

# EN

**OPERATING MANUAL**  
AIR COOLER



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## Notes regarding the operating manual

### Symbols



#### 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

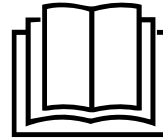
Information marked with this symbol helps you to carry out your tasks quickly and safely.



#### 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:



PAE 10



<https://hub.trotec.com/?id=40825>

## 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.
- Do not use the device in aggressive atmosphere.
- Set the device up in an upright and stable position.
- 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 or transport the device during operation.
- Do not sit on the device.
- This appliance is not a toy! Keep away from children and animals. Do not leave the device unattended during operation.
- 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 electrical connection must correspond to the specifications in chapter Technical data.
- Insert the mains plug into a properly secured mains socket.
- Observe the device's power input, cable length and intended use when selecting extensions to the power cable. Completely unroll extension cables. 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 supply cord 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 data chapter.
- Make sure that the air inlet and outlet are not obstructed.
- Make sure that the suction side is kept free of dirt and loose objects.
- Do not remove any safety signs, stickers or labels from the device. Keep all safety signs, stickers and labels in legible condition.
- Only transport the device in an upright position with an emptied water tank.
- Empty the water tank before transport and storage. Do not drink the water. Health hazard!
- Only fill the water tank with fresh drinking water, ice cubes made of fresh drinking water and / or suitable ice packs.
- Ice packs are not toys. Keep away from children and animals.
- Never open an ice pack. The liquid inside the ice packs can be harmful to health.
- Do not eat the ice that may form on the ice packs. Health hazard!

## Intended use

Only use the device for cooling the air in interior spaces while adhering to and following the technical data.

Intended use comprises cooling the air in:

- living spaces
- museums
- warehouses and archives
- libraries
- call centres and computer rooms

## Improper use

- 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 outdoors.
- Any unauthorised modifications, alterations or structural changes to the device are forbidden.
- Any operation other than as described in this manual is prohibited. Non-observance renders all claims for liability and guarantee null and void.

## 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 electrical companies or by Trotec.

## Residual risks



### 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!  
Hold onto the mains plug while pulling the power cable out of the mains socket.



### Warning

The liquid inside the ice packs can be harmful to health!  
If the liquid was swallowed, immediately seek medical attention.  
If the liquid came into contact with your eyes, rinse with water and immediately consult an ophthalmologist.



### 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.

## Behaviour in the event of an emergency

1. Switch off the device.
2. In an emergency, 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

### Description of the device

The air cooler lowers the room temperature to a comfortable degree by evaporation-based cooling.

The device is filled with cold water or optionally with ice cubes and / or ice packs in order to cool down the incoming warm air at the evaporation filter and to blow out the cold air thus generated via the fan.

Besides its cooling function, the device can also be used for air freshening: thanks to an integrated air filter and the evaporation filter's honeycomb structure, the sucked-in air is filtered and humidified.

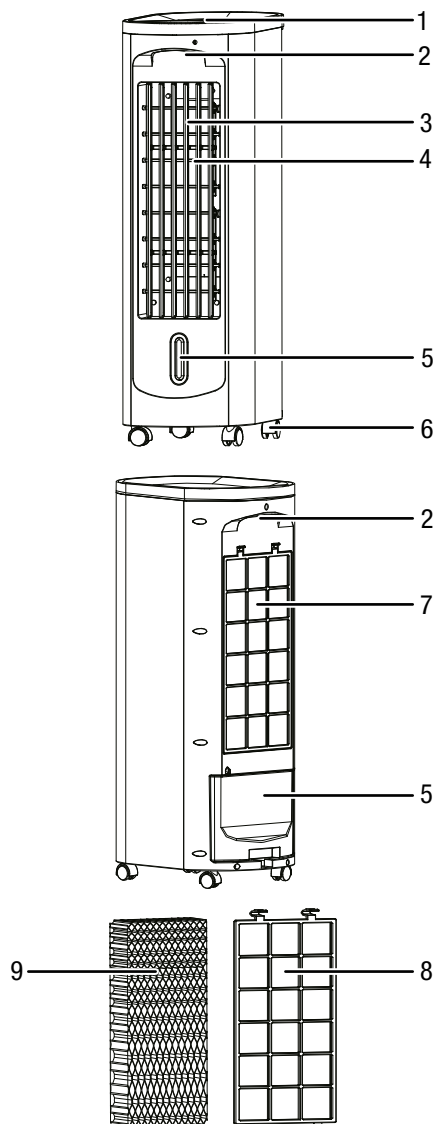
The fan speed can be set to three stages.

The discharge direction of the cooled air can be manually adjusted via the ventilation flaps as well as via the optionally selectable automatic swing mode.

The device can be operated via the control panel at the device.

Moreover, using the timer function, the device can be switched off automatically with time delay.

