

8-Series Kiosk Installation Guide



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Important Safety Information

Warning and Caution Symbols

The following Warning and Caution symbols are used throughout this manual:



Cautions alert you to the potential for equipment damage.



Warnings alert you to possible safety risks.



General Safety Information

This kiosk is intended for indoor use only.

All service procedures should be done by properly trained and qualified service personnel.

Any on-site assembly required during the installation process must be performed by properly trained and qualified service personnel.

The kiosk must be fixed firmly in place by securing the security cabinet or stand to the floor using the supplied wedge anchors.

The kiosk must be connected to a properly grounded and appropriately rated AC receptacle using the supplied cord set.

The kiosk must be disconnected from the AC power supply before connecting signal cables to a host computer.

This device complies with the requirements of UL2361 for a Custom Built Kiosk.



CAUTION

This kiosk contains sensitive electronic components that could be damaged if exposed to excessive force.



CAUTION

Use only factory-approved consumables and cleaning kits. Use of any non-approved supplies could permanently damage the kiosk and may void your warranty.

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of the equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

Conforme Canada NMB-003, Classe A.



WARNING

Important Laser Safety Notice

The optional laser barcode reader employed in this kiosk complies with US CFR1040.10 and 1040.11 except for deviations pursuant to Laser Notice No. 50 dated June 24, 2007, and EN60825-1:1994+A1:2002+A2:2001 and IEC60825-1:1993+A1:1997+A2:2001. The laser classification is marked on one of the labels on or near the laser device.

The optional laser barcode reader employed in this kiosk has no controls or provision for adjustment by operation, maintenance, or service personnel. Refer service inquiries to the service provider contracted by your organization.

Any changes or modifications to Source Technologies equipment, not expressly approved by Source Technologies, could void the user's authority to operate the equipment.



WARNING

Use of controls, adjustments or performance of procedures other than those specified herein may result in hazardous laser light exposure.

Class 2 laser scanners use a lower power, visible light diode. As with any very bright light source, such as the sun, the user should avoid staring directly into the beam. Momentary exposure to a Class 2 laser is not known to be harmful.



This warning logotype label appears near the scanner window.

This warning logotype label appears near the scanner window:



Risk of explosion if the motherboard battery is replaced by an incorrect type. Dispose of used batteries according to the battery manufacturer's instructions.



Source Technologies does not consider the battery a user-replaceable item. Battery replacement should only be performed by a Source Technologies authorized repair technician at an authorized repair facility. Any attempt to replace the battery by a non-authorized technician may damage the device and void the manufacturer's warranty. For more information, please contact Technical Support.

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1. Product Overview

Kiosk Description

The 8-series kiosk is a next generation self-service platform designed to manage secure, distributed financial transactions such as retail payments, check cashing, and consumer banking.

The 8-series features a mid-size security cabinet to provide cash/check/document capability and is well-suited for stand-alone applications.



IMPORTANT INSTALLATION PRECAUTIONS

Locate the kiosk such that there will be adequate space in front of the display. Ensure that a wheelchair can easily maneuver in and out from the front of the kiosk.

Complete all necessary Site Surveys and review facility drawings to ensure that no gas, water, electrical lines, etc. will be near any of the holes that will be drilled. Kiosk location will comply with all other applicable codes (fire escape routes, etc.). Floor must be flat and sub-flooring material must be concrete with a minimum thickness of 4.0 in.

Before installing, obtain any necessary permits or property owner authorizations. All work must be done in full accordance with the requirements of all agencies and authorities having jurisdiction; all applicable state and city codes; Barrier Free requirements, OSHA and the local utility companies' requirements.

Make sure that the appropriate electrical and network connections are present before installation (appropriate surge suppression is recommended). The connections should be located such that all cords will be safely routed away from any human traffic and will not cause anyone to trip over them. Do not modify the AC power cord supplied with the kiosk.



