

PAC 3900 X

EN

OPERATING MANUAL
LOCAL AIR CONDITIONER



 **TROTEC**

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Symbols



Danger

This symbol indicates dangers to the life and health of persons due to extremely flammable gas.



Warning of electrical voltage

This symbol indicates dangers to the life and health of persons due to electrical voltage.



Warning

This signal word indicates a hazard with an average risk level which, if not avoided, can result in serious injury or death.



Caution

This signal word indicates a hazard with a low risk level which, if not avoided, can result in minor or moderate injury.

Note

This signal word indicates important information (e.g. material damage), but does not indicate hazards.



Info

Information marked with this symbol helps you to carry out your tasks quickly and safely.



Follow the manual

Information marked with this symbol indicates that the operating manual must be observed.

You can download the current version of the operating manual and the EU declaration of conformity via the following link:



PAC 3900 X



<https://hub.trotec.com/?id=41936>

Safety

Read this manual carefully before starting or using the device. Always store the manual in the immediate vicinity of the device or its site of use.



Warning

Read all safety warnings and all instructions.

Failure to follow the warnings and instructions may result in electric shock, fire and/or serious injury.

Save all warnings and instructions for future reference.

This appliance can be used by children aged from 8 years and above and persons with reduced physical, sensory or mental capabilities or lack of experience and knowledge if they have been given supervision or instruction concerning use of the appliance in a safe way and understand the hazards involved.

Children shall not play with the appliance. Cleaning and user maintenance shall not be made by children without supervision.

- Do not use the device in potentially explosive rooms or areas and do not install it there.
- Do not use the device in aggressive atmosphere.
- Only put up the device in an upright, stable position on firm ground.
- Let the device dry out after a wet clean. Do not operate it when wet.
- Do not use the device with wet or damp hands.
- Do not expose the device to directly squirting water.
- Never insert any objects or limbs into the device.
- Do not cover the device during operation.
- Do not sit on the device.
- This appliance is not a toy. Keep away from children and animals.
- Check accessories and connection parts for possible damage prior to every use of the device. Do not use any defective devices or device parts.

- Ensure that all electric cables outside of the device are protected from damage (e.g. caused by animals). Never use the device if electric cables or the power connection are damaged!
- The mains connection must correspond to the specifications in the Technical annex.
- Insert the mains plug into a properly fused mains socket.
- Observe the technical data when selecting extensions to the power cable. Completely unroll the extension cable. Avoid electrical overload.
- Before carrying out maintenance, care or repair work on the device, remove the mains plug from the mains socket. Hold onto the mains plug while doing so.
- Switch the device off and disconnect the power cable from the mains socket when the device is not in use.
- Do not under any circumstances use the device if you detect damages on the mains plug or power cable. If the power cable is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified persons in order to avoid a hazard. Defective power cables pose a serious health risk!
- When positioning the device, observe the minimum distances from walls and other objects as well as the storage and operating conditions specified in the Technical annex.
- Make sure that the air inlet and outlet are not obstructed.
- Do not remove any safety signs, stickers or labels from the device. Keep all safety signs, stickers and labels in legible condition.
- Make sure that the suction side is kept free of dirt and loose objects.
- Only transport the device in an upright position with an emptied condensation tray or drain hose.
- Discharge the collected condensate before transport and storage. Do not drink it. Health hazard!
- Use batteries of type AAA.
- Do not insert rechargeable batteries into the remote control.
- Never charge batteries that cannot be recharged.
- Different types of batteries and new and used batteries must not be used together.
- Insert the batteries into the battery compartment according to the correct polarity.
- Remove discharged batteries from the device. Batteries contain materials hazardous to the environment. Dispose of the batteries according to the national regulations.
- Remove the batteries from the remote control if you will not be using the device for a longer period of time.
- Never short-circuit the supply terminal in the battery compartment!
- Do not swallow batteries! If a battery is swallowed, it can cause severe internal burns within 2 hours! These burns can lead to death!
- If you think batteries might have been swallowed or otherwise entered the body, seek medical attention immediately!
- Keep new and used batteries and an open battery compartment away from children.
- If the battery compartment does not close securely, stop using the product via the remote control.



Safety warnings for devices containing flammable refrigerants

- Only position the device in rooms where potentially leaking refrigerant cannot accumulate. Unventilated rooms, in which the device is installed, operated or stored, must be built in a way to ensure that potentially leaking refrigerant cannot accumulate. This serves to avoid fire or explosion hazards resulting from an ignition of the refrigerant by an electric furnace, cooking stove or another ignition source.
- Only position the device in rooms where there is no source of ignition (e.g. open flames, an active gas appliance or an electric heater).
- Please note that the refrigerant is odourless.
- Only install the device in compliance with the national installation regulations.
- Please observe the local regulations.
- Observe the national gas regulations.
- Only install, operate and store the device in a room measuring more than 14 m².
- Store the device in a way that no mechanical damage can occur.
- Please note that the connected pipelines must not contain any sources of ignition.
- R290 is a refrigerant that complies with European environmental regulations. No part of the cooling circuit may be perforated.
- Observe the maximum refrigerant capacity in the technical data.
- Do not drill through or burn.
- Do not use any means other than those recommended by the manufacturer for accelerating the defrosting process.
- Every person working with or at the refrigerant circuit must be able to provide a certificate of qualification issued by a body accredited by the industry, demonstrating their competence in the safe use of refrigerants based on a procedure well-known in the industry.

- Service work may only be carried out in accordance with the manufacturer's specifications. If maintenance and repair work require the support of additional persons, the person trained in handling flammable refrigerants shall continuously supervise the work carried out.
- The entire refrigerant circuit is a maintenance-free, hermetically sealed system and may only be maintained or repaired by specialist companies for cooling and air-conditioning or by Trotec.

Intended use

Only use the device for cooling, ventilating and dehumidifying indoor air whilst adhering to the technical data.

Foreseeable misuse

- Do not place the device on wet or flooded ground.
- Do not place any objects, e.g. clothing, on the device.
- Do not use the device out of doors.
- Do not use the device in wet rooms (e.g. bathrooms or laundry rooms).
- Never immerse the device in water.
- Do not make any unauthorised modifications, alterations or structural changes to the device.
- Any use other than the intended use is regarded as a reasonably foreseeable misuse.

Personnel qualifications

People who use this device must:

- be aware of the dangers that occur when working with electric devices in damp areas.
- have read and understood the operating manual, especially the Safety chapter.

Maintenance tasks which require the housing to be opened must only be carried out by specialist companies for cooling and air-conditioning or by Trotec.

Safety signs and labels on the device

Note

Do not remove any safety signs, stickers or labels from the device. Keep all safety signs, stickers and labels in legible condition.



The following safety signs and labels are attached to the device:

WARNING • WARNUNG • ATTENTION

DE Das Gerät muss in einem Raum mit einer Grundfläche größer als 14 m² aufgestellt, betrieben und gelagert werden.

EN Appliance shall be installed, operated and stored in a room with floor area larger than 14 m².

FR L'appareil doit être installé, utilisé et entreposé dans une pièce avec une surface supérieure à 14 m².


Follow the manual

This symbol indicates that the operating manual must be observed.



Follow the repair manual

Disposal, maintenance and repair work of the refrigerant circuit may only be carried out in accordance with the manufacturer's specifications and by persons having a certificate of qualification. A corresponding repair manual is available from the manufacturer upon request.

!!! ACHTUNG !!!

1. Vor Inbetriebnahme MIND. 12 STUNDEN aufrecht und still stehen lassen! Das schützt den Kompressor, verlängert die Lebensdauer erheblich und verhindert so einen Verlust der Kühlleistung.
2. Das Klimagerät muss immer BESONDERS VORSICHTIG auf den Boden gestellt werden! Ansonsten können Mikrorisse in der Bodenplatte und der Kondensatwanne entstehen, was dazu führt, dass Kondenswasser auf den Boden tropft.

Für Schäden, die durch unsachgemäßen Gebrauch entstehen, übernehmen wir KEINE GEWÄHRLEISTUNG!

!!! WARNING !!!

1. Before operation, stand upright and rest for MIN 12 HOURS! This protects the compressor, greatly extending its life and preventing loss of cooling performance.
2. The air conditioner must always be placed on the floor with CAUTION! Otherwise, microcracks may form in the bottom plate and the condensate pan, causing condensation to drip onto the floor.

For damages caused by improper use, WARRANTY WILL BE NULL AND VOID!

!!! ATTENTION !!!