## Device depiction



No.	Designation
1	Control panel
2	Transport handle
3	Air outlet with adjustable ventilation flaps
4	Air flaps for swing function
5	Water tank with filling level indication and water outlet with rubber stopper (not depicted)
6	Wheels
7	Air inlet with air filter and honeycomb filter
8	Air filter
9	Honeycomb filter

## 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

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 off the device.
- Hold onto the mains plug while pulling the power cable out of the mains socket.
- Do not use the power cable to drag the device.
- Empty the water tank.
- Only wheel the device on a level and smooth surface.

**After** transporting the device, observe the following:

- Set up the device in an upright position after transport.

### Storage

**Before** storing the device, proceed as follows:

- Empty and clean the water tank prior to storage (see chapter Maintenance).
- Allow the honeycomb filter to dry prior to storage. Otherwise the device may distribute a musty smell after restart.
- 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:

- dry and protected from frost and heat
- in an upright position where it is protected from dust and direct sunlight
- with a cover to protect it from invasive dust, if necessary
- Place no further devices or objects on top of the device to prevent it from being damaged.

## Assembly and start-up

### Scope of delivery

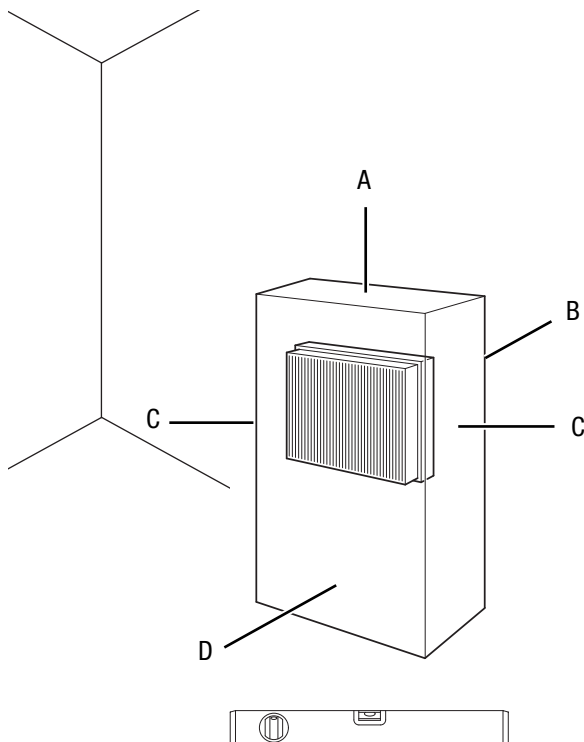
- 1 x Device
- 1 x Honeycomb filter
- 1 x Air filter
- 1 x Manual

### Unpacking the device

1. Open the cardboard box and take the device out.
2. Completely remove the packaging.
3. The power cable is located in the water tank:  
Open the water tank and take out the power cable. Then close the water tank again.
4. 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.



- Before restarting the device, check the condition of the power cable. If there are doubts as to the sound condition, contact the customer service.
- Set the device up in an upright and stable position.
- 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.
- Make sure that no curtains or other objects interfere with the air flow.

### Filling the water tank



#### Warning of electrical voltage

Make sure that the power cable has been removed from the water tank before filling it.  
There is a risk of electric shock!

#### Note

The water tank cannot be removed.  
Do not attempt to remove the water tank for otherwise the device could be damaged.

The device requires fresh drinking water for air cooling.

#### Note

Fill the device with fresh drinking water only. The water temperature must not exceed 40 °C.



#### Info

If possible, change the water on a daily basis to prevent bacterial growth.



#### Info

Optionally, you can put ice packs into the water tank for additional cooling.

Observe the following when using the ice packs:

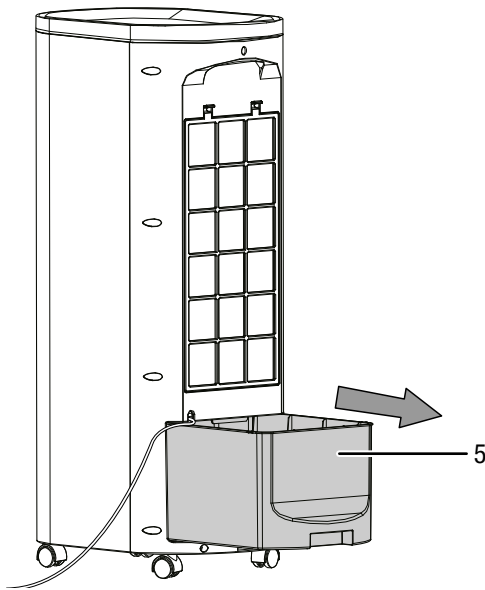
- Put the ice packs into a freezer for at least 4 hours before use.
- The water tank (5) should be filled with water before inserting the ice packs.