The kiosk must be connected to an individual branch circuit that is properly grounded and appropriately rated for the device power requirements. For specific power requirements, see the product label on the back of the kiosk.

Do not install the unit:

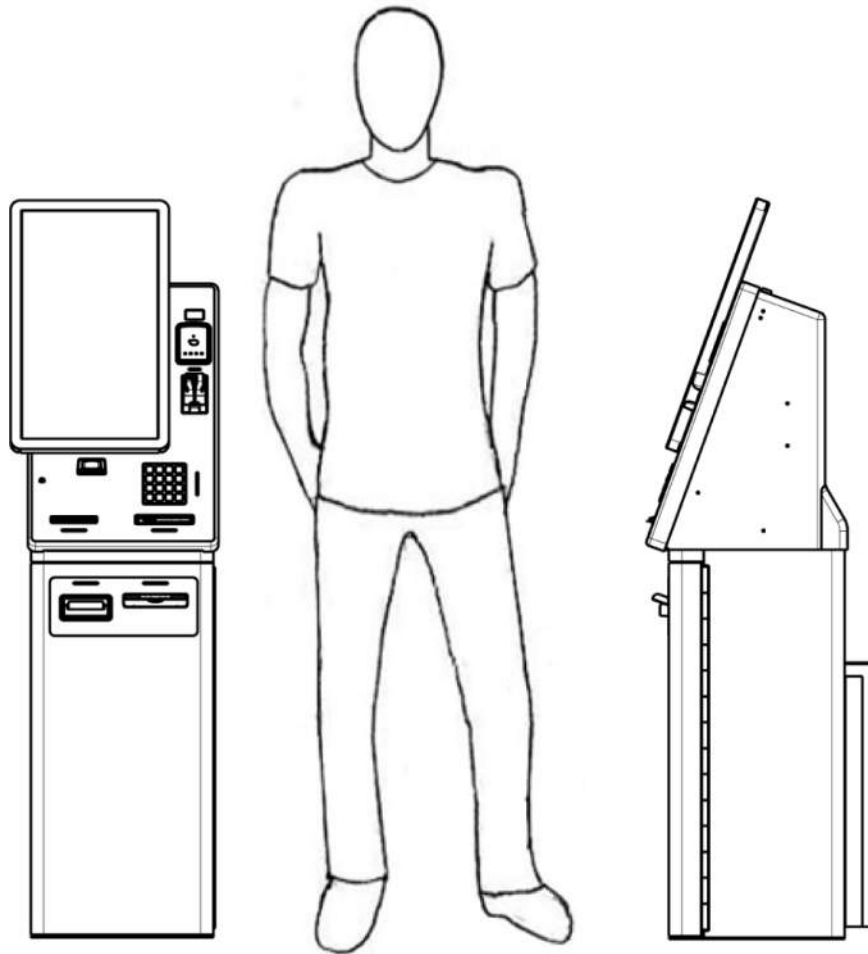
In an environment where the ambient temperature exceeds 90 °F.

Where it will be exposed to direct sunlight or hot air from an HVAC system.

Within 8 feet of Electronic Article Surveillance devices that generate radio frequency energy or magnetic fields.

Kiosk Clearance Dimensions

The kiosk should be placed so that there is enough clearance for a person to comfortably maneuver to the side and in front of the kiosk.



Peripheral Configurations

The procedures in this Installation Manual include instructions for all possible peripherals for this kiosk series. Depending upon the configuration of your individual kiosk, some of the peripherals described may not be included with your particular kiosk configuration.



Use only factory-approved consumables and cleaning kits. Use of any non-approved supplies could permanently damage the kiosk and may void your warranty.

