

# Series-10 Kiosk Installation Guide



## Notice

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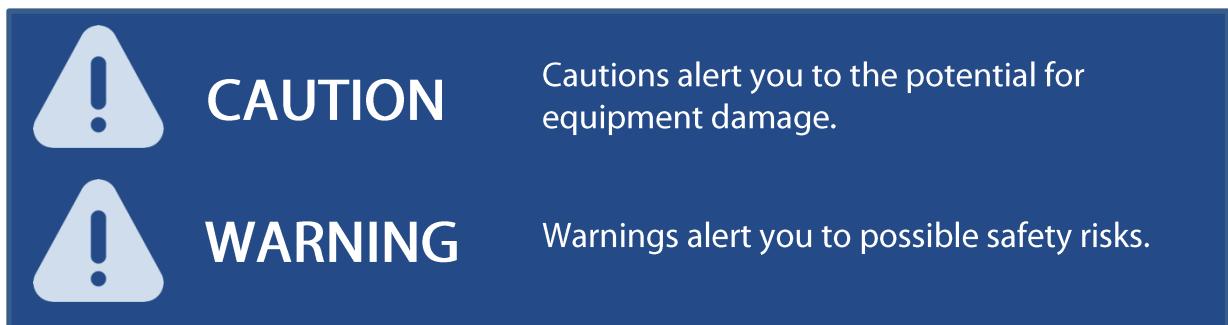
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Revision: E

## Operational Safety Information

### WARNING AND CAUTION SYMBOLS

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



### General Safety Information

This kiosk is intended for indoor use only.

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

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

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

The socket-outlet powering this equipment shall be installed near to the equipment and be easily accessible.

The kiosk must be properly shut down and then disconnected from the AC power supply before connecting signal cables to a host computer.

This kiosk is suitable for connection to IT power systems.

## SYMBOLES D'AVERTISSEMENT ET DE MISE EN GARDE

Les symboles d'avertissement et de mise en garde suivants sont utilisés tout au long de ce manuel:



### Consignes générales de sécurité.

Ce kiosque est destiné à un usage intérieur seulement.

Toutes les procédures d'entretien doivent être effectuées par du personnel d'entretien dûment formé et qualifié.

Tout montage sur site requis pendant le processus d'installation doit être effectué par un personnel de service qualifié et dûment formé.

Le kiosque doit être connecté à une prise secteur correctement mise à la terre et de calibre approprié à l'aide du cordon fourni.

Le kiosque doit être solidement monté au sol à l'aide des (4) boulons d'ancrage fournis. Consultez le manuel d'installation pour plus de détails.

La prise de courant qui alimente cet équipement doit être installée à proximité de l'équipement et être facilement accessible.

Le kiosque doit être correctement fermé puis déconnecté de l'alimentation secteur avant de connecter les câbles de signal à un ordinateur hôte.

Ce kiosque est approprié pour la connexion à des systèmes d'alimentation informatique.

## FCC Statement



**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 evaluated 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, 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 their own expense.

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

## Déclaration FCC



### Mise En Garde



### Mise En Garde

Ce kiosque contient des composants électroniques sensibles qui pourraient être endommagés s'ils étaient exposés à une force excessive.

N'utilisez que des produits consommables et des kits de nettoyage approuvés en usine. L'utilisation de fournitures non approuvées pourrait endommager le kiosque de façon permanente et annuler votre garantie.

Cet équipement a été testé et déclaré conforme aux limites d'un appareil numérique de classe A, conformément à la partie 15 des règles de la FCC. Ces limites sont conçues pour fournir une protection raisonnable contre les interférences nuisibles lorsque l'équipement est utilisé dans un environnement commercial. Cet équipement génère, utilise et peut émettre de l'énergie radiofréquence et, s'il n'est pas installé et utilisé conformément au manuel d'instructions, peut causer des interférences nuisibles aux communications radio. L'utilisation de l'équipement dans une zone résidentielle est susceptible de causer des interférences nuisibles, auquel cas l'utilisateur devra corriger ces interférences à ses propres frais.

Cet appareil numérique de la classe A est conforme à la norme NMB-003 du Canada.

## Important Laser Safety Notice

The 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.

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.

## Avis Important Sur La Sécurité Du Laser

Le lecteur de codes à barres laser en option utilisé dans ce kiosque est conforme aux normes des États-Unis CFR 1040.10 et 1040.11, à l'exception des dérogations prévues par l'avis laser n.° 50 du 24 juin 2007 et les normes EN60825-1:1994+A1:2002+A2:2001 et IEC60825-1:1993+A1:1997+A2:2001.

Tout changement ou modification à l'équipement Source Technologies non expressément approuvé par cette dernière pourrait annuler le droit de l'utilisateur d'utiliser l'équipement.



### **AVERTISSEMENT**

L'utilisation de commandes, de réglages ou de procédures autres que ceux spécifiés dans le présent document peut entraîner une exposition dangereuse à la lumière laser.

## Important Battery Safety Notice



### WARNING

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



### CAUTION

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.

## Avis Important De Sécurité De La Batterie



### AVERTISSEMENT

Risque d'explosion si la batterie de la carte mère est remplacée par un mauvais type. Jetez les piles usagées conformément aux instructions du fabricant de la batterie.



### Mise En Garde

Source Technologies ne considère pas la batterie comme un élément remplaçable par l'utilisateur. Le remplacement des piles ne doit être effectué que par un technicien de réparation autorisé de Source Technologies dans un atelier de réparation agréé. Toute tentative de remplacement de la pile par un technicien non autorisé peut endommager l'appareil et annuler la garantie du fabricant. Pour plus d'informations, veuillez contacter le service d'assistance technique.

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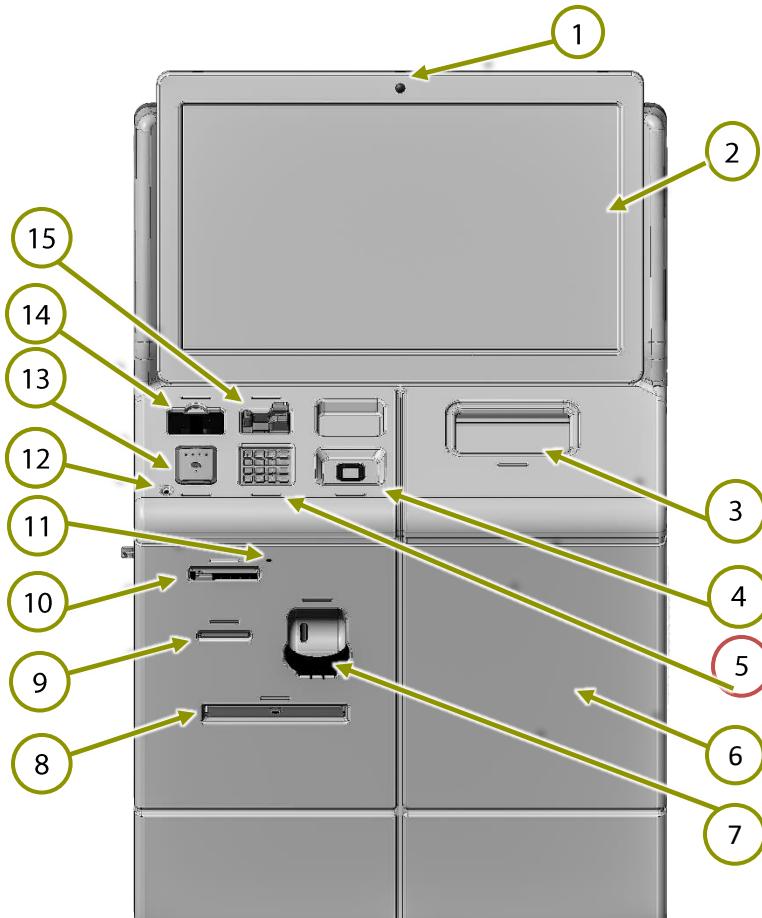
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## CHAPTER 1 – PRODUCT OVERVIEW

### Kiosk Description

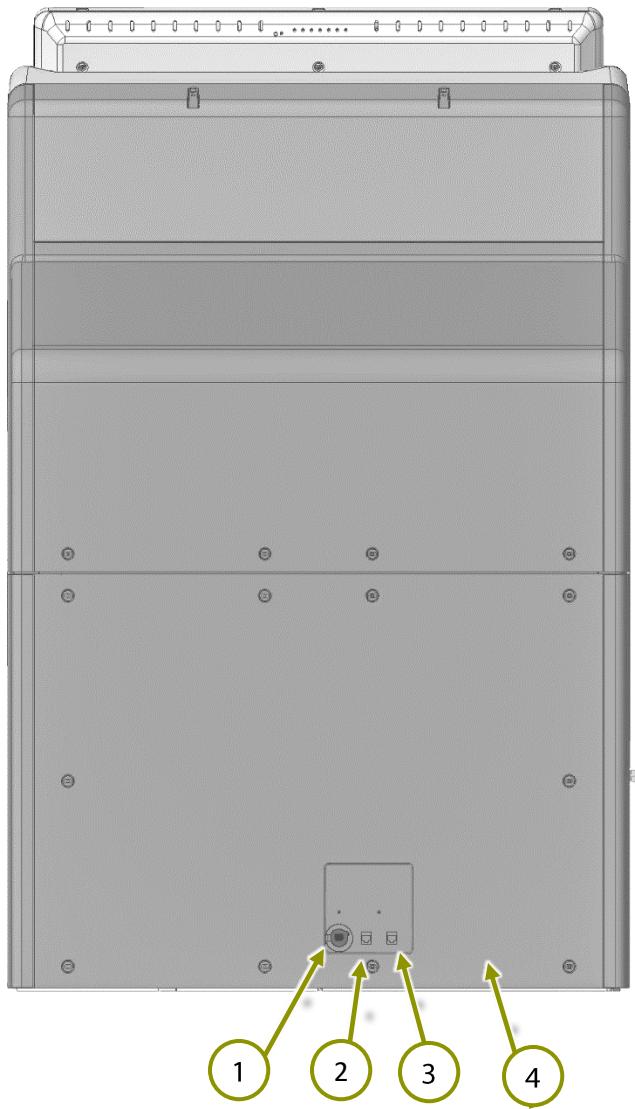
Source Technologies' Series-10 Kiosk is a next-generation, self-service platform designed from the ground up to manage secure, distributed financial transactions and consumer banking.

### Kiosk Features and Options



Series-10 Components			
1	Camera	9	Receipt Printer
2	Touchscreen Display	10	Check Scanner
3	Cash Recycler	11	Approach Sensor
4	Palm Sensor (optional)	12	Headphone Jack
5	PIN Pad	13	NFC Reader
6	UL291 Safe (inside)	14	Barcode Imager/ ID Scanner
7	Coin Dispenser	15	EMV/Mag Stripe Card Reader
8	Check Printer (optional)		

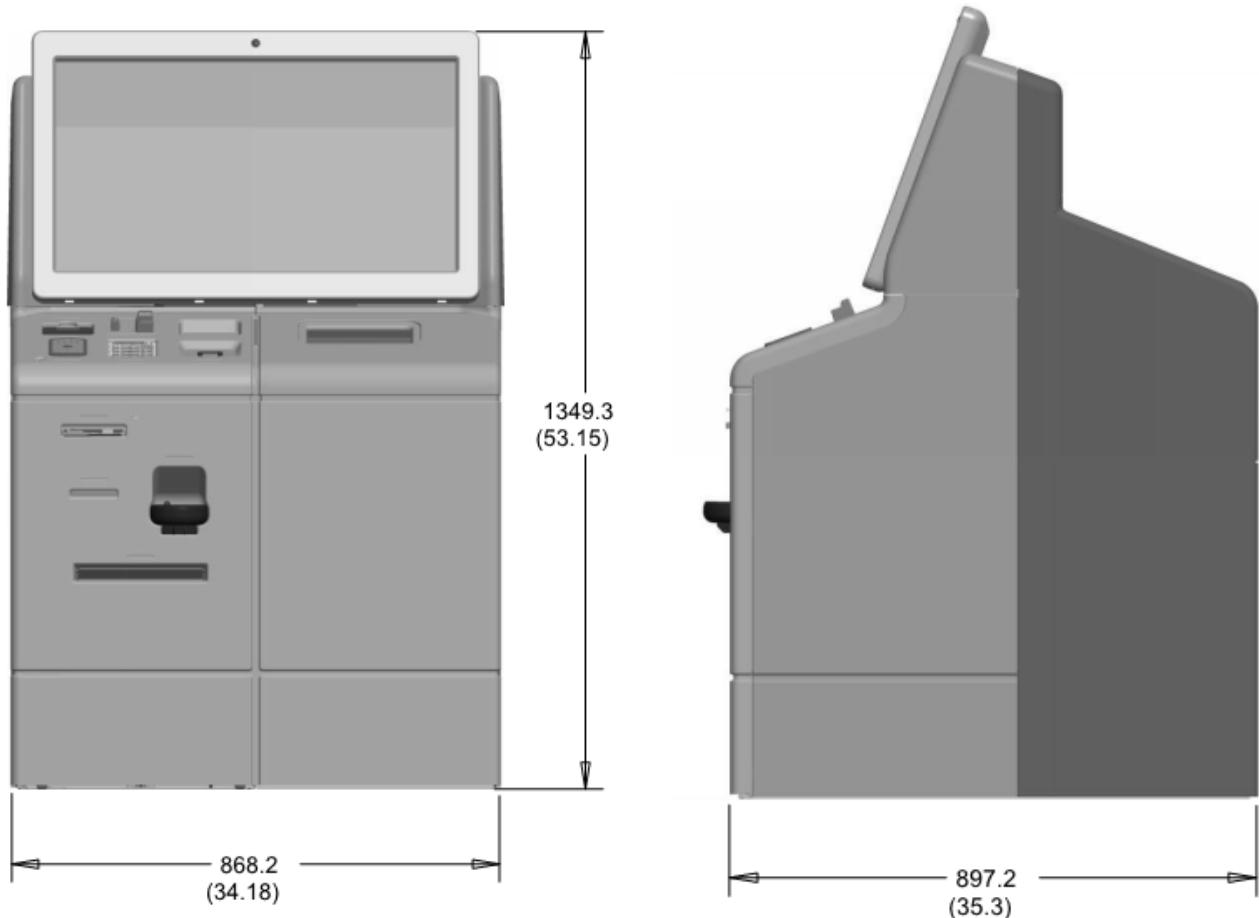
## Rear View Kiosk Features and Option



Rear View			
<b>1</b>	Power Cord	<b>3</b>	Check Printer Connect
<b>2</b>	Network Connect	<b>4</b>	UPS (inside)