1. Avant la mise en service, laissez immobile en position verticale PENDANT AU MOINS 12 HEURES ! Cela protège le compresseur, prolonge sensiblement la durée de vie et évite ainsi une diminution des performances de refroidissement.
2. Le climatiseur doit toujours être posé sur le sol AVEC LES PLUS GRANDES PRÉCAUTIONS ! Sinon, des micro-fissures risquent de se former dans le socle ou le bac de récupération de l'eau de condensation, ce qui entraînerait que cette dernière coule sur le sol.

Toute utilisation incorrecte ou non conforme entraîne L'EXTINCTION DE LA GARANTIE !



Warning of electrical voltage

Work on the electrical components must only be carried out by an authorised specialist company!



Warning of electrical voltage

Before any work on the device, remove the mains plug from the mains socket!

Do not touch the mains plug with wet or damp hands. Hold onto the mains plug while pulling the power cable out of the mains socket.



Warning of electrical voltage

Risk of electric shock!

The device does not have the appropriate protection class for use in wet rooms.

There is a risk of electric shock!

Never use the device in wet rooms (e.g. in bathrooms and laundry rooms) and never immerse the device in water!



Warning

Dangers can occur at the device when it is used by untrained people in an unprofessional or improper way! Observe the personnel qualifications!



Warning

The device is not a toy and does not belong in the hands of children.



Warning

Risk of suffocation!

Do not leave the packaging lying around. Children may use it as a dangerous toy.

Note

Do not operate the device without an inserted air filter! Without the air filter, the inside of the device will be heavily contaminated. This could reduce the performance and result in damage to the device.

Residual risks



Danger

Natural refrigerant propane (R290)!

H220 – Extremely flammable gas.

H280 – Contains gas under pressure; may explode if heated.

P210 – Keep away from heat, sparks, open flames and other ignition sources. No smoking.

P377 – Leaking gas fire: Do not extinguish, unless leak can be stopped safely.

P410+P403 – Protect from sunlight. Store in a well-ventilated place.

Behaviour in the event of an emergency

1. Switch the device off.
2. Disconnect the device from the mains feed-in: Hold onto the mains plug while pulling the power cable out of the mains socket.
3. Do not reconnect a defective device to the mains.

Information about the device

Device description

The device serves the purpose of cooling the room air. It further filters and dehumidifies the air thus creating an agreeable room climate.

The unit cools the room air by withdrawing warmth. The absorbed warmth is emitted to the outside via the exhaust air hose; cooled air is fed to the installation site by means of a fan.

Accumulating condensate drips from the evaporator onto the hot condenser, there it evaporates and then is transported to the outside via the exhaust air hose.

In *ventilation* mode the device provides the opportunity of air circulation without cooling effect.

In *dehumidification* mode moisture is withdrawn from the air.

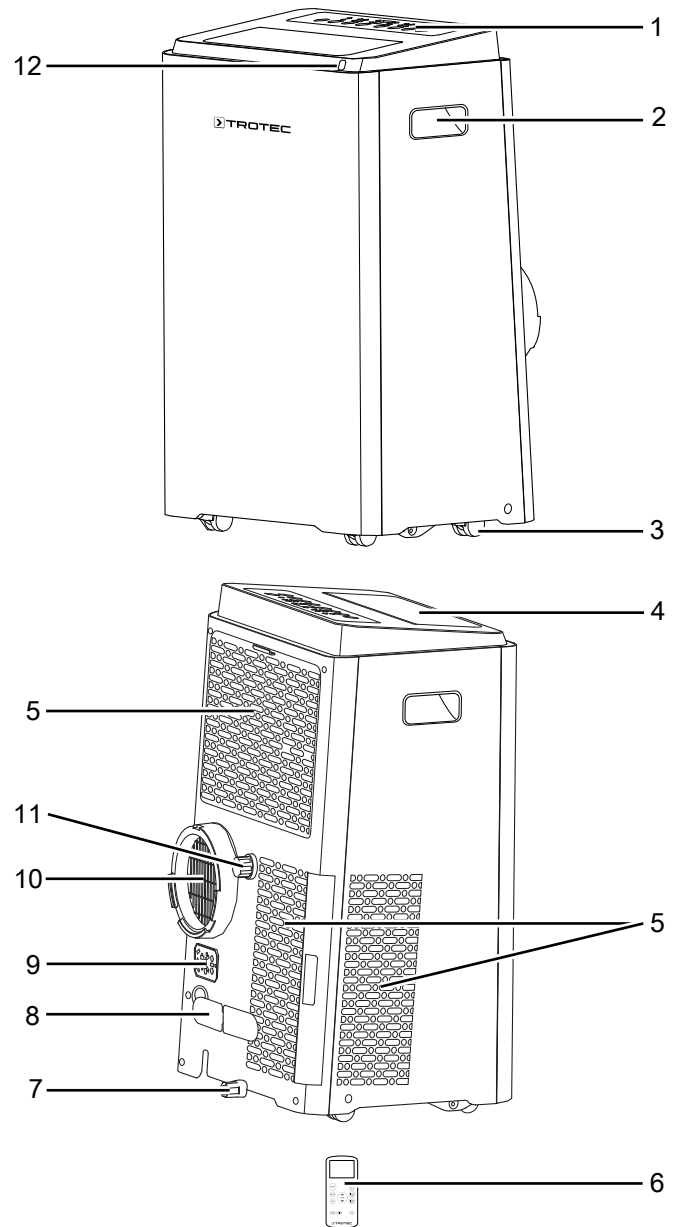
The device operates fully automatically and features a variety of further options. The device can, for instance, be switched on or off automatically with time delay via the timer function.

Operation of the device is possible either via the control panel at the device or via the supplied infrared remote control.

The device was designed for universal and flexible application.

Due to its compact dimensions it can be easily transported and used in all interior spaces.

Device depiction



No.	Designation
1	Control panel
2	Transport handle
3	Wheels
4	Air outlet
5	Air inlet with air filter
6	Remote control
7	Condensate outlet with sealing cap and rubber stopper
8	Power cable holder
9	mains plug holder
10	Exhaust air hose connection
11	Hose connector with sealing cap and rubber stopper
12	Remote control receiver

Transport and storage

Note

If you store or transport the device improperly, the device may be damaged.

Note the information regarding transport and storage of the device.

Transport

Please note that additional transport regulations might apply to devices containing flammable refrigerants. The equipment's arrangement and the maximum number of components to be transported together can be gathered from the applicable transport regulations.

To make the device easier to transport, it is fitted with wheels.

To make the device easier to transport, it is fitted with a carry handle.

Before transporting the device, observe the following:

- Switch the device off.
- Hold onto the mains plug while pulling the power cable out of the mains socket.
- Drain the remaining condensate from the device.
- Do not use the power cable to drag the device.
- Only wheel the device on firm and level surfaces.

After transporting the device, proceed as follows:

- Set up the device in an upright position after transport.
- Leave the device to rest for at least 12 hours, so the refrigerant can accumulate within the compressor. Wait 12 hours before switching the device back on! Acting contrary might lead to compressor damage and a malfunctioning device. Any warranty claims will be voided in this case.

Storage

Before storing the device, proceed as follows:

- Drain the remaining condensate from the device.
- Hold onto the mains plug while pulling the power cable out of the mains socket.

When the device is not being used, observe the following storage conditions:

- Only store the device in a room measuring more than 14 m².
- Only position the device in rooms where there is no source of ignition (e.g. open flames, an active gas appliance or an electric heater).
- Store the device in a dry location and protected from frost and heat.
- Store the device in an upright position where it is protected from dust and direct sunlight.
- If required, use a cover to protect the device from invasive dust.
- Place no further devices or objects on top of the device to prevent it from being damaged.
- Remove batteries from the remote control.

Assembly and start-up

Scope of delivery

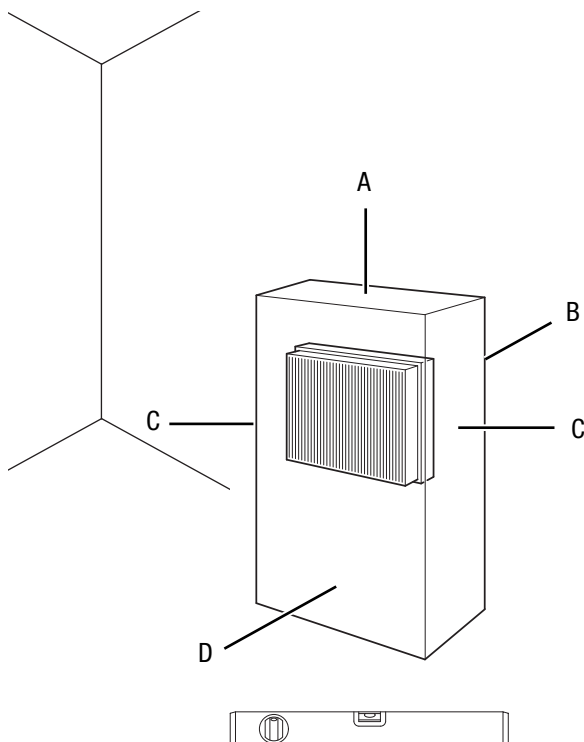
- 1 x device
- 1 x Exhaust air hose
- 1 x Hose adapter
- 1 x Hose adapter with sealing cap
- 4 x Screw
- 1 x Condensation drain hose
- 3 x Prefilter
- 1 x Power cable holder
- 1 x Remote control
- 1 x Manual

Unpacking the device

1. Open the cardboard box and take the device out.
2. Completely remove the packaging.
3. Fully unwind the power cable. Make sure that the power cable is not damaged and that you do not damage it during unwinding.