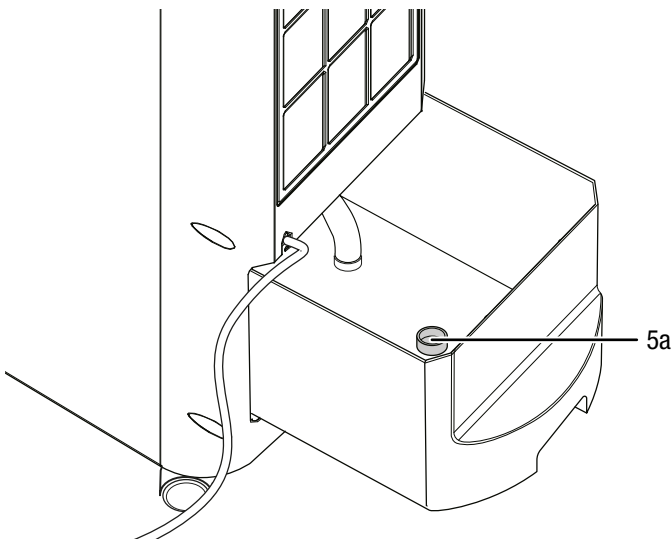
#### Info

When using ice packs at high outside temperatures, condensation may form at the water tank and drip onto the floor.

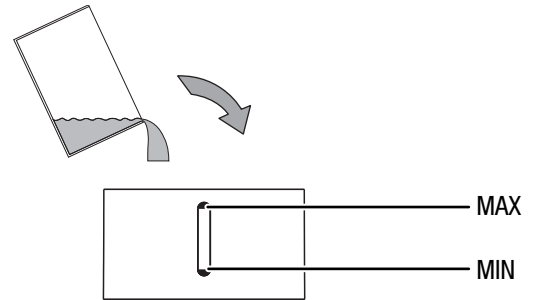
1. Open the water tank (5).



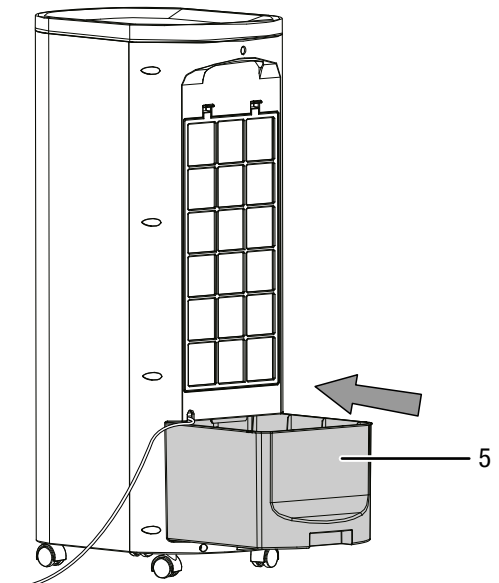
2. Ensure the tight fit of the rubber stopper (5a), for otherwise there might be uncontrolled water leakage.



3. Fill the water tank (5) with fresh drinking water only.  
Optionally, you can add ice cubes made of drinking water for additional cooling.  
⇒ Observe the minimum and maximum filling level at the filling level indicator.  
The water tank must be filled up to minimum filling level to enable pump operation.



4. Close the water tank (5) again.



5. Make sure that the device is neither damp nor wet on the outside. Otherwise wipe it dry.

## Inserting honeycomb filter and air filter

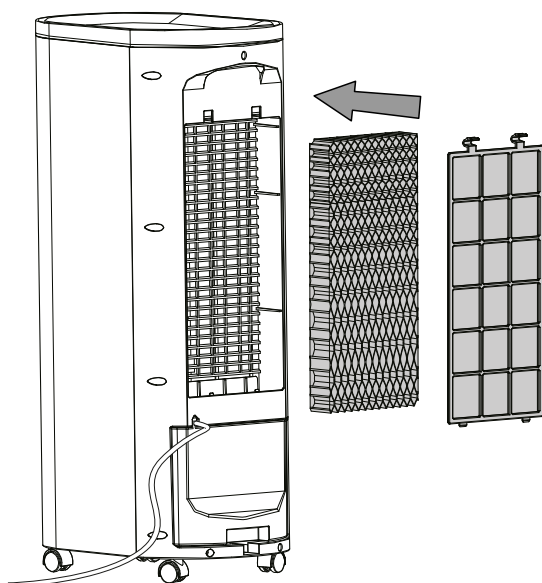
### Note

When set to air cooling mode, the device should not be operated without the honeycomb filter, otherwise *cooling* will not work.

### Note

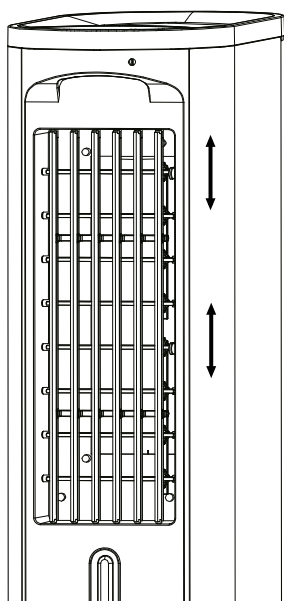
Do not operate the device without an inserted air filter! Without the air filter, the inside of the device will be heavily contaminated. This could reduce the performance and result in damage to the device.

