have assigned all pressure sensors.

8. Click the **Save** button in the BaseManager footer. The main Pressure Sensors page displays. To have the pressure sensor that you just added display in the list, click the **Refresh** button on the upper-right side of the page.

**Note:** If you need to change the pressure sensor information, refer to "Updating Pressure Sensor Details" below.

**Updating Pressure Sensor Details**

1. Make sure that the controller that you want to update pressure sensor details on is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers.** Continue drilling down until you can select the desired controller.

2. Click the **Devices** tab, and then in the menu that displays, click **Pressure Sensors.** The main Pressure Sensors page displays and the View Pressure Sensors option is selected.

3. At the right end of the row for the pressure sensor that you want to update, click the **Edit** icon 🔄. The Edit Pressure Sensor dialog box displays.

4. In the **Description** field, edit the description that makes the pressure sensor easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

5. If you want a pressure sensor marker to display on the BaseManager map in the proper location, type or paste the GPS coordinates for the location of the pressure sensor in the **Latitude** and **Longitude** fields.
6. In the **4mA Value** field, type a number that represents the low end of the pressure range.

7. In the **20mA Value** field, type a number that represents the high end of the pressure range.

8. Click the **Save** button. The main Pressure Sensors page displays. To have the changes that you just made to the pressure sensor display in the list, click the **Refresh** button on the upper-right side of the page.

### Assigning Event Switches

1. Make sure that the irrigation controller that you want to assign event switches to is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Make sure the event switches that you want to assign are connected to the two-wire path of the irrigation controller displayed in the BaseManager footer.

3. Click the **Devices** tab, and then in the menu that displays, click **Event Switches**. The main Event Switches page displays.

4. Click **Assign Event Switches**. BaseManager searches for the event switches that are connected to your controller.

5. In the **Serial Number** column of the event switch **ID** row, click the drop-down arrow, and then click the serial number of the event switch that you want to assign.

6. Click in the **Description** column and type a description that makes the event switch easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.
7. Repeat steps 5 and 6 until you have assigned all event switches.
8. Click the Save button in the BaseManager footer. The main Event Switches page displays. To have the event switch that you just added display in the list, click the Refresh button on the upper-right side of the page.

**Note:** If you need to change the event switch information, refer to "Updating Event Switch Details" below.

**Updating Event Switch Details**

1. Make sure that the controller that you want to update event switch details on is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the Devices tab, and then in the menu that displays, click **Event Switches**. The main Event Switches page displays and the View Event Switches option is selected.

3. At the right end of the row for the event switch that you want to update, click the **Edit** icon. The Edit Event Switch dialog box displays.

4. In the **Description** field, edit the description that makes the event switch easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

5. If you want an event switch marker to display on the BaseManager map in the proper location, type or paste the GPS coordinates for the location of the event switch in the **Latitude** and **Longitude** fields.
6. Click the **Save** button. The main Event Switches page displays. To have the changes that you just made to the event switch display in the list, click the **Refresh** button on the upper-right side of the page.

**Assigning Temperature Sensors**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Make sure the temperature sensors that you want to assign are connected to the two-wire path of the irrigation controller displayed in the BaseManager footer.

3. Position the cursor on the **Devices** tab, and then click **Temperature Sensors** in the menu that displays.

4. Click **Assign Temp Sensors**. BaseManager searches for the temperature sensors that are connected to your controller.

5. In the **Serial Number** column of the temperature sensor **ID** row, click the drop-down arrow, and then click the serial number of the temperature sensor that you want to assign.

6. Click in the **Description** column and type a description that makes the temperature sensor easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

7. Repeat steps 5 and 6 until you have assigned all temperature sensors.

**Note:** If you need to change the temperature sensor information, refer to "Updating Temperature Sensor Details" on the facing page.
Updating Temperature Sensor Details

1. Make sure that the irrigation controller that you want to update temperature sensor details on is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Devices** tab, and then in the menu that displays, click **Temperature Sensors**. The main Temperature Sensor page displays and the View Temp Sensors option is selected.

3. At the right end of the row for the temperature sensor that you want to update, click the **Edit** icon 

4. In the **Description** field, edit the description that makes the temperature sensor easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

5. If you want a temperature sensor marker to display on the BaseManager map in the proper location, type or paste the GPS coordinates for the location of the temperature sensor in the **Latitude** and **Longitude** fields.

6. Click the **Save** button. The main Temperature Sensor page displays. To have the changes that you just made to the temperature sensor display in the list, click the **Refresh** button on the upper-right side of the page.

Assigning a Weather Station to an Irrigation Controller

You can connect to multiple weather stations in BaseManager, but you can only assign one weather station to an irrigation controller.
Before you can assign a weather station to an irrigation controller, the weather station must be connected to BaseManager. Refer to "Connecting a Weather Station to BaseManager" on page 80.

Make sure you know the name and ID of the weather station that you want to assign to an irrigation controller.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Position the cursor on the **Devices** tab, and then click **Weather Station** in the menu that displays. The Weather Station page displays.

3. Click the **Assign Weather Stations** button at the top of the page.

4. Click the drop-down arrow in the **Weather Station** field, and then in the list that displays, click the ID of the weather station that you want to assign to the controller.

5. In the **Notes** field, type any information about the weather station.

6. Click **Save** at the bottom of the page. The controller is assigned to the weather station.

**Setting Up Flow Management & Monitoring**

Your BaseStation irrigation controller has powerful tools for managing and monitoring flow. When your controller is connected to BaseManager and your devices have been configured, you can set up the flow features from BaseManager.

**Related Topics**

"Setting Up Your Controller" on page 27

"Working with Programs & Schedules" on page 59
Setting Up a Water Source (BaseStation 1000)

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Water Sources** tab. The list of available water sources displays.

3. Click the > arrow in the row for the water source that you want to assign. The Water Source page displays.

4. Click the **Edit** button in the lower-right of the BaseManager footer. The Water Source fields become available for editing.

5. In the **Description** field, type a name that makes this Water Source easy to identify.
   
   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

6. In the **Enabled** field, a check mark in the box means that the Water Source will be used. Click in the box to set the check mark or remove the check mark.

7. In the **Pipe Fill Time** field, enter the number of minutes that it takes to fill the empty line, activate the valve, and reach a steady state operating pressure.

8. If you have a flow meter and/or master valve assigned on your controller, those devices display in their respective fields in the Devices section. Click in the boxes in those fields to enable the devices for this water source.

9. In the **Target Flow** field, you can enter a value in gallons per minute (GPM) for this water source. The BaseStation 1000 uses this value to manage the number of zones that can run at one time so
that the water source is used as efficiently as possible. If you set this value to zero, you cannot use this GPM amount to control concurrent zones.

10. In the **Limit Concurrent** field, a checkmark indicates that the system will limit the number of zones that can run at the same time by the gallons per minute in the Target Flow field. Click in the box to set the check mark or remove the check mark.

11. In the **High Flow Limit** field, a check mark in the box means that programs using this water source will be stopped and corresponding master valves (MVs) will be shut off when the flow rate exceeds the limit in the High Flow Limit (GPM) field. Click in the box to set the check mark or remove the check mark.

12. In the **High Flow Limit (GPM)** field, you can enter a limit for a running water source. The system uses this gallons per minute (GPM) value as a critical limit. When this value is greater than zero, the system compares the limit against the measured reading from the flow device every minute. If the flow rate reading exceeds the limit for three or four minutes in a row, the system generates an alert.

13. In the **Unexpected Flow Limit** field, a check mark in the box means that the system will monitor the flow even when the water source is off in order to prevent water loss due to a broken pipe. Click in the box to set the check mark or remove the check mark.

14. In the **Unexpected Flow Limit (GPM)** field, you can enter a flow limit for a water source that is turned off. When you have a NOMV, you can set this limit to allow some flow that is off schedule, such as from manual taps or hose bibs.

15. In the **Flow Variance** field, a check mark in the box means that the system will monitor the water source for flow that exceeds the variance limit. During normal program watering, the controller compares the sum of the design flow (or learned flow) from all
running zones against the measured flow of the flow device (or the sum of all flow devices supplying water to the mainline). The measured flow may be higher than the expected flow.

16. In the Variance Limit field, set the value to a number between 10% and 200%. When the ratio becomes greater than the variance limit, the controller identifies the faulty zone and stops it. A message displays on the controller and in BaseManager. The zone will not run again until the message and the fault are cleared.

17. When you finish making changes to the Water Source settings, click the Save button in the BaseManager footer.

**Setting Up a Water Source (BaseStation 3200)**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Click the Flow Setup tab, and then click Water Sources in the menu that displays.

3. In the Water Sources list, click in the row for water source that you want to set up. The Water Source Settings page displays. If a check mark displays in the Managed by FlowStation box in the upper-right corner, you cannot make changes to the water source settings in BaseManager. Settings for water sources that are managed by the FlowStation can only be changed on the FlowStation, in FlowManager, or on their respective BaseStation 3200 irrigation controllers.

   **Note:** To return to the Water Source list, click the < arrow in the upper-left of the Water Source Settings page.
4. Click the **Edit** button in the lower-right of the BaseManager footer. The Water Source fields become available for editing.

5. In the **Description** field, type a name that makes this water source easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

6. In the **Enabled** field, click in the box to add a check mark, which indicates that the water source can be used. If you do not want the water source to be used, click in the box to remove the check mark.

7. In the **Water Source Priority** field, click the drop-down arrow, and then select the priority that you want to assign to this water source. When an irrigation system has more than one water source with different priorities, water from the source with the highest priority is used first until the monthly budget limit is reached. Then the system switches to the water source with the next highest priority.

8. In the **Monthly Budget** field, type the number of gallons that can be used from this water source during a month.

9. Select the **Shutdown** check box if you want the water source to shut down until the first of the next month when the monthly budget amount has been exceeded.

10. Select the **Water Rationing** check box if you want to enable water rationing. When you enable water rationing, the system determines the daily water ration by dividing the number of gallons in the Monthly Budget field by the number of days in the month. The system will use only the ration amount for daily watering. If a day is skipped, that water ration is available the next day.

11. If you want to set up an empty condition for the water source, refer to "Setting Up a Water Source Empty Condition (BaseStation 3200)"
12. When you finish making changes to the water source settings, click the **Save** button in the BaseManager footer.

### Setting Up a Mainline (BaseStation 3200)

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Flow Setup** tab, and then click **Mainlines** in the menu that displays.

3. In the Mainlines list, click in the row for mainline that you want to set up. The Mainline Settings page displays. If a check mark displays in the Managed by FlowStation box in the upper-right corner, you cannot make changes to the mainline settings in BaseManager. Settings for mainlines that are managed by the FlowStation can only be changed on the FlowStation, in FlowManager, or on their respective BaseStation 3200 irrigation controllers.

   **Note:** To return to the Mainlines list, click the `<` arrow in the upper-left of the Mainline Settings page.

4. Click the **Edit** button in the lower-right of the BaseManager footer. The Mainline fields become available for editing.

5. In the **Description** field, type a name that makes this Mainline easy to identify.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.
6. In the **Enabled** field, click in the box to add a check mark, which indicates that the mainline can be used. If you do not want the mainline to be used, click in the box to remove the check mark.

7. In the **Design Flow** field, type the gallons per minute (GPM) flow in this mainline. The BaseStation 3200 uses this value to manage the number of concurrent zones so that the mainline is used as efficiently as possible. If you set this value to zero, you cannot use this GPM amount to control zone concurrency.

8. In the **Type of Flow Stabilization** field, click either **Timed** or **Pressure** to indicate how you want flow stabilization to be monitored. The following Flow Stabilization Value field displays either Minutes or PSI depending on which type you select.

9. In the **Flow Stabilization Value** field, type the amount of time or the PSI reading that is required to fill the pipe and achieve a steady flow rate after a valve change.

10. If you select the **Manage by Flow** check box, the controller uses the design flow of the individual zones (or learned flow) to turn on zones that are waiting to water until their design flow is equal to or less than the available flow on the mainline.

11. In the **Flow Variance Limit** field, you can set the variance limit to 0 (Off) or to any value between 1% and 100%. During normal program watering, the controller compares the sum of the design flow (or learned flow) from all running zones against the measured flow of the flow device (or the sum of all flow devices supplying water to the mainline). The measured flow may be higher or lower than the expected flow. When the ratio becomes greater than the variance, then an alarm is generated. For example, if the expected flow is 50 GPM, and the Flow Variance Limit is 10%, then the acceptable flow range is up to 55 GPM.

12. Select the **Shutdown** check box if you want the mainline to shut down when a high or low flow variance condition is detected.
13. If you want to monitor flow variance within GPM ranges, expand the **Advanced Flow Variance** section. Type variance percentages for low flow and high flow in the GPM range fields as needed. If you want the mainline to shut down when the variance is low or high, click one or both of the **Shutdown** check boxes. To enable Advanced Flow Variance, click the **Use** check box on the right side of the screen.

