



Trigger

Trigger

"C" - Clear

"ALP" - Alpha

"PW" - Power

"SF" - to back space, press "SF", then "C"

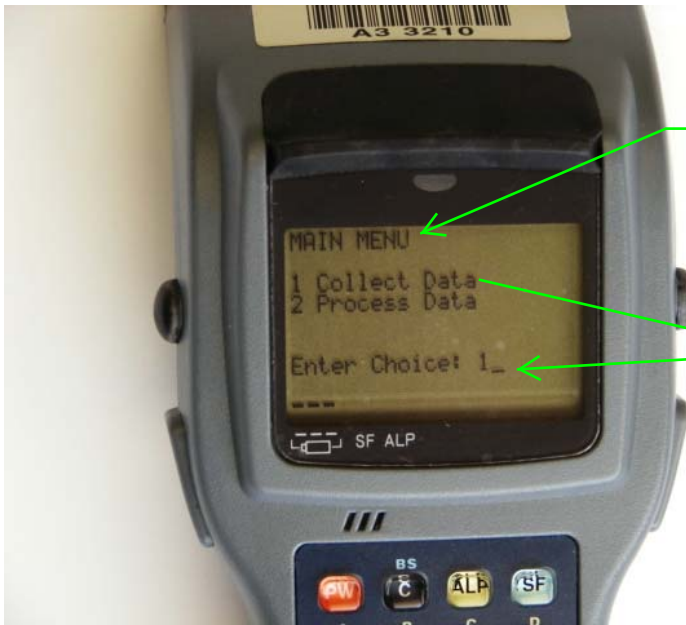
Numeric Key Pad

"F1" - Start of class

"ENT" - Enter

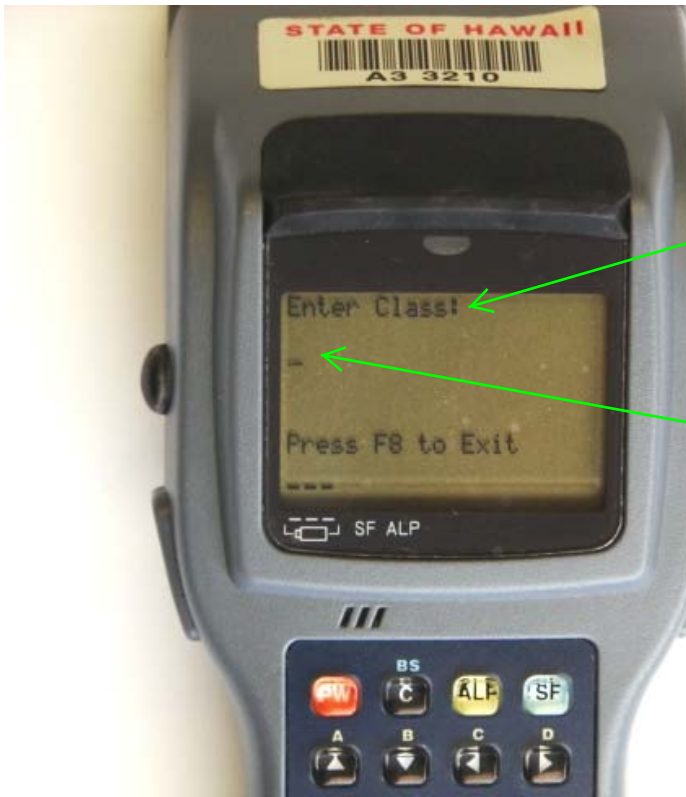
"F2" - End of class

"F8" - to Exit



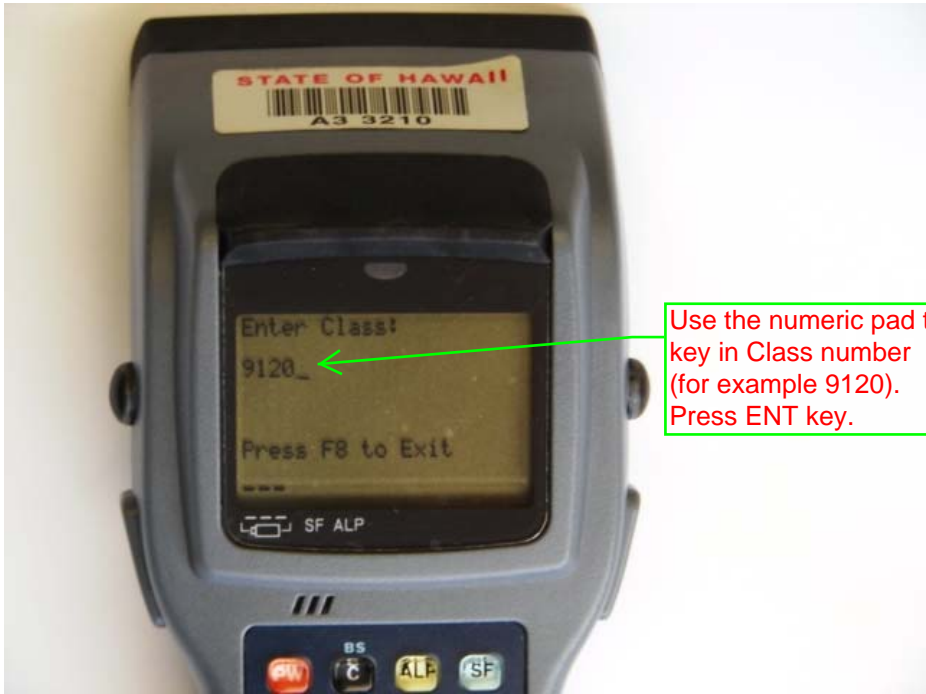
"PW" - Power On, takes you to the "MAIN MENU"

Press "1" on keypad to Collect Data, then press ENT (Enter).



Asked to Enter Class

Ready to key in class number.



Use the numeric pad to key in Class number (for example 9120). Press ENT key.



Ready to begin scanning bar codes by pressing one of the triggers.

Trigger



Trigger button



At **START** of class, press "F1" and "ST_" will appear. Then press Enter.

Note: You may continue to scan cards after the start of the class.

To save battery power, screen will go blank after a period of inactivity. If this happens, press the power "PW" button to restore the screen.



