

Quick Reference Guide: Lottery Terminal, Printer and Ticket Checker Installation

This Quick Reference Guide explains how to disconnect your old equipment and set up your new Lottery Terminal, Printer, and Ticket Checker. Read and follow each of the steps carefully.



Disconnecting Old Equipment (Lottery Terminal, Printer and Ticket Checker)

Old Lottery Terminal & Printer



- 1 Locate the power button at the back near the bottom corner, and power off the Lottery Terminal.



- 2 Once the Lottery Terminal is off, unplug the white labelled cables in any order from the back of the Terminal and the Printer. The labels were added by Lotto Technicians during Pre-Installation to identify which cables you need to unplug.

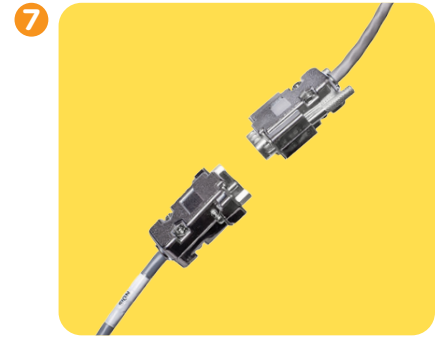
- 3 Keep all the cables on the counter, a Lotto Technician will return at a future date to remove them as part of the cleanup. If any of the white labelled cables is still plugged into a power source, you can leave them as is.
- 4 Once free of all the cables, move the old Terminal and Printer to a safe location out of the way. Clean the counter space where the equipment was in preparation for your new Lottery Terminal and Printer.



If your old Ticket Checker has been temporarily attached to the new Ticket Checker with removable cable ties, locate the provided side cutter in the Start Up Kit and cut the cable ties. You can also separate the cable ties by pulling on the unlock tab.



Follow the plug from the old Ticket Checker and remove the power cable from its power source.



Unplug the data cable from the back of the old Ticket Checker.

- 8 Move the old Ticket Checker to a safe location out of the way. If your old Ticket Checker is still firmly attached to the wall or counter, you can leave it in place unplugged from the wall outlet and a Lotto Technician will retrieve it as part of the cleanup.



Setting up New Equipment (Lottery Terminal, Printer and Ticket Checker)

Lottery Terminal and Printer

- 9 Take the new Lottery Terminal and Printer out of the box. Hold the Lottery Terminal at the neck or by supporting the base.

Place the Lottery Equipment where the old Lottery Equipment was and remove any protective covering. Keep the box for the old equipment.



- 10 Locate the cable harness with Red, Yellow, Green, Orange (2), Purple, and Blue labelled cables.



New Ticket Checker

14 Remove 'Coming Soon' decal.



15 If your Ticket Checker is not powered on, power on the new Ticket Checker by pressing the power button located at the back in the upper corner.

This completes setting up your Lottery Terminal, Printer and new Ticket Checker.



Packing up Old Equipment (Lottery Terminal, Printer and Ticket Checker)



16 Remove the courier return waybill from the envelope inside the box, and then complete steps 17 to 20.

- If you DO NOT see a return waybill, pack up the equipment and a BCLC representative will pick up the old equipment in 1-3 days. You do not have to call for a pick-up.

17 Put the old Lottery Terminal, Printer and Ticket Checker into the box the new Lottery Equipment came in, and do your best to include some of the packaging to hold the old equipment from moving around in the box during shipping.



18 Use the tape provided to seal the box.



19 Place the courier return waybill over the original waybill on the box.



20 Call Purolator at 1-888-SHIP-123 (1-888-744-7123) for a pick-up.



Support

If you run into a problem, check that you have followed the steps correctly, then call 1-800-667-1649 for Lottery Retail Support.



Visit the Retailer Hub Lotto Transformation page for related training resources