14. If you want to set up delays for the zones assigned to this mainline, expand the **Mainline and Zone Delays** section. Click either **Timed** or **Pressure** to indicate how you want the delay to be managed. The fields in this section display either Minutes or PSI depending on which type you select. Complete the fields as needed.

15. To assign zones to this mainline, expand the **Zone Assignment** section. Refer to "Assigning Zones to Mainlines (BaseStation 3200)" on page 55.

16. When you finish making changes to the Mainline settings, click the **Save** button in the BaseManager footer.

### Setting Up a Control Point (BaseStation 3200)

A control point is a hydraulic component in BaseStation 3200 irrigation controllers that collects data from assigned devices, and then enables the irrigation system to act on that data.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Flow Setup** tab, and then click **Control Points** in the menu that displays.

3. In the Control Points list, click in the row for control point that you want to assign. The Control Points Settings page displays. If a check mark displays in the Managed by FlowStation box in the upper-right corner, you cannot make changes to the Control Point Settings in
BaseManager. Settings for control point that are managed by the FlowStation can only be changed on the FlowStation, in the FlowStation App, or on their respective BaseStation 3200 irrigation controllers.

**Note:** To return to the Control Point list, click the < arrow in the upper-left of the Control Points Settings page.

4. Click the **Edit** button in the lower-right of the BaseManager footer. The fields become available for editing.

5. In the **Description** field, type a name that makes this control point easy to identify.

**Note:** Limit the number of characters in the Description to 42 characters. If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

6. In the **Enabled** field, click in the box to add a check mark, which indicates that the control point can be used. If you do not want the control point to be used, click in the box to remove the check mark.

7. In the **Mainline Assignment** field, click the drop-down arrow and select the mainline that you want the control point to be assigned to.

8. In the **Design Flow GPM** field, type the specified gallons per minute (GPM) for the control point.

9. In the **High Flow Limit** field, type the maximum amount of flow in gallons per minute.

10. Select the **Shutdown** check box if you want zones (valves) assigned to this control point’s mainline to be stopped and corresponding MVs shut off when the flow rate exceeds the limit.

11. In the **High Pressure Limit** field, type the maximum amount of pressure in PSI.
12. Select the **Shutdown** check box if you want zones (valves) assigned to this control point’s mainline to be stopped and corresponding MVs shut off when the pressure reading exceeds the limit.

13. In the **Low Pressure Limit** field, type the minimum amount of pressure in PSI.

14. Select the **Shutdown** check box if you want zones (valves) assigned to this control point’s mainline to be stopped and corresponding MVs shut off when the pressure reading falls below the limit.

15. In the **Unscheduled Flow Limit** field, type the maximum amount of unscheduled flow in gallons per minute.

16. Select the **Shutdown** check box if you want the associated MVs to turn off when an unscheduled flow exceeds this limit.

17. In the **Devices** section, go to the field for the device that you want to assign to the control point. Click the drop-down arrow in the field, and then select the correct device. Complete any additional settings, and then select the **Enabled** check box. Complete the additional fields for the device.

18. When you finish making changes to the Mainline settings, click the **Save** button in the BaseManager footer.

**Assigning Zones to Mainlines (BaseStation 3200)**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Make sure the zones that you want to assign to the mainline are configured. Refer to "Updating Zone Details" on page 28.

3. Position the cursor on the **Flow Setup** tab, and then click **Mainlines** in the menu that displays.

4. In the Mainlines list, click in the row for mainline that you want to
assign zones to. The Mainline page displays.

Note: To return to the Mainlines list, click the < arrow in the upper-left of the Mainline page.

5. Click the **Edit** button in the lower-right of the BaseManager footer. The Mainline fields become available for editing.

6. Scroll to the bottom of the screen and expand the **Zone Assignment** section.

7. Click **Add Zone**. The Zone number field displays.

8. Click the drop-down arrow in the Zone number field, and then click the number of the zone that you want to assign to this mainline.

9. Click in the **Design Flow** field and type a number to represent the gallons per minute flow for this zone.

10. Repeat steps 8 and 9 to assign all the necessary zones to this mainline.

11. When you finish making changes to the Mainline, click the **Save** button in the BaseManager footer.

**Setting Up Advanced Flow Variance (BaseStation 3200)**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Flow Setup** tab, and then click **Mainlines** in the menu that displays.

3. In the Mainlines list, click in the row for mainline that you want to set up advanced flow variance for. The Mainline page displays.

Note: To return to the Mainlines list, click the < arrow in the upper-left of the Mainline page.
4. Click the **Edit** button in the lower-right of the BaseManager footer. The Mainline fields become available for editing.

5. Scroll down, and then click **Advanced Flow Variance** to expand the section. The Advanced Flow Variance fields display.

6. To enable Advanced Flow Variance, click the **Use** check box on the right side of the screen.

7. In the **Variance Range** fields, type the percentages for Low Flow and High Flow in this mainline.

8. If you want the system to shut down when the measured variance is above or below the set percentage limit, click one or both of the check boxes in the **Shutdown** row.

9. When you finish making changes to the Advanced Flow Variance settings, click the **Save** button in the BaseManager footer.

**Setting Up Mainline and Zone Delays (BaseStation 3200)**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Flow Setup** tab, and then click **Mainlines** in the menu that displays.

3. In the Mainlines list, click in the row for mainline that you want to set up delays for. The Mainline page displays.

   **Note:** To return to the Mainlines list, click the < arrow in the upper-left of the Mainline page.

4. Click the **Edit** button in the lower-right of the BaseManager footer. The Mainline fields become available for editing.

5. Scroll down, and then click **Mainline and Zone Delays** to expand the section. The Delay fields display.
6. In the **Delay Type** field, click **Timed** or **Pressure** to set the basis for the delay. The fields display either for minutes or PSI, depending on the Delay Type you select.

**Note:** In order to operate the zone delay based on pressure, a pressure sensor must be assigned to the control point that this mainline is connected to. Refer to "Setting Up a Control Point (BaseStation 3200)" on page 53.

7. Complete the **Delay** fields for either time or pressure. Click the **Info** icon 🔄 to display onscreen help for the fields.

8. When you finish making changes to the Mainline and Zone Delay settings, click the **Save** button in the BaseManager footer.

### Setting Up a Water Source Empty Condition (BaseStation 3200)

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon 📑 in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Flow Setup** tab, and then click **Water Sources** in the menu that displays.

3. In the Water Sources list, click in the row for water source that you want to set up an empty condition for. The Water Source page displays.

4. Click the **Edit** button in the lower-right of the BaseManager footer. The Water Source fields become available for editing.

**Note:** To return to the Water Source list, click the < arrow in the upper-left of the Water Source page.
5. Scroll down to the **Empty Conditions** section, and then click **Add Empty Condition**.
6. In the **Sensor** field, click the drop-down arrow, and then select the device that you want to use to monitor the empty condition.
7. Complete the condition fields for the sensor.
8. To activate the empty condition, click the **Enabled** check box.
9. When you finish making changes to the water source settings, click the **Save** button in the BaseManager footer.

**Working with Programs & Schedules**

After the devices on your BaseStation irrigation controller have been set up, you can add programs from BaseManager.

When you are working with a BaseStation 1000 controller in BaseManager, the tab name is **Programs**, and when you are working with a BaseStation 3200 controller, the tab name is **Schedules**. This difference highlights the fact that a program on the BaseStation 3200 controller is simply the schedule for when the associated zones will run. Also keep in mind that you can set up programs to control lighting and other functions in addition to watering.

**Related Topics**

"Setting Up Your Controller" on page 27
"Setting Up Flow Management & Monitoring" on page 46

**Adding a BaseStation 1000 Program**

**Note**: BaseStation 1000 controllers manufactured before January 1, 2018, need MEXP expansion modules for maximum device totals and access to all BaseManager features. For more information, please contact your local distributor.

1. Make sure that the BaseStation 1000 irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner
of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Programs** tab.

3. Click **Add Program**.

4. The **Program** field displays the next available program number. If you want to assign this number to your new program, skip to the next step. If you want to assign a different number, click the arrow in the field, and then select a number from the list.

5. In the **Description** field, type a description that identifies this program.

   **Note:** Limit the number of characters in the Description to 32 characters. If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

6. Click in the check box in the **Enabled** field. A check mark in the field means that the program will run when the start conditions are met. If the field is blank, the program will not run.

7. Expand the following sections to find topics related to the program settings:

**Weather-based Watering**

1. If you are converting an installed BaseStation 1000 irrigation controller to WeatherAccess, update your controller to the latest firmware version. Refer to "Updating Controller Firmware from BaseManager" on page 97. After the firmware is updated, continue with this procedure.

2. Make sure that you have a weather station assigned to this controller. Refer to "Assigning a Weather Station to an Irrigation Controller" on page 82.
3. Click the **Enable Weather-based Watering** box to add a check mark. Notice that the weather icon 🌧 displays in the Runtime column and the field is gray and no longer allows user input. The runtime is a calculated value based on the zone settings and the weather station data.

**Note**: To learn more about the possible values that display in the Runtime field, refer to the "Conditions that Affect the Runtime for Weather-based Watering" on page 89.

4. If you want to use calculated cycle and soak time values based on the hydrozone settings, click the drop-down arrow in the **Cycle Type** field and select **Zone Soak Cycles**. In the rows for the zones, click the icon add the calculated cycle and soak time values into the fields.

5. After you save the changes on the Programs tab, update the **Additional Zone Properties** on the Devices > Zones tab. The controller uses this data to perform calculations and provide the runtimes, cycle times, and soak times for your zones. Refer to "Updating Zone Details" on page 28.

**Note**: When you enable WeatherAccess in BaseManager, you will see that the Enable/Disable ET option is selected (enabled) in the Program Setup menu on the BaseStation 1000 controller.

**IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Soak Cycles**

Under the **Soak Cycles** section, click the drop-down arrow in the **Cycle Type** field, and then click one of the following options.
**Program Cycles**
Select this option if you want the soak cycles to operate sequentially with values that you enter. These settings apply to all zones in the program. Type a number in the **Cycles** field to indicate how many cycles the program will have. Type a number in the **Soak Time** field to indicate how long the soak time will be.

**Program Intelligent Cycles**
Select this option if you want the soak cycles to prioritize runtimes for zones that have already started to water over zones that have not started in order to maximize watering efficiency and minimize total irrigation time. These settings apply to all zones in the program. Type a number in the **Cycles** field to indicate how many cycles the program will have. Type a number in the **Soak Time** field to indicate how long the soak time will be.

**Zone Soak Cycles**
Select this option if you want to apply calculated soak cycle values to individual zones in the program. To use this option, you must have all the hydrozone properties for the zone updated (refer to "Updating Zone Details" on page 28). Then you need to click the **Calculate Cycle and Soak Time** button in the row for each zone to update the fields with the calculated values.

**IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Disabled**
Select this option if you want to disable soak cycles in this program.

**Zones**
1. Under the **Zones** section, click **Add Zone**. A new zone field displays and shows the next zone that is available to be added.
2. Click the drop-down arrow in the new zone field. The complete list of zones displays. Click the zone that you want to add to the program.
3. Update the hydrozone properties for the zone (refer to "Updating Zone Details" on page 28).

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

### Start, Stop, Pause Conditions (Start Times and Water Days)

When you create a program, you either need to have it start at specific times, or you need to configure a start condition based on the state of a device. In some cases, you might want to have both a scheduled start time and a start condition.

To learn more about start conditions, refer to "Working with Start, Stop, Pause Conditions in a Program" on page 73.

1. Under the **Start, Stop, Pause Conditions** section, enter the time when you want the program to start in the **Start Times** field. You can have up to 8 start times for a single program.
2. Set the AM/PM indicator for the start time.
3. In the **Start Days** field, click the drop-down arrow and select one of the options from the list.

   **Note:** If you select Daily, be sure to set the days when the program can water in the grid below the Start Days field.

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

### Water Window

Water windows are used to select when watering will or will not be allowed. You can configure water windows on a weekly basis (having the same water window settings for each day of the week) or on a daily basis, where you can set each day of the week for a specific water window schedule.
1. Under the **Water Window** section, click the arrow in the top center box, and then select whether you want to set up a Daily or Weekly water window schedule.

2. The boxes in the grid represent the hours in a day starting with 12:00 midnight on the left. Blue boxes mean that watering is allowed. Use the **Clear All** or **Select All** options to change the water window settings with one click.

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Seasonal Watering Adjustment**

If your area is experiencing a period of unseasonably dry or wet weather, you can use the seasonal adjustment factor to increase or decrease the amount of water that a program is applying without having to change the runtimes for individual zones.

Under the **Advanced Settings** section, type a number in the **Seasonal Adjust** field to indicate the percentage by which you want the runtime to be adjusted. Keep in mind that 100% causes the system to water as scheduled. If you enter 50%, the system decreases watering by half. If you enter 200%, the system doubles watering.

**Note:** When you set a Seasonal Adjust factor, it remains active until you change the number in this field to 100, which indicates that the system should water as scheduled. If you experience an unexpected watering schedule, check this field to determine whether you still have a seasonal adjustment factor set.