## Overall Kiosk Dimensions

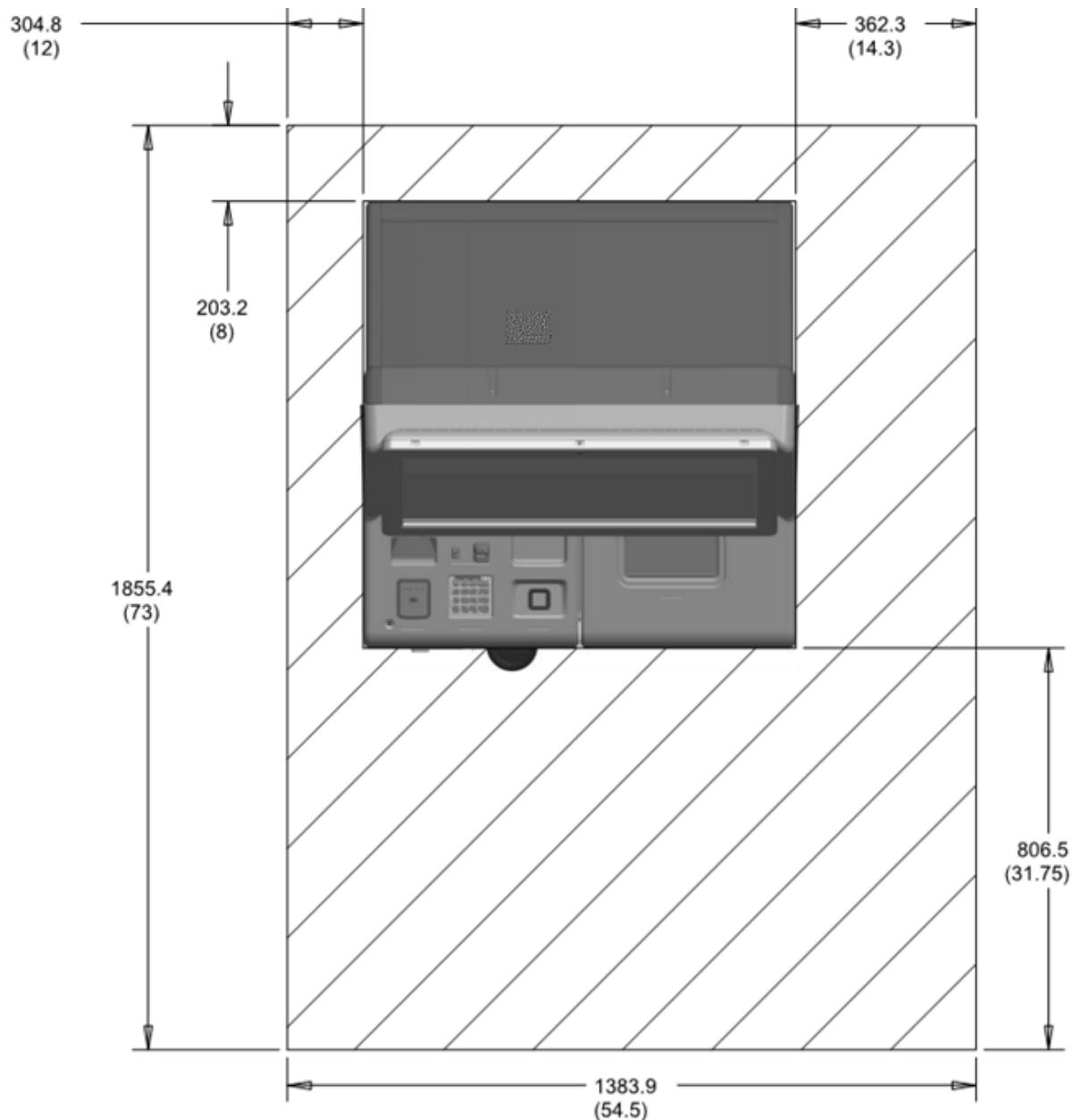
DIMENSION UNITS: mm (inches)



## Installation Clearance Requirements

Floor Clearance for Kiosk Servicing

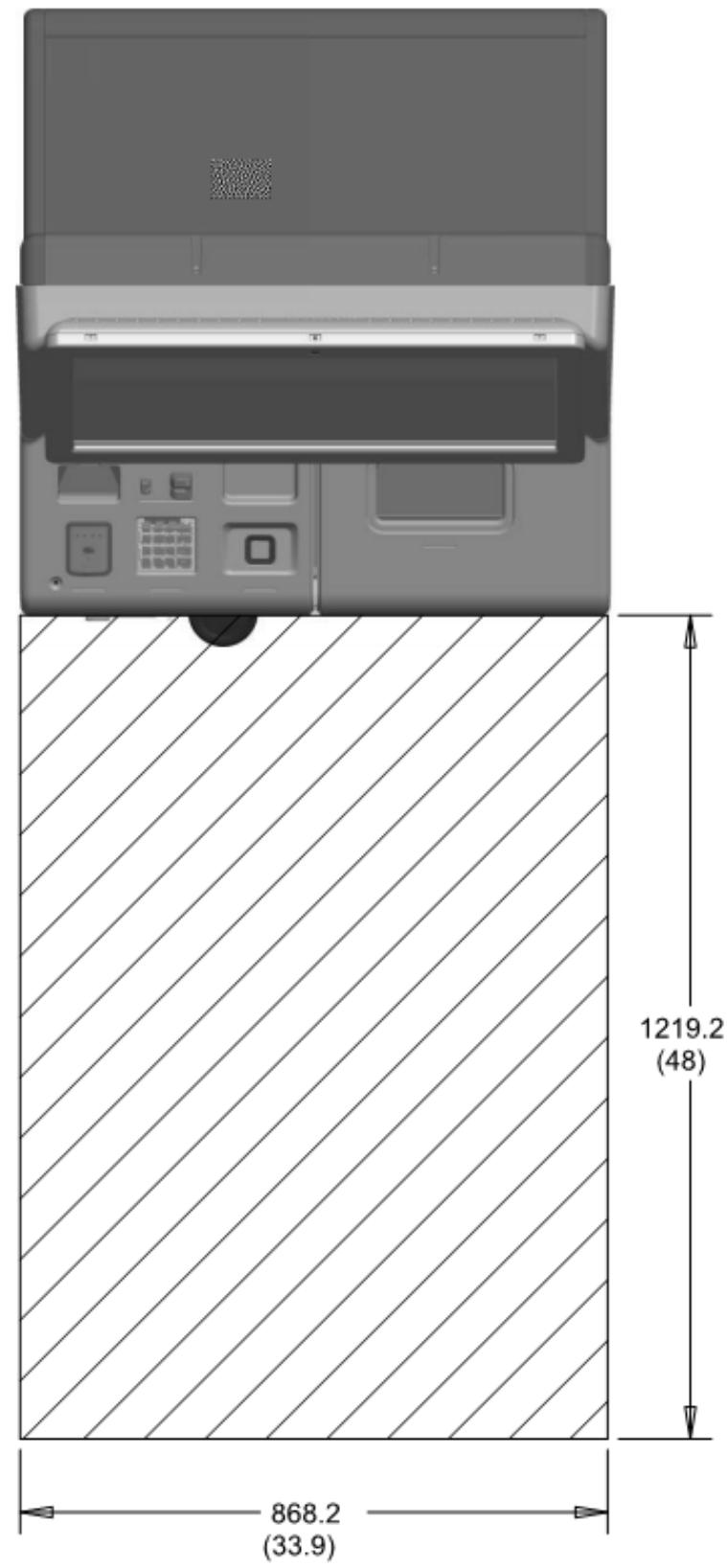
DIMENSION UNITS: mm (inches)



**Note:** Any deviation from the installation space requirements must be approved by Source Technologies. Failure to do so may result in the denial of installation and/or maintenance services.

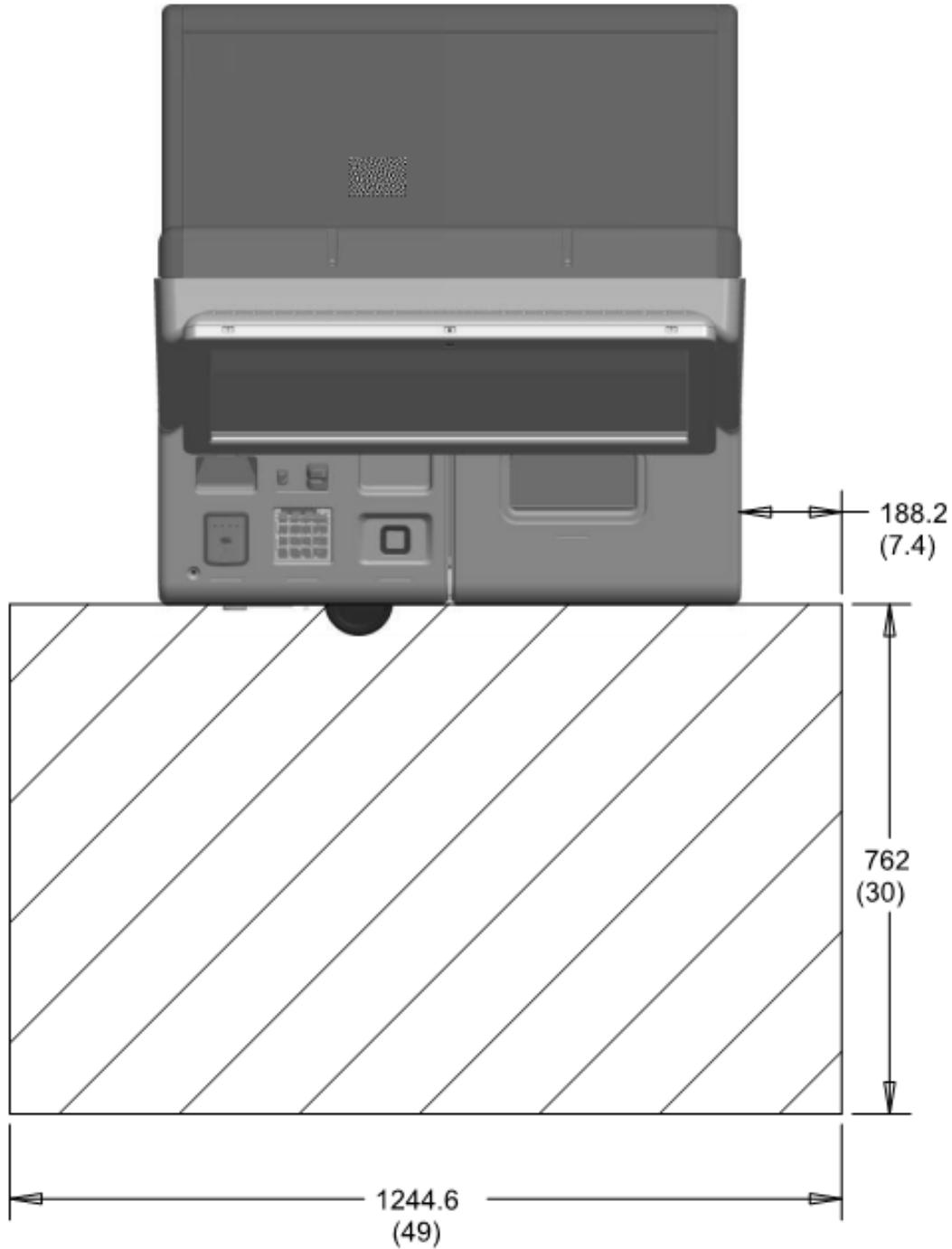
## Floor Clearance for Front Wheelchair Access

DIMENSION UNITS: mm (inches)



## Floor Clearance for Side Wheelchair Access

DIMENSION UNITS: mm (inches)



## CHAPTER 2 – INSTALLATION LOCATION REQUIREMENTS

Using the Service and Wheelchair Clearance requirements as a guide, install the kiosk in a location with adequate space on each side.

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

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 legal control; 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.



### WARNING

The kiosk must be connected to an individual branch circuit that is properly grounded and appropriately rated to 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 warm air from an HVAC system.

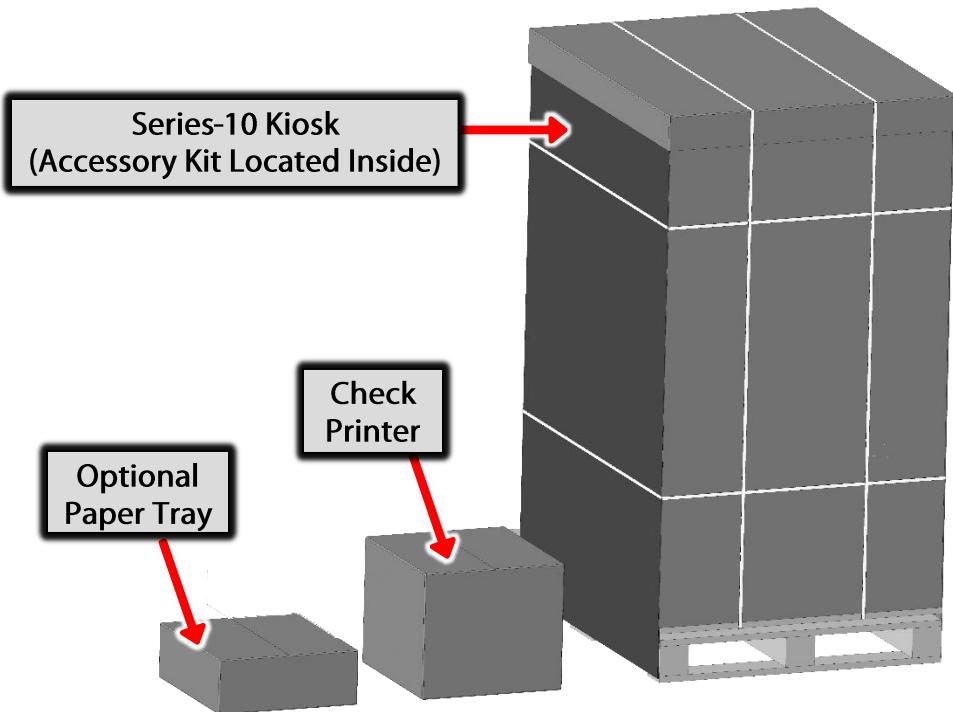
Within 8 feet of Electronic Article Surveillance devices that generate radio frequency energy or magnetic fields.