Start-up

When positioning the device, observe the minimum distance from walls or other objects as described in the Technical data chapter.



- Only position the device in rooms where potentially leaking refrigerant cannot accumulate.
- Only position the device in rooms where there is no source of ignition (e.g. open flames, an active gas appliance or an electric heater).
- Before restarting the device, check the condition of the power cable. If there are doubts as to the sound condition, contact the customer service.
- Only put up the device in an upright, stable position on firm ground.
- Do not create tripping hazards when laying the power cable or other electric cables, especially when positioning the device in the middle of the room. Use cable bridges.
- Make sure that extension cables are completely unrolled.
- Keep air inlets and outlets as well as the exhaust air hose connection free.
- Make sure that no curtains or other objects interfere with the air flow.

Inserting batteries into the remote control



Warning of electrical voltage

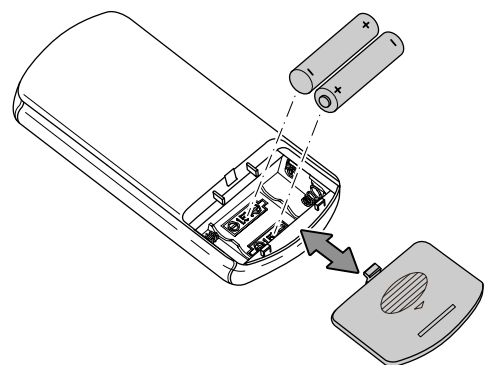
Do not touch the battery compartment with wet or damp hands.

Note

Do not use rechargeable batteries! Observe the Technical data for start-up.

Please proceed as follows to insert or exchange the batteries:

1. Press the upper part on the back of the remote control and pull the battery cover off the remote control.
2. Insert two batteries into the battery compartment according to the correct polarity.
3. Slide the battery cover back onto the remote control.

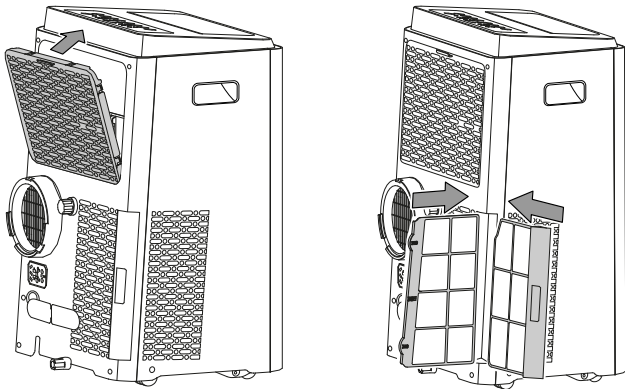


Inserting the air filter

Note

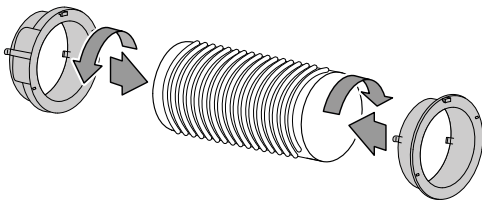
Do not operate the device without an inserted air filter! Without the air filter, the inside of the device will be heavily contaminated. This could reduce the performance and result in damage to the device.

- Make sure that the air filters are installed before switching the device on. All in all, the device comes equipped with 3 air filters at the air inlets (5).

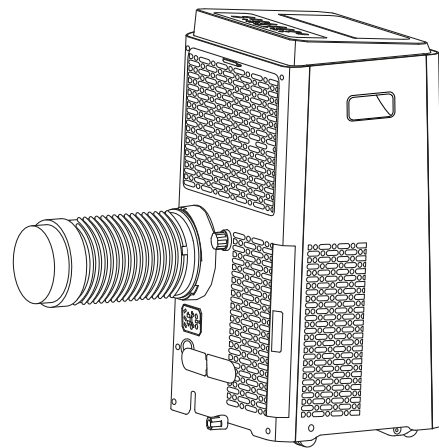
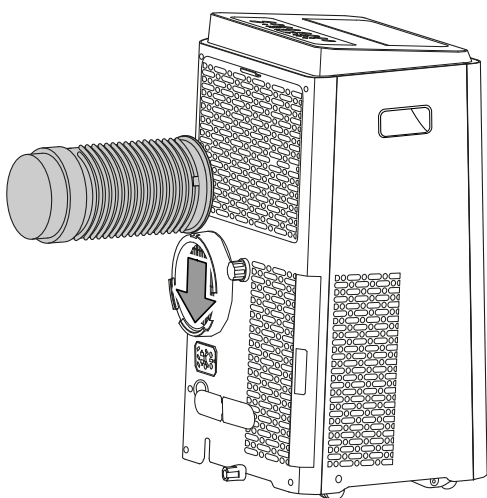


Connecting the exhaust air hose

1. Connect the hose adapters to one end of the exhaust air hose each.



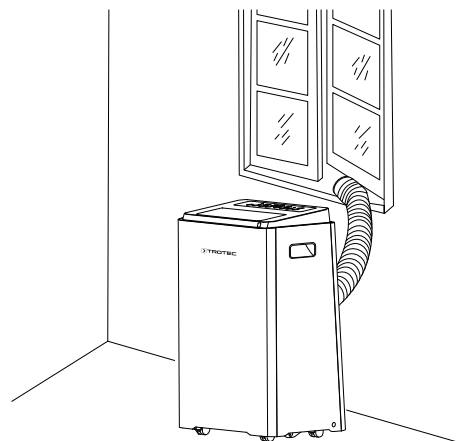
2. Connect the suitable end of the exhaust air hose to the exhaust air hose connection (10) located at the device.



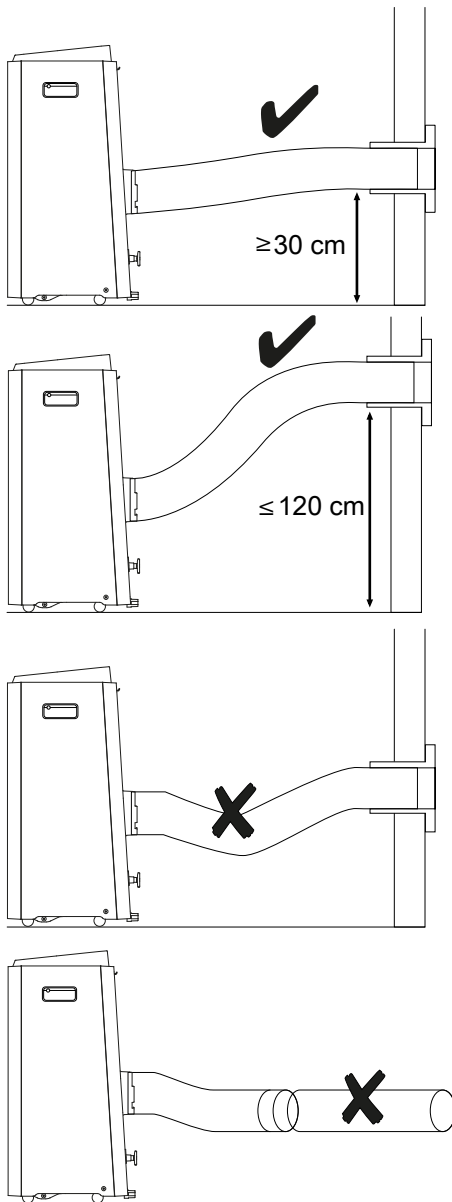
Discharging exhaust air

- The exhaust air coming from the device contains waste heat from the room to be cooled. For this reason it is recommended to discharge the exhaust air to the outside.
 - The end of the exhaust air hose can be fed through the open window. If required, secure the open window with the corresponding means, so that the end of the exhaust air hose cannot shift.
 - The end of the exhaust air hose can also be hooked into a tilted window.
- For this purpose, we recommend using a window seal (optional).
- Install the exhaust air hose inclined with the air direction.
 - The connected hose must not contain any source of ignition.

