



OWNER'S MANUAL PORTABLE AIR CONDITIONER

Please read this manual carefully before operating your appliance and retain it for future reference.



MODELS: GDPAC12
GDPAC14

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IMPORTANT SAFETY INSTRUCTIONS

READ ALL INSTRUCTIONS BEFORE USE

Your safety and the safety of others is very important.

We have provided many important safety messages in this manual and on your appliance. Always read and obey all safety messages.



This is the safety alert symbol.
This symbol alerts you to potential hazards that can hurt you and others.

All safety messages will follow the safety alert symbol and either the word “WARNING” or “CAUTION”.

These words mean:



WARNING This symbol indicates the possibility of death or serious injury.



CAUTION This symbol indicates the possibility of injury or damage to property.

BASIC SAFETY PRECAUTIONS



WARNING To reduce the risk of fire, electric shock, or injury

to persons when using this appliance, follow basic precautions, including the following:

- Do not attempt to repair or replace any part of your air conditioner unless it is specifically recommended in this manual. All other services should be referred to a qualified technician.
- If the power cord becomes worn or damaged, the cord should only be replaced by a qualified service technician using genuine replacement parts.
- The air conditioner should be plugged into its own grounded circuit.
- Do not plug other appliances into the same outlet; it can overload the circuit and cause a fire or electric shock.
- Do not remove the earth pin from the plug. It can result in electric shock.
- Young children should be supervised to ensure that they do not play with or climb on the air conditioner.
- Be sure all packaging materials are removed from the air conditioner before use.
- Do not disassemble or modify the air conditioner or the power cord. It can result in electric shock or fire.
- Do not place the power cord or air conditioner near a heater, radiator, or other heat source. It can result in electric shock or fire.
- Do not use this or any appliance near flammable gases or liquids or other combustibles, such as gasoline, benzene, thinner, etc. It can result in electric shock or fire.
- Make sure the power cord is plugged firmly and completely into the outlet. It can result in electric shock or fire.

IMPORTANT SAFETY INSTRUCTIONS

READ ALL INSTRUCTIONS BEFORE USE

- Do not start or stop operation by plugging in or unplugging the power cord. It can result in electric shock.
- If the air conditioner is making unusual sounds or is emitting smoke or an unusual odour, unplug it immediately and switch off at the power outlet.
- Do not use if the electrical socket is loose or damaged. It can result in electric shock or fire.
- Do not operate with wet hands or in a damp environment.
- Do not use this or any electrical appliance if you smell gas. It can result in fire or explosion.
- Turn off and unplug the air conditioner before cleaning to avoid the risk of electric shock.
- Do not clean the unit with water. Water can enter the unit and damage the insulation, creating a shock hazard. If water enters the unit, unplug it immediately and contact Customer Service. It can result in electric shock.
- Utilize two or more people to lift and install the unit.

BASIC SAFETY PRECAUTIONS



CAUTION To reduce the risk of fire, electric shock, or injury to persons when using this appliance, follow basic precautions, including the following:

- To avoid possible cuts, avoid touching the metal parts of the air conditioner when removing or re-installing the filter. It can result in the risk of personal injury.
- Do not block the air inlet or outlet of the air conditioner. Reduced air flow will result in poor performance and could damage the unit.
- Always grasp the plug when plugging in or unplugging the air conditioner. Never unplug by pulling on the cord. It can result in electric shock and damage.
- Always turn off and unplug the air conditioner when it will not be used for an extended period of time. This conserves energy and reduces the chance of accidents.
- Secure the wheels with the wheel locks to prevent the air conditioner from rolling on smooth floors.
- Install the air conditioner on a sturdy, level floor capable of supporting up to 50 kg (110 lbs). Installation on a weak or unlevel floor can result in the risk of property damage and personal injury.
- Make sure the air conditioner is the correct size for the area you wish to cool.
- Close all doors and windows to the room for the most efficient cooling.
- To prevent damage to the surface finish, use only a soft cloth to clean the air conditioner. Do not use wax, thinner, or a strong detergent.

IMPORTANT SAFETY INSTRUCTIONS

READ ALL INSTRUCTIONS BEFORE USE

- Do not position the air conditioner so that pets or house plants are exposed to the direct air flow.
- This air conditioner is designed for normal household use.
- Do not drink the water from the drain pan. Dispose of it properly outdoors or down the drain.
- Do not operate air conditioner without the filter securely in place. Operation without the filter could damage the unit.
- Clean the filter every two weeks, with warm water.

