SourceTechnologies®

8-Series
Countertop Kiosk
Installation Guide

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Source Technologies
4205B Westinghouse Commons Drive
Charlotte, North Carolina 28273

Author: Source Technologies.

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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 base to a permanently fixed wooden surface.

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.

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

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.

This Class A digital apparatus complies with Canadian ICES-003.

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.

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.

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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.

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.

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
- #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)
- Safety Glasses
- 9/16 in. Socket (3/8 in. drive)
- 1/4 in. Drill Bit (for wood)
- Electric Drill

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 = 87 lbs.
Two persons required for installation

Remove Kiosk from Its Packaging

1. Cut and remove all straps.

2. Remove top packaging.

3. Remove the sides of the box.

4. Remove the plastic bag.

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

8. 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.

9. Remove the m6x10mm security screw.

Note: after removing the screw, close and lock the top kiosk before pulling it off its base.

To remove the kiosk top from is base just pull the top toward you with the screen facing you. With two people, pick up the top and place it somewhere it will not be knocked over because it is top heavy without being fastened down.

10. Remove the 4 lag bolts.

4. Securing the Kiosk

WARNING

The kiosk must be fixed firmly in place by securing the base to a permanently fixed wooden surface.

Locating the Holes

1. Position the kiosk base in the location where it will be installed.

2. Using the (4) slots in the base as a guide, mark the locations to be drilled.

3. Move the kiosk base aside to access the area to be drilled.

Drilling the Holes

1. Using a drill and the 1/4 drill bit, drill (4) pilot holes in the locations marked in the previous step.

Securing the Unit

1. Move the kiosk base back into place and align the (4) slots with the pilot holes. Place (1) 3/8 in. washer onto each of (4) 3/8 x 1 in. lag bolts included in the kiosk accessory kit. Insert each lag bolt with washer through the kiosk base slots and securely tighten.

2. After the kiosk base is secured in place, slide the kiosk head unit into place on the kiosk base and replace the security screw that was removed during unpacking.

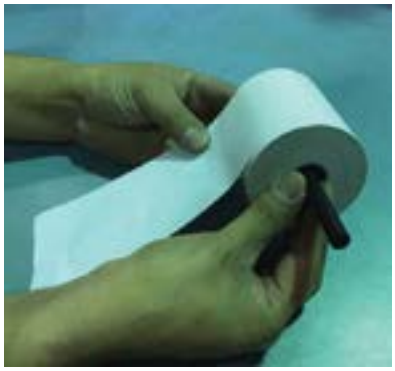
5. Loading the Head Unit Receipt Printer

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

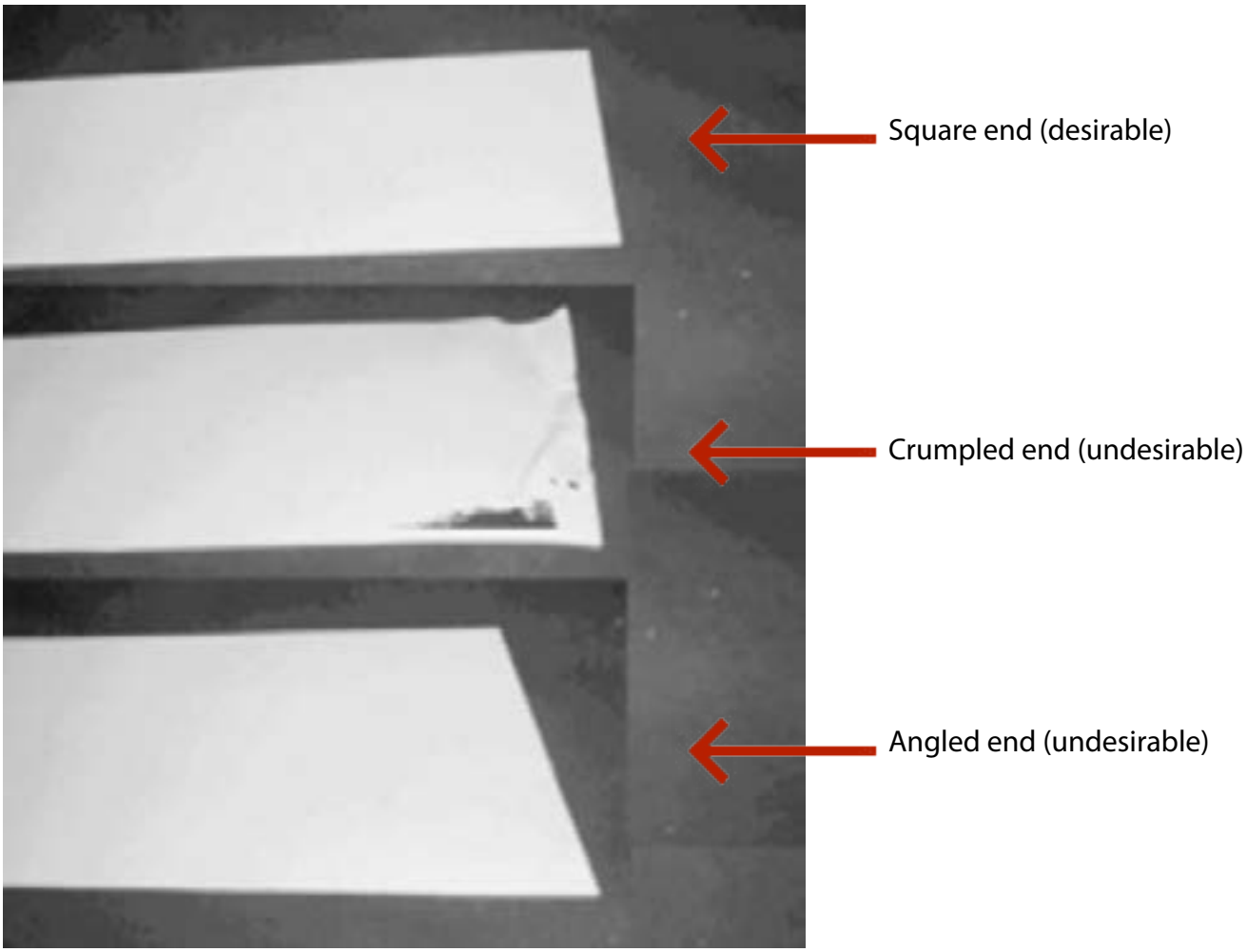
Verify that there is power to the printer.

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