2. Tools Needed

Tools Needed:

- Box Cutter
- 7 mm Nut Driver
- #2 Phillips Screwdriver
- 1 1/2 in. long #2 Screwdriver
- 3/8 in. Drive Socket Wrench
- 6 in. Socket Wrench Extension (3/8 in. drive)
- 3/4 in. Deep Well Socket (3/8 in. drive)
- 7/16 in. Socket (3/8 in. drive)
- Safety Glasses
- Hand Truck
- Bubble Wrap, Foam (2 in. Thick), or Blanket Marker
- Hammer Drill (w/ bubble level recommended)
- 1/2 in. Drill Bit (appropriate for the flooring material to be drilled)
- Knife (suitable for cutting carpet)
- Hammer

3. Unpacking and Moving the Kiosk

IMPORTANT

Before unpacking, inspect the packaging for signs of damage and check the tip indicators attached to the outside of the box to verify the kiosk has been handled properly. If damage has occurred, contact your project manager or supervisor before unpacking the kiosk and discontinue installation. Retain all packaging until the kiosk is installed and proper operation is verified.



Kiosk Weight = +200 lbs.
Two persons required for installation

Remove Kiosk from Its Packaging

1. Move the packaged kiosk as close as possible to the installation site and cut the straps around the packaging.



2. Lift and remove the top portion of the box. Remove both sides of the box.



3. Remove the protective plastic bag.

4. Inspect the equipment for signs of shipping damage. If damage has occurred, contact your project manager or supervisor to determine the next step. Save all packing material until kiosk has been verified as fully operational.



Remove Internal Packaging Material

5. Open the accessory kit box and verify that all of the materials are present. See box label for contents.

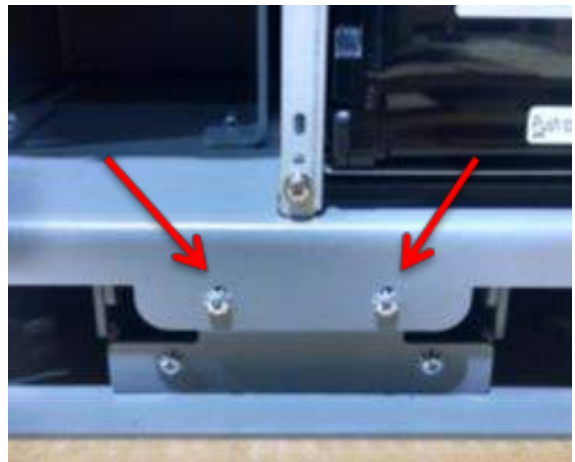
6. Using the key from the accessory kit, open the top enclosure. Remove all plastic coverings, tape and cardboard.



7. Unlock the security cabinet (using the lock instructions attached to front of kiosk) and open the security cabinet door.



8. Using a #2 Phillips head screwdriver, remove the two screws found at the bottom of the cash module base.

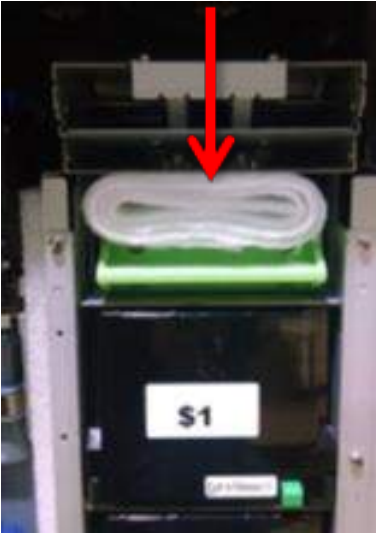


9. Gently pull the cash acceptor unit to the right and remove the white foam between the unit and the side wall.



10. Lift up slightly and pull on the front edge of the cash module. This will allow the unit to roll out of the kiosk base until it hits the end stop.





11. Remove the shipping foam above the bill reject bin on the cash dispenser as well as the remaining shipping foam from between the cash acceptor and cash dispenser units and the two pieces that protected the right side of the cash dispenser in shipping. Discard foam.



12. Use a 3/4-inch socket wrench to remove the (4) 3/4-inch bolts that attach the kiosk base to the shipping pallet. It is recommended that someone hold the kiosk steady as these are removed to be sure that it does not fall over injuring someone or damaging the unit.