## CHAPTER 3 – UNPACKING THE KIOSK

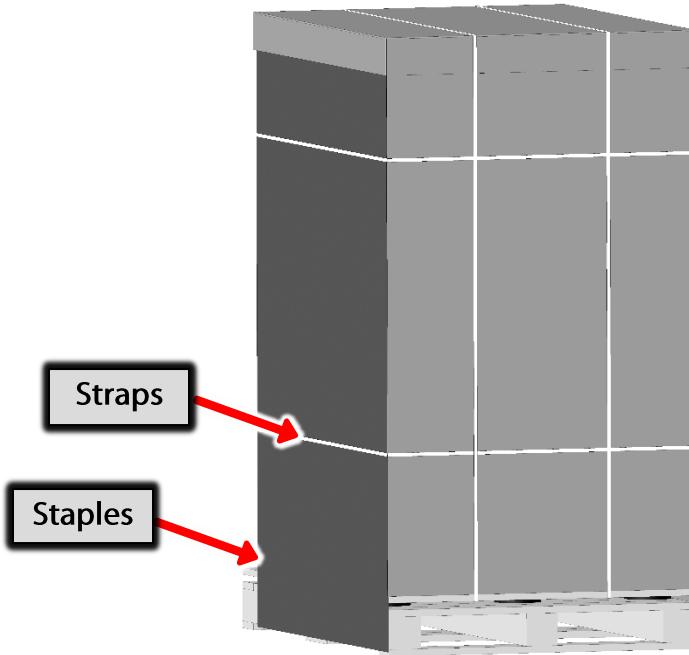
Tools Needed:

- Box Cutter
- #2 Phillips Screwdriver
- Socket Wrench
- 8mm Nut Driver
- Flat Screwdriver
- $\frac{3}{4}$ " Socket
- $\frac{1}{2}$ " Socket
- Swivel Socket Extension

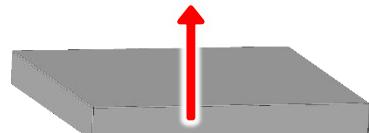
- A. Verify that you have all the items needed for installation and move them to the installation site.



- B. Remove the shipping straps and staples from the Series-10 Kiosk packaging.

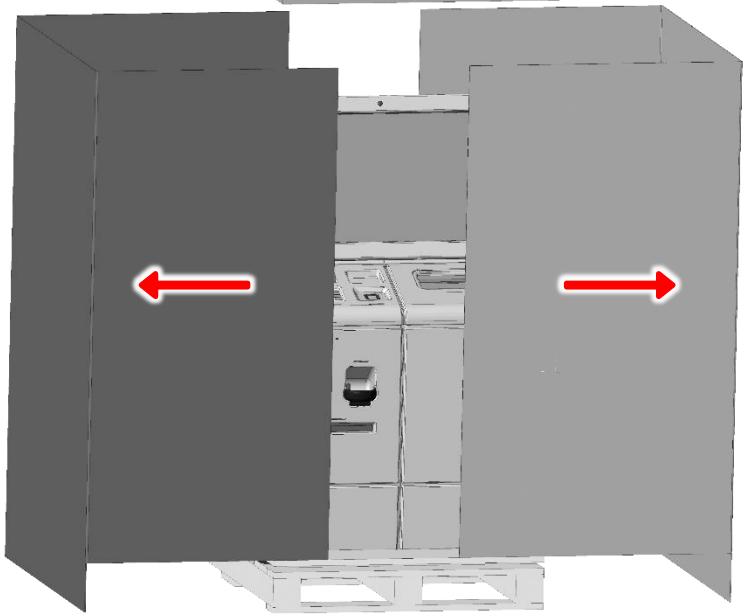


- C. Remove the top and side cardboard packaging.

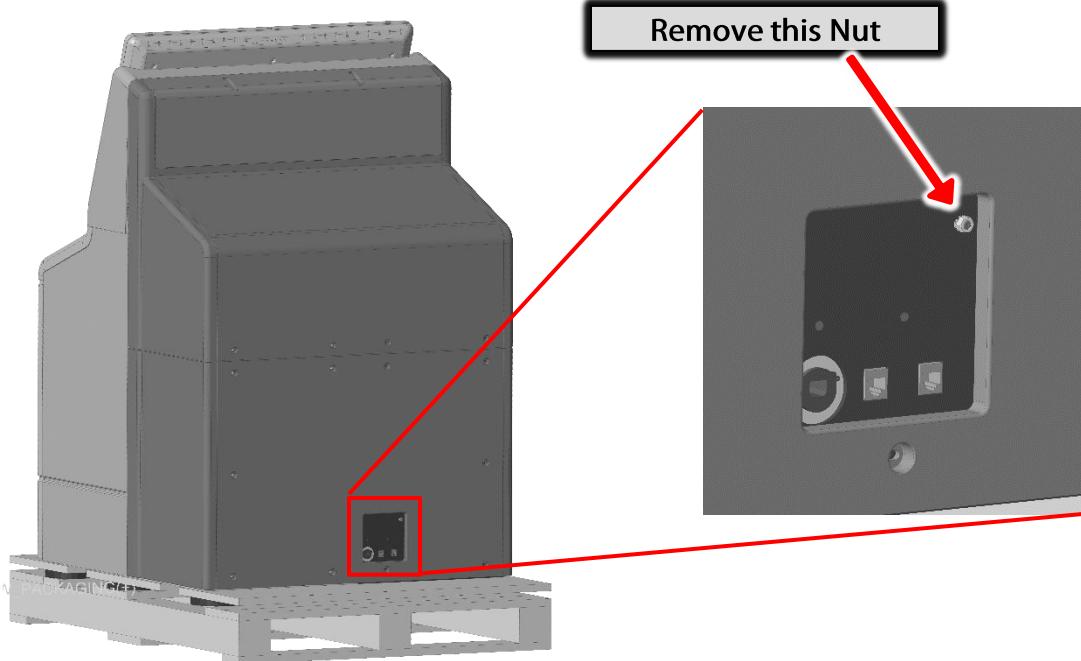


- D. Remove the plastic bag from the kiosk.

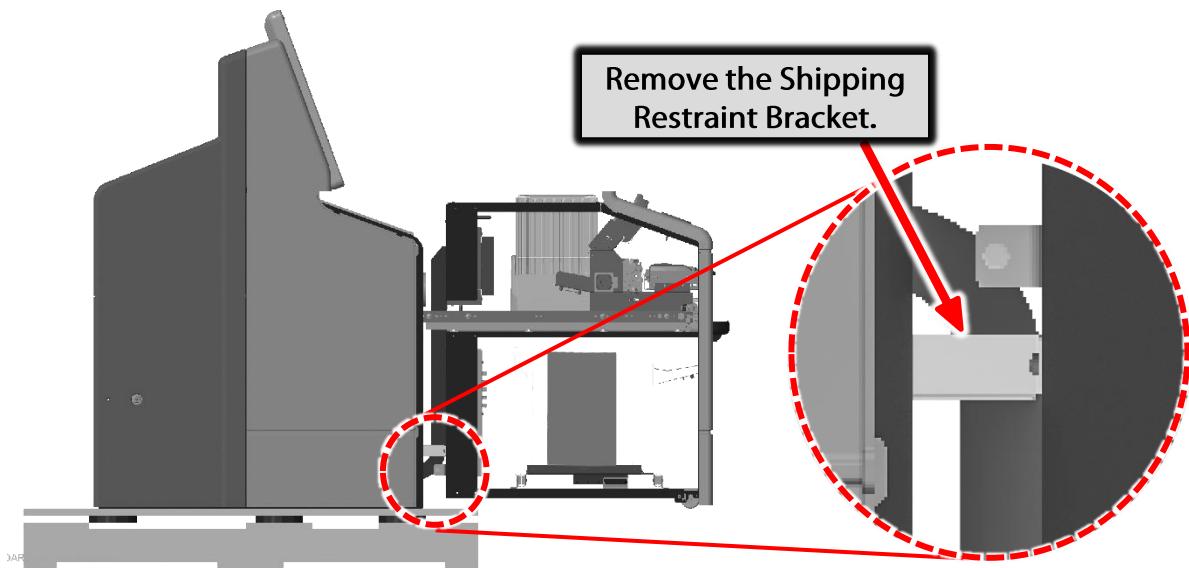
**Note:** If anchoring the kiosk to the floor, save the bag for use during that operation.



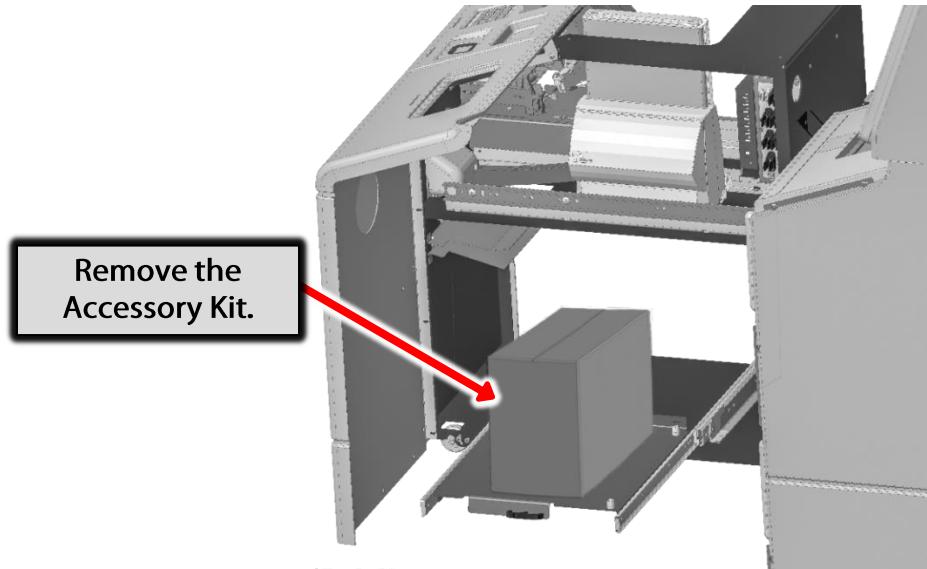
- E. At the back of the kiosk, use an 8mm nut driver, to remove the nut from the component cabinet shipping restraint.



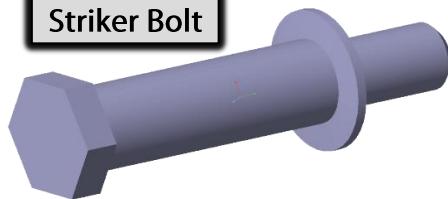
- F. Pull the component cabinet fully open and use a #2 Phillips screwdriver to remove the component cabinet shipping restraint bracket from the rear of the component cabinet shelf.



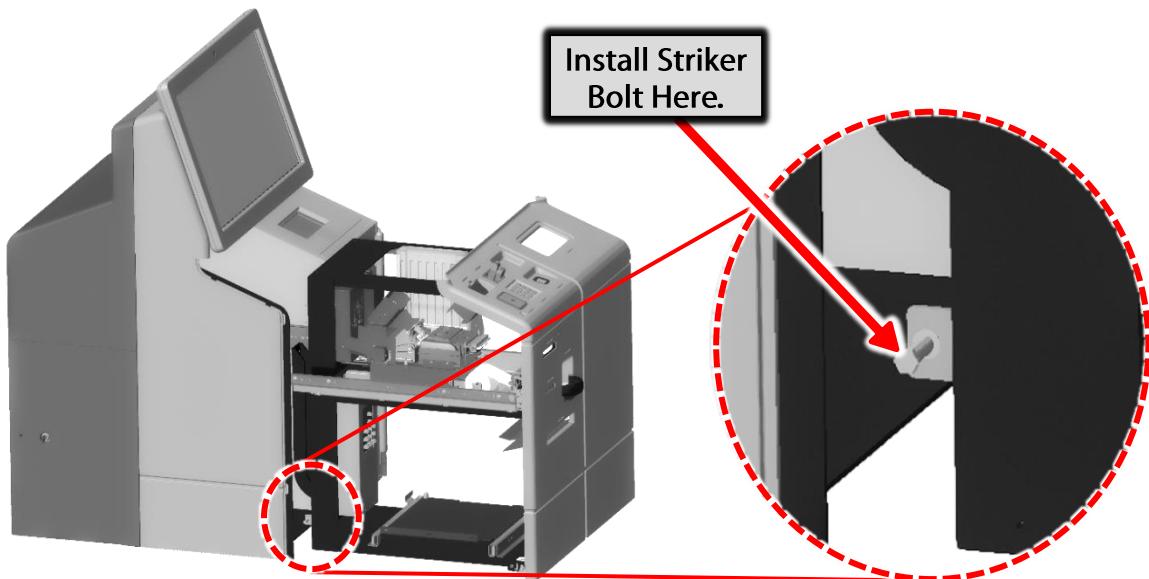
- G. Remove the kiosk accessory kit from the bottom of the component cabinet.



