



**Pegasus**<sup>TM</sup>  
an Avetta Company

## **Installation Guide**

V 2.1

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## INTRODUCTION

This document will describe the process to safely install your new Pegasus LP8 kiosk. The steps given in this document are designed to describe the process needed to assemble the main components and to commission and test the completed kiosk.

If at any time you are unsure about any step or have concerns regarding your safety during this installation, please call Pegasus Technical Support on 1300 131 194. Pegasus support can also be contacted via email at [support@onsitetrackeasy.com.au](mailto:support@onsitetrackeasy.com.au) to lodge a support request.

At all times, please adhere to local site safety procedures when installing and handling this product.

## **DOCUMENT VERSION**

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Document Controller - Damien Challen

## **KIOSK COMPONENTS**

Your kiosk consists of the following items:

- Kiosk unit incorporating
  - Touchscreen display
  - Sticker printer
  - USB Web camera
  - Card reader (QR and Barcode)
  - Proximity Card Reader
  - Soundboard speaker
  - Power board
  - 2 Port USB Hub
  - Top Mounted Intake Fan
  - Bottom Mounted Exhaust Fan
- Kiosk Door Key
- Desktop Computer
- Optional (BAC Test Unit with Null Modem Cable)

Please ensure that you have received all of the items above before proceeding. In the event of an item is missing or has been damaged in transit, please contact Pegasus Technical Support.

## MAINTENANCE

### Maintaining the Kiosk and Touch Screen

To maintain an effective working kiosk, it is important to keep the touch screen surface and area surrounding the screen clean and free of excessive dust and other objects. To do this we recommend the use of an anti-static, lint-free cloth or micro-fibre cloth. When cleaning your touch screen, treat it with care and do not use aggressive cleaning products on the screen surface.

**Pegasus recommends the following maintenance schedule:**

#### Daily Maintenance

Wipe touch screen surface with a dry clean micro-fibre cloth. Wipe off any visible marks/dust or build-up off the powder-coated steel body.

#### Weekly Maintenance

As above, but additionally include checking sticker printer for residue or stickers behind the exit hole. Visual check of exhaust air holes and remove any dust or obstructions with lint-free cloth to ensure clear entry and exit for air.

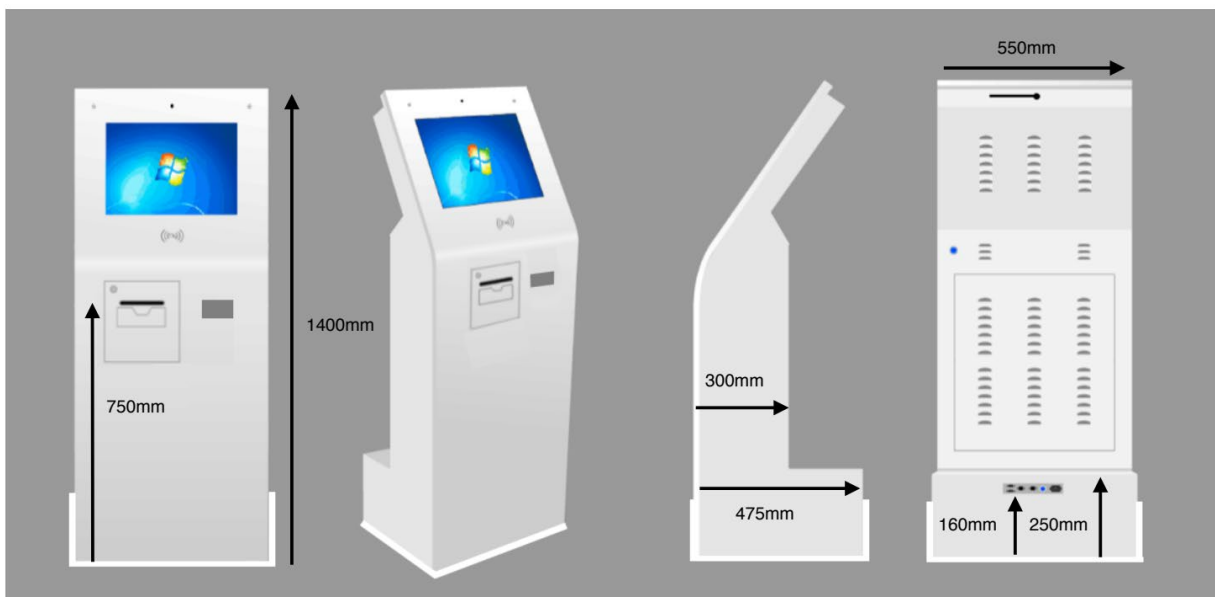
#### Quarterly Maintenance

Blow away any dust and debris from inside main area of the kiosk housing, Scanner module and PC shelf using a can of compressed air. Visual check of components for any defects etc.