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Concurrent Watering**

**IMPORTANT!** The number of concurrent zones allowed on your controller varies based on the total load count and wire length to the farthest device. Also, you must set the maximum concurrent zones for all programs on the controller. You can change this setting on the controller.
or through LiveView in BaseManager. Refer to the controller's user manual for more information.

Under the **Concurrent Watering** section, type a number in the **Total Concurrent Zones** field, to indicate the maximum number of zones that can run at the same time in this program.

**IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Water Sources**

The BaseStation 1000 can manage three complete water sources (master valve, flow sensor, and pump start).

If your controller has multiple water sources, you can associate a specific water source with a specific program or associate multiple water sources with one program.

**Note:** Make sure that you already have a water source configured in the controller. Refer to "Setting Up a Water Source (BaseStation 1000)" on page 47.

1. Under the **Water Sources** section, click **Add Water Source**.
2. Click the drop-down arrow in the **Water Sources** field, and select the water source from the list.
3. To remove an assigned water source, click the X at the end of the row.

**IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Master Valve**

Use this option to associate a master valve or pump start biCoder with a program. Before you perform this procedure, you must assign a biCoder as a master valve or pump biCoder. Refer to "Assigning Master Valves" on page 32.
1. Under the **Master Valve** section, click **Add Master Valve**.
2. Click the drop-down arrow in the **Master Valve** field, and select the master valve from the list.
3. To remove an assigned master valve, click the X at the end of the row.

**IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Adding a BaseStation 3200 Program**

1. Make sure that the BaseStation 3200 irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.
2. Click the **Schedules** tab.
3. Click **Add Program**.
4. The **Program** field displays the next available program number. If you want to assign this number to your new program, skip to the next step. If you want to assign a different number, click the arrow in the field, and then select a number from the list.
5. In the **Description** field, type a description that identifies this program.

**Note:** Limit the number of characters in the Description to 42 characters. If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.
6. Click in the check box in the **Enabled** field. A check mark in the field means that the program will run when the start conditions are met. If the field is blank, the program will not run.

7. Expand the following sections to find topics related to the program settings:

**Zones**

**IMPORTANT!** Zones that are intended for irrigation will not water until they are assigned to their appropriate mainlines. Refer to "Assigning Zones to Mainlines (BaseStation 3200)" on page 55.

1. Perform any of the following tasks in the **Zone** section of the Programs tab:
   - To add a zone, click **Add Zone**. The next sequentially numbered zone is automatically added to the list. If you want a different zone in the program, click the drop-down arrow in the box in the ID column. From the list, select the zone that you want to add.
   - To enable weather-based watering for a zone, click the box to add a check mark. For more information, refer to the "Introduction to Baseline's Weather-Based Watering" on page 76.
   - To change the number of minutes that a zone will run, type a number in the **Runtime** field for that zone.

**Note:** When you enable weather-based watering for a program, notice that the weather icon ☀ displays in the Runtime column and the field is gray and no longer allows user input. The runtime is a calculated value based on the zone settings and the weather station data. For more information, refer to "Conditions that Affect the Runtime for Weather-based Watering" on page 89.
2. Perform any of the following tasks.
   - To assign a timed zone, click the drop-down arrow in the Mode field, and then choose Timed.
   - To assign a primary zone, click the drop-down arrow in the Mode field, and then choose Primary. Additional fields display that allow you to assign a Moisture Sensor and select a watering strategy.
   - To link a zone to the primary zone, click the drop-down arrow in the Mode field, and then choose Linked-X (where X represents the number of the primary zone that you are linking to).
   - To set up soak cycles for zones, type a number in Cycle Time field to indicate how many cycles the zone will have. Type a number in the Soak Time field to indicate how long the soak time will be. If you updated all the hydrozone properties for the zone (refer to "Updating Zone Details" on page 28), you can click the Calculate Cycle and Soak Time button to update the fields with the calculated values.

**Start, Stop, Pause Conditions**

When you create a program, you either need to have it start at specific times, or you need to configure a start condition based on the state of a device. In some cases, you might want to have both a scheduled start time and a start condition.

To learn more about start conditions, refer to "Working with Start, Stop, Pause Conditions in a Program" on page 73.

1. Under the Start, Stop, Pause Conditions section, enter the time when you want the program to start in the Start Times field. You can have up to 8 start times for a single program.
2. Set the AM/PM indicator for the start time.
3. In the **Start Days** field, click the drop-down arrow and select one of the options from the list.

   **Note:** If you select Daily, be sure to set the days when the program can water in the grid below the Start Days field.

### Water Window

Water windows are used to select when watering will or will not be allowed. You can configure water windows on a weekly basis (having the same water window settings for each day of the week) or on a daily basis, where you can set each day of the week for a specific water window schedule.

1. Under the **Water Window** section, click the arrow in the top center box, and then select whether you want to set up a Daily or Weekly water window schedule.

2. The boxes in the grid represent the hours in a day starting with 12:00 midnight on the left. Blue boxes mean that watering is allowed. Use the **Clear All** or **Select All** options to change the water window settings with one click.

### Advanced Settings

#### Schedule Priority

When a start event is reached, the program with the highest priority gets first call on the water and time. A higher priority program "preempts" lower priority programs and runs to completion before the lower ones.

Under the **Advanced Settings** section, click the drop-down arrow in the **Schedule Priority** field, and select the priority from the list.

#### Seasonal Watering Adjustment

If your area is experiencing a period of unseasonably dry or wet weather, you can use the seasonal adjustment factor to increase or decrease the amount of water that a program is applying without having to change the runtimes for individual zones.
Under the **Advanced Settings** section, type a number in the **Seasonal Adjust** field to indicate the percentage by which you want the runtime to be adjusted. Keep in mind that 100% causes the system to water as scheduled. If you enter 50%, the system decreases watering by half. If you enter 200%, the system doubles watering.

**Note:** When you set a Seasonal Adjust factor, it remains active until you change the number in this field to 100, which indicates that the system should water as scheduled. If you experience an unexpected watering schedule, check this field to determine whether you still have a seasonal adjustment factor set.

**Obey Global Conditions**

When you enable this option, the program enforces the following global controller settings:

- Global Rain Delays
- Event Dates
- The Pause, Flow, and Rain jumpers built into the controller

If unchecked (disabled), the program runs even if the global controller settings are in effect. You might want to disable this option for programs that are set up to operate lights or door locks. This way, the lights and door locks will continue to operate even when watering programs are stopped due to a rain delay or an event day.

**Concurrent Zone Operations**

**IMPORTANT!** The number of concurrent zones allowed on your controller varies based on the total load count and wire length to the farthest device.

**Program Concurrent Zones**

Click the drop-down arrow in the **Program Concurrent Zones** field and select a number to indicate the maximum number of zones that can run at the same time in this program. You can set 1 - 15 zones to run at one time in this program.
Include with Total Controller Concurrency

If checked, the zones of this program are included in the total controller concurrency count. If unchecked, the program ignores concurrent zone counts, and all zones run at once.

Controller Concurrent Zones

Click the drop-down arrow the Program Concurrent Zones field and select a number to indicate the maximum number of zones that can run at the same time in this program. You can set 1 - 99 zones to run at one time on this controller; however, the current rating of the transformer in the controller is 1.4 amps, which typically allows for a maximum of 15 concurrent zones.

Program Specific Devices

Devices that are attached to a program will run while the program runs.

IMPORTANT! When you have finished making changes to the program settings, click the Save button in the footer of the BaseManager page.

Changing a Program

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Click the Programs tab. The programs on the controller display in the list.

3. Click in the row for the program that you want to change. The program details display.

4. Click the Edit button in the BaseManager footer.
5. In the **Description** field, you can type a new description to identify this program.

**Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

6. A check mark in the **Enabled** field means that the program will run when the start conditions are met. If the field is blank, the program will not run. Click in the field to add or remove the check mark as needed.

7. Refer to the following topics for more information about the program settings:
   - "Adding a BaseStation 1000 Program" on page 59
   - "Adding a BaseStation 3200 Program" on page 66
   - "Working with Start, Stop, Pause Conditions in a Program" on the facing page

**IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Deleting a Program**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Programs** tab. The programs on the controller display in the list.

3. Find the row for the program that you want to delete.

4. Click the **X** at the end of the row. A confirmation box displays.

5. Click the **Yes** button to confirm the deletion.
Working with Start, Stop, Pause Conditions in a Program

You can make changes to the start, stop, pause conditions in a program when you are adding a new program or changing an existing program on a BaseStation 1000 or BaseStation 3200 controller.

You can set up a condition to start, stop, or pause a program based on the state of a device. In some cases, you might want to have both a scheduled start time and a start, stop, or pause condition associated with a single program.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Click the Programs or Schedules tab.

3. Perform one of the following:
   - To work with start, stop, pause conditions in a new program, click Add Program.
   - To work with start, stop, pause conditions in an existing program, click in the program row. After the program details display, click the Edit button in the BaseManager footer.

4. On the Program Settings page, scroll down to the Start, Stop, Pause Conditions section.

5. To add a start, stop, pause condition, click Add a Condition.

6. Click the drop-down arrow in the first field, and then choose Start, Stop, or Pause from the list.

7. Click the drop-down arrow in the second field, and then choose the type of device that you want to use for the condition.

   Moisture
   
   1. To set up a moisture sensor start, stop, pause condition, make sure that you already have a sensor configured in the controller (refer to "Assigning Moisture Sensors" on page 38).
2. Click the drop-down arrow in the **Moisture Sensor** field, and then select the moisture sensor that you want to use for this condition.

3. In the **Limit** field, click one of the options to indicate whether you want the program to respond when the sensor detects moisture level that is less than or greater than the indicated amount.

4. In the **Moisture Level** field, type the moisture reading at which you want the program to respond.

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Event Switch**

1. To set up an event switch start, stop, pause condition, make sure that you already have an event switch configured in the controller (refer to "Assigning Event Switches" on page 42).

2. Click the drop-down arrow in the **Event Switch** field, and then select the event switch device that you want to use for this condition.

3. In the **Limit** field, click one of the options to indicate whether you want the program to respond when the switch is open or closed.

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Temperature**

1. To set up a temperature sensor start, stop, pause condition, make sure that you already have a temperature sensor configured in the controller (refer to "Assigning Temperature Sensors" on page 44).
2. Click the drop-down arrow in the **Temperature Sensor** field, and then select the temperature sensor that you want to use for this condition.

3. In the **Limit** field, click one of the options to indicate whether you want the program to respond when the temperature is above or below the set temperature.

4. In the **Temperature** field, type the temperature that you want to use for the condition.

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

**Pressure (BaseStation 3200)**

1. To set up a pressure sensor start, stop, pause condition, make sure that you already have a pressure sensor configured in the controller (refer to "Assigning Pressure Sensors (BaseStation 3200)" on page 40).

2. Click the drop-down arrow in the **Pressure Sensor** field, and then select the pressure sensor that you want to use for this condition.

3. In the **Limit** field, click one of the options to indicate whether you want the program to respond when the pressure is above or below the set pressure.

4. In the **Pressure** field, type the pressure that you want to use for the condition.

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.

8. To delete a start, stop, pause condition, click the **X** at the end of the row.

   **IMPORTANT!** When you have finished making changes to the program settings, click the **Save** button in the footer of the BaseManager page.
Viewing Program Details

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Click the Programs tab. The programs on the controller display in the list.

3. Click in the row for the program that you want to view. The program details display.

4. If you want to change the program, click the Edit button in the BaseManager footer. Refer to "Changing a Program" on page 71.

Introduction to Baseline's Weather-Based Watering

You can conserve water by operating your Baseline irrigation controller in a "smart" mode rather than in a timed mode. Unlike traditional irrigation controllers that operate on a timed schedule, a smart controller actively adjusts its watering schedule based on input from sensors. Smart controllers save water by applying the least amount of water possible to keep the soil moisture content in the root zone at the appropriate levels.

Baseline recommends watering smart with our biSensor soil moisture sensors because the sensors measure soil moisture levels where it matters, in the root zone of your plants. Baseline biSensors automatically adapt to the effects of evapotranspiration in real-time.

Baseline's irrigation controllers can also be programmed to use WeatherAccess™, a weather-based watering mode. WeatherAccess applies real-time weather data from a weather station in your area (available in Weather Underground’s weather station network), and configurable zone properties to a standardized evapotranspiration (ET) equation. This calculation estimates the loss of moisture from the root...
zone, and then the irrigation controller uses the calculated value to adjust the runtime in order to apply just enough water to replace that lost moisture.

The controller's ability to accurately adjust runtimes depends on the quality of the weather data and how accurately the following properties are configured for each hydrozone in your landscape:

- A specific plant type's water needs (known as the crop coefficient)
- Root zone depth
- The plant's microclimate (ranging from full sun to total shade)
- The application rate of the irrigation method used (spray, rotor, drip, or bubbler)
- Type of soil at the site (clay, sand, or loam)
- Slope of landscape (ranging from slight to extreme)

To successfully configure the hydrozone settings in a Baseline irrigation controller, you should have technical knowledge of horticulture, water management, and an understanding of the science behind weather-based watering.