Example with exhaust air hose:



For installing the exhaust air hose please observe the following:



- Avoid kinks in the exhaust air hose. Kinks and bends would lead to an accumulation of emitted humid air causing the device to overheat and shut down.
- The dimensions of the exhaust air hose were especially made to fit the device. Do not replace or extend the hose. This could cause a malfunction of the device.

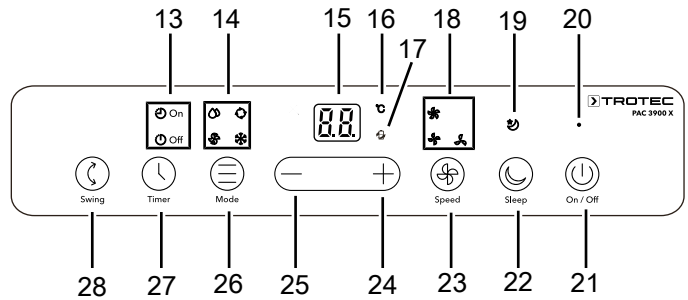
Connecting the power cable

- Insert the mains plug into a properly fused mains socket.

Operation

- Avoid open doors and windows.

Operating elements



No.	Designation	Meaning
13	Timer LEDs	Illuminated when the <i>timer</i> is activated.
14	Operating mode LEDs	Indicates the selected operating mode: * = <i>Cool</i> = cooling ∞ = <i>Dry</i> = dehumidification ⚙ = <i>Fan</i> = ventilation ⌚ = <i>Auto</i> = automatic operation
15	Segment display	Indication of the current room temperature Indication of the target temperature Indication of the number of hours during timer programming Indication of the error code, see chapter Errors and faults
16	Degrees Celsius LED	Illuminated when display of <i>degrees Celsius</i> is enabled.
17	Energy saving mode LED	Illuminated when <i>energy saving mode</i> is activated
18	Fan speed LEDs	Fan speed indication: Automatic stage ⚙ = Stage 1 = low ⚙ = Stage 2 = high ⚙ = Stage 3 = maximum
19	Sleep LED	<i>Night mode</i> indication
20	On / Off LED	Illuminated during standby and ongoing operation
21	On / Off button	Switching the device on or off
22	Sleep button	For switching <i>night mode</i> on or off
23	Speed button	Setting the fan speed
24	Increase value button	For increasing the target temperature (17 °C to 30 °C) for cooling
25	Decrease value button	For reducing the target temperature (17 °C to 30 °C) for cooling

No.	Designation	Meaning
26	Mode button	Selecting the operating mode: <i>Cooling</i> <i>dehumidification</i> <i>Ventilation</i> <i>Automatic operation</i>
27	Timer button	<i>Automatic switch-on</i> timer function in increments of 0.5 hours (0.5 h to 10 h) or in increments of 1 hour (10 h to 24 h) <i>Automatic switch-off</i> timer function in increments of 0.5 hours (0.5 h to 10 h) or in increments of 1 hour (10 h to 24 h)
28	Swing button	Switching the swing function on or off



Warning of electrical voltage

Risk of electric shock!

The device does not have the appropriate protection class for use in wet rooms.

There is a risk of electric shock!

Never use the device in wet rooms (e.g. in bathrooms and laundry rooms) and never immerse the device in water!



Info

An acoustic signal is emitted each time a setting is activated.

Switching the device on

1. Allow the device to rest for a time.
2. Once you have completely installed the device as described in the Start-up chapter, you can switch it on.
3. Press the *On / Off* button (21).
⇒ The device will be switched on in *cooling* mode.
4. Select the desired operating mode.

The device automatically deactivates the operating modes *cooling* and *dehumidification* when the condensation tray is full. The segment display shows P1 and acoustic signal is emitted eight times.

Setting the operating mode

The device has the following operating modes:

- Cooling
- dehumidification
- Ventilation
- Automatic operation

Cooling

In *cooling* mode the room will be cooled down to the desired target temperature.

1. Press the *Mode* button (26) until the *Cool* LED (14) is illuminated.
⇒ *Cooling* mode is selected.
⇒ The target temperature is indicated on the segment display (15).
2. Select the desired target temperature by use of the *Decrease value* (25) or *Increase value* (24) button. Temperatures between 17 °C and 30 °C can be selected.
⇒ The desired target temperature is indicated on the segment display (15).

Dehumidification

In *dehumidification* mode the humidity level in the room is reduced.

The temperature cannot be adjusted and the fan runs at the lowest speed level.



Info

Remove the exhaust air hose during *dehumidification*, otherwise the performance will be insufficient.

1. Press the *Mode* button (26) until the *Dry* LED (14) is illuminated.
⇒ *Dehumidification* mode is selected.
⇒ The current room temperature is indicated on the segment display (15).
⇒ The temperature and the fan stage (stage 1) are preset in this operating mode and cannot be changed.



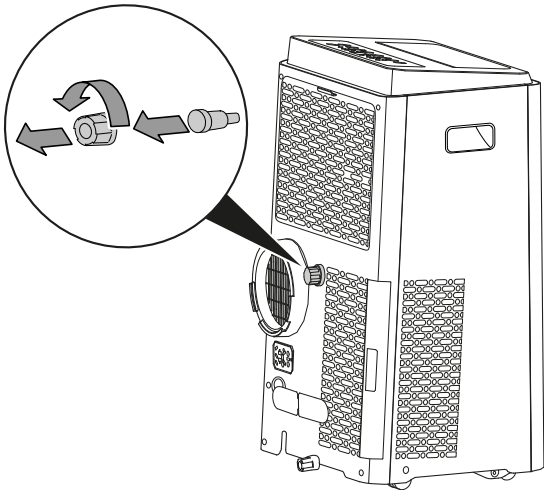
Info

If the device is operated in a very humid environment, the accumulating condensate must be discharged at regular intervals (see Condensate discharge).

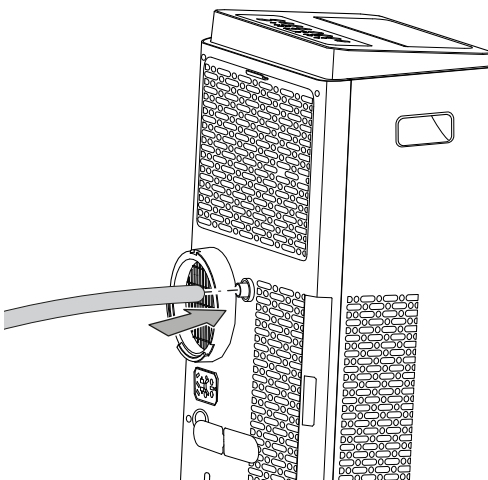
Connecting the condensation drain hose

If you use the device for an extended period of time or you don't want to empty the tank all the time, you can connect a condensation drain hose to the hose connection.

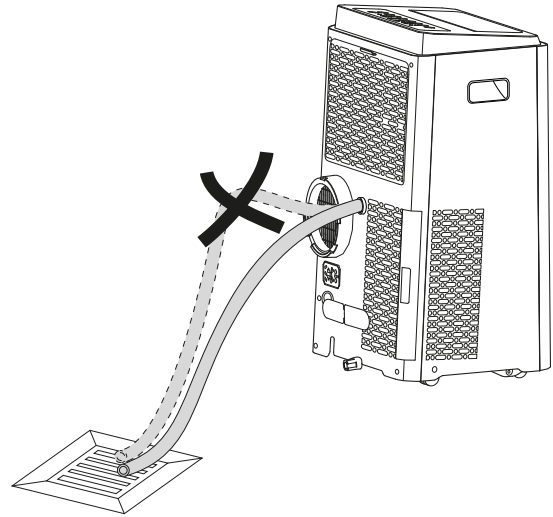
- ✓ The device is switched off.
- ✓ The device is disconnected from the mains.
- 1. Carefully transport or wheel the device to a suitable location for discharging the condensate (e.g. a drain) or position a suitable collection container under the condensate outlet.
- 2. Unscrew the sealing cap counter-clockwise from the hose connection (11).
- 3. Remove the rubber stopper from the hose connection.



- 4. Keep sealing cap and rubber stopper for later use.
- 5. Connect the condensation drain hose to the hose connection (11).



- 6. Guide the other hose end to a suitable drain or sufficiently dimensioned collection container. To ensure that the condensate can run off, the condensation drain hose must not be kinked, nor should it have to overcome an uphill incline towards the drain.



Ventilation



Info

Remove the exhaust air hose during *ventilation*.

In *ventilation* mode the room air is circulated, but not cooled.

