ACD3000 Series
Vending Card System

User's Manual

"Choose ACDI for all your document vending needs"

User's Manual

Introduction

Overview

This document describes the operation and service of the *ACD3000* **series** copy/print controller.   The *ACD3000 series* is an advance generation of copy/print control, combining innovation and engineering to meet the demand of the ever-changing market.

This *ACD3000 series* has up to 8 separate Price Lines to allow for the charging of black and white copies, color copier, large paper sizes, scans, and faxes. For Staff Copies, *the ACD3000 series* has an external keypad to allow User and Supervisor copies at no charge.

The *ACD3000 series* is also equipped with a serial interface to allow for communication with Print Management Software and an external printer for reports and meter readings. This interface allows the ACD3000 to be field programmable for software updates.

The *ACD3000 series* is available in a variety of options and configurations including coin, bill, stored value, and credit card options.

The *ACD3000 Series* vending system will accept ACDI CopyMate Cards intended for use with this system. Once the card is inserted, the display shows the $ amount available, also known as *ESCROW* Amount. For normal operation, when the escrow amount is greater than or equal to a given Price Line the *ACD3000 series* will enable that feature on the Copier. *The ACD3000 series* receives signals from the copier that indicate a copy has been made and at what Price Line. The copy is then metered by the *ACD3000 series* and a new escrow value is calculated, in addition, Price Lines are re-assessed for validity. Up to 8 distinct price lines are supported depending on copier or M.F.P. our card reader is interfaced to. Press *EJECT* to retrieve card.

Staff Copies
Staff Copies are available using the Supervisor PIN, User PIN, or secondary group cards. As copies are made in any of these modes, the *ACD3000* meters each copy and provides reports to verify usage. (Please refer to illustration 1.01)

Setup

Unpacking the Vending System

The following equipment is included in your *ACD3000 Series* shipment:
- *ACD3000 Series* vending unit
- Parts Box including:
    - Operation and Service Manuals
    - 24V Power Supply
    - H20-Interface Harness (Copier Specific)
    - Interface Installation Instructions

Physical Mounting

Your ACDI Vending System will mount easily to several stands designed and offered by ACDI, or can be set on a table top or counter.

Selecting the Copier

The *ACD3000 series* has several preconfigured settings for Copier Type. In Default mode, the *ACD3000 series* interfaces with most B&W copiers and printers. Choose the copier from the list that most closely matches your model copier. This will adjust the prices and screens to reflect the newly selected copier model. Specific Interface Instructions are included with each order and better explain the interface to the mfp.

Changing the Copier Type

1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Setup Menu"
5. Press *ENTER* to select the Setup Menu
6. Press *FWD* until display reads "Select Copier"
7. Press *ENTER*, display will read "Copier Default" (Or, current copier type)
8. Press *ENTER* and a flashing cursor will appear
9. Press *FWD* or *BACK* to change the copier type
10. Once display show your preferred Copier Type, press *ENTER* to save it
11. Press *EXIT* 2 times followed by *EJECT* to exit the Service Mode.

Setting the Price per Copy

The *ACD3000 series* allows a wide array of pricing options based on the copier or mfp connected as well as the ability to charge different prices based on the type of currency source being used. To set the price for stored value card systems addons, set the price for the appropriate price group.

Note: Magnetic cards can be programmed in up to 3 distinct groups. This allows different customer groups to have different price points. The Cash Customer menu will be the price that is displayed on the card reader screen. The price per copy for magnetic cards is dependent the prices set for groups, Group 1, Group 2, and Group 3.

You can adjust the cash price per copy by following the steps below:
1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Price Menu"
5. Press *ENTER*, then display will read "Edit Prices Cash Customers"
6. Press *FWD* until display shows price group you want to edit.
7. Press *ENTER*, then display will read "Cash Customers Price 1 $0.10", or whatever Price Line 1 has been programmed for
8. Press *ENTER* to Edit Price 1 (cursor will appear on the display)
9. Using the keypad enter the new price per copy and press *ENTER* to save
10. Press *FWD* to edit Price Line 2 and follow steps 6-8

Note: Price Lines 3 & 4 are "adders" to price lines 1 & 2 to account for duplex or premium paper size. For a better understanding of the pricing matrix, please review example shown below.