**IMPORTANT!** In order to connect to a weather station and access the configuration fields for WeatherAccess, the BaseStation 1000 and BaseStation 3200 irrigation controller must be connected to Baseline's BaseManager central control platform, and you must have a BaseManager Plus account set up.

Refer to the BaseStation 1000 or BaseStation 3200 user manual for controller specifications and general configuration information.

To get started, review the steps in an "Overview of Setting Up Weather-Based Watering" below.

**Overview of Setting Up Weather-Based Watering**

If you are a new Baseline customer and you want to configure WeatherAccess™, Baseline's weather-based watering with the initial setup of your irrigation controller, you'll need to perform all the steps in the following list.
If you already have your Baseline irrigation controller set up and your BaseManager Plus account activated and configured, and you want to convert to WeatherAccess, you'll need to perform the steps in the following list starting at Step 9.

**Step 1: Install your controller and connect all your devices (Refer to your controller's user manual)**

**Step 2: Make sure your controller is running the most current firmware version (Refer to your controller's user manual)**

**Step 3: Search for and assign devices (Refer to your controller's user manual)**

**Step 4: Set up basic programs (Refer to your controller's user manual)**

**Step 5: Install your communication equipment (Refer to the installation guide that came with your communication equipment)**

**Step 6: Connect your controller to BaseManager (Refer to the BaseManager Quick Start Guide)**

**Step 7: Call Baseline to activate your BaseManager Plus account (Call 866-294-5847)**

**Step 8: Set up your BaseManager Plus account (Refer to the topics under Setting Up Your BaseManager Account in the this online help)**

**Step 9: Connect a weather station to BaseManager (Refer to "Connecting a Weather Station to BaseManager" on page 80)**

**Step 10: Assign the weather station to your controller (Refer to "Assigning a Weather Station to an Irrigation Controller" on page 82)**

**Step 11: Configure the hydrozone settings (Refer to "Updating Zone Details" on page 28)**

**Step 12: Enable the controller to use WeatherAccess**

- For BaseStation 1000 controllers, refer to "Configuring a Program to Use Weather-based Watering (BaseStation 1000)" on page 86
- For BaseStation 3200 controllers, refer to "Enabling a Zone to Use Weather-based Watering (BaseStation 3200)" on page 87
Finding a Weather Station in Your Area

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Manage Weather Stations**.
4. Click the **Find a Weather Station** link on the Edit Weather Station page in BaseManager. The Weather Underground web site opens in a new browser tab.
5. In the **Search Locations** field, type the name of the area where your irrigation controller is located, and then click the search button at the right end of the field.
6. When the page for the location displays, click the **Change Station** link under the location name. A map displays to show icons for the weather stations in the area. To the right of the map, the nearby weather stations are shown in a list.
7. Zoom in and position the map view to find the location of the irrigation controller that you are setting up WeatherAccess on.
8. Position the cursor on a nearby weather station icon on the map. The name of the weather station is highlighted in the list on the right. The weather station ID is in parentheses. Write down the ID of the weather station that you want to use paying close attention to the case of the letters and the distinction between numbers and letters.

   **Tip:** Highlight the weather station ID in Weather Underground. Right-click in the highlighted area, and then select Copy from the menu. When you return to BaseManager, you can paste the ID in the field.

9. Return to the **Add Weather Station** page in BaseManager.
10. Type or paste the weather station ID in the field, and then click **Save** in the lower-right corner of the page.
**Note**: After you connect the weather station to BaseManager, you need to assign it to a specific irrigation controller as a device. Refer to "Assigning a Weather Station to an Irrigation Controller" on page 82.

**Connecting a Weather Station to BaseManager**

Baseline's WeatherAccess™ uses real-time weather data from a weather station in your area. Our BaseManager central control platform connects to Weather Underground's weather station network, which enables you to select weather stations close to your irrigation controller locations.

Weather Underground's weather station network includes thousands of personal weather stations as well as National Weather Service and public stations.

**Note**: Baseline assumes no responsibility for the ongoing availability of weather stations in Weather Underground's weather station network.

You can connect to multiple weather stations in BaseManager, but you can only assign one weather station to an irrigation controller.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Manage Weather Stations**.
4. In the Weather Station table, click **Add Weather Station**.
5. In the Weather Station ID field, type or paste Weather Underground's ID for the weather station that you want to connect to. If you don't know the ID of the weather station, click **Find Weather Station** in the upper-right corner of the page. Refer to the topic on "Finding a Weather Station in Your Area" on the previous page.
6. Click **Save** at the bottom of the page. BaseManager verifies that a valid station ID was entered and verifies that the Weather Station is collecting the following data points that are required for ET calculations.
- Temperature
- Atmospheric pressure
- Dew point
- Precipitation
- Wind speed
- Solar radiation (If the weather station does not provide this value, Baseline's system will estimate it.)

**Note:** After you connect the weather station to BaseManager, you need to assign it to a specific irrigation controller as a device. Refer to "Assigning a Weather Station to an Irrigation Controller" on the next page.

**Verifying Communication with a Weather Station**

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Manage Weather Stations**. The list shows the weather stations that are connected to BaseManager.
4. In the Weather Station table, find the row for the weather station that you want to test.
5. Click the > at the end of the row. The Edit Weather Station page displays.
6. Click the **Test** icon. BaseManager verifies communication with the weather station and then displays the status next to the weather station ID.

**Tip:** If the weather station is assigned to a controller, you can check the status of the connection between the weather station and BaseManager on the Devices tab in BaseManager. Click the Weather Station option on the Devices menu, and then click the Test icon.
**Note:** If the connection between the weather station and BaseManager is lost, BaseManager will use the last collected weather data to calculate the runtime for any watering events.

**Assigning a Weather Station to an Irrigation Controller**

You can connect to multiple weather stations in BaseManager, but you can only assign one weather station to an irrigation controller.

Before you can assign a weather station to an irrigation controller, the weather station must be connected to BaseManager. Refer to "Connecting a Weather Station to BaseManager" on page 80.

Make sure you know the name and ID of the weather station that you want to assign to an irrigation controller.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Position the cursor on the **Devices** tab, and then click **Weather Station** in the menu that displays. The Weather Station page displays.

3. Click the **Assign Weather Stations** button at the top of the page.

4. Click the drop-down arrow in the **Weather Station** field, and then in the list that displays, click the ID of the weather station that you want to assign to the controller.

5. In the **Notes** field, type any information about the weather station.

6. Click **Save** at the bottom of the page. The controller is assigned to the weather station.

**Reassigning a Controller to a Different Weather Station**

**Note:** You must already have controller(s) assigned to a weather station. Refer to "Assigning a Weather Station to an Irrigation Controller" above.
Before you can assign a weather station to an irrigation controller, the weather station must be connected to BaseManager. Refer to "Connecting a Weather Station to BaseManager" on page 80.

You must also know the ID of the new weather station that you want to assign.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Position the cursor on the Devices tab, and then click Weather Station in the menu that displays. The Weather Station page displays.

3. Click the Assign Weather Stations button at the top of the page.

4. Click the drop-down arrow in the Weather Station field, and then in the list that displays, click the ID of the new weather station that you want to assign to the controller.

5. In the Notes field, type any information about the weather station.

6. Click Save at the bottom of the page. The controller is assigned to the new weather station.

**Deleting a Weather Station from BaseManager**

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.

2. In the menu, click Administration.

3. In the next menu, click Manage Weather Stations. The list shows the weather stations that are connected to BaseManager.

4. In the Weather Station table, find the row for the weather station that you want to delete.

5. Click the > at the end of the row. The Edit Weather Station page displays.

6. Click the X at the end of the row.
**IMPORTANT!** If the weather station that you deleted was assigned to an irrigation controller, it will be removed from the controller. The controller will not water until you assign another weather station.

**Downloading a List of Connected Weather Stations**

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Manage Weather Stations**. The list shows the weather stations that are connected to BaseManager.
4. Click the **CSV** icon in the upper-right corner of the page. A dialog box displays to prompt you to open the file with Microsoft Excel or save the file.
5. Select your preferred option, and then click **OK**.

**Viewing Weather Station Information in Quick View**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.
2. Click the **Quick View** tab. The Quick View page displays.
3. Scroll down to the **Weather Station** heading.
4. Click the ^ or v in the heading to expand or collapse the section.

Quick View shows the following information:

- **Description** – The weather station that the controller is connected to. If you want to see details about the weather station in Weather Underground, click the weather station name.
- Overview of Setting Up and Operating Your Controller -

- **ETo** – This field shows the calculated amount of water (in inches) needed to replace the moisture lost to evapotranspiration (ET). This value is calculated daily.

- **Last Data Captured** – This field shows the most recent date and time when BaseManager captured data from the weather station to use in the ET calculations. The time in this field is relative to the weather station’s time zone.

**Displaying Weather Station Information from the Map**

1. In the main BaseManager interface, click the Maps tab, and then navigate to the Site level. Markers for the weather stations that you have added to BaseManager automatically display on the map.

2. Click on the weather station marker 🌩️. The weather station pop-up box displays.

3. Review the information in the pop-up box.
   - **Description** – The weather station that the controller is connected to. If you want to see details about the weather station in Weather Underground, click the weather station name.
   - **ETo** – This field shows the calculated amount of water (in inches) needed to replace the moisture lost to evapotranspiration (ET). This value is calculated daily.
   - **Date** – This field shows the most recent date and time when BaseManager captured data from the weather station to use in the ET calculations. The time in this field is relative to the weather station’s time zone.

4. Close the pop-up box by clicking the X in the upper-right corner.
Configuring a Program to Use Weather-based Watering (BaseStation 1000)

1. If you have not added any programs on your BaseStation 1000, refer to "Adding a BaseStation 1000 Program" on page 59.

2. Perform one of the following options:
   - If you have a new BaseStation 1000 irrigation controller, skip to step 3.
   - If you are converting an installed BaseStation 1000 irrigation controller to WeatherAccess, update your controller to the latest firmware version. Refer to "Updating Controller Firmware from BaseManager" on page 97. After the firmware is updated, return to step 3 in this procedure.

3. In BaseManager, make sure that the BaseStation 1000 controller on which you want to configure a program is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

4. Make sure that you have a weather station assigned to this controller. Refer to "Assigning a Weather Station to an Irrigation Controller" on page 82.

5. Click the Programs tab. The programs on the controller are shown in the list.

6. Click the program that you want to configure for WeatherAccess. The Program details page displays.

7. Click Edit in the lower-right corner of the page.

8. Click the Enable Weather-based Watering box to add a check mark. Notice that the weather icon displays in the Runtime column and the field is gray and no longer allows user input. The runtime is a calculated value based on the zone settings and the weather station data.
**Note:** To learn more about the possible values that display in the Runtime field, refer to the "Conditions that Affect the Runtime for Weather-based Watering" on page 89.

9. If you want to use calculated cycle and soak time values based on the hydrozone settings, click the drop-down arrow in the **Cycle Type** field and select **Zone Soak Cycles**. In the rows for the zones, click the icon add the calculated cycle and soak time values into the fields.

**Note:** When you enable WeatherAccess in BaseManager, you will see that the Enable/Disable ET option is selected (enabled) in the Program Setup menu on the BaseStation 1000 controller.

10. Click **Save** at the bottom of the page.

**Enabling a Zone to Use Weather-based Watering (BaseStation 3200)**

When you configure a zone to use WeatherAccess, you do not enter minutes in the Water Time field in the Zone Setup screen on the controller. Instead, the time is calculated based on the zone settings, weather, and rainfall data received from BaseManager for the previous day. The calculation is performed for each zone that is enabled for WeatherAccess.

1. Perform one of the following options:
   - If you have a new BaseStation 3200 irrigation controller, skip to step 2.
   - If you are converting an installed BaseStation 3200 irrigation controller to WeatherAccess, update your controller to the latest firmware version. Refer to "Updating Controller Firmware from BaseManager" on page 97.

2. Make sure that the controller that you want to configure a zone to use WeatherAccess on is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left
corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

3. **Click the Programs tab.** The programs on the controller are shown in the list.

4. **Make sure that you have a weather station assigned to this controller.** Refer to "Assigning a Weather Station to an Irrigation Controller" on page 82.

   **Note:** If you have not added any programs on your BaseStation 3200, refer to "Adding a BaseStation 3200 Program" on page 66.

5. **Click the program that you want to configure for WeatherAccess.** The Program details page displays.

6. **Click Edit** in the lower-right corner of the page. The Program Edit page displays.

7. **Add zones to the program.**

8. **Configure the following zone settings:**

   **Mode:** Set the mode to Timed, Primary or Linked. For more information about Primary and Linked zones, refer to Setting Up a Primary Zone and Linking Zones in the BaseStation 3200 user manual.

   **Note:** When you set the zone mode to Primary, the row expands to show additional fields. For WeatherAccess Primary zones, set the Strategy to Timed. You can also assign a soil moisture sensor to the zone, which will enable you to keep track of soil moisture readings and create graphs for the zone.