13. Reposition the cash unit in front of the kiosk base and while tilting the unit forward, push it over top of the stop base but do not fully insert it back into the base.



14. Check that the power and data cables located on the right side of the cash dispenser unit did not become disconnected during the moving of the cash module and reset them as necessary. Also check that the wires are properly routed so they do not become pinched or damaged by the mechanical workings of the cash dispenser unit.



15. Slide the cash module fully back into the base of the kiosk until it's secured. Check both sides of the base to be sure no wires are pinched between the module and the kiosk base walls.



16. Press in on each of the cash dispenser cash cassettes to be sure that they did not get dislodged in shipping.



17. Remove the plastic protection strip from the left-hand side of the base.



18. With help, maneuver the Series 8 kiosk to the edge of the shipping pallet. Slide a hand truck under the base and use it to carefully lower the unit down to the floor. Roll the kiosk to the desired location, maintaining control so that the unit does not fall off the hand truck.



19. Open the top housing of the kiosk and remove the protective plastic from the right, left, and top of the kiosk and discard.



20. Locate the check scanner unit on the inside right of the kiosk top unit and carefully remove the pink packing foam holding the stacker plate in place.



4. Securing the Kiosk

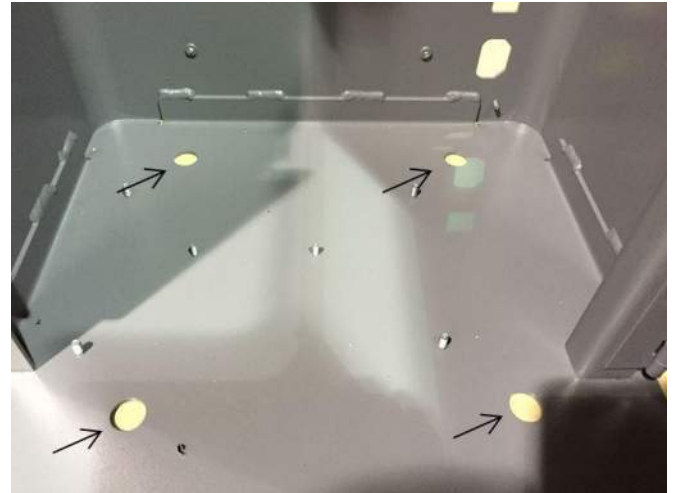


WARNING

The kiosk must be fixed firmly in place by securing it to the floor by using the (4) supplied anchor bolts as described.

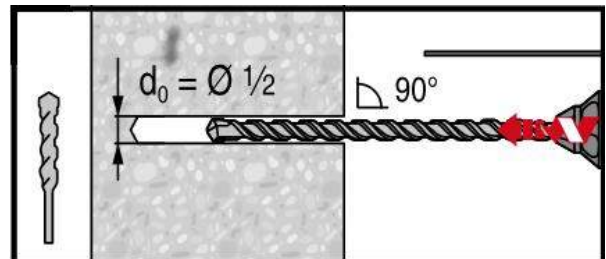
Locating the Holes

1. Position the kiosk exactly in the location where it will be installed (make sure that the location complies with all the Important Installation Precautions as described in Chapter 1).
2. Make sure that the base is not skewed and is rotated in the proper orientation (such that the display will be facing in the proper direction).
3. Use a marker to mark the location of the (4) anchor bolt holes.
4. Move the kiosk aside to access the area where the holes will be drilled.
5. If there is carpet on the floor where the kiosk is to be installed, use a knife to cut away the carpet under the holes and then mark the corresponding locations onto the sub-floor.