ELECTRICAL SAFETY



WARNING

Electrical Shock Hazard

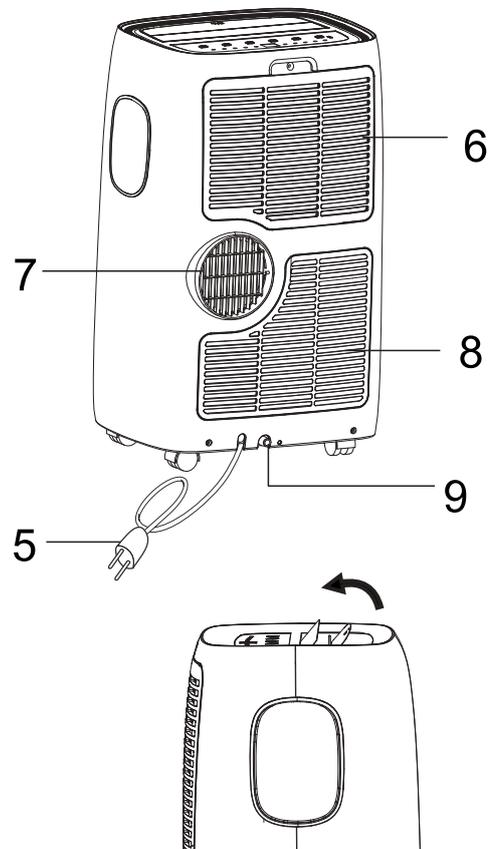
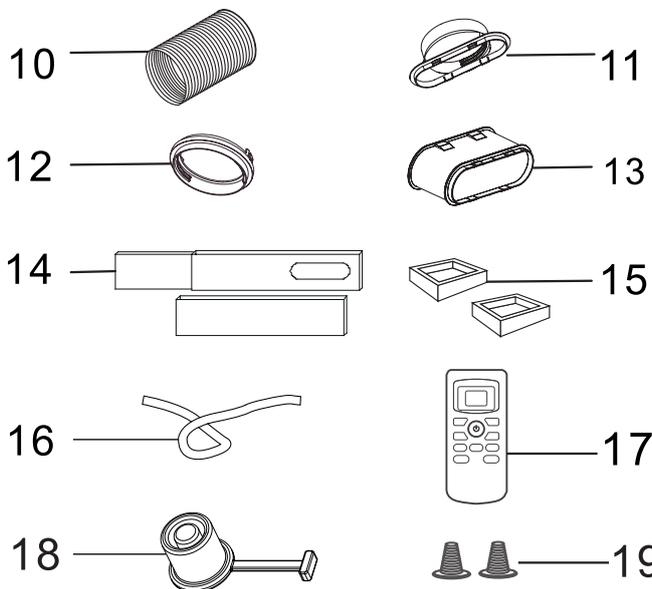
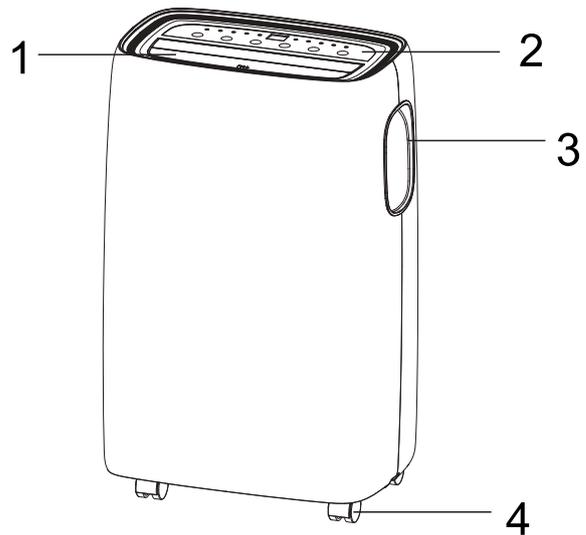
- Failure to follow these instructions can result in death, fire, or electrical shock.
- This unit must be properly grounded.
- Do not, under any circumstances, cut or remove the earth pin.
- If you do not have a properly grounded outlet, or if there is any doubt that the outlet is not properly grounded, a qualified electrician should check the outlet and circuit, and, if necessary, install a properly grounded outlet.
- This air conditioner must be plugged into a grounded circuit.
- This air conditioner must be installed in accordance with national wiring codes.
- Do not use an extension cord.
- Do not allow the portable air conditioner to work under low voltage (below 220V).

SAVE THESE INSTRUCTIONS

PARTS AND FEATURES

KEY PARTS AND COMPONENTS

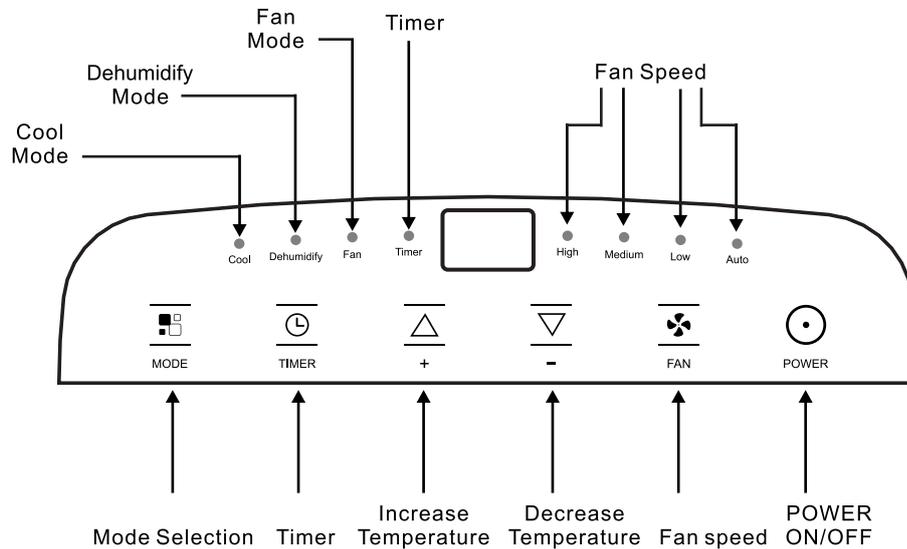
1. Air Outlet Grill
2. Control Panel
3. Carry Handle
4. Castors/wheels
5. Power cord
6. Air Filter
7. Air Exhaust
8. Air Intake Grill
9. Drain hole
10. Exhaust Hose
11. Window Kit Adaptor
12. Exhaust hose connector
13. Window Kit Adaptor Extension
14. Window Kit
15. Castor Locks
16. Drainage Hose
17. Remote Control
18. Rubber plug
19. Screws
20. Product manual(Not shown)



* Open the louvre before using the unit.

