



User Manual

Window Air Conditioner

Before using your TOSOT Window Air Conditioner
please read this user manual in its entirety.

MODEL NUMBERS

8000 BTU: GJC08BS-A6NRNJ1A

10200 BTU: GJC10BR-A6NRNJ1A

12100 BTU: GJC12BR-A6NRNJ1A



Welcome to the TOSOT Direct Family!

We're extremely happy to welcome you as a new member of our family! Please read some helpful tips for your first-time use for your TOSOT product.

Tips for First-Time Use

1. Allow the unit to sit upright for at least 3-4 hours before powering on. Shipping carriers may set the unit on its side, which causes the refrigerant to pool in certain areas. Standing the unit upright for 3-4 hours allows the refrigerant to move freely within the coils.
2. Run the unit continuously for 24 hours after letting the unit to stand upright for 3-4 hours. This allows the unit to work out any "kinks" that may have resulted during shipping from our factory or to your doorstep.
3. If you have any questions, please email us at [**support@tosotdirect.com**](mailto:support@tosotdirect.com) before making a return request. Our support team typically replies within 24 hours, usually sooner. If you haven't received a reply, please check your spam or junk folder as sometimes our replies get lost in customer's inboxes!

Table of Contents

Safety and Instructions ----- 01

Installation and Setup ----- 01

Operation ----- 02

Electrical Information ----- 03

Parts ----- 04

Control Panel ----- 05

Display Screen ----- 06

Remote Control ----- 08

Changing the Wind Direction ----- 11

Installation ----- 11

Window Requirements ----- 12

Installation Procedure ----- 13

Adding Foam to Accordion Panels----- 17

Proposition 65 Notice ----- 18

Cleaning----- 19

Maintenance Checklists----- 20

Troubleshooting ----- 21

Malfunction Codes----- 22

Frequently Asked Questions----- 23

Safety and Instructions

Please read all instructions before use and save this user manual for future reference. A digital version can be obtained by emailing us at [**support@tosotdirect.com**](mailto:support@tosotdirect.com).

Your safety and the safety of others are very important to us. We have provided many important safety messages throughout this manual and on the appliance itself. Always read and follow all posted safety messages. If you have any doubt, please contact [**support@tosotdirect.com**](mailto:support@tosotdirect.com) with any questions.

To reduce the risk of fire, electric shock, injury, or death to persons using or near this appliance, please follow some basic safety precautions. These precautions include, but are not limited to, the following:

Installation and Setup

- This appliance is not intended for use by any persons (including children) with reduced or restricted physical, mental, or sensory capabilities, or lack of experience and knowledge, unless under direct supervision of a person responsible for their safety.
- Please keep plastic bags and sheets out of the reach of children as they might be mistakenly used for play. Packaging materials can become airtight chambers and may pose a risk of suffocation if not disposed of properly.
- This product should be plugged directly into a power outlet. Power outlet should be properly rated, protected, and sized in order to avoid electrical overload. **Do not use a multiple-outlet power strip or extension cord with this window air conditioner.** Failure to do so may result in short-circuit or electrical shock. Do not cut or remove the third (ground) prong from the power cord under any circumstances.
- When installing or moving the appliance, be careful not to pinch, crush, or damage the power cord.
- Never attempt to operate this appliance if it is visibly damaged, malfunctioning, disassembled, or has missing or broken parts. This includes exposed wiring on a damaged cord or electrical plug.
- Do not attempt to disassemble or repair any part of this appliance. All repairs and services must be performed by qualified service personnel.

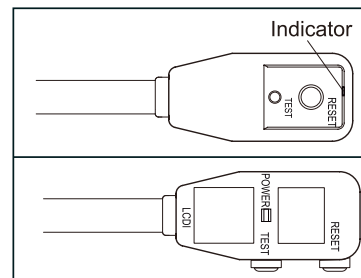
- Use caution when unpacking and installing as the sharp edges of the unit may cause personal injury.
- It is recommended that two people install and setup the air conditioner to avoid the unit falling out of window.
- Chemicals and other solvents which are dissolved in the air (e.g. cleaning products, hair spray, air fresheners, perfumes, etc.) may cause the product to deform and become damaged.
- Installation must be performed in accordance with national wiring standards by authorized and trained personnel only.
- The outdoor operating temperature range for this unit is 64°F - 109°F (18°C-43°C). Operating this air conditioner outside of this temperature range may cause damage to your air conditioner.