#### Annual Maintenance

Review performance of all components. Check speakers, scanner, touch screen and label printer are functioning correctly. Test and tag electrical equipment if site requires.

## DIMENSIONS



## INSTALLING THE KIOSK UNIT

### LOCATING THE UNIT

The Pegasus kiosk is a 240V powered electrical computing device so all attempts to house the unit under the following conditions will ensure correct operation.

The optimal installation for this Pegasus kiosk is:

- Inside an air-conditioned office or well ventilated space protected from the elements.
- Not in direct sunlight.
- Kiosk next to a wall (but not in direct contact).
- The footing of the base of the kiosk providing appropriate space for the fans to operate effectively to disperse airflow.

If the kiosk is to be located in a less than optimal location, ensure the following are undertaken to ensure correct operation.

- Completely under cover to avoid direct exposure from wet environments (Snow, Rain, Hail, etc) so that no part of the kiosk is able to be wet.
- Completely under cover to avoid direct exposure to direct sunlight.
- Located away from damp environments.
- Located away from dusty environments.
- Located away or elevated from water egress to the bottom of the kiosk (to avoid liquid spills, flooding, wash down from cleaning activities etc.)

The kiosk comes with a footprint around the bottom of the unit. This provides a stable platform for the kiosk should heavy force be used against the unit. Additionally, this allows the kiosk to have some space between a wall, so the intake and exhaust fans can operate effectively.

### SECURING THE UNIT IN LOCATION

Should you require the kiosk to be positively secured to the ground or floor, there are holes in the bottom of the Kiosk for this purpose.