PARTS AND FEATURES

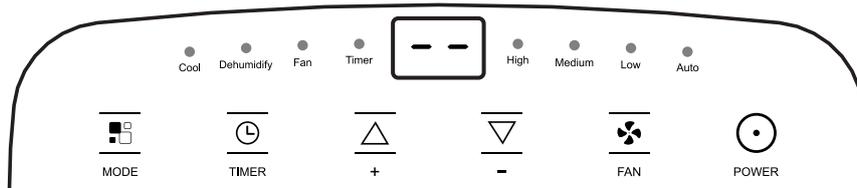
CONTROL PANEL



CONTROL PANEL

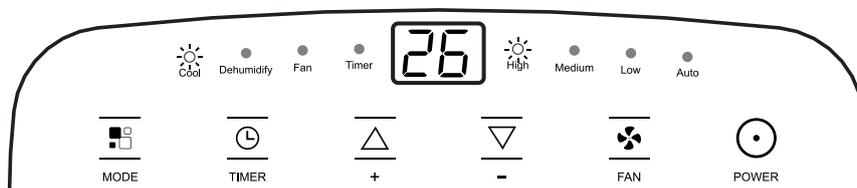
1) Power On and Off

Plug into the main socket and the screen will display “ -- ”, like the picture below. Press the POWER button once to manually turn the unit on. Press the POWER button once more to turn the unit off.



2) Cool mode

Press the POWER button to manually turn the unit on. Press the MODE button until the Cool mode indicator is illuminated. Press the Fan speed button to choose the fan speed you want then the fan speed indicator will illuminate. You can choose High, Medium, Low, and Auto. Press the “ ▲ ” and “ ▼ ” button to choose the temperature you want.



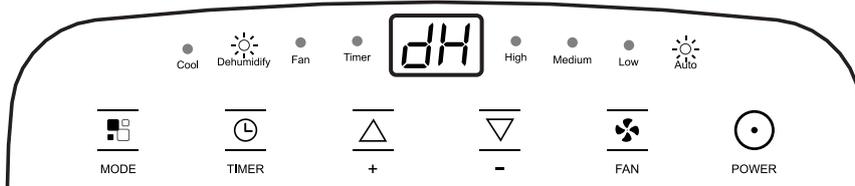
PARTS AND FEATURES

3) Dehumidify mode

Press the POWER button to manually turn the unit on.

Press the MODE button until the Dehumidify mode indicator is illuminated. The screen display “ dH ”.

At the same time, the AUTO fan indicator is illuminated. In this mode, other speeds cannot be selected.



4) Fan mode

Press the POWER button to manually turn the unit on.

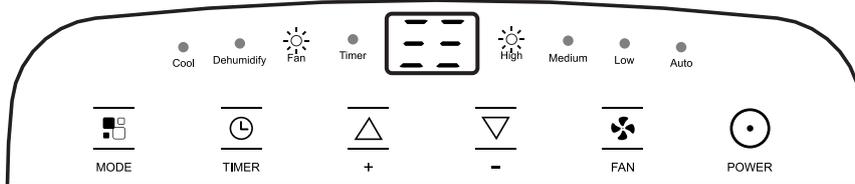
Press the MODE button until the Fan mode indicator is illuminated.

In this mode, you can selected fan speed High, Medium, Low by pressing the Fan speed button.

The AUTO speed cannot be selected.

The screen display “ ≡ ” as High speed, “ == ” as Medium speed, “ _ ” as Low speed.

In this mode the air exhaust hose does not need to be connected.



PARTS AND FEATURES

5) **Timer mode**

The timer can be used to delay the appliance start up or shutdown. This avoids wasting electricity by not operating the unit when it is not needed.

How to program the delayed start up

Plug the unit into the mains and turn the unit to standby.

Press the Timer button, the Timer indicator and the number of hours flash.

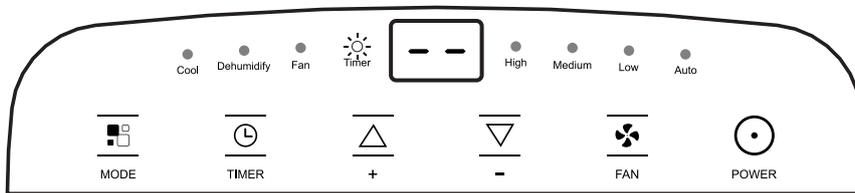
Press the “▲” or “▼” buttons to set the number of hours delay before the unit comes on.

The timer can be set in intervals of 0.5 hours up to 10 hours, then in intervals of 1 hour to 24 hours.

A few seconds and the setting is memorized, the timer indicator is illuminated and the display shows that the appliance is in standby mode.

The unit will start working using the mode previously set.

To delete the setting, press the Timer button again. The timer indicator switches off.