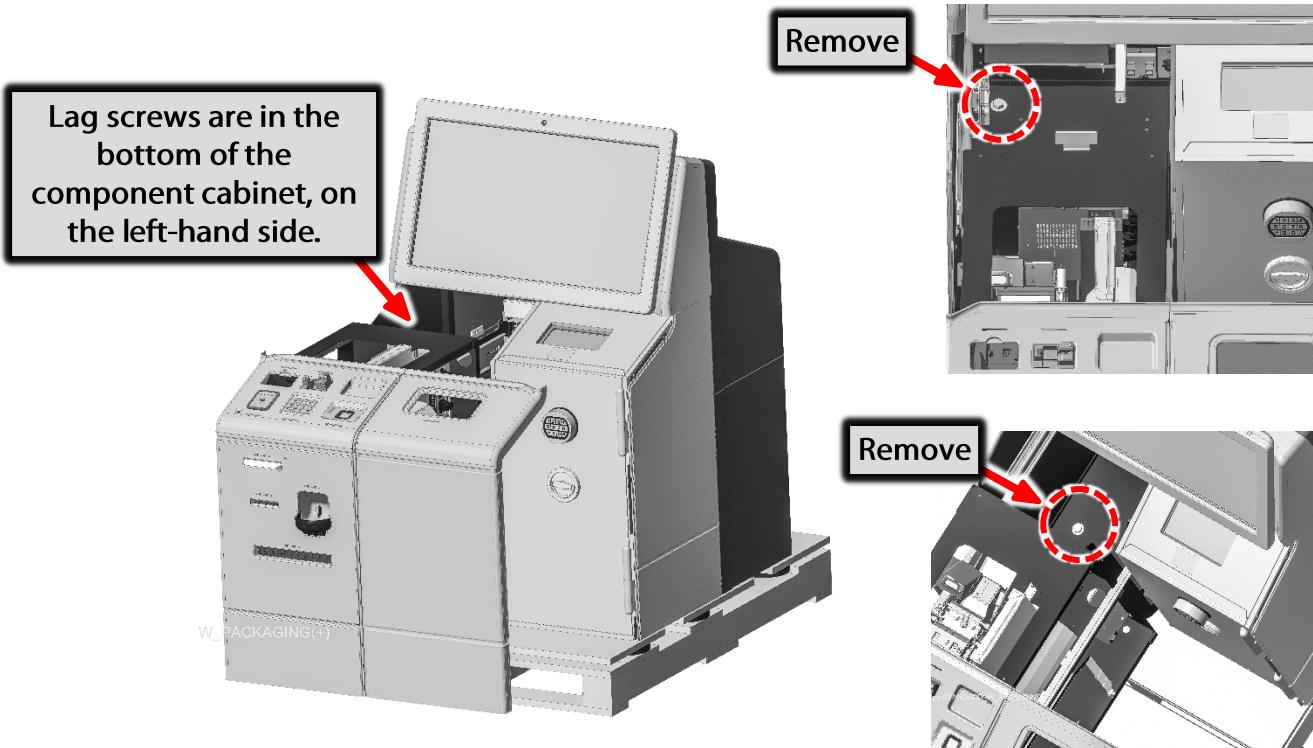
- H. Remove the cabinet lock striker bolt from the accessory kit.



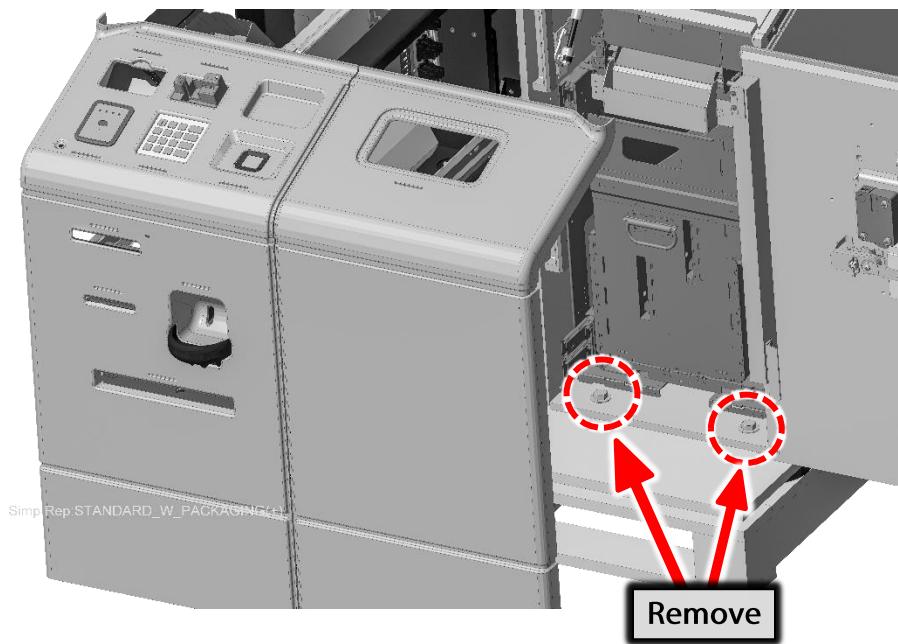
- I. Using a  $\frac{1}{2}$ " socket, install the striker bolt onto the bolt bracket.



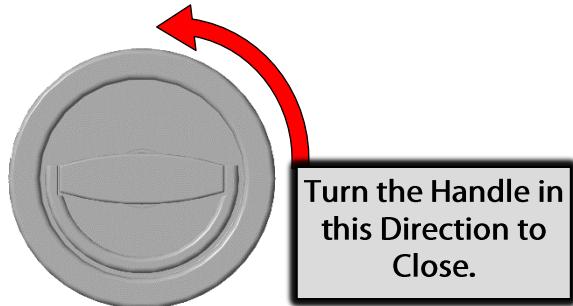
- J. Locate the two lag screws inside the component cabinet on the bottom left-hand side and use a swivel socket extension and a  $\frac{3}{4}$ " socket wrench to remove each screw.



- K. Using the lock instructions taped to the front of the safe, unlock and open the safe door. Then use a  $\frac{3}{4}$ " socket wrench to remove the two lag screws shown below.

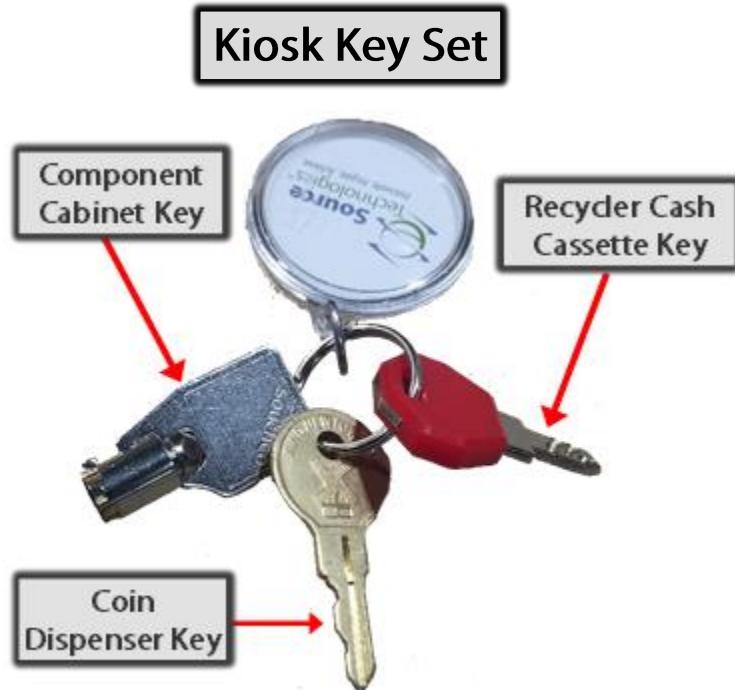


- L. Close the safe door and turn the handle counterclockwise. The lock will automatically engage.



- M. Turn the handle clockwise to verify that the lock is engaged.

- N. Remove the kiosk key set from the accessory kit.



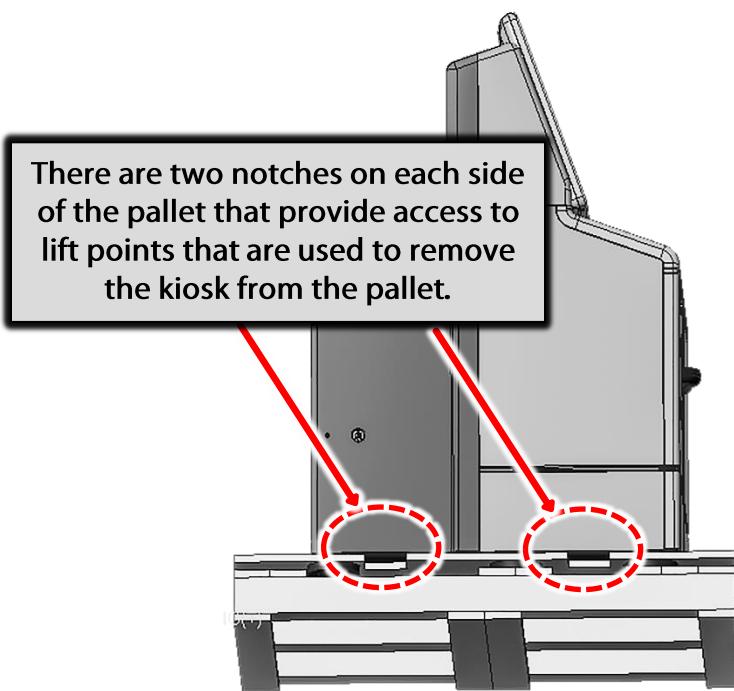
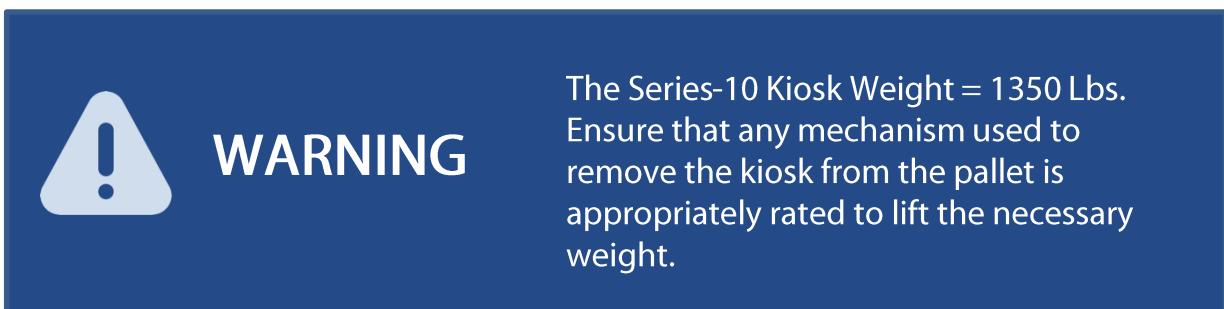
- O. Push the component cabinet back into position and verify that it is locked in place.

## CHAPTER 4 – INSTALLATION

Tools Needed (If Bolting Kiosk to Floor):

- Hammer Drill
- 18mm Masonry Drill Bit
- 19mm Socket
- Torque Wrench
- Hammer
- Socket Wrench
- Vacuum
- Safety Glasses

A. Remove the kiosk from the pallet and move it into its final installation position.



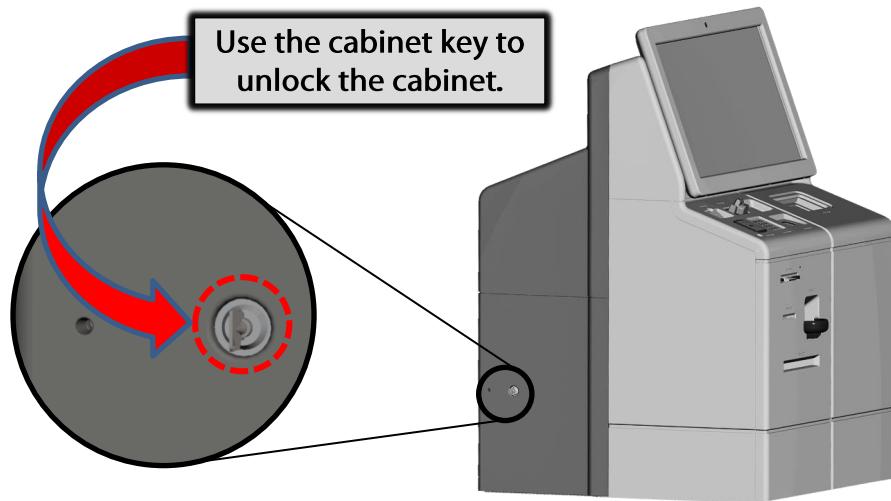
Approximate Weight Distribution



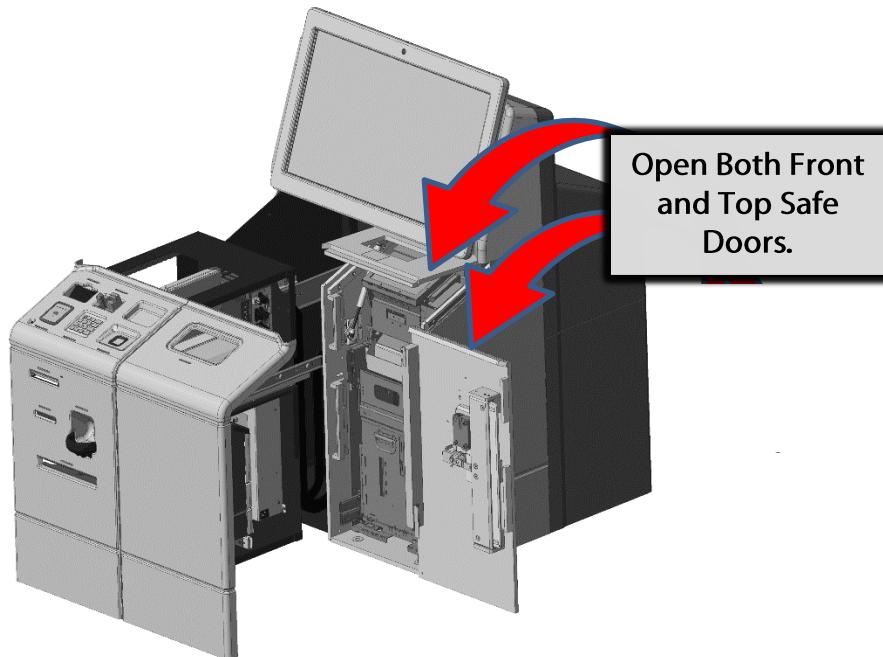
B. If using floor anchors, see Anchor Bolt Installation below. If not, go to Chapter 5.