ACD3000 Price Menu		Price Label (Example)
Price 1	$0.10	B&W
Price 2	$0.50	Color
Price 3	$0.20	B&W Premium Paper
Price 4	$0.20	B&W Duplex
Price 5	$0.40	B&W Premium Paper Duplex
Price 6	$0.60	Color Premium Paper
Price 7	$1.00	Color Duplex
Price 8	$1.20	Color Premium Paper Duplex

Features

Setting the Minimum Vend

The *ACD3000 series* has a feature called the minimum vend. This is the smallest amount that must be entered to enable the copier or mfp. By having this setting independent from the price lines, the *ACD3000 series* can force a patron to deposit enough money to cover all vend options on copiers that do not give advanced signaling for color, duplex, and paper size options.

You can adjust the minimum vend by following the steps below:
1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Price Menu"
5. Press *ENTER*, then display will read "Edit Prices Cash Customers"
6. Press *FWD* until display reads "Edit Prices Minimum Vend"
7. Press *ENTER*, then display will read "Minimum Vend Price $0.00".
8. Press *ENTER* to Edit Price (cursor will appear on the display)
9. Using the keypad enter the new price and press *ENTER* to save.
10. Press *EXIT* 2 times followed by *EJECT* to exit the Service Mode.

Features

Membrane Switch/Overlay

The *ACD3000 series* features a membrane switch keypad built in to the graphic overlay. This keypad provides access to all menus and options as well as supervisor pin accounts and user pin accounts. There are several different options and models available. The LCD is a 2 line, 16-character display with a backlight allowing for multiple lines of text and instructions to be displayed.

RS232 Serial Interface

With the addition of a RS232 serial interface, the *ACD3000 series* has expanded areas of use and has eased the hassle of upgrades and service. This standard 9-pin serial connector allows the ACD3000 to interface with software applications as well as *ACDI's* Bootloader program. The Bootloader program allows users to reload the software on to the unit.

Programming ACD3000 Series Vending System

Overview

The *ACD300 Series* Vending System provides numerous levels of customization. By Pressing the top service button located on rear of unit **and an Active Supervisor Pin Number**, the following features are programmable within the Service Mode:

- *Amount of Time* each welcome screen appears on the display
- *Text* for all of the 12 welcome screens are editable on the display
- *Supervisor and User Pin Numbers* (Default Supervisor Pin is 73784230)
- *Delay Settings*
- *Assigning Supervisor and User PIN Numbers*

Adjusting the Welcome Screens

Edit Text on the Display

You can adjust the text that is displayed on Screens 1 through Screens 12 by following the steps below:

1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Setup Menu"
5. Press *ENTER*, then screen will display "Cash Settings"
6. Press *FWD* until display reads "Edit Welcome Screens"
7. Press *ENTER*, then screen will display "Edit Screen 1"
8. Press *FWD* until display reads "Edit Screen 2" or the number of screen desired to be edited.
9. Press *ENTER*, then screen will read "Edit Text"
10. Press *ENTER*, then screen will display "Color $0.50"
11. Press *ENTER*, then screen will display a line under the first character on the screen "Color $0.50"
12. Pressing *FWD*, the character currently underlined will change to the next valid character "Dolor $0.50"
13. Pressing *BACK,* the character currently underlined will change to the prior valid character "Color $0.50"
14. Pressing 6 will switch the underlined cursor to the right
15. Pressing 4 will switch the underlined cursor to the left
16. Pressing 8 will move the underlined cursor down
17. Pressing 2 will move the underlined cursor up

18. Pressing 0 will delete the underlined character.
19. Pressing 5 will clear the text from the whole screen.
20. Pressing *FWD* and *BACK* to edit the character.
21. Pressing 7 and 9 to edit the character from lower case to upper case.
22. Press *ENTER* to disable editing.
23. Press *EXIT*, then screen will display "Edit Text"
24. Press *EXIT*, then screen will display "Edit Screen 2"
25. Press *FWD* to edit other screens and follow steps 9-22

Note: Welcome Screens 1 thru 8 are automatically set to price lines 1 thru 8 respectively. Therefore all but the lower right 7 characters are editable.

Edit Time Each Screen is Displayed

You can adjust the time that each welcome screen is displayed by following the steps below:

1. Enter default Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Setup Menu"
5. Press *ENTER*, then screen will display "Cash Settings"
6. Press *FWD* until display reads "Edit Welcome Screens"
7. Press *ENTER*, then screen will display "Edit Screen 1"
8. Press *ENTER*, then screen will read "Edit Text"
9. Press *FWD* until the display reads "Edit Time"
10. Press *ENTER*, then screen will display "Time 2" (**Default is 2 sec.**)
11. Press *ENTER*, the cursor will blink
12. Pressing *FWD* will increase the value.
13. Pressing *BACK* will decrease the value.
14. Press *ENTER* to lock in value.
15. Press *EXIT*, then screen will display "Edit Time"
16. Press *EXIT*, then screen will display "Edit Screen 1"
17. Press *FWD* to edit Welcome Screen 2 and follow steps 8-16

Assigning Supervisor and User PIN Numbers

Pin Menu

100 User and 25 Supervisor PIN numbers are programmable within the *ACD3000 Series* vending system. This feature provides multiple users' access to "Staff Copies" and gives control and accountability to the Owner by recording the number of copies per User or Supervisor. Therefore, you have

vending and account management all in one machine. To view PIN usage, refer to the METERS MENU.