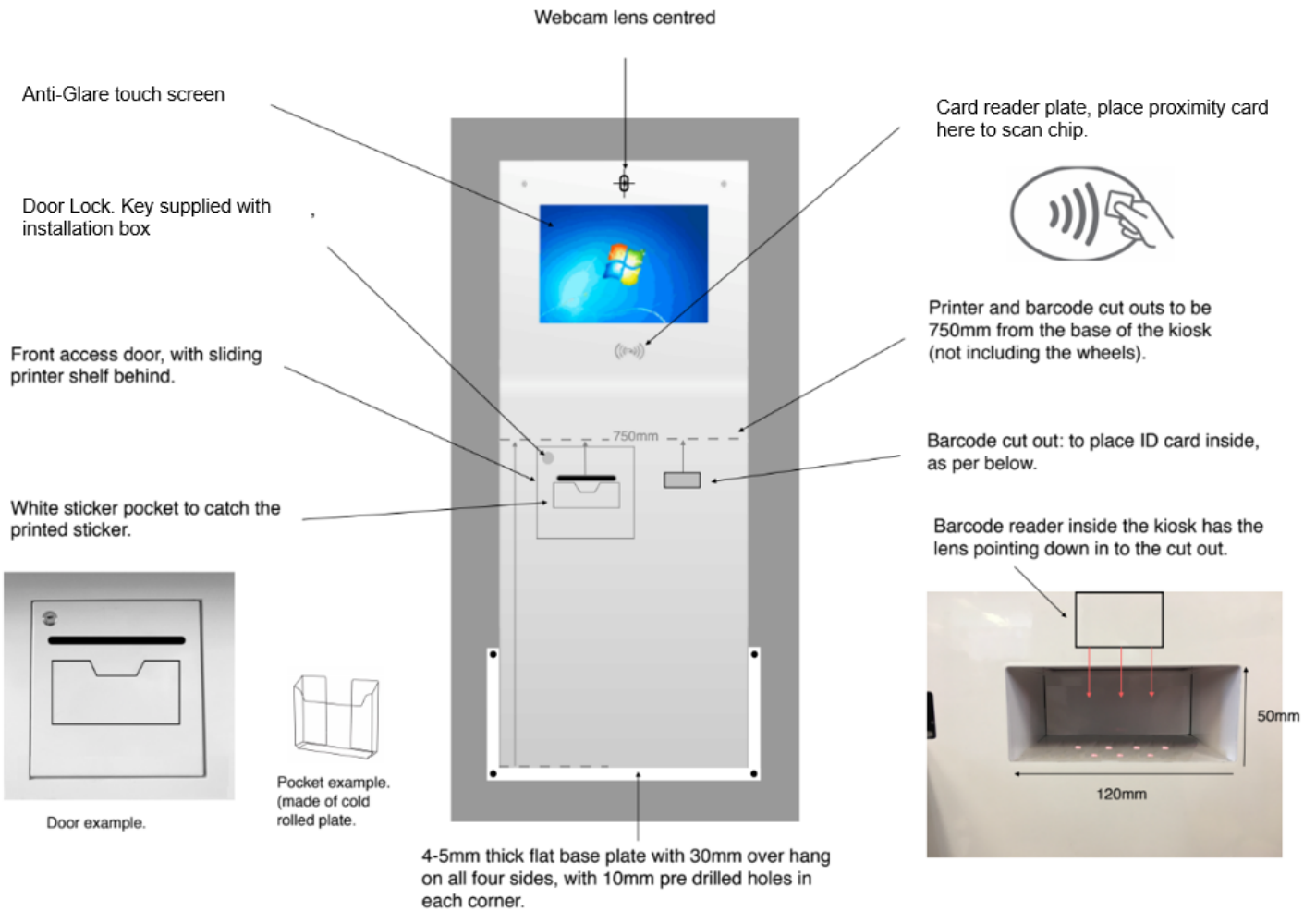
### SAFETY NOTES

**The complete kiosk unit weighs approximately 60 kilograms.** Please take appropriate precautions when attempting to move the unit and always follow site procedures for manual handling.

## INSTALLING THE KIOSK

### KIOSK EXTERNAL COMPONENTS

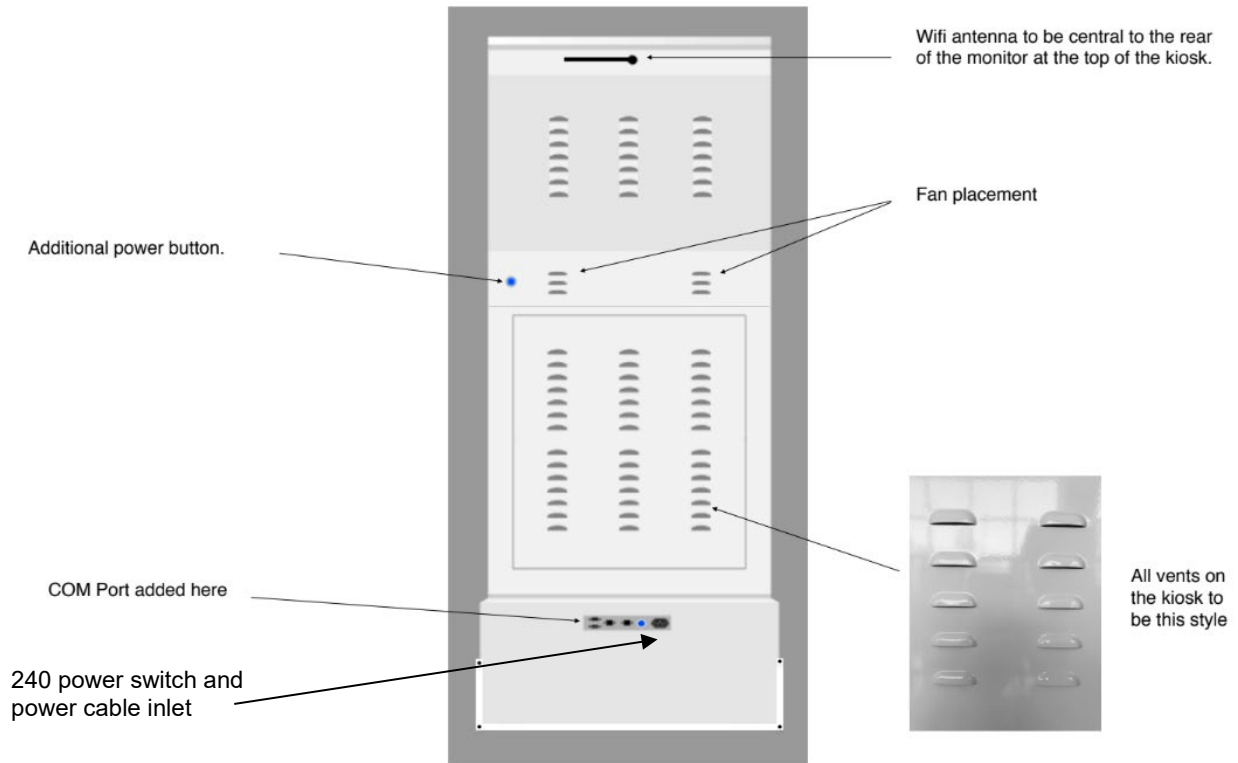
Below are the core items visible from the outside of the Kiosk.