## Anchor Bolt Installation.

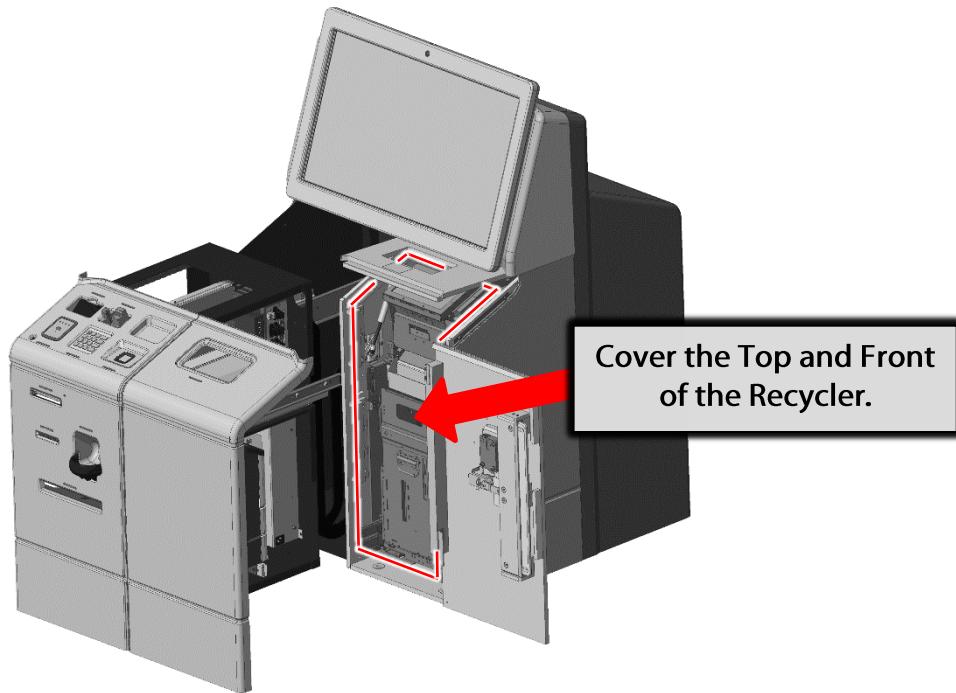
- A. Use the component cabinet key to unlock and open the component cabinet.



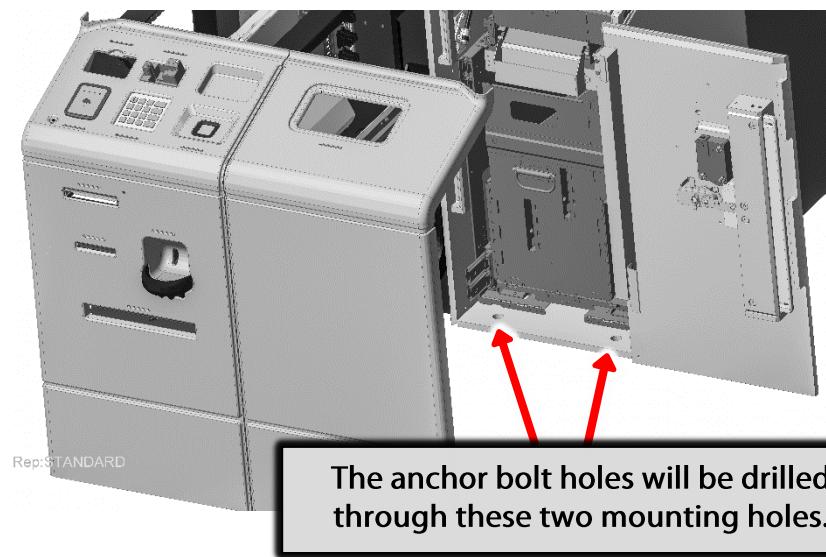
- B. Using the lock instructions taped to the front of the safe, unlock and open both safe doors.



- C. Using the bag previously removed from the kiosk, cover the top and front of the cash recycler to protect it from dust created from drilling the anchor bolt holes.



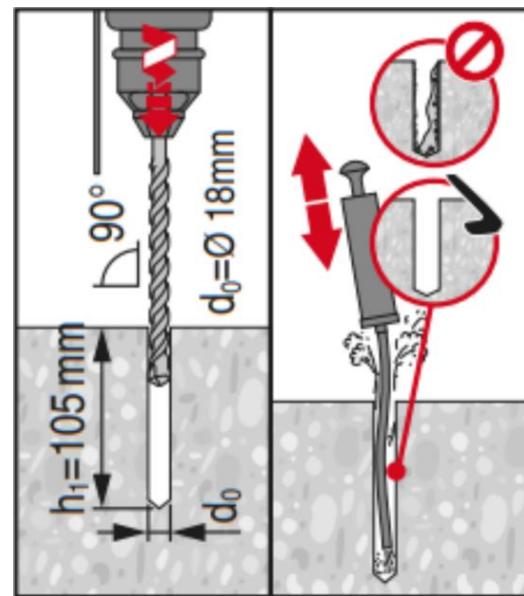
- D. Locate the two mounting holes in the bottom front of the safe. These are the same holes where the two lag screws were removed in Chapter 3 step K.



The anchor bolt holes will be drilled through these two mounting holes.

- E. Use a hammer drill with an 18mm bit to drill through the anchor bolt mounting holes in the positions shown above. See the figure to the right for drill hole specifications.

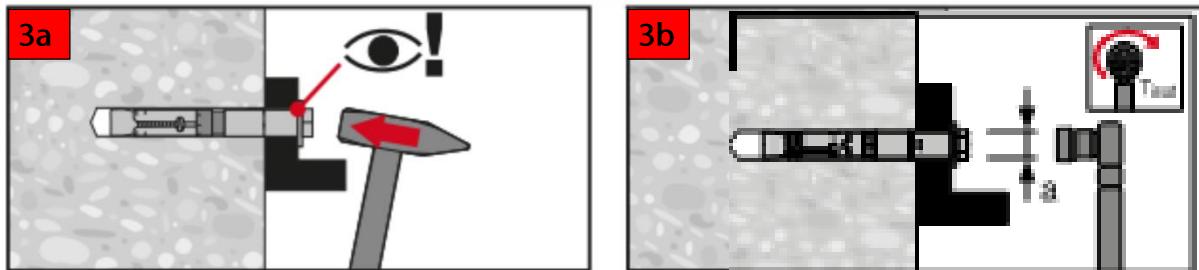
**Note:** Use only an 18mm bit to drill anchor holes. Clean all debris from the holes. Verify that the hole is a minimum 105mm/4.2in deep.



- F. Using the anchors provided in the Series-10 accessory kit.



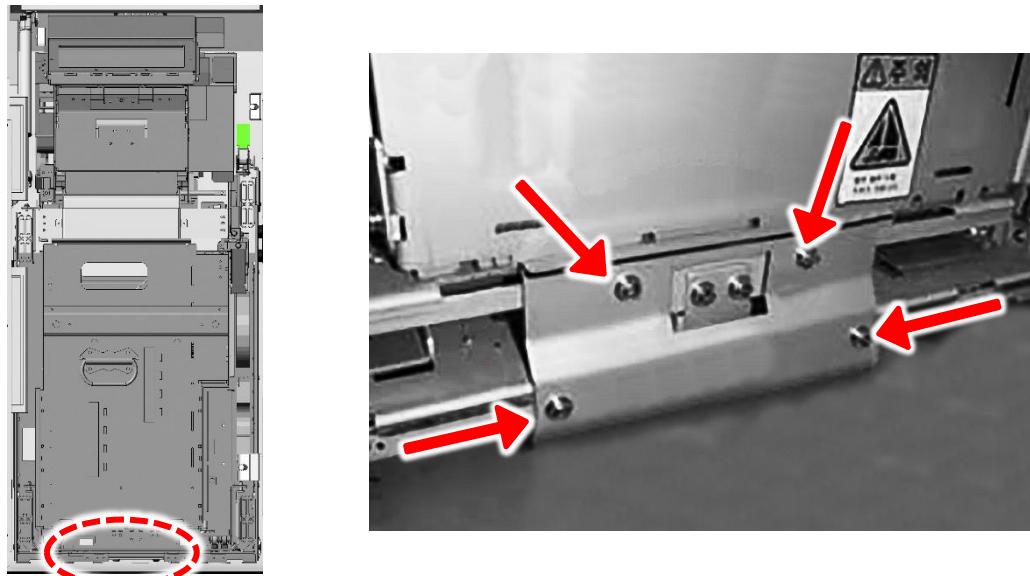
- Insert the anchor bolt through the mounting hole in the safe and hammer into place (See Fig 3a)
- Using a 19mm socket and torque wrench, tighten the bolts to 60 N·m/44.25 ft-lb). (See Fig 3b)



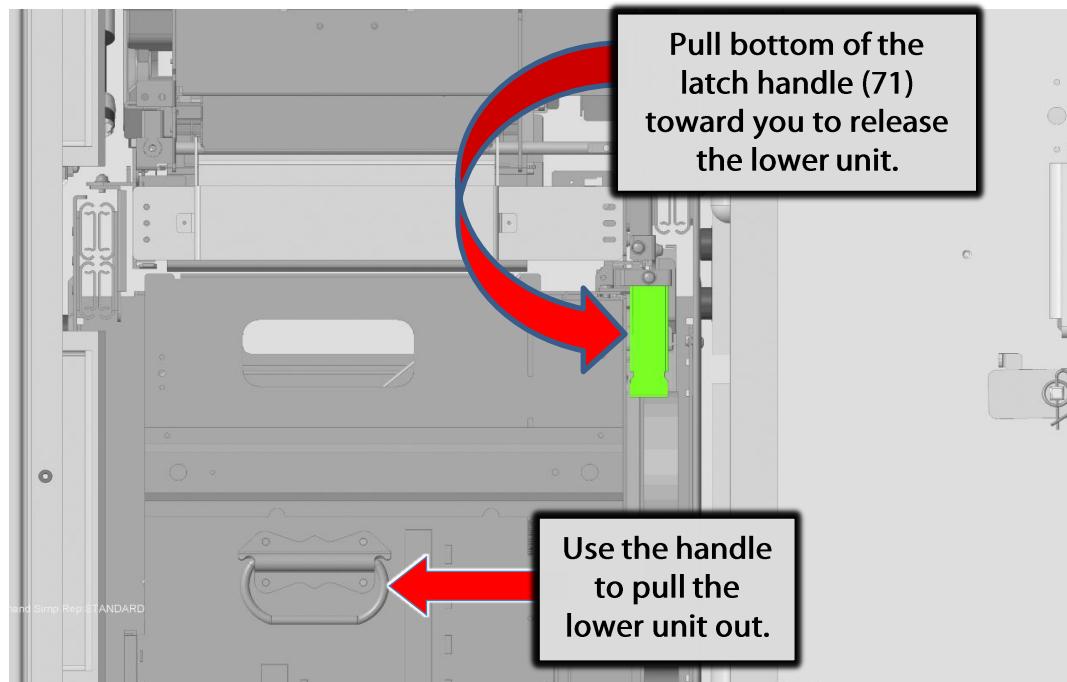
## CHAPTER 5 – REMOVING CASH RECYCLER SHIPPING RESTRAINTS

Tools Needed: #2 Phillips Screwdriver

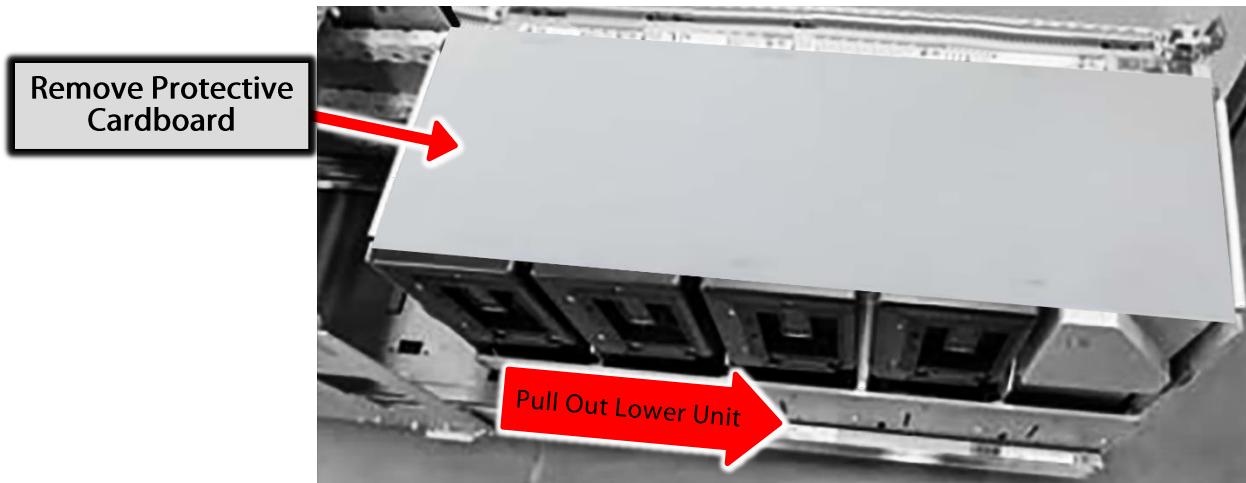
- A. Remove the (4) screws highlighted below and remove the lower cash recycler shipping restraint.



