GREENHECK
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Frequently Asked Questions

How do I back up settings and restore them to the controller?

The Carel c.pCO controller can generate a user backup file which contains all the unit's setpoints and settings at the time of backup. These settings are saved as a text file that can be opened for viewing using a computer, or even re-uploaded to the controller later.

Back Up Settings

The settings backup can be stored either in the controller's internal memory (for access via a laptop and cable), or in a USB flash drive.

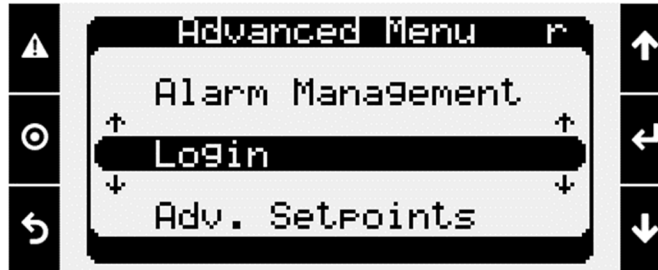1. Access the Main Menu by pressing the bulls-eye button.
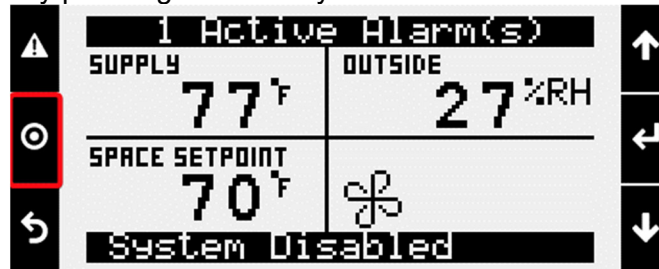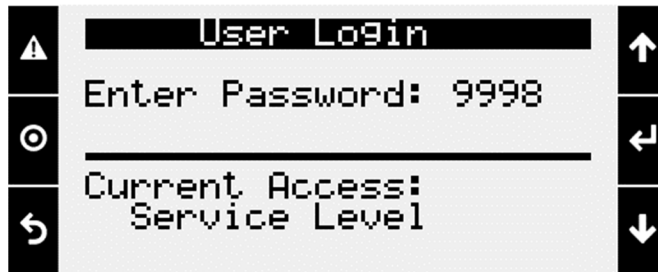

2. Enter into Ctrl Variables.
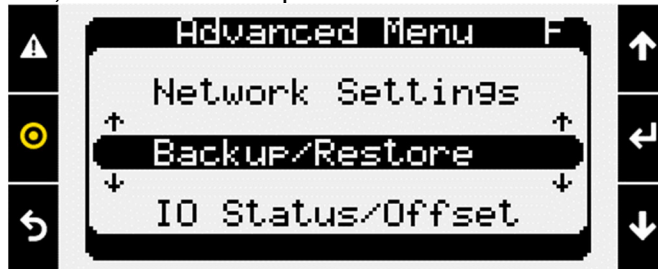
3. Enter into Advanced.

4. Enter into Login.

5. Login with the Service Level password of 9998. Once the password is entered, the controller will take you back to the Advanced menu.

6. From the Advanced menu, enter into Backup/Restore.

7. Scroll down to the "Backup Settings" menu shown below.

8. If saving the backup to a USB flash drive, insert the flash drive into the controller now.
9. Press the Enter button to move the cursor down to the "Save in:" line.

10. Use the Up/Down arrow keys to set the location as USB Drive or Internal Memory.

Backup Settings

Save in: USB Drive

Save: ☐

Backup Settings

Save in: Int. Memory
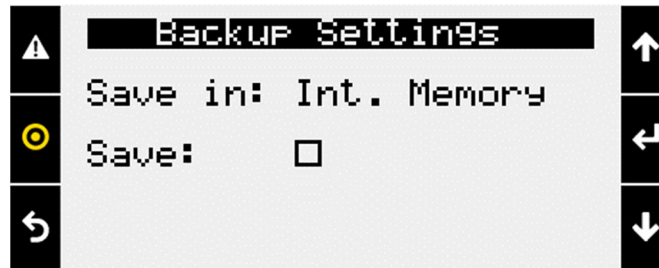
Save: ☐

    a. Press the Enter button to move the cursor down to the "Save:" check box.
    b. Use the Up/Down arrow keys to put an "X" in the box.
    c. Press the Enter button to begin saving. The controller will tell you when it is done.

Backup Settings

Save in: USB Drive

Save: ☒

Writing...