To save battery power, screen will go blank after a period of inactivity. If this happens, press the power "PW" button to restore the screen

At the end of the class, press "F2" and "EN_" will appear. Then press Enter.

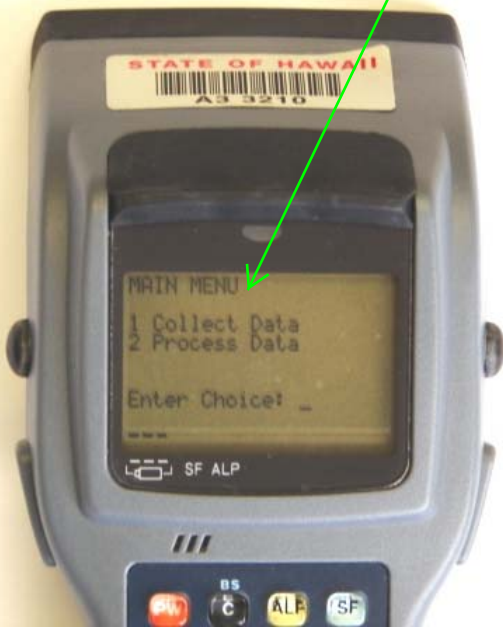
You are now ready to scan out participants.



When done scanning, press "F8" and "ENF8_" should appear. Then press Enter



Press F8 again, then ENT. The Main Menu should appear.



Press "PW" to power off

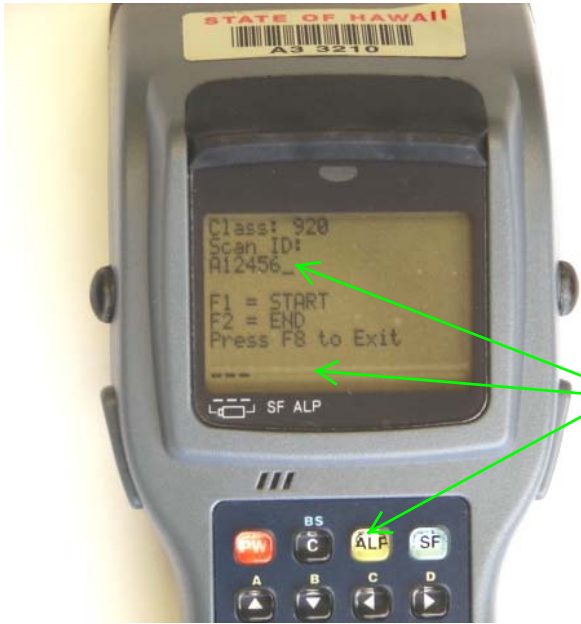
If a bar code fails to scan, you need to input the cert number manually using the numeric key pad.



To input a cert number manually, press "ALP".
"_" will appear on the screen.



Press the appropriate letter, for example "A"



Press the "ALP" key again to revert back to numeric. The "_" will disappear, then key in the rest of the cert number. Press ENT and continue scanning cards.