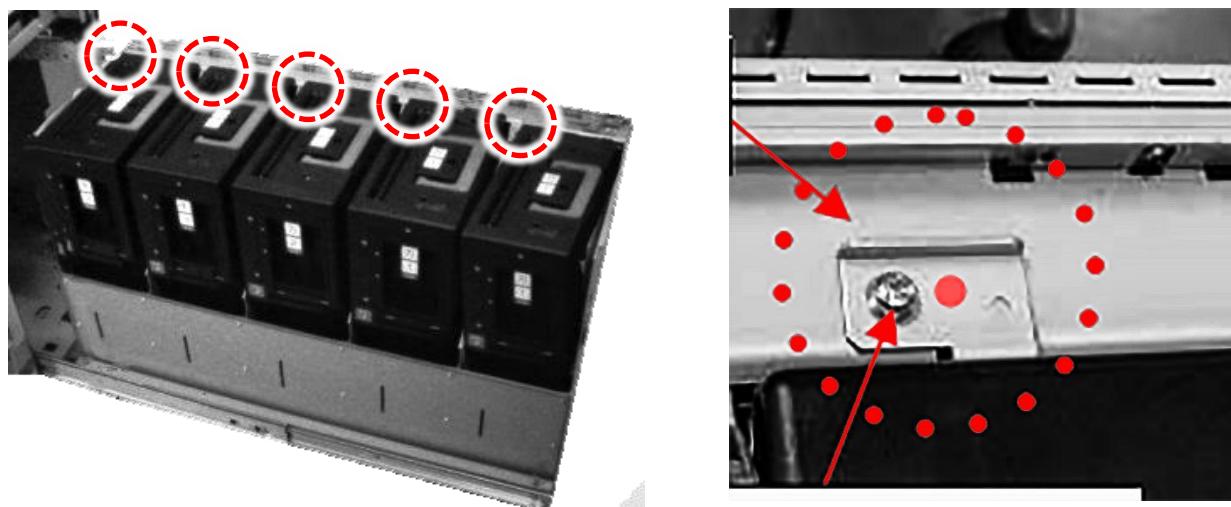
- B. Open the lower unit of the cash recycler by pulling the release latch (71) on the front right of the recycler. Pull the latch lever forward and use the handle to pull the lower unit out to access the cash cassettes.



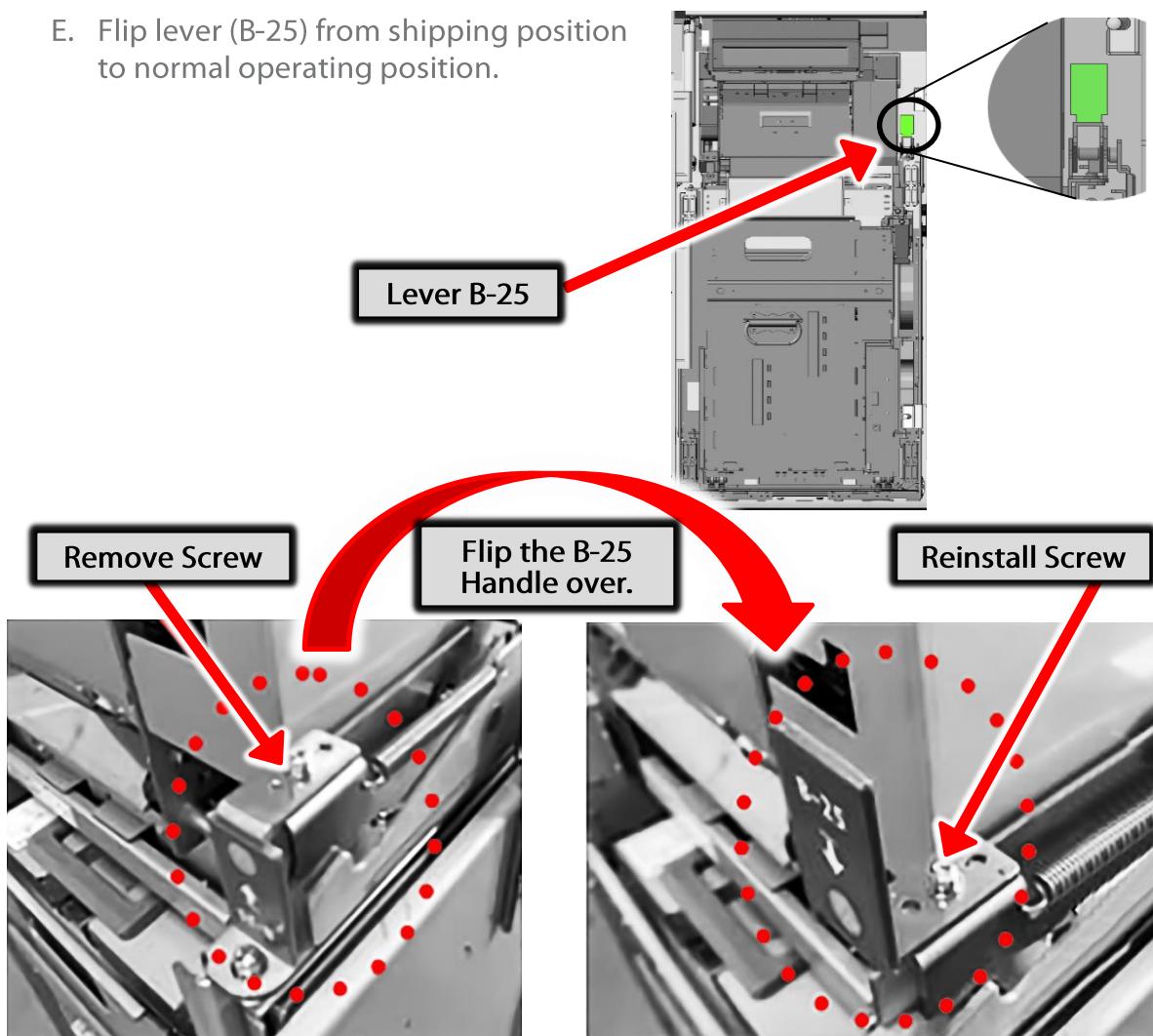
C. Remove the protective cardboard on top of the cash cassettes.



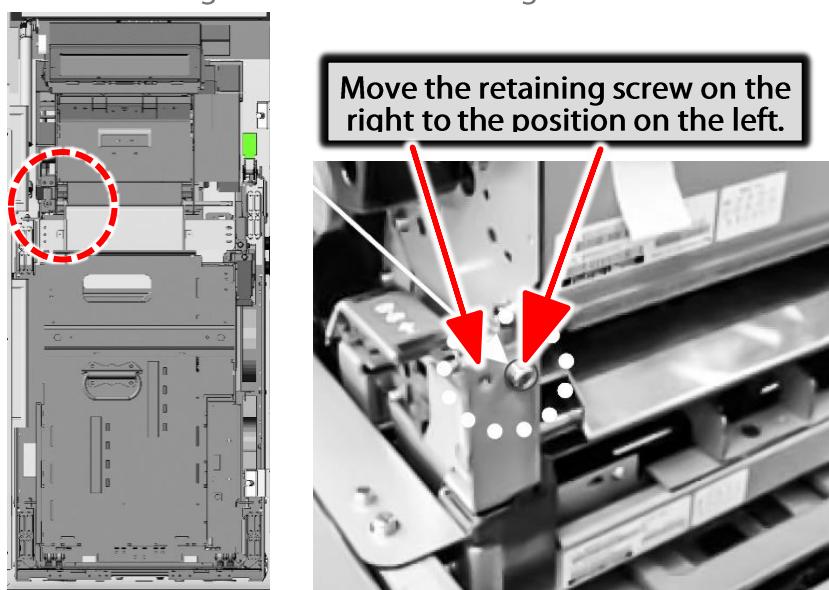
D. Remove the (5) restraint brackets from the top of the cash cassettes.



E. Flip lever (B-25) from shipping position to normal operating position.



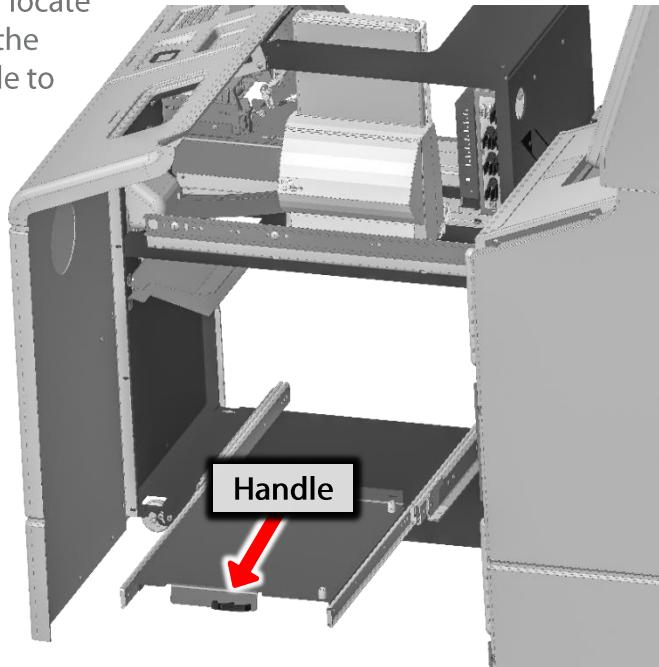
F. Move the retaining screw shown at the right to the left-hand location.



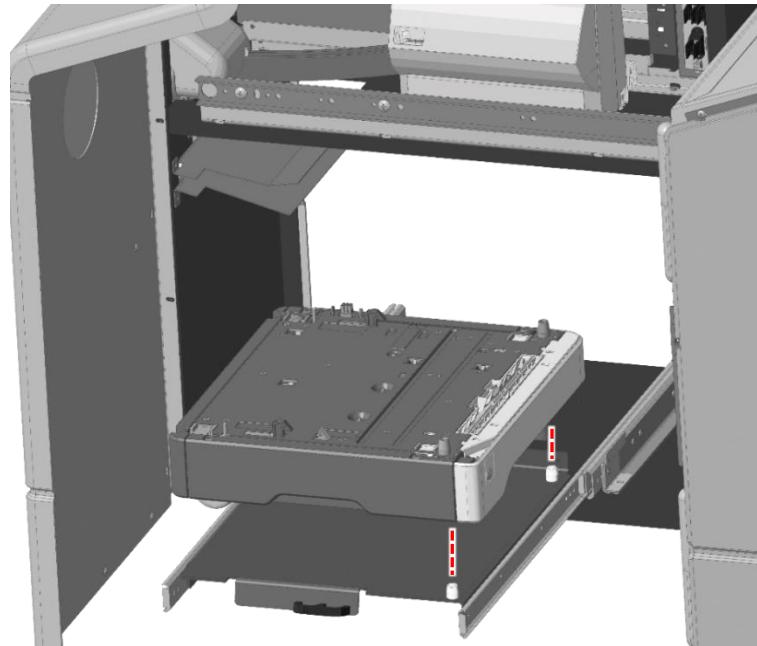
G. Push the unit back into the cabinet until it clicks into place.

## CHAPTER 6 – INSTALLING CHECK PRINTER AND OPTION TRAY

- A. Pull out the component cabinet and locate the check printer mounting tray on the lower right-hand side. Use the handle to pull the tray out.

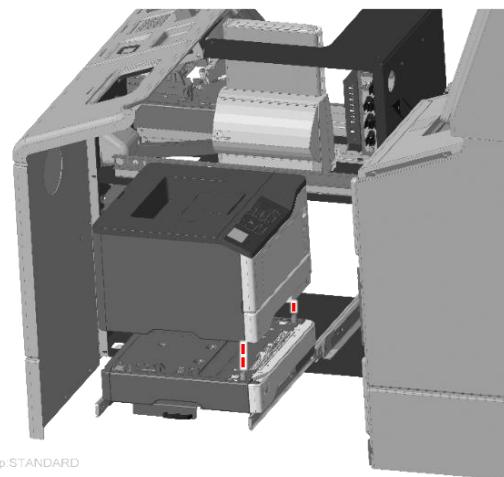


- B. Unbox the paper tray and remove all shipping tape and packaging. Install the paper tray on the printer tray mount.

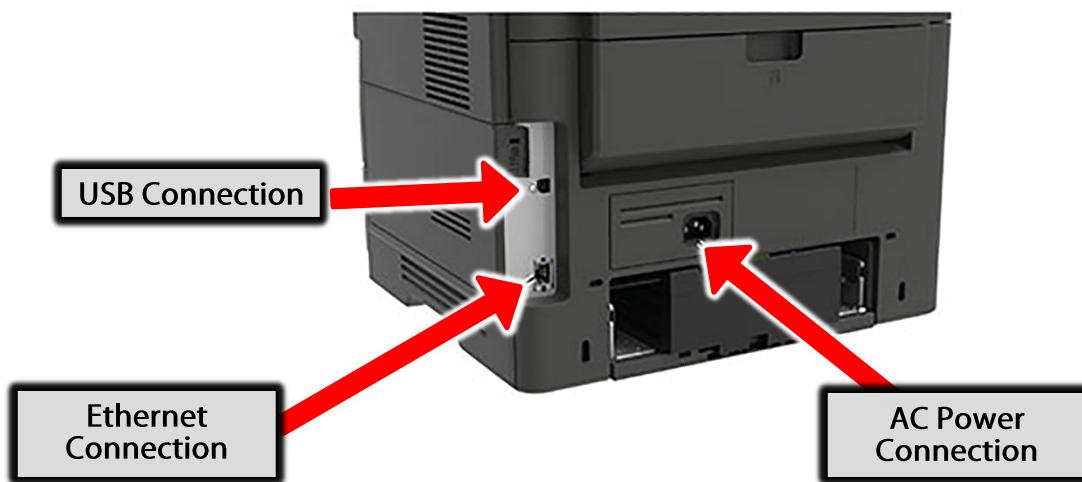


- C. Remove the Check Printer from its box and remove the protective shipping tape and packaging materials.

D. Install the printer onto the paper tray.



E. Plug in the AC power cord, USB Cable and ethernet cable that are located on the printer tray mount.



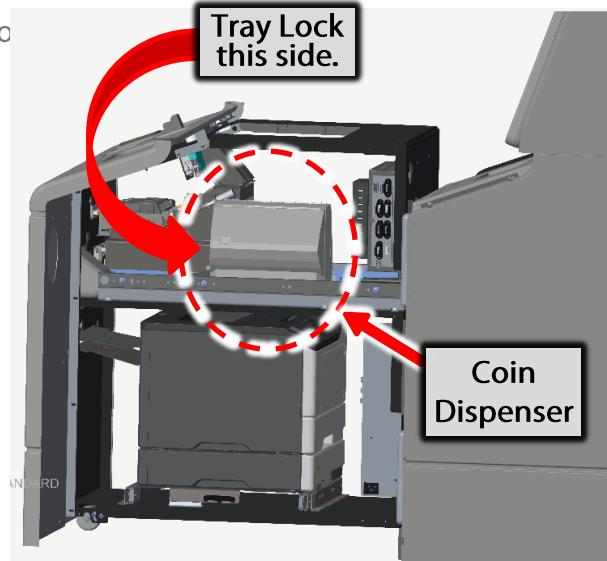
F. Push in the printer tray mount until it latches.