   **Enable Weather Based Watering:** Click in the box to add a checkmark. Notice that the weather icon displays in the Runtime column and the field no longer allows user input. The runtime is a calculated value.
**Note:** To learn more about the possible values that display in the Runtime field, refer to the "Conditions that Affect the Runtime for Weather-based Watering" below.

**Calculate Cycle and Soak Time:** Click the icon if you want to apply calculated soak cycle values to individual zones in the program. To use this option, you must have all the hydrozone properties for the zone updated (refer to "Updating Zone Details" on page 28).

**Note:** When you enable WeatherAccess in BaseManager, you will see that the Use ET Deficit Water Times field is set to YES in the Zone Setup screen on the BaseStation 3200 controller.

9. Set up the start times and water windows for the program.

**Note:** Weather data used for these calculations is collected by BaseManager between 12:30AM and 12:55AM for the previous day.

10. Click **Save** at the bottom of the page.

**Conditions that Affect the Runtime for Weather-based Watering**

When you enable weather-based watering on a Baseline controller, the following conditions affect the runtime and might explain why your controller is not watering when you expect it to.

- If the calculated runtime is less than 4 minutes, the zone will not water. The Water Time field in the Zone Setup screen and the Runtime field in BaseManager will display zeroes.

- If the primary zone has a calculated runtime of less than 4 minutes, all of its linked zones will have their times set to zero also, even with a 200% tracking ratio (or greater).

- The seasonal adjustment for the program will be applied to this runtime. If the resulting runtime is less than 4 minutes, the zone will not be watered.
• The minimum cycle time is 4 minutes. If a zone has a cycle time of less than 4 minutes, and is then converted to weather-based watering, the cycle time will be increased to 4 minutes. If the last cycle time for a zone is less than 4 minutes, it will not run. The zone will be set to done, and the remaining time will be added to the next run.

Checking the Calculated ETo Amount

1. Make sure the controller that the weather station is assigned to is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.

2. Click the Quick View tab. The Quick View page displays.

3. Scroll down to the Weather Station heading.

4. Click the ^ or v in the heading to expand or collapse the section.

5. Review the number in the ETo column. This field shows the last calculated amount of water (in inches) needed to replace the moisture lost to evapotranspiration (ET). This value is calculated daily.

Controller Operation Overview

BaseManager is a productivity boosting tool for landscape management organizations. Rather than driving long distances to do hands-on programming at individual irrigation controllers, your staff can update and operate controllers through BaseManager from any Internet-connected device.

In addition to the controller configuration functionality in BaseManager, users can perform the following tasks:

• Get a comprehensive overview of your controllers, programs, devices, statuses, and messages. Refer to "Using Quick View" on page 98.
- Manually run zones or programs and manage rain delays. Refer to the following topics:
  "Manually Starting or Stopping a Zone" on page 94
  "Manually Starting or Stopping a Program" on page 93
  "Setting or Canceling a Rain Delay" on page 96

- Check the status of the firmware on your irrigation controllers and update the firmware as needed. Refer to "Updating Controller Firmware from BaseManager" on page 97

- Learn flow for zones and programs. Refer to the following topics:
  "Learning Flow for a Zone" on the next page.
  "Learning Flow for the Zones of a Program" below

- Work with reports for devices or controller data. Refer to "Creating and Viewing Reports" on page 105.

**Learning Flow for the Zones of a Program**

With one or more flow devices, the irrigation controllers have the ability to do a learn flow cycle to determine the flow for the zones of a program. From BaseManager, you can run a learn flow cycle on one program at a time.

When the learn flow cycle begins, it will pause any running programs (on that mainline), and it will run the zones in the selected program to learn their flow. The controller takes an average of multiple readings for each zone. If the readings vary too much, the learn flow process will fail.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Quick View** tab.

3. In the **Program Status** grid, find the number of the specific program that you want to learn flow for.
4. Click on the program number. The Program Operations pop-up box displays.

5. Click the **Learn Flow** icon 🧑. The Program Status changes to show that the learn flow operation is in progress.

**Learning Flow for a Zone**

In BaseManager, you can learn flow for a zone from the **Maps** tab or from **Quick View**.

**Learning Flow for a Zone from the Maps Tab**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon 📝 in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Maps** tab, and then click **Current Controller**.

3. Find the marker for the specific zone that you want to learn flow on.
   
   **Note:** If you don't see the zone marker, refer to "Adding Markers to the Map" on page 16.

4. Click on the zone marker. The Zone Operations pop-up box displays.

5. Click the **Learn Flow** icon 🧑. The Zone Status changes to show that the learn flow is in progress.

**Learning Flow for a Zone from the Quick View Tab**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon 📝 in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Quick View** tab.
3. In the **Zone Status** grid, find the number of the specific zone that you want to learn flow on.

4. Click on the zone number. The Zone Operations pop-up box displays.

5. Click the **Learn Flow** icon 🔄. The Zone Status changes to show that the learn flow is in progress.

**Manually Starting or Stopping a Program**

You can manually start or stop a program from **Quick View** or from the **Programs/Schedules** tab. To read the instructions for each option, expand the following sections.

**Manually Starting a Program from the Quick View Tab**

1. Make sure that the controller on which you want to manually start a program is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon 🔄 in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Quick View** tab.

3. In the **Program Status** grid, find the number of the program that you want to manually start.

4. Click on the program number. The Program Operations pop-up box displays.

5. Click the **Start** icon 🛡️. The Program Status changes to show that watering is in progress.

**Manually Setting a Program to Done from the Quick View Tab**

1. Make sure that the controller on which you want to set a program to done is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon 🔄 in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.
2. Click the **Quick View** tab.
3. In the **Program Status** grid, find the number of the program that you want to manually stop.
4. Click on the program number. The Program Operations pop-up box displays.
5. To stop a program that is currently watering, click the **Set to Done** icon 🚪. The Program Status changes to show that it is done.

**Manually Starting/Stopping a Program from the Programs/Schedules Tab**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon 📄 in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.
2. Click the **Programs/Schedules** tab.
   
   **Note**: If you are working with a BaseStation 1000 controller, the name of the tab is Programs. For a BaseStation 3200 controller, the name of the tab is Schedules.
3. Find the row for the specific program that you want to manually start/stop.
4. Click the **Start** icon 🌱. The Program Status changes to show that watering is in progress.
5. To stop a program that is currently watering, click the **Stop** icon 🌿. The Program Status changes to show that watering has been stopped.

**Manually Starting or Stopping a Zone**

You can manually start or stop a zone from the **Maps** tab or from **Quick View**. To read the instructions for each option, expand the following sections.
**Note**: The zone that you want to manually run must have a runtime in a program.

**Manually Starting/Stopping a Zone from the Maps Tab**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Maps** tab, and then click **Current Controller**.

3. Find the marker for the specific zone that you want to manually start/stop.

   **Note**: If you don't see the zone marker, refer to "Adding Markers to the Map" on page 16.

4. Click on the zone marker. The Zone Operations pop-up box displays.

5. In the **Minutes** field, type the number of minutes for the manual run.

6. Click the **Start** icon. The Zone Status changes to show that watering is in progress.

7. To stop a zone that is currently watering, click the **Stop** icon. The Zone Status changes to show that watering has been stopped.

**Manually Starting/Stopping a Zone from the Quick View Tab**

1. Make sure that the controller on which you want to manually start/stop a zone is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Quick View** tab.
3. In the **Zone Status** grid, find the number of the specific zone that you want to manually start/stop.

4. Click on the zone number. The Zone Operations pop-up box displays.

5. In the **Minutes** field, type the number of minutes for the manual run.

6. Click the **Start** icon 🧲. The Zone Status changes to show that watering is in progress.

7. To stop a zone that is currently watering, click the **Stop** icon 🛑. The Zone Status changes to show that watering has been stopped.

**Setting or Canceling a Rain Delay**

Rain delays override all program, sensor, and switch settings, including manually starting a program. However, you can still manually start a zone when a rain delay is active.

1. Click the **Menu** icon 📋 in the upper-left corner of the BaseManager page, and then click **Rain Delay**. The Rain Delay settings pane displays.

2. Perform one of the following:
   - To set a rain delay, determine whether the rain delay should be applied only on the current controller, on all controllers at the site, or on all controllers assigned to the company. Go to the appropriate row in the settings pane. In the **Days** field, type the number of days that you want the delay to last, and then click the **Submit** arrow. The rain delay begins as soon as the controller receives the command from BaseManager. A message displays in the Rain Delay settings pane indicating when the rain delay is scheduled to end.
   - To cancel a rain delay, go to the row where a number displays in the **Days** field. Click **Cancel X**.
3. Close the menu by clicking the < arrow in the upper-left corner.

Testing a Device

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the Menu icon in the upper-left corner of the BaseManager page, and then click Sites and Controllers. Continue drilling down until you can select the desired controller.
2. Position the cursor on the Devices tab, and then click the type of device that you want to test.
3. On the device page, find the row for the specific device that you want to test, and then click the Test icon. The test results display in a pop-up box.
4. When you have finished viewing the test results, click the Cancel button to close the pop-up box.

Updating Controller Firmware from BaseManager

Baseline is proud to produce world-class irrigation control products. We're constantly adding new features and improving existing products. Firmware upgrades are always free, as long as your hardware is compatible. Check back often to see what's new!

1. Click the Info icon beside the controller description in the footer of the BaseManager page. The Controller Settings dialog box displays.
2. Review the Firmware Version field.
   - If a firmware update is available, the button label is Update Available. Click the button to update the firmware on the controller. While the update is in progress, the status is displayed in the Controller Settings dialog box. When the update is complete, the button label changes to Firmware is up
to date.
- If no firmware update is available, the button label is **Firmware is up to date.**

3. When you have finished updating the firmware, click **Close** at the bottom of the Controller Settings dialog box.

**Using Quick View**

The Quick View page summarizes the status of the controller, its assigned devices, programs, control points, mainlines, water sources, and any alarms and messages on a single page. You will see different information in Quick View depending on the controller that is displayed in the BaseManager footer.

**Note:** Water sources, control points, and mainlines do not display in Quick View if their status is Unassigned.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers.** Continue drilling down until you can select the desired controller.

2. Click the **Quick View** tab. The Quick View page shows the statuses, the messages, and the device details for the selected controller.

3. You can perform the following tasks on the Quick View page:

**Expand or Collapse a Section**

Click the ▲ or the ▼ in the header of any section on the Quick View page to expand or collapse the section. When collapsed, the Zone Status and the Programs Status still show two grids.

**View Status by Color**

Check the Status grids on the left side of the page for colored squares that represent a specific status. The Status Color key is available from the BaseManager menu.
View Status Details
In the Status grids on the left side of the page, click in the square for the specific item that you want to see details for. The details display in a pop-up box. Click the X in the upper-right corner to close the box.

Manually Run a Zone, Program, or Master Valve
In the Zone Status, Program Status, or Master Valve Status grids on the left side of the page, click in the square for the specific zone, program, or master valve that you want to manually run. In the pop-up box, type a number in the Minutes field, and then click .

Set a Zone or Program to Done
In the Zone Status and Program Status grids on the left side of the page, click in the square for the specific zone or program that you want to stop. In the pop-up box, click .

Test an Item from the Status Grids
In the Status grids on the left side of the page, click in the square for the specific item that you want to test, and then click the Test icon . The test results display in the pop-up box.

Learn Flow for a Zone or Program
In the Zone Status and Program Status grids on the left side of the page, click in the square for the specific zone or program that you want to learn flow for. In the pop-up box, click .

View a Chart for a Zone or Program
In the Zone Status and Program Status grids on the left side of the page, click in the square for the specific zone or program that you want to view a chart for. In the pop-up box, click .

Edit an Item from the Status Grids
In the Status grids on the left side of the page, click in the square for
the specific item that you want to edit. In the pop-up box, click 

**Sort the Message List**

In the Messages section on the right side of the page, click on any of the column headers to sort the list in either ascending or descending order by the data in that column.

**Delete a Message**

In the Messages section on the right side of the page, click the X at the end of the row for the message that you want to delete.

**Clear All Messages**

In the Messages section on the right side of the page, click the Clear All Messages at the bottom of the section.

**View Weather Station Information**

If you have a weather station assigned to the controller, you can see the weather station description, the calculated ETo amount, and the date and time when the weather data was captured. For more detail, refer to "Viewing Weather Station Information in Quick View" on page 84.

**Viewing Controller Settings**

1. Click the Info icon beside the controller description in the footer of the BaseManager page. The Controller Settings dialog box displays.
2. Review the settings in the dialog box.
3. (Optional) Update the controller name by clicking Edit and then typing new text in the Name field. Click Save when you have finished making changes.

**Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.
4. (Optional) If the button next to the **Firmware Version** indicates that a new firmware version is available, you can click the button to update the firmware on the controller.