- Make sure that both the honeycomb and the air filter are installed before switching the device on.



## Opening the ventilation flaps

- Prior to switching the device on, open the horizontal ventilation flaps at the air outlet.



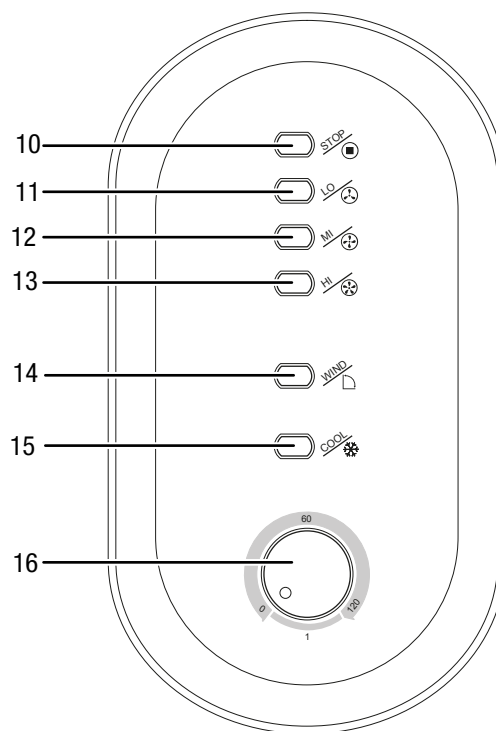
## Connecting the power cable

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

## Operation

- Avoid open doors and windows.

## Control panel



No.	Designation	Meaning
10	<i>STOP</i> button	Switching <i>Ventilation</i> mode off
11	<i>LO</i> button	Selecting low fan speed
12	<i>MI</i> button	Selecting medium fan speed
13	<i>HI</i> button	Selecting high fan speed
14	<i>WIND</i> button	Switching the swing function on and off
15	<i>COOL</i> button	Switching the <i>air cooling</i> mode on and off
16	Rotary control button	For switching the device on and off <i>Automatic switch-off</i> timer function (steplessly adjustable between 1 min and 120 min)



## Switching the device on

Once you have completely installed the device as described in the Start-up chapter, you can switch it on.

1. Turn the rotary control button (16) counter-clockwise to position **1**.  
⇒ The device is now in standby mode.
2. Select the desired operating mode.
3. To switch the device off, turn the rotary control button (16) to position **0**.

## Setting the operating mode

The device comes with the following operating modes:

- air cooling
- ventilation

### Air cooling

The *air cooling* mode can be switched on in addition during *ventilation*.

During *air cooling* the pump is switched on and the water is distributed over the honeycomb filter to cool the circulating air.

Please proceed as follows to activate *air cooling*:

1. Press the *COOL* button (15).  
⇒ The pump starts.
2. Press either of the following buttons *LO* (11), *MI* (12) or *HI* (13) to set the desired fan stage.
3. Press the *COOL* button (15) again to deactivate the *air cooling* mode.  
⇒ The device continues to run in *ventilation* mode.

#### Note

When *air cooling* mode is activated, the water tank must not be removed, otherwise the water from the filter will drip down into the device.

### Ventilation

1. Press either of the following buttons *LO* (11), *MI* (12) or *HI* (13) to set the desired fan stage.
2. Press the *STOP* button (10) to switch off *ventilation* mode.  
⇒ The device is now in standby mode.

## Setting the timer

The automatic switch-off can be steplessly adjusted in a range of up to 2 h.

✓ The device is switched on.

1. Turn the rotary control button (16) in the direction of the arrow until the desired time until automatic switch-off has been reached.  
⇒ The timer is now set to the desired period.  
⇒ The device switches off at the end of the set period.
2. To switch the timer function off, turn the rotary control button (16) contrarily to the direction of the arrow into position **0**.

## Swing function

The swing function can be switched on as needed.

Vertical air flaps are located in front of the horizontal ventilation flaps. By means of the swing function, these air flaps are moved automatically and thus ensure continuous air circulation.

1. Press the *WIND* button (14) to switch the swing function on or off.

## Adding water

Disconnect the device from the mains before refilling water!



### Warning of electrical voltage

Make sure that the power cable has been removed from the water tank before filling it.  
There is a risk of electric shock!

### Note

The water tank cannot be removed.  
Do not attempt to remove the water tank for otherwise the device could be damaged.

The device requires fresh drinking water for air cooling.

### Note

Fill the device with fresh drinking water only. The water temperature must not exceed 40 °C.



### Info

If possible, change the water on a daily basis to prevent bacterial growth.



### Info

Optionally, you can put ice packs into the water tank for additional cooling.