Operation

- To avoid risk of electrical shock, do not grasp the power cord or the unit with wet hands and avoid placing the product where it could be splashed with water.
- Avoid placing the unit itself or any other objects on top of the power cord, including rugs or carpeting.
- Keep air inlet/outlets free from obstruction and clean the filter regularly to ensure optimal and safe performance
- Do not insert fingers or other objects into the air inlet or outlet. Not only is the internal fan running at high speeds, there is also an increased risk of deadly electrical shock.
- Remove the power plug from wall outlet if the product will not be used for extended periods.
- If the product makes a strange noise or emits a strange or smoky smell, immediately remove the power plug and contact customer service for next steps.
- Turn off the product and remove the power plug before cleaning or maintenance. Wait for the fan to stop moving.
- Do not attempt to accelerate the defrosting process other than using instructions contained in this user manual, as this may damage your unit.
- No open fire (e.g. electrical heater or gas stove) should be used on or near the appliance.

To test your power supply cord please do the following:

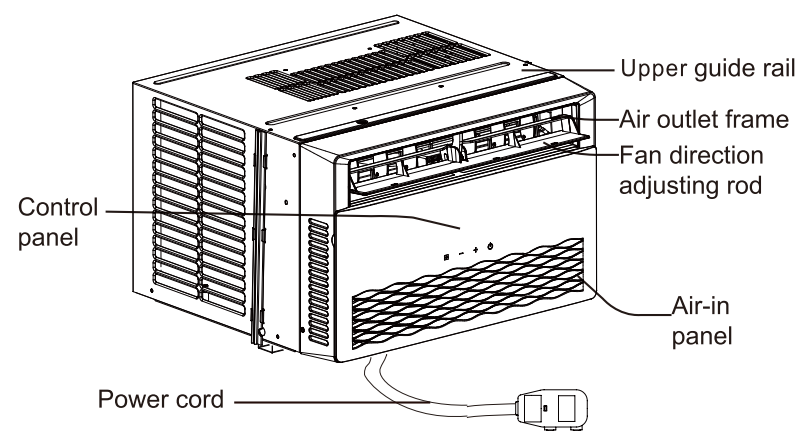
1. Plug in the air conditioner.
2. The power supply cord will have two buttons on the plug head. If you press the **TEST** button you should notice a clicking noise as the **RESET** button pops out.
3. Press the **RESET** button again, and you will notice a clicking noise as the button engages.
4. The power supply cord is now supplying electricity to the unit.



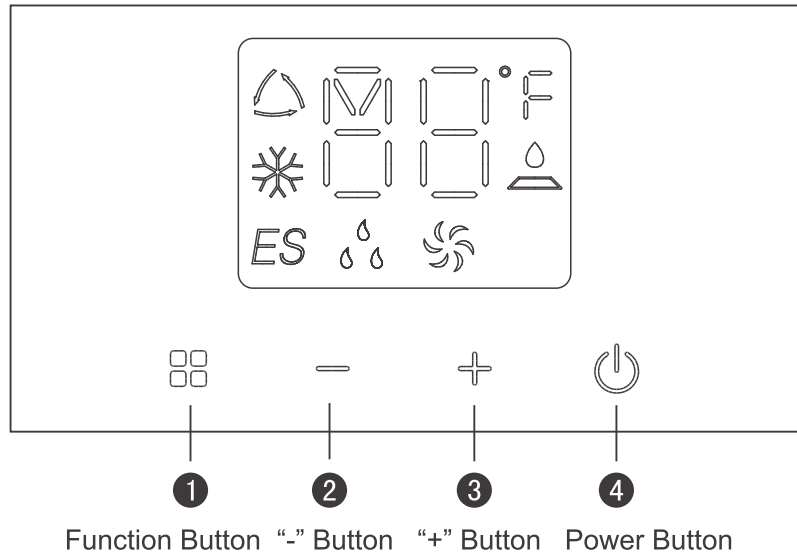
Note: Plug may be different with the actual product. Please refer to actual product.

- Do not use the power supply cord to turn the unit on or off
- Always make sure the **RESET** button is pushed in for correct operation
- The power supply must be replaced if it fails to reset when either the **TEST** button is pushed, or it cannot be reset. Please contact support@tosotdirect.com for more information.

Parts



Control Panel



❶ Function Button

When the unit is in **Auto**, **Energy Saving**, **Dry**, or **Fan** modes, pressing the Function Button once will enter the unit into **Cool** mode. When in **Cool** mode, press the "+" and "-" buttons to adjust to your desired target temperature.

Press the Function Button again to change the fan speed while in cooling mode. Use the "+" and "-" buttons to change between the various fan speed settings: Low (LO), Medium (MI), High (HI), and Auto (AU).

After entering Cool mode, you can not change to a different mode by using the control panel on the unit. You will need to change the mode by using the remote control.

❷ "-" Button

In the **Cool**, **Energy Saving**, and **Dry** modes: press this button once to decrease the set temperature by 1°F. Press and hold this button for 5 seconds to reset the Clean Filter timer to zero. If the filter cleaning indicator light is on, press and hold for 5 seconds to clear the illuminated Clean Filter icon on the display screen.