5. Click **Close** at the bottom of the Controller Settings dialog box.

**Viewing the Status Color Key**

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Status Colors**. The Status Colors key displays in the menu pane.
3. Drag the scroll bar on the right side of the menu pane to see all of the statuses.
4. When you have finished using the Status Colors key, click the arrow (<) in the upper-left corner to return to the menu.
5. Close the menu by clicking the arrow (<) in the upper-left corner again.

**Using LiveView**

LiveView™ makes your controller accessible at anytime from anywhere, with any Internet-accessible device, just as if you were standing in front of it.

If your BaseManager subscription expires, you will have LiveView access only in BaseManager until you renew your subscription. Refer to "Understanding BaseManager Subscriptions" on page 130.

**Note**: LiveView performance is limited with a cellular modem connection.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**.
Continue drilling down until you can select the desired controller.

2. Click the **LiveView** tab. The LiveView page shows the interface of the selected controller.

**LiveView for BaseStation 1000 Irrigation Controllers**

LiveView is a real-time view of the front controller panel. The display shows the current state of the controller. The buttons are used to select programming elements, change their values, and initiate operations like testing a zone. Use the mouse to point to the button that you want to activate and then click the left mouse button.

- Click the main menu buttons on the right side of the controller panel to select the various operating or programming menus of the controller. An indicator shows the menu that is active.
- Click the + button to increase the value of the highlighted field, or sequence through the available options in the selected field.
- Click the – button to decrease the value of the highlighted field, or sequence through the available options in the selected field.
- Click the **PRG** button to select the program that you want to modify.
- Click the arrow buttons to move within a screen.
- Click the **OK** button to select an option or perform an action.
- Click the **BACK** button to return to a previous screen or cancel an action.
- When you are updating a field that accepts a numerical value, click and type a number in the **Set Value** field. Click the **Apply** button to enter the value in the field.
- Click the up arrow button labeled with the number 10 to move up 10 rows.
- Click the down arrow button labeled with the number 10 to move down 10 rows.

**LiveView for BaseStation 3200 Irrigation Controllers**

LiveView is a real-time view of the front controller panel. The display shows the current state of the controller. The buttons are used to select programming elements, change their values, and initiate operations like testing a zone. Use the mouse to point to the button that you want to activate and then click the left mouse button.
Click the dial position buttons on the right side of the controller panel to select the various operating or programming menus of the controller. An indicator shows the menu that is active.

Click the + button to increase the value of the highlighted field, or sequence through the available options in the selected field.

Click the – button to decrease the value of the highlighted field, or sequence through the available options in the selected field.

Click the **Previous** button to move the highlighted selection to the previously selected field on the display.

Click the **Next** button to move the highlighted selection to the next field on the display.

Click the **Back** button to return to a previous screen or cancel an action.

Click the **Enter** button to select an option or perform an action.

When you are updating a field that accepts a numerical value, click and type a number in the **Set Value** field. Click the **Send** button to enter the value in the field.

Click the + button labeled with the number 10 to increase a numerical value by 10.

Click the – button labeled with the number 10 to decrease a numerical value by 10.

**Clearing a BaseStation 1000 Flow Fault in LiveView**

If a flow fault is reported on the BaseStation 1000 controller, you must clear the fault to return the controller to normal operation. You can clear the fault on the controller or by using LiveView in BaseManager.

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.
2. Click the **LiveView** tab. The LiveView page shows the controller faceplate.

3. Click the **Run** button.

4. Click the → button until Flow & MV/Pump Status displays.

5. Click the **OK** button.

### Creating and Viewing Reports

When you choose a report from the Reports menu, the report is generated based on the default or the previous report settings. You can modify the settings and run the report again to customize the results. The reports are based on the current site and controller.

1. Make sure that the site and controller that you want to generate the report for is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**. Continue drilling down until you can select the desired controller.

2. Click the **Menu** icon, and then click **Reports**.

3. In the **Reports** menu, click the report that you want to view.

   The following reports are available. To read a description of each report, click the report name links below:

   "Water Usage Report" on page 108
   "Zones Activity Report" on page 109
   "Zone Run Time Report" on page 109
   "Moisture Levels Report" on page 107
   "Temperature Levels Report" on page 108
   "Flow Meter Totals Report" on the next page.

4. To change the report settings and run a new report, click the **Edit** icon. The Report Parameters pop-up box displays. The selected parameters are indicated by a check mark.

5. Click the buttons at the top of the pop-up box to make changes to the report settings.
In the **Date & Time** parameters, click the Calendar icon to change the End Date. Click the Clock icon to change the End Time. The Start Date and Start Time are automatically calculated based on the selected interval and the End Date and End Time.

On the Water Usage report, you can display graphs for all controllers at a site. In the **Location** parameters, select the site rather than an individual controller.

6. Click **Run** to generate a new report.
   
   When the report displays, you can position the cursor (or tap) on any data bar or point on a line graph to display a pop-up box that shows the data details.

7. To print the report, click the **Print** icon 🔄. The Print dialog box displays. Verify the printer settings, and then click **OK**.

8. To return to the Reports menu, click the **Menu** icon in the upper-left corner of the BaseManager page, and then click **Reports**.

**Displaying a Report for a Device**

1. Make sure that the irrigation controller you want to work with is displayed in the BaseManager footer. To select a different controller, click the **Menu** icon 📋 in the upper-left corner of the BaseManager page, and then click **Sites and Controllers**.
   
   Continue drilling down until you can select the desired controller.

2. Click the **Devices** tab, and in the menu that displays, click the type of device that you want to display a report for.

3. On the device page, find the row for the specific device that you want, and then click the **Chart** icon 📊. The report displays.

**Flow Meter Totals Report**

The information at the top of the report shows:
• The site and controller that the report was generated for
• The flow meter that the report was generated for
• The total number of gallons used in the time period

The bar graph shows the amounts during the specified interval. You can position the cursor (or tap) on any data bar on the graph to display a pop-up box that shows the data details.

When you create the report, you can choose an interval for the data.

Report Interval Options

<table>
<thead>
<tr>
<th>To see the data displayed...</th>
<th>Choose the following interval...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily</td>
<td>One Week, Two Weeks, or One Month</td>
</tr>
<tr>
<td>Monthly</td>
<td>One Year</td>
</tr>
</tbody>
</table>

Related Topics

"Creating and Viewing Reports" on page 105

Moisture Levels Report

The information at the top of the report shows:

• The site and controller that the report was generated for
• The description of the moisture sensor that the report was generated for

The line graph tracks the moisture percentage over the specified interval. To see the data for a specific point on the line graph, position the cursor (or tap) on that point. The data displays in a pop-up box.

Related Topics

"Creating and Viewing Reports" on page 105

Printing a Report

1. Generate the report that you want to print. Refer to "Creating and Viewing Reports" on page 105 for instructions.
2. Click the Print icon 📅. The Print dialog box displays.
3. Verify the printer settings, and then click **OK**.

**Temperature Levels Report**

The information at the top of the report shows:

- The site and controller that the report was generated for
- The description of the temperature sensor that the report was generated for

The line graph tracks the temperature over the specified interval. To see the data for a specific point on the line graph, position the cursor (or tap) on that point. The data displays in a pop-up box.

**Related Topics**

"Creating and Viewing Reports" on page 105

**Water Usage Report**

The information at the top of the report shows:

- The site and controller that the report was generated for
- How many flow meters/sensors are enabled on the controller
- The total number of gallons used in the time period

The bar graph shows the amounts for the specified interval.

- Expected flow is calculated by adding together the learned flow or design flow for each running zone.
- Actual flow is the sum of values from all flow meters/sensors during the specified time period.
- You can position the cursor (or tap) on any data bar on the graph to display a pop-up box that shows the data details.

When you create the report, you can choose an interval for the data.

<table>
<thead>
<tr>
<th>Report Interval Options</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>To see the data displayed...</strong></td>
</tr>
<tr>
<td>Hourly</td>
</tr>
<tr>
<td>Daily</td>
</tr>
</tbody>
</table>
To see the data displayed...  Choose the following interval...

| Monthly | One Year |

**Related Topics**

"Creating and Viewing Reports" on page 105

**Zone Run Time Report**

The information at the top of the report shows

- The site and controller that the report was generated for
- The zone that the report was generated for
- The total runtime for the specified interval
- The date range for the report

The bar graph shows the start dates and the length of each run time during the specified interval. You can point the cursor at any data bar on the graph to display a pop-up box that shows the data details.

**Related Topics**

"Creating and Viewing Reports" on page 105

**Zones Activity Report**

The information at the top of the report shows the site and controller that the report was generated for.

To see the detail on the bar graph, change the interval to One Day or One Hour. Refer to "Creating and Viewing Reports" on page 105.

The bar graph shows:

- The actual minutes that the zone ran
- The zone status colors. Each hour has 4 segments. The color of the segment is the status at the end of the 15-minute time period. For example, if the zone is watering at 4:15 AM, the first segment of the hour is blue. If the zone is paused at 4:30 AM, the second segment of the hour is pink. If the zone is done at 4:34 AM, the third and fourth segment is green.
The status colors legend is available at the bottom of the main Menu in BaseManager.

A list of zones with no activity displays at the bottom of the report.

**Related Topics**

"Creating and Viewing Reports" on page 105
Account Administration Overview

Company administrator privileges are typically assigned to the person whose account is set up during the BaseManager account registration process. Users with company admin privileges can perform all tasks in the BaseManager Administration interface for all sites that belong to the company.

Some company information will be set up by Baseline when your account is activated, but the company administrator needs to perform tasks such as these listed below:

**Manage company and site information**

"Updating Company Information" on page 113
"Adding Sites to BaseManager" on page 114
"Updating Sites" on page 115
"Deleting Sites" on page 114

**Add controllers to BaseManager or update controller information**

"Adding Controllers to BaseManager" on page 117
"Updating Controller Information" on page 119

**Work with user information**

"Adding Users to BaseManager" on page 122
"Changing User Access to a Controller" on page 125
"Managing Alert Subscriptions for Your Users" on page 127
"Managing Report Subscriptions for Your Users" on page 128

**The BaseManager Administration Interface**

The BaseManager Administration interface provides tools to Company Administrators for setting up company and site information, and adding irrigation controllers and users to BaseManager.
Users can also update their personal information and change their passwords.

You access the BaseManager Administration interface from the BaseManager menu.

**Related Topics**

- "Understanding the Data Hierarchy in BaseManager" on page 3
- "Understanding BaseManager User Access Levels" on page 4
- "Adding Sites to BaseManager" on page 114
- "Adding Controllers to BaseManager" on page 117

**Logging into the Administration Interface**

All BaseManager users can log into the BaseManager Administration interface in order to update your user information or change your password. However, only users with Company Admin privileges can perform the other Administration functions.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.

**IMPORTANT!** If no controllers have been added to your BaseManager account, there won't be any data in the table on the main Administration interface page. You can click the Add a New Controller button, but remember that you cannot add controllers until you have added sites.

**Related Topics**

- "Understanding the Data Hierarchy in BaseManager" on page 3
- "Adding Sites to BaseManager" on page 114
- "Adding Controllers to BaseManager" on page 117
Logging out of the Administration Interface
When you have finished working in the BaseManager Administration interface, be sure to log out in order to prevent unauthorized users from accessing the options.
Click the **Logout** option in the My Company Admin menu on the left side of the page, or click the **Logout** link in the upper-right corner of the page.

Working with Company & Site Information
When you set up a BaseManager account, Baseline creates a “Company” record for you. Within your Company, you create Sites to represent the various properties where your BaseStation irrigation controllers are located.
In the BaseManager Administration interface, the person who has been given Company Admin privileges can update Company information and manage the Site information.

Related Topics
"Understanding the Data Hierarchy in BaseManager" on page 3
"Understanding BaseManager User Access Levels" on page 4

Updating Company Information
BaseManager users with Company Admin privileges can access the BaseManager Administration interface and update the company detail information.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, click
My Company Details. The Company page displays.

5. Update the information in the fields as necessary.

Note: The fields marked with an * are required.

6. To save your changes, click the Edit button. A message displays at the top of the page to indicate that the updates were successful.

Adding Sites to BaseManager

BaseManager users with Company Admin privileges can access the BaseManager Administration interface and add sites to the company.

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.
2. In the menu, click Administration.
3. In the next menu, click Administration again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, click My Sites.
5. In the expanded menu, click Add a Site to My Company.
6. Click the Add link.
7. In the Site Name field, type a name for the new site.
8. In the Part of My Company field, click the drop-down arrow, and then select your company from the list.
9. Click the Add button.

Deleting Sites

BaseManager users with Company Admin privileges can access the BaseManager Administration interface and delete sites from the company.

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.
2. In the menu, click Administration.
3. In the next menu, click Administration again. The BaseManager Administration interface opens in a new browser tab.

4. In the My Company Admin menu on the left side of the page, click My Sites.

5. In the expanded menu, click Edit My Sites. The list displays the sites that you have added.

6. Find the row for the site that you want to delete, and then click the Delete button. The site displays on the Delete page.

7. Click the Confirm Delete button. The Sites in My Company page redispays and shows a message that the deletion was successful.