Observe the following when using the ice packs:

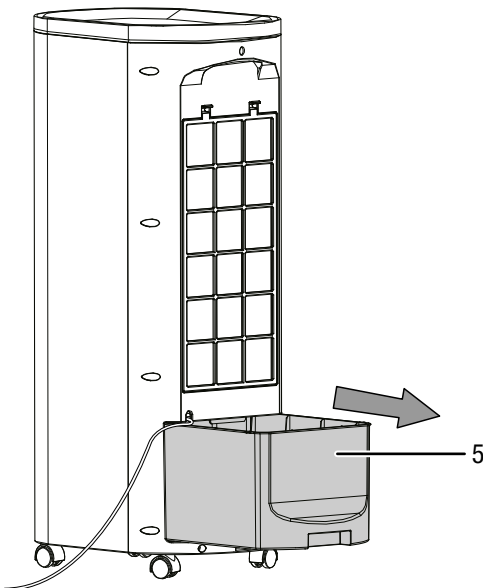
- Put the ice packs into a freezer for at least 4 hours before use.
- The water tank (5) should be filled with water before inserting the ice packs.



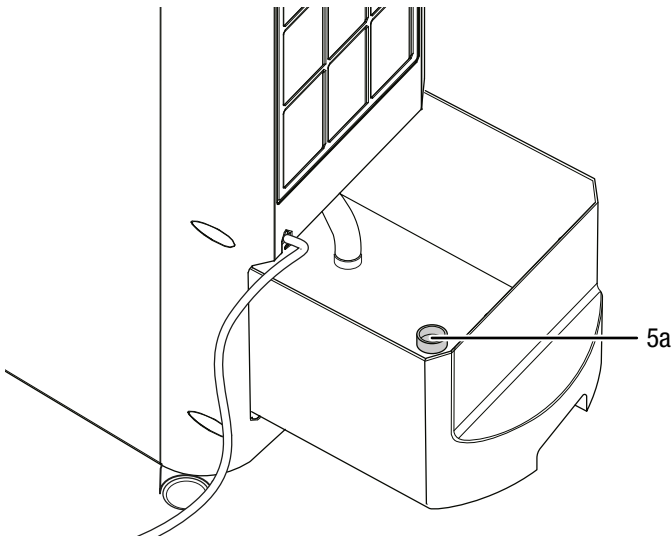
**Info**

When using ice packs at high outside temperatures, condensation may form at the water tank and drip onto the floor.

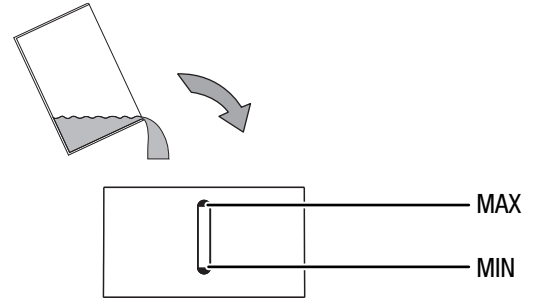
1. Open the water tank (5).



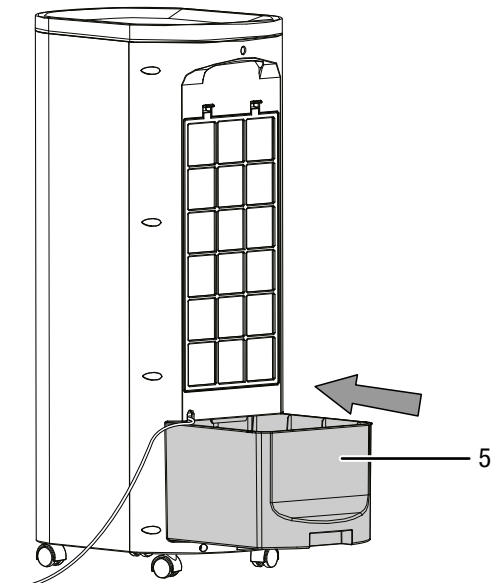
2. Ensure the tight fit of the rubber stopper (5a), for otherwise there might be uncontrolled water leakage.



3. Fill the water tank (5) with fresh drinking water only. Optionally, you can add ice cubes made of drinking water for additional cooling.  
⇒ Observe the minimum and maximum filling level at the filling level indicator. The water tank must be filled up to minimum filling level to enable pump operation.



4. Close the water tank (5) again.



5. Make sure that the device is neither damp nor wet on the outside. Otherwise wipe it dry.

**Shutdown**



**Danger**

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 and clean the water tank (see chapter Maintenance).
- Clean the device according to the Maintenance chapter.
- Store the device according to the Storage chapter.

## Available accessories



### Warning

Only use accessories and additional equipment specified in the operating manual. Using insertion tools or accessories other than those specified in the operating manual may cause a risk of injury.

Designation	Article number
Evaporation filter PAE 10	7.710.000.841

## 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 damages.
- Check the on-site fusing.
- 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 capacity:

- Check the position of the horizontal ventilation flaps. They should be opened to the maximum.
- Check the air filter for dirt. If necessary, clean or replace the air filter.
- Check the minimum distance to walls or other objects. Position the device a little more in the room's centre if required.