How to program the delayed shutdown

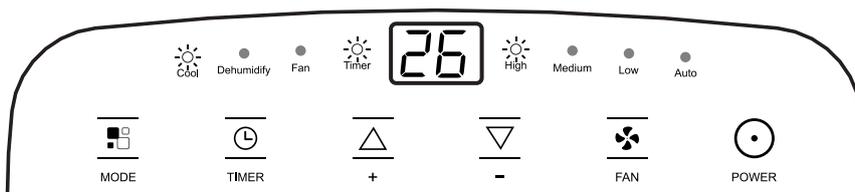
With the unit on, in every mode, it is possible to set the delayed shutdown.

Press the Timer button: the Timer indicator and the hours flash.

Use the “▲” or “▼” buttons to set the number of hours delay before the unit turns off.

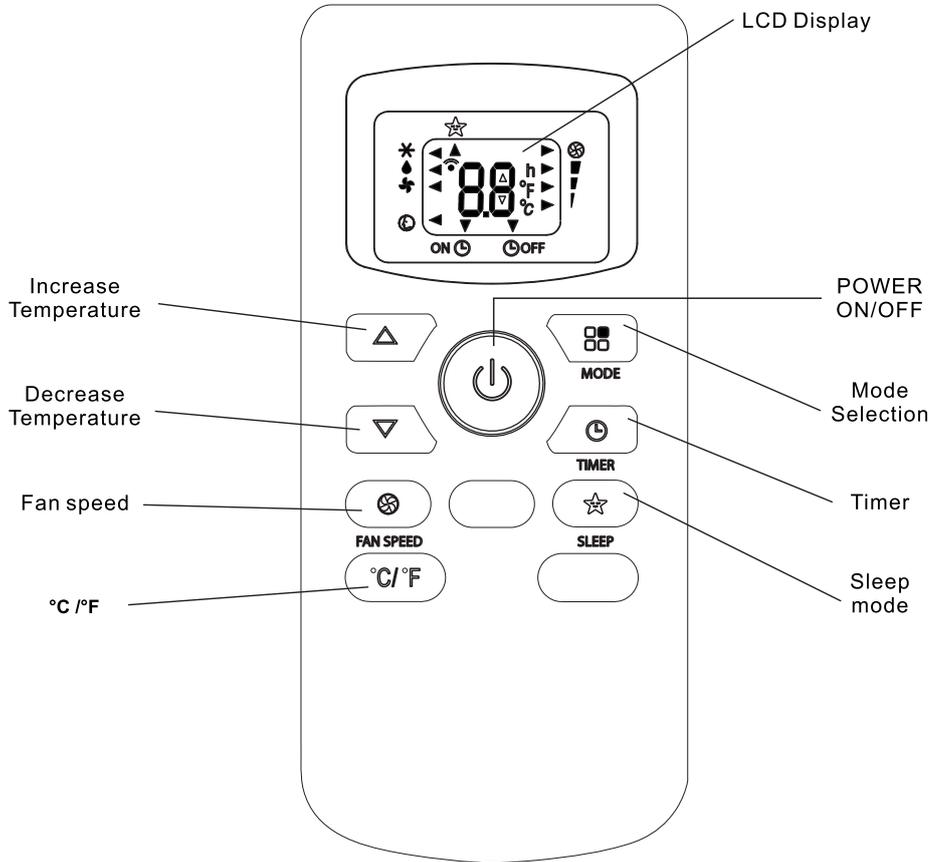
A few seconds and the setting is memorized, the timer indicator is illuminated and the display shows the current mode. At the end of the set time the unit automatically turns to standby mode.

To delete the setting, press the Timer button again. The timer indicator switches off.



HOW TO USE

REMOTE CONTROLLER



INSERTING OR REPLACING THE BATTERIES

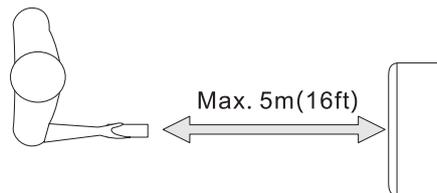
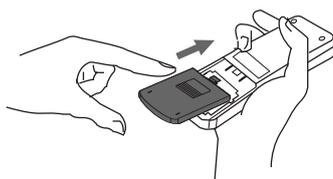
Remove the cover on the rear of the remote control;

Replace the old batteries with two new R03 “AAA” 1.5V batteries, inserting them correctly (see the instructions inside the battery compartment);

Replace the cover.

Point the remote control at the control panel on the unit. The remote control must be no more than 5 meters (16ft) away from the unit (without obstacles between the remote control and the unit).

The remote control must be handled with extreme care. Do not drop it or expose it to direct sunlight or sources of heat.



If the remote control unit is replaced or discarded, the batteries must be removed and disposed of in accordance with current legislation as they are harmful to the environment. Do not mix old and new batteries. Do not mix alkaline, standard (carbon-zinc) or rechargeable (nickel-cadmium) batteries. Do not dispose of batteries in fire. Batteries may explode or leak. If the remote control is not used for a long period of time, remove the batteries.

HOW TO USE

USING THE REMOTE CONTROL

TURNING THE UNIT ON

Plug into the outlet. Press the ON/OFF button (when turned on, the unit starts operating in the same mode as when it was turned off).

To switch the unit off, press ON/OFF button again, then remove the plug.

Do NOT switch the unit off by removing the plug.

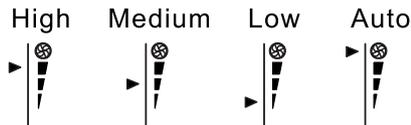
Always switch it off by pushing on the ON/OFF button and waiting few minutes before removing the plug. Only in this way the unit will perform the standard checks.