**Updating Sites**

BaseManager users with Company Admin privileges can access the BaseManager Administration interface and update sites that have been added to the company.

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.

2. In the menu, click Administration.

3. In the next menu, click Administration again. The BaseManager Administration interface opens in a new browser tab.

4. In the My Company Admin menu on the left side of the page, click My Sites.

5. In the expanded menu, click Edit My Sites. The list displays the sites that you have added.

6. Find the row for the site that you want to update, and then click the Edit button.

7. Update the Site Name field as necessary.

8. To save your changes, click Edit.
Working with Controller Information

When you set up a BaseManager account, you need to add your BaseStation irrigation controllers to BaseManager before you can set up the controllers or operate the controllers from BaseManager.

In the BaseManager Administration interface, the person who has been given Company Admin privileges can add irrigation controllers.

**IMPORTANT!** If no controllers have been added to your BaseManager account, there won't be any data in the table on the main Administration interface page. You can click the Add a New Controller button, but remember that you cannot add controllers until you have added sites.

Related Topics

"Understanding the Data Hierarchy in BaseManager" on page 3

"Adding Sites to BaseManager" on page 114

Viewing Online Controllers

BaseManager users with Site Manager or Company Admin accounts can access the BaseManager Administration interface and view controllers that are online.

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.
2. In the menu, click Administration.
3. In the next menu, click Administration again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, position the cursor on My Controllers.
5. In the expanded menu, click View Online Controllers. All controllers in your company that are currently online and connected to BaseManager display in the table.
**Adding Controllers to BaseManager**

**IMPORTANT!** To add a controller to BaseManager, the controller must have an active communication option such as Wi-Fi, Cell Modem, or Ethernet Radio, and the controller must be connected to BaseManager over the Internet.

After a controller connects to BaseManager, but before it has been added to a company and a site in BaseManager, the controller displays a PIN.

**Finding the PIN on a BaseStation 3200 Controller**

The PIN displays in pop-up message as shown in the illustration. Write down the PIN paying careful attention to the upper and lower case letters.

If you need the MAC address for the BaseStation 3200 controller, turn the controller's dial to the Network position, and then press the Enter button to select the BaseManager Server Setup option. The MAC address is recorded on that screen.

![BaseStation 3200 Controller Display](image)

**Finding the PIN on a BaseStation 1000 Controller**

The PIN displays in a message, but after that message box is dismissed from the display, you can find the PIN on the BaseManager Info screen. To display this screen, press the System Setup button. Press the down arrow button to highlight the Network Setup option, and then press OK. Press the down arrow button to highlight the BaseManager Info option, and then press OK. The PIN displays on the last line as shown in the illustration.
Write down the PIN paying careful attention to the upper and lower case letters. If you need the MAC address of the BaseStation 1000 controller, it is recorded in the MAC field on this screen.

To add a controller to BaseManager

BaseManager users with Site Manager or Company Admin accounts can access the BaseManager Administration interface and add controllers to sites within the company.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, position the cursor on **My Controllers**. In the expanded menu, click **Add a New Controller**. The Authorize a Controller by PIN page displays.
5. Click the drop-down arrow in the **Choose Site** field, and then click the site that you want this controller to be associated with.
6. In the **Enter PIN** field, highlight the default text in the field, and then type the PIN for the controller that you want to Add/Authorize.

**Note:** Remember that the PIN is case sensitive. You must type the uppercase and lowercase letters exactly as they were displayed on the controller.
7. Click the check boxes for the users who should have access to this controller, and then click the **Authorize Controller** button. The success message displays.

8. Click the button to **Further Customize this Controller**.

9. In the **Friendly Name** field, type a descriptive name for the controller that helps you identify it in the field.

   **Note:** Limit the number of characters in the Description to 32 characters (BaseStation 1000) or 42 characters (BaseStation 3200). If you enter a longer description, the controller will automatically shorten it, and then pass the new version back to BaseManager.

10. Accurately complete the **Country, State, City, Zip**, and **Street** fields in order to have this controller display on the map in the proper location.

11. Click the drop-down arrow in the **TimeZone** field and choose the correct time zone for the location of the controller. Setting this field accurately will ensure that the controller will always have the correct time while it is connected to BaseManager.

   **Note:** If the controller that you added does not show up in the list under the menu on the left side of the map, you might need to refresh the web page. Click OK when the browser displays a message about resending the data.

**Updating Controller Information**

BaseManager users with Site Manager or Company Admin accounts can access the BaseManager Administration interface and update controllers that have been added to the company.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.

2. In the menu, click **Administration**.

3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, position the cursor on **My Controllers**. In the expanded menu, click **Edit My Controllers**. The controllers that you have added to BaseManager display in a table.

5. Find the row for the controller that you want to update, and then click the Edit button.

6. Change the controller information as necessary.

7. To save your changes, click the Edit button.

**Sending a Message to the Controller from BaseManager**

BaseManager users with Site Manager or Company Admin accounts can access the BaseManager Administration interface and send messages to controllers.

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.

2. In the menu, click **Administration**.

3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.

4. In the My Company Admin menu on the left side of the page, position the cursor on **My Controllers**. In the expanded menu, click **Edit My Controllers**.

5. Find the row for the controller that you want to send a message to, and then click the Edit button.

6. Using the mouse, scroll down to the **Send Special Command to Controller** section.

7. In the text box, highlight the default text, and then type the message that you want to send to the controller.

8. Click the **Send Message to Controller** button.

Example of a message displayed on the BaseStation 3200 controller
Note: You can also bring up the Send Special Command to Controller fields by clicking the controller ID number in the Send MSG column on the My Controllers table.

Viewing the Data Logs from a Controller

BaseManager users with Site Manager or Company Admin accounts can access the BaseManager Administration interface and view the data logs from a controller.

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.
2. In the menu, click Administration.
3. In the next menu, click Administration again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, position the cursor on My Controllers. In the expanded menu, click Read Data Logs from Controller(s).
5. Use the Date and Controller Name fields to configure the data log retrieval.
6. In the Options field, choose one of the following settings:
   - Normal - This option reads the daily data logs from the controller.
   - Delete all Log Data - This option deletes all previous information in the BaseManager database.
• **Re-populate** - This option replaces all previous information in the BaseManager database with the newly read data from the controller.

7. Click the **Go Get Data from Controller** button.

**Working with User Information**

When you set up a BaseManager account, you need to add your users to BaseManager so they are able to log in and operate the irrigation controllers from BaseManager.

In the BaseManager Administration interface, the person who has been given Company Admin privileges can add users, give users access to specific irrigation controllers, and set up alert and report subscriptions for the users.

**Related Topics**

"Understanding the Data Hierarchy in BaseManager" on page 3

"Understanding BaseManager User Access Levels" on page 4

**Adding Users to BaseManager**

BaseManager users with Company Admin privileges can add users in the BaseManager Administration interface.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.

2. In the menu, click **Administration**.

3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.

4. In the My Company Admin menu on the left side of the page, position the cursor on **My Users**. In the expanded menu, click **Create a Single User**.

**Note:** You can also go into the Edit My Users option, and then click the Add link at the bottom of the table.
5. In the **Real Name** field, type the user's full name.

   **Note:** The fields marked with an * are required.

6. In the **Username** field, type a username for the person.

   **Tip:** A typical username format is the initial of a person's first name and their last name spelled out, such as jjones for John Jones. However, we recommend that you assign a username that will not be easily duplicated. You may have more than one BaseManager user who could be assigned the username jjones, and for that reason, you might want to spell out both the first and last names as the username. For example, johnjones

7. In the **Password** field, type an easy-to-remember, temporary password. Ask the user to change the password to something that is more secure when he/she logs in for the first time.

8. In the **User Access** field, click the arrow at the end of field and in the drop-down list, click one of the options to set the level of access granted to the user.

   **IMPORTANT!** You can give Company Admin access privileges to more than one user. Baseline recommends that you have at least one other administrator to avoid being restricted from the administrator functions when the original administrator is not available.

9. In the **Email Address** field, type a valid email address for the user.

10. In the **Phone** field, type the user's phone number if you want to record it here.

11. In the **TXT Number** field, type the number where the user can receive text messages. If you do not want the user to receive text messages from BaseManager, you can leave the field blank.

12. In the **Disable All Alerts** field, click one of the options to indicate whether the user should receive alerts from BaseManager.

13. Click the arrow to display the drop-down list in the **Time Zone** field. In the list that displays, click the time zone where the user works.
14. In the remaining fields, click the radio buttons to indicate when you want the user to receive messages from BaseManager.

15. Click Add. The All Users list displays and shows the new user.

16. Go to the Edit User page for the user that you just added and update the following fields: Activation Status, Default Alert Method, and Cell Provider's ID.

17. If the irrigation controllers that the user needs to have access to has already been added to BaseManager, perform the substeps below. Otherwise, skip those steps, and then follow the instructions in "Adding Controllers to BaseManager" on page 117. Then return to this procedure and assign the controllers to the user.

   a. Scroll down to the bottom of the page so you can see the Configure User's Controllers pane. The controllers that have been added to the BaseManager account display in the pane. Click the Allow All button in the top corner of the pane, or select the check box for the controller that you want the user to have access to.

   b. Click Save Users Controller Assignments.

18. When you have finished the BaseManager admin tasks, log out of the Admin interface by clicking the Logout link in the upper-right corner of the Admin page.

**Updating User Information**

All BaseManager users can access the BaseManager Administration interface and update their own user information.

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.

2. In the menu, click Administration.

3. In the next menu, click Administration again. The BaseManager Administration interface opens in a new browser tab.

4. In the My Company Admin menu on the left side of the page, click
My User Info.
5. Update the information in the fields as necessary.
   **Note:** The fields marked with an * are required.
6. Click the Save button. A message displays at the top of the page to indicate that the change was successful.

Changing User Access to a Controller
BaseManager users with Company Admin privileges can access the BaseManager Administration interface and change user access settings.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, position the cursor on **My Controllers**. In the expanded menu, click **Edit My Controllers**. The controllers for your sites display in a table.
5. Find the row for the controller that you want to change the user access for, and then click the **Edit** button.
6. Using the mouse, scroll down to the **Assign Users to this Controller** section.
7. Perform one of the following tasks:
   - To add an individual user to the controller, find the row for the user, and then click the box in the **Allow Access** column. A check mark displays in the box.
   - To remove an individual user from the controller, find the row for the user, and then click the box in the **Allow Access** column. The check mark is removed from the box.
   - To authorize all users in the table, click the **Authorize All**
Users button at the top of the table.

- To remove all users' authorization, click the Unauthorize All button at the top of the table.

8. Click the SAVE User/Controller Associations button.

Changing Your Password

All BaseManager users can change their own passwords in the BaseManager Administration interface. Company admins can also change passwords for other users.

1. After you have logged into BaseManager, click the Menu icon in the upper-left corner of the page.
2. In the menu, click Administration.
3. In the next menu, click Administration again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, click Change Password.
5. In the Old Password field, type the password that you want to change.
6. In the New Password field, type the password that you want to use.
7. In the Confirm Password field, type your new password again, being careful to exactly match what you typed in the New Password field.
8. Click the Change Password button.

Changing a User’s Activation Status

If you have seasonal employees whom you have added as BaseManager users, you can leave their user records in the system and inactivate them during the off season. When they return to work, their user account is still in the system and you can reactivate it without having to re-enter all of their data. This option is available to BaseManager users with company admin privileges.
1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.

2. In the menu, click **Administration**.

3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.

4. In the My Company Admin menu on the left side of the page, position the cursor on **My Users**. In the expanded menu, click **Edit My Users**. The users for your sites display in a table.

5. Find the row for the user whose activation status you want to change, and then click the **Edit** button.

6. In the **Activated** field, change the user's activation status by clicking the button that is not selected.

7. Click the **Edit** button.

**Managing Alert Subscriptions for Your Users**

All BaseManager users can manage their own alert subscriptions, but as a company admin, you can also manage alert subscriptions for your users.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.

2. In the menu, click **Administration**.

3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.

4. In the My Company Admin menu on the left side of the page, position the cursor on **Alerts & Reports Subscriptions**. In the list that displays, click **Edit Alert Subscriptions**. The Configure User's Alert Subscriptions page displays.

5. Find the controller that you want to manage the alert subscriptions for, and then find the row for the user whose subscriptions you want to update.
6. Click the individual check boxes to turn the alerts on/off for the user, or click the buttons to change all settings for users and controllers.

   **Note:** A check mark in the box means that the subscription is active.

7. Click the **SAVE User Alert Priority Assignments** button.

   **Note:** Keep in mind that there are additional alert settings on the User Information page. After you configure the alert subscriptions, be sure to go to the user's information page and confirm that alerts are allowed and being delivered by the appropriate method and at the appropriate time.