### The device is running, but there is no air cooling or pump operation:

- Check whether *air cooling* mode is activated.
- Check the filling level of the water tank (see chapter Filling the water tank).
- Check whether there are any objects blocking the pump inlet. Make sure that the pump inlet is not blocked.
- In case the pump does not operate despite a correctly filled water tank and activated air cooling mode, the pump might be defective. Please contact the customer service.

### Water is leaking:

- Check the device for leaks.
- Check the water tank for tight fit.

### The swing function is not working:

- The swing function motor might be defective. Please contact the customer service.

### The device is loud or vibrates:

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

### Note

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

### Your device still does not operate correctly after these checks?

Please contact the customer service. If necessary, bring the device to an authorized specialist electrical company or to Trotec for repair.

## 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
Clean the water tank	X		X			
Check the 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 if necessary	X		X			
Replace the honeycomb filter		X				
Check for damage	X					
Check the attachment screws		X				X
Test run						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
Clean the water tank																
Check the 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																
Check the air filter for dirt and foreign objects and clean if necessary																
Replace the honeycomb filter																
Check for damage																
Check the attachment screws																
Test run																
Remarks:																

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.

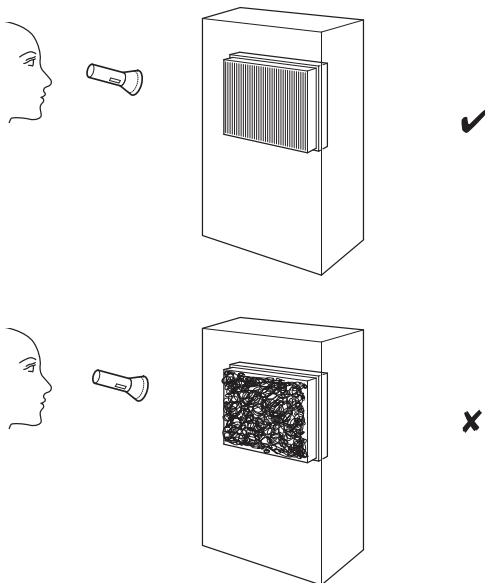


### Warning of electrical voltage

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

## 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 electrical company or by Trotec.
5. Put the air filter back in.



## Cleaning the housing

Clean the device with a soft, damp and lint-free cloth. Ensure 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.

## Draining the water tank

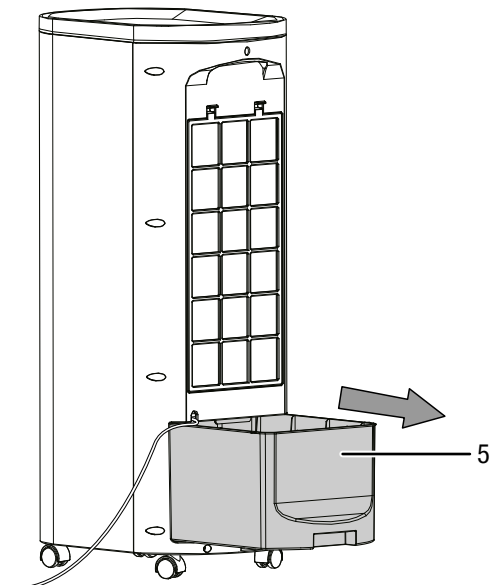
### Note

The water tank cannot be removed.

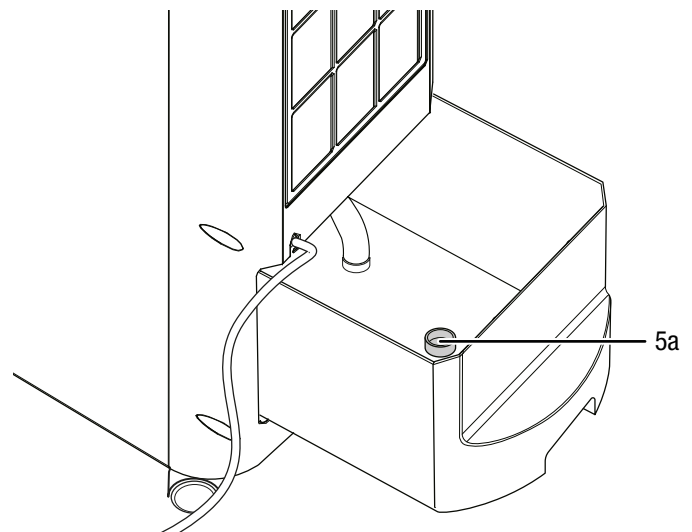
Do not attempt to remove the water tank for otherwise the device could be damaged.

Before a longer period of non-use or storage the water tank should be drained.

1. Carefully transport or wheel the device to a suitable location for discharging the residual water (e.g. a drain) or position a suitable collection container underneath the outlet.
2. Open the water tank (5).