- 1. Press the *Mode* button (26) until the *Fan* LED (14) is illuminated.
 - ⇒ *Ventilation* mode is selected.
 - ⇒ The current room temperature is indicated on the segment display (15).
- 2. Press the *Speed* button (23) to set the desired fan stage.
 - ⇒ The *fan speed* LED (18) indicates the selected fan stage. When the automatic stage is activated, none of the *fan speed* LEDs (18) is illuminated.
 - ⇒ The *Fan* LED (14) will be illuminated to indicate *ventilation* mode.

Automatic operation

In *automatic operation* mode the *cooling* or *ventilation* process will be regulated depending on the ambient temperature and the target temperature.

1. Press the *Mode* button (26) until the *Auto* LED (14) is illuminated.
 - ⇒ If the difference between the ambient and target temperature is ≥ 2 °C, the device automatically switches over to cooling operation. The LEDs *Auto* (14), *Cool* (14), *On / Off* (20) and possibly *Degrees Celsius* (16) are illuminated. When combining automatic and cooling operation, the fan speed is regulated automatically.
 - ⇒ If the difference between the ambient and target temperature is < 2 °C, the device automatically switches over to fan operation. The LEDs *Auto* (14), *Fan* (14) and possibly *Degrees Celsius* (16) are illuminated. When combining automatic and fan operation, the fan speed is regulated automatically.

Setting the timer

The timer has two modes of operation:

- automatic switch-on upon expiry of a preset number of hours.
- automatic switch-off upon expiry of a preset number of hours.

This setting can be made at the device or using the remote control.

Automatic switch-on and *automatic switch-off* may be enabled at the same time. The *timer* LEDs (13) on the control panel will then be illuminated simultaneously. When using the remote control for setting, *Timer On* and *Timer Off* (35) will additionally be shown on the display (30) simultaneously.

The function can be set in all operating modes and also during stand-by.

The number of hours can be set in increments of 0.5 hours (0.5 h to 10 h) or in increments of 1 hour (10 h to 24 h).

Note

The device must not be left unattended in a freely accessible room with an activated timer.

Automatic switch-on

- ✓ The device is switched off.
- 1. Press the *Timer* button (27) until the *Timer On* LED (13) is illuminated.
- 2. Set the desired number of hours by use of the *Increase value* (24) and *Decrease value* (25) buttons.
 - ⇒ The number of hours will be indicated on the segment display (15) for approx. 5 s.
 - ⇒ The timer setting equals the desired number of hours.
 - ⇒ After the predefined time, the device switches itself on.

Notes regarding automatic switch-on:

- If the device is disconnected from the power supply, all settings for automatic switch-on are deleted.
- Manually switching the device on disables the automatic switch-on function.
- If you select **0** hours, the timer will be off.

Automatic switch-off

- ✓ The device is switched on.
- 1. Press the *Timer* button (27) until the *Timer Off* LED (13) is illuminated.
- 2. Set the desired number of hours by use of the *Increase value* (24) and *Decrease value* (25) buttons.
 - ⇒ The number of hours will be indicated on the segment display (15) for approx. 5 s.
 - ⇒ The timer setting equals the desired number of hours.
 - ⇒ After the predefined time, the device switches itself off.

Notes regarding automatic switch-off:

- Pressing the *On / Off* button (21) deactivates the automatic switch-off function.

Night mode

Night mode can be activated in *cooling* mode and during *automatic operation*.

Night mode comes with the following settings:

- After 1 hour the preset temperature is increased by 1 °C. After another 30 minutes the preset temperature will again be increased by 1 °C. Then the temperature is kept constant for 7 hours before the device sets the original temperature automatically.
- In *automatic* mode, the fan speed is preset to the lowest stage and cannot be adjusted. In *cooling* mode, the fan speed can be changed, which disables night mode.

To activate night mode, please proceed as follows:

1. Select *cooling* mode or *automatic operation*.
2. Press the *Sleep* button (22).
 - ⇒ The *Operating mode* (14) and *Sleep* LEDs (19) light up.
3. In order to switch the night mode off, press the *Sleep* button (22) once again.
 - ⇒ The *sleep* LED (19) turns off.
 - ⇒ The selected operating mode remains active.

Swing function

The swing function can be switched on in any operating mode if required.

By means of the swing function, the air outlet (4) is moved automatically and thus ensures continuous air circulation.

1. Press the *Swing* button (28).
 ⇒ The ventilation flaps move up and down continuously.
2. Press the *Swing* button (28) again to stop the ventilation flaps in a certain position and to switch off the swing function.

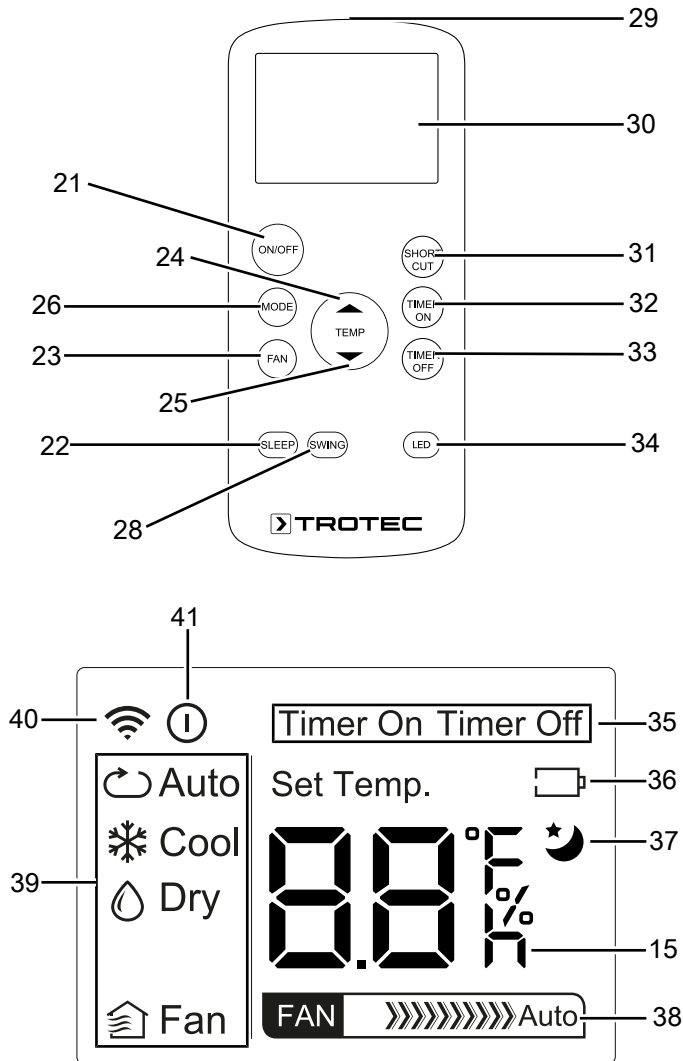
Operation with the remote control

All settings of the device can also be made using the remote control included in the scope of delivery.



Info

After a longer period of non-use, the remote control will switch to standby mode. Standby mode can be terminated by pressing the *ON / OFF* button (21) on the remote control. The device automatically uses the current settings entered via the remote control.



No.	Designation	Meaning
15	Segment display	Indication of the current room temperature Indication of the target temperature Indication of the number of hours during timer programming Indication of preferred settings °C indication
21	<i>ON / OFF</i> button	Switching the device on or off
22	<i>SLEEP</i> button	For switching <i>night mode</i> on or off
23	<i>FAN</i> button	Setting the fan speed
24	Increase value button	For increasing the target temperature (17 °C to 30 °C) for cooling
25	Decrease value button	For reducing the target temperature (17 °C to 30 °C) for cooling
26	<i>MODE</i> button	Selecting the operating mode: <i>Automatic operation</i> <i>Cooling</i> <i>dehumidification</i> <i>Ventilation</i>
28	<i>SWING</i> button	Switching the swing function on or off
29	Remote control transmitter/receiver	For infrared transmission to the device
30	Display	Indication of different device functions
31	<i>SHORT CUT</i> button	For saving the preferred settings For returning to the previous setting
32	<i>TIMER ON</i> button	<i>Automatic switch-on</i> timer function in increments of 0.5 hours (0 to 10 h) or in increments of 1 hour (10 to 24 h)
33	<i>TIMER OFF</i> button	<i>Automatic switch-off</i> timer function in increments of 0.5 hours (0 to 10 h) or in increments of 1 hour (10 to 24 h)
34	<i>LED</i> button	Switching the LEDs on the control panel on or off
35	<i>Timer On / Off</i> indication	Displayed for automatic switch-on/-off with programmed timer
36	<i>Battery</i> indication	Display of the battery charge
37	<i>Night mode</i> indication	Displayed when <i>night mode</i> is activated.
38	<i>Fan</i> indication	Indicates the fan stage
39	Operating mode indication	Indicates the selected operating mode: <i>Cool</i> = cooling <i>Dry</i> = dehumidification <i>Fan</i> = ventilation <i>Auto</i> = automatic operation
40	<i>Transmission</i> indication	Displayed during communication between device and remote control.
41	<i>Standby</i> indication	Displayed when the remote control is in standby mode.