### Managing Report Subscriptions for Your Users

All BaseManager users can manage their own report subscriptions, but as a company admin, you can also manage report subscriptions for your users.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.
4. In the My Company Admin menu on the left side of the page, position the cursor on **Alerts & Reports Subscriptions**. In the list that displays, click **Edit Report Subscriptions**. The Configure User's Report Subscriptions page displays.
5. Find the controller that you want to manage the report subscriptions for, and then find the row for the user whose subscriptions you want to update.
6. Click the individual check boxes to turn the reports on/off for the user, or click the buttons to change all settings for users and controllers.
7. Click the **SAVE User Report Priority Assignments** button.

**Note:** Keep in mind that there are additional report settings on the User Information page. After you configure the report subscriptions, be sure to go to the user's information page and confirm that reports are allowed and being delivered by the appropriate method and at the appropriate time.

**Viewing Logged-In Users**

BaseManager users with Site Manager or Company Admin accounts can access the BaseManager Administration interface and view logged-in users.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the next menu, click **Administration** again. The BaseManager Administration interface opens in a new browser tab.
4. In the **My Company Admin** menu on the left side of the page, position the cursor on **My Users**.
5. In the expanded menu, click **View Logged-In Users**. All users in your company who are currently logged into BaseManager display in the list.

**Working with BaseManager Subscriptions**

A subscription determines what BaseManager and Mobile Access features are available to a user for each controller. The subscription is associated with a controller, and all controllers belonging to a company will be set to the same subscription level.

New BaseStation 3200 controllers receive a free BaseManager Plus subscription for the first six months. New BaseStation 1000 controllers receive a free LiveView™ subscription.

**Related Topics**

"Understanding BaseManager Subscriptions" on the next page.
"Viewing BaseManager Subscriptions" below
"Exporting a List of BaseManager Subscriptions" on the facing page

Understanding BaseManager Subscriptions
A subscription determines what BaseManager and Mobile Access features are available to a user for each controller. The subscription is associated with a controller, and all controllers belonging to a company will be set to the same subscription level.

New BaseStation 3200 controllers receive a free BaseManager Plus subscription for the first six months. New BaseStation 1000 controllers receive a free LiveView™ subscription.

Subscription Levels and Capabilities

- **LiveView** – User has access to the controller interface through LiveView from BaseManager. User is able to manually start zones using Mobile Access. Each LiveView account only has one authorized user on one controller. (Free)

- **BaseManager Plus (BM Plus)** – User has full capabilities in BaseManager, full capabilities in Mobile Access Advanced, and WeatherAccess on one controller.

**Note:** Controllers with inactive subscriptions have no access to BaseManager or Mobile Access. To renew a controller’s subscription, please contact Baseline Support at 866-294-5847.

Viewing BaseManager Subscriptions
BaseManager users with Site Manager or Company Admin accounts can access the Subscriptions page.

1. After you have logged into BaseManager, click the *Menu* icon in the upper-left corner of the page.

2. In the menu, click *Administration*.

3. In the Administration submenu, click *Manage Subscriptions*. The Subscriptions page opens in a new tab.
4. Review the content in the table.
   - For more information about subscription levels, refer to "Understanding BaseManager Subscriptions" on the previous page.
   - The renewal date determines when you will be charged for your subscription. You can purchase a subscription for a specific duration. The default duration is one year.
   - If you add a controller to an existing company, the new controller subscription renewal fee will be prorated in order to put all controllers on the same renewal schedule.
   - If you want a list of all BaseManager subscriptions for your company, refer to "Exporting a List of BaseManager Subscriptions" below.

5. When you have finished viewing the BaseManager subscriptions, click the **Menu** icon in the upper-left corner of the page, and then **Sign Out**. The Sign in to BaseManager Admin page displays.

6. Close the tab for the BaseManager Admin page.

**Exporting a List of BaseManager Subscriptions**

If your company has a number of controllers connected to BaseManager, you might want to export the Subscription report.

BaseManager users with Site Manager or Company Admin accounts can access the Subscriptions page.

1. After you have logged into BaseManager, click the **Menu** icon in the upper-left corner of the page.
2. In the menu, click **Administration**.
3. In the Administration submenu, click **Manage Subscriptions**. The Subscriptions page opens in a new tab.
4. At the bottom of the Subscriptions page, click the **Export** button. A pop-up box displays.
5. Click one of the radio buttons in the pop-up box to export the file:
- Open the report in Microsoft Excel (or other software program).
- Save the report to your computer.

6. When you have finished exporting the BaseManager subscriptions, click the Menu icon in the upper-left corner of the page, and then click Sign Out. The Sign in to BaseManager Admin page displays.

7. Close the tab for the BaseManager Admin page.
Glossary

A

**address**
When a device is connected to the two-wire, the device is given an address that identifies it to the Baseline irrigation controller. The controller refers to an address as a zone number.

**application rate**
The rate at which water is applied to an area within the landscape by an irrigation system. In order to determine proper duration of watering, it is essential that you know the application rate for each watering zone.

**auto-calibration**
The controller is able to determine the water holding capacity (field capacity) of soil when using biSensor based watering strategies. A single calibration cycle, or automatic monthly calibration cycles can be scheduled.

B

**biCoder**
This is Baseline’s term for several types of two-wire devices. A Baseline valve decoder is referred to as a valve biCoder. Baseline decoders are called biCoders because they are capable of full, bidirectional communications, which enables biCoders to report back to the controller with specific information, including valve solenoid current and voltage, two-wire communications health and voltage, and other rich diagnostics information.
biLine protocol
Baseline’s proprietary two-way communication standard that operates over two-wire irrigation wiring

biSensor
Baseline’s patented digital Time Domain Transmission (TDT) soil moisture sensor

concurrent zones
The number of zones (valves) that can be operated at the same time – typically limited by the amount of water available and the design flow of each of the zones. Set up the concurrent zones on a per program basis and have it automatically managed using a flow device.

c control point
A control point is a hydraulic component in BaseStation 3200 irrigation controllers that collects data from assigned devices, and then enables the irrigation system to act on that data.

crop coefficient
A value for specific crops that can be used to calculate ETc when field data is not available. Crop coefficient is abbreviated as Kc.

crop evapotranspiration
Specific crop moisture requirements as determined by lysimeter studies or calculated by formulas. Abbreviated as ETc.

d decoder
A two-wire device that can actuate a valve when the controller sends a message to do so
density factor
A value that represents the amount of leaf area in the hydrozone. An area of dense planting will typically lose more water than an area of sparse planting. Abbreviated as Kd.

design flow
The GPM that is expected for a zone or the capacity of a mainline, based on the physical components and topology used in construction.

distribution uniformity
A measure of how evenly a sprinkler system applies water to any specific zone or area. High distribution uniformity means that the measured precipitation rate at any point in a zone will be roughly the same. Low distribution uniformity means that some areas get much more water per minute of water time than others.

ET

ET-based watering
A watering methodology that uses the principles of evapotranspiration (ET) to water when needed rather than on an established schedule. Also known as weather-based watering.

ETo
See reference evapotranspiration

evaporation
Loss of water as vapor from the soil surface or from moisture on the surface of a leaf. Differs from transpiration in that the water does not pass through the plant parts.
**evapotranspiration**
The process of transferring moisture from the earth to the atmosphere by evaporation of water and transpiration from plants. Also referred to as ET.

**field capacity**
This is the maximum water holding capacity of the soil, in other words, the level of soil moisture left in the soil after drainage of the gravitational water. Irrigation to levels above field capacity will result in runoff or drainage as gravitational water.

**flow device**
A device that is capable of measuring water flow and water used

**GPH**
The abbreviation for gallons per hour

**GPM**
The abbreviation for gallons per minute

**hydrozone**
A grouping of plants that have similar water requirements and can be watered the same

**infiltration**
The process by which water passes through soil – the liquid permeates the soil by passing through the pores in the soil
**K**

**k-value**
Also known as k-factor. A calibration factor for a flow device expressed in pulses per unit volume. The k-value is used to calibrate the volumetric throughput of a flow device. Manufacturers give the k-value (or k-factor) of their flow device in the device specification.

**L**

**landscape coefficient**
A formula that uses the values for species factor (Ks), density factor (Kd) and microclimate factor (Kmc) to estimate the crop coefficient.

**linked zone**
Within a zone group, there is one primary zone and all other zones are then “linked” to the primary and will get their programming information from the primary (water time, program, schedule, etc.)

**lower limit**
Also known as lower threshold. This watering strategy is programmed by setting the controller to water every day and then setting the biSensor to allow watering only when the moisture level drops below this limit – the controller can automatically set this lower limit after a calibration cycle, or it can be set manually.

**M**

**mainline**
A pressurized pipe that supplies water from the water source to the valves
**master valve**
An automatic or manual valve installed on the mainline piping. Abbreviated as MV.

**maximum allowed depletion**
When the soil moisture content reaches this level, irrigation needs to start. In most cases, the maximum allowed depletion level is just before the plants begin to show visible signs of stress. Abbreviated as MAD.

**microclimate**
The climate of a specific location within a landscape. Variations in climate are influenced by subtle differences in temperature, humidity, and wind exposure. Microclimates can have a significant impact on plant water needs.

**microclimate factor**
A value used to represent the microclimate in a particular hydrozone. If the area is open and not subject to extraordinary winds or reflected heat, the microclimate factor is "average." A hydrozone that is shaded for most of the day and protected from wind is "low." A hydrozone that is surrounded by heat absorbing or reflective surfaces, or exposed to windy conditions is "high." Microclimate factor is abbreviated as Kmc.

**offset value**
A calibration factor for a flow device that compensates for limitations in the device’s ability to measure small signals adequately. Manufacturers give the maximum amount of offset associated with their flow device in the device specification.
**permanent wilting point**
When soil moisture content reaches this level, plants can no longer get water from the soil, and they will wilt and die.

**precipitation rate**
The rate at which an irrigation system applies water. The precipitation rate can vary for different areas of the landscape based on head types, spacing, layout topology, pressure, etc.

**primary zone**
The zone within a scheduling group that all other linked zones are linked to. Changing the programming on this zone will adjust the programming on all linked zones, resulting in saved time and consistency. If you are using a biSensor, the primary zone is the zone that the sensor is connected to.

**pump start**
A relay or relay-type device that initiates turn on of a pump, typically a high horsepower electrical or motor driven pump.

**reference evapotranspiration**
Reference ET applies weather and crop data to accepted formulas in order to estimate evapotranspiration for a range of vegetation and surface conditions. Abbreviated as ETo.

**runoff**
When the soil moisture content is at the saturation level, any excess water from rain, snow melt, or irrigation drains to a low point in the landscape.
saturation
When the soil moisture content is at this level, nearly all of the spaces between soil particles are filled with water. After a soil has reached saturation, it does not become more saturated; although, in some situations where water is trapped, it can become flooded.

scheduling group
A group of one or more zones that have been linked together for irrigation scheduling. A scheduling group must have one primary zone, and may have one or more linked zones. Irrigation for all zones in a scheduling group will follow the watering strategy of the primary zone, but actual water times and soak/cycle behavior will scale as programmed relative to the primary zone.

soak cycle
When a zone waters using soak cycles, the total water time includes periods of watering interspersed with periods of non-watering times (soak times).

soil moisture content
The ratio of the volume of contained water in a soil compared with the entire soil volume

soil moisture deficit
When soil dries (for example, by evaporation), the measurable shortage of water in the soil is known as the soil-moisture deficit. It also refers to the amount of water needed to return to field-capacity moisture content.
**species factor**
A value that represents the water needs of a particular plant species. The values are based on water use studies for landscape species and on agricultural data. Abbreviated as Ks.

**T**

**temperature sensor**
A sensor that functions like thermometer to measure the temperature of the air and report this measurement to the controller by way of a biCoder.

**time domain transmission**
A measurement of how much the electrical signals in the soil are slowed down by the presence of water. Baseline's biSensor moisture sensor uses this technology. Abbreviated as TDT.

**timed zone**
Any zone programmed to water on a time/day schedule, rather than on a smart irrigation schedule.

**transpiration**
The loss of water vapor from parts of plants. Water is lost primarily from the pores on the leaves but also from stems, flowers, and roots.

**two-wire**
Irrigation wiring that consists of a cable with an outer insulation around 2 internal insulated wires. Two-wire provides communication and power for all valves and other devices throughout the site. It provides full two-way communication much like a computer network.
upper limit
Also known as upper threshold. This watering strategy varies the zone water time each time the program runs in order to apply enough water to raise the moisture level to field capacity.

valve
A device that opens to allow water to flow to the sprinkler heads or emitters in a zone. It closes to halt watering for that zone.

water budget
In the BaseStation 3200 irrigation controller, the water budget functionality enables you to define and track the total flow for each Flow biCoder per month. You can configure the target flow value in GPM for the Flow biCoder and how the system will react when this number is reached.

water window
The time available for watering through an irrigation system. Typically, all days and times would be available for watering unless there are watering restrictions or you need to set aside a time for mowing.

weather-based watering
A watering methodology that uses the principles of evapotranspiration to water when needed rather than on an established schedule. Also called ET-based watering.
**WeatherAccess**
Baseline's implementation of weather-based watering

**Z**

**zone**
A designated area of landscaping that is watered by a specific valve