Cool mode

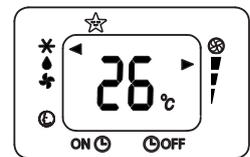
Press the ON/OFF button to manually turn the unit on.

Press the MODE button “” until the left side control LCD screen display an arrow “” light up next “”.

Press the Fan Speed button “” to choose the fan speed you want then “” indicator will illuminat. You can choose the High, Medium, Low, and Auto.



Press the “” and “” button to choose the temperature you want.

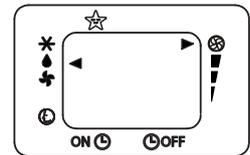


Dry mode

Press the ON/OFF button to manually turn the unit on.

Press the MODE button “” until the arrow “” lights up next to “”.

At the same time, the “” indicator is illuminated next to Auto speed, other speeds cannot be selected.

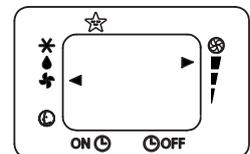


Fan mode

Press the ON/OFF button to manually turn the unit on.

Press the MODE button “” until the arrow “” lights up next to “”.

In this mode, you can selected fan speed High, Medium or Low by pressing the Fan speed button. The AUTO speed cannot be selected. In this mode the air exhaust hose does not need to be connected.



HOW TO USE

Auto mode

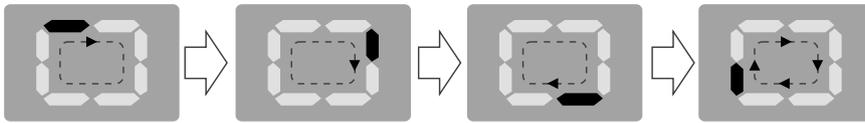
Press the ON/OFF button to manually turn the unit on.

Press the MODE button “

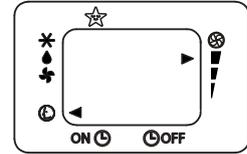
Press the Fan speed button to choose the fan speed you want then “

If the unit is cooling only model, the unit operates in Fan mode when the room temperature is below 23°C (73°F), and Cool mode when the room temperature is above 23°C (73°F).

Display on the control panel:



It is AUTO mode when the display will be running circulating.



Sleep mode

Press the ON/OFF button to manually turn the unit on.

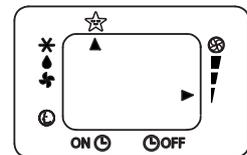
Make sure the unit is in Cool mode, or Auto mode, or Heat mode, or Dry mode.

Press the Sleep button “

In Cool mode, the temperature setting will gradually increase to 1°C above the original set temperature for each of first 2 hours. Then the unit will keep operating the same temperature for 6 hours and switch to standby mode.

In Auto mode and Dry mode, the temperature setting automatic, and the fan speed is low.

In Fan mode cannot set Sleep mode.



HOW TO USE

Timer mode

How to program the delayed start up

Plug the unit into the outlet and turn the unit to standby.

Press the Timer button “⏸”, the arrow “▼” flashes above “ON ⏸”.

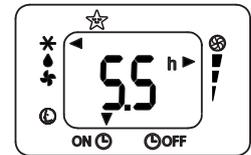
Now make all the desired settings for when the unit will switch on (operating mode, fan speed and temperature). Confirm the settings by pressing the timer button “⏸”. The time is displayed and the “h” symbol flashes.

Set the time when you want the unit to switch off using the buttons “▲” or “▼” (from 30 minutes to 24 hours). During the first ten hours, you can select half hour intervals. For times greater than ten hours, one hour intervals can be selected.

Press the Timer button “⏸” again to confirm the start-up time. A beep sounds a countdown of the time left on remote control display.

At the end of the set time the unit starts up automatically, with the settings made previously.

To cancel the timer programming, press the timer button “⏸” again. The unit emits a beep and display reset to stand-by.



Timer mode

How to program the delayed shutdown

With the unit on, in every mode, it is possible to set the delayed shutdown.

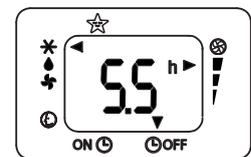
Press the Timer button, the arrow “▼” will show above “⏸ OFF” indicator and “h” flash.

Press “▲” or “▼” to set the number of hours delay before the unit turns off.

Press Timer button again to confirm the shutdown time. A beep sounds a countdown of the time left on remote control display.

At the end of the set time the unit shuts down automatically.

To cancel the timer programming, press the Timer button again. The timer indicator switches off.



INSTALLATION INSTRUCTIONS

PREPARING FOR INSTALLATION

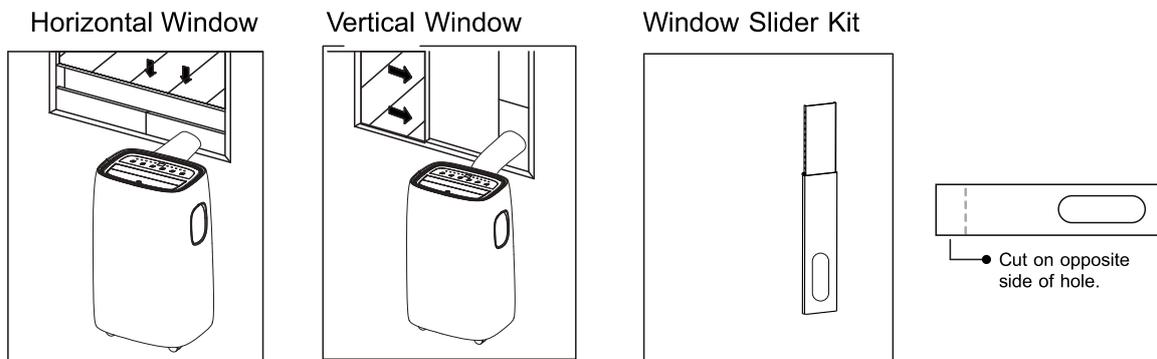
! WARNING The air conditioner is heavy! Use two or more people to lift and install the unit!