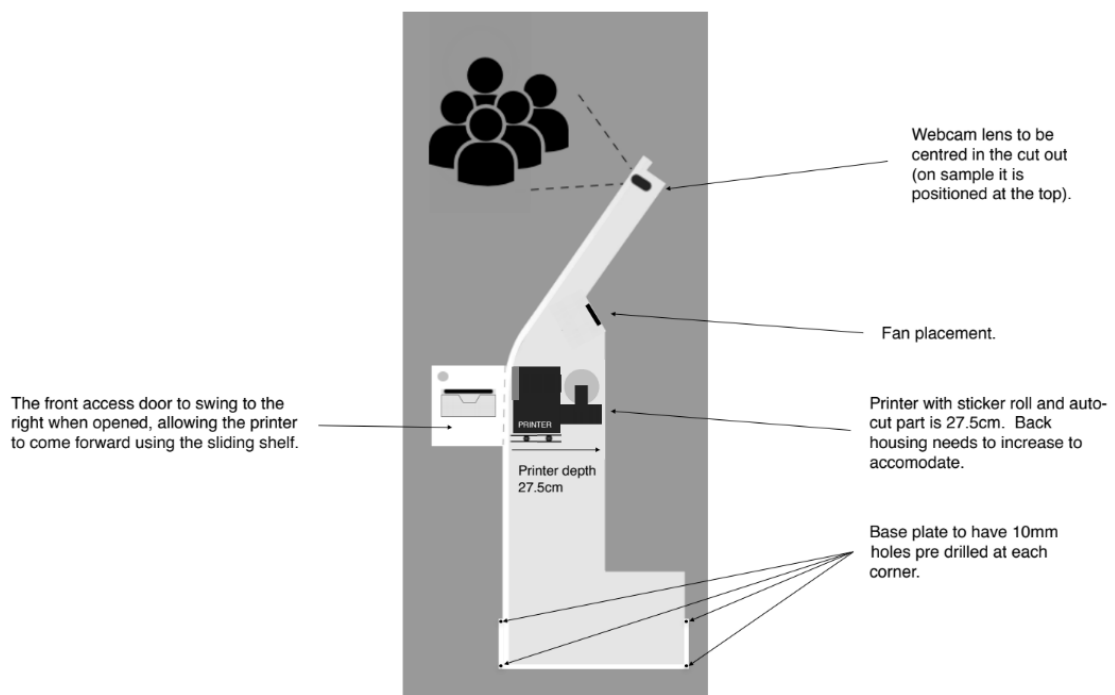
*Kiosk External Components Front*

**KIOSK EXTERNAL COMPONENTS CONT.**

The rear of the Kiosk shows the fan positions. These will need to be clear of all obstructions at all times, to ensure that proper airflow for the Kiosk to intake and expel heated air.



