Quick start guide for rotork multi-port actuators

Publication number E177E
Date of issue 12/04

Quick Start Guide

These procedures should all be done whilst the actuator is in Local or local stop.

If the actuator has already been configured to be a mulitport skip to 3.
Login is as Rotork engineer (apply to Rotork if you don't have the password)
Set up Multiport
From this point on, you don't need to be logged in as a Rotork engineer as the user login will suffice.
Ensure logged in – user.
From the **main menu** Select '**CONFIGURATION'**
Select '**View Configuration**'
Select '**extract from actuator**', actuator settings will be extracted via IR. A message box will appear indicating what option card you have fitted, select OK and wait for the IR transfers to finish.
Scroll through to **Modbus** tab; ensure that communications settings are OK for the system. If modification required, change settings on screen and select send to update the board.
Scroll through to **Option – BUS mk2 page 1**.
The following settings should not be changed from their default values:
MIT = 0 seconds
Positioner Minimum = 0
Positioner Maximum = 100

The other settings can be modified as required, but for optimum positioning the deadband and hysteresis should remain the same value, the following indicates sensible values for deadband and hysteresis for the number of ports selected:
10 ports – 2%
9 ports – 2%
8 ports to 2 ports - 5%
If changes made, send settings.
Scroll through to **Option – BUS mk2 page 2**, set features as required and send setting if changes made.
Scroll through to **Multiport**. Set up page as required and send settings.
Hand-wind the Actuator to position the valve at the Home port – remembering which direction (clockwise / anti-clockwise) that the actuator was wound.
Select the '**Set position to 0% (home)**' button.
Press the **Misc** button until the set up page for the direction hand wound at point 10 is shown.
Press the button marked '**1**' – the PDA will access the actuator to extract the current position, this position will appear in the edit box located to the left of the '**1**' button.

Hand wind in the same direction to the next port. NB it is important to hand wind in only one direction, if the position is over shot the valve will have to be wound all the way round again (if unidirectional) or wound in the opposite direction then back in the original direction.

Press the button marked with the next port number – the PDA will access the actuator to extract the current position, this position will appear in the edit box located to the left of the button.

Repeat 15 to 16 until all ports have been set.

Select '**Send'** to send the port position information to the Multiport module.

If the valve is bi-directional, the opposite direction ports will require setting also. Press the **Misc/clockwise/anti-clockwise**' button until the appropriate page is displayed. Hand wind to each port in the second direction, selecting the appropriate button at the port positions. Once all ports have been set, select '**Send**' to send the settings to the Multiport module.