WINDOW SLIDER KIT INSTALLATION

Your window slider kit has been designed to fit most standard "Vertical" and "Horizontal" window applications; however, it may be necessary for you to improvise/modify some aspect of the installation procedures for certain window types. Minimum and maximum window openings:

MAXIMUM : 1.5m

NOTE: If the window opening is less than 0.5m the minimum length of the window slider kit, cut the one with a hole in it shorter to fit for the window opening. Never cut out the hole in window slider kit.



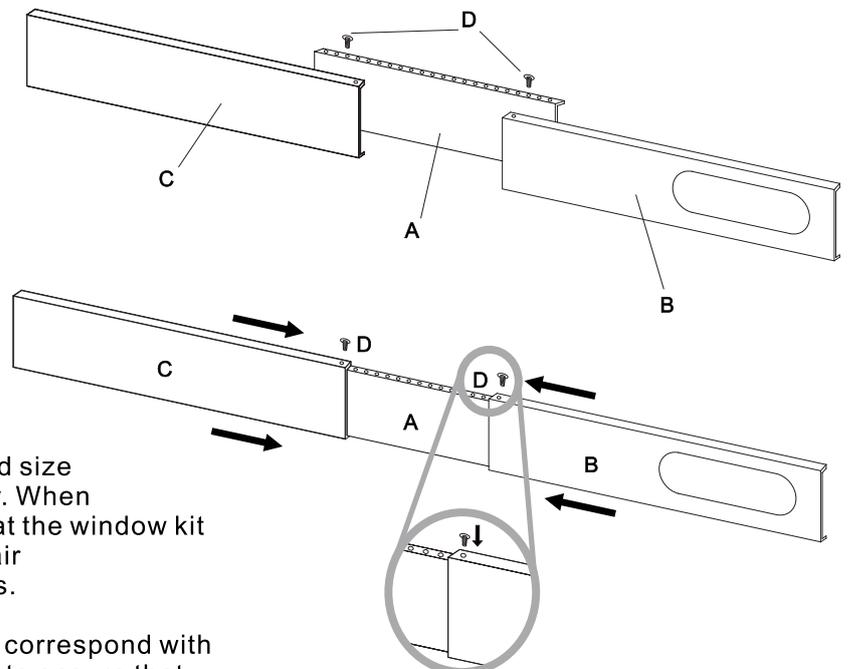
1. Parts:

- A) Panel
- B) Panel with one hole
- C) Panel without hole
- D) Screw to lock window kit in place

2: Assembly:

Slide Panel B and C into Panel A and size to window width. Windows sizes vary. When sizing the window width, be sure that the window kit assembly is free from gaps and/or air pockets when taking measurements.

3. Lock the screw into the holes that correspond with the width that your window requires to ensure that there are no gaps or air pockets in the window kit assembly after installation.

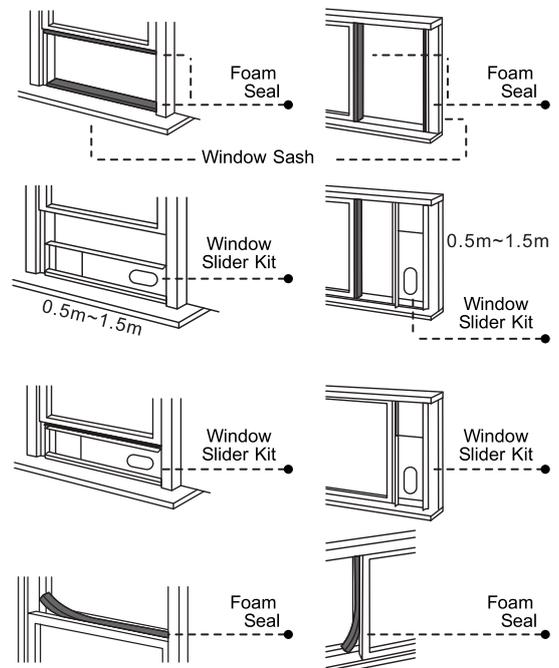


INSTALLATION INSTRUCTIONS

PREPARING FOR INSTALLATION

DOUBLE-HUNG/SASH/SLIDING CASEMENT WINDOW INSTALLATION

1. Cut the foam seal (adhesive type) to the proper length and attach it to the window sash.
2. Attach the window slider kit to the window sash. Adjust the length of the window slider kit according to the window slider kit according to adjustable window kit if the width of window is less than 0.5m.
3. Cut the foam seal (adhesive type) to the proper length and attach it on the top of the window.
4. Close the window securely against the window slider kit.
5. Secure the window slider kit to the window sash.
6. Cut the foam seal to an appropriate length and seal the open gap between the top window frame and outer window frame.