*Kiosk External Components Rear*

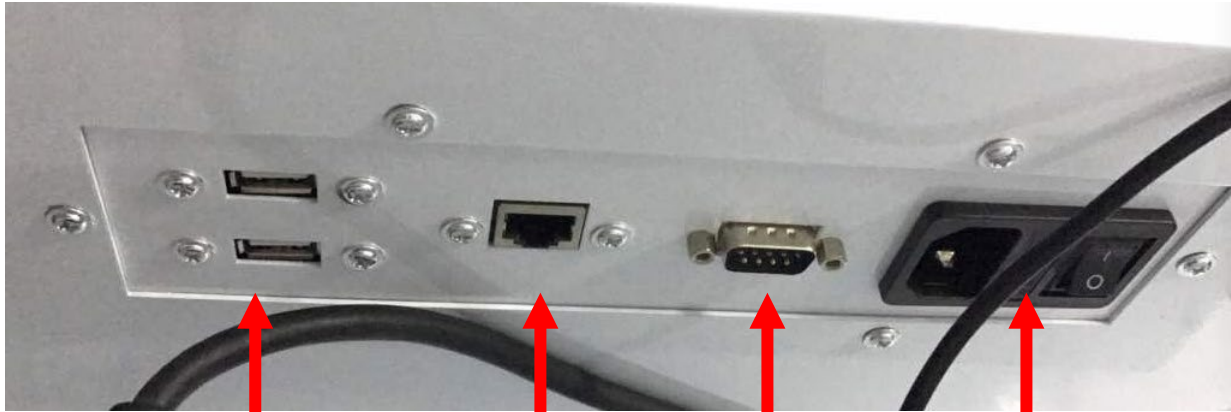




## CONNECTING DEVICES

Starting on the rear of the desktop pc, plug in the cables according to the following guide:

1. Connect the power cable to the mains 240V general power outlet
2. Connect the network cable to your network port or External Modem Lan Port
3. Connect the COM port cable to any existing Breathalyser units.



USB Ports

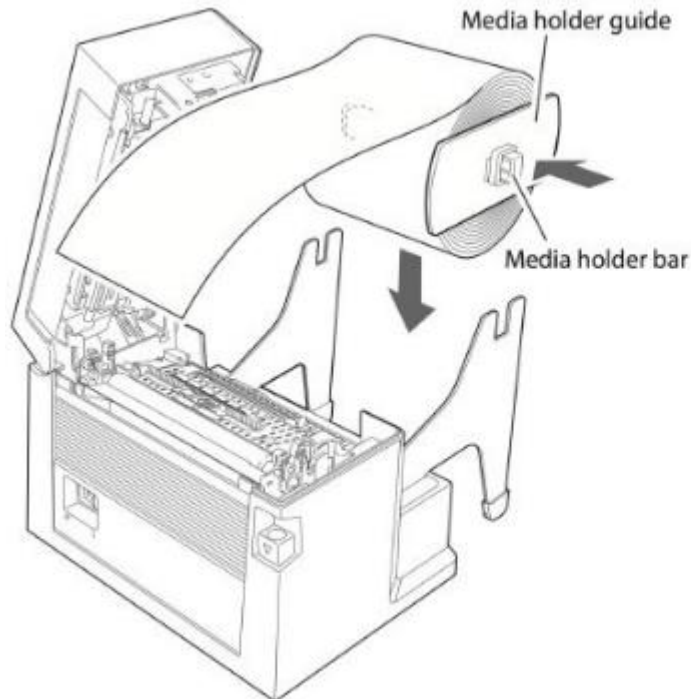
Network Port  
(ethernet)

COM Port  
(Breathalyser)

Power Port  
and Switch

## INSTALLING STICKER ROLL

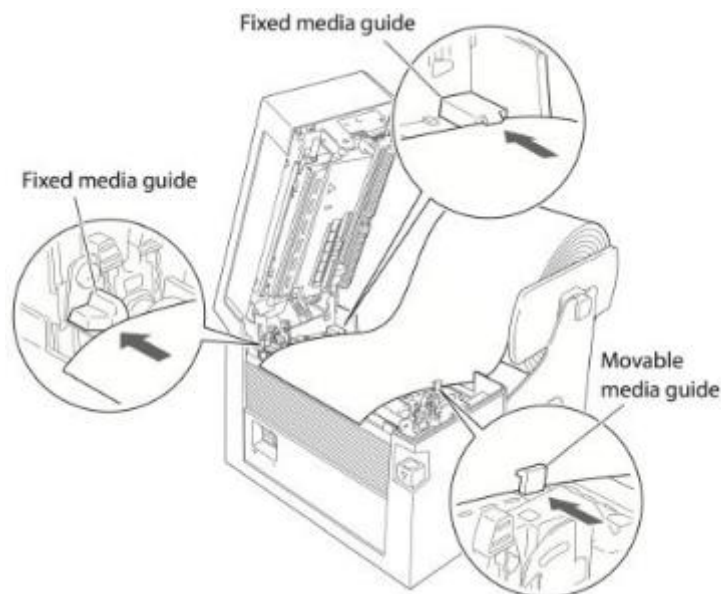
Unlock the printer door on the front of the kiosk and insert the labels sticker side up as directed below.



1. Slide the label roll over the media bar. The media guide must be on the right side of the roll of media (as viewed from the front of the printer) with the ribbed surface of the media guide touching the media roll as shown in the illustration.