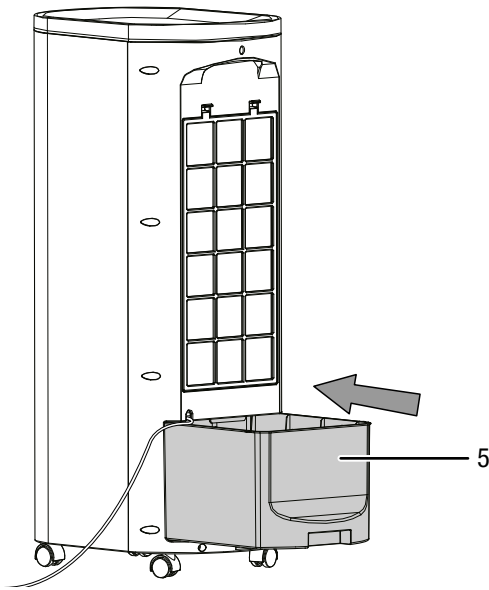


3. Remove the rubber stopper (5a) from the outlet opening.
4. Drain the residual water.
5. Reattach the rubber stopper (5a) to the outlet opening. Ensure the tight fit of the rubber stopper (5a), for otherwise there might be uncontrolled water leakage.



6. Dry the inside of the water tank with a lint-free cloth.

7. Close the water tank (5) again.



### Cleaning the water tank

The water tank should be cleaned every two weeks.



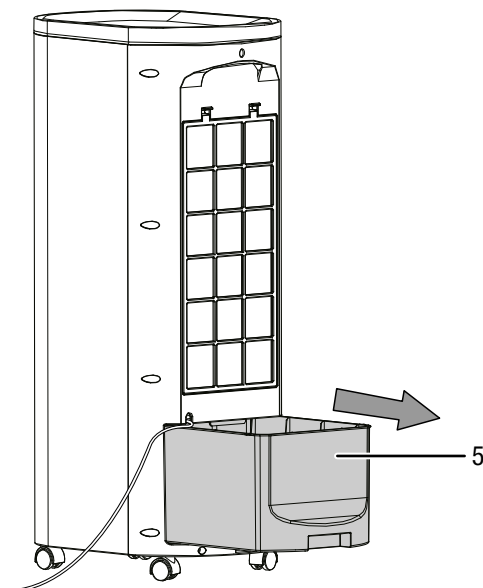
#### Warning of electrical voltage

Make sure that the power cable has been removed from the water tank before filling it. There is a risk of electric shock!

#### Note

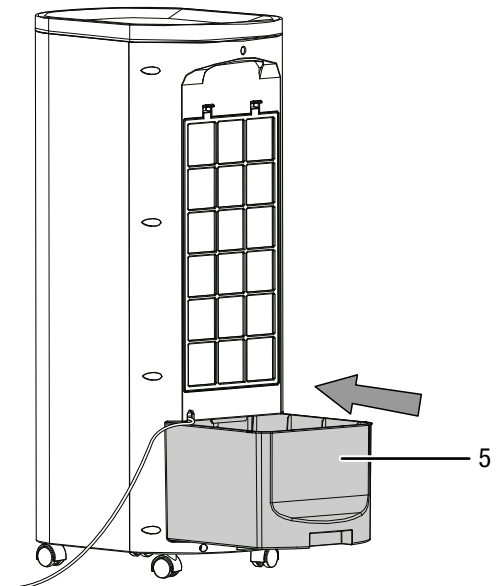
The water tank cannot be removed. Do not attempt to remove the water tank for otherwise the device could be damaged.

1. Open the water tank (5).



2. Thoroughly rinse the water tank.
3. Clean the tank using a mild cleaning agent (no detergent!).
4. Remove all calcium deposits in the water tank.

5. Dry the inside of the water tank with a lint-free cloth.
6. Fill the water tank (5) with fresh drinking water if you want to continue operation (see chapter Refilling water).
7. Close the water tank (5) again.



### Cleaning the air filter

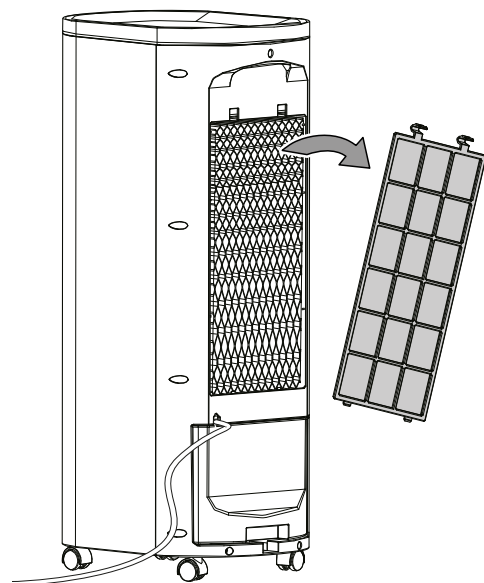
The air filter has to be cleaned as soon as it is dirty. This is brought to light e.g. by a reduced capacity (see chapter Errors and faults).