## CHAPTER 7 – INSTALLING THE COIN DISPENSER CANISTER

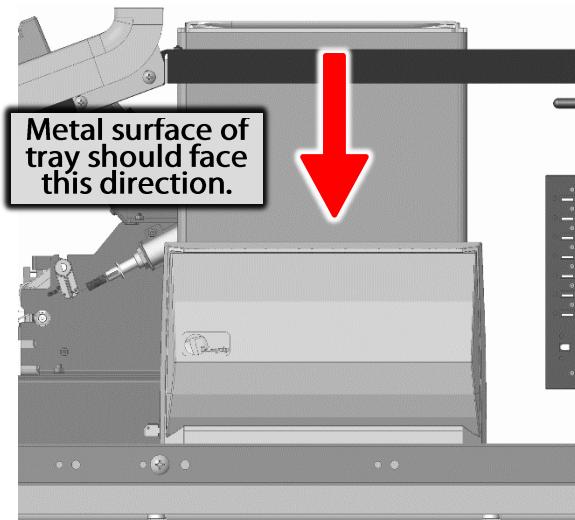
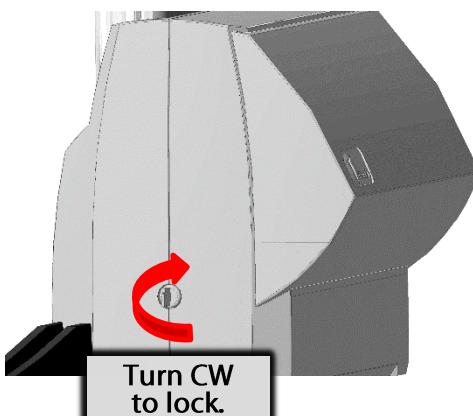
- A. Remove the Coin Canister from the kiosk accessory box. See the Series-10 Operator's Manual, sections 2.5.1 or 2.5.2 for loading the coin canister.



- B. Locate the coin dispenser in the component cabinet and unlock the coin dispenser tray lock.



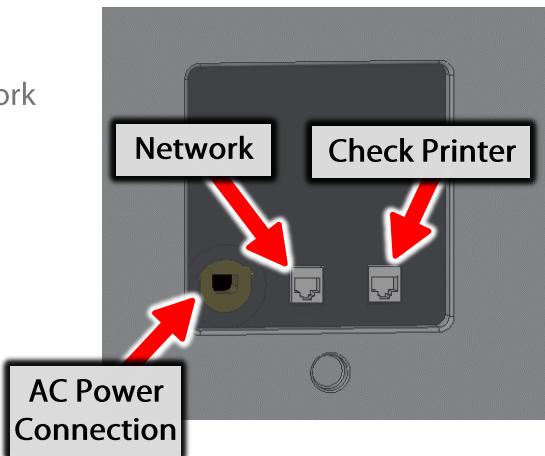
- C. Lower the coin dispenser tray into the slot on the coin dispenser and lock the tray in place.



- D. Fully close the component cabinet until latches are in place.

## CHAPTER 8 – EXTERNAL CABLE CONNECTIONS

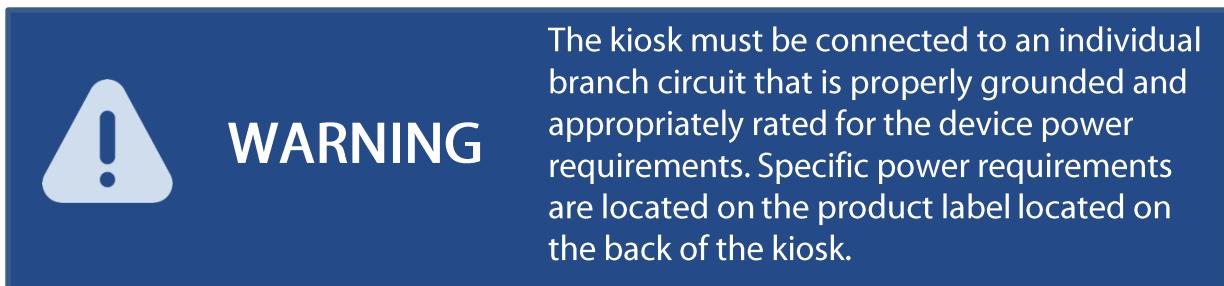
At the rear of the kiosk, connect the network and check printer ethernet cables.



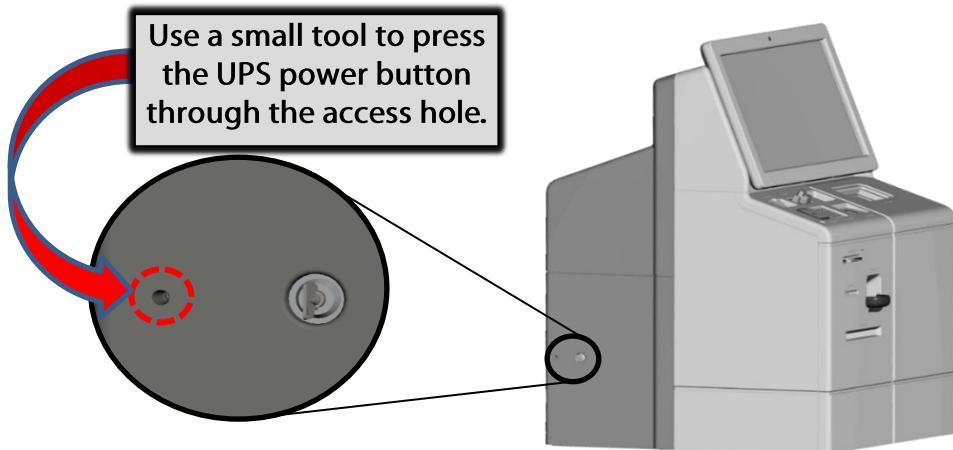
## CHAPTER 9 – POWERING ON THE KIOSK

- Connect the power cord to unit and an AC utility outlet.

**Note:** The outlet powering this equipment shall be installed near the equipment and be easily accessible.



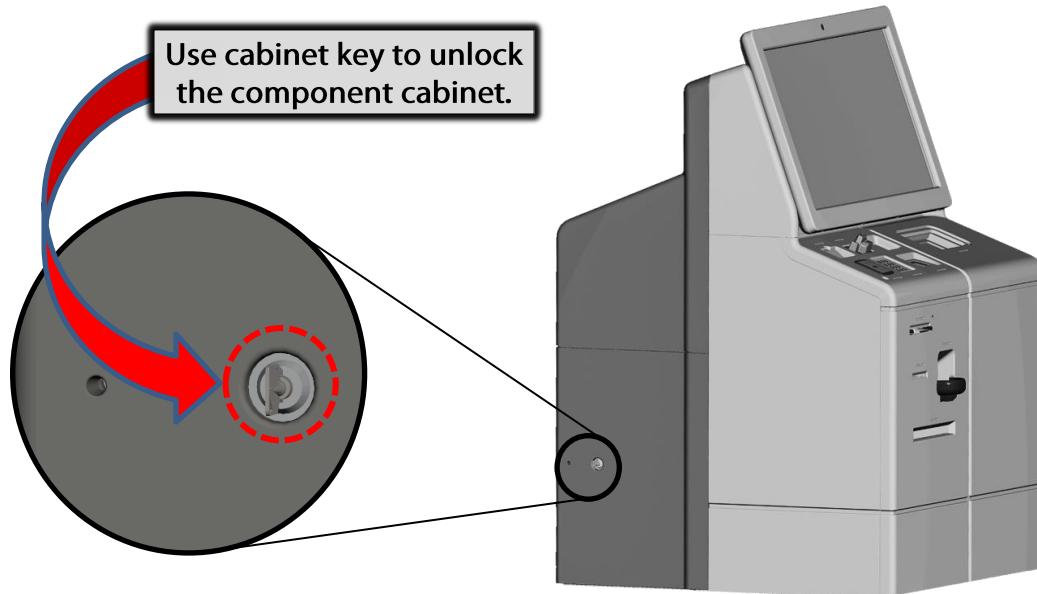
- Power on the kiosk by pressing the UPS power switch button. Access the power button through the access hole on the left side of the kiosk.



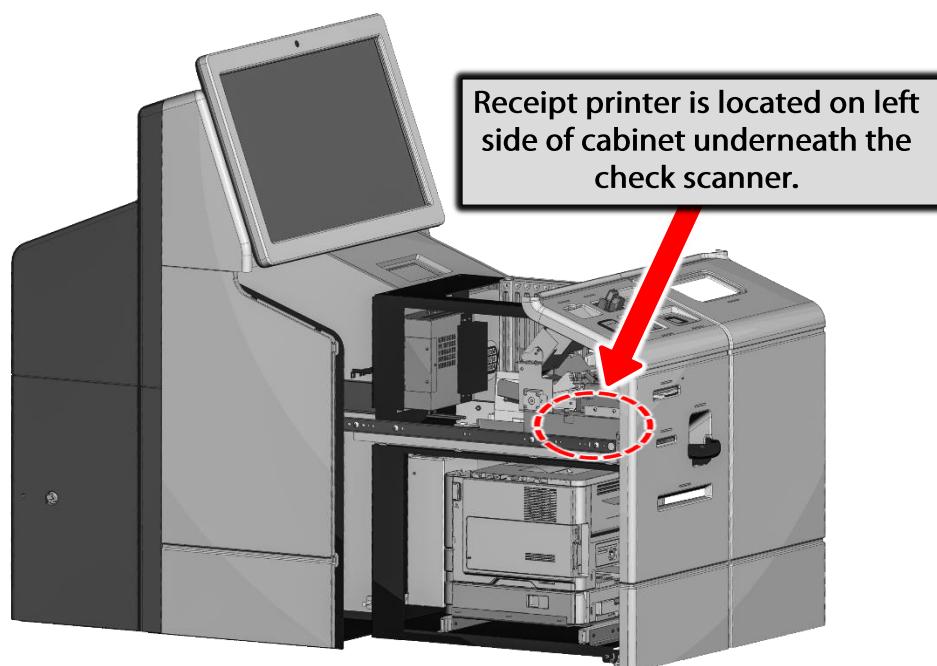
## CHAPTER 10 – LOADING RECEIPT PAPER

The receipt printer will auto-load receipt paper when it recognizes that paper is present in the paper guide. Use the procedure below to auto-load receipt paper.

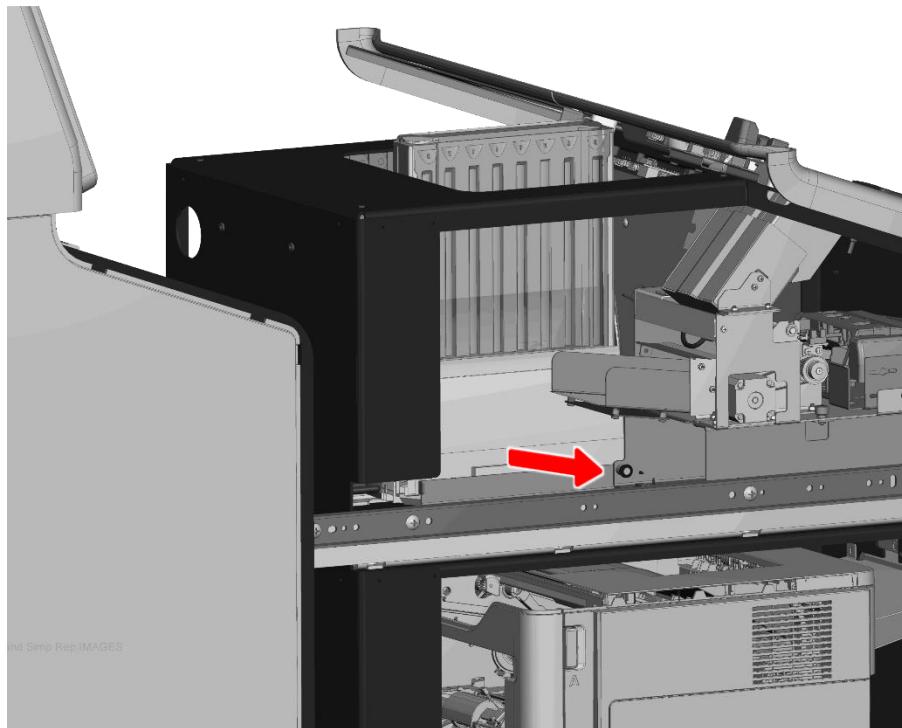
- A. Unlock and open the component cabinet.



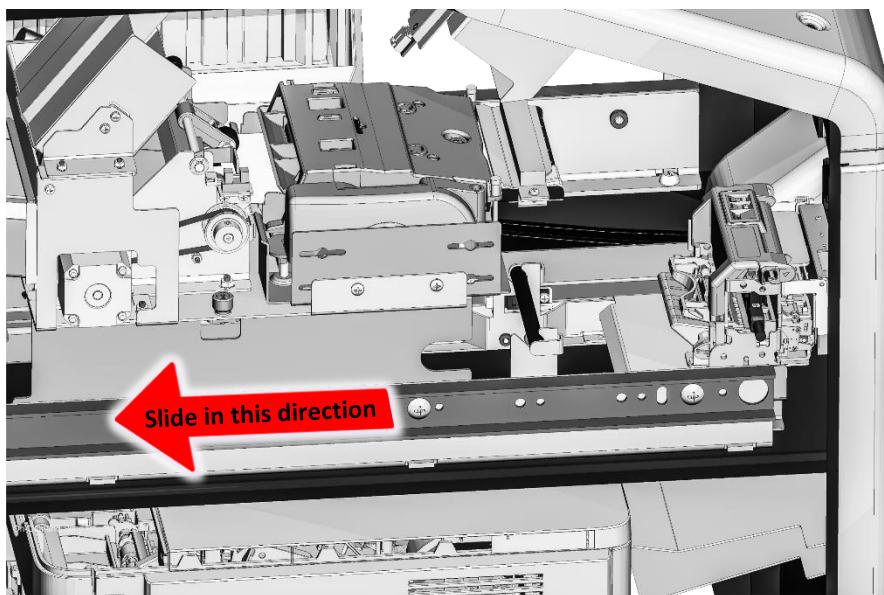
- B. Pull component cabinet fully open and locate receipt printer on left side.