2. Set the label roll and media holder in to the printer as shown. It is advisable to pull a length of labels forwards and through the mechanism ready for later positioning.

3. Move the label roll so it is touching the left side of the housing. Then slide the black media guide so it is touching the roll on the right side. Do not try to hold the labels too tightly with these guides as it will cause the printer to jam during printing.



4. Align the label roll with the left fixed media guides (2 places), and align the right movable media guide with the media width.

**Note: If Movable Media Guide is not correctly positioned, printer may jam.**

5. Lower and lock the printer cover.

6. With the power switched on, push the FEED key to feed the label. It will halt at the next print start position.

## **SAFETY NOTES**

### Working with Power

The Pegasus kiosk is 240V powered from a mains power outlet. Always treat the unit as having live power until it can be confirmed that it is removed from mains power. Where possible isolate the unit from mains power before operating, ensuring kiosk has been safely shut down first. This will involve pressing the “Additional Power” switch behind the monitor and waiting for the unit to power down.

### Pinch Points

One major pinch point exists on the kiosk. The door that opens at the front of the kiosk is the main point to be aware of. When closing the door, be aware that all cables are not in the door, as pinching them can damage them completely.

### Water Exposure

The Pegasus unit must never be exposed to directly to water or be placed where water can be spilt onto it. Hosing around the kiosk for example. This can lead to electrocution of a person undertaking the hosing or damage to the kiosk causing electrical discharge

### Installed Fans

Two exhaust fans are in place to cycle air through the kiosk. The top fan intakes air, and the bottom expels air. Ensure that while fans are operating fingers, cables and any foreign objects are not inserted into the fans. They come complete with housing to protect most access to the spinning blades, but exposure can still occur.

## **INSTALLING AN EXTERNAL MODEM**

If an external modem is required to be installed, please refer to the supporting documentation for the install of that device. Pegasus support is limited to the Kiosk as it is supplied as per this documentation. Additional hardware or software should be managed by a qualified IT Technician where possible and is aware or proficient with the equipment they are installing.

## INSTALLING A THERMAL CAMERA (OPTIONAL)

A Thermal camera can be added to the Kiosk. This requires additional setup and attachment to the kiosk in order for it to be detected. This should have been configured at Pegasus prior to delivery. The thermal camera is connected via a USB cable. This can be plugged into any USB port on the Kiosk, but this needs to be done **prior** to the kiosk being powered up.

The thermal camera will be detected and will start prompting for a scan of a cardholders temperature before they can complete the login process. Ensure they open section, as seen below, is facing the direction the cardholder will be standing, to take an accurate reading.

Recommended screening distance from worker is 0.5m to 1.2m.

Note that there is a warmup and calibration time for the Thermal camera of up to 30 minutes. Please allow this to occur before starting cardholder logins.

Note: If the Thermal camera is not detected when the login process occurs, it will mention this on the Kiosk as part of the login process.



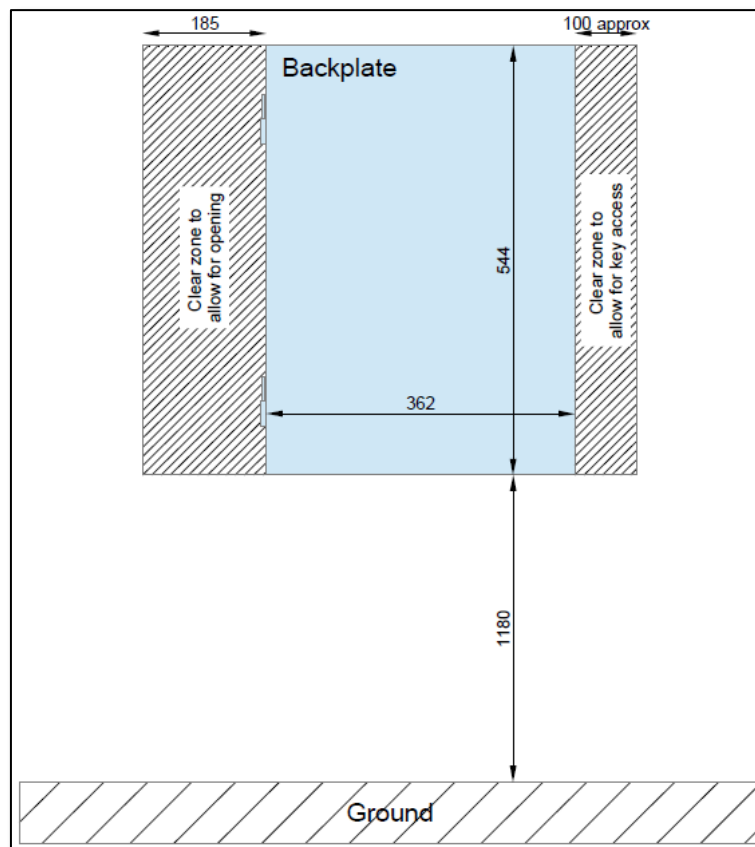
## INSTALLING A BAC TEST UNIT (OPTIONAL DEVICE)