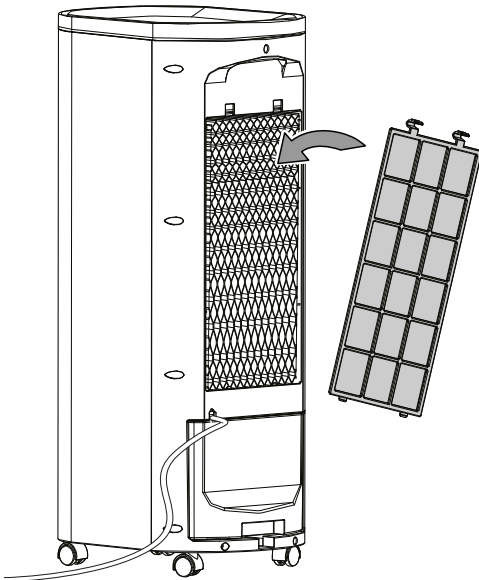
#### Warning

Ensure that the air filter is not worn or damaged. The corners and edges of the air filter must not be deformed or rounded. Before reinserting the air filter, make sure that it is undamaged and dry!

1. Remove the air filter from the device.



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



### Replacing the honeycomb filter

#### Note

When set to air cooling mode, the device should not be operated without the honeycomb filter, otherwise *cooling* will not work.

#### Note

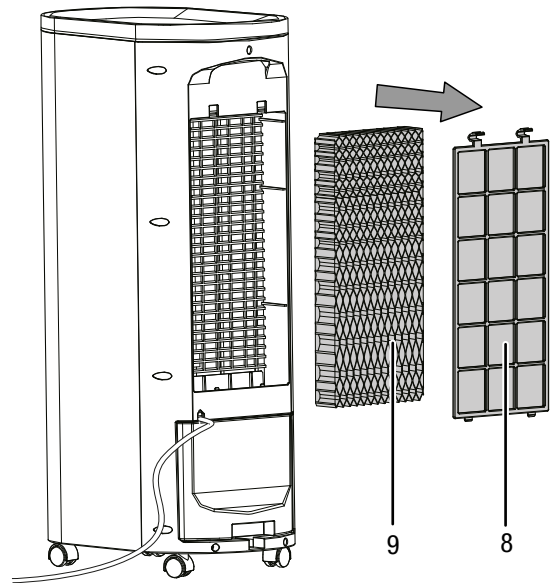
Do not operate the device without an inserted air filter! Without the air filter, the inside of the device will be heavily contaminated. This could reduce the performance and result in damage to the device.

The honeycomb filter should be replaced in case of heavy soiling.

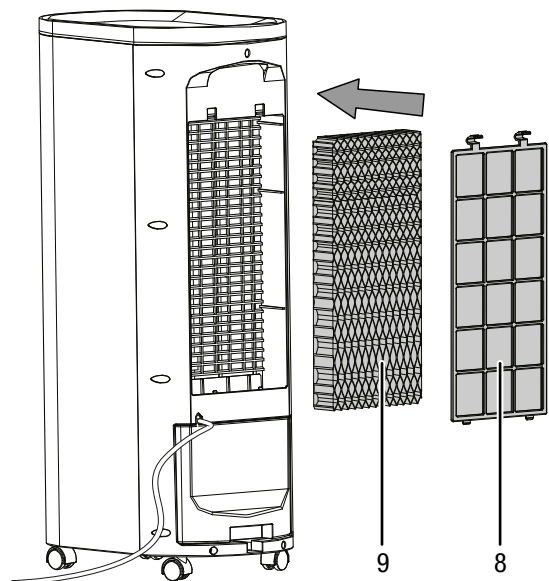
In standard operation, the interval for replacing the honeycomb filter is approx. 1 year.

Allow the honeycomb filter to dry before removing it from the device.

1. Remove the air filter (8) from the device.
2. Remove the honeycomb filter (9) from the device.



3. Dispose of the used honeycomb filter according to the national regulations.
4. Insert the new honeycomb filter (9) into the device.
5. Reinsert the air filter (8) into the device.



### Activities required after maintenance

If you want to continue using the device:

- 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 Storage chapter.



## Technical annex

### Technical data

Parameter	Value
<b>Model</b>	<b>PAE 10</b>
Evaporation capacity	400 ml/h
Amount of air	300 m <sup>3</sup> /h
Mains connection	1/N~ 220 V – 240 V / 50 Hz
Nominal current consumption	0.3 A
Power input	0.07 kW
Sound pressure level (at a distance of 1 m)	52 dB(A)
Water tank capacity	4 l
Weight	5 kg
Dimensions (length x width x height)	324 x 200 x 634 mm
Minimum distance to walls and other objects:	top (A): 20 cm rear (B): 20 cm sides (C): 20 cm front (D): 20 cm

## Disposal



The icon with the crossed-out waste bin on waste electrical or electronic equipment stipulates that this equipment 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. For further return options provided by us please refer to our website [www.trotec24.com](http://www.trotec24.com).

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.



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