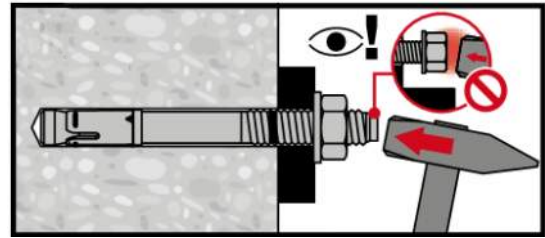
Drilling the Holes

6. Using a hammer drill and a $\frac{1}{2}$ in. drill bit, drill (4) holes to a depth of $3.75 \pm 1/8$ in. minimum depth. The perpendicularity of each hole must be $\pm 3^\circ$ or better. Important - Make sure that the holes are properly drilled so that the anchor bolts will precisely fit. Improper drilling could cause difficulty in securing the anchor bolts in the following procedures.
7. Vacuum any debris from the holes.
8. Verify that each anchor bolt will be utilizing all $3\frac{1}{2}$ in. (minimum) of the thickness of the concrete.
9. Add the included washer and nut to the anchor.

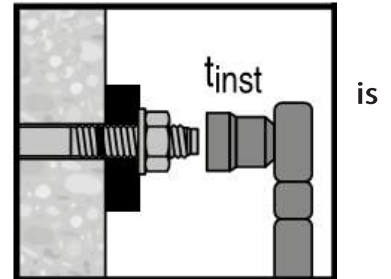


Securing the Unit

10. Move the kiosk back into place and align the cabinet holes with the newly drilled holes in the floor. Insert each anchor bolt through the security cabinet and into the floor hole. As shown at right, use a hammer to tap the anchor into place until it is fully seated in hole.



11. Use the 3/4 in. Deep Well socket and a torque wrench to tighten each anchor bolt nut to 40ft-lbs turns past snug). Close security cabinet door and make sure no binding occurs. If door binding does occur, the floor not level. Insert additional 1/4 in. washers in the corresponding corner (between floor and kiosk) that needs to be raised until binding is eliminated.

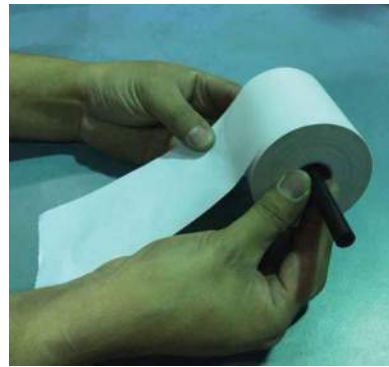


12. Re-install the Cash Acceptor Stabilizer (which was removed during unpacking) using a nut driver and a screwdriver.

5. Loading the Head Unit Receipt Printer

Loading Paper

1. Using scissors or a knife, square off the free end of the paper.
2. Insert the spindle through the receipt paper roll.
3. Place the paper roll into the roll holder as shown, being careful to orient the roll so that the paper feeds off the top of the roll as shown.



Note: The receipt paper is thermally treated on one side only. The proper side must be facing up for printing to occur. If the printer feeds paper normally during a print job, but no printing occurs, verify that the proper side of the paper is facing up.



4. Grasp the paper on each side and feed it into the guide as far as it will go until it stops.
5. Hold the paper in this position for a couple of seconds until the printer begins to auto-load the paper.