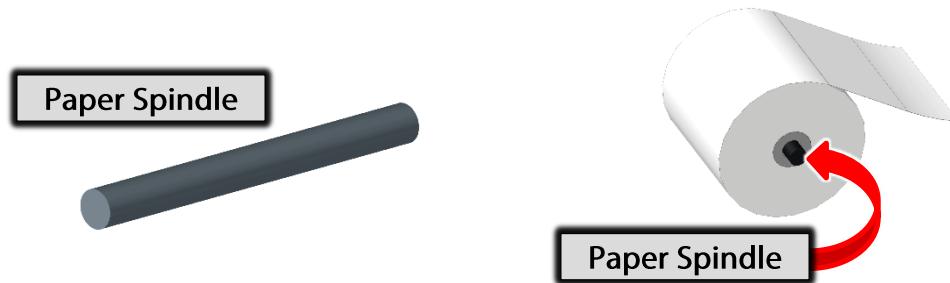
- C. Locate the check scanner lock plunger indicated by the arrow below and pull it forward to allow the check scanner to be moved back.



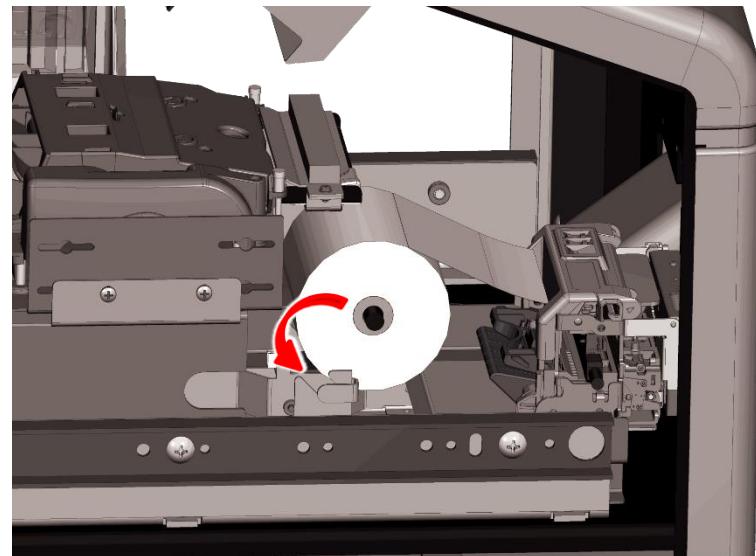
- D. Slide the check scanner back to provide access to the receipt printer.



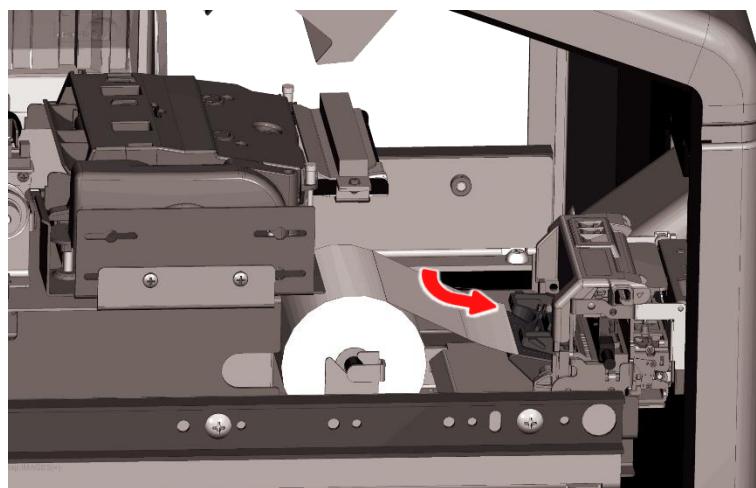
- E. Insert the paper spindle (located in accessory kit) through the paper roll and orient so that the paper comes off the top of the roll.



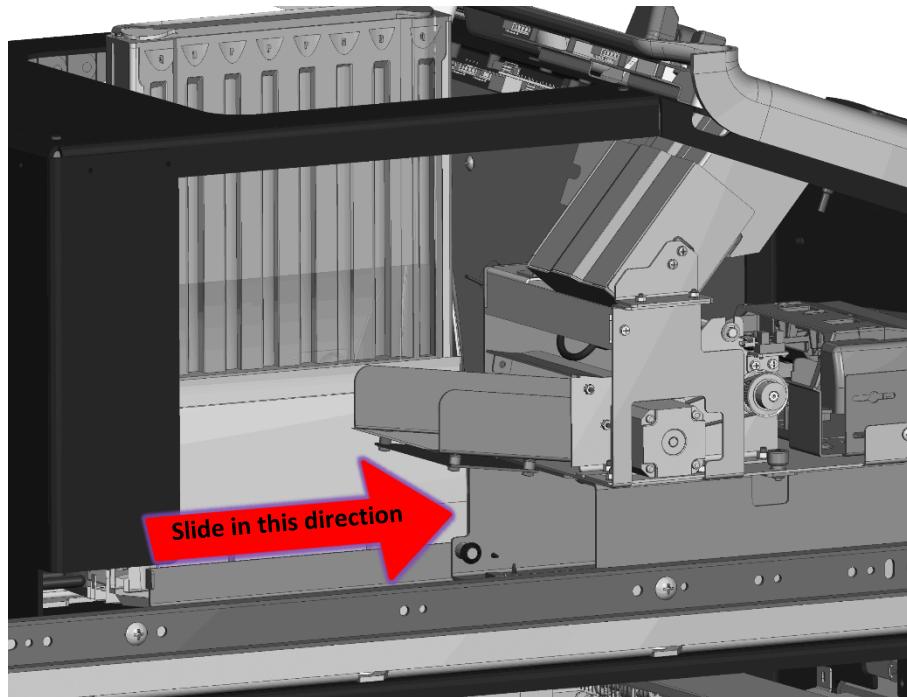
- F. Place the paper roll and spindle into the printer paper holder as shown below.



- G. Route the paper into the printer paper guide and continue to push forward until the printer recognizes the paper and auto-loads.



- H. Slide the check scanner back into position until you hear the lock plunger click into place. Verify that the check scanner is locked in place.

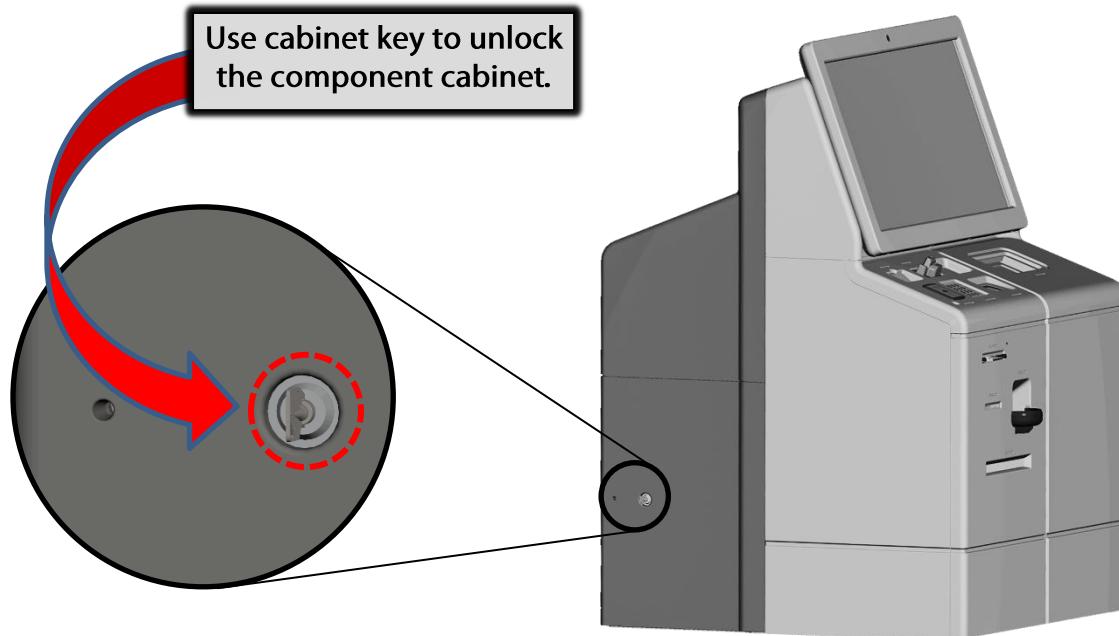


- I. Push the component cabinet back into position until it is latched in place.

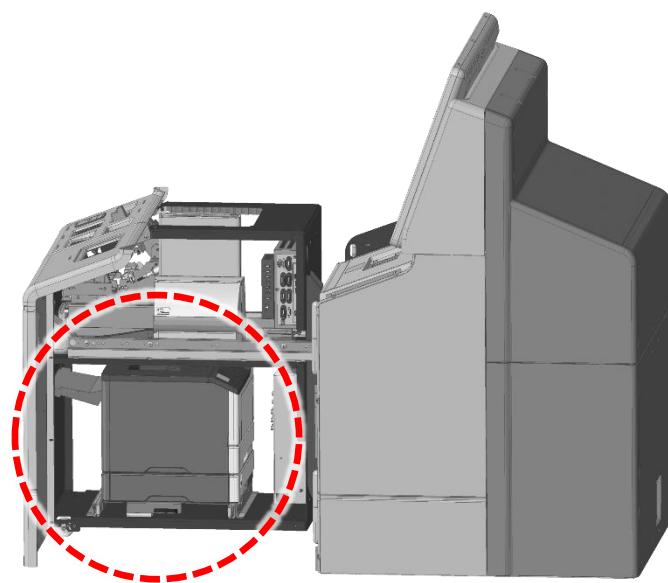
## CHAPTER 11 – LOADING CHECK PRINTER PAPER

The check printer has one integrated paper tray and one option printer tray. The paper loading procedure is the same for both trays.

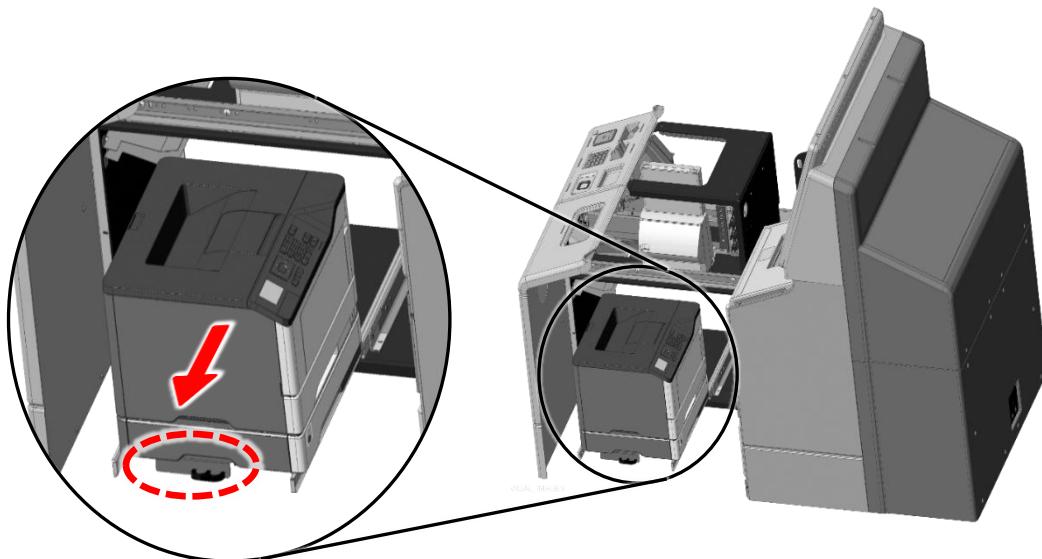
- A. Unlock and open the component cabinet.



- B. Pull out the component cabinet and locate the check printer on the lower tray.



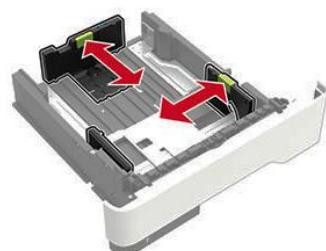
- C. Use the printer shelf handle, pull the printer into its service position as shown below.



- D. Open the printer paper tray.



- E. Adjust the paper guides to match the size of the paper that you are loading.



- F. Flex, fan, and align the paper edges before loading.



- G. Load the paper stack with the printable side facedown, and then make sure that the side guides fit snugly against the paper.



**Note:**

- Load letterhead facedown with the top edge of the sheet toward the front of the tray for one-sided printing.
- To avoid paper jams, make sure that the stack height is below the maximum paper fill indicator.

H. Close the printer's paper tray.

I. Push printer shelf back into position until it closes against the magnetic latch.

J. Push the component cabinet back into position until it is latched in place.

K. Check printer paper loading is complete.

## CHAPTER 12 – HARDWARE VERIFICATION TEST

Use the Series-10 Hardware Verification Manual Procedure, Document P/N: 108693 to verify that the kiosk hardware is functioning properly.

## CHAPTER 13 – CONTACT INFORMATION

Source Technologies  
Attn.: Inside Sales

11401A Granite Street, Charlotte, NC 28273  
800.922.8501 (Voice)  
704.522.8579 (Fax)

[www.sourcetech.com](http://www.sourcetech.com)

### Technical Support Contact Procedure

Before contacting Technical Support, please gather the following information:

1. Kiosk serial number and REV level.
2. Contact name and phone number of person at the site.
3. Street address where the kiosk is located.
4. List of all symptoms the kiosk is exhibiting.

Contact your company's internal help desk and explain the nature of the problem. For technical support, call: 1.800.922.8501.