Switching the LEDs on the control panel on or off

The control panel illumination at the devices can be switched on and off.

This setting can only be made using the remote control.

1. Press the *LED* button (34).
 - ⇒ The LEDs and the segment display (15) on the control panel will be switched off.
 - ⇒ The device continues to run with the selected settings.
2. Press the *LED* button (34) again.
 - ⇒ The LEDs and the segment display (15) on the control panel will be switched back on.

Saving preferred settings

You can save your preferred settings and return to the previous setting.

This setting can only be made using the remote control.

1. Press the *SHORT CUT* button (31) for 2 s.
 - ⇒ The display (30) goes blank for 1 s.
 - ⇒ The current settings including operating mode, target temperature, fan stage and night mode (if activated) will be saved.
2. Press the *SHORT CUT* button (31) for 1 s.
 - ⇒ The display (30) goes blank for 1 s.
 - ⇒ The device returns to the previous setting including operating mode, target temperature, fan stage and night mode (if activated).
3. In order to delete the settings, press the *SHORT CUT* button (31) again for 2 s.
 - ⇒ The display (30) goes blank for 1 s.
 - ⇒ The settings are now deleted.

Memory function

After a power failure during operation the device will automatically be switched back on. The chosen operating mode settings will be saved, a possibly programmed timer will not.

All the chosen settings (incl. timer) remain saved on the remote control. As soon as the device receives an input from the remote control, the settings will be transmitted from the remote control to the device.

The compressor may start up with a delay of 3 min, as it is provided with an internal protection against direct restart.

Energy saving

Upon reaching the preselected target temperature compressor and fan will be switched off automatically in order to reduce the power consumption. The *Energy saving mode* LED (17) is illuminated.

Once the preselected target temperature is exceeded, compressor and fan switch back on.

Shutdown



Warning of electrical voltage

Do not touch the mains plug with wet or damp hands.

- Switch off the device.
- Hold onto the mains plug while pulling the power cable out of the mains socket.
- Empty the condensation tray if necessary.
- If necessary, remove the condensation drain hose and any residual fluid from it.
- Clean the device according to the Maintenance chapter.
- Store the device according to the Transport and storage chapter.

Errors and faults

The device has been checked for proper functioning several times during production. If malfunctions occur nonetheless, check the device according to the following list.

The device does not start:

- Check the power connection.
- Check the power cable and mains plug for damage. If you notice damages, do not try to take the device back into operation.

If the supply cord is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified persons in order to avoid a hazard.

- Check the on-site fusing.
- Observe the operating temperature according to the chapter Technical annex.
- Wait for 10 minutes before restarting the device. If the device is not starting, have the electricians checked by a specialist company or by Trotec.

The device works with reduced or no cooling capacity:

- Check whether *cooling* mode is selected.
- Check the proper fit of the exhaust air hose. In case of kinks, bends or blockage in the hose, exhaust air cannot be discharged. Clear the way for the exhaust air.
- Check the position of the ventilation flaps. They must be opened to the maximum.
- Check the air filter(s) for dirt. If necessary, clean or replace the air filter(s).
- Check the minimum distance to walls or other objects. Position the device a little more in the room's centre if required.
- Check whether any windows and/or doors of the room are open. If so, close them. One window has to remain open for the exhaust air hose nonetheless.
- Check the temperature setting at the device. Reduce the set temperature if it is higher than the room temperature.

The device is loud or vibrates:

- Check whether the device is set up in a stable and upright position.

Condensate is leaking:

- Check the device for leaks.

The compressor does not start:

- Check whether the overheating protection of the compressor has tripped. Disconnect the device from the mains and let it cool down for approx. 10 minutes before reconnecting it.
- Check whether the ambient temperature equals the target temperature (in *cooling* mode). The compressor will not switch on unless the respective temperature is reached.

- The compressor may start up with a delay of 3 minutes, as it is provided with an internal protection against direct restart.

The device gets very warm, is loud or is losing performance:

- Check the air inlets and air filters for dirt. Remove external dirt.
- From the outside, check the device for dirt (see chapter Maintenance). If the inside of the device is dirty, have it cleaned by a specialist company for cooling and air-conditioning or by Trotec.

The device does not respond to the infrared remote control:

- Check whether the distance between remote control and device is too large and reduce it if necessary.
- Make sure there are no obstacles, such as furniture or walls, between the device and the remote control. Ensure visual contact between device and remote control.
- Check the charging status of the batteries and change them if required.
- If the batteries have just been changed, check them for correct polarity.
- Check whether the remote control is still in standby mode. Standby mode can be terminated by pressing the *On / Off* button (21) on the remote control.

Note

Wait for at least 3 minutes after maintenance and repair work. Only then switch the device back on.

The device still does not operate correctly after these checks:

Please contact the customer service. If necessary, bring the device to a specialist company for cooling and air-conditioning or to Trotec for repair.

Error codes

The following error messages can be displayed on the segment display (15):

Error code	Cause	Remedy
E1	Error at the room temperature sensor	Disconnect the device briefly from the mains.
E2	Error at the evaporator temperature sensor	Should the error still be displayed after the restart, please contact the customer service.
E3	Error at the condenser temperature sensor	
E4	Error at the control panel	
P1	Condensation tank full	Empty the condensation tank. Should the error still be displayed, please contact the customer service.

If several errors occur simultaneously, the device displays the error code with the highest priority.

Maintenance

Maintenance intervals

Maintenance and care interval	before every start-up	as needed	at least every 2 weeks	at least every 4 weeks	at least every 6 months	at least annually
Check air inlets and outlets for dirt and foreign objects and clean if necessary	X			X		
Clean the exterior		X				X
Visually check the inside of the device for dirt		X				X
Check the air filter for dirt and foreign objects and clean or replace if necessary	X		X			
Replace the air filter		X				
Check for damage	X					
Check the attachment screws		X				X
Test run						X
Empty the condensation tray and drain hose		X				

Maintenance and care log

Device type:

Device number:

Maintenance and care interval	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Check air inlets and outlets for dirt and foreign objects and clean if necessary																
Check air inlets and outlets for dirt and foreign objects and clean if necessary																
Clean the exterior																
Visually check the inside of the device for dirt																
Replace the air filter																
Check the attachment screws																
Test run																
Empty the condensation tray and drain hose																
Comments																

1. Date:	2. Date:	3. Date:	4. Date:
Signature:	Signature:	Signature:	Signature:
5. Date:	6. Date:	7. Date:	8. Date:
Signature:	Signature:	Signature:	Signature:
9. Date:	10. Date:	11. Date:	12. Date:
Signature:	Signature:	Signature:	Signature:
13. Date:	14. Date:	15. Date:	16. Date:
Signature:	Signature:	Signature:	Signature:

Activities required before starting maintenance



Warning of electrical voltage

Do not touch the mains plug with wet or damp hands.

- Switch the device off.
- Hold onto the mains plug while pulling the power cable out of the mains socket.



Warning of electrical voltage

Tasks which require the device to be opened must only be carried out by authorised specialist companies or by Trotec.

Refrigerant circuit



Danger

Natural refrigerant propane (R290)!

H220 – Extremely flammable gas.

H280 – Contains gas under pressure; may explode if heated.

P210 – Keep away from heat, sparks, open flames and other ignition sources. No smoking.

P377 – Leaking gas fire: Do not extinguish, unless leak can be stopped safely.

P410+P403 – Protect from sunlight. Store in a well-ventilated place.

- The entire refrigerant circuit is a maintenance-free, hermetically sealed system and may only be maintained or repaired by specialist companies for cooling and air-conditioning or by Trotec.

Safety signs and labels on the device

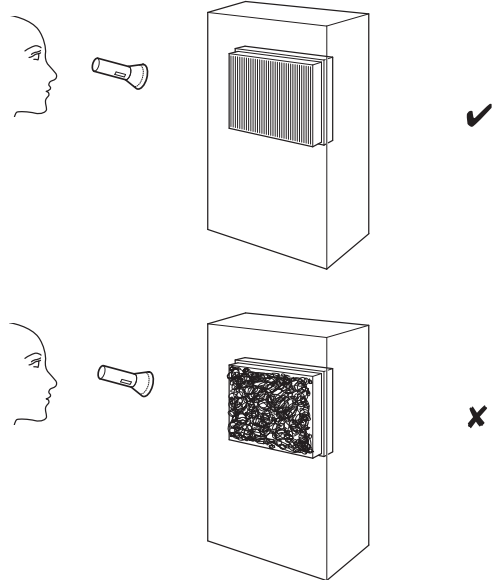
Check the safety signs and labels attached to the device at regular intervals. Replace illegible safety signs!