SET UP & USE

EXHAUST HOSE INSTALLATION

The air exhaust hose and hose inlet must be installed or removed from the portable air conditioner in accordance with the way it is being used:

COOL, AUTO, DRY: Air exhaust hose and hose inlet should be connected to the portable air conditioner.

FAN: Air exhaust hose and hose inlet should be disconnected from the portable air conditioner.

To install:

1. Connect hose inlet to one end of air exhaust hose. Push hose inlet over the end of the hose, push in slightly and then start threading it on in a counter clockwise direction. (see Fig 1)
2. Connect hose outlet to other end of air exhaust hose. Push hose outlet over the end of the hose, push in slightly and then start threading it on in a counter clockwise direction. (see Fig 2)
3. Align window bracket/air intake hose connector with hose outlet and push in until it locks into place. You will hear a clicking sound when it does. (see Fig 3)
4. Place the hose inlet against the air outlet opening hook on the back of the portable air conditioner and firmly push and rotate counter clockwise to lock it into place. (see Fig 4)
5. After connecting the hose inlet to the unit, insert the window bracket/air intake hose connector into the opening of the window bracket. Align connector with the opening on the inside (side with the channels) of the window bracket and push in until it locks into place. You will hear a clicking sound when it does. (see Fig 5).

INSTALLATION INSTRUCTIONS

SET UP & USE

Fig. 1

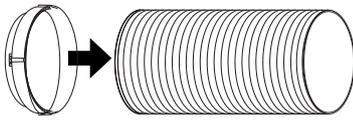


Fig. 2

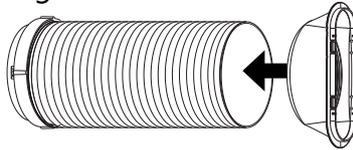


Fig. 3

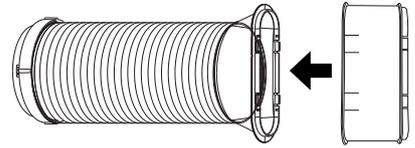


Fig. 4

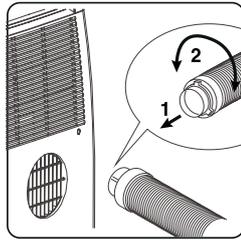
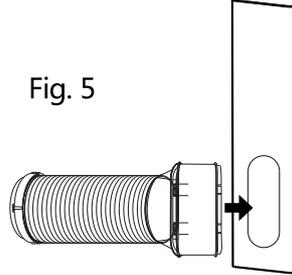
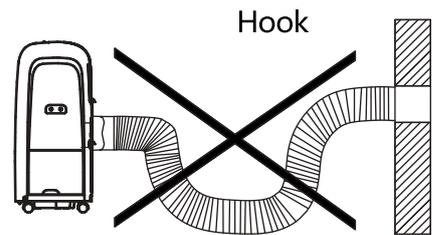


Fig. 5



NOTE:

The exhaust hose can be compressed or extended moderately, but it is desirable to keep the length to a minimum. Also make sure that the hose does not have any sharp bends or is at a downward direction.



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INSTALLATION INSTRUCTIONS

SET UP & USE

INTERMITTENT DRAINAGE (FIG. 10 AND FIG. 11)

Turn the air conditioner off then drain the water tank by unplugging the drain cap and allowing the water to flow into a receptacle pan. Your pan may not hold the full contents of the water tank. A number of fills may be required.

To insure all water has been removed tilt the unit by lifting it slightly upwards from the front until no more water drains from the outlet.

Restart the air conditioner by pressing the power button. Ensure that the unit is in COOL or DRY mode. The compressor will start approximately 3 minutes after the unit is switched on.

Figure 10

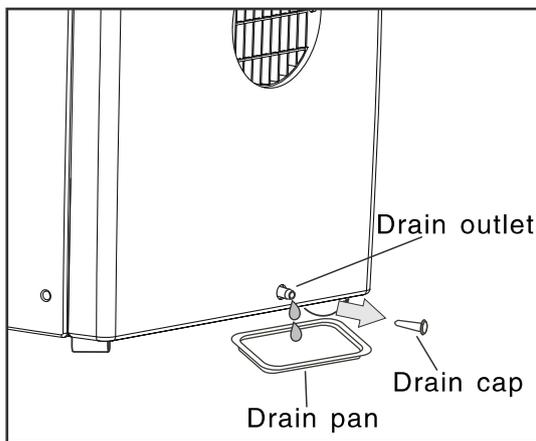
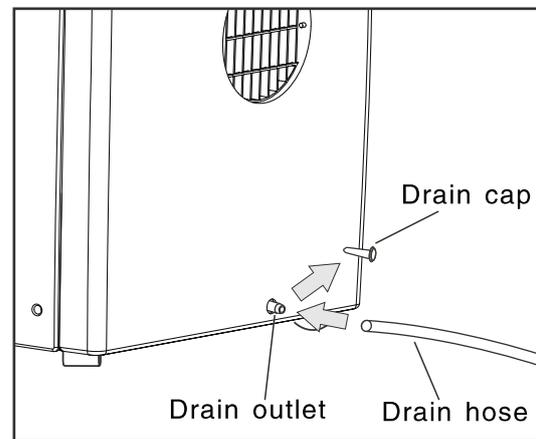


Figure 11



CARE AND CLEANING

CLEANING

Before cleaning or maintenance, turn the appliance off by pressing the POWER ON/OFF button on the control panel or ON/OFF button on the remote control. Wait for a few minutes then unplug from the electrical outlet.