Backup Settings

Save in: Int. Memory

Save: ☒

Writing...
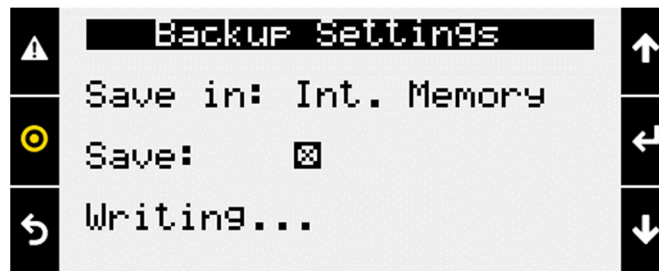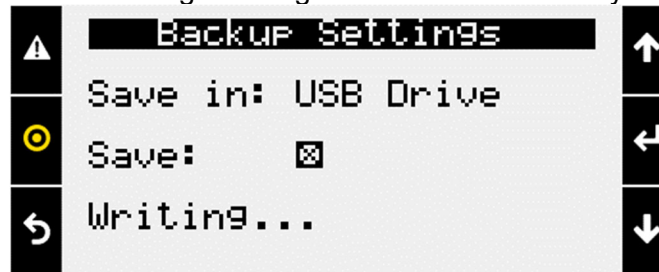
11. The user backup is now written to either the USB flash drive or the controller's internal memory. The file name is "User_Backup.txt".

📄 User_Backup.txt
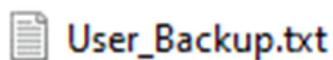
Restore Controller's Settings from a Backup File

1. Access the Backup/Restore menus using Steps 1-6 above.
2. If restoring a backup file from a USB flash drive, scroll down to the menu shown below. If restoring a backup file from the controller's internal memory, continue to Step 3.

```
┌──┐ ███████ USB Restore ███████ ┌──┐
│⚠ │                              │↑ │
├──┤                              ├──┤
│◉ │  Restore Settings            │↵ │
│  │  from USB drive: ☐           │  │
├──┤                              ├──┤
│↶ │                              │↓ │
└──┘                              └──┘
```

   a. Plug in the USB flash drive to the controller now.
   b. Use the Enter button to move the cursor down to the check box.
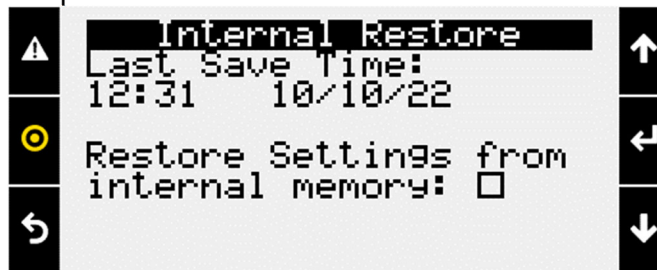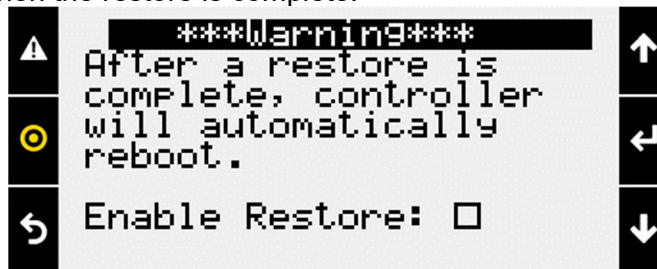   c. Press the Up/Down arrow keys to put a "X" in the check box.
   d. Press the Enter button to make the selection.
   e. Continue to Step 4.

3. If restoring a backup file from the controller's internal memory, scroll down to the menu shown below. Otherwise, continue to Step 4.

```
┌──┐ █████ Internal Restore █████ ┌──┐
│⚠ │ Last Save Time:              │↑ │
│  │ 12:31    10/10/22            │  │
├──┤                              ├──┤
│◉ │ Restore Settings from        │↵ │
│  │ internal memory: ☐          │  │
├──┤                              ├──┤
│↶ │                              │↓ │
└──┘                              └──┘
```

4. The controller will provide a warning message that states that the controller will automatically reboot (a.k.a. restart itself) when the restore is complete.

```
┌──┐ ███████ ***Warning*** ██████ ┌──┐
│⚠ │ After a restore is           │↑ │
│  │ complete, controller         │  │
│  │ will automatically           ├──┤
├──┤ reboot.                      │↵ │
│◉ │                              │  │
│  │                              ├──┤
├──┤ Enable Restore: ☐           │↓ │
│↶ │                              │  │
└──┘                              └──┘
```

   a. Press the Enter button to move the cursor down to the check box.
   b. Press the Up/Down arrow keys to put a "X" in the check box.
   c. Press the Enter button to begin the restore.
   d. Once the controller is done restoring, the controller will reboot itself.
   e. Once the controller powers back up, the restore is complete.