Cleaning the housing

Clean the housing with a soft, damp and lint-free cloth. Make sure that no moisture enters the housing. Protect electrical components from moisture. Do not use any aggressive cleaning agents such as cleaning sprays, solvents, alcohol-based or abrasive cleaners to dampen the cloth.

Visual inspection of the inside of the device for dirt

1. Remove the air filter.
2. Use a torch to illuminate the openings of the device.
3. Check the inside of the device for dirt.
4. If you see a thick layer of dust, have the inside of the device cleaned by a specialist company for cooling and air-conditioning or by Trotec.
5. Put the air filter back in.



Cleaning the air filter

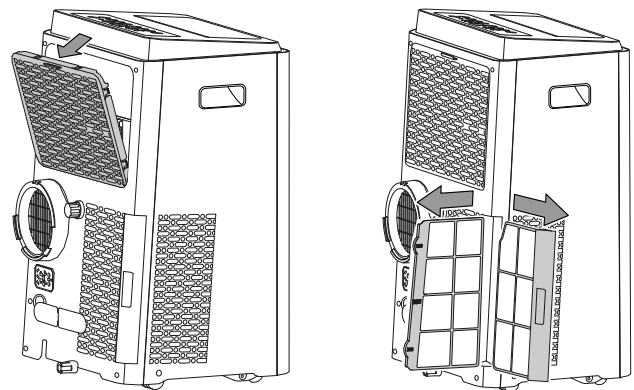
The air filters have to be cleaned as soon as they are dirty. This is brought to light e.g. by a reduced capacity (see chapter Errors and faults).



Warning

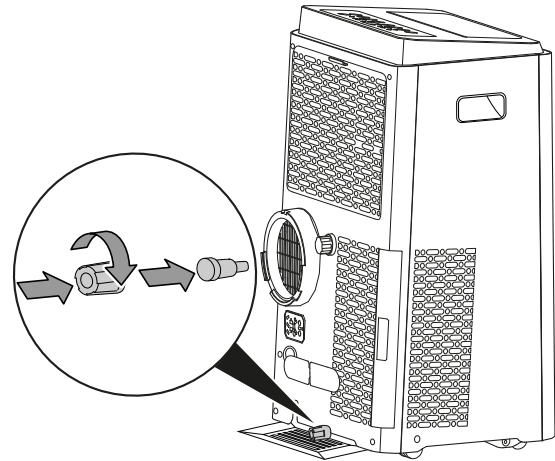
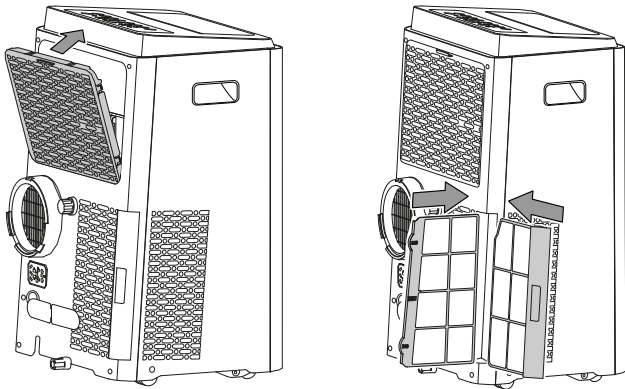
Ensure that the air filters are neither worn nor damaged. The corners and edges of the air filters must not be deformed or rounded. Before reinserting the air filters, make sure that they are undamaged and dry!

1. Remove the air filters from the device.



2. Clean the filters using a slightly damp, soft, lint-free cloth. If the filters are heavily contaminated, clean them with warm water mixed with a neutral cleaning agent.
3. Allow the filters to dry completely. Do not put any wet filters into the device!
4. Reinsert the air filters into the device.

3. Drain the condensate.
4. Reinsert the rubber stopper in the condensate outlet and reattach the sealing cap. Ensure the tight fit of the rubber stopper, for otherwise there might be uncontrolled water leakage.



Condensate discharge (manual draining)

In *cooling* and *dehumidification* mode condensate is formed, which is mostly discharged via the exhaust air.

The remaining condensate is collected in a container within the housing. The condensate ought to be drained regularly.

If too much condensate accumulates, the device switches off and indicates this via the P1 error code on the segment display (15).

1. Carefully transport or wheel the device to a suitable location for discharging the condensate (e.g. a drain) or position a suitable collection container under the condensate outlet.
2. Remove sealing cap and rubber stopper from the condensate outlet.

⇒ The P1 error code on the segment display (15) will disappear as soon as the condensate has been drained.

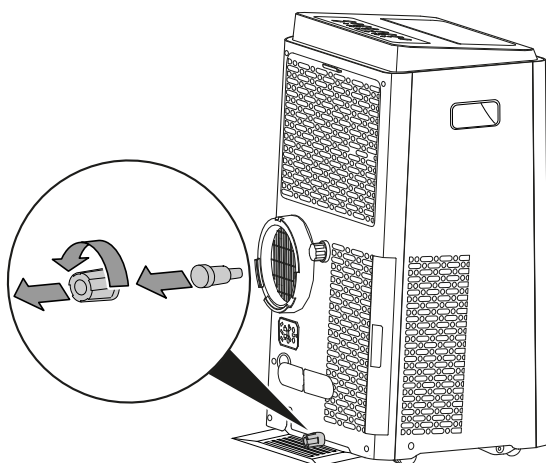
Activities required after maintenance

If you want to continue using the device:

- Leave the device to rest for at least 12 hours, so the refrigerant can accumulate within the compressor. Wait 12 hours before switching the device back on! Acting contrary might lead to compressor damage and a malfunctioning device. Any warranty claims will be voided in this case.
- Reconnect the device to the mains.


If you do not intend to use the device for a considerable time:

- Store the device according to the Transport and storage chapter.