Adding User PIN Numbers

1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "PIN Menu"
5. Press *ENTER*, display will read "User PIN"
6. Press *ENTER,* display will read "Add User"
7. Press *ENTER,* display will read "Begin Entering PIN"
8. Enter up to 6-digit PIN that you want to add.
    Note: Longer pin numbers are more secure.
9. Press *ENTER*, display quickly flashes "Adding PIN", "PIN Added" then defaults to "Begin Entering PIN"
10. Repeat steps 8 and 9 until all desired PINs are added.
11. Press *EXIT*, display will read "Add User"
12. Press *EXIT* 3 times followed by *EJECT* to exit the Service Mode.

Clearing User PIN Numbers

1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "PIN Menu"
5. Press *ENTER*, display will read "User PIN"
6. Press *ENTER,* display will read "Add User"
7. Press *FWD* until display reads "Clear PIN"
8. Press *ENTER*, display will read "Begin Entering PIN"
9. Enter up to 6-digit PIN that you want to delete and press *ENTER*
10. Display will read, "Are you sure?"
11. Press *ENTER*, display quickly flashes "Deleting PIN" and defaults to "PIN Deleted"
12. Press *EXIT,* display will read "Clear PIN" and follow steps 7-10 to delete additional PINs
13. Press *EXIT* 3 times followed by *EJECT* to exit the Service Mode .

Adding Supervisor PIN Numbers

1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "PIN Menu"
5. Press *ENTER*, display will read "User PIN"
6. Press *FWD* until display reads "Supervisor PIN"
7. Press *ENTER*, display will read "Add Supervisor"
8. Press *ENTER,* display will read "Begin Entering PIN"
9. Enter up to 6-digit PIN that you want to add. ***Note: Longer pin numbers are more secure.***
10. Press *ENTER*, display quickly flashes "Adding PIN", "PIN Added" then defaults to "Begin Entering PIN"
11. Press *EXIT*, display will read "Add Supervisor" and follow steps 7-8 to add additional PINs
12. Press *EXIT* 3 times followed by *EJECT* to exit the Service Mode.

Clearing Supervisor PIN Numbers

1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "PIN Menu"
5. Press *ENTER*, display will read "User PIN"
6. Press *FWD* until display reads "Supervisor PIN"
7. Press *ENTER*, display will read "Add Supervisor "
8. Press *FWD* until display reads "Clear PIN"
9. Press *ENTER*, display will read "Begin Entering PIN"
10. Enter the 8-digit PIN that you want to delete and press *ENTER*
11. Display will read, "Are you sure?"
12. Press *ENTER*, display quickly flashes "Deleting PIN" and defaults to "PIN Deleted"
13. Press *EXIT,* display will read "Clear PIN" and follow steps 9-12 to delete additional PINs
14. Press *EXIT* 3 times followed by *EJECT* to exit the Service Mode.

Meters Menu - Accounting

The *ACD3000 Series* allows you to track revenue by reading and recording meter amounts shown on the display or printing a hard copy to a portable *SKT40 dot Matrix Printer.*

The meter readings show the total number of copies made and paid for, as well as the number of "Bypass" copies. These meters are resettable, preventing you from having to dictate the current copy count.

Our unit also offers a persistent total clicks meter. This number is non-resettable and will continue to increment for the life of the product. This meter is useful as an added form of accountability to the copier and coin-op resettable counters.