CLEANING THE UNIT

You should clean the appliance with a slightly damp cloth then dry with a dry cloth.

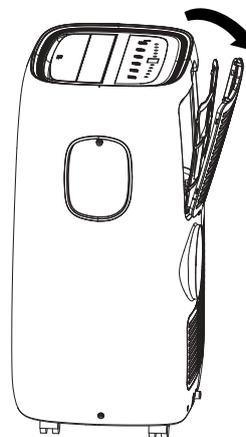
Never wash the air conditioner with water. It could be dangerous.

Never use petrol, alcohol or solvents to clean the appliance.
Never spray insecticide liquids or similar.

CLEANING THE FILTERS

To keep your air conditioner working efficiently, you should clean the filters every week of operation.

The evaporator filter can be removed as shown in the left Fig.



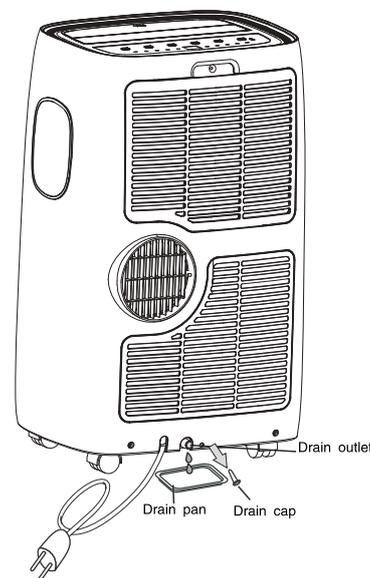
Use a vacuum cleaner to remove dust accumulations from the filters. If it is very dirty, immerse in warm water and rinse a number of times. The water should be lukewarm. After washing, leave the filters to dry completely then re-insert.

EMPTYING THE WATER COLLECTION TANK

Using the bottom drain port

When the internal water collection tank is full, *FL* will appear in the display and the air conditioner will turn off until the tank is emptied.

1. Unplug the air conditioner, disconnect the exhaust hose from the back, and move the air conditioner to a suitable drain that will hold up to 1 litre of water.
2. Remove the drain cap and the rubber plug from the drain outlet.
3. Once the water collection tank is drained, reinstall the rubber plug and the drain cap, making sure it is on securely.
4. Place the air conditioner in the desired location, reconnect the exhaust hose, and plug in the air conditioner.
5. When dehumidification is needed in high humidity, install a drain hose and place the open end of the hose in a suitable drain location outdoors.
6. Under the Cool or Fan mode, there's no need of water drainage.



NOTICE: “ *FL* ” appears in the display

The water tank is full, drain the tank and reset.

CARE AND CLEANING

START - END OF SEASON OPERATIONS

If the air conditioner will not be used for an extended period of time:

1. Drain the water collection tank completely and leave the bottom drain cap and rubber plug long enough to allow any residual water to drain out. Once the tank is completely drained and no more water flows out, reinstall the rubber plug and cap.
2. Remove and clean the filter, allow it to dry completely, then reinstall it.
3. Remove the batteries from the remote.
4. Store the air conditioner in a cool, dry location, away from direct sunlight, extreme temperatures, and excessive dust.

Before using the air conditioner again:

1. Make sure the filter and drain cap are in place.
2. Check the cord to make sure it is in good condition, with no cracks or damage.
3. Place new batteries in the remote.
4. Install the air conditioner as described in the Installation Instructions.

TROUBLE SHOOTING

BEFORE CALLING FOR SERVICE

Before you call for service, review this list. It may save you time and expense.

Problem	Possible Causes	Solutions
Air conditioner will not start	<ul style="list-style-type: none"> The air conditioner plug is not completely inserted into the electrical outlet. The fuse is blown or the circuit breaker has tripped. Power failure. "F_L" appears in the display. Room temperature is less than the set temperature. 	<ul style="list-style-type: none"> Make sure electrical plug is plugged completely into a live, properly grounded outlet. Replace the fuse or reset the circuit breaker. Make sure that there are no other appliances on the same circuit. If a power failure occurs, turn the power OFF. When power is restored, wait 3 minutes before restarting the air conditioner. The water collection tank is full. Drain the tank and reset your settings. See the Care and Cleaning section. This is normal. The air conditioner automatically shuts off when the room equals or is less than the set temperature. Adjust the temperature setting, if needed.
Air conditioner does not cool properly	<ul style="list-style-type: none"> Airflow is restricted. The air filter is dirty. The room is very hot, or not enough time allowed for cooling. Cold air is escaping. Cooling coils have iced up. 	<ul style="list-style-type: none"> Make sure there is sufficient clearance around the air conditioner and that the air inlet and outlet are not blocked. Clean the air filter at least every two weeks. See the Care and Cleaning section. When first turned on, allow the air conditioner sufficient time to cool the room. Check for open furnace, floor registers, cold air returns, open windows or doors. In especially cool, humid weather and when the air conditioner is running frequently or for extended periods, ice can form on the cooling coils, blocking air flow. It is normal, please adjust the temperature higher and High fan speed.
Air conditioner runs too often or too long	<ul style="list-style-type: none"> Area to be cooled is too large for the air conditioner. Doors or windows are open. 	<ul style="list-style-type: none"> Consult your dealer for the air conditioner capacity necessary to cool the desired area. Make sure doors and windows are closed.

CONTACT DETAILS

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