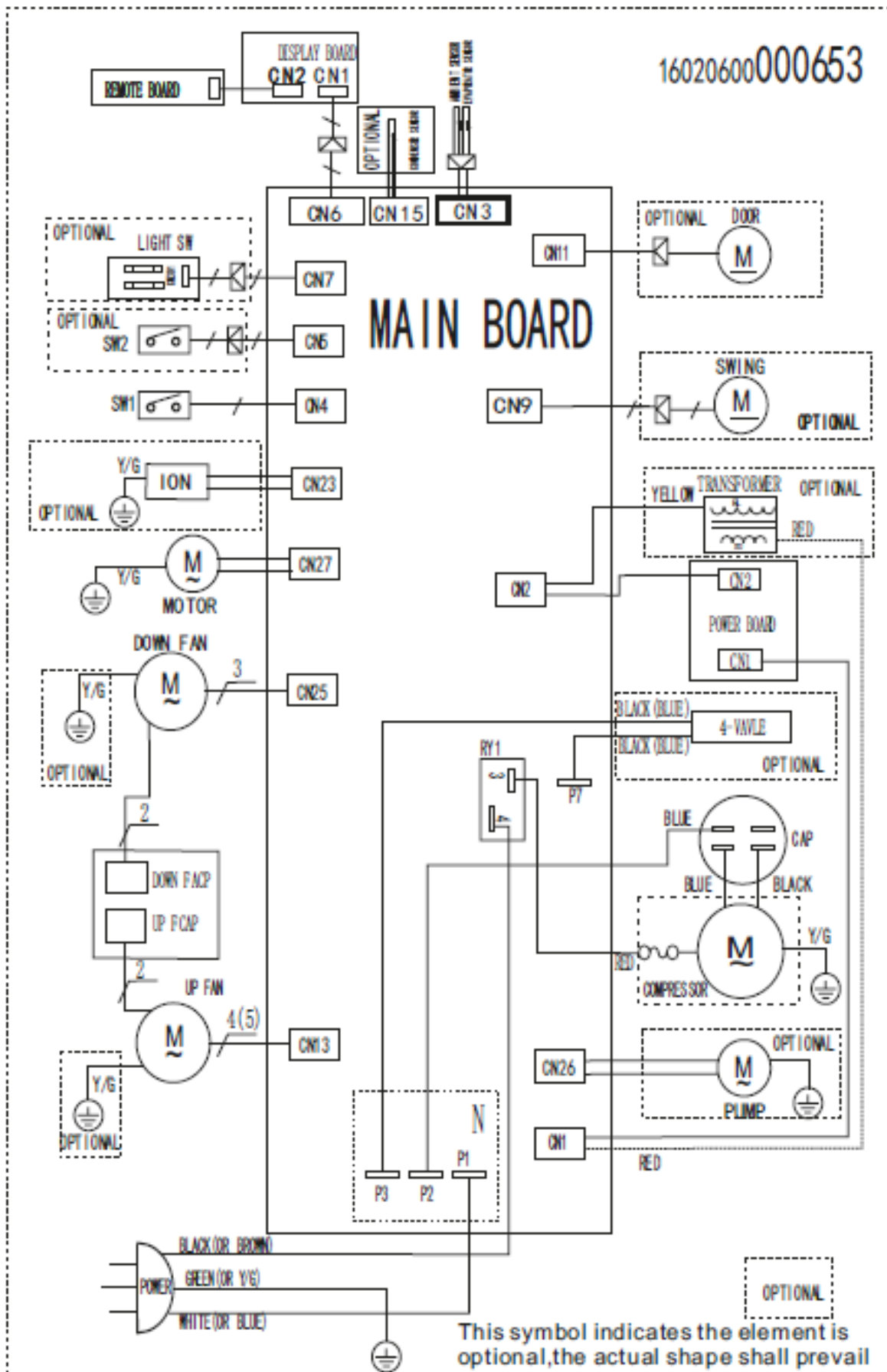


Technical annex

Technical data

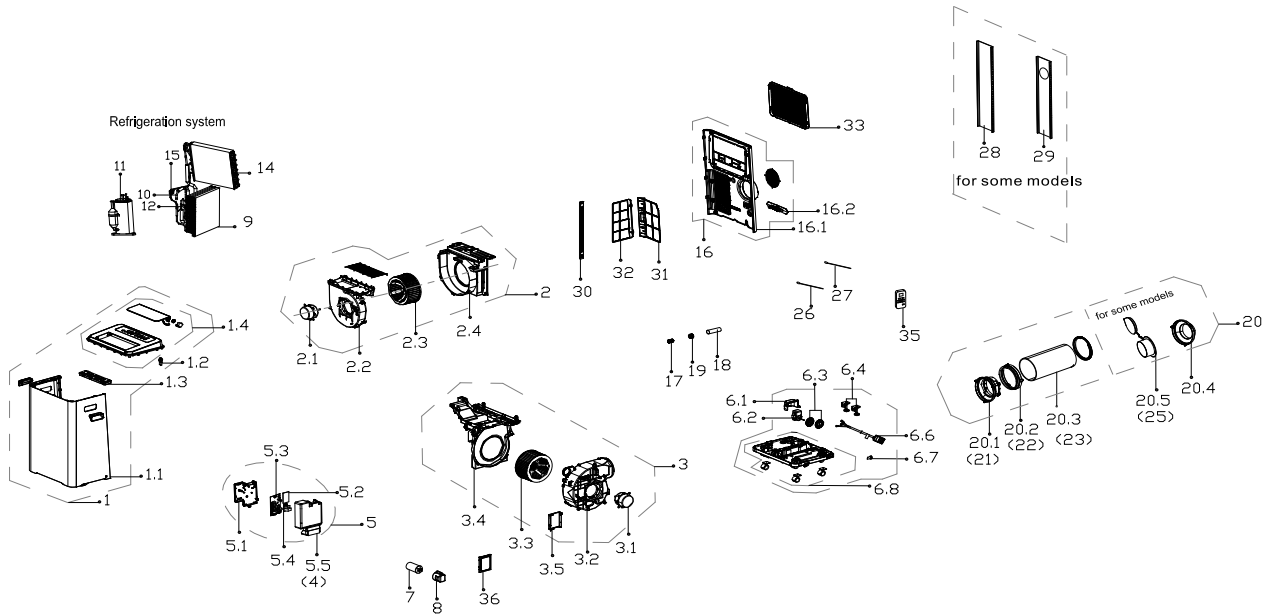
Model	PAC 3900 X
Cooling capacity	3.9 kW
Dehumidification performance	3.71 l/h
Operating temperature	17 °C to 35 °C
Temperature setting range	17 °C to 30 °C
Max. air volume flow	420 m ³ /h
Pressure suction side	1 MPa
Pressure outlet side	2.6 MPa
Max. permissible pressure	2.6 MPa
Mains connection	1/N/PE~ 220 V – 240 V / 50 Hz
Nominal current	8.6 A
Fusing 	3.15 A (slow-blowing)
Type of protection	IPX0
Max. power consumption	1.9 kW
Power input (cooling operation)	1.5 kW
Sound pressure level at a distance of 1 m	52.5 dB(A)
Refrigerant	R290
Amount of refrigerant	280 g
GWP factor	3
CO ₂ equivalent	0.00084 t
Dimensions (length x width x height)	400 x 470 x 760 mm
Minimum distance to walls and other objects:	
	top (A): 30 cm rear (B): 30 cm sides (C): 30 cm front (D): 30 cm
Weight	35 kg
Remote control battery	Type LR03 / AAA – 1.5 V

Circuit diagram



Overview and list of spare parts

Note: The position numbers of the spare parts differ from those describing the positions of other parts mentioned in this operating manual.



No.	Part Name	Quantity	No.	Part Name	Quantity
1	Front panel assembly	1	6.7	Drain stopper	1
1.1	Front panel subassembly	1	6.8	Chassis subassembly	1
1.2	Signal receiving window	1	7	Capacitor of compressor	1
1.3	Display box	1	8	Capacitor box	1
1.4	Upper panel subassembly	1	9	Condenser Assembly	1
2	Cover of Air exhaust volute shell assembly	1	10	Suction pipe assembly	1
2.1	Single phase asynchronous motor	1	11	Fixed Speed Rotary Compressor	1
2.2	subassembly of Fan Shell Cover	1	12	Discharge pipe assembly	1
2.3	centrifuge fan	1	14	Evaporator assembly	1
2.4	Air outlet volute shell	1	15	Capillary Assembly	1
3	Air outlet volute shell assembly	1	16	Rear panel assembly	1
3.1	Single phase asynchronous motor	1	16.1	Rear panel subassembly	1
3.2	Cover of Air exhaust volute shell	1	16.2	Bobbin winder	1
3.3	Centrifuge fan	1	17	Cover of Drain connector(outdoor)	1
3.4	Air exhaust volute shell subassembly	1	18	Drain pipe	1
4	E-Box Cover	1	19	Drain connection	1
5	Electronic control box subassembly	1	21	Connector, air excaust duct	1
5.1	Electronic control box subassembly	1	22	Connector, air exhaust duct	1
5.2	Inverter control board subassembly	1	23	Exhaust hose subassembly	1
5.3	Main control board subassembly	1	25	Connector, air excaust duct	1
5.4	Capacitor auxiliary board subassembly	1	26	Pipe temperature sensor	1
6	Chassis assembly	1	27	Room Temperature Sensor	1
6.1	cover of Shaded pole motor	1	30	Supporting bar	1
6.2	Shaded-pole motor	1	31	Outside inlet air frame unit	1
6.3	Water Wheel	2	32	Down filter	1
6.4	Water Level Switch	1	33	Indoor air inlet grille	1
6.6	Power cord subassembly	1	35	Remote controller	1

Disposal

Always dispose of packing materials in an environmentally friendly manner and in accordance with the applicable local disposal regulations.



The icon with the crossed-out waste bin on waste electrical or electronic equipment is taken from Directive 2012/19/EU. It states that this device must not be disposed of with the household waste at the end of its life. You will find collection points for free return of waste electrical and electronic equipment in your vicinity. The addresses can be obtained from your municipality or local administration. You can also find out about other return options that apply for many EU countries on the website <https://hub.trotec.com/?id=45090>. Otherwise, please contact an official recycling centre for electronic and electrical equipment authorised for your country.

The separate collection of waste electrical and electronic equipment aims to enable the re-use, recycling and other forms of recovery of waste equipment as well as to prevent negative effects for the environment and human health caused by the disposal of hazardous substances potentially contained in the equipment.



In the European Union, batteries and accumulators must not be treated as domestic waste, but must be disposed of professionally in accordance with Directive 2006/66/EC of the European Parliament and of the Council of 6 September 2006 on batteries and accumulators. Please dispose of batteries and accumulators according to the relevant legal requirements.

Only for United Kingdom

According to Waste Electrical and Electronic Equipment Regulations 2013 (SI 2013/3113) (as amended) and the Waste Batteries and Accumulators Regulations 2009 (SI 2009/890) (as amended), devices that are no longer usable must be collected separately and disposed of in an environmentally friendly manner.

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