View Meters Menu

To View Meters Menu, Enter Meter Menu by following these commands:
1. Enter default Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *ENTER*, display will read "Read Meters"
5. Press *ENTER* to scroll through options:

    a. Read Meters
   - i. <u>Groups</u> – Displays paid copies per copy type or price line
   - ii. <u>User</u> – Displays number of copies made per PIN Account
   - iii. <u>Supervisor</u> – Displays number of copies made per SUPERVISOR Account
   - iv. <u>Total</u> – Displays total number of *metered* copies
   - v. <u>Persistent Total</u> – Displays total number of *metered* copies for life of product.(NONRESETTABLE)

    b. Print Meters
    c. Clear Meters

Reading Meters (See Illustration 1.01)
1. Follow steps 1-5 from "View Meters Menu" above.
2. Press *ENTER*, display will read "Read Groups"
3. Press *ENTER*, display will read " Read Cash Customers"
4. Press *ENTER*, display will read " Cash Customers Price1   #"
5. Press *FWD* to scroll through the options:
    a. Cash Customers Price 1   #

       b.   Cash Customers Price 2   #
       c.   Cash Customers Price 3   #
       d.   Cash Customers Price 4   #
       e.   Cash Customers Price 5   #
       f.   Cash Customers Price 6   #
       g.   Cash Customers Price 7   #
       h.   Cash Customers Price 8   #
       i.   Cash Customers Total   #

6. Press *EXIT* 2 times until display reads "Read Groups"
7. Press *FWD,* display will read "Read User"
8. Press *ENTER,* the first User Account will appear:
    a.   123456   #
9. Press *FWD* to scroll through each User Account
10. Press *EXIT*, display will read "Read Groups"
11. Press *FWD* until display reads "Read Supervisor"
12. Press *ENTER*, the first Supervisor Account will appear:
    a.   73784230 (Default Supervisor PIN)
13. Press *FWD* to scroll through each Supervisor Account
14. Press *EXIT*, display will read "Read Groups"
15. Press *FWD* until display reads "Read Total"
16. Press *ENTER*, display will read "Total   #"

Printing Meters

To print, you must have an *ACDI certified Serial Printer* with a printer cable.
1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *ENTER*, display will read "Read Meters"
5. Press *FWD*, display will read "Print Meters"
6. Press *ENTER*, display will read "Press Enter To Print"
7. Press *ENTER* to print, display will read "Printing" while in process and default back to "Press Enter To Print"
8. Press *EXIT*, display will read "Read Meters"

Clearing Meters in the Meters Menu

Clearing Meters resets the copy counts for Cash Customers, USERS and SUPERVIORS. It is useful to clear meters after you have reconciled copies-to-cash and have printed the records on the *SKT-40 Dot Matrix Printer*, enabling a good starting point for the next recording period.

1. Enter Supervisor Pin – 73784230
2. Press *ENTER* display will read "Service Mode"

3. Press *ENTER* display will read "Meters Menu"
4. Press *ENTER*, display will reads "Read Meters"
5. Press *FWD* until display reads "Clear Meters"
6. Press *ENTER* 2 time to select Clear Meters, display will read "Press Enter To Clear"
7. Press *ENTER* to clear, display will read, "Are you sure?"
8. Press *ENTER* to select continue clearing, display will read "Clearing" while in process and default back to "Meters Clear"
9. Press *EXIT* 2 times followed by *EJECT* to exit out of the Service Mode and to return to the default Idle Screen

Enabling Hidden Pins Mode

The ACD3000 series card reader has the ability to hide the display of pins as entered on the top keypad. This added security feature allows for discrete entering of access pins in public venues.

Turning the Hidden Pins Mode ON or OFF

1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Setup Menu"
5. Press *ENTER*, display will read "Cash Settings"
6. Press *FWD* until display reads "Other Settings"
7. Press *FWD* until display reads "Hidden Pins Mode Enabled"
8. Press *ENTER* to toggle between Enabled and Disabled
9. Press *EXIT* 3 times followed by *EJECT* to exit the Service Mode and return to the main Idle Screen

Delay Settings

Disable Delay

This setting determines how long the *ACD3000 series* reader waits before disabling the copier.
Useful when last vend or partial pages are an issue.

1. Enter Supervisor Pin – **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Setup Menu"
5. Press *ENTER,* display will read "Cash Settings"
6. Press *FWD* until display reads "Delay Menu"

7. Press *ENTER*, display will read "Disable Delay 25 mSec" (<u>Default Disable Delay is 25 mSec</u>)
8. Press *ENTER* to edit Disable Delay and a flashing cursor will appear
9. Press *FWD* to increase the delay or press BACK to decrease the delay
10. Press *ENTER* to save your new delay
11. Press *EXIT*, display will read "Delay Menu"

Blind Time

This setting determines how long the *ACD3000 series* waits before accepting another copy charge pulse.

Useful when more than one charge is made per copy, this setting can correct the problem. By extending the Blind Time, the *ACD3000 series* can ignore additional pulses.