### MOUNTING THE BAC UNIT

The BAC unit is recommended to be wall mounted. Below are the specifications for the backing plate of the BAC unit.

When mounting the unit, it is recommended:

- The instrument must be mounted on a wall or structure that can take the supported weight of the instrument.
- The instrument must not be exposed to water.
- The instrument should be mounted near to a mains power socket to allow for easy connection
- Under extreme heavy use, the instrument could discharge excess condensation or saliva from the bottom of the instrument; do not mount the instrument above anything that could be affected by this. (Pegasus Kiosk for example)
- The instrument must not be exposed to extreme temperatures outside of the defined operating range (0 to 50 degrees centigrade). It should also be mounted where it is not exposed to direct sunlight.

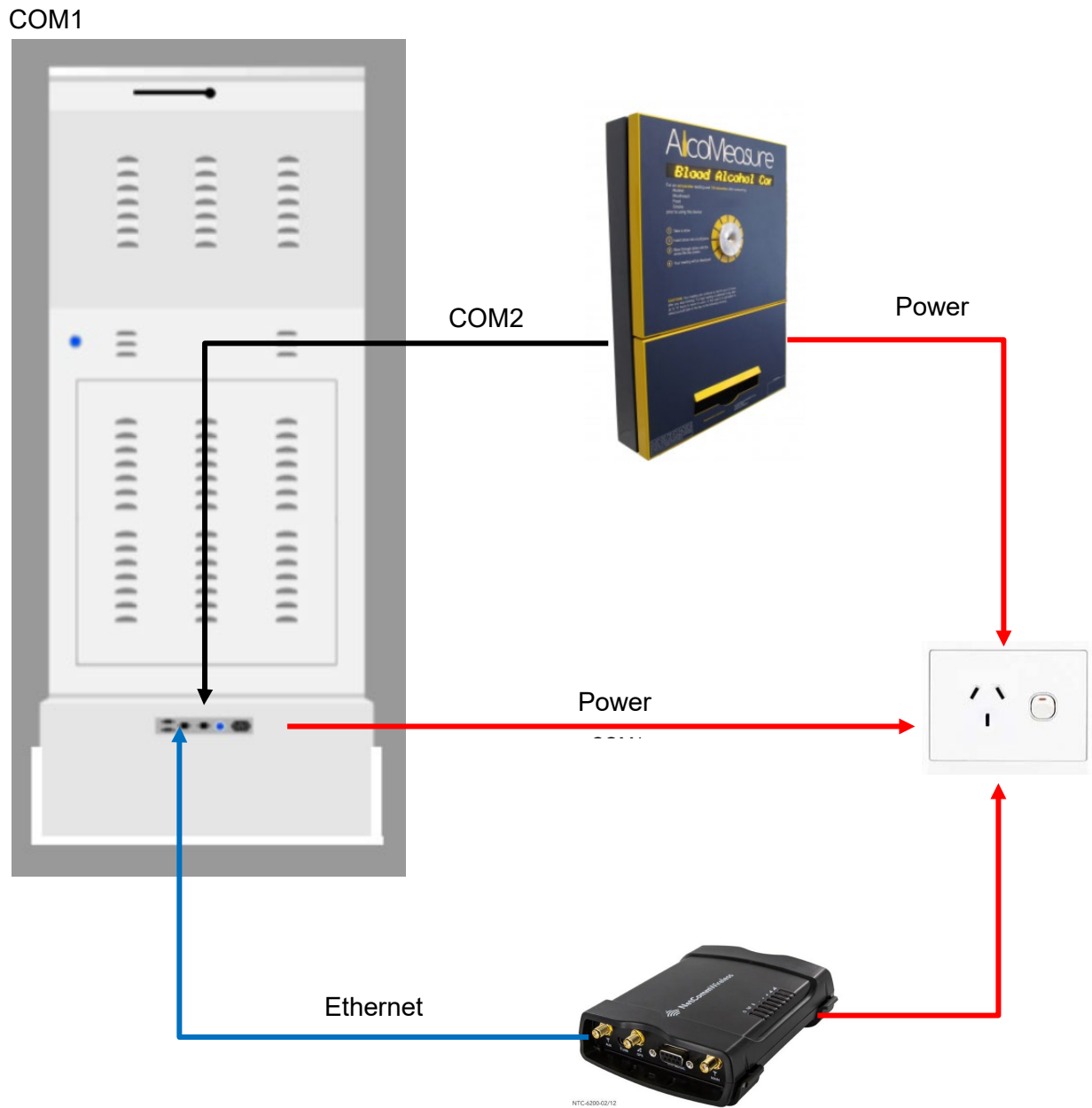


*Recommended mounting dimensions of the BAC back plate*

If in doubt about any mounting questions you may have for your BAC device, always check with the manufacturer before carrying out any work to confirm your concerns. The above recommendations may have changed at time of writing.

## TYPICAL WIRING GUIDE

The below diagram shows typical wiring of common devices to the kiosks.



## **COMMISSIONING AND TESTING**

This section assumes that the previous steps outlined have been followed and the kiosk has been installed as per those instructions.

### **TURNING ON THE KIOSK FOR THE FIRST TIME**

Ensure all cables are connected first as described above

Step 2: Turn on PC additional power

Step 1: Turn on mains power



### **CONFIRMING CORRECT OPERATION**

Once power is ready to be turned on. The following steps should take place.

- Turn on the bottom Power switch and then top power switch.
- Both case mounted fans should start up an screen will turn on..
- A short beep should emit from the kiosk indicating it has powered up.
- The touchscreen monitor should power on and start displaying a Pegasus logo as it starts loading all required kiosk software.

Once completed, the kiosk welcome screen should then display a Sign in and Sign Out message and be ready for operation.

### **REMOTE SOFTWARE ACTIVATION**

Inside the sticker printer door will be unique set of numbers containing

1. QA Date of hardware test
2. Support ID
3. Live Interface
4. MAC Address