If Paper Does Not Auto-Load

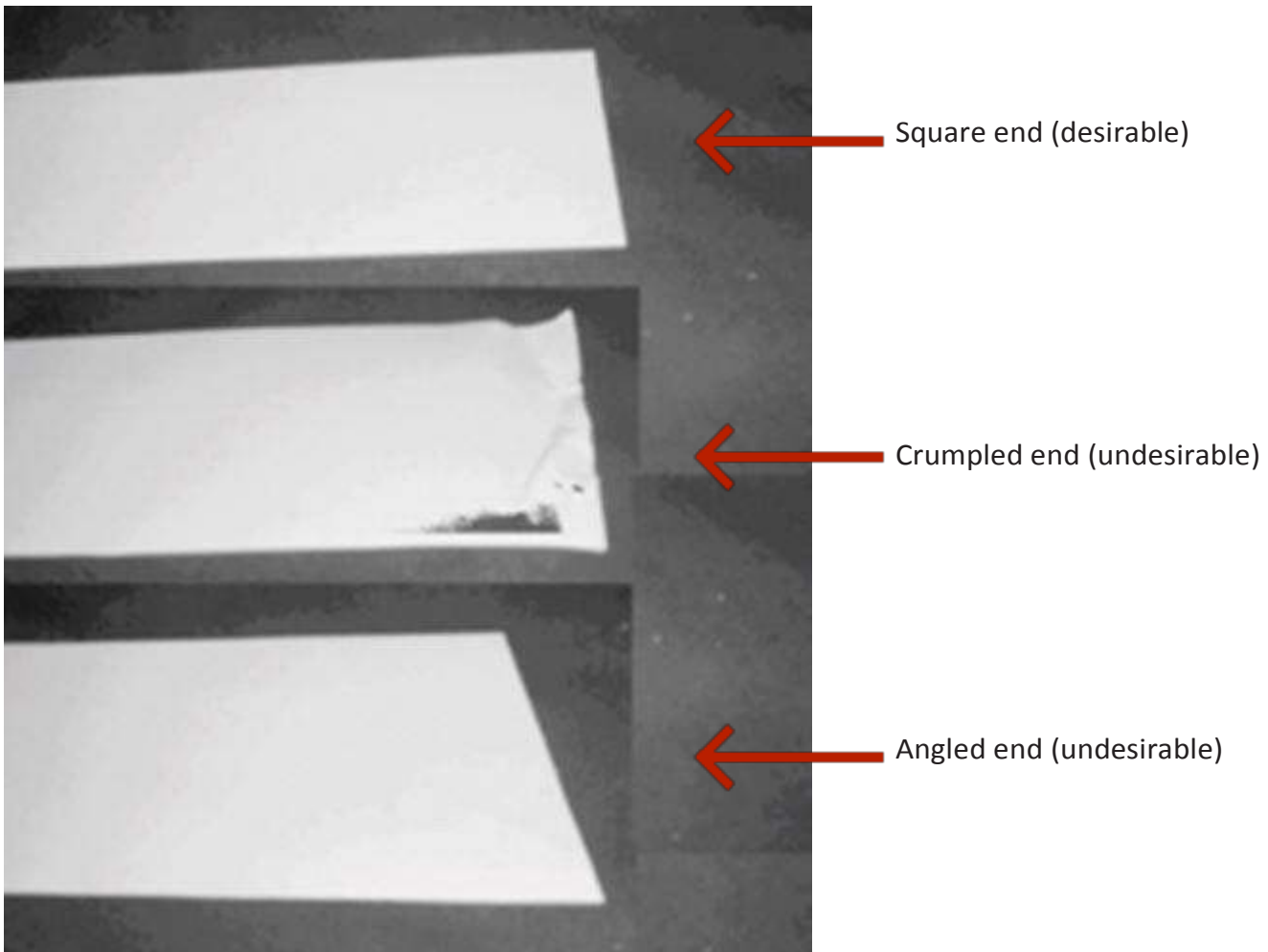
Verify that there is power to the printer.

Make sure that the paper is pushed as far forward as possible into the guide.

Make sure that the forward edge of the paper has no bends or folds that would prevent it from entering the printer.

Make sure that the forward edge of the paper is square with the sides of the paper.

Correct any issues that you find and re-load using the procedures above.



6. Final Installation

Hardware Verification Device Test

Use the 8-series Functional Test Procedures Document, (P/N: 107531, attached to packaging as shown), to verify kiosk hardware is functioning properly.



IMPORTANT

DO NOT PROCEED TO THE NEXT STEP UNTIL IT HAS BEEN VERIFIED THAT ALL KIOSK COMPONENTS ARE FUNCTIONING PROPERLY AS OUTLINED IN THE HARDWARE VERIFICATION PROCEDURE

Hardware Installation Complete