1. Follow steps 1 thru 7 from "Disable Delay" above
2. Press *FWD* until display reads "Blind time 250 mSec" (<u>Default Blind Time is 250 mSec</u>)
3. Press *ENTER* to edit Blind Time and a flashing cursor will appear
4. Press *FWD* to increase Blind Time or press *BACK* to decrease blind time
5. Press *ENTER* to save your new Blind Time
6. Press *EXIT*, display will read "Delay Menu"

Card Time Out

This setting determines how long a card will remain in the reader without copier activity.

1. Follow steps 1 thru7 from "Disable Delay" above
2. Press *FWD* until display reads "Card Time Out 00:06:00" (<u>Default Card Time Out is 6 min.</u>)
3. Press *ENTER* to edit Card Time Out and a flashing cursor will appear
4. Press *FWD* to increase Card Time Out or press *BACK* to decrease Card Time Out
5. Press *ENTER* to save your new Card Time Out
6. Press *EXIT*, display will read "Delay Menu"

Pin Time Out

This setting determines how long a pin number will remain engaged without copier activity.

1. Follow steps 1 thru 6 from "Disable Delay" above
2. Press *ENTER,* display will read "Disable Delay"
3. Press *FWD* until display reads "Pin Time Out 00:05:00" (<u>Default Blind Time is 5 min.</u>)
4. Press *ENTER* to edit Pin Time Out and a flashing cursor will appear
5. Press *FWD* to increase Pin Time Out or press *BACK* to decrease Pin Time Out
6. Press *ENTER* to save your new Pin Time Out
7. Press *EXIT*, display will read "Delay Menu"

Card Settings

The *ACD3000 series* is equipped with the EX Technologies magnetic card system. There are unique settings and card programming modes available only in the card setting menu. The following pages will walk you through functions specific to the card setting menu

Group 1 Code – Setting is preset and should only be changed if instructed.

1. Enter default Supervisor Pin– **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Setup Menu" Press ENTER
5. Press *FWD* until display reads "Card Settings" Press ENTER
6. Note you will step through several menus.
7. Press *FWD* until screen reads "Group 1 is 9" or current group 1 code.
8. To change value of Group 1
9. Press the number of the new value
10. Press *ENTER to lock in the new value*
11. Press *Exit twice* until screen reads "Setup Menu"
12. Press *Eject* to leave the Service Mode.

Group 2 Code – Setting is preset and should only be changed if instructed.

1. Enter default Supervisor Pin– **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Setup Menu" Press ENTER
5. Press *FWD* until display reads "Card Settings" Press ENTER
6. Note you will step through several menus.
7. Press *FWD* until screen reads "Group 2 is 2" or current group 2 code.
8. To change value of Group 2
9. Press the number of the new value
10. Press *ENTER to lock in the new value*
11. Press *Exit twice* until screen reads "Setup Menu"
12. Press *Eject* to leave the Service Mode.

Group 3 Code – Setting is preset and should only be changed if instructed.
1. Enter default Supervisor Pin– **73784230**
2. Press *ENTER* display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press *FWD* until display reads "Setup Menu" Press ENTER
5. Press *FWD* until display reads "Card Settings" Press ENTER
6. Note you will step through several menus.
7. Press *FWD* until screen reads "Group 3 is 3" or current group 3 code.
8. To change value of Group 3
9. Press the number of the new value
10. Press *ENTER to lock in the new value*
11. Press *Exit twice* until screen reads "Setup Menu"
12. Press *Eject* to leave the Service Mode.

CMX2 STX Code – Setting is preset and should only be changed if instructed.

1. Enter default Supervisor Pin– **73784230**
2. Press ENTER display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press FWD until display reads "Setup Menu" Press ENTER
5. Press *FWD* until display reads "Card Settings"
6. Press ENTER display will read "CMX2 STX 11"or current CMX2 STX code.
7. To change value of CMX2 STX Code
8. Press the number of the new value
9. Press *ENTER to lock in the new value*
10. Press *Exit twice* until screen reads "Setup Menu"
11. Press *Eject* to leave the "Service Mode"

CMX2 Rom Code –Setting is preset and should only be changed if instructed.

1. Enter default Supervisor Pin– **73784230**
2. Press ENTER display will read "Service Mode"
3. Press *ENTER* display will read "Meters Menu"
4. Press FWD until display reads "Setup Menu" Press ENTER
5. Press *FWD* until display reads "Card Settings"
6. Press ENTER display will read "CMX2 STX 11"or current "CMX2 STX code".
7. Press FWD until display reads "CMX2 ROM"
8. To change value of CMX2 ROM Code
9. Press the number of the new value
10. Press *ENTER to lock in the new value*
11. Press *Exit twice* until screen reads "Setup Menu"
12. Press *Eject* to leave the "Service Mode"

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