Please contact Pegasus once your device is connected and powered to remotely connect to the kiosk to configure it's identity.

You will need to provide the "Support ID" for our technicians to be able to connect to the device and finalise the software setup and activate the device.



**TROUBLESHOOTING GUIDE**

Symptoms	Resolution
Kiosk does not power on.	<p>Check that both power switches have been activated.</p> <p>Ensure power is connected and turned on at the mains socket.</p>
Kiosk powers on, but does not load Pegasus logo after sufficient time has passed	<p>Safely shutdown the Kiosk. Do this by pressing the top power button, wait for the device to safely shut down, turn off at the wall, wait 2 minutes and then turn on again.</p> <p>If trouble persists, please call the Pegasus Technical Support on 1300 131 194</p>
<p>Administrator password required to:</p> <ul style="list-style-type: none"> <li>- Add Additional Hardware</li> <li>- Change IP Address</li> <li>- Other admin level tasks</li> </ul>	<p>Please call the Pegasus Technical Support on 1300 131 194</p>
Thermal Camera not detected	<p>Ensure Thermal Camera USB plug is connected to the Kiosk before starting it up. If Kiosk was already turned on, press power button on top of Kiosk, wait for the device to safely shut down, plug in the Thermal Camera, and then power on the system as normal.</p> <p>Check to see in settings in Onsite Track Easy is the Thermal Camera setting is enabled for this Kiosk.</p> <p>If still not detecting, contact Pegasus Technical Support</p>
Sticker Printer is not printing	<p>Check to see if the printer has run out of stickers.</p> <p>Check to see that sticker printer has power.</p> <p>Check to see that the stickers are facing Label up and not label down. Will not print if label is facing down.</p>
QR Reader is not scanning	<p>Light should appear indicating QR reader is enabled and plugged in. If no lights appear. This might have been unplugged/not plugged in internally via USB. Discuss with Pegasus technician to get this re-plugged back in.</p>

	If light is on, scan QR Code taking care to not obscure any of the QR code picture, so it can register a correct scan.
Proximity Card Reader not scanning cards	Test with a variety of cards, to isolate a card with a possible faulty/damaged chip.  Proximity reader is configured to only read Pegasus cards and will not register if a different card is presented